

**RSPO PRINCIPLE AND CRITERIA –  
2<sup>nd</sup> ANNUAL SURVEILLANCE ASSESSMENT  
Public Summary Report**

<p><b>PT. Inti Indosawit Subur: Ukui II Palm Oil Mill and its Supply Bases</b></p>
<p>Client company Address: <b><u>Jl. M.H Thamrin No.31</u></b> <b><u>Jakarta 10230</u></b> <b><u>Indonesia</u></b></p>
<p>Certification Unit: Ukui II Palm Oil Mill</p> <p>Location of Certification Unit: <b>Ukui Village, Ukui Sub-District, Pelalawan Regency</b> <b>Riau Province</b> <b>Indonesia</b></p>

**TABLE of CONTENTS**

**Page No**

Section 1: Scope of the Certification Assessment.....	4
1.    Company Details .....	4
2.    Certification Information.....	4
3.    Other Certifications.....	4
4.    Location(s) of Mill & Supply Bases .....	5
5.    Description of Supply Base .....	5
6.    Plantings & Cycle.....	6
7.    Certified Tonnage of FFB (Own Certified Scope).....	6
8.    Certified Tonnage of FFB (from other certified unit(s)) if applicable * .....	7
9.    Non-Certified Tonnage of FFB (outside supplier – excluded from certificate) if applicable.....	7
10.   Certified Tonnage.....	7
11.   Actual Sold Volume (CPO) .....	8
12.   Actual Sold Volume (PK).....	8
13.   Actual Group certification Claims .....	8
Section 2: Assessment Process .....	9
2.1   Assessment Methodology, Programme, Site Visits .....	9
2.2   BSI Assessment Team: .....	11
2.3   Assessment Plan.....	12
Section 3: Assessment Findings .....	12
3.1   Details of audit results are provided in the following Appendix: .....	14
3.2   Progress against Time Bound Plan .....	14
3.3   Progress of scheme smallholders and/or outgrowers (if applicable to this assessment) .....	16
3.4   Details of findings .....	16
3.4.1 Status of Nonconformities Previously Identified and Observations.....	21
3.4.2 Summary of the Nonconformities and Status.....	24
Formal Signing-off of Assessment Conclusion and Recommendation .....	31
Appendix A: Summary of Findings <i>include the appropriate checklist used for assessment</i> .....	32
Appendix B: Approved Time Bound Plan .....	146
Appendix C: GHG Reporting Executive Summary .....	149
Appendix D: General Chain of Custody Requirements for the Supply Chain <b>Error! Bookmark not defined.</b>	

**RSPO Public Summary Report  
Revision 6 (December /2017)**

Appendix E (*Please choose either IP / MB*) ..... **Error! Bookmark not defined.**  
: CPO Mill Supply Chain Assessment Report (Module *D* - CPO Mills: *Identity Preserved*)..... **Error!  
Bookmark not defined.**

Appendix E: CPO Mill Supply Chain Assessment Report (Module *E* - CPO Mills: *Mass Balance*) ...151  
    Supply Chain Declaration (*Applicable For Appendix E*) ..... 157

Appendix F: Location Map of Certification Unit and Supply bases .....159

Appendix G: Estate Field Map .....161

Appendix H: List of Smallholder Sampled (*If applicable – scheme/associated/group certification*)  
.....162

Appendix I: List of Abbreviations .....164

## Section 1: Scope of the Certification Assessment

1. Company Details			
<b>RSPO Membership Number</b>	1-0022-06-000-00	<b>Membership Approval Date</b>	6 February 2006
<b>Parent Company Name</b>	PT. Inti Indosawit Subur		
<b>Address</b>	Jl. M.H Thamrin No.31 Jakarta 10230, Indonesia		
<b>Subsidiary (Certification Unit Name)</b>	PT. Inti Indosawit Subur – Ukui II Palm Oil Mill		
<b>Address</b>	Ukui Village, Ukui Sub-District, Pelalawan Regency, Riau Province, Indonesia		
<b>Contact Name</b>	Mr. Putu Grhyate Yonata Aksa		
<b>Website</b>	www.asianagri.com	<b>E-mail</b>	<a href="mailto:Putu_Aksa@asianagri.com">Putu_Aksa@asianagri.com</a>
<b>Telephone</b>	+62 21 23201119	<b>Facsimile</b>	+62 21 2301120

2. Certification Information			
<b>Certificate Number</b>	<b>RSPO 565807</b>	<b>Date of First Certification</b>	1 March 2011
		<b>Certificate Start Date</b>	1 March 2016
		<b>Certificate Expiry Date</b>	28 February 2021
<b>Scope of Certification</b>	Production of CPO an PK at Ukui II Palm Oil and FFB supplied from two (2) company own plantation namely Soga Estate and Ukui Estate (Division V only) and six (6) cooperatives of scheme smallholder. Mill capacity 90 tonnes FFB/hour.		
<b>Applicable Standards</b>	RSPO P&C Indonesia National Interpretation 2016; RSPO Supply Chain Certification Standard 2014 Module D – CPO Mills: Identity Preserve		

3. Other Certifications			
<b>Certificate Number</b>	<b>Standard(s)</b>	<b>Certificate Issued by</b>	<b>Expiry Date</b>
ID05/65250	ISO 14001:2004	SGS	10 June 2020
EU-ISCC-Cert-DE100-20442017	ISCC (Ukui II POM)	SGS	2 February 2018
SPO20002	ISPO	SAI Global	2 September 2018

**RSPO Public Summary Report**  
**Revision 6 (December /2017)**

<b>4. Location(s) of Mill &amp; Supply Bases</b>			
<b>Name (Mill / Supply Base)</b>	<b>Location [Map Reference #]</b>	<b>GPS Coordinates</b>	
		<b>Latitude</b>	<b>Longitude</b>
Ukui II Palm Oil Mill	Ukui Village, Ukui District, Pelalawan Regency	00° 16' 37" S	102° 07' 01" E
Soga Estate	Ukui Village, Ukui District, Pelalawan Regency	00° 16' 37" S	102° 07' 01" E
Ukui Estate (Division V)	Ukui Village, Ukui District, Pelalawan Regency	00° 13' 34" S	102° 05' 33" E
KUD Tani Subur	Sei Beberas Village, SP 1 Lala, Lubuk Batu Jaya District, Indragiri Hulu Regency	00° 23' 10" S	102° 07' 53" E
KUD Karya Tani	Sei Beras beras Village, SP 2 Lala, Lubuk Batu Jaya District, Indragiri Hulu Regency	00° 23' 15" S	102° 04' 59" E
KUD Mekar Abadi	Tasik Juang Village, SP 3 Lala, Lubuk Batu Jaya District, Indragiri Hulu Regency	00° 22' 37" S	102° 05' 01" E
KUD Trani Maju	Pontian Mekar Village, SP 4 Lala, Lubuk Batu Jaya District Indragiri Hulu Regency	00° 20' 35" S	102° 05' 03" E
KUD Tani Bahagia	Kulim Jaya Village, SP 5 Lala, Lubuk Batu Jaya District, Indragiri Hulu Regency	00° 22' 50" S	102° 07' 31" E
KUD Usaha Tani	Air Putih Village, SP 6 Lala, Lubuk Batu Jaya District, Indragiri Hulu Regency	00° 18' 16" S	102° 07' 31" E

<b>5. Description of Supply Base</b>					
<b>Estate</b>	<b>Total Planted (Mature + Immature) (ha)</b>	<b>HCV** (ha)</b>	<b>Infrastructure &amp; Other (ha)</b>	<b>Total Area (ha)</b>	<b>% of Planted</b>
Soga Estate	5,134	92.29	130	5,264	97.53
Ukui Estate (Division V)	876	26	12	888	98.65
KUD Tani Subur	780	0	0	780	100.00
KUD Karya Tani	734	0	0	734	100.00
KUD Mekar Abadi	574	0	0	574	100.00
KUD Trani Maju	962	0	0	962	100.00
KUD Tani Bahagia	1,366	0	0	1,366	100.00
KUD Usaha Tani	1,292	0	0	1,292	100.00
<b>Total</b>	<b>11,718</b>	<b>118.29</b>	<b>142</b>	<b>11,860</b>	<b>98.80</b>

Note: \*\*HCV area are include in planted area.

**RSPO Public Summary Report**  
**Revision 6 (December /2017)**

<b>6. Plantings &amp; Cycle</b>							
<b>Estate</b>	<b>Age (Years)</b>					<b>Mature</b>	<b>Immature</b>
	<b>0 - 3</b>	<b>4 - 10</b>	<b>11 - 20</b>	<b>21 - 25</b>	<b>26 - 30</b>		
Soga Estate	292*	10	2,440	291	2,101	4,842	292
Ukui Estate (Division V)	0	0	318	0	558	876	0
KUD Tani Subur	0	0	0	44	736	780	0
KUD Karya Tani	0	0	0	0	734	734	0
KUD Mekar Abadi	0	0	0	130	444	574	0
KUD Trani Maju	0	0	0	84	878	962	0
KUD Tani Bahagia	0	0	0	0	1366	1,366	0
KUD Usaha Tani	0	0	0	0	1292	1,292	0
<b>Total (ha)</b>	292	10	2,758	549	8109	11,426	292

**\*Note:** Replanting

<b>7. Certified Tonnage of FFB (Own Certified Scope)</b>			
<b>Estate</b>	<b>Tonnage / year</b>		
	<b>Estimated (Jan 2017 - Dec 2017)</b>	<b>Actual (Jan 2017 - Dec 2017)</b>	<b>Forecast (Jan 2018 - Dec 2018)</b>
Soga Estate	124,157	133,522	129,588
Ukui Estate (Division V)	22,709	24,114	19,139
KUD Tani Subur	18,627	15,728	17,014
KUD Karya Tani	16,903	17,765	15,659
KUD Mekar Abadi	13,379	13,740	11,649
KUD Trani Maju	22,325	22,826	21,029
KUD Tani Bahagia	33,560	32,241	31,422
KUD Usaha Tani	32,817	33,051	30,671
<b>Total</b>	<b>284,477</b>	<b>292,987</b>	<b>276,171</b>

**Note:0020**

**RSPO Public Summary Report  
Revision 6 (December /2017)**

<b>8. Certified Tonnage of FFB (from other certified unit(s)) if applicable *</b>			
Estate	Tonnage / year		
	Estimated (Jan 2017 - Dec 2017)	Actual (Jan 2017 - Dec 2017)	Forecast (Jan 2018 - Dec 2018)
N/A	N/A	N/A	N/A
<b>Total</b>			
<b>Note:</b>			

<b>9. Non-Certified Tonnage of FFB (outside supplier – excluded from certificate) if applicable</b>			
Independent FFB Supplier	Tonnage / year		
	Estimated (Jan 2017 - Dec 2017)	Actual (Jan 2017 - Dec 2017)	Forecast (Jan 2018 - Dec 2018)
Third party FFB supplier/Collector	N/A	N/A	N/A
<b>Total</b>	<b>N/A</b>	<b>N/A</b>	<b>N/A</b>
<b>Note:</b> Ukui II POM use Supply Chain Model IP			

<b>10. Certified Tonnage</b>			
Mill Capacity: 90 MT/hr  SCC Model: IP	Estimated (Jan 2017 - Dec 2017)	Actual (Jan 2017 - Dec 2017)	Forecast (Jan 2018 - Dec 2018)
	FFB	FFB	FFB
	284,477	292,987	276,170
	CPO (OER: 21.76 %)	CPO (OER: 21.12 %)	CPO (OER: 21.51 %)
	61,905	61,869	59,395
	PK (KER: 5.30 %)	PK (KER: 5.38 %)	PK (KER: 5.35 %)
15,078	15,772	14,775	
<b>Note:</b> -			

**RSPO Public Summary Report  
Revision 6 (December /2017)**

<b>11. Actual Sold Volume (CPO)</b>					
	RSPO Certified	Other Schemes Certified		Conventional	Total
		ISCC	RSB		
<b>CPO (MT)</b>	60,218	0	0	0	60,218

<b>12. Actual Sold Volume (PK)</b>					
	RSPO Certified	Other Schemes Certified		Conventional	Total
		ISCC	RSB		
<b>PK (MT)</b>	14,380	0	0	0	14,380

<b>13. Actual Group certification Claims</b>		
	Credit	Physical Volume (MT)
<b>IS-CSPO</b>	0	0
<b>IS-CSPKO</b>	0	0
<b>IS-CSPKE</b>	0	0



## 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  
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BSI is a leading global provider of management systems assessment and certification, with more than 60,000 certified locations and clients in over 100 countries. BSI Standards is the UK's National Standards Body. BSI provides independent, third-party certification of management systems. BSI is ASI Accredited (RSPO-ACC-19) to conduct RSPO assessment since 31/10/2014 with accredited office located at Kuala Lumpur, Malaysia and an office at Singapore, Jakarta, Bangkok and Australia which involve in RSPO Certification Program.

### 2.1 Assessment Methodology, Programme, Site Visits

The on-site 2<sup>nd</sup> annual surveillance assessment was conducted from 18 to 21 December 2017. The audit programme is included as Appendix D. The approach to the audit was to treat the mill and its supply base as an RSPO Certification Unit. Mill was audited together with the sample estates. A range of environmental and social factors were covered. This includes consideration of topography, palm age, proximity to areas with HCVs, declared conservation areas and local communities.

The Major NC close out on-site assessment was conducted on 13 February 2018. The audit programmes are included in Section 2.3.

The methodology for collection of objective evidence included physical site inspections, observation of tasks and processes, interviews of staff, workers and their families and external stakeholders, review of documentation and monitoring data. RSPO Principles & Criteria INA NI 2016 and RSPO Supply Chain Certification Standard 2014 were used to guide the collection of information to assess compliance. The comments made by external stakeholders were also taken into account in the assessment.

The approach to the audit was to treat the mill and its supply base as an RSPO Certification Unit. The mill was audited together with the estates (or smallholders) of its supply base.

- The estates sample were determined based on formula  $N = 0.8\sqrt{y}$  where y is the number of estates
- As for the smallholders, the sample were determined following the RSPO Management System Requirements and Guidance for Group Certification of FFB Production (2016). 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. The sampled smallholder listed in Appendix I.

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

**RSPO Public Summary Report  
Revision 6 (December /2017)**

meeting, the interviewer explained the purpose of the audit followed by an evaluation of the relationship between the stakeholder and the company before discussions proceeded. The interviewer recorded comments made by stakeholders and these have been incorporated into the assessment findings.

Structured worker interviews with male and female workers and staff were held in private at the workplace in the mill and the estates. Fieldworkers were interviewed informally in small groups in the field. In addition, the wives of workers and staff were interviewed in informal group meetings at their housing. Separate visits were made to each of the local communities to meet with the village head and residents. Company officials were not present at any of the internal or external stakeholder interviews. A list of Stakeholders contacted is included as Section 3.5.

All the previous nonconformities are remains closed. The assessment findings for the initial assessment/annual surveillance assessment are detailed in Section 3.4.

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.

The report was internally reviewed and approved by BSI qualified certification reviewer.

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

<b>Assessment Program</b>					
<b>Name (Mill / Supply Base)</b>	<b>Year 1 (Certification)</b>	<b>Year 2 (ASA 1)</b>	<b>Year 3 (ASA 2)</b>	<b>Year 4 (ASA 3)</b>	<b>Year 5 (ASA 4)</b>
Ukui II POM	X	X	X	X	X
Soga Estate	X	X	X	X	X
Ukui Estate (Division V)	X	X	X	X	X
KUD Tani Subur		X		X	
KUD Karya Tani		X		X	X
KUD Mekar Abadi		X		X	
KUD Trani Maju			X		X
KUD Tani Bahagia	X		X		
KUD Usaha Tani	X		X		X

**Tentative Date of Next Visit: December 1, 2018 – December 5, 2018**

**Total No. of Mandays: 27 mandays**

**RSPO Public Summary Report**  
**Revision 6 (December /2017)**

**2.2 BSI Assessment Team:**

Team Member Name	Role	Qualifications
Eko Purwanto	Team Leader	He graduated as Bachelor of Forestry from Forest Conservation Department, Faculty of Forestry, Bogor Agricultural University (IPB) in 2001. He owned working experience at Oil Palm Plantation in East Kalimantan since 2003 to 2012, the last position was Estate Manager. He has implemented good agricultural practice including integrated pest management and limited pesticides uses. He has experience in auditing ISO 9001, ISPO, RSPO P&C and RSPO SCC with SAI Global since 2012 to 2017 as Auditor and sometimes as Lead Auditor. He joined BSI Group Indonesia in August 2017 as Auditor/Lead Auditor for ISO, ISPO, RSPO P&C and RSPO SCC (Client Manager/Tutor). He has been trained for lead auditor of RSPO P&C (2013), ISO 9001:2008 (2012), ISO 14001:2004 (2013), ISPO (2012) and RSPO SCC (2012). He has also completed training course of ISO 14001 (2012), Minaut (Oil and Automotive) Indonesia (2011) and Introduction to HCV Toolkit HCV (2011). Since October 2012 he has been involved in quality (ISO 9001) management system audits for very broad industrial and involved in Indonesia Sustainable Palm Oil (ISPO) and RSPO P&C audit for several plantations and mills, also RSPO Supply Chain audit for several KCP, Bulking and Refinery.
Edy Widodo	Team Member	He graduated as bachelor of the Faculty of Agriculture, Department of Agricultural Technology, University of Padjadjaran, Bandung. Earlier he worked as an Assistant Estate Manager in PT SMART Tbk. (1999 to 2005). He joined SAI Global in 2013 as a 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 is 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 internal RSPO P&C training (2013).
Mujinius Jalaraya	Team Member	Bachelor degree from Faculty of Forestry, Bogor Agricultural University (IPB) in 2008, Majoring in Forest Resources Conservation. He has a working experience in palm oil plantations as SHE Assistant at PT. Astra Agro Lestari Tbk in 2008 – 2012, as Supervisor Sustainability at Teladan Prima Group in 2012 – 2014 and as Auditor at SAI Global in April 2014 – August 2016. He joined at PT BSI Group Indonesia since September 2016 as Auditor ISO, ISPO and RSPO. Various training has followed, such as: OHS Expert/Ahli K3 Umum Training (2010), Training for Trainers (2013), HCV Assessor Training (2013), Lead Auditor ISO 9001: 2008 Training (2014), Lead Auditor ISPO Training (2014), Lead Auditor RSPO Training (2014), Lead Auditor RSPO SCCS Training (2015), Lead Auditor ISO 14001:2004 Training (2015). He has much experience in implementation of quality management system, environmental

**RSPO Public Summary Report**  
**Revision 6 (December /2017)**

		and OHS management system, ISPO and RSPO in the company and much involved in audit of the system. During work at SAI Global and PT. BSI Group Indonesia he has had experience for audit ISO 9001: 2008 in various industries and services company, audit RSPO and ISPO in palm oil mill and plantation companies.
Imam Fakhruzi	Team Member	Imam holds degree in Agriculture Technology and graduated from Gadjah Mada University, Yogyakarta on 2011. He had 2 (two) years working experience related to oil palm industry, as a sustainability and HSE officer in oil palm Plantation Company in Indonesia. Imam has completed a number of relevant trainings, the training includes ISO 9001:2008 and EMS 14001:2004 Lead Auditor, Lead Auditor of SMK3, RSPO P&C Lead auditor endorsed course. Currently he works for BSI Group based in Jakarta office. He is one of the BSI qualified RSPO auditor. He had been involved in RSPO auditing since 2015.

**Accompanying Persons: Nil**

**2.3 Assessment Plan**

The Assessment plan was sent to the client prior to the assessment (attached assessment plan).

Date	Time	Subjects	EP	MJ	EW	IF
			PRSCO - LA/ General/ Mill/SCC	PRSCO - EMS/ HCV	PRSCO- OHS/ BAP	PRSCO - SA/ Legal
Monday, 18/12/2017	08.00-09.00	<b>Opening Meeting</b> Presentation by PT IIS – Ukui II Presentation by BSI Indonesia	√	√	√	√
	09.00-12.00	<b>Field Visit: Soga Estate</b> Herbicide application programs, harvesting, fertilizer application, terracing, road maintenance, Barn owl, beneficial plant, IPM, Landfill, housing complex, Storage, workshop, diesel tanks, clinic, HGU pegs, EMS & OHS implementation : Workshop, Pesticide and agrochemical storage, Equipment and PPE storage, Diesel fuel storage, etc. (including interview with sprayer team and harvester).	√	√	√	
		<b>Stakeholder Consultation Meeting – Mill, Estate, and Scheme Smallholders:</b> Stakeholder consultation with local government, head of villages, local NGO, local contractors, FFB Supplier, Labor union, Gender committee, etc. <b>Field visit:</b> Public facility, housing, clinic, childcare, etc				√
	12.00-14.00	Break / lunch	√	√	√	√

**RSPO Public Summary Report**  
**Revision 6 (December /2017)**

Date	Time	Subjects	EP	MJ	EW	IF
			PRSP0 - LA/ General/ Mill/SCC	PRSP0 - EMS/ HCV	PRSP0- OHS/ BAP	PRSP0 - SA/ Legal
	14.00-17.00	<b>Document review: Soga Estate</b> Land Legality, Best management practices Agronomy, HCV Management & Monitoring, EMS & OHS implementation, employment, welfare, social and Continual improvement.	√	√	√	√
Tuesday, 19/12/2017	08.00-12.00	<b>Document review: Ukui II Mill</b> General information, time bound plan, partial certification verification, verify status of previous Non Conformity, Mill best practice, RSPO Supply Chain form Mill, EMS and OHS implementation.	√	√	√	
		<b>Field Visit: Ukui II Mill</b> Inspection of processing, warehouse, workshop, mill wastes management, Effluent Ponds, OSH, Environment issues, POME application, workers interview, Supply chain for CPO mill, Review on SEIA documents and records, Document review, etc.	√	√	√	
		Interview with government agency (BPN, BLH, Dinas Perkebunan & Dinas Tenaga Kerja)				√
	12.00-14.00	Break/lunch	√	√	√	√
	14.00-17.00	<b>Field visit and Interview with members:</b> KUD Trani Maju (16 members)	√	√	√	√
<b>Document review:</b> KUD Trani Maju		√	√	√	√	
Wednesday 20/12/2017	08.00-12.00	<b>Field visit and Interview with members:</b> KUD Tani Bahagia (18 members)	√	√	√	√
		<b>Document review:</b> KUD Tani Bahagia	√	√	√	√
	12.00-14.00	Break/lunch	√	√	√	√
	14.00-17.00	<b>Field visit and Interview with members:</b> KUD Usaha Tani (18 members)	√	√	√	√
		<b>Document review:</b> KUD Usaha Tani	√	√	√	√
Thursday 21/12/2017	08.00-10.00	<b>Document review:</b> Ukui II Mill, Soga Estate and Scheme Smallholder	√	√	√	√
	10.00-11.00	<b>Report Writing, Auditor Discussion &amp; Preparation</b>	√	√	√	√
	11.00-12.00	<b>Closing Meeting</b>	√	√	√	√
	12.00-13.00	Break/lunch	√	√	√	√
	13.00-	Traveling Site – Pekanbaru - Jakarta	√	√	√	√

### Section 3: Assessment Findings

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

- PT Inti Indosawit Subur Time Bound Plan
- RSPO Supply Chain Certification Checklist November 2014
- RSPO P&C INA-NIWG 2016 Checklist

#### 3.2 Progress against Time Bound Plan

Time Bound Plan		
Requirement	Remarks	Compliance
<b>Summary of the Time Bound Plan</b>		
Does the plan include all subsidiaries, estates and mills?	PT. Inti Indosawit Subur 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
Have all the estates and mills certified within five years after obtaining RSPO membership?	There is remaining mill and estate that has not certified yet, PT Mitra Unggul Pusaka – Segati POM and supply bases. The unit has gone through the RSPO Stage 2 certification audit in 2014, however it was not succeed. The company's sustainability team has conducted latest RSPO internal audit on 25 – 31 October 2017. The company is working to close nonconformities and planned to go for certification in 2018.	Comply
Is the time bound plan challenging?  <ul style="list-style-type: none"> <li>• Age of plantations.</li> <li>• Location.</li> <li>• POM development</li> <li>• Infrastructure.</li> <li>• Compliance with applicable law.</li> </ul>	The time bound plan is challenging. PT. Inti Indosawit Subur 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 plantation was 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, there have not.	Comply
Have there been any stakeholder comments?	No, there is no stakeholder comment related to timebound plan.	Comply

**RSPO Public Summary Report  
Revision 6 (December /2017)**

Have there been any newly acquired subsidiaries?	There are no newly acquired subsidiaries.	Comply
If yes, have the newly acquisitions certified within a three-year timeframe?	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
<b>Un-Certified Units or Holdings</b>		
No replacement after dates defined in NIs Criterion 7.3: <ul style="list-style-type: none"> <li>• Primary forest.</li> <li>• Any area required to maintain or enhance HCVs in accordance with RSPO P&amp;C criterion 7.3.</li> </ul>	In area where BSI conducted audit, there are no replacement/conversion of primary forest or HCV after November 2005.	Comply
Any new plantings since January 1 <sup>st</sup> 2010 shall comply with the RSPO New Plantings Procedure.	There is no new planting after January 1 <sup>st</sup> , 2010.	Comply
Any Land conflicts are being resolved through a mutually agreed process, such as RSPO Complaints System or Dispute Settlement Facility, in accordance with RSPO P&C criteria 2.2, 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 P&C criterion 6.3.	No labor dispute noted. This was based on stakeholder interview with worker union in each unit. Furthermore, audit team found that there is no labor dispute as well based on stakeholder interview with "Dinas Tenaga Kerja" in each regency audited.	Comply
Any Legal non- compliance is being addressed through measures consistent with the requirements of RSPO P&C criteria 2.1	No, there is no legal non-compliance addressed.	Comply
Did the company conduct an internal audit? If so, has a positive assurance statement been produced?	Yes, the company's sustainability team has conducted latest RSPO internal audit in uncertified unit on 25 – 31 October 2017. Positive assurance statement been produced, e.g.: <ul style="list-style-type: none"> <li>• There was no new planting since January 2010 so there was no replacement of primary forest or any area identified as containing HCV or required to maintain or enhance HCV.</li> </ul>	Comply

**RSPO Public Summary Report  
Revision 6 (December /2017)**

	<ul style="list-style-type: none"> <li>• There were no land conflict and labour disputes.</li> <li>• There was no non-compliance with regulations based on internal gap analysis.</li> </ul>	
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**3.3 Progress of scheme smallholders and/or outgrowers**

<b>Progress of scheme smallholders or outgrowers towards compliance with relevant standards</b>		
<b>Requirement</b>	<b>Remarks</b>	<b>Compliance</b>
Has 100% of scheme smallholders and/or scheme outgrowers comply with the standard within three years of the mill's initial certification?	All scheme smallholders associated to PT Inti Indosawit Subur – Ukui II Palm Oil Mill have been comply with the standard	Comply

**3.4 Details of findings**

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

During this 2<sup>nd</sup> Annual Surveillance Assessment there were three (3) Major & three (3) Minor nonconformities raised. PT Inti Indosawit Subur – Ukui II Palm Oil Mill Certification unit submitted Corrective Action Plans for the nonconformity. Corrective action plans with respect to the nonconformity was reviewed by the BSI audit team and accepted.

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

<b>Summary of Total Number of Nonconformity</b>			
<b>Nonconformity</b>			
<b>NCR Ref #</b>	<b>1569381-201712-M1</b>	<b>Clause &amp; Category (Major / Minor)</b>	<b>4.7.1 Major</b>
<b>Date Issued</b>	<b>21 Dec 2017</b>	<b>Due Date</b>	<b>21 Feb 2018</b>
<b>Closed (Yes / No)</b>	<b>Yes</b>	<b>Date of nonconformity Closure</b>	<b>13 Feb 2018</b>
<b>Statement of Nonconformity:</b>	The company has established health and safety programs/plan in Soga Estate and Ukui II Mill, however it has not been consistently implemented and monitored.		
<b>Requirement Reference:</b>	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		



**RSPO Public Summary Report**  
**Revision 6 (December /2017)**

	documented and implemented, and its effectiveness monitored.
<b>Objective Evidence:</b>	<p>During field visit, it was found:</p> <ul style="list-style-type: none"> <li>➤ Soga Estate: the company has provided hand and eye washer at warehouse, but it cannot operate properly, i.e. water does not flow.</li> <li>➤ Soga Estate: the company has provided first aid kit for spraying team, however borwater (aquades) was expired since December 2015.</li> <li>➤ Ukui II Mill: the company has provided hydrant for emergency response in production area, however monitoring is not implemented consistently, found hydrant no. 07 and 08 is not equipped with host and nozzle.</li> </ul>
<b>Corrections:</b>	<ul style="list-style-type: none"> <li>- Adding new water tank (reservoir) which function is only for supplying water to emergency shower and eye wash, done on 2 Feb 2018.</li> <li>- Replace expired medicine with the new one.</li> <li>- Equipping Hydrant No. 07 and 08 with hose and nozzle.</li> </ul>
<b>Root Cause Analysis:</b>	<ul style="list-style-type: none"> <li>- Water reservoir as water source for emergency response equipment (Hand wash and eye wash) was not separated with water for TUS team washing facility (for bath and cloth wash) and for agrochemical mixing. Furthermore, control to check water availability was not consistent yet.</li> <li>- Monitoring of first aid box content was not consistently implemented.</li> <li>- Officer who conduct monitoring of Hydrant was rotated, no employee appointed yet to conduct routine monitoring of Hydrant.</li> </ul>
<b>Corrective Actions:</b>	<ol style="list-style-type: none"> <li>1) PT Inti Indosawit Subur - Soga Estate on 2 Feb 2018 has installed new water tank that the function is only for supplying water to emergency shower and eye wash. The company has also developed routine monitoring schedule that is weekly to check the condition of emergency shower and eye wash and availability of water. Chief of Warehouse is the assigned person to conduct weekly monitoring. Soga Estate Manager has issued Memorandum No.028/ES-KSA/MEMO/II/18 dated 13 Feb 2018 that assigned Mr. Merianto Purba (chief of warehouse) to conduct monitoring of emergency shower and eye wash condition and availability of water at reservoir tank.</li> <li>2) PT Inti Indosawit Subur - Soga Estate has replaced expired borwater (aquades) with the new one. The company has also assigned supervisor to weekly check and monitor all parameter that existed in the checklist document including expiry date. Soga Estate has developed form "Ceklist Inspeksi P3K" as tool to monitor first aid kit. The form consist of type of kit, expiry date, beginning stock, amount used, date used, document signed by Checker, Safety Officer and Estate Manager.</li> <li>3) PT Inti Indosawit Subur - Ukui II Palm Oil Mill has assigned designated person to routinely check condition and availability of Hydrant (emergency) equipment. Based on Mill Manager letter dated 3 Jan 2018, Mr. Busmin Naibaho (workshop clerk) is assigned to performed monthly monitoring of Hydrant and APAR. During monitoring if equipment found incomplete, then the respective person must report to Safety Officer and asking for replacement/completion. Ukui II Palm Oil Mill conducted dissemination regarding Hydrant and APAR checking to three personnel including Mr. Busmin Naibaho on 3 Jan 2018.</li> </ol>
<b>Assessment Conclusion:</b>	Major NC closed on 13 Feb 2018

**RSPO Public Summary Report**  
**Revision 6 (December /2017)**

<b>Nonconformity</b>			
<b>NCR Ref #</b>	<b>1569381-201712-M2</b>	<b>Clause &amp; Category (Major / Minor)</b>	<b>6.1.3 Major</b>
<b>Date Issued</b>	<b>21 Dec 2017</b>	<b>Due Date</b>	<b>21 Feb 2018</b>
<b>Closed (Yes / No)</b>	<b>Yes</b>	<b>Date of nonconformity Closure</b>	<b>13 Feb 2018</b>
<b>Statement of Nonconformity:</b>	There is inadequate evidence that company has prepared a 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.		
<b>Requirement Reference:</b>	RSPO P&C INA NI 2016 indicator 6.1.3 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.		
<b>Objective Evidence:</b>	Based on document review against "Laporan Pelaksanaan Izin Lingkungan Kegiatan Perkebunan dan Pabrik Pengelolaan Kelapa Sawit PT Inti Indosawit Subur – UKUI periode Januari – Juni 2017" - plans for management and monitoring of social impacts to avoid or reduce negative impacts and promote positive ones is not available.		
<b>Corrections:</b>	Performing analysis of questionnaire result and making summary to be added in "Laporan Pelaksanaan Izin Lingkungan Kegiatan Perkebunan dan Pabrik Pengelolaan Kelapa Sawit PT Inti Indosawit Subur - Ukui periode July - Desember 2017".		
<b>Root Cause Analysis:</b>	Monitoring of social impact to recognize negative and positive impact has been done in August 2017 by giving questionnaire to communities around plantation. Because result and summary will be added to 2 <sup>nd</sup> Semester of 2017 report, so analysis of questionnaire has not been done yet.		
<b>Corrective Actions:</b>	PT Inti Indosawit Subur has aware that monitoring of social impact must be performed once in two years at minimum. The next monitoring will be conducted in 2019 and the result will be added in "Laporan Pelaksanaan Izin Lingkungan". Questionnaire collection conducted by Humas (Public Relation), data analysis performed by cooperation of Humas and Sustainability Officer.		
<b>Assessment Conclusion:</b>	Major NC closed on 13 Feb 2018		
<b>Nonconformity</b>			
<b>NCR Ref #</b>	<b>1569381-201712-N1</b>	<b>Clause &amp; Category (Major / Minor)</b>	<b>5.1.3 Minor</b>
<b>Date Issued</b>	<b>21 Dec 2017</b>	<b>Due Date</b>	<b>Next Audit</b>
<b>Closed (Yes / No)</b>	<b>No</b>	<b>Date of nonconformity Closure</b>	<b>Next Audit</b>
<b>Statement of Nonconformity:</b>	Company has environment monitoring plan document, however there is an inconsistency of its implementation and report.		
<b>Requirement Reference:</b>	RSPO P&C INA NI 2016 indicator 5.1.3 Environment monitoring plan document, its implementation report, and the corrective plan (if non-conformance arised from the monitoring result) shall be		

**RSPO Public Summary Report  
Revision 6 (December /2017)**

	available. This plan is reviewed on two-yearly basis.		
<b>Objective Evidence:</b>	<ul style="list-style-type: none"> <li>- Company has analyzed the surfaced water quality according to "RKL-RPL" in March 2017 by "UPT Pengujian Material Dinas PU dan Penatan Ruang". However, there is no further explanation of surface water quality monitoring in the RKL-RPL report and no trend evaluation against the analysis report.</li> <li>- Company has Matrix RKL-RPL which stated to monitor the community economic condition, community anxiety, community health problems which conducted by interview with labor, public figure, community and village official. However there is no evidence of interview result has been done and attached in the report.</li> </ul>		
<b>Corrections:</b>	<ul style="list-style-type: none"> <li>- Conducted evaluation and analysis based on water quality analysis results, then included in the "Laporan Pelaksanaan Izin Lingkungan" report period July - December 2017.</li> <li>- Conducted evaluation and analysis based on result of economic condition, community anxiety and community health monitoring result, then included in the "Laporan Pelaksanaan Izin Lingkungan" report period July - December 2017.</li> </ul>		
<b>Root Cause Analysis:</b>	<ul style="list-style-type: none"> <li>- Results of water quality analysis has been attached in the "Laporan Pelaksanaan Izin Lingkungan" report, however it has not been evaluated yet therefore further explanation is not included yet in the "Laporan Pelaksanaan Izin Lingkungan" report.</li> <li>- Monitoring result of economic condition, community anxiety and community health has not been included in the "Laporan Pelaksanaan Izin Lingkungan" because the analysis and evaluation is not been done yet.</li> </ul>		
<b>Corrective Actions:</b>	The company aware that all monitoring content of "Laporan Pelaksanaan Izin Lingkungan" report must refer to determined RKL - RPL matrix. The next periodical report will include evaluation and analysis result of surface water quality including its further explanation, and evaluation and analysis result of economic condition, community anxiety and community monitoring.		
<b>Assessment Conclusion:</b>	The company has submitted corrective action plan, and accepted by audit team. Audit team will review the effectiveness during subsequent assessment visit.		
<b>Nonconformity</b>			
<b>NCR Ref #</b>	<b>1569381-201712-N2</b>	<b>Clause &amp; Category (Major / Minor)</b>	<b>5.2.4 Minor</b>
<b>Date Issued</b>	<b>21 Dec 2017</b>	<b>Due Date</b>	<b>Next Audit</b>
<b>Closed (Yes / No)</b>	<b>No</b>	<b>Date of nonconformity Closure</b>	<b>Next Audit</b>
<b>Statement of Nonconformity:</b>	Company has performed continuous monitoring documentation and report regarding the status of the RTE and HCVs, however there is no feedback and follow-up on the improvement of the management plan.		
<b>Requirement Reference:</b>	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.		
<b>Objective Evidence:</b>	1) PT IIS Soga Estate and Plasma Ukui has prepared conservation management		

**RSPO Public Summary Report  
Revision 6 (December /2017)**

	<p>plan dated 9 January 2017, however some of the plan is not relevant with the actual implementation, such as:</p> <ul style="list-style-type: none"> <li>o Riparian restoration program, the actual condition is there is no longer restoration activity since 2016-2017.</li> <li>o Based on the monitoring result and HCV assessment result, some RTE species were identified, however there is no management plan to maintain and enhance the RTE species.</li> </ul> <p>2) Plasma Ukui has developed the procedure (Konflik Dengan Satwa yang Dilindungi” – No.015/DOK/SOP/PT.KLU-AA/2016 dated 2 December 2016) to identify and report the presence of RTE species in each smallholder member (Kavling), however most of the smallholder member does not aware the procedure, e.g. KUD Tani Bahagia, Kavling No 3935, 4249, 4342, 3811; KUD Usaha Tani, Kaling No.2856, 2819, 2820, 2822; KUD Trani Maju, Kavling No. 3665, 3954, 6331, and 6298.</p>		
<b>Corrections:</b>	<ul style="list-style-type: none"> <li>- Deleted all activities of renewal agreement letter with Pemangku Adat Petalangan and riparian restoration program from the Conservation Management Plan document.</li> <li>- Added activities to maintain and enhance RTE species identified in the Conservation Management Plan document.</li> <li>- Revised the HCV Management Plan of Ukui Plasma with including management and enhance of RTE species identified.</li> </ul>		
<b>Root Cause Analysis:</b>	<ul style="list-style-type: none"> <li>- Activities that has been performed and expired were included again in the Conservation Management Plan document.</li> <li>- Related Conservation officer is still new and has not received awareness that HCV monitoring result shall be consider or added in the Conservation Management Plan.</li> <li>- Related smallholders has not received awareness regarding procedure “Konflik Dengan Satwa Dilindungi” (015/DOK/SOP/PT.KLU-AA/2016) dated 2 Dec 2016.</li> </ul>		
<b>Corrective Actions:</b>	<p>The company conduct evaluation of Conservation Management Plan annually to evaluate whether a program has been obsolete, unfinished or continuous. Objective monitoring and evaluation of HCV conducted annually.</p> <p>ICS Ukui Plasma developed mechanism to report RTE species identified by smallholders, disseminate it and documented recapitulation of RTE species identified in monthly basis.</p>		
<b>Assessment Conclusion:</b>	<p>The company has submitted corrective action plan, and accepted by audit team. Audit team will review the effectiveness during subsequent assessment visit.</p>		
<b>Nonconformity</b>			
<b>NCR Ref #</b>	<b>1569381-201712-N3</b>	<b>Clause &amp; Category (Major / Minor)</b>	<b>5.4.1 Minor</b>
<b>Date Issued</b>	<b>21 Dec 2017</b>	<b>Due Date</b>	<b>Next Audit</b>
<b>Closed (Yes / No)</b>	<b>No</b>	<b>Date of nonconformity Closure</b>	<b>Next Audit</b>
<b>Statement of Nonconformity:</b>	<p>Based on document review, noted that there is lack of evidence that PT IIS – Ukui II POM has improving efficiency of the use of fossil fuels.</p>		
<b>Requirement Reference:</b>	<p>RSPO P&amp;C INA NI 2016 indicator 5.4.1 A plan for improving efficiency of the use of fossil fuels and to optimize</p>		

**RSPO Public Summary Report  
Revision 6 (December /2017)**

	renewable energy shall be in place and monitored.																													
<b>Objective Evidence:</b>	<p>Diesel fuel usage trend in Ukui II POM is increasing each year, in addition in 2017, diesel fuel usage is higher than budget as below:</p> <p>a. Diesel fuel usage trend each year from 2014 – 2017</p> <table border="1"> <thead> <tr> <th>Year</th> <th>Diesel fuel usage (L)</th> <th>FFB process</th> </tr> </thead> <tbody> <tr> <td>2014</td> <td>91,290</td> <td>325,464</td> </tr> <tr> <td>2015</td> <td>134,200</td> <td>370,052</td> </tr> <tr> <td>2016</td> <td>193,633</td> <td>287,419</td> </tr> <tr> <td>2017</td> <td>285,005</td> <td>281,957</td> </tr> </tbody> </table> <p>b. Actual vs Budget of Diesel Fuel Usage in 2017 (ytd November 2017) Ukui II POM</p> <table border="1"> <thead> <tr> <th rowspan="2">Activity/Purposes</th> <th colspan="2">Diesel fuel usage (L)</th> </tr> <tr> <th>Actual</th> <th>Budget</th> </tr> </thead> <tbody> <tr> <td>Generator</td> <td>196,885</td> <td>98,056</td> </tr> <tr> <td>Supporting Machine, Genset 01</td> <td>109,985</td> <td>49,028</td> </tr> <tr> <td>Supporting Machine, Genset 01</td> <td>89,900</td> <td>49,028</td> </tr> </tbody> </table>	Year	Diesel fuel usage (L)	FFB process	2014	91,290	325,464	2015	134,200	370,052	2016	193,633	287,419	2017	285,005	281,957	Activity/Purposes	Diesel fuel usage (L)		Actual	Budget	Generator	196,885	98,056	Supporting Machine, Genset 01	109,985	49,028	Supporting Machine, Genset 01	89,900	49,028
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<b>Corrections:</b>	Optimized diesel substitution with oil palm fiber and shell.																													
<b>Root Cause Analysis:</b>	There was decrease of FFB processed which resulting increase of diesel fuel used to supplied domestic electricity (Employee housing and Mill office).																													
<b>Corrective Actions:</b>	The company change electricity source of employee housing from the mill to national electricity (PLN), and making schedule to turn off electricity if the mill not processing.																													
<b>Assessment Conclusion:</b>	The company has submitted corrective action plan, and accepted by audit team. Audit team will review the effectiveness during subsequent assessment visit.																													

Positive Findings	
PF #	Description
PF 1	Company has built a good relationship with stakeholder in the location including local government, community and worker union representative.

**3.4.1 Status of Nonconformities Previously Identified and Observations**

Non-Conformity			
NCR Ref #	1412038M1	Clause & Category (Major / Minor)	RSPO P & C Generic 2013 Indicator 4.6.5 Major
Closed	Yes	Date of nonconformity	31 Jan 2017

**RSPO Public Summary Report**  
**Revision 6 (December /2017)**

<b>(Yes / No)</b>		<b>Closure</b>	
<b>Statement of Nonconformity:</b>	Lack of evidence that pesticides (paraquat/limited pesticides) only be handled, used or applied by persons who have completed the necessary training and shall always be applied in accordance with the product label; in addition, appropriate safety and application equipment was not used in smallholder plantation.		
<b>Requirement Reference:</b>	RSPO P & C Generic 2013 Indicator 4.6.5 Pesticides shall only be handled, used or applied by persons who have completed the necessary training and shall always be applied in accordance with the product label. Appropriate safety and application equipment shall be provided and used. All precautions attached to the products shall be properly observed, applied, and understood by workers (see Criterion 4.7).		
<b>Objective Evidence:</b>	Based on field visit to smallholder plantation in KUD Karya Tani (Kav 5888), member of smallholder used or applied paraquat/limited pesticides by themselves without completed the necessary training and appropriate PPE.		
<b>Corrective Actions:</b>	Company issued circular letter number 182/ES-KLU/EXT/12/2016, and letter of reprimand no.142/KUD/KT/12/2016 to Mr. Pardi. Evidence of Sociaization on Dec 15 <sup>th</sup> , 2016 with attendance list is available.		
<b>Assessment Conclusion:</b>	Based on field visit and interview with farmer members, it was noted that chemical spraying are only performed by TUS Team who have completed necessary training.  Based on review of "Buku Panduan dan Catatan Petani Plasma" which recorded upkeep activities in smallholder area, noted that spraying activity only conducted by TUS team from company workers.  Based on field visit to Kavling 6394, 6391, 5524 KUD Trani Maju, Kavling 4517, 4416, 3710, 3643 KUD Tani Bahagia, and Kavling 2820, 2849, 2851 KUD Usaha Tani, none of the farmer conduct spraying by themselves.  <b>Major NC remains closed.</b>		
<b>Non-Conformity</b>			
<b>NCR Ref #</b>	<b>1412038M2</b>	<b>Clause &amp; Category (Major / Minor)</b>	<b>RSPO P &amp; C Generic 2013 Indicator 4.7.2 Major</b>
<b>Closed (Yes / No)</b>	<b>Yes</b>	<b>Date of nonconformity Closure</b>	<b>31 Jan 2017</b>
<b>Statement of Nonconformity:</b>	Inadequate risk and hazard identification related to smallholder operation; this is not comply with the requirement whereby all operations where health and safety is an issue shall be risk assessed, and procedures and actions shall be documented and implemented to address the identified issues.		
<b>Requirement Reference:</b>	RSPO P & C Generic 2013 Indicator 4.7.2 All operations where health and safety is an issue shall be risk assessed, and procedures and actions shall be documented and implemented to address the identified issues. All precautions attached to products shall be properly observed and applied to the workers.		
<b>Objective Evidence:</b>	In KUD Karya Tani (Kav. 5884): Risk assessment prepared for smallholder has not identified hazard such as poor road condition, overflow of river, and other hazardous field condition in preparing risk assessment.		
<b>Corrective Actions:</b>	KUD conduct a review and re-analysis the existing risk and add the aspects of the job that did not exist in previous risk analysis document such as: poor road condition and overflow of river. New risk assessment document available on site, last review on January 2 <sup>nd</sup> , 2017.		

**RSPO Public Summary Report**  
**Revision 6 (December /2017)**

<p><b>Assessment Conclusion:</b></p>	<p>The ICS Manager has set the OHS risk analysis for all impact and aspect in oil palm cultivation then recorded in the HIRAC document, which are reviewed annually, last reviewed performed in January 2018.</p> <p>Based on field visit to Kavling 6394, 6391, 5524 KUD Trani Maju, Kavling 4517, 4416, 3710, 3643 KUD Tani Bahagia, and Kavling 2820, 2849, 2851 KUD Usaha Tani, all farmers and harvester has wear PPE such as helmet and knife cover; road are routinely maintained as documented in road maintenance program; and trench dike has been made to minimize the risk of flooding. Water flow management in Plasma Ukui is done by making drainage system, especially in lowland area. Based on the surface water flow map is available in the form of a map of the Ukui Plasma trench area, the 1m x 1m x 1.5m sized trench as of November 2017 is:</p> <ul style="list-style-type: none"> <li>- KUD Tani Subur: along 28,000 meter in an area 780 Ha.</li> <li>- KUD Karya Tani: along 35,750 meter in an area 734 Ha.</li> <li>- KUD Mekar Abadi: along 25,100 meter in an area 574 Ha.</li> <li>- KUD Trani Maju: along 29,570 meter in an area 962 Ha.</li> <li>- KUD Tani Bahagia: along 48,000 meter in an area 1,366 Ha.</li> <li>- KUD Usaha Tani: along 42,800 meter in an area 1,292 Ha.</li> </ul> <p><b>Major NC remains closed</b></p>		
<b>Non-Conformity</b>			
<p><b>NCR Ref #</b></p>	<p><b>1412038M3</b></p>	<p><b>Clause &amp; Category (Major / Minor)</b></p>	<p><b>RSPO P &amp; C Generic 2013 Indicator 4.4.2 Major</b></p>
<p><b>Closed (Yes / No)</b></p>	<p><b>Yes</b></p>	<p><b>Date of nonconformity Closure</b></p>	<p><b>31 Jan 2017</b></p>
<p><b>Statement of Nonconformity:</b></p>	<p>During field audit it was found that herbicide spraying performed closed to water courses/stream at KUD Mekar Abadi KT 248 and KUD Karya Tani KT 274, and it potentially contaminated the water course.</p>		
<p><b>Requirement Reference:</b></p>	<p>RSPO P&amp;C Generic 2013 Indicator 4.4.2          Protection of water courses and wetlands, including maintaining and restoring appropriate riparian and other buffer zones (refer to national best practice and national guidelines) shall be demonstrated.</p>		
<p><b>Objective Evidence:</b></p>	<p>Field visit to KT 248 KUD Mekar Abadi and KT 274 KUD Karya Tani, herbicide spraying performed closed to water courses/stream.</p>		
<p><b>Corrective Actions:</b></p>	<p>At the time of spray application head of KT and smallholder supervisors conduct monitoring and supervision to ensure the spraying application are correct and proper in accordance with the principles of sustainability.</p> <p>Dissemination to farmers and sign board nearby the waterways not to spray less than 3 meters, and planting verifier grass at the edge of trench and watersources KT 249.</p>		
<p><b>Assessment Conclusion:</b></p>	<p>Training Environmental Management was provided to the farmers to brief on the riparian and buffer zones. Record seen: Attendance list on training for farmer members to maintaining and restoring riparian and other buffer zone on 25 August 2017, attended by 25 participantss.</p> <p>Based on field observation during this ASA2 audit signboard nearby the waterways are available as seen in Kavling 2854, 2856, 2822 KUD Usaha Tani, it was evident that no spraying activity conducted near the waterways.</p> <p><b>Major NC remains closed</b></p>		
<b>Non-Conformity</b>			

## RSPO Public Summary Report Revision 6 (December /2017)

<b>NCR Ref #</b>	<b>1412038N1</b>	<b>Clause &amp; Category (Major / Minor)</b>	<b>RSPO P &amp; C Generic 2013 Indicator 4.7.6 Minor</b>
<b>Closed (Yes / No)</b>	<b>Yes</b>	<b>Date of nonconformity Closure</b>	<b>21 Dec 2017</b>
<b>Statement of Nonconformity:</b>	KUDs were not able to demonstrate all employees have provided with medical care, and covered by accident insurance, both BPJS Kesehatan and BPJS Ketenagakerjaan		
<b>Requirement Reference:</b>	RSPO P&C Generic 2013 Indicator 4.7.6 All workers shall be provided with medical care, and covered by accident insurance.		
<b>Objective Evidence:</b>	Based on verification of employee document and interview with KUD member at KUD Tani Subur, KUD Karya Tani and KUD Mekar Abadi..		
<b>Corrective Actions:</b>	KUD perform data collection on employees who have participated in the program BPJS Personal and who has not participated in the program BPJS. KUD facilitate their staff/employee to take the BPJS program.		
<b>Assessment Conclusion:</b>	All KUD have registered their staff/employee in BPJS Program. Kelompok tani/farmer group also has a cash saving and readily available to contribute for the medical care if accident case happens.  <b>Minor NC closed on 21 Dec 2017</b>		

### 3.4.2 Summary of the Nonconformities and Status

<b>CAR Ref.</b>	<b>CATEGORY (MAJOR/ MINOR)</b>	<b>ISSUED</b>	<b>STATUS &amp; DATE (Closure)</b>
AS01/2011/UkuiSH4.6.4	Major Smallholder	23/12/2011	Closed 20/02/2012
AS02/2011/UkuiSH6.5.1	Major Smallholder	23/12/2011	Closed 20/02/2012
AS01/2012/UkuiASA01 2.2.5	Minor	23/02/2012	Closed 09/02/2013
AS02/2012/UkuiASA01 6.1.2	Minor	23/02/2012	Closed 09/02/2013
AS03/2011/UkuiASA01 5.2.2	Minor Smallholder	23/02/2012	Closed 09/02/2013
AS04/2011/UkuiASA01 6.1.3	Minor Smallholder	23/02/2012	Closed 09/02/2013
A845131/1 2.1.1	Major	09/02/2013	Closed 02/04/2013
A845131/2 2.2.1	Major	09/02/2013	Closed 08/04/2013
A845131/3 4.8.2	Major	09/02/2013	Closed 02/04/2013
A845131/4 5.3.2	Major	09/02/2013	Closed 08/04/2013
A845131/5 6.3.1	Major	09/02/2013	Closed 08/04/2013
A845131/6 6.5.1	Major	09/02/2013	Closed 08/04/2013
A845131/7 4.6.2	Major Smallholder	09/02/2013	Closed 02/04/2013
A845131/8 E.1.1 SCC	Major SCC	09/02/2013	Closed 02/04/2013
A845131/9 E.3.1 SCC	Major SCC	09/02/2013	Closed 02/04/2013
A845131/10 E.5.1 SCC	Major SCC	09/02/2013	Closed 08/04/2013
A845131/1 4.1.4	Minor	09/02/2013	Closed 30/11/2013
A845131/2 4.4.2	Minor	09/02/2013	Closed 30/11/2013
A845131/3 4.7.5	Minor	09/02/2013	Closed 30/11/2013
A845131/4 4.7.8	Minor	09/02/2013	Closed 30/11/2013
A845131/5 4.7.10	Minor	09/02/2013	Closed 30/11/2013
A845131/6 4.6.6	Minor Smallholder	09/02/2013	Closed 30/11/2013
A845131/7 6.2.4	Minor Smallholder	09/02/2013	Closed 30/11/2013
A845131/8 6.10.3	Minor Smallholder	09/02/2013	Closed 30/11/2013
998107M17 5.3.2	Major	30/11/2013	Closed 30/01/2014



**RSPO Public Summary Report**  
**Revision 6 (December /2017)**

998107N15 4.3.2	Minor	30/11/2013	Closed 10/01/2015
998107N14 6.5.1	Minor	30/11/2013	Closed 10/01/2015
1142537M1 5.3.2	Major	10/01/2015	Closed 28/02/2015
1142537M2 5.3.1	Major Smallholder	10/01/2015	Closed 02/03/2015
116878M1 D.6.2	Major SCC	20/03/2015	Closed 06/04/2015
1142537N1 1.3.1	Minor	10/01/2015	Closed 15/01/2016
1142537N2 4.6.4	Minor	10/01/2015	Closed 15/01/2016
1142537N3 4.7.5	Minor	10/01/2015	Closed 15/01/2016
1142537N4 4.7.6	Minor	10/01/2015	Closed 15/01/2016
1142537N5 5.3.3	Minor	10/01/2015	Closed 15/01/2016
1142537N6 6.1.4	Minor	10/01/2015	Closed 15/01/2016
1142537N7 6.4.2	Minor	10/01/2015	Closed 15/01/2016
1142537N8 6.11.1	Minor	10/01/2015	Closed 15/01/2016
1142537N9 4.7.4	Minor Smallholder	10/01/2015	Closed 15/01/2016
1284862N1 4.7.5	Minor	15/01/2016	Closed 08/12/2016
1284862N2 5.3.3	Minor	15/01/2016	Closed 08/12/2016
1412038M1 4.6.5	Major	09/12/2016	Closed 31/01/2017
1412038M2 4.7.2	Major	09/12/2016	Closed 31/01/2017
1412038M3 4.4.2	Major	09/12/2016	Closed 31/01/2017
1412038N1 4.7.6	Minor	09/12/2016	Closed on 21/12/2017
1569381-201712-M1 4.7.1	Major	21/12/2017	Closed on 13/02/2018
1569381-201712-M2 6.1.3	Major	21/12/2017	Closed on 13/02/2018
1569381-201712-N1 5.1.3	Minor	21/12/2017	Open
1569381-201712-N2 5.2.4	Minor	21/12/2017	Open
1569381-201712-N3 5.4.1	Minor	21/12/2017	Open

**3.5. Stakeholders Consultation**

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 – Ukui II 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. Any comment which is not complying to the RSPO P&C requirements have been incorporated as an assessment finding.

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 below.

List of Stakeholders Contacted	
Internal Stakeholders	Union/Contractors/Local Communities
1. Komite Gender Ukui Grup (Gender Committee of	1. Serikat Pekerja Seluruh Indonesia/SPSI Kebun

**RSPO Public Summary Report**  
**Revision 6 (December /2017)**

<p>PT Inti Indosawit Subur – Ukui Group).</p> <p>2. Employee PT Inti Indosawit Subur – Ukui Group</p>	<p>Ukui, Kebun Soga, Pabrik Kelapa Sawit Ukui 1 dan Pabrik Kelapa Sawit Ukui 2 (Worker union of Ukui Estate, Soga Estate, Ukui 1 POM and Ukui 2 POM).</p> <p>2. Local community and village head of Trimulya Jaya Village, Lubuk Kembang Sari Village and Kampung Baru village.</p> <p>3. Employee Cooperative “Karya Bersama” official</p> <p>4. Local contractor (EFB transportation services)</p>
<p><b>Government Departments</b></p> <p>1. Dinas Tenaga Kerja dan Transmigrasi Kabupaten Pelalawan (Manpower and Transmigration Office – Pelalawan Regency)</p> <p>2. Badan Lingkungan Hidup Kabupaten Pelalawan (Environmental Office – Pelalawan Regency)</p> <p>3. Dinas Kehutanan dan Perkebunan Kabupaten Pelalawan (Forestry and Plantation Service – Pelalawan Regency)</p> <p>4. Kantor Pertanahan Kabupaten Pelalawan (Land affairs office, Pelalawan Regency)</p>	<p><b>NGO</b></p> <p>WWF (Flaying Swap), Teso Nilo National Park</p>

IS #	Description
<p><b>1</b></p>	<p><b>Feedbacks:</b>  <b>Dinas Perkebunan dan Kehutanan Kabupaten Pelalawan (Plantation and Forestry Agency of Pelalwan Regency)</b></p> <p>a. In general, communication with the company has done well.</p> <p>b. PT Inti Indosawit Subur has owned Ijin Usaha Perkebunan (Plantation business permit) including revision for commodity change from rubber to oil palm, it is a government program in developing oil palm plantation PIR-Trans pattern.</p> <p>c. All HGU area of PT IIS are out of forest area since they have “Izin Pelepasan Kawasan Hutan” from Ministry of Forestry.</p> <p>d. PT IIS has established “Laporan Perkembangan Usaha Perkebunan – LPUP” and sent it to Dinas Perkebunan Kabupaten Pelalawan every 6 month.</p> <p>e. PT IIS has reported fire incident inside HGU area or around to Dinas Perkebunan Kabupaten Pelalawan. During period 2017 there was no fire incident inside or around HGU area of PT IIS.</p> <p>f. Noted that there is no land conflict reported between the company and the surrounding communities.</p> <p><b>Management Responses:</b>            For the positive things that have been done will be maintained and improved by the management to be better in the future.</p> <p><b>Audit Team Findings:</b>            Audit team will continue to monitor PT Inti Indosawit Subur - Ukui Group related to plantation and forestry sector.</p>
IS #	Description
<p><b>2</b></p>	<p><b>Feedbacks:</b>  <b>Dinas Tenaga Kerja Kabupaten Pelalawan (Manpower Agency of Pelalawan Regency).</b></p> <p>a. In general PT IIS (Ukui Group) has built good communication with Dinas Tenaga Kerja Kabupaten</p>

**RSPO Public Summary Report**  
**Revision 6 (December /2017)**

	<p>Pelalawan.</p> <p>b. PT IIS (Ukui Group) has comply with legislation and regulation related to manpower,e.g.:</p> <ul style="list-style-type: none"> <li>- Company has registered all employee in health and social insurance program (BPJS Kesehatan and BPJS Ketenagakerjaan) including PHL (casual worker).</li> <li>- Company has equipped its employees with personal protective equipment (PPE) in accordance with the SOP.</li> <li>- Company has conducted periodic medical examinations for all workers.</li> <li>- Frequently conducted training related to OHS by involving the relevant agencies.</li> <li>- The company had P2K3 organization structure (safety committee) and has been endorsed by Manpower and Transmigration Agency of Pelalawan Regency.</li> <li>- Company regularly has send documents "Mandatory Employment Report" including the number of PKWT (contract) workers.</li> </ul> <p>c. During 2017 there was one case of industrial relationship which is in mediation process by Manpower Agency of Pelalawan Regency.</p> <p>d. Company has conducted an inspection of the machine/heavy equipment according to regulations.</p> <p><b>Management Responses:</b></p> <ul style="list-style-type: none"> <li>- For the positive things that have been done will be maintained and improved by the management to be better in the future.</li> <li>- Management acknowledge case industrial relationship which is in mediation process by Manpower Agency of Pelalawan Regency.</li> </ul> <p><b>Audit Team Findings:</b></p> <p>Audit team will continue to monitor PT Inti Indosawit Subur - Ukui Group related to manpower and OHS management performance.</p>
IS #	Description
<p><b>3</b></p>	<p><b>Feedbacks:</b></p> <p><b>Badan Lingkungan Hidup Kabupaten Pelalawan (Environment Agency of Pelalawan Regency)</b></p> <p>a. PT IIS (Ukui Group) consistently sends the Report of environmental management and monitoring every six (6) months, hazardous waste (LB3) management reports every 3 months and land application monitoring report every 3 months.</p> <p>b. During 2017 there were no report from public related to environmental pollution caused by operational of PT IIS (Ukui Group). However there was 1 complaint from NGO related company must pay attention during replanting activity in smallholder area especially in protection of riparian area.</p> <p>c. The company has developed the utilization of wastewater for electricity (Biogas Plant) and have had the Environmental Permit..</p> <p><b>Management Responses:</b></p> <ul style="list-style-type: none"> <li>- For the positive things that have been done will be maintained and improved by the management to be better in the future.</li> <li>- Management acknowledge complaint from one of NGO, and will improve in maintaining riparian area.</li> </ul> <p><b>Audit Team Findings:</b></p> <p>Audit team will continue to monitor PT Inti Indosawit Subur - Ukui Group related to environment management and monitoring performance.</p>
IS #	Description
<p><b>4</b></p>	<p><b>Feedbacks:</b></p> <p><b>Perangkat Desa Silikuan Hulu dan Bagan Limau (Local communities and vilagers)</b></p> <p>a. Generally the communication between the village government or local community and company has going well.</p> <p>b. The company has always responded to each problem or issue submitted by government officials from village and surrounding communities.</p> <p>c. The Company has realized a CSR program to the local community and involve them in the CSR program planning process in each village. However, need more intensive communication to make it harmonize with ADD program.</p> <p>d. Surrounding communities feels positive due to benefits from the presence of the company, for</p>

## RSPO Public Summary Report Revision 6 (December /2017)

- example a support for the maintenance of road infrastructure, public health, education and community economic development (trainings on productive enterprises).
- e. The process of preparing CSR program needs to be better communicated with the respective village governments based on the proposal or the productive enterprise development plan.
  - f. There was complaint from residents of Silikuan Hulu Village related to the price of independent FFB why is different from Smallholder FFB, and why the price of FFB is fluctuating, especially before holyday FFB price tends to fall.
  - g. There was perception from Silikuan Hulu residence that replanting cost standard is considered too expensive for communities (IDR 62,000,000/Ha).
  - h. The Company emphasize CSR programs for 10 points of CSR activities that have been agreed in 2010.
  - i. There has never been a report from the community working in the company related to forced labor practices by the company.
  - j. Employees working at PT IIS (Ukui Group) have received the wages as determined by the government.
  - k. Communities has understood the rules of the company prohibiting the acceptance of underage workers / child laborers.
  - l. No reports from communities related to company operations that are contrary to labor regulations such as Labor Social Security, Protection of female workers, periodic health checks for all workers.
  - m. There are no reports from the communities regarding the operations of the company that violate Human Rights, such as the Right to Organize and assemble, Conduct worship in accordance with beliefs, as well as other violation practices such as the use of mercenaries for the intimidation of workers and human trafficking.
  - n. There have never been any reports from communities related to significant environmental pollution allegedly caused by the company's operations but the company needs to consider the road watering as it has become an agreed program (10 Point of Agreement in 2010) where it has only been done on the road in front of residential housing, other roads are not done so it still bothering people who passed the road.
  - o. The Company has disseminated replanting plan to the samllholder farmers which is currently in negotiation process. There is no report of coercion by the company to follow the replanting program implemented by PT IIS.
  - p. The company consider more serious regarding social impacts experienced by smallholders during replanting period, even though based on information the company has conducted training of productive business development to communities anticipating income decrease during replanting, because the greatest potential social impact felt by the communities is facing replanting period.

### **Management Responses:**

- The company continually give understanding to the independent FFB supplier that FFB price is depend on CPO and PK market price, the FFB price will decrease if the CPO market price is decreased. The company has also give understanding that the Smallholder have gone through RSPO certification audit and comply to the requirements and applicable regulation, therefore the price of FFB from smallholders is different from the independent farmer/supplier.
- The company continually give understanding to the farmers/smallholders that replanting program aims to increase the income of farmers, replanting program are now done with since the FFB productivity of old plants are decreasing. For smallholders whose land is planned for replanting, the company has provided with training such as:
  - Catfish farming and its marketing, in cooperation with IPB alumnus.
  - Integrated farming (Dragon Fruit Cultivation and Feed), in cooperation with Ir. Gembong from CV Pandawa Jogjakarta.
  - Mushroom cultivation from BLK Malang
- The smallholders whose land is in replanting are priority to be employed by the company. This was stated in the Agreement of cooperation between KUD and the Company related replanting.
- Watering the road is done every day in the dry season. For watering the main road, due to limited


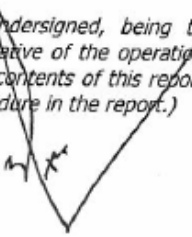
**RSPO Public Summary Report**  
**Revision 6 (December /2017)**

	<p>vehicle for road watering, then regular road watering in priority is along the road that passes through the housing and residents. Other than that, watering will done with certain circumstances.</p> <p><b>Audit Team Findings:</b></p> <ul style="list-style-type: none"> <li>- The village head was never submit a complaint to the company directly and merely get complaints from citizens, it will be verified further during the next anual surveillance audit.</li> <li>- Companies can conduct in-depth evaluation regarding positive and negative impacts of replanting program involving cooperatives and farmers' member. it will be verified further during the next annual surveillance audit.</li> </ul>
<b>IS #</b>	<b>Description</b>
<b>5</b>	<p><b>Feedbacks:</b>  <b>Gender Committee</b></p> <ul style="list-style-type: none"> <li>a. Until now there has never been a report / complaint regarding sexual harassment to female workers.</li> <li>b. The Company has undertaken efforts to protect the rights of female employees such as menstruation leave, maternity leave, special medical checks for female workers working in high risk types every 6 months and monthly pregnancy checks.</li> <li>c. The gender committee has understood the grievance mechanism as well as the protection of the identity of the complainant / wistleblower.</li> <li>d. The Company has provided Personal Protective Equipment (PPE) for all workers.</li> <li>e. The Company has provided adequate facilities for its employees such as housing, clean water, Electricity, toilets, Sanitation, School Bus, clinic, worship place (mosque and church).</li> <li>f. The Company has registered all its employees in health and social insurance (BPJS Kesehatan and BPJS Ketenagakerjaan) program, including PHL (casual workers).</li> <li>g. There has never been an incident of employee demonstration to management.</li> <li>h. The Company has provided wages in accordance with existing regulations.</li> <li>i. There is no indication of Human Rights violating by the company.</li> <li>j. There is no indication of forced labor or coercion.</li> </ul> <p><b>Management Responses:</b>            For the positive things that have been done will be maintained and improved by the management to be better in the future.</p> <p><b>Audit Team Findings:</b>            Audit team will continue to monitor PT Inti Indosawit Subur - Ukui Group performance related social policy.</p>
<b>IS #</b>	<b>Description</b>
<b>6</b>	<p><b>Feedbacks:</b>  <b>Workers Union</b></p> <ul style="list-style-type: none"> <li>a. The Company has realized Normative Rights of employees such as remuneration in accordance with applicable regulations, Allowance/THR and BPJS Program.</li> <li>b. Legally SPSI members is a labor consist of SKU labor and also staff however operationally SPSI also consider the problems that occur at the level of non permanent workers/PHL.</li> <li>c. Non permanent workers had a Labour Agreement (SPK) with the company.</li> <li>d. Performance appraisals are conducted once a year as management considerations for evaluation, promotion and rotation.</li> <li>e. There is no indication that the company conducted discrimination against its workers.</li> <li>f. The company has provided Personal Protective Equipment (PPE) for all workers.</li> <li>g. The company has providing facilities for employees adequately for example housing, water, electricity, toilets, Sanitation, School Bus, clinics and places of worship.</li> <li>h. The Company has registered all the workers in BPJS program (Employment and Health BPJS) including PHL (non-permanent employees).</li> <li>i. There has never happened employees demonstration to the company management.</li> <li>j. The Company has provided wages in accordance with existing regulations.</li> <li>k. There is no indication of the company in violation of Human Rights.</li> <li>l. There is no indication of forced or coercive labor practice of work.</li> </ul>

**RSPO Public Summary Report  
Revision 6 (December /2017)**

	<p>m. "Lembaga kerjasama Bipartit (LKS Bipartit)"/Cooperation Institution has been established as a medium of communication between the company and employees.</p> <p><b>Management Responses:</b> For the positive things that have been done will be maintained and improved by the management to be better in the future.</p> <p><b>Audit Team Findings:</b> Audit team will continue to monitor PT Inti Indosawit Subur - Ukui Group performance related social policy.</p>
<b>IS #</b>	<b>Description</b>
<p><b>7</b></p>	<p><b>Feedbacks:</b> <b>Local Contractors (EFB Transporter and FFB Supplier)</b></p> <ul style="list-style-type: none"> <li>a. As a basic for cooperation between local contractors and PT IIS, documented in Letter of Cooperation Agreement (SPK). The term of the agreement is valid for 3 months and can be renewed.</li> <li>b. Contractors are obliged to provide PPE and work tools and have a good understanding of Occupational Health and Safety.</li> <li>c. Job payments were made by a contract system</li> <li>d. The contractors has understood company policy related to business code of ethics, prohibition of employing children, using PPE, prohibition of sexual harassment, human rights policy, protection policy of protected, flora and fauna.</li> <li>e. FFB suppliers has a SPK (Working Agreement) which applicable for a period of 1 year.</li> <li>f. FFB payments are made according to time and price agreed upon.</li> <li>g. FFB price information is provided by PT IIS whenever there is a change.</li> <li>h. The source of FFB were comes from the yard of Bukit Jaya village.</li> <li>i. FFBs that do not meet the sorting requirements are returned to the FFB supplier (not processed by the Palm Oil Mill).</li> <li>j. FFB suppliers has understood company policy related to business code of ethics, prohibition of employing children, using PPE, prohibition of sexual harassment, human rights policy, protection policy of protected flora and fauna.</li> <li>k. The company does not receive FFB from illegal sources.</li> </ul> <p><b>Management Responses:</b> For the positive things that have been done will be maintained and improved by the management to be better in the future.</p> <p><b>Audit Team Findings:</b> Audit team will continue to monitor PT Inti Indosawit Subur - Ukui Group performance related community development / CSR.</p>

**RSPO Public Summary Report  
Revision 6 (December /2017)**

<b>Formal Signing-off of Assessment Conclusion and Recommendation</b>	
<p>The audit objectives have been achieved and the certificate scope remains appropriate. Based on the results of this audit, it is concluded that PT Inti Indosawit Subur – Ukui II Palm Oil Mill has complied with the RSPO P&amp;C INA NI 2016, RSPO Supply Chain Certification Standard 2014 and audit criteria identified within the audit report. It is deemed that the management system continues to achieve its intended outcomes. Therefore, it is recommended that the certification of PT Inti Indosawit Subur – Ukui II Palm Oil Mill is continued.</p>	
<b>Report prepared by</b>	<b>Acceptance of Assessment Conclusion</b>
<b>Name: Eko Purwanto</b>	<b>Name: Welly Pardede</b>
<b>Company Name: on behalf BSI Services Malaysia Sdn Bhd</b>	<b>Company Name: PT Inti Indosawit Subur</b>
<b>Title: Lead Assessor</b>	<b>Title: Head of Sustainability and CSR</b>
<b>Signature:</b> 	<b>Signature:</b> <p><i>(I the undersigned, being the most senior relevant management representative of the operation seeking or holding certification, agree with the contents of this report and accept the liability in execution of the procedure in the report.)</i></p> 
<b>Date: 7 March 2018</b>	<b>Date:</b> 12/03/18

**Appendix A: Summary of Findings**

Criterion / Indicator	Assessment Findings	Compliance
<b>Principle 1: Commitment to Transparency</b>		
<p><b>Criterion 1.1:</b> Growers and millers provide adequate information to relevant stakeholders on environmental, social and legal issues relevant to RSPO Criteria, in appropriate languages and forms to allow for effective participation in decision making.</p>		
<p><b>1.1.1</b></p>	<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>PT Inti Indosawit Subur – Ukui Group has a procedure for handling information request and providing response, under “SOP Penanganan Permintaan Informasi Stakeholder” No.AA-GL-5008.1-R1, dated 22/08/2011. In general, the SOP explains company’s step upon receiving information and responding such information request. Information request received in form of verbal communication, through letter or through representative appointed by community. Incoming information will be received by public relation officer and recorded in logbook. If information comes through verbal communication, public relation officer then creates minutes and sign by both parties.</p> <p>The information received then channeled to relevant party: mill manager/estate manager/group manager or regional office. Each has their authority in decision making. Public relation officer updating the logbook status, in order to provide update information to interested party. At maximum 14 days after information request received, response shall be given. Records of information request kept for minimum three (3) years.</p> <p>PT Inti Indosawit Subur – Ukui Group is communicating the procedure to community of Desa Air Hitam and Desa Bagan Limau.</p> <p>List of information that can be access by relevant stakeholders available in indicator1.2.1.</p> <p>List of stakeholders updated in January 1<sup>st</sup> 2017, there were 3 types of stakeholders i.e: government (agency office in Pelalawan Regency, Kapolsesk Ukui, Camat Ukui, head of village), Kebun Masyarakat (20 smallholders) and NGO (WWF, Scale Up).</p> <p><b>Ukui Smallholder:</b> The Smallholder Manager has determined type of</p>	<p>Comply</p>



**RSPO Public Summary Report  
Revision 6 (December /2017)**

Criterion / Indicator	Assessment Findings	Compliance
	<p>documents which can be accessed by public, that covers:</p> <ul style="list-style-type: none"> <li>a. Copies of Sertifikat Hak Milik (SHM) – land ownership certificate.</li> <li>b. Group Program</li> <li>c. HCV</li> <li>d. Standar Operational Procedure of Good Agriculture Practices.</li> <li>e. Social Impact Assessment (SIA).</li> <li>f. Social Activity Documents.</li> <li>g. Local Development Documents.</li> </ul>	
<p><b>1.1.2</b></p> <p>Records of requests for information and responses to the information requested shall be available.</p> <p>- Major compliance -</p>	<p>Record of information request and response/information logbook is maintained by company. Records of information request and response provided by company is kept for minimum three (3) years.</p> <p>Record seen: "Log Book Pemintaan Informasi dan Respon Terhadap Permintaan Informasi", there are 46 requests for information and response to the information requested, e.g:</p> <ul style="list-style-type: none"> <li>- on 9<sup>th</sup> September 2017 – "Laporan Pelaksanaan Land Aplikasi dan Pemanfaatan Limbah Padat" to DLH Kabupaten Pelalawan</li> <li>- on 6<sup>th</sup> April 2017 – "Laporan Pemakaian KWH non PLN" to DISPENDA Kabupaten Pelalawan</li> <li>- on 19 July 2017 – "Laporan Kegiatan Tanggap Darurat" to DLH Kabupaten Pelalawan</li> <li>- on 23<sup>rd</sup> August 2017 – "Laporan Limbah B3" to DLH Kabupaten Pelalawan.</li> </ul> <p><b>Ukui Smallholder:</b></p> <p>All information request were documented in Logbook of "Kebun Plasma Ukui (KLU) Tahun 2017". There were 10 information request in 2017, e.g.:</p> <ul style="list-style-type: none"> <li>a. Information request submitted by Chairman of GWKAK on 29 September 2017 through letter No. 18/GWKAK/IX/2017 regarding request of fund deduction for maintenance of outside FFB access road, it has been responded by Group Manager on 29 September 2017 by forwarding the letter to Regional Office Pekanbaru.</li> <li>b. Information request submitted by KUD Bina Sejahtera on 15 September 2017 through letter No. 10/Pemdes/LKS/P/X/2017 regarding complaint of road condition that narrowed</li> </ul>	<p>Comply</p>

**RSPO Public Summary Report  
Revision 6 (December /2017)**

Criterion / Indicator	Assessment Findings	Compliance	
	<p>caused by trenching, and bridge condition that experiencing abrasion due to flooding, it has been responded by Group Manager, covers:</p> <ul style="list-style-type: none"> <li>- On 11 November 2017, conducted field observation of Lubuk Kembang Sari Bridge location.</li> <li>- On 13 November 2017, give respond through letter No. 116/ES-KLU/Ext/11/2017 responding several complaints of Lubuk Kembang Sari Village community.</li> </ul>		
<p><b>Criterion 1.2:</b> 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>			
<p><b>1.2.1</b></p>	<p>Publicly available documents shall include, but are not necessarily limited to:</p> <ul style="list-style-type: none"> <li>a) Land titles/user rights (Criterion 2.2)</li> <li>b) Occupational health and safety plans (Criterion 4.7)</li> <li>c) Plans and impact assessments relating to environmental and social impacts (Criteria 5.1, 6.1, 7.1 and 7.8)</li> <li>d) HCV documentation (Criteria 5.2 and 7.3)</li> <li>e) Pollution prevention and reduction plans (Criterion 5.6)</li> <li>f) Details of complaints and grievances (Criterion 6.3)</li> <li>g) Negotiation procedures (Criterion 6.4)</li> <li>h) Continual improvement plans (Criterion 8.1)</li> <li>i) Public summary of certification assessment report</li> <li>j) Human Rights Policy (Criterion 6.13).               <ul style="list-style-type: none"> <li>- Major Compliance -</li> </ul> </li> </ul>	<p>Company has a set of publicly available document. The provision of publicly available document segregates based on stakeholder category: Government, community and NGO: AMDAL document, RKL/RPL report, Social Impact Assessment, HCV identification and monitoring report, land permit (Izin Lokasi – location permit, Izin Prinsip – principle permit, HGU/land title certificate), environmental permit, palm oil mill machinery permits and licenses, safety committee report, plantation business progress report, conservation management plan document, environmental management program, corporate social responsibility/CSR documents, FFB price, forest and land fire fighting report, ground water use report, tax and retribution payment documents, radio station permit, company policies, continuous improvement program, social procedures, hazardous waste handling report, POME land application permit and report, manpower report, employee’s medical checkup result, physical and chemical analysis of river water, land compensation report, public summary report.</p> <p>A number of documents are determined to be available for public, with approval from management – updated in January 2017, such as:</p> <ul style="list-style-type: none"> <li>a. Laporan RKL-RPL (environmental management and monitoring report); e.g for periode January – June 2017 reported in 28<sup>th</sup> August 2017</li> <li>b. Laporan neraca limbah B3 (hazardous waste balance report); e.g: for Period July –</li> </ul>	<p>Comply</p>

**RSPO Public Summary Report**  
**Revision 6 (December /2017)**

Criterion / Indicator		Assessment Findings	Compliance
		<p>September 2017, reported on</p> <ul style="list-style-type: none"> <li>c. Laporan limbah cair dan padat (solid and liquid waste report); in August 2017 reported on 9 December 2017</li> <li>d. Laporan penggunaan air permukaan dan air bawah tanah (Underground and surface water usage report);</li> <li>e. Laporan P2K3 (health and safety report);</li> <li>f. Wajib lapor tenaga kerja (manpower report);</li> <li>g. Laporan Perkembangan usaha perkebunan (plantation business progress report);</li> <li>h. Laporan hasil monitoring high conservation value (high conservation value monitoring report);</li> <li>i. Laporan pemantauan dan pencegahan kebakaran lahan (land fire monitoring and prevention activity report);</li> <li>j. Laporan analisa fisik dan kimia sungai (river water’s physical and chemical test result).</li> </ul> <p><b>Ukui Smallholder:</b>  The Smallholder Manager has determined type of documents which can be accessed by public, that covers:</p> <ul style="list-style-type: none"> <li>a. Copies of Sertifikat Hak Milik (SHM) – land ownership certificate.</li> <li>b. Group Program</li> <li>c. HCV</li> <li>d. Standar Operational Procedure of Good Agriculture Practices.</li> <li>e. Social Impact Assessment (SIA).</li> <li>f. Social Activity Documents.</li> <li>g. Local Development Documents.</li> </ul>	
<p><b>Criteria 1.3:</b>  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>PT Inti Indosawit Subur – Ukui Group has a company policy/“Kebijakan Perusahaan”, signed by Managing Director on 1<sup>st</sup> December 2014. In number 2 mentioned that the company’s commitment to uphold and respect code of ethical conduct in all operation. The commitment including prevention of corruption, collusion and nepotism.</p> <p>The company policy is available on notice board. The company also has communicated the policy to all employees, e.g:</p> <ul style="list-style-type: none"> <li>- In Soga Estate was conducted on 17<sup>th</sup> January 2017 attended by 25 workers.</li> </ul>	Comply

**RSPO Public Summary Report**  
**Revision 6 (December /2017)**

Criterion / Indicator	Assessment Findings	Compliance
	<ul style="list-style-type: none"> <li>- In Ukui 2 POM was conducted on 12<sup>th</sup> September 2017.</li> </ul> <p><b>Ukui Smallholder:</b>            The Smallholder Manager already has a Code of Ethical Business Policy signed on 16 January 2017, and has been disseminated to each member through the "Buku Panduan dan Catatan Petani Plasma" where in point 2 stated "Committed to ethical conduct in business in overall transactions and business operations, prohibition all forms of corruption, bribery and fraud in the use of funds and resources".</p>	

Criterion / Indicator	Assessment Findings	Compliance
<b>Principle 2: Compliance with applicable laws and regulations</b>		
<p><b>Criterion 2.1:</b>            There is compliance with all applicable local, national and ratified international laws and regulations.</p>		
<p><b>2.1.1</b></p>	<p>Evidence of compliance with relevant legal requirements shall be available.</p> <ul style="list-style-type: none"> <li>- Major compliance –</li> </ul> <p>Company able to demonstrate evidences of compliance with relevant legal requirements, such as:            Land ownership and lease:</p> <ul style="list-style-type: none"> <li>- Locations permit, as per "Surat Pencadangan Areal No.Kpts.379/VIII/1984 tentang Pencadangan Tanah Seluas 65,000 Ha di Daerah Buatan II Kecamatan Siak Kabupaten Tingkat II Bengkalis, Kecamatan Langgam dan Kecamatan Bunut, Kabupaten Tingkat II Kampar dan Kecamatan Pangkalan Kuras Kabupaten Kampar, Kecamatan Pasir Penyus Kabupaten Tingkat II Indragiri Hulu dalam rangka pengembangan Kelapa Sawit Pola PIR PT. Inti Indosawit Subur" dated 08/27/1984. The location permit covers area of 65,000 Ha for development of nucleus and scheme smallholders PT. Inti Indosawit Subur.</li> <li>- Location permit "Izin Lokasi Bupati Pelalawan No.400/BPD/2003/011 tanggal 30 November 2003 tentang Pemberian Izin Lokasi untuk Pembangunan Perkebunan Kelapa Sawit atas nama PT. Inti Indosawit Subur seluas 3,100 Ha yang Terletak di Desa Ukui I dan Desa Ukui II, Kecamatan Ukui, Kabupaten Pelalawan, Propinsi Riau".</li> </ul> <p>Soga Estate:</p> <ul style="list-style-type: none"> <li>- Land Title 1 based on "Surat Keputusan Kepala Badan Pertanahan Nasional Republik Indonesia No.78/HGU-BPN-RI" dated 12/19/2008 for area 2,704.22 Ha. Certificate No.13, dated 06/09/2009.</li> <li>- Land Title 2 based on SK Kepala BPN</li> </ul>	<p>Comply</p>

**RSPO Public Summary Report**  
**Revision 6 (December /2017)**

Criterion / Indicator	Assessment Findings	Compliance
	<p>No.115/HGU/BPNRI/2009” dated 08/09/2009, certificate HGU (Hak Guna Usaha) No.16 issued by “Kantor Pertanahan Kabupaten Pelalawan” on 03/11/2010 for area 299.51 Ha as per “Surat Ukur” No.01/AirHitam/2010. The HGU valid up to 03/11/2045.</p> <ul style="list-style-type: none"> <li>- Plantation Business Permit - “Surat Perndaftaran Usaha Perkebunan (SPUP) No.185/MenTanHut/VII/2000”, dated 11/03/2000, type of business oil palm plantation.</li> <li>- Land Title 3 based on “Surat Keputusan Kepala Badan Pertanahan Nasional No. 04/HGU/1989” dated 27 April 1989, Certificate HGU (Hak Guna Usaha) No.01 issued by “Kantor Pertanahan Kabupaten Kampar” on 12/18/1989 for area 6,727.4 Ha as per “Surat ukur”/measurement minutes No.53/1988. HGU is valid until 31/12/2019. <i>Note: this land title is splitted up for Soga Estate 2,260.4 Ha and Ukui Estate 4,467 Ha. Therefore the total land title for Soga Estate (from 3 land titles) is 5,264 Ha.</i></li> <li>- Plantation Business Permit - “Izin Usaha Perkebunan-Budidaya (IUP-B)” based on “Surat Keputusan Bupati Pelalawan No.Kpts.525.3/Dishutbun/2013/446” dated 05/29/2013 for 3,003.73 Ha (From HGU Soga Estate No.78/HGU-BPN-RI, dated 12/19/2008 of 2,704.22 Ha and “HGU SK Kepala BPN No.115/HGU/BPNRI/2009” dated 09/08/2009 for 299.51 Ha as per “Surat Ukur” No.01/AirHitam/2010. The HGU valid up to 03/11/2045) and “Izin Usaha Perkebunan-Pengolahan (IUP-P)” for PT Inti Indosawit Subur dated 05/29/2013 for 75 MT FFB/hour.</li> </ul> <p>Mill machinery permit and other permit:</p> <ul style="list-style-type: none"> <li>- Boiler No.1 Akte Izin No.III/KU/PL/2004, N-1300 No.III/KU/PL/2004, latest inspection by PT Jesindo Mandiri on 13/06/2016, next inspection 13/06/2018;</li> <li>- Boiler No.2 Permit No.025/KU/PL/2004, latest inspection by PT Jesindo Mandiri on 13/06/2016, next inspection 13/06/2018;</li> <li>- Boiler No.3 Permit No.03/BP. 0028, latest inspection by PT Jesindo Mandiri on 13/06/2016, next inspection 13/06/2018;</li> <li>- Sterilizer No.1 – 4, Permit No.03/B.0100-0101, 03/b.0303, 038/BU/PLLWN/2003, latest inspection on 13/06/2016, next inspection 13/06/2018;</li> <li>- Weighbridge No.1, Permit No.510.3/UPTMET/SKHP/2017/024 dated 17 October 2017 valid until 16/10/2018 and Weighbridge No.2, Permit No.510.3/METRO/SKHP/2017/023 valid until 15 October 2018;</li> </ul>	

**RSPO Public Summary Report  
Revision 6 (December /2017)**

Criterion / Indicator	Assessment Findings	Compliance
	<ul style="list-style-type: none"> <li>- Back Pressure Vessel (Bejana uap), Permit No. 049/BU/PLLWN/2005, the last inspection on 13/06/2016, next inspection 13/06/2018;</li> <li>- Electrical installation Permit No. 078/IL-L/PLLWN/2005, latest inspection on 13/06/2016, next inspection 13/06/2018;;</li> <li>- Steam turbine No.1 and 2, Permit No. 003/M-TU/PLLWN/2003 AND No. 566/PT/PL/2015/11 latest inspection 13/06/2016, next inspection 13/06/2018;</li> <li>- Air Compressor No.097.BT/PLLWN/2005, latest inspection 13/06/2016, next inspection 13/06/2018;</li> <li>- Genset No.1-2, Permit No.405/M-MD/PL/2005 and Permit No.406/M-MD/PL/2005, the last inspection on 13/06/2016, next inspection 13/06/2018.</li> </ul> <p><b>Ukui Smallholder:</b> There is no evidence of critical legal non compliance as a result of internal audit. Each smallholder member has to demonstrate evidence of compliance and/or effort in complying with these legal/regulatory requirements. This includes manpower regulation fulfilment, environmental, health and safety 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. Lates updated on January 2017.</p> <p>Member admission criteria for Plasma Ukui such as: has 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.</p> <p>The last update of evaluation of legal compliance is documented in "Evaluasi Kepatuhan Hukum ICS has been updated on 1<sup>st</sup> January 2017.</p> <p>Internal audit was performed yearly by Ukui Smallholder management to ensure the smallholder member compliance. Latest internal audit performed on 12 – 13 October 2017. Corrective Action Plan has prepared and the status of NC was closed on 23 October 2017 and 14 November 2017.</p>	
<p><b>2.1.2</b></p> <p>A documented system, which includes written information on legal requirements, shall be maintained.</p> <p>- Minor compliance –</p>	<p>Mill and Estates:</p> <p>The company has updated the regulations that must be complied provided in Indonesian Legislation and international laws or its ratification. The Humas (public relation), KTU (head of Administration) and SSL (Social and Security License) Department Regional were in charge and responsible to identified and updated the regulation applicable to the organisation,</p>	<p>Comply</p>

**RSPO Public Summary Report  
Revision 6 (December /2017)**

Criterion / Indicator	Assessment Findings	Compliance
	<p>also to disseminate to related functions. Update and reviewed was conducted periodically once within a year, latest evaluation conducted on 1 May 2017.</p> <p>The managers of mill and estate were responsible that the applicable regulation was implemented on the organisation. Based on document review of legal requirement evaluation and interview conducted with the Humas and related personnel at Mill and Estate to review the implementation of regulations, it was evident that the applicable laws and regulations were implemented by the organisation.</p> <p>The list of legal requirement include compliance evaluation were kept by each unit and available to all levels of management. PT Inti Indosawit Subur – Ukui II POM and Estate demonstrate a list of all applicable regulations, which was evaluated and reviewed. Date of latest review on May 2017. The latest regulations are updated such as:</p> <ul style="list-style-type: none"> <li>- Peraturan Menteri Pertanian RI No. 29/Permentan/KB.410/2016 Tentang Pedoman Perizinan Usaha Perkebunan.</li> <li>- Peraturan Menteri Tenaga Kerja RI No. 6 Tahun 2016 Tentang Tunjangan Hari Raya Keagamaan Bagi Pekerja/Buruh di Perusahaan.</li> <li>- Peraturan Menteri Lingkungan Hidup dan Kehutanan RI No. P.56/Menlhk-Setjen/2015 tentang tata cara dan persyaratan teknis pengelolaan limbah berbahaya dan beracun dari fasilitas pelayanan kesehatan.</li> <li>- Undang-Undang Republik Indonesia Nomor 8 Tahun 2016 tentang Penyandang Disabilitas.</li> <li>- Peraturan Menteri Pertanian RI No. 18/Permentan/KB.330/5/2016 tentang Pedoman Peremajaan Perkebunan Kelapa Sawit.</li> </ul> <p>In the list of all applicable regulations explaining the requirement, evaluation and evidence of compliance against regulations. For example: "Undang-undang No.13 tahun 2003 tentang Ketenagakerjaan" – related to manpower, evidence by work agreement, payment of worker salary in accordance with minimum wage; "Undang-undang No.1 tahun 1970 tentang Keselamatan Kerja" – related to occupational safety, evidence by health and safety program, PPE inspection; "Peraturan Menteri Tenaga Kerja No.08/Men/VII/2010 tentang Alat Pelindung Diri" – related to PPE, evidence by providing PPE for harvester.</p> <p><b>Ukui Smallholder:</b> Management of Ukui Smallholder conducted the evaluation of laws and regulation compliance each year. Latest updated on 1<sup>st</sup> January 2017.</p>	

**RSPO Public Summary Report  
Revision 6 (December /2017)**

Criterion / Indicator	Assessment Findings	Compliance
	<p>During audit, the Smallholder management can demonstrate the document of "Evaluasi Kepatuhan Hukum Kebun Plasma Ukui PT Inti Indosawit Subur Tahun 2017". Which contain the list/'legal register' of all applicable laws and regulations; consist of: list of regulation, requirement, evaluation record, compliance status, type of document, no. document, validity, source of document, remark.</p> <p>Ukui Smallholder has a mechanism of "Evaluation of Legal Compliance and Regulation" dated 9 February 2017. The mechanism stated that sourced of regulation could be from Government/Dinas, Relevant agencies. Humas (Public relation) responsible to update and search the new relevant regulation and evaluating the compliance against the regulation. Latest update of regulation compliance on 1<sup>st</sup> January 2017. All evaluation record was kept in Smallholder Office and disseminated to all KUD, KT and smallholder member. Dissmenination and communication related update of Evaluation of Legal Compliance and Regulation were evident in "Berita Acara Serah Terima Dokumen Kepatuhan Hukum dan Hasil Rapat Kordinasi II" dated 5 May 2017.</p>	
<p><b>2.1.3</b></p>	<p>A mechanism for ensuring compliance shall be implemented.</p> <p>- Minor compliance –</p> <p>Mill and Estate:</p> <p>The organization has a mechanism to ensure compliance with all applicable laws and regulations compliance through "SOP Pemenuhan peraturan perundang-undangan dan perubahannya" AA-GL-5001.1-R0 dated 5 December 2009. Company also issued the Memorandum No. 017/GL-AAS/MEMO/10/12 dated 20 October 2012. In the procedure and Memorandum explain that The Humas (public relation), KTU (head of Administration) and SSL (Social and Security License) Department Regional were in charge and responsible to identified and updated the regulation applicable to the organisation, also to disseminate to related functions. SSL department, Humas and KTU in each Mill and Estate compulsory to conduct the evaluation of legal and regulation compaliance minimum once a year by visit to "Kantor Bagian Hukum" in Regency and Provincial office to obtain the information against new regulation and latest update regulation.</p>	<p>Comply</p>



**RSPO Public Summary Report  
Revision 6 (December /2017)**

Criterion / Indicator	Assessment Findings	Compliance
	<p>Humas and KTU also can find information related to latest updated relevant regulation and new regulation from another sources and they have a responsible to ensure the compliance against relevant regulation including the latest/new regulation. Evaluation against applicable regulations carried out on regular basis. Last updated was in May 2017. A number of compliance against applicable regulation were evident. PT Inti Indosawit Subur – Ukui II POM and Estate demonstrate document “Evaluasi Kepatuhan Hukum, Status Evaluasi Per Tanggal 1 Mei 2017”.</p> <p>Internal audit was conducted on 9 – 10 October 2017 regarding the sustainable palm oil, included the legal compliance to health and safety aspects, environment, best agriculture practices, social and labour. The corrective action was planned and implemented if there are any non-conformances raised. 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.</p> <p><b>Ukui Smallholder:</b> Ukui Smallholder has documented mechanism of “Evaluation of Legal Compliance and Regulation” dated 9 February 2017. Humas (Public relation) responsible to update and search the new relevant regulation and evaluating the compliance against the regulation. Latest update of regulation compliance on 1<sup>st</sup> January 2017. All evaluation record was kept in Smallholder Office and disseminated to all KUD, KT and smallholder member including third party. Dissmenination and communication of update list of Evaluation of Legal Compliance and Regulation were evident in “Berita Acara Serah Terima Dokumen Kepatuhan Hukum dan Hasil Rapat Kordinasi II” dated 5 May 2017.</p>	
<p><b>2.1.4</b></p>	<p>A system for tracking any changes in the law shall be available and implemented.</p> <p>- Minor compliance –</p> <p>Estate and Mill: Legal requirement-evaluation and fulfilment mechanism regulated under “SOP Pemenuhan Peraturan Perundang-undangan dan Perubahannya” No. SOP; AA-GL-5001.1-RO</p>	<p>Comply</p>

**RSPO Public Summary Report  
Revision 6 (December /2017)**

Criterion / Indicator	Assessment Findings	Compliance
	<p>dated 12/05/2009. The procedure explains the stages for evaluation applicable legal requirements, person in charge for evaluation and ensures implementation of such requirement. Company also issued the Memorandum No. 017/GL-AAS/MEMO/10/12 dated 20 October 2012, explain that the Humas (public relation), KTU (head of Administration) and SSL (Social and Security License) Department Regional were in charge and responsible to identified and updated the regulation applicable to the organisation, also to disseminate to related functions.</p> <p>A system for tracking any changes of regulation conducted by Humas (public relation), KTU (head of Administration) and SSL (Social and Security License) Department Regional by visit to "Kantor Bagian Hukum" in Regency and Provincial office to obtain the information against new regulation and latest update regulation. Updating the law and regulation also can be performed through searching in internet, email and/or communication/visit to government bodies. Humas and KTU also have a responsible to ensure the compliance against relevant regulation including the latest/new regulation.</p>	
<p><b>Criterion 2.2:</b> 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>		
<p><b>2.2.1</b></p>	<p>Documents showing legal ownership or lease, history of land tenure and the actual legal use of the land shall be available.</p> <p>- Major compliance -</p>	<p>Company is able to demonstrate the legal ownership of the land:</p> <p>PT IIS Ukui Group holds three HGU which was checked and verified during the previous annual surveillance:</p> <p>Land ownership and lease:</p> <ul style="list-style-type: none"> <li>- Locations permit, as per "Surat Pencadangan Areal No.Kpts.379/VIII/1984 tentang pencadangan tanah seluas 65,000 ha di Daerah Buatan II Kecamatan Siak Kabupaten Tingkat II Bengkalis, Kecamatan Langgam dan Kecamatan Bunut, Kabupaten Tingkat II Kampar dan Kecamatan Pangkalan Kuras Kabupaten Kampar, Kecamatan Pasir Penyu Kabupaten Tingkat II Indragiri Hulu dalam rangka pengembangan Kelapa sawit Pola PIR PT. Inti Indosawit Subur" dated 27/08/1984.</li> </ul>

**RSPO Public Summary Report  
Revision 6 (December /2017)**

Criterion / Indicator	Assessment Findings	Compliance
	<p>The location permit covers area of 65,000 Ha for development of nucleus and scheme smallholders PT Inti Indosawit Subur.</p> <p>Soga Estate:</p> <ul style="list-style-type: none"> <li>- Land Title - "Hak Guna Usaha/HGU No.78/HGU-BPN-RI" dated 19/12/2008 for 2,704.22 Ha. Certificate No.13, dated 09/06/2009.</li> <li>- Land Title - "Hak Guna Usaha/HGU No.16 issued by "Kantor Pertanahan Kabupaten Pelalawan" on 11/03/2010 based on "SK Kepala BPN No.115/HGU/BPNRI/2009" dated 08/09/2009 for 299.51 Ha as per "Surat Ukur"/measurement minutes No.01/AirHitam/2010. The HGU valid up to 11/03/2045.</li> <li>- Land Title - "Hak Guna Usaha/HGU No.01 issued by "Kantor Pertanahan Kabupaten Kampar" on 18/12/1989 based on "SK Kepala BPN No.04/HGU/1989" dated 27/04/1989 for 6,727.4 Ha as per "Surat ukur"/measurement minutes No.53/1988. HGU is valid until 31/12/2019. <i>Note: this land title is splitted up for Soga Estate 2,260.4 Ha and Ukui Estate 4,467 Ha.</i></li> </ul> <p>Therefore the total land title for Soga Estate (from 3 land titles) is 5,264 Ha.</p> <p><b>Ukui Smallholder:</b> The Smallholder Manager can explain history of land ownership of all farmer members. All Ukui Smallholder area are obtained from the government through the PIR-Trans program and has been a long process since "Izin Pencadangan Lokasi Transmigrasi" issued by Riau Governor, "Izin Pelepasan Kawasan Hutan" issued by Ministry of Forestry, Minister of Agriculture Decree for the Implementation of PIR-Trans Program by PT IIS, AMDAL permit up to issuance of Certificate of Ownership (SHM).</p> <p>The Ukui Smallholder Management has shown land ownership documents of all farmer members, e.g.:</p> <ol style="list-style-type: none"> <li>1) KUD Trani Maju: <ul style="list-style-type: none"> <li>- SHM nomor 1651 namely Mr Suparno Sarbi – measuring letter no. 2567/1994, dated 14 November 1994</li> </ul> </li> </ol>	

**RSPO Public Summary Report  
Revision 6 (December /2017)**

Criterion / Indicator	Assessment Findings	Compliance
	<ul style="list-style-type: none"> <li>- SHM nomor 1661 nemely Mr Manisno - measuring letter no. 2577/1994, dated 14 November 1994</li> <li>- SHM no 1537 namely Suprpto - measuring letter no. 2453/1994 detd 14 November 1994</li> <li>- SHM no 1663 namely Mr - measuring letter no. 2579/1994 dated14 November 1994</li> </ul> <p>2) KUD Tani Bahagia:</p> <ul style="list-style-type: none"> <li>- SHM no 00797 namely Mr Iswanto - measuring letter no. 00106/2016 dated 2 May 2016</li> <li>- SHM no 3194/II/2001 namely Mrs Siti Karomah dated 8 December 2001</li> <li>- SHM no 1050 namely Madukah - measuring letter no. 1981/93 dated 12 October 1993</li> <li>- SHM no 1061 namely Mr Turimin - measuring letter no. 1992/93 dated 12 October 1993</li> </ul> <p>3) KUD Usaha Tani</p> <ul style="list-style-type: none"> <li>- SHM no 570 namely Mr Cari - measuring letter no. 1501/93 dated 12 October 1993</li> <li>- SHM no 556 namely Mr Sripto - measuring letter no. 1487/93 dated 12 October 1993</li> <li>- SHM no 555 namely Mr Prasetio Budi – measuring letter no. 1486/93 dated 12 October 1993.</li> <li>- SHM no 543 namely Mr Ansori - measuring letter no. 1474/93, dated 12 October 1993.</li> </ul>	
<p><b>2.2.2</b></p>	<p>Legal boundaries are demonstrated clearly and maintained.</p> <ul style="list-style-type: none"> <li>- Minor compliance -</li> </ul> <p>Soga Estate:</p> <p>All legal boundaries are clearly demarcated and maintained in the form of boundary stones, these boundary stones are photographed, mapped and GPS location is recorded.</p> <p>PT Inti Indosawit Subur has a program to monitor the presence and stature of each boundary poles, as in "Laporan Pemeriksaan dan Perawatan Patok Batas PT Inti Indosawit Subur". Based on field visit, the boundary poles can be located and visibly maintained.</p> <p>Evidences seen:</p> <ul style="list-style-type: none"> <li>- Field visit in pole no 49, 45 and 51 there are</li> </ul>	<p>Comply</p>

**RSPO Public Summary Report  
Revision 6 (December /2017)**

Criterion / Indicator	Assessment Findings	Compliance
	<p>confirmed that legal boundaries are demonstrated clearly and maintained.</p> <ul style="list-style-type: none"> <li>- "Laporan Pemeriksaan dan Perawatan Patok Batas" (six monthly basis), last report on 18<sup>th</sup> December 2017 (pole no 40 location in block 21, pole number 42 location in block 19, pole no 29 location in block 8).</li> </ul> <p><b>Ukui Smallholder:</b> Based on field verification at Sample Farmer's farm location indicates that all land ownership boundaries are marked by the installation of a boundary in the form of a 2-4 inch PVC pipe filled with cement at each corner of the land ownership boundary. Land boundary also made with frond staking along the boundary line or by planting woody tree. Borders can be seen clearly.</p>	
<p><b>2.2.3</b></p>	<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>Comply</p>
<p><b>2.2.4</b></p>	<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>Comply</p>
<p><b>2.2.5</b></p>	<p>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.</p> <p>- Minor compliance –</p>	<p>Comply</p>
<p><b>2.2.6</b></p>	<p>To avoid escalation of conflict, there shall be no evidence that palm oil operations have instigated violence in maintaining peace and order in their</p>	<p>Comply</p>

**RSPO Public Summary Report  
Revision 6 (December /2017)**

Criterion / Indicator		Assessment Findings	Compliance
	current and/or planned operations. - Major compliance –	current and planned operation. All complaint, grievance, dispute are resolved through meeting and mediation.  Based on interview with local community of surrounding villages (head village in Air Putih), there has never been conflict with company. The relationship between company and local community is in good condition.	
<b>Criterion 2.3:</b> Use of the land for oil palm does not diminish the legal rights, customary or user right of other users without their free, prior and informed consent.			
<b>2.3.1</b>	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 -	Based on document review and stakeholder consultation, there is no legal, customary and/or user right overlapped with area of Ukui Estate and Soga Estate. The surrounding company's plantation area is scheme smallholder's oil palm plantation.  <b>Ukui Smallholder:</b> All Smallholder land are obtained from the government through the PIR-Trans program and has been through a long process since the Permit of Location Transmigration Reserve by the Governor of Riau, Permit for Release of Forest Area issued by the Ministry of Forestry, Decree of the Minister of Agriculture for the Implementation of PIR-Trans Program by PT Inti Indosawit Subur – UKUI Group, Permit of AMDAL and and Certificate of Ownership (SHM) on land assigned to member farmers.  KUD and Smallholder Management have made a map of land for each member farmers on an adequate scale. The plotting of the plot map has been re-measured using GPS and has been known to all members of the Farmers.  Based on field verification at Sample Farmer's farm location indicates that all land ownership boundaries are marked by the installation of a boundary in the form of a 2-4 inch PVC pipe filled with cement at each corner of the land ownership boundary.	Comply
<b>2.3.2</b>	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: a) Evidence of consultation b) Statement of transfer of	PT Inti Indosawit Subur-Ukui group has not acquired any new land. PT Inti Indosawit Subur-Ukui group does not restrict local peoples' access through the main Estate roads. This was confirmed during interview with company representative and stakeholder consultation with local community. Based on PT IIS's area	Comply

**RSPO Public Summary Report**  
**Revision 6 (December /2017)**

Criterion / Indicator		Assessment Findings	Compliance
	<p>rights</p> <p>c) Evidence of compensation See specific guidance 2.3.2</p> <p>- Minor compliance -</p>	<p>statement documents, interview with communities and public consultation meeting on January 2016 there is no land conflict noted and/or reported between company and surrounding community.</p> <p><b>Ukui Smallholder:</b> All Smallholder land are obtained from the government through the PIR-Trans program and has been through a long process since the Permit of Location Transmigration Reserve by the Governor of Riau, Permit for Release of Forest Area issued by the Ministry of Forestry, Decree of the Minister of Agriculture for the Implementation of PIR-Trans Program by PT Inti Indosawit Subur – UKUI Group, Permit of AMDAL and and Certificate of Ownership (SHM) on land assigned to member farmers.</p>	
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>PT Inti Indosawit Subur-Ukui group has not acquired any new land. There is no land dispute/land conflict noted, based on document review and public consultation.</p> <p>PT Inti Indosawit Subur provide all relevant information related to their land ownership status, grievance mechanism and compensation progress.</p> <p><b>Ukui Smallholder:</b> All Smallholder land are obtained from the government through the PIR-Trans program and has been through a long process since the Permit of Location Transmigration Reserve by the Governor of Riau, Permit for Release of Forest Area issued by the Ministry of Forestry, Decree of the Minister of Agriculture for the Implementation of PIR-Trans Program by PT Inti Indosawit Subur – UKUI Group, Permit of AMDAL and and Certificate of Ownership (SHM) on land assigned to member farmers.</p>	Comply
2.3.4	<p>Evidence shall be available to show that communities are represented through institutions or representatives of their own choosing, including legal counsel.</p> <p>- Major compliance -</p>	<p>PT Inti Indosawit Subur – Ukui Group is able to demonstrate respect over local community representation. Review of SEIA with local community shows that local communities are represented and participated during the meeting with stakeholder, discussing the social-economic and environmental planning. The meeting involving all relevant stakeholders, institution and representative of surrounding communities.</p>	Comply

**RSPO Public Summary Report**  
**Revision 6 (December /2017)**

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	<p><b>Ukui Smallholder:</b>            All Smallholder land are obtained from the government through the PIR-Trans program and has been through a long process since the Permit of Location Transmigration Reserve by the Governor of Riau, Permit for Release of Forest Area issued by the Ministry of Forestry, Decree of the Minister of Agriculture for the Implementation of PIR-Trans Program by PT Inti Indosawit Subur – UKUI Group, Permit of AMDAL and and Certificate of Ownership (SHM) on land assigned to member farmers.</p>	

Criterion / Indicator	Assessment Findings	Compliance	
<b>Principle 3: Commitment to long-term economic and financial viability</b>			
<p><b>Criterion 3.1:</b>            There is an implemented management plan that aims to achieve long-term economic and financial viability.</p>			
<p><b>3.1.1</b></p>	<p>A documented management plan, a minimum of three years shall be available, including, where appropriate, plan for scheme smallholders.</p> <p>- Major compliance-</p>	<p>PT Inti Indosawit Subur – Ukui II POM and supply bases has established Management Plan for the three-years period 2016 - 2018 to achieve economic viability and long-term financial. The management plan was approved by the top management. The parameters listed in the management plan are includes :</p> <ul style="list-style-type: none"> <li>- Land area statement (planting years, non-planted areas, i.e. HCV, conservation areas, fragile soils, enclaves) with updated location maps.</li> <li>- Plan for management of scheme smallholders</li> <li>- Quality of planting materials</li> <li>- Crop projection = Fresh Fruit Bunches (FFB) yield trends</li> <li>- Mill extraction rates = Oil Extraction Rate (OER) trends</li> <li>- Cost of Production = cost per tonne of Crude Palm Oil (CPO) trends</li> <li>- Forecast prices</li> <li>- Financial indicators – profitability forecast (income vs cost)</li> <li>- General strategy and allocation for environmental and social management.</li> </ul> <p>The achievement of the management plan is</p>	<p>Comply</p>



**RSPO Public Summary Report  
Revision 6 (December /2017)**

Criterion / Indicator	Assessment Findings	Compliance
	<p>reviewed every month in the Estate Unit Report (LUK) and Mill Unit Report (LUP) according to the current month. Reviewing of LUK and LUP was conducted for period November 2017. Based on map of soil type "Peta Satuan Tanah PT Inti Indosawit Subur Kebun Soga" with scale 1 : 25,000, there was no peat land in Soga Estate, so that there was no long term viability plan for plantation on peat.</p> <p>Company has a system to improve practices in line with new information and techniques with implementing internal control and monitoring processes, check and report the implementation of the Management Guidelines. These include independent checks of the Mill and Estates by the corporate internal audit.</p> <p>Crop Projection indicating FFB process, CPO production, palm kernel production, OER and KER. Cost of production also calculated and estimated in order to control the mill cost. Ukui II Mill production are recorded monthly, quarterly and yearly then reported to management. In order to ensure quality of CPO and PK, the company implemented quality inspection upon incoming FFB as well as FFB quality inspection from estate. FFB quality standard sets at: unripe bunch 0%; ripe bunch 89%; rotten bunch 0%; long stalk bunch 0%; and parthenocarpic &lt;1%. CPO quality standard sets as: FFA maximum 5%; dirt maximum 0.05%; water content maximum 0.35%. PK quality standard sets as: dirt maximum 8%; water content maximum 8%.</p> <p><b>Ukui Smallholder:</b> A business plan for the year 2017 is available which incorporating the planned activity such as estimation of production and cost, fertilizer and spraying, management resources and communication, smallholder technical support programme established. The plan was documented in "Rencana Kerja Koperasi 2017.</p> <p>A long term economic viability of smallholder operation is documented in "Rencana Managemen yang Diimplementasikan untuk Keamanan Jangka Panjang". The plan has documented projection of production from year 2018 to 2022. The plan was detailed to KUD and KT.</p>	

**RSPO Public Summary Report  
Revision 6 (December /2017)**

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<p><b>3.1.2</b></p> <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>PT Inti Indosawit Subur – Soga Estate has established replanting program for year 2017 - 2025 with the total area of 5,140 Ha. Annual replanting program for Soga Estate are as follows:</p> <table border="1"> <thead> <tr> <th>Year</th> <th>Program</th> <th>Actual</th> </tr> </thead> <tbody> <tr><td>2017</td><td>292</td><td>292</td></tr> <tr><td>2018</td><td>612</td><td>-</td></tr> <tr><td>2019</td><td>769</td><td>-</td></tr> <tr><td>2020</td><td>720</td><td>-</td></tr> <tr><td>2021</td><td>490</td><td>-</td></tr> <tr><td>2022</td><td>516</td><td>-</td></tr> <tr><td>2023</td><td>594</td><td>-</td></tr> <tr><td>2024</td><td>667</td><td>-</td></tr> <tr><td>2025</td><td>480</td><td>-</td></tr> </tbody> </table> <p>Replanting program has been performed starting this year. Realization progress of replanting is recorded in Laporan Unit Kebun Replanting progress in 2017 (to date November 2017) are as follows:</p> <table border="1"> <thead> <tr> <th rowspan="2">Month</th> <th colspan="2">Chipping</th> <th colspan="2">Planting</th> </tr> <tr> <th>Plan</th> <th>Actual</th> <th>Plan</th> <th>Actual</th> </tr> </thead> <tbody> <tr><td>Jan</td><td>-</td><td>-</td><td>-</td><td>-</td></tr> <tr><td>Feb</td><td>-</td><td>-</td><td>-</td><td>-</td></tr> <tr><td>Mar</td><td>3</td><td>2.98</td><td>-</td><td>-</td></tr> <tr><td>Apr</td><td>34</td><td>32.76</td><td>-</td><td>-</td></tr> <tr><td>May</td><td>52</td><td>50.41</td><td>-</td><td>-</td></tr> <tr><td>Jun</td><td>48</td><td>46.94</td><td>-</td><td>-</td></tr> <tr><td>Jul</td><td>-</td><td>-</td><td>-</td><td>-</td></tr> <tr><td>Aug</td><td>-</td><td>-</td><td>41</td><td>-</td></tr> <tr><td>Sep</td><td>12</td><td>12.07</td><td>81</td><td>21.15</td></tr> <tr><td>Oct</td><td>29</td><td>29.12</td><td>85</td><td>0.47</td></tr> <tr><td>Nov</td><td>114</td><td>95.20</td><td>-</td><td>2.49</td></tr> <tr><td>Dec</td><td>-</td><td>7.40</td><td>-</td><td>27.67</td></tr> <tr> <td><b>Total</b></td> <td><b>292</b></td> <td><b>276.88</b></td> <td><b>207</b></td> <td><b>51.78</b></td> </tr> </tbody> </table> <p>Based on map of soil type “Peta Satuan Tanah PT Inti Indosawit Subur Kebun Soga” with scale 1 : 25,000, there was no peat land in Soga Estate, no drainability assessment needed.</p> <p><b>Ukui Smallholder:</b> Replanting program of Kebun Plasma Ukui has been established. Replanting program starts in year 2017 and will be done in 2025. Replanting program of Kebun Plasma Ukui are as follow:</p>		Year	Program	Actual	2017	292	292	2018	612	-	2019	769	-	2020	720	-	2021	490	-	2022	516	-	2023	594	-	2024	667	-	2025	480	-	Month	Chipping		Planting		Plan	Actual	Plan	Actual	Jan	-	-	-	-	Feb	-	-	-	-	Mar	3	2.98	-	-	Apr	34	32.76	-	-	May	52	50.41	-	-	Jun	48	46.94	-	-	Jul	-	-	-	-	Aug	-	-	41	-	Sep	12	12.07	81	21.15	Oct	29	29.12	85	0.47	Nov	114	95.20	-	2.49	Dec	-	7.40	-	27.67	<b>Total</b>	<b>292</b>	<b>276.88</b>	<b>207</b>	<b>51.78</b>	<p>Comply</p>
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**RSPO Public Summary Report  
Revision 6 (December /2017)**

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Criterion / Indicator		Assessment Findings	Compliance
<b>Principle 4: Use of appropriate best practices by growers and millers</b>			
<b>Criterion 4.1:</b>			
Operating procedures are appropriately documented, consistently implemented and monitored.			
<b>4.1.1</b>	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 -	Soga Estate has documented and implemented procedures for oil palm plantation from land preparation up to replanting, as follow: 1. SOP AA-APM-OP-1100.01-R4 dated 5 September 2016 Pembibitan (Nursery); 2. SOP AA-APM-OP-1100.02-R3 10 June 2015 Penanaman Areal Baru (New Planting); 3. SOP AA-APM-OP-1100.03-R2 24 July 2015 Pembuatan dan Perawatan Jalan dan Jembatan (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	Comply

**RSPO Public Summary Report**  
**Revision 6 (December /2017)**

Criterion / Indicator	Assessment Findings	Compliance
	<p>culvert/drainage construction and maintenance;</p> <p>5. SOP AA-APM-OP-1100.05-R3 23/11/2016 Konservasi Tanah dan Air explains Soil &amp; Water Conservation;</p> <p>6. SOP AA-APM-OP-1100.06-R6 16/02/2017 Menanam kacang related to Planting cover crops;</p> <p>7. SOP AA-APM-OP-1100.07-R6 16/02/2017, Menanam Kelapa Sawit related to Planting;</p> <p>8. SOP AA-APM-OP-1100.08-R6 11/05/2016 Pengendalian Gulma or Weed control;</p> <p>9. SOP AA-APM-OP-1100.09. R5 5/09/2016 Pemupukan related to Fertilizer application;</p> <p>10. SOP AA-APM-OP-1100.10. R6 23/11/2016 Pengendalian Hama dan Penyakit explains Pests &amp; Disease Control;</p> <p>11. SOP AA-APM-OP-1100.11. R1 01/02/2009 Pestisida dan Pengendaliannya for 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>Ukui II POM has documented and implemented procedure related to process of FFB to become CPO and PK, starts from FFB receiving to dispatch of CPO and PK:</p> <ol style="list-style-type: none"> <li>SOP AA-MPM-OP-1400.02.R2 Stasiun Penerimaan for FFB receiving station;</li> <li>SOP AA-MPM-OP-1400.03.R1 Stasiun Rebusan for sterilizer;</li> <li>SOP AA-MPM-OP-1400.04.R1 Stasiun Pemisahan</li> </ol>	

**RSPO Public Summary Report**  
**Revision 6 (December /2017)**

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	<p>Berondolan for loose fruit separation;</p> <ol style="list-style-type: none"> <li>4. SOP AA-MPM-OP-1400.05-R1 Stasiun pengadukan dan pengempaan for pressing station;</li> <li>5. SOP AA-MPM-OP-1400.06-R1 Stasiun pemurnian for clarification;</li> <li>6. SOP AA-MPM-OP-1400.07-R1 Stasiun pemisahan nut dan fiber for nut and fiber separation;</li> <li>7. SOP AA-MPM-OP-1400.08-R1 Stasiun kernel for kernel station;</li> <li>8. SOP AA-MPM-OP-1400.09-R1 Stasiun boiler;</li> <li>9. SOP AA-MPM-OP-1400.10-R1 Stasiun engine room;</li> <li>10. SOP AA-MPM-OP-1400.11-R1 Stasiun water treatment;</li> <li>11. SOP AA-MPM-OP-1400.12-R1 Laboratorium;</li> <li>12. SOP AA-MPM-OP-1400.13-R1 Stasiun pengelolaan limbah for palm oil mill effluent treatment;</li> <li>13. SOP AA-MPM-OP-1400.14-R2 Stasiun penimbunan dan pengiriman CPO dan kernel for CPO and PK bulking and despatch operation;</li> <li>14. SOP AA-MPM-OP-1400.15-R1 Perawatan for preventive maintenance;</li> <li>15. SOP AA-MPM-OP-1400.19.R2 Manajemen dan Metode Menghitung Emisi Gas Rumah Kaca (GHG)</li> <li>16. SOP AA-MPM-OP-1400.18-R4 Book Keeping</li> <li>17. AA-MPM-OP-1400.17-R6 Traceability</li> </ol> <p>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><b>Ukui Smallholder:</b>  Ukui Smallholder has documented SOP as guidance for best agriculture practices and best management practices. The SOP was following the procedure of PT Inti Indosawit Subur. The procedure were sighted, for example:</p> <ol style="list-style-type: none"> <li>1. "Pembibitan" - Procedure of Nursery (SOP AA-Plasma-PP-KS-01);</li> <li>2. "Pengendalian Hama dan Penyakit" - Procedure of Pest and Disease Control (SOP AA-Plasma-PP-KS-02);</li> <li>3. "Pemupukan" – Procedure of Fertilizing (SOP AA-Plasma-PP-KS-03);</li> <li>4. "Potong Buah" – Procedure of Harvesting (SOP AA-Plasma-PP-KS-04);</li> <li>5. Procedure of Internal Communication Group Certification (007/ DOK/SOP/AA2016);</li> <li>6. Procedure of Assessment and Inspection Member Group Plantation (013/DOK/SOP/AA/2016);</li> </ol>	

**RSPO Public Summary Report**  
**Revision 6 (December /2017)**

Criterion / Indicator	Assessment Findings	Compliance
	<p>7. FFB sale Mechanism (020/DOK/SOP/AA/2016).</p> <p>Ukui Smallholder has determined training programme for Best management practice, and documented in "Program Pelatihan Bagi Kelembagaan Petani". Realization of training has been documented, e.g. as follows:</p> <ul style="list-style-type: none"> <li>- Weed control, fertilizing and integrated pest management, conducted on 30 October 2017 attended by 70 participants.</li> <li>- Harvesting, conducted on 31 March 2017 for member of KUD Sumber Bahagia, attended by 33 participants; on 10 May 2017 for member of KUD Usaha Baru, attended by 40 participants; on 20 March 2017 for member of KUD Karya Bersama, attended by 27 participants.</li> <li>- HCV, SEIA, water and soil conservation on 10 August 2017, attended by 64 participants.</li> </ul> <p>To ensure the SOP implementation, group has determined the mechanism which described in SOP No. 028/DOK/SOP/AA/ 2016 - Internal Inspection.</p> <p>All smallholder member was follow the SOP which established by Ukui Smallholder management and there was no members who have pre-existing non-group SOPs.</p>	
<p><b>4.1.2</b> Checking or monitoring of operations procedures is conducted at least once a year.</p> <p>- Minor compliance -</p>	<p>PT Inti Indosawit Subur – Ukui II POM and supply bases follows procedure for internal audit under Standard Operating Procedures AA-SOP-ES-6001-R1 dated 1 March 2013. 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 13-14 October 2017.</p> <p>To check and monitor of operations procedures, PT Inti Indosawit Subur has conducted other internal audit and visit both in estate and mill:</p> <ul style="list-style-type: none"> <li>- R&amp;D P&amp;D 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 Soga Estate on 16-18 May July 2017 by Daniel Erikson H. During visit found that: <ul style="list-style-type: none"> <li>✓ Attack of nettle caterpillar <i>Setothosea asigna</i> was in pupa stadium, based on census result in April 2017 found attack coverage was 109 Ha, consist of 26 Ha is beyond threshold and 83 Ha</li> </ul> </li> </ul>	<p>Comply</p>

**RSPO Public Summary Report  
Revision 6 (December /2017)**

Criterion / Indicator	Assessment Findings	Compliance
	<p>is under threshold.</p> <ul style="list-style-type: none"> <li>✓ No rat attack found at sample blocks. Percentage of rat attack is low, around 0.1 – 0.2 %. There was 205 unit of barn owl nest, containing 31 unit broken, percentage of occupy is 72 %.</li> <li>✓ No new palm infected by ganoderma.</li> <li>✓ Pest and disease in nursery is generally under control.</li> </ul> <p>- Visit Agronomy conducted once a year to check and monitoring the implementation of best agriculture practices. Last visit in Soga Estate performed on 1-6 August 2017 by Sinnaiha G. Number of issues and recommendation were made, e.g.:</p> <ul style="list-style-type: none"> <li>✓ Unsatisfactory quality of pruning.</li> <li>✓ Unsatisfactory security control.</li> <li>✓ The circle width is less than 2.5 m due to poor control on frond stacking.</li> <li>✓ Woodies resistant to methyl sulfuron are commonly seen.</li> <li>✓ Absence of corrective spray has resulted in poor control on clidemia.</li> </ul> <p>- Visit Engineering (VE) performed once a year to check and monitoring the implementation of mill operation procedure. Last visit performed on 9-11 October 2017 by TCJ Thomas. All issue found during visit has been addressed and solved by Ukui II POM. For example:</p> <ul style="list-style-type: none"> <li>✓ Growth of algae in Reservoir 2 is overgrown and the water may become unusable for boiler.</li> <li>✓ Sterilizer #2 doors were replaced without Depnaker approvals and documentation.</li> <li>✓ Root sheet replacement work is in progress without safety signage and safety cordon to warn the danger of possible falling object.</li> <li>✓ Press cone pressure is set very high resulting in the press cage becoming dry and pulverized and its observed extruding through the press cage perforations.</li> </ul> <p>- Process and QC R&amp;D visit report No. PUD/R&amp;D-P&amp;QC/01-17, visit dated 25-30 July 2017 by Tri Lasmono. Process and Quality Control visit performed each semester to check the quality parameter of mill process and mill production (CPO and PK standard quality), loses, FFB quality, sterilizer pressure, process temperature, unstriped bunches, raw water treatment plant, and</p>	

**RSPO Public Summary Report**  
**Revision 6 (December /2017)**

Criterion / Indicator	Assessment Findings	Compliance
	<p>laboratory.</p> <p><b>Ukui Smallholder:</b>            Regular field inspection to monitor the SOP implementation has been carried out by Ukui Smallholder management. Record monitoring verified for example :</p> <ul style="list-style-type: none"> <li>- "Monitoring Sortasi dan Timbang TPH" contain information of FFB quality inspection in member plantation on harvesting process. Records for each month inspection were available, e.g. November 2017 for KUD Trani Maju, KUD Tani Bahagia and KUD Usaha Tani.</li> <li>- "Pemeriksaan Mutu TBS Plasma" contains information of FFB quality inspection and field inspection. Record verified dated 4 November 2017 for KUD Trani Maju, KUD Tani Bahagia and KUD Usaha Tani.</li> <li>- "Rekomendasi Pemupukan tahun 2016/2017" contain information of fertilizer recommendation and application. To ensure the proper dosage and application, plasma Ukui provided dosage equipment and monitor by field supervisor.</li> <li>- "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 August 2017 for fertilizer KUD Trani Maju.</li> <li>- "Monitoring pemupukan petani plasma", contain a volume applied for each type of fertilizer in each member. For example in KUD Tani Bahagia ZA applied 640 kg on August 2017 for each member, MOP applied 448 kg on August 2017 for each member and Rock Phospate applied 384 kg on July 2017 for each member.</li> <li>- "Rekapitulasi sensus hama ulat pemakan daun" contain information of pest and disease census and control as per procedure.</li> <li>- The internal audit was conducted to check the implementation of good agriculture practice and implementation of SOP.</li> </ul>	
<p><b>4.1.3</b></p>	<p>Records of monitoring and any follow-up actions shall be available.</p> <p>- Minor compliance -</p>	<p>Records of monitoring and any follow up actions related to monitoring of operation procedures can be demonstrated during audit, such as:</p> <ul style="list-style-type: none"> <li>- RSPO internal audit, which done in 11-14 October 2017 in Soga Estate and Ukui II Palm Oil Mill. Audit resulting 9 Non Conformities in Ukui II POM and 4 Non Conformities in Soga Estate. Corrective action</li> </ul>



**RSPO Public Summary Report  
Revision 6 (December /2017)**

Criterion / Indicator	Assessment Findings	Compliance
	<p>has been planned and implemented to address issues found during internal audit.</p> <ul style="list-style-type: none"> <li>- R&amp;D and P&amp;D Visit Report Soga Estate KSA/R&amp;D-P&amp;D/01-2017 date of visit 16-18 May 2017 by Daniel Erikson H. All issue found during visit has been addressed by company as explained in indicator 4.1.2 above.</li> <li>- Visit Agronomy Report KSA/VA/FULL 01-17 by Sinnaiha G., dated 1-6 August 2017 in Soga Estate. All issue found during visit has been addressed by company as explained in indicator 4.1.2 above.</li> <li>- 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 November 2017 can be demonstrated.</li> <li>- 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 Soga Estate.</li> <li>- Visiting Engineering report No.PUD-VE-FULL 01-17 dated 7 – 11 February 2017 by TCJ Thomas. All issue found during visit has ben addressed by company as explained in indicator 4.1.2 above.</li> <li>- Process and QC R&amp;D visit report No. PUD/R&amp;D-P&amp;QC/01-17, visit dated 25-30 July 2017 by Tri Lasmono. There were 4 issues found during visit related to sterilizer pressure that is still fluctuated, sampling and analysis method which is still not conform to SOP, oil losses is still fluctuated, CPO quality is still not good related to FFA, water and dirt content, which average are 3.89%, 0.185% and 0.026% compare to target 2.50%, 0.150% and 0.015%.</li> <li>- Daily Report Ukui II POM, sample seen dated 30 November 2017; 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 address some issue has been developed by Ukui II POM.</li> </ul> <p>Estate and mill management prepare monthly reports</p>	

**RSPO Public Summary Report  
Revision 6 (December /2017)**

Criterion / Indicator		Assessment Findings	Compliance
		<p>and send to the company's head office for monitoring purpose as well. All field inspection results are recorded in Monthly Report.</p> <p>Ukui Smallholder: The internal audit was conducted to check the implementation, which the latest was conducted on 12 – 13 October 2017. Internal audit report and its follow up action are available. The records of monitoring and any actions taken was maintained and available, as appropriate, at Kebun Plasma Ukui office and each KUD.</p>	
<b>4.1.4</b>	<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>PT Inti Indosawit Subur – Ukui II POM uses Identity Preserve as their supply chain model. They only receive and process FFB from certified source, which is Soga Estate and Ukui Plasma. There is no third-party FFB received and processed by Ukui II POM.</p> <p>Ukui Smallholder: Monitoring sheet of FFB transportation and origin presented in "Kartu Timbangan" (weighbridge ticket) which identify the sources of FFB, Truck number, receipt date, receipt no, total FFB received by mill. Sighted the record for November 2017:</p> <p>KUD Tani Bahagia:</p> <ul style="list-style-type: none"> <li>- Weight bridge ticket: PUDA217118687</li> <li>- Dated transport : 4 November 2017</li> <li>- Nett weight : 5,860 kg</li> <li>- FFB amount : 210 bunch</li> <li>- Sortation : 80 kg</li> <li>- Truck Number : BM9485FK</li> <li>- Driver : Cemprek</li> <li>- FFB Origin : Hamparan 219 (on behalf Ngafifudin, Sunardi, Biman and Muhamad Yusup).</li> </ul>	Comply
<p><b>Criterion 4.2:</b> Practices maintain soil fertility at, or where possible improve soil fertility to, a level that ensures optimal and sustained yield.</p>			
<b>4.2.1</b>	<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><b>Soga Estate:</b> PT Inti Indosawit Subur – Ukui group has procedures to maintain soil fertility in general. The procedures comprise of fertilizer application and cover crop planting. PT Inti Indosawit Subur – Soga Estate follows these procedures; leaf samplings are taken annually to accurately capture palm nutrient requirement (both macro and micro nutrient) and serve as source for fertilizer recommendation – fertilizer application</p>	Comply

**RSPO Public Summary Report**  
**Revision 6 (December /2017)**

Criterion / Indicator	Assessment Findings	Compliance
	<p>(anorganic, compost, POME application, empty fruit bunch) follows fertilizer recommendation. Another effort is to plant legume cover crop.</p> <p>Soil Analysis Report, dated of issued 6 August 2016, conducted by PT Nusa Pusaka Kencana Analytical &amp; QC Laboratory. Soil analysis produced in form of "Laporan Tanah Semidetil Areal Perkebunan Kelapa Sawit PT Inti Indosawit Subur Kebun Soga", dated 31/05/2016, conducted by Reseach and Development PT Nusa Pusaka Kencana Analytical and QC Laboratory and for immature plant using fertilization recommendation from procedure no. AA-APM-OP-11:00:09-R dated June 12, 2017, namely: fertilization based on age of the plant Fertilizer recommendation, on 2017 approved by Head R&amp;D Laboratory ASIAN AGRI Group.</p> <p><b>Ukui Smallholder:</b>            Ukui Smallholder management has determined that the basis of fertilizer dosage determination is based on leaf analysis conducted annually. Leaf samples were taken last period of 2016 in October 2016 and for fertilizer recommendations period 2017 to analyse the leaves in November 2017. Fertilization recommendations for the 2017 period are available on the basis of each KUD.</p> <p>Record verified:</p> <ul style="list-style-type: none"> <li>- "List of types and volumes of fertilizer distributed to farmers"</li> <li>- Recommendation and Realization of Palm Oil Fertilization 2017 Ukui Plasma (KLU).</li> </ul> <p>Sample taken:</p> <ul style="list-style-type: none"> <li>- KT: 216 (Sumber Sari) an area of 46 Ha, number of plants: 5,888 plants, KUD Trani Maju. Year of planting 1990. Recommendation of Fertilizer, such as Rock Phospate: 0.98 Kg/plant. (5,750 Kg). Realizations on March 2017 dosage: 2.34 Kg/plant, total of fertilizer as many as 12,000 Kg.</li> <li>- KT: 174 (Semangat Jaya), an area of 40 Ha number of plants: 5,120 plants, KUD Usaha Tani, year planting 1989. Recommendations MOP, 1<sup>st</sup> Semester: 1.76 Kg/plant. (9,000 Kg). Realizations on March 2017 dosage: 1.76 Kg/plant, total of fertilizer as many as 12,000 Kg.</li> </ul>	
<p><b>4.2.2</b></p>	<p>Records of fertilizer inputs shall be available.</p> <ul style="list-style-type: none"> <li>- Minor compliance -</li> </ul> <p><b>Soga Estate:</b>            Fertilizer recommendation and fertilizer application records are maintained. Fertilizer recommendation 2017 is available in "Rekomendasi Pemupukan 2017 Kebun Soga Estate" for each division, prepared with</p>	<p>Comply</p>

**RSPO Public Summary Report**  
**Revision 6 (December /2017)**

Criterion / Indicator	Assessment Findings	Compliance
	<p>consideration of Foliar Analysis Result, issued dated on December 2017. Fertilizer application records 2017 are available in "Program dan Realisasi Aplikasi EFB Tahun 2017".</p> <p>Division III (1,001 Ha, 117,726 palms); actual ZA 5.02 kg/palm – total 591,426 kg, actual RP 1.00 kg/palm – total 117,726 kg, actual DOL 0,99 kg.palm – total 116,655 kg, actual MOP 3.39 kg/palm – total 399,152 kg, actual HGFB 0.088 kg/palm – total 10,389 kg, ieserite 0.8 kg/palm – total 94,302 kg and CuSO4 0.039 kg – Total 4,632 kg.</p> <p>Division IV (1,238 Ha, 42,125 palms); actual ZA 4.40 kg/palm – total 185,171 kg, actual RP 1.24 kg/palm – total 52,430 kg, actual MOP 3.16 kg/palm – total 133,087 kg, actual HGFB 0.061 kg/palm – total 2,575 kg, actual DOL 1.79 kg/palm – total 75,496 kg, actual HGFB.</p> <p>Daily fertilizer monitoring, applied on 7 May 2017, in division IV actual RP 11,542 kg (2.00 Kg/palm) for 46 Ha blok D90f and in division III actual Kieserite 22,859 kg (1.00 kg/palm) 140 Ha blok C98i.</p> <p><b>Ukui Smallholder:</b>  Recapitulation of fertilizer realization were recorded in Recommendation and Realization of Palm Oil Fertilization 2017 of Ukui Plasma (KLU) per Farmer Group.</p> <p>Sample taken:</p> <ul style="list-style-type: none"> <li>- KT: 216 (Sumber Sari) an area of 46 Ha, number of plants: 5,888 plants, KUD Trani Maju. Year of planting 1990. Recommendation of Fertilizer, such as Rock Phospate: 0.98 Kg/plant. (5,750 Kg). Realizations on March 2017 dosage: 2.34 Kg/plant, total of fertilizer as many as 12,000 Kg.</li> <li>- KT: 174 (Semangat Jaya), an area of 40 Ha number of plants: 5,120 plants, KUD Usaha Tani, year planting 1989. Recommendations MOP, 1<sup>st</sup> Semester: 1.76 Kg/plant. (9,000 Kg). Realizations on March 2017 dosage: 1.76 Kg/plant, total of fertilizer as many as 12,000 Kg.</li> </ul>	
<p><b>4.2.3</b></p>	<p>Records of periodical leaf, soil and visual analysis shall be available.</p> <p>- Minor compliance -</p> <p><b>Soga Estate:</b>  Company is able to demonstrate Foliar Analysis Report from PT Nusa Pusaka Kencana Analytical &amp; QC Laboratory. The latest foliar analysis carried out 17-27 April 2017 and issued dated on 20 May 2017, further taken to shape fertilizer recommendation 2017 Kebun</p>	<p>Comply</p>

**RSPO Public Summary Report**  
**Revision 6 (December /2017)**

Criterion / Indicator		Assessment Findings	Compliance
		<p>Soga.</p> <p>Soil Analysis is conducted in every 7 years. Soil Analysis Report, dated of issued 6 August 2016, conducted by PT Nusa Pusaka Kencana Analytical &amp; QC Laboratory. Soil analysis produced in form of "Laporan Tanah Semidetil Areal Perkebunan Kelapa Sawit PT Inti Indosawit Subur Kebun Soga", dated 31/05/2016.</p> <p>The soil type: Typic dystrochrepts (loamy sand): 3,275 Ha – 72.1%; Typic Endoaquepts (Sandy Loam): 1,113 Ha – 24.5%; Typic Placaquods (Sand): 115 Ha – 2.5%; Typic haplosaprist (Organic layer less than 1 meter): 40 Ha – 0.9%.</p> <p><b>Ukui Smallholder:</b>            Ukui Smallholder management has determined that the basis of fertilizer dosage determination is based on leaf analysis conducted annually. Leaf samples were taken last period of 2016 in October 2016 and for fertilizer recommendations period 2017 to analyse the leaves in November 2017. Fertilization recommendations for the 2017 period are available on the basis of each KUD. Leaf sample analysis was conducted by R &amp; D.</p>	
4.2.4	<p>A nutrient recycling strategy is recorded, including use of Empty Fruit Bunches (EFB), land application, and palm residues after replanting.</p> <p>- Minor compliance -</p>	<p>Based on report of Program and Realization of Fertilizer in 2017, Block A96a, 92 Ha area mineral soil, rolling/hilly, 10,695 palms. Planning to apply ZA 2.00 kg/palm – total 21,390 kg to apply 02/2016 and 06/2016; to apply Rock Phospate 0.5 kg/palm – total 6,426 kg to apply in 04/2016; to apply MOP 1.0 kg/palm – total 12,852 kg in 03/2016; to apply EFB 370 kg/palm – total 4,755,240 kg throughout the year. Block E89g (non Land Application), 56 Ha area mineral soil, rolling/hilly, 6,761 palms.</p> <p>Planning to apply ZA 1.5 kg/palm – total 10,142 kg to apply in 02/2016 and 09/2016; to apply Dolomite 1.0 kg/palm – total 6,761 kg to apply in 05/2016; to apply EFB 370 kg/palm – total 2,501,678 kg throughout the year.</p> <p><b>Ukui Smallholder:</b>            Not applicable as the smallholder did not apply any EFB or POME from the mill.</p>	Comply
<p><b>Criterion 4.3:</b>            Practices minimise and control erosion and degradation of soils.</p>			
4.3.1	<p>Maps of any fragile soils shall</p>	<p><b>Soga Estate:</b>            Estate is able to demonstrate soil map in "Peta Satuan</p>	Comply

Criterion / Indicator		Assessment Findings	Compliance
	<p>be available.</p> <p>- Major compliance -</p>	<p>Tanah” with scale 1:25,000, from the semi detail soil analysis report. From the report known the limiting factors are topography, poor drainage. The soil map indicating the soil type, slope, drainage level, and limiting factors – in order to determine the land suitability at each soil complex. Based on semi-detail soil survey map and field visit – there is 153 Ha area with limiting factors of topography &gt;30% and 768.9 Ha area with limiting factors of topography and poor drainage.</p> <p><b>Ukui Smallholder:</b>  The soil map was available at Ukui Smallholder office, this map is determined from the results of a survey conducted by the Research and Development Center Asian Agri. Maps are presented on a scale of 1: 12.600.</p> <p>There are 3 types of soil in Ukui Smallholder area, namely:</p> <ol style="list-style-type: none"> <li>1. Typic Dystrudepts</li> <li>2. Typic Endoaquepts</li> <li>3. Typic Haplosaprists</li> </ol>	
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><b>Soga Estate:</b></p> <p>Company procedure for land clearing stated that no land clearing should be performed in area with slope &gt;40%.</p> <p>Company has a procedure for soil and water conservation – considering the slope. The procedure is conserving through cover crop, EFB application, frond stacking, platform, silt pit, terrace contour and stop bund.</p> <p>Specific for low-lying area, the strategy is to maintain cover crop, drainage ditch and frond stacking.</p> <p>Soga Estate has shown “Peta Teresan” witch scale 1:4,400, in block B16e (30 Ha), long of terraces as long as 8,001.9 meter, long of terraces per hectare 266.7 meter/Ha, in block B16f (36 Ha), long of terraces as long as 4,281 meter, long of roads as long as 7.7 meter, long of terraces per hectare 118.9 meter/Ha.</p> <p><b>Ukui Smallholder:</b>  Based on field observation and semi-detail soil map, area of Ukui Plasma that supplied FFB to Ukui II POM are on the slope of 0-8%, it is relatively flat, there is no need for soil conservation treatment or planting on slopes above certain limit.</p>	Comply
4.3.3	<p>A road maintenance program shall be in place.</p>	<p><b>Soga Estate:</b></p> <p>Road maintenance planning available under: “Program dan Realisasi Grading Jalan Tahun 2017”, realization up</p>	Comply

**RSPO Public Summary Report**  
**Revision 6 (December /2017)**

Criterion / Indicator		Assessment Findings	Compliance
	- Minor compliance –	<p>to November 2017:</p> <p>Actual implementation of road maintenance 2015: Division I maintained 242,200 meters from 73,779 meters road. Division II maintained 334,575 meters from 129,283 meters road. Division III maintained 258,000 meters from 68,441 meters road. Division IV maintained 141,625 meters from 73,000 meters road.</p> <p>Material requirement for road maintenance program under "Rencana Kerja Serak Sirtu 2017" Division III planned for 500 m<sup>3</sup>, length 2,210 meters, 44 HM. Division II planned for 721 m<sup>3</sup>; length 2,254 meters; 45 HM. Division III planned for 1,074 m<sup>3</sup>; length 3,358 meters; 67 HM. Division IV planned for 1,869 m<sup>3</sup>; length 5,840 meters; 117 HM .</p> <p><b>Ukui Smallholder:</b> Each cooperative developed their road maintenance program. PT Inti Indosawit Subur – Ukui Group provides aid in form of heavy equipment. The road maintenance budget using fund from KUD with estimated cost for heavy equipment (Motor Grader and Compactor) is IDR 350,000/HM. Road maintenance program 2017 available in "Rencana &amp; Realisasi Perbaikan Jalan 2017"; Realization in November 2017, observed: KUD Usaha Tani; Grading &amp; Compact 57 HM with road length 10 km.</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><b>Soga Estate:</b> Based on Semi Detail Soil Map, there is no peat soil IN Soga Estate. All mineral soil.</p> <p><b>Ukui Smallholder:</b> Based on soil map in Ukui Smallholder office, it was noted that that there is no peat soil in Ukui Plasma area.</p>	N/A
4.3.5	<p>Drainability assessments shall be required prior to replanting on peat to determine the long-term viability of the necessary drainage for oil palm growing.</p> <p>- Minor compliance –</p>	<p><b>Soga Estate:</b> Based on Semi Detail Soil Map, there is no peat soil IN Soga Estate. All mineral soil.</p> <p><b>Ukui Smallholder:</b> Based on soil map in Ukui Smallholder office, it was noted that that there is no peat soil in Ukui Plasma area.</p>	N/A
4.3.6	<p>A management strategy shall be in place for other fragile and problem soils (e.g. sandy, low organic matter, acid sulphate soils).</p> <p>- Minor compliance –</p>	<p><b>Soga Estate:</b> For area with steep slope, Record and field visit shows: Platform maintenance for area with slope and drainage construction for low lying area.</p> <p><b>Ukui Smallholder:</b> Based on soil map in Ukui Smallholder office, it was</p>	Comply

**RSPO Public Summary Report**  
**Revision 6 (December /2017)**

Criterion / Indicator	Assessment Findings	Compliance
	noted that that there is no other fragile and problem soil in Ukui Plasma area.	
<b>Criterion 4.4:</b> Practices maintain the quality and availability of surface and ground water.		
<b>4.4.1</b>	<p>An implemented water management plan shall be in place.</p> <p>- Minor compliance -</p> <p>Ukui II POM:            Ukui II Palm oil mill using the surface water sourced from the ditch flow to "waduk". Company has permit to use the water based on Keputusan Kepala Badan Penanaman Modal dan Pelayanan Perizinan Terpadu Kabupaten Pelalawan Nomor: KPTS 503/BPMP2T/AT/2015/7" dated 24 March 2015, valid until 24 march 2017. Company has taken action to propose the renewal of permit based on "Surat Permohonan No. 015/MI-PUD/EXT/10/17 dated 23 October 2017" and currently still in process of issuing the renewal permit by statutory bodies "Badan Penanaman Modal dan Pelayanan Perijinan Terpadu" Kab. Pelalawan.</p> <p>The mill has water treatment plant for domestic and mill processing. The processing capacity for water basin 520 m<sup>3</sup>, 2 clarifier tank with capacity 90 m<sup>3</sup> and 120 m<sup>3</sup>, 3 units sand filter with capacity 60 m<sup>3</sup>/hour, pump house, 2 water tank capacity 60 m<sup>3</sup> and 90 m<sup>3</sup>.</p> <p>The budget at mill: Processing water needed 1.00 m<sup>3</sup>/ton FFB, domestic water need 0.20 m<sup>3</sup>/ton FFB. The water consumption recorded using flow meter both domestic and processing. Actual average water usage for processing from January – November 2017 was 1.11 m<sup>3</sup>/ton FFB with total volume 298,128 m<sup>3</sup> and for domestic usage was 0.21 m<sup>3</sup>/ton FFB with total volume 56,752 m<sup>3</sup>. Each semester, Ukui II POM reporting the water usage both for processing FFB and domestic activity to "Dinas Pertambangan &amp; Energi Kab. Pelalawan"; latest reported for period July – September (Quarter 3) on 10 October 2017. Report evidence were available.</p> <p>Soga Estate:            Currently Soga Estate has started replanting program. Company has "SOP Pengelolaan Riparian AA-AMP-OP-1100.21-R1" dated 07/12/2015, as guidance to preserve riparian during replanting. The procedure covers identification of such conservation area (river buffer zone, water catchment area, lake buffer zone, spring buffer zone). Point 6.2.4 and 6.2.5 explains during replanting, non-productive plant within buffer zone will</p>	Comply



**RSPO Public Summary Report**  
**Revision 6 (December /2017)**

Criterion / Indicator	Assessment Findings	Compliance
	<p>be left as it is, but no chemical regime should applied. Enrichment with native tree species has also been planted in riparian area.</p> <p>Water source management: Identification of water source and wetland, as indicated in HCV report 2010. The water source identified mill's water reservoir and river (Napuh tributary, Air Hitam Kanan river and Air Hitam Kiri river). Policy to prohibit chemical application in riparian zone. Policy is to prohibit fish poisoning and prohibit wood felling in area of company plantation.</p> <p>Water usage for Soga Estate monitor each month and reported each semester to "Badan Pengelolaan Keuangan Daerah Pelalawan Regency", average the water usage since January – June 2017 is 2,900 m3/month. Company also perform the retribution payment regularly to BPKAD Pelalawan regency, latest payment on 15 december 2017, payment record no. 18100/TBP/BPKAD/XII/2017.</p> <p><b>Ukui Smallholder:</b>  Water flow management in Kebun Plasma Ukui is done by making drainage system, especially in lowland area. Based on the surface water flow map available in the form of a map of the Ukui Plasma trench, the 1m x 1m x 1.5m sized trench as of November 2017 are:</p> <ul style="list-style-type: none"> <li>- KUD Tani Subur: along 28,000 meter in an area 780 Ha.</li> <li>- KUD Karya Tani: along 35,750 meter in an area 734 Ha.</li> <li>- KUD Mekar Abadi: along 25,100 meter in an area 574 Ha.</li> <li>- KUD Trani Maju: along 29,570 meter in an area 962 Ha.</li> <li>- KUD Tani Bahagia: along 48,000 meter in an area 1,366 Ha.</li> <li>- KUD Usaha Tani: along 42,800 meter in an area 1,292 Ha.</li> </ul>	
<p><b>4.4.2</b></p>	<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>Comply</p>

**RSPO Public Summary Report  
Revision 6 (December /2017)**

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		<p>was prohibit to conducted land preparation/clearing in riparian area. During field visit it can be demonstrated that in the riparian area there is no replanting activity.</p> <p><b>Ukui Smallholder:</b> Riparian Protection was established and described about buffer zone, riparian buffer and natural river.</p> <p>Training Environmental Management was provided to the farmers to brief on the riparian and buffer zones.</p> <p>Record seen: Attendance list on training for farmer members to maintaining and restoring riparian and other buffer zone on 25 August 2017, attended by 25 participantss.</p>																																																						
<b>4.4.3</b>	<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>Ukui II Palm Oil Mill has an effluent treatment through treated ponds system. There were 4 ponds consist of Colling Pond, Primary Anaerobic pond, Secondary Anaerobic pond, Acidification pond, and Buffering pond.</p> <p>Quality of waste water effluent is monitored monthly by “UPT Laboratorium Kesehatan Lingkungan Dinas Kesehatan Provinsi Riau and UPT Pengujian Material Dinas Bina Marga Provinsi Riau” in line with the requirements of regulation Kep Men LH No.29/2003. The result of POME monitoring was reviewed including measurement of BOD for period 1<sup>st</sup> (first) semester 2017. The Ministry of Environment Decree #29/2003 and permit of land application required that BOD of POME flowed to land application is less than 5,000 mg/litre and pH 6 - 9. The result of POME quality during this period was BOD less than 5,000 mg/litre and pH between 6 and 9. Below are the BOD and pH measured for 1<sup>st</sup> semester 2017:</p> <table border="1"> <thead> <tr> <th rowspan="3">Period (month) 2017</th> <th colspan="4">Parameter</th> </tr> <tr> <th colspan="2">BOD (mg/l)</th> <th colspan="2">pH</th> </tr> <tr> <th>Analysis result</th> <th>Quality standard</th> <th>Quality standard</th> <th>Analysis result</th> </tr> </thead> <tbody> <tr> <td>January</td> <td>4,900</td> <td>5,000</td> <td>6 - 9</td> <td>7.37</td> </tr> <tr> <td>February</td> <td>949</td> <td>5,000</td> <td>6 - 9</td> <td>7.52</td> </tr> <tr> <td>March</td> <td>4,199</td> <td>5,000</td> <td>6 - 9</td> <td>7.47</td> </tr> <tr> <td>April</td> <td>3,992</td> <td>5,000</td> <td>6 - 9</td> <td>7.57</td> </tr> <tr> <td>May</td> <td>792.7</td> <td>5,000</td> <td>6 - 9</td> <td>7.96</td> </tr> <tr> <td>June</td> <td>649</td> <td>5,000</td> <td>6 - 9</td> <td>7.62</td> </tr> <tr> <td>July</td> <td>3,900</td> <td>5,000</td> <td>6 - 9</td> <td>8.00</td> </tr> <tr> <td>August</td> <td>2,264</td> <td>5,000</td> <td>6 - 9</td> <td>8.13</td> </tr> </tbody> </table>	Period (month) 2017	Parameter				BOD (mg/l)		pH		Analysis result	Quality standard	Quality standard	Analysis result	January	4,900	5,000	6 - 9	7.37	February	949	5,000	6 - 9	7.52	March	4,199	5,000	6 - 9	7.47	April	3,992	5,000	6 - 9	7.57	May	792.7	5,000	6 - 9	7.96	June	649	5,000	6 - 9	7.62	July	3,900	5,000	6 - 9	8.00	August	2,264	5,000	6 - 9	8.13	Comply
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**RSPO Public Summary Report**  
**Revision 6 (December /2017)**

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<b>4.4.4</b>	<p>Monitoring of mill water use per ton of FFB shall be recorded.</p> <p>- Minor compliance –</p>	<p>Ukui II Palm Oil mill utilize water flow meter to measure the usage of water at mill that come from the surrounding ditch which flow to “Waduk”. There are also records of FFB processes per month. Ukui II POM has monthly record of water usage per tonne FFB for mill process and domestic consumption. Table below was shown the data of water usage at mill for period 2017 (January – November 2017):</p> <table border="1" data-bbox="715 757 1214 1361"> <thead> <tr> <th rowspan="2">Periode</th> <th colspan="3">Water Usage</th> </tr> <tr> <th>Process</th> <th>Domestic</th> <th>Total</th> </tr> </thead> <tbody> <tr><td>January</td><td>34,493</td><td>5,256</td><td>39,749</td></tr> <tr><td>February</td><td>33,617</td><td>5,704</td><td>39,321</td></tr> <tr><td>March</td><td>34,745</td><td>6,006</td><td>40,751</td></tr> <tr><td>April</td><td>25,753</td><td>4,930</td><td>30,683</td></tr> <tr><td>May</td><td>26,701</td><td>5,006</td><td>31,707</td></tr> <tr><td>June</td><td>23,362</td><td>5,675</td><td>28,937</td></tr> <tr><td>July</td><td>25,156</td><td>5,345</td><td>30,501</td></tr> <tr><td>August</td><td>26,323</td><td>5,258</td><td>31,581</td></tr> <tr><td>September</td><td>24,444</td><td>4,859</td><td>29,303</td></tr> <tr><td>October</td><td>17,141</td><td>4,377</td><td>21,518</td></tr> <tr><td>November</td><td>26,492</td><td>4,337</td><td>30,829</td></tr> <tr><td><b>Total</b></td><td><b>298,128</b></td><td><b>56,752</b></td><td><b>354,880</b></td></tr> </tbody> </table> <table border="1" data-bbox="643 1413 1286 2011"> <thead> <tr> <th rowspan="2">Periode</th> <th rowspan="2">FFB Processed</th> <th colspan="3">Ratio water Usage</th> </tr> <tr> <th>Process</th> <th>Domestic</th> <th>Total</th> </tr> </thead> <tbody> <tr><td>January</td><td>68,458</td><td>1.26</td><td>0.19</td><td>1.45</td></tr> <tr><td>February</td><td>63,737</td><td>1.32</td><td>0.22</td><td>1.54</td></tr> <tr><td>March</td><td>57,675</td><td>1.52</td><td>0.26</td><td>1.79</td></tr> <tr><td>April</td><td>55,727</td><td>1.18</td><td>0.23</td><td>1.41</td></tr> <tr><td>May</td><td>57,472</td><td>1.16</td><td>0.22</td><td>1.38</td></tr> <tr><td>June</td><td>55,710</td><td>1.02</td><td>0.25</td><td>1.27</td></tr> <tr><td>July</td><td>63,333</td><td>1.01</td><td>0.21</td><td>1.23</td></tr> <tr><td>August</td><td>63,884</td><td>1.06</td><td>0.21</td><td>1.27</td></tr> <tr><td>September</td><td>60,613</td><td>1.04</td><td>0.21</td><td>1.25</td></tr> <tr><td>October</td><td>60,872</td><td>0.72</td><td>0.18</td><td>0.91</td></tr> <tr><td>November</td><td>28,601</td><td>0.92</td><td>0.15</td><td>1.07</td></tr> <tr><td><b>Total</b></td><td><b>269,159</b></td><td><b>1.11</b></td><td><b>0.21</b></td><td><b>1.32</b></td></tr> </tbody> </table>					Periode	Water Usage			Process	Domestic	Total	January	34,493	5,256	39,749	February	33,617	5,704	39,321	March	34,745	6,006	40,751	April	25,753	4,930	30,683	May	26,701	5,006	31,707	June	23,362	5,675	28,937	July	25,156	5,345	30,501	August	26,323	5,258	31,581	September	24,444	4,859	29,303	October	17,141	4,377	21,518	November	26,492	4,337	30,829	<b>Total</b>	<b>298,128</b>	<b>56,752</b>	<b>354,880</b>	Periode	FFB Processed	Ratio water Usage			Process	Domestic	Total	January	68,458	1.26	0.19	1.45	February	63,737	1.32	0.22	1.54	March	57,675	1.52	0.26	1.79	April	55,727	1.18	0.23	1.41	May	57,472	1.16	0.22	1.38	June	55,710	1.02	0.25	1.27	July	63,333	1.01	0.21	1.23	August	63,884	1.06	0.21	1.27	September	60,613	1.04	0.21	1.25	October	60,872	0.72	0.18	0.91	November	28,601	0.92	0.15	1.07	<b>Total</b>	<b>269,159</b>	<b>1.11</b>	<b>0.21</b>	<b>1.32</b>	Comply
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**RSPO Public Summary Report**  
**Revision 6 (December /2017)**

Criterion / Indicator	Assessment Findings	Compliance
<p><b>Criterion 4.5:</b>  Pests, diseases, weeds and invasive introduced species are effectively managed using appropriate Integrated Pest Management techniques.</p>		
<p><b>4.5.1</b></p>	<p>Monitoring of Integrated Pest Management (IPM) plan implementation shall be available.</p> <p>- Major compliance -</p> <p>Integrated Pest Management Plan has been developed and documented by PT Inti Indosawit Subur – Soga Estate. IPM Plan have been prepared within the budget in 2017. Estate has established Division Work Program annually for IPM for each Division/Afdeling. IPM plan includes detection and census of pest and diseases, weeds controlling, planting and upkeep of beneficial plant, use of pesticide and herbicide.</p> <p>IPM plan include the following :</p> <ul style="list-style-type: none"> <li>• Identification of potential pests and thresholds</li> <li>• The techniques used (cultural, biological, mechanical and physical methods)</li> <li>• The native species used as part of the biological control method</li> <li>• Reducing the use of chemicals over a period of time</li> <li>• Prophylactic use of pesticides</li> <li>• Minimization of pesticide use</li> <li>• Review on the plans to suit the present condition such as replanting</li> </ul> <p>Company has establish the SOPs for IPM, e.g.:</p> <ul style="list-style-type: none"> <li>• SOP AA-APM-OP-1100.08-R6, dated 11 May 2016, Pengendalian Gulma or Weed control;</li> <li>• SOP AA-APM-OP-1100.10. R6, dated 23 November 2016, Pengendalian Hama dan Penyakit explains Pests and Disease Control;</li> <li>• SOP AA-APM-OP-1100.14. R3, 16 February 2017, Sensus dan Identifikasi Pokok explains census and palm identification;</li> </ul> <p>The SOP describes integrated pest control (integrated pest management/IPM) which combines various control techniques e.g. mechanical, biological, physical and chemical, applied early warning system (EWS) through periodically census for pests by :</p> <ol style="list-style-type: none"> <li>1. Visual observation (visual plant e.g. leaves or broken stems and fruit rot)</li> <li>2. Conducting a census (to determine the distribution and level of attack)</li> <li>3. Control (manual, biological or chemical) e.g planting of Turnera Subulatta (nest of natural predator caterpillars (Ulat Api)).</li> <li>4. Census of evaluation (to see the effect of control).</li> </ol>	<p>Comply</p>

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	<p>Several records of pest occurrence and control verified such as :</p> <ul style="list-style-type: none"> <li>- "Program dan Realisasi Host Plant", described monitoring of beneficial plant at Soga Estate, e.g.:</li> </ul> <table border="1" data-bbox="632 589 1225 862"> <thead> <tr> <th rowspan="2">Afd</th> <th colspan="3">Spot</th> <th rowspan="2">Total</th> </tr> <tr> <th>Cassia</th> <th>Turnera</th> <th>Antigonon</th> </tr> </thead> <tbody> <tr> <td>I</td> <td>427</td> <td>213</td> <td>69</td> <td>710</td> </tr> <tr> <td>II</td> <td>407</td> <td>204</td> <td>68</td> <td>679</td> </tr> <tr> <td>III</td> <td>468</td> <td>234</td> <td>78</td> <td>781</td> </tr> <tr> <td>IV</td> <td>579</td> <td>290</td> <td>97</td> <td>966</td> </tr> <tr> <td>V</td> <td>409</td> <td>204</td> <td>68</td> <td>681</td> </tr> <tr> <td>Repl.</td> <td>137</td> <td>68</td> <td>23</td> <td>228</td> </tr> <tr> <td>Total</td> <td>2427</td> <td>1214</td> <td>403</td> <td>4044</td> </tr> </tbody> </table> <ul style="list-style-type: none"> <li>- "Rekapitulasi Sensus Ulat Pemakan Daun" showing census recapitulation of leaf eater caterpillar.</li> <li>- "Sensus Serangan Tikus dan Tirathaba" showing census result of rat and tirathaba.</li> <li>- "Sensus Burung Hantu" showing census result of barn owl (<i>Tyto alba</i>).</li> </ul> <p><b>Ukui Smallholder:</b> The justification of pesticide used in Plasma Ukui is explained under company procedure. PT Inti Indosawit Subur – Ukui Group shows "SOP Pengendalian Gulma No.AA-APM-OP- 11100.08-R1" dated 01/11/2008. Chapter IV explains the weed control program for woody, grass, fern, caladium, wild banana (<i>Musa spp</i>), Aystasia. 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>Procedure of "Panduan Pelaksanaan Pengendalian Hama dan Penyakit", no. AA-Plasma-PP-KS-02. The Samllholder management has conducted monitoring of the pest control periodically in monthly basis, for example:</p> <ul style="list-style-type: none"> <li>- October 29, 2017 Census of Barn-Owl Cage (KBH); at KT 241 (Semoga Jaya), No. cage 241A and 241B.</li> <li>- Census and plant diseases (Rats, Tirathaba and Ganoderma), dated 09/11/2017; at KT 209 (Sumber Karya), Kav. 3233: There are 3 rat attacks per 2 Ha.</li> </ul>	Afd	Spot			Total	Cassia	Turnera	Antigonon	I	427	213	69	710	II	407	204	68	679	III	468	234	78	781	IV	579	290	97	966	V	409	204	68	681	Repl.	137	68	23	228	Total	2427	1214	403	4044	
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<p><b>4.5.2</b></p>	<p>Training records of Integrated Pest Management (IPM) shall be available.</p> <ul style="list-style-type: none"> <li>- Minor compliance –</li> </ul>	<p>Refreshment training of Integrated Pest Management is conducted annually. Latest refreshment training of Integrated Pest Management to IPM workers has been performed in 3 November 2017, attended by 45 participants, trained by internal Assistant and Managers. Records of training were evidenced. Personnel interviewed during field observation were verified has</p> <p>Comply</p>																																											

**RSPO Public Summary Report  
Revision 6 (December /2017)**

Criterion / Indicator	Assessment Findings	Compliance
	<p>received training of IPM.</p> <p><b>Ukui Smallholder:</b> The Ukui Smallholder management has established extension program to farmers every month related to integrated pest control, eg: October 2017; Counselling Integrated Pest Management for cage establishment and maintenance of Owls. In November 2017 counselling related caterpillar census (UPDKS).</p> <p>Farmer members have participated in training related to integrated pest control, for example:</p> <ul style="list-style-type: none"> <li>- October 2017; Counseling Integrated Pest Management for cage establishment and maintenance of Owls, followed by 105 Chiefs of Farmer Groups (training attendance available)</li> <li>- In November 2017 counseling related to the caterpillar-eating caterpillar census (UPDKS), followed by 105 Chief Farmer Groups (training attendance available).</li> </ul>	
<p><b>Criterion 4.6:</b> Pesticides are used in ways that do not endanger health or the environment</p>		
<p><b>4.6.1</b></p> <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><b>Soga Estate:</b></p> <p>The justification of pesticide used in PT Inti Indosawit Subur - Soga Estate is explained under company procedure. PT Inti Indosawit Subur – Ukui Group shows “SOP Pengendalian Gulma No.AA-APM-OP- 11100.08-R1” dated 01/11/2008. Chapter IV explains the weed control program for woody, grass, fern, caladium, wild banana (Musa spp), Aystasia. 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>Chapter V explains selection of pesticide and its active ingredients content, nature of the pesticide and target species. Chapter VII describes calculation of actual area implemented per hectare plantation (spray factor), spraying rotation and spraying output. Interview with herbicide sprayer, sprayer understand the target species and active ingredients to control them. Sprayer shows knowledge on minimizing chemical impact on beneficial weed.</p> <p><b>Ukui Smallholder:</b> Based on interviews with some farmer members, that for chemical maintenance activities (spray) is done by TUS team from company workers. However, farmers have understood the use of chemicals (herbicides) associated with the dosage and type of herbicide that</p>	<p>Comply</p>

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<p><b>4.6.2</b> 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>should be used.</p> <p>Records of herbicide use are available and maintained at each Estate. The records shows the total chemical used (in kg and/or liters), the active ingredients used, LD50, total area treated (in Ha), and active ingredients used per area treated and per ton FFB produced.</p> <p>There were type of pesticides, e.g: Gramoxone; active ingredients: paraquat, LD50: 720 gr/ltr, function: for wide-leaved weed control.</p> <table border="1" data-bbox="632 734 1302 1249"> <thead> <tr> <th>Chemical</th> <th>Active Ingredients</th> <th>Use in 2017</th> <th>Usage of Act. Ingredient</th> <th>Toxicity LD 50</th> </tr> </thead> <tbody> <tr> <td>Bionas 480 SL</td> <td>Isoprofil amina glyphosat (400 ml/l)</td> <td>1173</td> <td>563,04</td> <td>5000</td> </tr> <tr> <td>Gramoxone</td> <td>Paraquat (200 gr/l)</td> <td>2302</td> <td>1104,96</td> <td>240</td> </tr> <tr> <td>Elang 480 SI</td> <td>Glyposat</td> <td>6815</td> <td>3271,2</td> <td>5000</td> </tr> <tr> <td>Metsulindo 20 WP</td> <td>Methyl metsulfuron (50 gr/l)</td> <td>384</td> <td>184,32</td> <td>50</td> </tr> <tr> <td>Polidor 25 EC</td> <td>Lambda cyhalothrine (20%)</td> <td>3124</td> <td>1499,52</td> <td>5000</td> </tr> </tbody> </table> <p><b>Ukui Smallholder:</b>  All KUD have shown the record of usage of pesticides are registered in 2017, under "Bukti Penggunaan Agrochemical Terdaftar dan diizinkan Tahun 2017". Ukui Smallholder management has conducted monitoring of the use of chemical substances. Record of agrochemical usage as of November 2017 are as follow:</p> <table border="1" data-bbox="632 1541 1062 1729"> <thead> <tr> <th>Type of Agrochemical</th> <th>Units</th> <th>Volume</th> </tr> </thead> <tbody> <tr> <td>Elang</td> <td>LTR</td> <td>6.146</td> </tr> <tr> <td>Kenrane</td> <td>LTR</td> <td>1.664</td> </tr> <tr> <td>Gramoxone</td> <td>LTR</td> <td>2.972</td> </tr> <tr> <td>Kenlon</td> <td>LTR</td> <td>0</td> </tr> <tr> <td>Metaprima</td> <td>Kg</td> <td>446</td> </tr> </tbody> </table>	Chemical	Active Ingredients	Use in 2017	Usage of Act. Ingredient	Toxicity LD 50	Bionas 480 SL	Isoprofil amina glyphosat (400 ml/l)	1173	563,04	5000	Gramoxone	Paraquat (200 gr/l)	2302	1104,96	240	Elang 480 SI	Glyposat	6815	3271,2	5000	Metsulindo 20 WP	Methyl metsulfuron (50 gr/l)	384	184,32	50	Polidor 25 EC	Lambda cyhalothrine (20%)	3124	1499,52	5000	Type of Agrochemical	Units	Volume	Elang	LTR	6.146	Kenrane	LTR	1.664	Gramoxone	LTR	2.972	Kenlon	LTR	0	Metaprima	Kg	446	<p>Comply</p>
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<p><b>4.6.3</b> 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</p>	<p><b>Soga Estate:</b></p> <p>The reduction of category II pesticide such as Gramoxone is part of environmental management plan. There is no use of prophylactic use of pesticide. Any use of pesticide based on pest and disease census – as last option.</p> <p>The company had the wisdom to reduce the use of paraquat, based on a memorandum from Head</p>	<p>Comply</p>																																																

**RSPO Public Summary Report**  
**Revision 6 (December /2017)**

Criterion / Indicator		Assessment Findings	Compliance																																																																																																				
	Practice guidelines. - Major compliance -	Plantation no. 001 / HP / INT / IX / 2009 dated September 1, 2009 " Pengurangan Pemakaian Herbisida yang Mengandung Paraquat ".  <b>Ukui Samllholder:</b> Based on data verification and interview with Smallholder Manager of Plasma Ukui, noted that there is no prophylactic use of pesticides.																																																																																																					
<b>4.6.4</b>	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.  - Minor compliance -	<p>Soga Estate: Monitoring of Paraquat usage until November 2017:</p> <table border="1"> <thead> <tr> <th>Month</th> <th>2013</th> <th>2014</th> <th>2015</th> <th>2016</th> <th>2017</th> </tr> </thead> <tbody> <tr><td>Jan</td><td></td><td>316,76</td><td></td><td></td><td>0</td></tr> <tr><td>Feb</td><td>1</td><td>115,46</td><td></td><td>10,75</td><td>192,6</td></tr> <tr><td>Mar</td><td>95,31</td><td></td><td>5</td><td>95,15</td><td>5,4</td></tr> <tr><td>Apr</td><td></td><td></td><td>2</td><td>11</td><td>0</td></tr> <tr><td>May</td><td>205,83</td><td></td><td>1</td><td>7</td><td>0</td></tr> <tr><td>Jun</td><td></td><td></td><td>2</td><td>0</td><td>3</td></tr> <tr><td>Jul</td><td>4,59</td><td>0,5</td><td>1</td><td>19,25</td><td>2</td></tr> <tr><td>Aug</td><td>3,83</td><td>5</td><td></td><td>0</td><td>31</td></tr> <tr><td>Sept</td><td></td><td>5</td><td>58,76</td><td>5</td><td>46,1</td></tr> <tr><td>Oct</td><td></td><td></td><td>274,09</td><td>118,8</td><td>55,7</td></tr> <tr><td>Nov</td><td>32,5</td><td></td><td>18</td><td>90,23</td><td>33</td></tr> <tr><td>Dec</td><td>94,06</td><td></td><td></td><td></td><td></td></tr> <tr><td><b>Total</b></td><td><b>437,12</b></td><td><b>442,72</b></td><td><b>361,85</b></td><td><b>357,18</b></td><td><b>368,8</b></td></tr> </tbody> </table> <p>The use of paraquat has been declined since 2014. This was used for re-planting.</p> <p><b>Ukui Smallholder:</b> The Samllholder Manager of Ukui Plasma has issued policy of Paraquat usage dated 10 February 2017, states that: "KUD and Farmer Group administrators are prohibited from using paraquat herbicides except by TUS teams. The use of paraquat by TUS Team is to control the fern weed and the use of paraquat should be minimized ".  Record of use of paraquat herbicide for 3 years:</p> <table border="1"> <thead> <tr> <th>Realization Year</th> <th>Volume (Ltr)</th> <th>Deduct (Ltr)</th> <th>% Deduct.</th> </tr> </thead> <tbody> <tr><td>2015</td><td>3.562</td><td>-</td><td>-</td></tr> <tr><td>2016</td><td>3.298</td><td>264</td><td>7%</td></tr> <tr><td>2017</td><td>2.972</td><td>326</td><td>10%</td></tr> </tbody> </table> <p>Every year there is a reduction of an average of 7% - 10%. Report on Plan and Realization of Spray Activity in Plasma Ukui by TUS, for example: October 2017 KT 284, 26 Ha area, herbicide used by Elang and Kenrane for circle and path spraying.</p>	Month	2013	2014	2015	2016	2017	Jan		316,76			0	Feb	1	115,46		10,75	192,6	Mar	95,31		5	95,15	5,4	Apr			2	11	0	May	205,83		1	7	0	Jun			2	0	3	Jul	4,59	0,5	1	19,25	2	Aug	3,83	5		0	31	Sept		5	58,76	5	46,1	Oct			274,09	118,8	55,7	Nov	32,5		18	90,23	33	Dec	94,06					<b>Total</b>	<b>437,12</b>	<b>442,72</b>	<b>361,85</b>	<b>357,18</b>	<b>368,8</b>	Realization Year	Volume (Ltr)	Deduct (Ltr)	% Deduct.	2015	3.562	-	-	2016	3.298	264	7%	2017	2.972	326	10%	Comply
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**RSPO Public Summary Report**  
**Revision 6 (December /2017)**

Criterion / Indicator	Assessment Findings	Compliance
<p><b>4.6.5</b> 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>- Major compliance -</p>	<p>Company programmed training for sprayers, "Pelatihan Pestisida Terbatas".</p> <p>Sample see: Mrs Meilina (certificate number: 1525/Set-KP3/1/2015, dated 22 September 2015, valid until 5 years, and another certificate namely: Mrs Cintami Asmarah, Mrs Sanayah, Mrs. Siti Ifoani and Mrs. Karmini. as many 34 personel of TUS. MSDS for all agrochemical stored is evidence.</p> <p>Another record seen: Pelatihan Penggunaan Pestisida Terbatas, conducted by Sygenta on 30 September 2016. Attendance list and documentation are available, attended by 75 workres from KUK, KLU, KSA. Sample seen: Mrs. Sumarni, Mrs. Inah, Mrs Mardiana, Mrs Sari Hulu, Mrs. Juliani Siregar, Mr. Rizal, Mr. Rizki and Mr. Supriyanto.</p> <p>Standard PPE issued for sprayers: goggle, respirator mask, apron, rubber glove, long sleeve coverall, rubber boot. PPE regularly replaced and/or substituted when damaged/decline in function.</p> <p>Based on interview with chemical mixing operator, storekeeper, overseer and sprayers; precaution and risk related to chemical product have been understood. After work, sprayers going back to clean up in dedicated wash room in mixing facility.</p> <p><b>Ukui Smallholder:</b>  Farmer members have attended training related chemical handling on November 11, 2017; Limited Pesticide Training by "Komisi Pengawasan Pupuk dan Pestisida Provinsi Riau", followed by 105 Chiefs of Farmer Groups (Ketua Kelompok Tani).</p> <p>The training was explained about the application of several pesticides including the use of appropriate dosage and the right type of pesticide.</p>	<p>Comply</p>
<p><b>4.6.6</b> 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>SOP for pesticide storage has been provided in SOP "Pengangkutan dan Penyimpanan Bahan Kimia AA-KL-02-EFP" dated 1 February 2008. Pesticides are stored in the determined area separated from fertiliser and other chemicals. Pesticides storage is provided in Divisions as well as in central storage. Agrochemicals storage is locked areas with limited access. The storage is ventilated. MSDS and hazard symbol label are provided nearby of pesticides. Emergency shower and eyewash are also provided to anticipate in case of an emergency of agrochemical handling. PPE for handling of pesticides are provided including boots, apron, safety glass,</p>	<p>Comply</p>

**RSPO Public Summary Report**  
**Revision 6 (December /2017)**

Criterion / Indicator	Assessment Findings	Compliance
	<p>respiratory mask and hand gloves. The possible spill is managed. Secondary containment is provided around the pesticides storage area. Spill kit is also provided in the area.</p> <p>Storage of pesticides found to be in accordance with hazard identification and risk assessment and national guideline for limited pesticide use. Empty chemical containers had been used for mixing chemicals for spraying pesticides in the field.</p> <p>The management of waste material from empty pesticide container disposed through hazardous waste store as per procedure "Penanganan Limbah Industri B-3 AA-KL-06-EFP" dated 1 November 2008. The company has temporary hazardous waste storage where all hazardous waste from all estates and mills collected. The storage has obtain the license as per "Keputusan Kepala Badan Penanaman Modal dan Pelayanan Perizinan Terpadu Kabupaten pelalawan Nomor: KPTS.503/BPMP2T-PLY/18/2015 Tentang Izin pengelolaan Limbah Bahan Berbahaya dan Beracun (B3) Untuk Kegiatan Penyimpanan Sementara Limbah B3 kepada PT Inti Indosawit Subur Ukui" dated 29 December 2015 valid until 29 December 2020. Storage keeper maintains the balance of incoming and outgoing hazardous waste. Hazardous wastes were sent to licensed contractor PT Indostar Cargo for appropriate disposal.</p> <p><b>Ukui Smallholder:</b>            Ukui Smallholder management has ensure that all agrochemical usage and chemical weeding including pest and disease management was performed by PT Inti Indosawit Subur. PT Inti Indosawit Subur 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.</p> <p>Storage of pesticides found to be in accordance with hazard identification and risk assessment and national guideline for limited pesticide use. Empty chemical containers had been used for mixing chemicals for spraying pesticides in the field.</p> <p>During field visit in farmer plots, it was found that spraying worker using PPE appropriately. Pesticides applied is handled by Team TUS (Tim Unit Semprot) PT.</p>	

Criterion / Indicator	Assessment Findings	Compliance
	IIS – Soga Estate.	
<p><b>4.6.7</b> Application of pesticides shall be by proven methods that minimize risk and negative impacts.</p> <p>- Minor compliance -</p>	<p>Mechanism for pesticide use and handling was documented in the procedure “Pestisida dan Pengelolaannya AA-APM-OP-1100.11-R1” dated 1 January 2009. Training and dissemination on work instruction including risk and impacts of pesticide applications (Material safety data sheet) has been performed by organization on 31 March 2017 to all sprayers and chemical workers. Training and dissemination records were sighted.</p> <p>Personnel interviewed in Soga Estate (T***, E*****, M****, D*****, E**) can clearly explain the type of work including work methods and goals, materials used (pesticides) including the dosage and danger, personal protective equipment and first aid. Several Daily Work Program of circle weeding spray using agrochemicals was sighted. It was noted that agrochemicals (Meta Prima – Metil Metsulfuron) used were approved and registered agrochemical.</p> <p>All the workers interviewed has used the personal protective equipment meet with the safety rules and work instruction such as: Aprons, safety goggles, chemical mask, hand gloves (2 types: cotton inside and rubber outside) and safety shoes. All precautions attached to the products properly observed, applied, and understood by workers.</p> <p>Spraying tank and PPE (apron, cloth and mask) are washed by designated person in a designated area after use. Field observation conducted to the washing facility at Traksi Soga Estate. Water from washing activity are reused for the next spraying activity. There is no potential contamination observed. Person interview was understood his job and responsibility.</p> <p><b>Ukui Smallholder:</b>  Farmer members of Kebun Plasma Ukui were not directly conducted the spraying work and handle the pesticide/herbicide. Spraying works and pesticide handling was performed by PT Inti Indosawit Subur, hence the chemical was stored by PT Inti Indosawit Subur in Agrochemical storage. Noted that, no outbreak of pest at all the sample farmers’ area. Spraying works performed by TUS team which provided by PT Inti Indosawit Subur according to :</p> <ul style="list-style-type: none"> <li>- Surat Perjanjian Kerjasama Pengadaan TUS Plasma Ukui No. 012/SPK/KLU/I/2017 dated 2 January 2017 between KUD Tani Bahagia and PT Inti Indosawit</li> </ul>	<p>Comply</p>

**RSPO Public Summary Report**  
**Revision 6 (December /2017)**

Criterion / Indicator	Assessment Findings	Compliance
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<p><b>4.6.8</b></p>	<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>N/A</p>
<p><b>4.6.9</b></p>	<p>Evidence of training on handling pesticide for workers and scheme smallholder (if any) shall be available.</p> <p>- Minor compliance -</p>	<p>Comply</p>

Criterion / Indicator	Assessment Findings	Compliance
	<p>the right type of pesticide.</p> <p>Based on the minutes of the training, farmer groups have been given an understanding of the use of herbicides / pesticides (the use of doses and weeds corresponding to herbicides / pesticides) as well as the active ingredients contained in each herbicide / pesticide, as well as the means of handling the herbicide / pesticide waste that has been used.</p>	
<p><b>4.6.10</b> 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>Soga Estate and Ukui II POM has SOP for proper disposal of pesticide waste material was described in "Penanganan Limbah Industri B-3 AA-KL-06-EFP" dated 1 November 2008. Pesticide waste was reuse as mixing water for the next spraying activity. All empty pesticides containers from Soga Estate were triple rinsed and stored in the temporary storage of hazardous waste in Workshop Ukui Estate.</p> <p>The management of waste material from empty pesticide container disposed through hazardous waste store according to the procedure. The company has temporary hazardous waste storage where all empty pesticide container from agrochemical storage collected. The storage has obtain the license as per "Keputusan Kepala Badan Penanaman Modal dan Pelayanan Perizinan Terpadu Kabupaten Pelalawan Nomor: KPTS.503/BPMP2T-PLY/18/2015 Tentang Izin Pengelolaan Limbah Bahan Berbahaya dan Beracun (B3) Untuk Kegiatan Penyimpanan Sementara Limbah B3 kepada PT Inti Indosawit Subur Ukui" dated 29 December 2015 valid until 29 December 2020. Storage keeper maintains the balance of incoming and outgoing hazardous waste and record in "Neraca Limbah B3". Hazardous wastes were sent regularly (maximum 180 days) to licensed contractor PT. Indostar Cargo for appropriate disposal. Personnel interviewed (temporary hazardous waste storage keeper and their manager) can clearly explain the mechanism of pesticide waste handling including MSDS and personal protective equipment as well as first aid.</p> <p><b>Ukui Smallholder:</b>  Farmer members of Kebun Plasma Ukui were not directly conducted the spraying work and handle the pesticide/herbicide. Spraying works and pesticide handling was performed by PT Inti Indosawit Subur, hence the chemical was stored by PT Inti Indosawit Subur in Agrochemical storage. Noted that, no outbreak of pest at all the sample farmers' area. Spraying works performed by TUS team which provided by PT Inti</p>	<p>Comply</p>

Criterion / Indicator		Assessment Findings	Compliance
		Indosawit Subur – Soga Estate.	
<b>4.6.11</b>	<p>Annual medical records of pesticide operators, and follow-up treatment of medical results, shall be available.</p> <p>- Major compliance -</p>	<p><b>Soga Estate:</b>            Company provides 6-monthly medical check up for workers performing agrochemical spraying. The medical check up covers blood test, urine test, cholinesterase test, and spirometric test. The last medical check up conducted on 29 – 31 July 2017, by Focus Clinic Laboratory Pekanbaru to 95 workers associated with the use of chemicals (herbicide and pesticide), example: Mrs. S*****, Mrs. M****, Mrs. R***** (fertilizing workers), Mrs. S*****, Mrs. R****, Mrs. S*** (TUS-spraying workers). Pregnancy checks were conducted from August - September to 34 female spray workers.</p> <p><b>Ukui Smallholder:</b>            Spraying works are conducted by TUS from company workers. Company provides 6-monthly medical check up for workers performing agrochemical spraying. The medical check up covers blood test, urine test, cholinesterase test, and spirometric test.</p> <p>The last medical check up conducted on 31 July – 2 August 2017, by Focus Clinic Laboratory Pekanbaru to 61 workers relating to the use of chemicals (herbicides and pesticides). Example: Mrs. E****, Mrs. J*****, Mrs. S***** (TUS-spraying worker).</p>	Comply
<b>4.6.12</b>	<p>Records shall be available to show that spraying is not conducted by pregnant or breast-feeding women.</p> <p>- Major compliance -</p>	<p><b>Soga Estate:</b>            PT Inti Indosawit Subur – Ukui Group prohibits pregnant or breast-feeding women to perform chemical spraying. In order to mitigate, estate performed monthly pregnancy test.</p> <p>Record seen: “Monitoring Pemeriksaan Kehamilan Karyawan yang Terpapar Bahan Kimia 2017”, example: Pregnancy test for 14 sprayers and 20 fertilizer workers in August – September 2017. The pregnancy tests resulted negative (-); no pregnant worker. If there is pregnant worker, maternal leave is given.</p> <p><b>Ukui Smallholder:</b>            There is monthly pregnancy check for all chemical spraying workers (TUS Team) which performed by Clinic of PT Inti Indosawit Subur. Evidence of monthly pregnancy test can be demonstrated, e.g. period August and September 2017.</p>	Comply
<p><b>Criterion 4.7:</b>            An occupational health and safety plan is documented, effectively communicated and implemented. The health and</p>			

**RSPO Public Summary Report**  
**Revision 6 (December /2017)**

Criterion / Indicator	Assessment Findings	Compliance
safety plan shall cover the following:		
<p><b>4.7.1</b></p>	<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>Occupational Health and Safety Policy, lined out in the Company Policy signed on 01/12/2014. Chapter 4 mentioned "...to determine measurable objective and target to prevent accident and occupational disease for all worker and other interested parties, through continuous improvement. "OHS Policy has been disseminated on 07/09/2017 (PUS) and 6/7/2017, 18/10/2017, 5/07/2017 and 31/10/2017 (Soga Estate).</p> <p>Health and safety plan has been established in Program Management K3 - 2016. Such as:</p> <ol style="list-style-type: none"> <li>1. Control number of accident and near miss report</li> <li>2. Safety behavior</li> <li>3. Safety program</li> <li>4. Healthy program</li> <li>5. Safety implementation</li> <li>6. (K3 Inspection, Training Program &amp; Certification, Health Program, Emergency Respon Program &amp; Environment Program (Waste management &amp; Hazardous waste).</li> </ol> <p>Monitoring of effectiveness has been recorded on status program year 2017. The safety report has been sent to manpower office on 3-monthly basis.</p> <p>Document seen: ;</p> <ul style="list-style-type: none"> <li>- Report of Progrees HSE in October 2016</li> <li>- Regularly report of P2K3 (triwulan 2017-for period January-March 2017 dated 5 April 2017 and triwulan II 2017-for period April –June 2017 dated 28/8/2017 and has been distributed to Disnakertrans Prov. Riau.</li> <li>- Laporan P2K3 kjeun Ukui tanggal 23/7/2017, 23/8/2017, 20/10/2017</li> <li>- Record of Job Safety Analysis (JSA) for Cuci Kanopi Stasiun Kernel, dated 10/4/2017 and for Penggantian screw press on 15/5 2017, this jon conducted by internal employee</li> <li>- Daftar periksa kondisi APAR tanggal 7/12/2017</li> <li>- Checklist Inspeksi Box Hydrant periode December 2017</li> </ul> <p><b>Ukui Smallholder:</b></p> <p>Ukui Smallholder Manager has set the OHS risk analysis and recorded in the HIRAC document, which are reviewed annually, and reviewed in January 2017. Risk assessment conducted by Group manager by diccussion with individual members unofficially, field observation and disseminated to all member before implemented.</p>	<p><del>Not Comply</del></p> <p>Comply</p>

Criterion / Indicator	Assessment Findings	Compliance
	<p><b>Major Non Conformity:</b>            The company has established health and safety programs/plan in Soga Estate and Ukui II Mill, however it has not been consistently implemented and monitored. During field visit, its found:</p> <ul style="list-style-type: none"> <li>➢ Soga Estate: the company has provided hand and eye washer at warehouse, but it cannot operate properly, i.e. water does not flow.</li> <li>➢ Soga Estate: the company has provided first aid kit for spraying team, however borwater (aquades) was expired since December 2015.</li> <li>➢ Ukui II Mill: the company has provided hydrant for emergency response in production area, however monitoring is not implemented consistently, found hydrant no. 07 and 08 is not equipped with host and nozzle.</li> </ul>	
<p><b>4.7.2</b> A documented risk assessment shall be available and its implementation shall be recorded.             - Major compliance -</p>	<p>PT Inti Indosawit Subur – Ukui Group is preparing risk assessment for each unit, covering all location and activities.</p> <p><b>Ukui II POM and Soga Estate:</b>            Hazard Identification Risk Assessment Determining Control (HIRADC) documents reviewed and established for Ukui II POM and Soga Estate. Latest review on 16 February 2017. A regular noise test conducted to the engine room and sterilizer, where found above standard. PPE such as ear plug provided for the operator.</p> <p><b>Ukui Smallholder:</b>            Ukui Smallholder Manager has set the OHS risk analysis and recorded in the HIRAC document, which are reviewed annually, and last reviewed in January 2017. Document verification:            - Monitoring of personal protective equipment of harvesters (Helmets, eyeglasses, egrek cover and safety shoes) November 2017.            - Distribution of personal protective equipment (AP shoes) on November 20, 2017.</p>	<p>Comply</p>
<p><b>4.7.3</b> 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</p>	<p>Safe working practices have been established on document "SOP Alat Pelindung Diri' No: AA-SOP-OP-101.3-R0. Training for all workers at estates and mills; including sprayers, fertilizer applicators, harvesters, FFB loading crew and upkeep workers.</p> <p><b>Ukui II POM and Soga Estate:</b></p>	<p>Comply</p>



**RSPO Public Summary Report**  
**Revision 6 (December /2017)**

Criterion / Indicator	Assessment Findings	Compliance
<p>workers.</p> <p>- Major compliance -</p>	<p>Company provided adequate and appropriate protective equipment for all workers at place of works, in line with the risk assessment. Harvester issued with helmet, goggles, rubber boot and sickle cover. Sprayer gangs using goggles, respirators, apron, overall suit, gloves, and rubber boot. The protective equipments are provided for free.</p> <p>Engine room operator wears helmet, ear plugs, mask, and safety shoes. Boiler operator using overall suit, goggles, respirator, hand glove and safety boot.</p> <p>Training at Ukui II POM, related to specific skill required to operate machinery:</p> <ul style="list-style-type: none"> <li>▪ SIO/license under name Mr. Mujianto (Boiler Operator PUS) No.6210.OPK3-PUBT-B.I/IV/2014, valid to 28 April 2019;</li> <li>▪ SIO/license under name Mr. Ismail Marzuki (Boiler Operator PUS) No.466.OPK3-PUBT-B.I/IV/2013, valid to 7 June 2018;</li> <li>▪ SIO/license under name Mr. Mustami H. (Tractor Operator PUS) No.14.32824-OPK3-PAA/III/2014, valid to 07 March 2019;</li> <li>▪ Certificate of "Juru Las" on behalf of Awaluddin B (Juru las kelas II) no. S.224/JL/PNK3/VI/2014 dated 20 June 2014</li> <li>▪ Program dan Realisasi Pelatihan Environmental and Sustainability Tahun 2017 PUS</li> <li>▪ Basic Fire Training on 4 April 2017 in PUS, attended by 38 Personnel</li> <li>▪ Internal First Aider Training PUS on 14 July 2017, attended by 33 personnel.</li> <li>▪ Emergency preparedness and response testing at EFA on 30 July 2017 followed by 17 personnel.</li> <li>▪ Emergency preparedness and response test at Soga Estate on November 13, 2017 followed by 25 personnel,</li> </ul> <p>Some SIOs have expired, but company had made an application for extension through second parties PT Aprindo Pratama and currently still in the process, based on the Certificate of Renewal of PT Aprindo Pratama no. 626 / AP / K3 / X / 2017 dated October 10, 2017 (there are 10 operators, including tractor operators, electrical technicians, welders and boilers).</p> <p><b>Ukui Smallholder:</b>  Based on interview with farmers and group leader, noted that they have received training regarding occupational health and safety, e.g.:</p>	

**RSPO Public Summary Report**  
**Revision 6 (December /2017)**

Criterion / Indicator	Assessment Findings	Compliance
	<ul style="list-style-type: none"> <li>- Emergency response training “pelatihan PPGD”, Basic Safety training, conducted on 4 April 2017, attended by 19 chief of group farmers.</li> <li>- Training on the use of PPE on 7 February 2017 which was attended by 30 Chief of farmer groups.</li> </ul> <p>Based on interviews with sample farmers and farmer groups, most of them have understood the risks of every activity undertaken in the plantation, for example: the harvester has used personal protective equipment (APD) for the use of safe equipment (long-adjustable harvested fiber, to minimize the accidents).</p> <p>The use of chemical herbicide and pesticide are not done by farmers. The activities related to the use of chemicals (spraying and pest control) are carried out by the TUS Team from the company PT IIS - Soga Estate.</p> <p>Provision of PPE to harvester on 20 November 2017, safety glasses (50 pcs), egrek cover (48 pcs), boots (6 unit), APAR (1 unit).</p>	
<p><b>4.7.4</b> 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><b>Ukui II POM:</b>            In Ukui II POM, safety committee has been acknowledged through decree from manpower office No.KPTS.565/DTKT-WAS/2016/51 on “Pengesahan Susunan Panitia Keselamatan dan Kesehatan Kerja (P2K3) Perusahaan PT Inti Indosawit Subur – PMKS Ukui 1” dated 03 August 2016.</p> <p>License of AK-3 Umum, for Mr Rony Sinulingan no Reg 8633/PK3/AJ/12/2013/PO dated December 16, 2013. Valid until 3 years. The extension has been made through the second party of PT Aprindo Pratama and is still in the process, based on the 'Surat Keterangan Pengurusan Perpanjangan' from PT Aprindo Pratama no. 318/AP/K3/VII/2017 dated 13 July 2017.</p> <p>Minutes of meeting dated 4 February 2017 discuss the OHS performance on march 2017. The minutes explain accident record, simulation/training conducted, and dissemination of BPJS – social insurance. The P2K3 Meeting is periodically conducted; the last was on February 4, 2017, Minutes of Meeting and can be demonstrated.</p> <p><b>Soga Estate:</b>            In Soga Estate, safety committee has been acknowledged through decree from manpower office No.KPTS.566/DTKT-WAS/2014/84 dated 31/12/2014. Mr. Urip Marbun As Safety Officer (AK3 Umum). The extension has been made through the second party of PT Aprindo Pratama and is still in the process, based on</p>	<p>Comply</p>

Criterion / Indicator	Assessment Findings	Compliance
	<p>the ' Surat Keterangan Pengurusan Perpanjangan' from PT Aprindo Pratama no. 318/AP/K3/VII/2017 dated 13 July 2017.</p> <p>Last Safety committee meeting was held on 04/06/2017, with minutes of meeting discuss the OHS performance on February 2017 and health and safety welfare BPJS. The safety report has been sent to manpower office on 3-monthly basis.</p> <p><b>Ukui Smallholder:</b>            Ukui Smallholder Manager has appointed person responsible for OHS aspect, based on the Decree of the Joint Management Board of Air Mas Village, no. 04/KUD-KB/SKPPK3/AE/I/2017, dated 18 January 2017; related Appointment of Responsible Officer for supervision of Health and Safety (K3), on behalf of Mr. Erlin Mega S.</p> <p>Review of manual are conducted by Smallholder Manager in 6 monthly basis. Smallholder Manager conducts regular meetings to review OHS implementation, last meeting done on 20 July 2017 which was attended by Chairman of Farmer Group of 60 people (attendance list available). ICS Manager always reports on a regular basis (2 times a year) to the respective agency related to work accidents occurring in the Ukui Plasma, the latest report was made on 22 November 2017 with a 0% accident record.</p>	
<p><b>4.7.5</b> 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><b>Ukui II POM and Soga Estate:</b></p> <p>Emergency procedures has been established; procedure for first aid and emergency situation under "Penanganan Keadaan Darurat – Pertolongan Pertama pada Kecelakaan No.AA-447-001-FM-R1" – December 2014.</p> <p>The team for emergency situation has been established – as part of safety committee. Ukui II POM and Soga Estate are able to demonstrate adequate first aid officer, equipped with first aid kit.</p> <p>First aid officer for Ukui II POM and Soga Estate: Samiasih. License for Samiasih is certificate no. Ser.4733/PK3-P3K/X/2015 dated 22 October 2015 as "Pembinaan Keselamatan dan Kesehatan Kerja (K3) Bidang Pertolongan Pertama Pada Kecelakaan di tempat Kerja". Internal First Aider Training PUS on 14 July 2017, attended by 33 personnels.</p> <p>Soga Estate:</p> <ul style="list-style-type: none"> <li>- Company has provides Basic Fire training on 13/11/2017 for the emergency response team/fire fighting team (all company).</li> </ul>	<p>Comply</p>

**RSPO Public Summary Report**  
**Revision 6 (December /2017)**

Criterion / Indicator	Assessment Findings	Compliance
	<ul style="list-style-type: none"> <li>- Certification of "Pesawat Angkat Angkut" operators on 2/9/2017 - 2/10/2017 followed by 2 graders (Kafrizal) and compacter (Sardi) operators.</li> </ul> <p><b>Ukui Smallholder:</b>            Guidelines on accident and emergency procedures are available and disseminated to all group members. The emergency plan covers the cases of first aid for accident, agrochemical intoxication/exposure, earthquake, flooding, landslide, fire break/forest fire and spillage. First aid kit available with field mandor.</p> <p>Regular training concerning OHS and emergency procedures has been provided by Ukui Smallholder Management. For example training on health and safety/safe working practice has been performed on 20 July 2017 which attended by farmer group leader and farmers as many as 153 participants, attendance list is available.</p> <p>Emergency response training for forest and land fires and basic fire training has been performed on July 2017 attended by 26 attendant and member of ICS.</p> <p>Daily monitoring for Monitoring Fire Control Equipment in 2017 covers: hoe, ax, spade, gancu, bamboo pole, plastic bucket, water hose, sand, rickshaw, wet towel and water pump.</p>	
<p><b>4.7.6</b> All workers shall be provided with medical care, and covered by accident insurance (see criterion 6.5.3).            - Minor compliance –</p>	<p>PT Inti Indosawit Subur provides clinic for all workers. Referral are made to nearest hospital should the case is severe/critical. Company also providing social and accident insurance in form of Jamsostek and BPJS – for all workers.</p> <p><b>Ukui II POM and Soga Estate:</b></p> <p>Sampled worker holds Jamsostek/BPJS card. Payment made based on proportion from employee salary deduction and company's levy, as per regulation. Proof of payment submitted to BPJS Ketenagakerjaan is evident for October and November 2017.</p> <p>General medical check up provided for all workers in Ukui II POM. Medical Check Up for workers such as noise level on 29 July – 1 August 2017 to 86 employees and in Ukui Estate performed on 29 – 31 July 2017, by Focus Clinic Laboratory Pekanbaru to 95 workers associated with the use of chemicals (herbicides and pesticides), such as:</p> <ul style="list-style-type: none"> <li>- Mr. Awaluddin B (as opr. Welder) by "Focus Clinical Laboratory" with result: in blood urine test, advice:</li> </ul>	<p>Comply</p>

Criterion / Indicator	Assessment Findings	Compliance
	<p>consult a doctor for further examination. Has been done examination continued by the clinic's internal clinic on 19/9/2017 diagnosis of urinary tract inspection and has been given the drug, then do re-examination on 22/9/2017 no further complaints.</p> <ul style="list-style-type: none"> <li>- Mr. Julianus Kiki Mario Silfanto (electrician) by "Focus Clinical Laboratory" with result on urine test of blood, suggestion: consult a doctor for further examination. Has been done examination continued by an internal clinic doctor on 19/9/2017 diagnosis of urinary tract inspection and has been given the drug, then do re-examination on 22/9/2017 no further complaints.</li> </ul> <p><b>Ukui Smallholder:</b> Ukui Smallholder management provides contribution for the medical care should any worker/member had an accident. Kelompok tani/farmer group has a cash saving and readily available to contribute for the medical care if accident case happens. Individual members basically will responsible if any work related accident occurs in their oil palm plot. As to date, no case of accident happened.</p>	
<p><b>4.7.7</b> Occupational injuries shall be recorded using Lost Time Accident (LTA) metrics. - Minor compliance</p>	<p><b>Soga Estate:</b> An accident record has been established, for year 2017 there was 49 Cases (Medical Aids) of the target of 10 cases and lost time as many as 10 cases from the target of 4 cases. Example Lost time injury:</p> <ul style="list-style-type: none"> <li>- On 23/10/2017, ie Mr. Ngateman; finger is exposed to thorns during harvest, the lost time injury is 8 days and corrective action has been taken.</li> <li>- The incident on 7/9/2017 eg.: Ririn (TUS / PHL), when cultivating the foot slipped and dislocated, not work for 7 days.</li> </ul> <p><b>Ukui II POM:</b> LTA accident report recorded under "Monitoring Kecelakaan Kerja " LTA period January - September 2017, there were 2 cases with lost time for 6 days. Accident recorded on "Work Accident Record" for 2 accidents has been investigated; root because identified, corrective and preventive action has been prepared. Incident Report period January - September 2017, such as:</p> <ul style="list-style-type: none"> <li>- January-March 2017: there was no accident noted.</li> <li>- Period April – June 2017: on April 8, 2017 on behalf of Rasta Kurnia there is a medical aid (At the time of repairing the spilled clarification machine, the left hand is slammed into the electro motor causing swelling). Date. 24/4/2017; At the time of repair of</li> </ul>	<p>Comply</p>

**RSPO Public Summary Report**  
**Revision 6 (December /2017)**

Criterion / Indicator		Assessment Findings	Compliance
		<p>the thresher, the foot slips and falls and causes the head to threshing material threshing so swollen and dizzy.</p> <ul style="list-style-type: none"> <li>- Period July – September 2017: there was no accident noted.</li> </ul>	
<p><b>Criterion 4.8:</b>  All staff, workers, smallholders and contract workers are appropriately trained.</p>			
<p><b>4.8.1</b></p>	<p>Records of training program related to the aspects of RSPO Principles and Criteria shall be available.</p> <ul style="list-style-type: none"> <li>- Major compliance -</li> </ul>	<p>PT Inti Indosawit Subur has prepared the training need, with help from Training Center Buatan. The training program is tailored to requirement for each level of employee covers common basic training, specialized training and skill training.</p> <p>In order to assess training need, employee individual assessment form is to be filled out by the line manager and sent back to training center. Feedback given through invitation for training, as planned by training centers. Other type of training conducted in coordination with relevant government office/bureau such as limited pesticide training, heavy machinery operator training or first aid training.</p> <p>Program Pelatihan Teknis 2017, prepared by Asian Agri Learning Institute, e.g:</p> <ul style="list-style-type: none"> <li>- Sustainability Awareness – conducted on 25<sup>th</sup> January 2017</li> <li>- Mill Policy Manual – conducted on 16<sup>th</sup> March 2017 was attended by 15 workers</li> <li>- Traceability and Mass Balance –</li> <li>- Basic safety training – conducted on 8<sup>th</sup> April 2017</li> <li>- Sertifikasi Teknisi Listrik – conducted on 21-22 February 2017</li> <li>- High Conservation Value Awareness</li> <li>- Pelatihan Penggunaan Alat Semprot – conducted on 31<sup>th</sup> March 2017</li> <li>- Basic Fire – conducted on 13<sup>th</sup> November</li> <li>- First Aider / PPGD – conducted on 13<sup>th</sup> July 2017 was attended by 35 workers</li> <li>- Refresh SOP Pemupukan - was conducted on 22<sup>th</sup> May 2017</li> <li>- Refresh SOP Pengendalian Hama dan Penyakit – was conducted on 28<sup>th</sup> August 2017</li> <li>- Refresh SOP Administration – conducted on 9<sup>th</sup> August 2017</li> <li>- HIRADC Training – conducted on 14-15 February 2017</li> <li>- Best Replanting Practices Training – conducted on 22-23 May 2017</li> </ul>	<p>Comply</p>

**RSPO Public Summary Report**  
**Revision 6 (December /2017)**

Criterion / Indicator	Assessment Findings	Compliance
	<ul style="list-style-type: none"> <li>- Continuous Training – conducted on 20<sup>th</sup> September 2017.</li> <li>- Works Instruction Training – conducted on 6<sup>th</sup> April 2017.</li> </ul> <p><b>Ukui Smallholder:</b>            The training for Best management practice and OHS as well as RSPO principle nd criteria has been conducted by ICS to KUD and member of smallholder. Realization of training was recorded in "Realisai Pelatihan Kebun Plasma Ukui", e.g.:</p> <ul style="list-style-type: none"> <li>- KUD Trani Maju, dated 20 May 2017, attended by 24 participants.</li> <li>- KUD Tani Bahagia, dated 31 May 2017, attended by 31 participants.</li> <li>- KUD Usaha Tani, dated 19 May 2017, attended by 38 participants.</li> </ul> <p>The training module and record were available in "Buku Panduan dan Catatan Petani" and distributed to each farmer member for reference.</p>	
<p><b>4.8.2</b> Records of training for each employee shall be maintained.</p> <p>- Minor compliance –</p>	<p>PT Inti Indosawit Subur – Ukui Group has prepared training record for each employee, both for mill and estate.</p> <p>Sample seen:            Records of training for each employee have been maintained under Personal Data Training, e.g:</p> <ul style="list-style-type: none"> <li>- Mr Bambang Efendi (helper in Laboratorium UKUI 2 POM): sustainability awareness (09/09/2014), training on company's policy (12/09/2017), Work Instruction Training (16/03/2017)</li> <li>- Mr M Syahriel (Maintainance): Basic safety (09/09/2014), training on company's policy (12/09/2017), Work Instruction Training (16/03/2017).</li> <li>- Mr R Sipayung (Housing area): Socialization TPP (03/01/2011), First Aider training (25/05/2013), Refresh on Procedure of HPT (11/08/2016)</li> <li>- Mr Mespanndi (Spraying): training of limited pesticide handling (23/12/2012), training on SOP of manuring (11/02/2016), training on spraying equipment (31/03/2017).</li> </ul> <p><b>Ukui Smallholder:</b>            Ukui Smallholder management kept training record in "Realisai Pelatihan Kebun Plasma Ukui", whilst members kept the training module and record in "Buku Panduan dan Catatan Petani" which distributed to each farmer</p>	<p>Comply</p>

**RSPO Public Summary Report**  
**Revision 6 (December /2017)**

Criterion / Indicator	Assessment Findings	Compliance
	member for reference. Also recorded others training such as: Harvesting, Best Management Practice, HCV and company policy.	

Criterion / Indicator	Assessment Findings	Compliance
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**Principle 5: Environmental responsibility and conservation of natural resources and biodiversity**

**Criterion 5.1:**

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

<b>5.1.1</b>	<p>Environmental impact assessment document(s) shall be available.</p> <p>- Major compliance -</p>	<p>The environmental impact analysis documented in ANDAL, RKL RPL included consultation with relevant stakeholders to identify impacts and to develop any mitigation measures. <b>ANDAL</b>, RKL-RPL scoping is including PT Inti Indosawit –Ukui I and II POM, Ukui Estate, Soga Estate and Ukui Smallholder. PT Inti Indosawit Subur – Ukui group is able to demonstrate environmental impact assessment in AMDAL document (Studi Analisis Dampak Lingkungan/ANDAL Perkebunan Kelapa Sawit Pola PIR – Transmigrasi dan Pabrik Minyak Kelapa Sawit/PMKS di Kabupaten Kampar, Indragiri Hulu dan Bengkalis Propinsi Riau). AMDAL document has approval as per “SK Menteri Pertanian No.013/ANDAL/HA/V/95” dated 05/05/1995. In addition, environmental management and monitoring plan - RKL/RPL as per “Surat Keputusan Menteri Pertanian No.003/RKL-RPL/BA/IV/1996” dated 04/04/1996.</p> <p>PT Inti Indosawit Subur – Ukui Group has increase the mill capacity in 2009, Environmental Impact Assessment for mill capacity increase has been conducted and presented in “Dokumen Pengelolaan dan Pemantauan Lingkungan Hidup (DPPL) Peningkatan kapasitas PMKS dan Sarana Pendukung PT Inti Indosawit Subur Kebun Ukui”. DPPL document has been approved by Riau Governor as per “Surat Keputusan Gubernur Riau No.976/X/2009 tentang Dokumen Pengelolaan dan Pemantauan Lingkungan (DPPL) untuk Peningkatan Kapasitas PMKS dan sarana pendukung PT. IIS – Kebun Ukui untuk Kebun Inti dan Kebun Plasma dengan Kapasitas Ukui I POM (90 ton TBS/jam) dan Ukui II (75 ton</p>	Comply
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**RSPO Public Summary Report**  
**Revision 6 (December /2017)**

Criterion / Indicator	Assessment Findings	Compliance
	<p>TBS/jam)", dated 28/10/2009.</p> <p>Environmental Impact Assessment for Kernel Crushing Plant operation presented in "Dokumen Upaya Pengelolaan Lingkungan (UKL) dan Upaya Pemantauan Lingkungan (UPL) Kegiatan Pabrik Pengolahan Kernel Pada Pabrik PMKS Ukui - 1". UKL-UPL document has been approved by Badan Lingkungan Hidup Kabupaten Pelalawan (Environmental Agency Pelalawan regency) as per "Pengesahan Badan Lingkungan Hidup Kabupaten Pelalawan No.660/BLH-AM/2012/180 tanggal 22 Februari 2012 tentang Rekomendasi atas UKL-UPL Kegiatan Pembangunan KCP di Pabrik Ukui I".</p> <p>Environmental impact assessment covered in <b>ANDAL</b>, RKL RPL document and environmental aspect and impact, e.g.:</p> <p><b>Pre construction:</b></p> <ul style="list-style-type: none"> <li>- Employee recruitment</li> </ul> <p><b>Construction:</b></p> <ul style="list-style-type: none"> <li>- Nursery</li> <li>- Land clearing and planting preparation</li> <li>- Infrastructure and supporting facility construction and development</li> <li>- Land preparation</li> <li>- Imature Palm oil plant upkeeping</li> <li>- Mill location planning</li> <li>- Palm Oil Mill construction</li> </ul> <p><b>Operation :</b></p> <ul style="list-style-type: none"> <li>- Mature plantation upkeeping</li> <li>- Soil and water conservation</li> <li>- Land application (waste water application to palm oil plantation) and EFB application</li> <li>- Harvesting and collecting FFB</li> <li>- FFB transportation to Palm Oil Mill</li> <li>- FFB Processing in Palm Oil Mill</li> <li>- Transportation facility providing and maintenance</li> <li>- CPO and PK transportation</li> <li>- Waste water processing</li> <li>- Replanting</li> <li>- Partnership cooperation</li> </ul> <p>Environmental impact assessment was conducted through regular environmental monitoring, e.g. river water quality, mill effluent quality, air emission, economical, social and culture of community and wildlife.</p> <p>Environmental monitoring and management</p>	

**RSPO Public Summary Report  
Revision 6 (December /2017)**

Criterion / Indicator	Assessment Findings	Compliance
	<p>report reported in regular basis each semester in "Laporan Pelaksanaan Izin Lingkungan". Report semester I (Period January – June 2017) has been sent to the government (Badan Lingkungan Hidup Kab. Pelalawan) on 28 August 2017, to PPE Region Sumatera on 29 August 2017 and to KLH/Ministry of Environment and Forestry on 25 August 2017. Evidence of report submission can be demonstrated in "Daftar Distribusi Eksternal".</p> <p><b>Ukui Smallholder:</b> Environmental Impact Assessment and HCV assessment of Ukui Plasma has identified the significant potential environmental impacts deriving from operational activities such as land clearing, land development and road construction at palm oil plantations.</p> <p>Smallholder Manager has provided document of Aspect – Impact Evaluation of the environment as per "Evaluasi Aspek – Dampak Lingkungan EMS-431-002-LT updated on 1 January 2017. Contain information of work activities, pollutant and environmental impact, action plan to mitigate the pollution and environmental impact, target and PIC.</p>	
<p><b>5.1.2</b></p>	<p>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>Comply</p>

**RSPO Public Summary Report  
Revision 6 (December /2017)**

Criterion / Indicator	Assessment Findings	Compliance
	<p>Palm Oil Mill.</p> <ul style="list-style-type: none"> <li>- Surface water quality and water biota management performed in order to prevent and control the physic and chemist quality of surface water comply to PP Nomor 82 tahun 2001. Perfomed by create terracing, land cover crop planting in open area and sloping area, organic fertilizer usage, natural predator usage for pest control, operating IPAL, land application, flat bed maintenance in land application area, housekeeping implementation and proper waste handling.</li> <li>- Soil quality management performed by land application management according to KepMen LH No. 28 Tahun 2003, groundwater quality check, flat bed maintenance, vegetation planting around waste water pond and maintenance of waste water pond, domestic and hazardous waste management.</li> <li>- Erossion and sedimentation management performed by creating and maintenance the individual terrace (tapak kuda) in area with slope 3 – 15% and maintain the land cover crop (Leguminosae), frond stacking and EFB application.</li> <li>- Flora fauna management perfomed by signboard installation regarding prohibition of plant destruction in conservation area, vegetation enrichment in conservation area, wildlife protection and maintain the conservation area.</li> <li>- Community perception management performed in order to prevent and control the negative perception and potential conflict from community against employee recruitment process. Company has conducted workers recruitment transparently, each vacancy were publish to surrounding village, FFB purchasing from local plantation surrounding company, coaching and conseling to plasma member, CSR programme implementation.</li> </ul> <p><b>Ukui Smallholder:</b> During site visit and interview with smallholder member in KUD Trani Maju, KUD Tani Bahagia and KUD Usaha Tani, they were well aware of the environmental impacts and the mitigation</p>	

**RSPO Public Summary Report  
Revision 6 (December /2017)**

Criterion / Indicator	Assessment Findings	Compliance
	<p>plan. For example, the ex fertilizer sack must be handled by triple rinse and use as loosefruit sack, the innerbag was delivered to collector; they aware about prohibition chemical activity near to the river and prohibition of animal hunting in the plantation area.</p> <p>Ukui Smallholder Manager has develop a mitigation plan to reduce environmental risks, presented in "Hasil Identifikasi Sumber Polusi di Perkebunan Petani" dated 8 January 2017. Mitigation plan develop by Group Manager such as:</p> <ul style="list-style-type: none"> <li>- Optimize FFB transportation, by one way and not returning to the kavling/block to reduce the fossil fuel usage</li> <li>- TPH arrangement along the side collection road to become one way to ease the FFB transportation</li> <li>- Performing the proper fertilizing and appropriately to reduce the water pollution, prohibit to fertilizing in riparian area (3 m from left and right side)</li> <li>- Use the appropriate PPE to reduce the impact of spraying activity and cooperate with TUS team PT Inti Indosawit to handling the chemical weeding in Plasma Ukui.</li> <li>- Proper application of fertilizer dan pesticide according to recommendation and handle by trained person.</li> <li>- Minimize the electrical usage to reduce the fossil fuel and air pollution.</li> </ul>	
<p><b>5.1.3</b></p>	<p>Environment monitoring plan document, its implementation report, and the corrective plan (if non-conformance arised from the monitoring result) shall be available. This plan is reviewed on two-yearly basis.</p> <p>- Minor compliance –</p>	<p>Not-Comply Comply</p>

**RSPO Public Summary Report  
Revision 6 (December /2017)**

Criterion / Indicator	Assessment Findings	Compliance
	<p>tahun 2001. Performed by waste water quality monitoring each month, hazardous waste monitoring, land application monitoring, surface water quality monitoring each semester</p> <ul style="list-style-type: none"> <li>- Soil quality monitoring performed by soil sampling analysis in "rorak, antar rorak and lahan control", EFB application monitoring, groundwater analysis each year.</li> <li>- Erosion and sedimentation monitoring performed by erosion measurement according to USLE method. Measurement result shown erosion level between 6.17 – 41.60 ton/ha/year for Ukui Estate and categorized as good criteria.</li> <li>- Flora fauna monitoring performed by wildlife monitoring and monitoring the conservation area each month.</li> <li>- Community perception monitoring performed by community interview, employee data monitoring, interview with village head or public figure regarding their perception to company.</li> </ul> <p>All management plan has been implemented well by company according to RPL document. The implementation report has been reported to government agency per semester (six monthly). The management plan is reviewed on two-yearly basis.</p> <p><b>Ukui Smallholder:</b> Smallholder management has organize the training for member on environmental risks and mitigation measures on 30 August 2017 attend by 57 participant from each KUD and KT Plasma Ukui. The training record were evident such as: attendant list, minutes of training and photograph.</p> <p>During field visit and interview with smallholder member in KUD Trani Maju, KUD Tani Bahagia and KUD Usaha Tani, indicated that they have understanding on environmental risks and mitigation plan to reduce the environmental impact.</p> <p>Smallholder Management monitored the usage of ex fertilizer sack in Plasma Ukui each month. The monitoring record were evident in "Monitoring Penggunaan Bekas Karung Pupuk untuk Tempat Brondolan" period January - August 2017. For example in KUD Tani Bahagia were use 4,464 ex fertilizer sack for loosefruit in August 2017; in KUD Trani Maju were use 4,968 pcs ex fertilizer sack for loosefruit; in KUD Usaha Tani were use 6,868 pcs ex fertilizer sack.</p> <p>Smallholder Management also conducted monitoring on the implementation of mitigation plan to reduce the environmental impact such as: ensure the TUS team</p>	

**RSPO Public Summary Report**  
**Revision 6 (December /2017)**

Criterion / Indicator		Assessment Findings	Compliance
		<p>not performing spraying work near to the river (3 m from left and right side), ensure there is no illegal hunting in plantation area of Plasma Ukui.</p> <p><b>Minor Non conformity:</b></p> <ul style="list-style-type: none"> <li>- Company has analyzed the surfaced water quality according to "RKL-RPL" in March 2017 by "UPT Pengujian Material Dinas PU dan Penatan Ruang". However, there is no further explanation of surface water quality monitoring in the RKL-RPL report and no trend evaluation against the analysis report.</li> <li>- Company has Matrix RKL-RPL which stated to monitored the community economic condition, community anxiety, community health problems which conducted by interview with labor, public figure, community and village official. However, there is no evidence of interview result has been done and attached in the report.</li> </ul>	
<p><b>Criterion 5.2:</b>            The status of rare, threatened or endangered species and other High Conservation Value habitats, if any, that exist in the plantation or that could be affected by plantation or mill management, shall be identified and and operations managed to best ensure that they are maintained and/or enhanced.</p>			
<p><b>5.2.1</b></p>	<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>PT Inti Indosawit Subur – Ukui Group is in cooperation with Faculty of Forestry, Bogor Agriculture University in preparing HCV Identification "Dokumen Identifikasi dan Analisis Keberadaan Nilai Konservasi Tinggi (NKT) di Areal Perkebunan Kelapa Sawit di Kebun Ukui dan Soga pada tahun 2010". Guidance use is HCV Toolkit 2008. The document has put into consideration the landscape condition, including Teso Nilo National Park near the plantation. HCV assessment was including plasma/scheme smallholder area.</p> <p>The assessment team comprise of Ir.Nyoto Santoso, MS as lead assessor HCV RN registered lead assessor, Ir.Heru B Pulunggono, MSc (hydrology and soil conservation), Handian Purwawangsa, S.Hut, MSI, (social), Iing Nasihin S.Hut, MSi (flora and GIS), Tutut Sunarminto, MSi, (social and cultural), Yanti Apriyanti, S.Pi (social and cultural), Rizki Ratna Ayu Paramita Sari, S.Hut (social and cultural). The HCV assessment identified the presence of HCV 1.1, HCV 1.2, HCV 1.3, HCV 2.3, HCV 4.1 and HCV 6 with total (under PT Inti Indosawit Subur – Ukui</p>	<p>Comply</p>

**RSPO Public Summary Report**  
**Revision 6 (December /2017)**

Criterion / Indicator	Assessment Findings	Compliance																																							
	<p>Group/Ukui Estate and Soga Estate) of 234.458 Ha.</p> <p>HCV in Soga Estate</p> <table border="1" data-bbox="705 539 1292 1216"> <thead> <tr> <th>HCV</th> <th>Status</th> <th>Ha</th> </tr> </thead> <tbody> <tr> <td>River/Sungai Napuh</td> <td>1.1, 1.2, 4.1</td> <td>27.770</td> </tr> <tr> <td>Tributary/Anak Sungai Napuh</td> <td>1.1, 1.2, 4.1</td> <td>5.985</td> </tr> <tr> <td>Tributary/Anak-Anak Sungai Napuh</td> <td>1.1, 1.2, 4.1</td> <td>0.800</td> </tr> <tr> <td>River/Hulu Sungai Air Hitam Kiri</td> <td>1.1, 4.1</td> <td>31.005</td> </tr> <tr> <td>River/Hulu Sungai Air Hitam Kanan</td> <td>1.1, 4.1</td> <td>19.656</td> </tr> <tr> <td>Waste water pond/Kolam Limbah</td> <td>1.1, 4.1</td> <td>2.057</td> </tr> <tr> <td>Water reservoir/Waduk</td> <td>1.1, 4.1</td> <td>2.400</td> </tr> <tr> <td>Graveyard/Makam Afdeling 1</td> <td>1.1, 4.1</td> <td>0.443</td> </tr> <tr> <td>Graveyard/Makam Afdeling 5</td> <td>1.2, 1.3, 2.3, 5</td> <td>0.060</td> </tr> <tr> <td>Graveyard/Makam Afdeling 2</td> <td>6</td> <td>2.109</td> </tr> <tr> <td>Graveyard/Makam Arah SP VI</td> <td>6</td> <td>0.005</td> </tr> <tr> <td><b>Total</b></td> <td></td> <td>92.290</td> </tr> </tbody> </table> <p>Most of the HCV identified, located within the existing plantation. Company maintain the riparian area. A number of fauna identified in the plantation area: Mammals such as "Kucing kuwuk" (<i>Felis bengalensis</i>), "Kancil" (<i>Tragulus javanicus</i>), "Kijang" (<i>Muntiacus muntjak</i>), "Trenggiling" (<i>Manis javanica</i>), Monkey (<i>Macaca fascicularis</i>), "Beruk" (<i>Macaca nemestrina</i>), "Musang" (<i>Paradoxurus hermaphroditus</i>). Birds such as "Raja udang meninting" (<i>Alcedo meninting</i>), "Burung madu" (<i>Aethopyga siparaja</i> and <i>Nectarinia jugularis</i>), "Elang tikus" (<i>Elanus caeruleus</i>), "Elang ular bido" (<i>Spilomis cheela</i>), "Cekakak belukar" (<i>Halicyon smymensis</i>), "Kipasan belang" (<i>Rhipidura javanica</i>). Reptile such as "Ular Piton" (<i>Phyton molurus</i>), Biawak (<i>Varanus salvator</i>). Identified also protected plants such as "Meranti batu" (<i>Shorea leprosula</i>), "Meranti bunga" (<i>Shorea teysmanniana</i>).</p> <p>HCV assessment performed in consultation with relevant stakeholders/public consultation.</p> <p>The HCV identification report was peer reviewed by WWF on 10/25/2010 - 10/27/2010.</p>	HCV	Status	Ha	River/Sungai Napuh	1.1, 1.2, 4.1	27.770	Tributary/Anak Sungai Napuh	1.1, 1.2, 4.1	5.985	Tributary/Anak-Anak Sungai Napuh	1.1, 1.2, 4.1	0.800	River/Hulu Sungai Air Hitam Kiri	1.1, 4.1	31.005	River/Hulu Sungai Air Hitam Kanan	1.1, 4.1	19.656	Waste water pond/Kolam Limbah	1.1, 4.1	2.057	Water reservoir/Waduk	1.1, 4.1	2.400	Graveyard/Makam Afdeling 1	1.1, 4.1	0.443	Graveyard/Makam Afdeling 5	1.2, 1.3, 2.3, 5	0.060	Graveyard/Makam Afdeling 2	6	2.109	Graveyard/Makam Arah SP VI	6	0.005	<b>Total</b>		92.290	
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**RSPO Public Summary Report  
Revision 6 (December /2017)**

Criterion / Indicator	Assessment Findings	Compliance
<p><b>5.2.2</b></p> <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>The HCV assessment identified the presence of HCV 1.1, HCV 1.2, HCV 1.3, HCV 2.3, HCV 4.1 and HCV 6 with total in Soga Estate was 92.290 Ha. A number of fauna identified in the plantation area: Mammals such as "Kucing kuwuk" (<i>Felis bengalensis</i>), "Kancil" (<i>Tragulus javanicus</i>), "Kijang" (<i>Muntiacus muntjak</i>), "Trenggiling" (<i>Manis javanica</i>), Monkey (<i>Macaca fascicularis</i>), "Beruk" (<i>Macaca nemestrina</i>), "Musang" (<i>Paradoxurus hermaphroditus</i>). Birds such as "Raja udang meninting" (<i>Alcedo meninting</i>), "Burung madu" (<i>Aethopyga siparaja</i> and <i>Nectarinia jugularis</i>), "Elang tikus" (<i>Elanus caeruleus</i>), "Elang ular bido" (<i>Spilomis cheela</i>), "Cekakak belukar" (<i>Halicyon smymensis</i>), "Kipasan belang" (<i>Rhipidura javanica</i>). Reptile such as "Ular Piton" (<i>Phyton molurus</i>), Biawak (<i>Varanus salvator</i>). Identified also protected plants such as "Meranti batu" (<i>Shorea leprosula</i>), "Meranti bunga" (<i>Shorea teysmanniana</i>).</p> <p>Company has prepared a procedure for protection of flora and fauna, explained in Environmental Management System: Biodiversity (AA-432-002e-LT), IUCN redlist (AA-432-006-LT), CITES list (AA-432-07-LT).</p> <p>Estate has established the management plan to maintain and/or enhance High conservation value area. HCV management and monitoring plan described measures taken for each HCV and its monitoring. Relevant laws were taken into account for determining appropriate measure including UU #5/1990 about Natural resources conservation, PP#7/1999 about List of protected plan and wildlife, Kepres #32/1990, and PP #26/2008. Conservation management plan Soga Estate update on 9 January 2017, consist of :</p> <ul style="list-style-type: none"> <li>- Area demarcation and maintenance the boundary markers</li> <li>- Sosialization of HCV area and protection to employee and surrounding community</li> <li>- Riparian restoration</li> <li>- Prohibiting chemical application in riparian zone/river border</li> </ul> <p>Signboards are placed on the area identified with conservation values. Monitoring for the HCVs are carried out as per Conservation Management</p>	<p>Comply</p>



**RSPO Public Summary Report  
Revision 6 (December /2017)**

Criterion / Indicator	Assessment Findings	Compliance
	<p>Plan. The conservation management plan covers area enhancement, socialization to workers and local communities, prohibition of chemical regime near the area and river buffer zone restoration. Plan for monitoring and patrol has been incorporated into the management and monitoring plan. Another effort planned was to have HCV sign board and "no-hunting" sign boards placed near identified HCV areas – on progress.</p> <p>PT Inti Indosawit Subur – Ukui Group is also having procedure to monitor the protected/conservation area as per "SOP Pemantauan Areal Lindung" No.AA-PL-08-EFP – describing procedure for vegetation monitoring, wildlife monitoring (path and rapid method), conservation area inspection procedure, vegetation enhancement procedure and data analysis procedure.</p> <p>Field observation to HCV area and document verification "Laporan Monitoring Pengelolaan Tumbuhan dan Satwa Nilai Konservasi Tinggi" of PT Inti Indosawit Subur – Kebun Soga period semester I 2017 can be demonstrated that the measures contained in the management plan been actively implemented. Company continuously disseminating HCV and wildlife protection to employee and surrounding community.</p> <p><b>Ukui Smallholder:</b> The management of Ukui Smallholder has develop the Conservation Management Plan 2017, updated on 6 March 2017 consist of:</p> <ul style="list-style-type: none"> <li>- Area demarcation and maintenance the boundary markers</li> <li>- Socialization of HCV area and protection to employee and surrounding community</li> <li>- Riparian restoration</li> <li>- Prohibiting chemical application in riparian zone/river border</li> </ul> <p>Smallholder manager has defined the SOP for individual members to report on threats to HCVs and presence of RTE species in the procedure "Konflik Dengan Satwa Yang Dilindungi No. 015/DOK/SOP/PT.KLU-AA/2016" dated 2 December 2016.</p> <p>Each individual member shall be identified and</p>	

**RSPO Public Summary Report  
Revision 6 (December /2017)**

Criterion / Indicator	Assessment Findings	Compliance
	<p>observe the RTE species in their kavling. Each member notes the presence of RTE species in their "Buku Panduan dan Catatan Petani", the report was delivered to Group Manager ICS foand forward to official of "BKSDA Riau". If the RTE species was Sumata Elephant Group Manager ICS coordinated with BKSDA Riau and WWF Flying Squad to handle and prevent the conflict between human and animal.</p>	
<p><b>5.2.3</b> 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>Soga Estate and Ukui II POM has programme to socialize the status of protected, rare, threatened or endangered (RTE) to all workers minimum once a year. Latest refreshment socialization in Soga Estate conducted on 6 April 2017, while in Ukui II POM, refreshment socialization was performed on 26 May 2017.</p> <p><b>Ukui Smallholder:</b> Management of Ukui Smallholder has conducted training of HCV on 30 August 2017 attend by 57 participant from each KUD and KT Plasma Ukui. The training records were evident such as: attendant list, minutes of training and photograph. Each KUD and KT Plasma Ukui has disseminated the HCV training content to the entire smallholder member.</p> <p>Management of Ukui Smallholder also provided "Buku Panduan dan Catatan Petani Plasma" which contains information and guidance on HCV and RTE species status and the regulation of prohibition of the HCV destruction, RTE species illegal hunting and how they involve and contribute to conserve the HCV and RTE species.</p>	<p>Comply</p>
<p><b>5.2.4</b> 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.</p> <p>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 IIS periode Semester I 2017" – monitoring period January – June 2017. The report explains the monitoring on status of plant and wildlife, disturbance and damage to the protected area.</p>	<p><del>Not Comply</del> Comply</p>

**RSPO Public Summary Report  
Revision 6 (December /2017)**

Criterion / Indicator	Assessment Findings	Compliance
	<p>Wildlife observations are conducted monthly by Mandor HCV in each Afdeling (I - V). Last observation in November 2017 documented in the "Daftar Temuan satwa liar di areal kebun" observed several protected species in Afdeling I, II, II and IV such as: cekakak belukar (<i>Halcyon smyrnensis</i>), Burung Elang (<i>Haliastur indus</i>), Ayam Hutan (<i>Gallus gallus</i>). Protected mammal presence was <i>Felis bengalensis</i> on 21 November 2017, while <i>Tragulus javanica</i>, <i>Muntiacus muntjak</i>, <i>Manis javanica</i> is rarely seen at the time of observation. Reptilian which frequently observed in Soga Estate was Ular Kobra (<i>Naja sp</i>).</p> <p><b>Ukui Smallholder:</b> Management of Ukui Smallholder has defined the mechanism for individual members to report on threats to HCVs in the procedure "Konflik Dengan Satwa Yang Dilindungi No. 015/DOK/SOP/PT.KLU-AA/2016" dated 2 December 2016.</p> <p>All member has responsible to report the presence of RTE species, animal conflict, and threats to HCVs in their kavling. They report to ICS or KT and forward to Group Manager ICS.</p> <p><b>Minor Non Conformity:</b></p> <ol style="list-style-type: none"> <li>1) PT IIS Soga Estate and Plasma Ukui has prepared conservation management plan dated 9 January 2017, however some of the plan is not relevant with the actual implementation, such as: <ul style="list-style-type: none"> <li>o Riparian restoration program, the actual condition is there is no longer restoration activity since 2016-2017.</li> <li>o Based on the monitoring result and HCV assessment result, some RTE species were identified, however there is no management plan to maintain and enhance the RTE species.</li> </ul> </li> <li>2) Plasma Ukui has developed the procedure (Konflik Dengan Satwa yang Dilindungi" – No.015/DOK/SOP/PT.KLU-AA/2016 dated 2 December 2016) to identify and report the presence of RTE species in each smallholder member (Kavling), however most of the</li> </ol>	

**RSPO Public Summary Report**  
**Revision 6 (December /2017)**

Criterion / Indicator		Assessment Findings	Compliance
		<p>smallholder member does not aware the procedure, e.g. KUD Tani Bahagia, Kavling No 3935, 4249, 4342, 3811; KUD Usaha Tani, Kaling No.2856, 2819, 2820, 2822; KUD Trani Maju, Kavling No. 3665, 3954, 6331, and 6298.</p>	
<b>5.2.5</b>	<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>Based on document verification, field visit and interview with stakeholders, there is no HCV area under existing rights of local community. All HCV area is inside HGU area. Maps of HCV area can be demonstrated during audit with scale 1 : 120,000.</p> <p><b>Ukui Smallholder:</b>            Duing audit and based on field visit as well as interview with local stakeholder, there is no reporting in cases where there is an overlap of local community rights and HCV areas. All owner has the legal land title or authority letter.</p>	Comply
<p><b>Criterion 5.3:</b>            Waste is reduced, recycled, re-used and disposed of in an environmentally and socially responsible manner.</p>			
<b>5.3.1</b>	<p>A documented identified source of all waste and pollution, shall be available.</p> <p>- Major compliance -</p>	<p>Waste and pollution sources have been identified and documented in Soga Estate and Ukui II POM. The identification of waste and pollution including: used lubricant and filter, old battery, used laboratory chemical, clinical/medical waste, mill effluent, EFB, smoke, dust, fiber and shell, empty agrochemical container, boiler ash, scrap iron, used tires, waste water and domestic household refuse. Record of identification was documented in "Evaluasi Aspek Dampak Lingkungan" (Environmental Aspect impacts) EMS-431-003-LT issued 5<sup>th</sup> February 2017. In the document also include the waste management plan, identifying type and source of waste and the disposal plan.</p> <p>PT Inti Indosawit Subur has a procedure to handle hazardous waste under "Prosedur Penanganan Limbah B3" No.AA-KL-06-EFP explains mechanism to collecting the waste, recording and disposal to licensed third party.</p> <p>Ukui II POM and Soga Estate store hazardous waste in temporary storage Ukui I POM with permit based on "Keputusan Kepala Badan Penanaman Modal dan Pelayanan Perizinan Terpadu Kabupaten Pelalawan Nomor:</p>	Comply

**RSPO Public Summary Report  
Revision 6 (December /2017)**

Criterion / Indicator	Assessment Findings	Compliance
	<p>KPTS.503/BPMP2T-PLY/18/2015 Tentang Izin pengelolaan Limbah Bahan Berbahaya dan Beracun (B3) Untuk Kegiatan Penyimpanan Sementara Limbah B3 kepada PT Inti Indosawit Subur Ukui dated 29 December 2015 valid until 29 December 2020. Company has permit to store the hazardous waste maximum for 180 day. The hazardous waste from temporary storage is sent to the registered collector which approved by Environmental Ministry, namely PT Sumatera Deli Lestari Indah-PT Indostar Cargo. PT Inti Indosawit Subur has cooperated as per "Kesepakatan Kerjasama Pengelolaan Limbah B3 antara PT Inti Indosawit Subur dengan Konsorsium PT Sumatera Deli Lestari Indah – PT Indostar Cargo dan PT Andhika Makmur Persada No. 004/AA-SDLI-ISC-PPLI/III/2017" dated 3 March 2017.</p> <p>PT Indostar Cargo has license from Indonesia Ministry of Environment as per "Rekomendasi Pengangkutan Limbah Bahan Berbahaya dan Beracun Nomor: B-11648/Dept.IV/LH/PDAL/10/2014" dated 15 October 2014, valid until 5 years 15 October 2019.</p> <p><b>Ukui Smallholder:</b> Ukui Smallholder Manager has established policy and mechanism to manage the waste from ex fertilizer sack according to procedure of "Pengelolaan Kemasan Ex (Bekas) Pupuk di Kebun No. 035/DOK/SOP/PT.IIS KLU-AA/2016" dated 2 December 2016.. The ex fertilizer sack must be handled by triple rinse and use as loosefruit sack, the innerbag of fertilizer delivered to collector. During site visit and interview with smallholder member in KUD Trani Maju, KUD Tani Bahagia and KUD Usaha Tani, they were well aware of the mechanism.</p> <p>Ukui Smallholder monitored the usage of ex fertilizer sack in Plasma Ukui each month. The monitoing record were evident in "Monitoring Penggunaan Bekas Karung Pupuk untuk Tempat Brondolan" period January - August 2017. For example in KUD Tani Bahagia were use 4,464 ex fertilizer sack for loosefruit in August 2017; in KUD Trani Maju were use 4,968 pcs ex fertilizer sack for loosefruit; in KUD Usaha Tani were use 6,868 pcs ex fertilizer sack.</p>	

**RSPO Public Summary Report**  
**Revision 6 (December /2017)**

Criterion / Indicator	Assessment Findings	Compliance
<p><b>5.3.2</b></p>	<p>There shall be evidence that all chemicals and their empty containers are disposed of responsibly.</p> <p>- Major compliance -</p> <p>The disposal methods of chemicals and their containers were described on documented procedure "Penanganan Limbah Industri B-3 AA-KL-06-EFP" dated 1 November 2008. Ukui II POM and Soga Estate collects all hazardous waste and store into temporary hazardous waste storage in central workshop Ukui Estate. The temporary hazardous waste storage has the applicable permit, as per "Keputusan Kepala Badan Penanaman Modal dan Pelayanan Perizinan Terpadu Kabupaten pelalawan Nomor: KPTS.503/BPMP2T-PLY/18/2015 Tentang Izin pengelolaan Limbah Bahan Berbahaya dan Beracun (B3) Untuk Kegiatan Penyimpanan Sementara Limbah B3 kepada PT Inti Indosawit Subur Ukui" dated 29 December 2015 valid until 29 December 2020.</p> <p>PT Inti Indosawit Subur – Ukui Group has an agreement in transporting the hazardous waste with contractor PT Sumatera Deli Lestari Indah-PT Indostar Cargo as per:</p> <ul style="list-style-type: none"> <li>- "Kesepakatan Kerjasama Pengelolaan Limbah B3 antara PT Inti Indosawit Subur dengan Konsorsium PT Sumatera Deli Lestari Indah – PT Indostar Cargo dan PT Andhika Makmur Persada No. 004/AA-SDLI-ISC-PPLI/III/2017" dated 3 March 2017.</li> <li>- "Kesepakatan Kerjasama Pengelolaan Limbah B3 antara PT Inti Indosawit Subur dengan Konsorsium PT Sumatera Deli Lestari Indah – PT Indostar Cargo dan PT Prasadha Pamunah Limbah Industri No. 003/AA-SDLI-ISC-PPLI/III/2017" dated 3 March 2017.</li> </ul> <p>Agreement contract valid for one year. PT Sumatera Deli Lestari Indah – PT Indostar Cargo is a licensed hazardous waste collector and PT Andhika Makmur Persada and PT Prasadha Pamunah Limbah Industri is a licensed user, processor and hazardous waste hoarders.</p> <p>PT Indostar Cargo has license from Indonesia Ministry of Environment as per "Rekomendasi Pengangkutan Limbah Bahan Berbahaya dan Beracun Nomor: B-11648/Dept.IV/LH/PDAL/10/2014" dated 15 October 2014, valid until 5 years, 15 October 2019. PT Indostar Cargo also has a permit of hazardous waste transporting as per "Kartu</p>	<p>Comply</p>

**RSPO Public Summary Report**  
**Revision 6 (December /2017)**

Criterion / Indicator	Assessment Findings	Compliance
	<p>Pengawasan Izin Penyelenggaraan Angkutan Barang Khusus Untuk Mengangkut Barang Berbahaya Nomor: SK.1066/AJ309/DJPD/2017/120710258bb-0025" dated 17 March 2017 valid until 17 March 2018.</p> <p>Records of hazardous waste from Soga Estate:</p> <ul style="list-style-type: none"> <li>✓ Catatan Serah Terima Limbah B3 AA-KL-602-FM Serah Terima Limbah B3. Sample seen: <ul style="list-style-type: none"> <li>- Catatan Serah Terima Limbah B3 from Soga Estate to TPS LB3 Ukui Estate dated 4 October 2017, consist of: used oil 400 ltr, contaminated oil 60 ltr, used filter 153 pcs, ex agrochemical 215 pcs.</li> <li>- Catatan Serah Terima Limbah B3 from Soga Estate to TPS LB3 Ukui Estate dated 11 August 2017, consist of: used oil 200 ltr, ex agrochemical 350 pcs.</li> <li>- Catatan Serah Terima Limbah B3 from Soga Estate to TPS LB3 Ukui Estate dated 13 June 2017, consist of: used oil 160 ltr, used filter oil 60 pcs, ex agrochemical 247 pcs.</li> <li>- Catatan Serah Terima Limbah B3 from Soga Estate to TPS LB3 Ukui Estate dated 29 April 2017, consist of: used oil 600 ltr, used filter oil 110 pcs, ex agrochemical 700 pcs, ex jerycan 3 pcs.</li> </ul> </li> </ul> <p><b>Ukui Smallholder:</b>  Proper disposal of pesticide waste material was implemented according to procedure "Penanganan Limbah Industri B-3 AA-KL-06-EFP" dated 1 November 2008. Pesticide waste was reuse as mixing water for the next spraying activity. All empty pesticides containers were triple rinsed and stored in the temporary storage of hazardous wastes.</p> <p>Ukui Smallholder has defined the procedure "Pengelolaan Kemasan Ex (Bekas) Pupuk di Kebun" No. 035/DOK/SOP/PT.IIS KLU-AA/2016 dated 2 December 2016. All ex fertilizer sack was prohibited to dispose in plantation and housing area. All the ex fertilizer sack usage must be identified and report to Ukui Smallholder</p>	

Criterion / Indicator	Assessment Findings	Compliance
	<p>Manager. Ex fertilizer scak were triple rinsed and reused as loosefruit sack and the innerbag plastic is deliver to collector.</p> <p>Smallholder manager has monitored the usage of ex fertilizer sack in Plasma Ukui each month. The monitoing record were evident in "Monitoring Penggunaan Bekas Karung Pupuk untuk Tempat Brondolan" period January – August 2017.</p>	
<p><b>5.3.3</b> A documented waste management plan to avoid or reduce pollution and its implementation shall be available.</p> <p>- Minor compliance –</p>	<p>The company has developed hazardous waste management plan, including infectious waste from clinic. The hazardous waste collected in temporary storage and disposed off through licensed contractor. The Company has an MoU with PT Indostar Cargo for transporting and collecting hazardous waste and medical waste. Transporter also has cooperation with licenced contractor to processing hazardous waste, namely PT Shali Riau Lestari.</p> <p>Waste and pollution sources have been identified and documented, including used lubricant and filter, old battery, used laboratory chemical, clinical/medical waste, mill effluent, EFB, smoke, dust, fiber and shell, empty agrochemical container, boiler ash, scrap iron, used tires, waste water and domestic household refuse. Record of identification was presented in "Evaluasi Aspek Dampak Lingkungan" EMS-431-003-LT issued 5<sup>th</sup> February 2017.</p> <p>Domestic waste from emplacement was managed by collected in the organic and inorganic waste dustbin and delivered to final disposal by transporter "Dinas Pasar dan Kebersihan". Evidence of domestic waste transporting were available, sample seen:</p> <ul style="list-style-type: none"> <li>- Berita Acara Pengangkutan Sampah Rumah tangga (Karyawan group Ukui) Ke Dinas Pasar dan Kebersihan Pasar Kecamatan Ukui dated 8 December 2017 for period October – December 2017.</li> <li>- Berita Acara Pengangkutan Sampah Rumah tangga (Karyawan group Ukui) Ke Dinas Pasar dan Kebersihan Pasar Kecamatan Ukui dated 8 October 2017 for period July – September 2017.</li> <li>- Berita Acara Pengangkutan Sampah Rumah tangga (Karyawan group Ukui) Ke Dinas Pasar dan Kebersihan Pasar Kecamatan Ukui dated 3 June 2017 for period April – June 2017.</li> <li>- Berita Acara Pengangkutan Sampah Rumah tangga (Karyawan group Ukui) Ke Dinas Pasar dan Kebersihan Pasar Kecamatan Ukui dated 8 April 2017 for period January – March 2017.</li> </ul> <p><b>Ukui Smallholder:</b></p>	<p>Comply</p>



Criterion / Indicator		Assessment Findings	Compliance																		
		<p>Smallholder Manager has developed mechanism of domestic waste management. The mechanism has disseminated to all KUD, KT and member. Domestic waste management perform by segregating organic and inorganic waste. Organic waste used as composting and inorganic waste was selected by type of waste such as: paper and plastic waste collected and deliver to collector, glass and steel was collected and deliver to PT IIS waste storage and other inorganic waste deliver to final sanitary landfill.</p> <p>Ukui Smallholder has defined the procedure "Pengelolaan Kemasan Ex (Bekas) Pupuk di Kebun" No. 035/DOK/SOP/PT.IIS KLU-AA/2016 dated 2 December 2016. All ex fertilizer sack was prohibited to dispose in plantation and housing area. All the ex fertilizer sack usage must be identified and report to Ukui Smallholder Manager. Ex fertilizer scak were triple rinsed and reused as loosefruit sack and the innerbag plastic is deliver to collector.</p> <p>Smallholder manager has monitored the usage of ex fertilizer sack in Plasma Ukui each month. The monitoing record were evident in "Monitoring Penggunaan Bekas Karung Pupuk untuk Tempat Brondolan" period January – August 2017.</p>																			
<p><b>Criterion 5.4:</b> Efficiency of fossil fuel use and the use of renewable energy is optimised.</p>																					
<p><b>5.4.1</b></p>	<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>Soga Estate and Ukui II Palm Oil Mill monitors the use of diesel fuel every month. Actual usage of average diesel fuel per month is 27,235 - 31,166 L with ratio 2.59 – 3.71 L/ton FFB. Total diesel fuel usage from January to November 2017 is 321,580 L. The most high usage of diesel fuel is for FFB transportation and heavy equipment. Below is the trend of diesel fuel usage in Soga Estate:</p> <table border="1"> <thead> <tr> <th>Year</th> <th>Diesel fuel usage</th> <th>Ratio (L/ton FFB)</th> </tr> </thead> <tbody> <tr> <td>2013</td> <td>427,474</td> <td>3.28</td> </tr> <tr> <td>2014</td> <td>390,752</td> <td>3.04</td> </tr> <tr> <td>2015</td> <td>379,831</td> <td>2.73</td> </tr> <tr> <td>2016</td> <td>327,583</td> <td>2.78</td> </tr> <tr> <td>2017</td> <td>321,580</td> <td>3.18</td> </tr> </tbody> </table> <p>While in Ukui II Palm Oil Mill budget usage of diesel fuel for generator ytd November 2017 is</p>	Year	Diesel fuel usage	Ratio (L/ton FFB)	2013	427,474	3.28	2014	390,752	3.04	2015	379,831	2.73	2016	327,583	2.78	2017	321,580	3.18	<p>Not-Comply Comply</p>
Year	Diesel fuel usage	Ratio (L/ton FFB)																			
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**RSPO Public Summary Report  
Revision 6 (December /2017)**

Criterion / Indicator	Assessment Findings	Compliance															
	<p>98,056 L per month. Actual total diesel usage for generator is 196,885 L. Mesin penunjang BBM Genset 01 actual ytd November 2017 109,985 L budget 49,028 L, Genset 02 actual 89,900 L budget 49,028 L.</p> <p>Total usage from January to November 2017 is 287,419 L. Diesel use trend in Ukui II POM:</p> <table border="1" data-bbox="705 683 1292 884"> <thead> <tr> <th>Year</th> <th>Diesel fuel usage (L)</th> <th>FFB process</th> </tr> </thead> <tbody> <tr> <td>2014</td> <td>91,290</td> <td>325,464</td> </tr> <tr> <td>2015</td> <td>134,200</td> <td>370,052</td> </tr> <tr> <td>2016</td> <td>193,633</td> <td>287,419</td> </tr> <tr> <td>2017</td> <td>285,005</td> <td>281,957</td> </tr> </tbody> </table> <p>Diesel fuel efficiency in Estate: the efficiency of diesel is done by limiting the genset working hours for housing but not reducing the basic need of electricity for housing. Each home unit is also limited for 2 amperes of power. Beside that, plan for improving efficiency of the use of fossil fuels and to optimise renewable energy are:</p> <ul style="list-style-type: none"> <li>• Repair broken road and maintenance the road to get best time for FFB transporation.</li> <li>• Repair and maintenance the vehicle and heavy equipment to get best condition for fossil fuel saving.</li> </ul> <p>Company used the fibre and kernel shell as renewable energy for boiler fuel. The remaining fibre and kernel shell used as replacement of diesel fuel when the palm oil mill is not operating. Company has prepared for fibre and shell - fueled boiler utilization every month. Total fibre usage rom January – November 2017 was 31,235 ton, while shell usage was 11,985 ton. All fibre produced by mill 100% use as boiler fuel, while shell usage as boiler fuel and the remaining is for sale.</p> <p>Program has covered plan to use renewable energy from fiber/shell and from fossil fuel/HSD fuel. Based on energy use data, palm oil mill has utilized more fiber/shell, up to 95% - as energy compared to use of HSD oil use. Ukui II POM shows "Laporan Unit Pabrik" up to November 2017, Based on data of energy production, shows increase, has been monitored monthly basis.</p> <p>Program savings by calculating the ratio of fuel</p>	Year	Diesel fuel usage (L)	FFB process	2014	91,290	325,464	2015	134,200	370,052	2016	193,633	287,419	2017	285,005	281,957	
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**RSPO Public Summary Report**  
**Revision 6 (December /2017)**

Criterion / Indicator	Assessment Findings	Compliance																										
	<p>usage, each tool and vehicle. Ex; Bus: 3.7 Km/Lt, Dump truck: 3:58 km/lt, Truck: 3.6 km/lt, Supervision: 8 km/lt, Tractor: 4 l/hm, Grader: 8 l/hm, Backhoe loader: 7 lt/hm, Genset: 22 l/hm, Small Genset: 5.8 l/hm.</p> <p><b>Ukui Smallholder:</b>            The Smallholder Manager has develop management plan to reduce pollutants and emissions, presented in "Pedoman Pemanfaatan Efisiensi Sumber Energi" dated 8 January 2017. A management plan consist of:</p> <ul style="list-style-type: none"> <li>- Optimize FFB transportation, not to return to Kavling</li> <li>- Relocating TPH along the collection road to become one way to ease the FFB transportation</li> <li>- Reducing the use of grass cutting machine for weeds control and cooperate with TUS team to handle the weeds control in farmer kavling.</li> <li>- Convert the generator usage to become PLN electric usage to reduce the emission.</li> </ul> <p><b>Minor Non Conformity:</b>            Diesel fuel usage trend in Ukui II POM is increasing each year, in addition in 2017, diesel fuel usage is higher than budget as below:</p> <p>a. Diesel fuel usage trend each year from 2014 - 2017</p> <table border="1" data-bbox="705 1467 1292 1675"> <thead> <tr> <th>Year</th> <th>Diesel fuel usage (L)</th> <th>FFB process</th> </tr> </thead> <tbody> <tr> <td>2014</td> <td>91,290</td> <td>325,464</td> </tr> <tr> <td>2015</td> <td>134,200</td> <td>370,052</td> </tr> <tr> <td>2016</td> <td>193,633</td> <td>287,419</td> </tr> <tr> <td>2017</td> <td>285,005</td> <td>281,957</td> </tr> </tbody> </table> <p>b. Actual vs Budget of Diesel Fuel Usage in 2017 (ytd November 2017) Ukui II POM</p> <table border="1" data-bbox="705 1803 1292 2016"> <thead> <tr> <th rowspan="2">Activity/Purposes</th> <th colspan="2">Diesel fuel usage (L)</th> </tr> <tr> <th>Actual</th> <th>Budget</th> </tr> </thead> <tbody> <tr> <td>Generator</td> <td>196,885</td> <td>98,056</td> </tr> <tr> <td>Supporting Machine, Genset 01</td> <td>109,985</td> <td>49,028</td> </tr> </tbody> </table>	Year	Diesel fuel usage (L)	FFB process	2014	91,290	325,464	2015	134,200	370,052	2016	193,633	287,419	2017	285,005	281,957	Activity/Purposes	Diesel fuel usage (L)		Actual	Budget	Generator	196,885	98,056	Supporting Machine, Genset 01	109,985	49,028	
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**RSPO Public Summary Report**  
**Revision 6 (December /2017)**

Criterion / Indicator		Assessment Findings			Compliance
		Supporting Machine, Genset 01	89,900	49,028	
<p><b>Criterion 5.5:</b>            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>					
<p><b>5.5.1</b></p>	<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>It was noted that Soga Estate has conducted replanting activities starting this year. Procedure of Replanting was documented in SOP AA-APM-OP-1100.20-R6 dated 16 February 2017. The procedure described the company commitment to “Zero Burning” by using chipping and stacking using excavator by bucket modification. Procedure of replanting mentioned that Field Assistant, Head Assistant and Estate Manager must perform checks to ensure that the contractor does not perform burning for land preparation for replanting. In the procedure of replanting mentioned that, the methods used are: Toppling trees using heavy equipment (excavators); Chipping: cutting palm trunk, so that not infected with ganoderma; Planting LCC, so that the decay of the old oil palm trunks can be faster; Planting of oil palm. This method has been used in replanting the whole plantation belonging to Asian Agri group including PT Inti Indosawit Subur – Soga Estate.</p> <p>All the replanting activities were documented and monitored in Estate Monthly Report – “Laporan Unit Kebun”, such as: Schedule of replanting (chipping, digging and planting), progress planting LCC (Legume Cover Crop) and Minutes Works replanting (Progress in the Works Contractor).</p> <p>The company has also established Company Policy signed by Managing Director, Kevin Tio, on 1 December 2014. Point 6 of the policy stated the company uses Zero Burning practice in developing plantation and actively support initiative to prevent and monitor forest fire and haze.</p> <p>Based on field observation, it was evident that no fire has been used for replanting in Soga Estate.</p> <p><b>Ukui Smallholder:</b>            The Smallholder Manager has prepared the</p>			<p>Comply</p>

**RSPO Public Summary Report**  
**Revision 6 (December /2017)**

Criterion / Indicator		Assessment Findings	Compliance
		<p>policy that there were no land preparation by burning, as per "Kebijakan Manager Plasma Ukui" 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" (Implementing non-burning practices in plantation development activities, farmers and villages actively support initiatives to prevent and control forest fires and smoke).</p> <p>The policy has communicated to individual member and available in guidance book (Buku Panduan dan Catatan) 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.</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.</p> <p>- Minor compliance -</p>	<p>Based on field observation, it was evident that no fire has been used for eradication of pest during replanting in Soga Estate.</p> <p><b>Ukui Smallholder:</b>            During interview with Group Manager and field visit, it was noted that there is no replanting performed using fire, Ukui Samllholder management has a policy of zero burning for replanting activity.</p>	Comply
<p><b>Criterion 5.6:</b>            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 emissions and effluent, shall be available. (see Criterion 4.4)</p> <p>- Major compliance -</p>	<p>Identification of pollution and emission sources at Ukui II Palm Oil Mill and Soga Estates activities were evident. The source of pollution, type of pollution and its control was documented in List of environmental aspect and impact evaluation "Evaluasi Aspek – Dampak Lingkungan EMS-431-003-LT" latest updated on 5 February 2017 for Soga Estate and 1 February for Ukui II POM:</p> <ul style="list-style-type: none"> <li>- Boiler stack emission including particulate and soot</li> <li>- Diesel electric generator emission</li> <li>- POME methane emission</li> <li>- Use of fertiliser</li> <li>- Vehicle and heave equipment emission</li> </ul> <p>All the activities of mill and estate as well as the waste generated form has been well documented, for examples, the operational</p>	Comply

**RSPO Public Summary Report**  
**Revision 6 (December /2017)**

Criterion / Indicator	Assessment Findings	Compliance
	<p>activities from generator is generates air emissions, the company conducts periodic generator maintenance and perform quality measurement of exhaust emissions each semester to ensure air quality is comply with standard regulation.</p> <p><b>Ukui Smallholder:</b>            Plasma Ukui management has prepared list of significant pollutants and identify sources of emissions, presented in "Identifikasi Sumber Polusi di Perkebunan Petani Kebun Plasma Ukui PT Inti Indosawit Subur 2017". List of significant pollutant such as: emission from FFB transportation, water pollutant from fertilizing and spraying activity, emission from generator usage.</p>	
<p><b>5.6.2</b> Significant pollutants and greenhouse gas (GHG) emissions shall be identified, and plan to reduce or minimize them implemented.</p> <p>- Major compliance -</p>	<p>Soga Estate has assessed all pollution sources, including GHG as documented under "Evaluasi Aspek Dampak Lingkungan". A management plan to reduce the pollution including GHG emission is presented in "Program Manajemen Lingkungan" Kebun Soga. The program consists of source of pollution/emission, type of pollution/emission produced, improvement program, person in charge and timeline.</p> <p>The program covers:</p> <ul style="list-style-type: none"> <li>- Reduce the fossil fuel consumption particularly for Dumpt truck through increase the ratio of fuel consumption in 2014 of reach 3.47 km/l to become 3.58 km/l in 2017. During audit, can be demonstrated that fuel consumption for dump truck since January to November 2017 was 3.58 - 60 km/l.</li> <li>- Reduce the fossil fuel consumption of Generator in Afdeling III from 25 l/hm to become 20 ltr/hm. It can be demonstrated that average fuel consumption for Generator Afdeling III since January to November 2017 was 20 ltr/hm.</li> <li>- Electrical efficiency by regular inspection of MCB usage in each house maximum 2 Ampere. During audit it can be demonstrated that company has performed regular inspection of MCB and indicated that each house has follow the company regulation to use the MCB maximum 2 ampere in each house.</li> </ul>	<p>Comply</p>

**RSPO Public Summary Report**  
**Revision 6 (December /2017)**

Criterion / Indicator	Assessment Findings	Compliance
	<p>Ukui II POM</p> <p>Ukui II POM has assessed all pollution sources, including GHG as documented under "Evaluasi Aspek Dampak Lingkungan" Ukui II POM. A management plan to reduce the pollution including GHG emission presented in "Program Manajemen Lingkungan". The program consists of source of pollution/emission, type of pollution/emission produced, improvement program, person in charge and timeline. The program covers:</p> <ul style="list-style-type: none"> <li>- Control the emission from operational vehicle, where all vehicle shall follows emission test and meet the quality standards;</li> <li>- When vehicle fails to meet quality standard, a repair/maintenance will performed;</li> <li>- Reducing air pollution from fossil fuel, by using biogas plant. And stop using shell for boiler No.4 (only fibre);</li> <li>- Reducing GHG with optimal use of effluent as source of energy for power plant, through use of biogas plant.</li> </ul> <p><b>Ukui Smallholder:</b></p> <p>The Smallholder manager has develop management plan to reduce pollutants and emissions, presented in "Pedoman Pemanfaatan Efisiensi Sumber Energi" dated 8 January 2017. Below are the management plan to reduce the pollutant and emissions:</p> <ul style="list-style-type: none"> <li>- Optimize FFB transportation, not to return to Kavling</li> <li>- Penataan TPH along the collection road to become one way to ease the FFB transportation</li> <li>- Reducing the use of grass cutting machine for weeds control and cooperate with TUS team to handle the weeds control in farmer kavling.</li> <li>- Convert the generator usage to become PLN electric usage to reduce the emission.</li> </ul>	
<p><b>5.6.3</b></p>	<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> <ul style="list-style-type: none"> <li>- Minor compliance –</li> </ul>	<p>Not Comply Comply</p>

**RSPO Public Summary Report  
Revision 6 (December /2017)**

Criterion / Indicator	Assessment Findings	Compliance
	<ul style="list-style-type: none"> <li>- Total field emission from own crop is 12,527.57 tCo2e</li> <li>- Total emissions from Mill: 57,567.92 tCo2e</li> <li>- Emission per product: 1.06 tCO2e/ton CPO and 1.06 tCO2e/ton PK.</li> </ul> <p>Monitoring of air emissions and ambient air quality conducted every semester. Emissions test conducted by Accredited Testing Laboratory. The results of the analysis can be demonstrated, and it was indicate in accordance with the quality standards established. For examples the emission test results for Genset on April 2017 based on Quality Standard regulation of the state minister of environment (PERMENLH) No. 13 Year 2009, Appendix I.1a shown that emission analysis result is comply with regulation.</p> <p>Ukui II POM is able to demonstrated "Program Manajemen Lingkungan 2017", detailing plan to reduce significant green house gases that has been identified equipped with a monitoring plan, with explanation of appropriate tools to monitor the effectiveness of the mitigation measures.</p> <p><b>Ukui Smallholder:</b> Group manager has develop the management plan to reduce pollutants and emissions, presented in "Pedoman Pemanfaatan Efisiensi Sumber Energi" dated 8 January 2017. Mitigation measures has been developed and implemented by ICS. Dissemination to all member has been conducted on 30 October 2017.</p>	

Criterion / Indicator	Assessment Findings	Compliance
<p><b>Principle 6: Responsible consideration of employees and of individuals and communities affected by growers and millers</b></p>		
<p><b>Criterion 6.1:</b> Aspects of plantation and mill management that have social impacts, including replanting, are identified in a participatory way, and plans to mitigate the negative impacts and promote the positive ones are made, implemented and monitored, to demonstrate continual improvement.</p>		
<p><b>6.1.1</b></p>	<p>A social impact assessment (SIA) including records of meetings shall be documented.</p> <p>- Major compliance -</p>	<p>Identificaiton and anaylsis of social aspect in oil palm plantation, cooperation between PT Inti Indosawit Subur – Ukui Group and Faculty of Forestry – Bogor Agriculture University, in 2010. The SIA titled "Laporan Hasil Identifikasi dan Analisis Aspek Sosial untuk Menyusun Roadmap</p> <p>Comply</p>



**RSPO Public Summary Report**  
**Revision 6 (December /2017)**

Criterion / Indicator	Assessment Findings	Compliance
	<p>Kelestarian Sosial Perusahaan Perkebunan Kelapa Sawit PT Inti Indosawit Subur, Kebun Ukui dan Soga, Provinsi Riau” – 2010.</p> <p>Evidence of consultation with affected parties is available in the document.</p> <p>The social impact analysis including local community condition, related to basic need fulfilment, land legality, positive and negative impact from oil palm development, local community’ perception, relationship with wider community and analysis of stakeholder. The document also equipped with social management plan and recommendation for social impact management.</p> <p><b>Ukui Smallholder:</b>            All the UKui Plasma development has been done Social Impact Assessment in 2010 in collaboration with the Faculty of Forestry IPB which resulted in the Report of Identification and Analysis of Social Aspects to Formulate Social Sustainability Roadmap of Oil Palm Plantation Company PT Inti Indosawit Subur, Ukui and Soga Estate, Riau Province at the same time with Social Impact Analysis for nucleus estate.</p> <p>Social impact analysis covers the condition of the surrounding community about basic needs, land legality, positive and negative impacts, perceptions of surrounding communities, employment, relations with surrounding communities and stakeholder analysis.</p> <p>The document is completed with a Social Management Plan and Social Management Recommendations.</p>	
<p><b>6.1.2</b></p>	<p>There shall be evidence that the assessment has been conducted with the participation of affected parties.</p> <p>- Major compliance -</p> <p>PT Inti Indosawit Subur – Ukui Group in the social impact assessment document, it is described that the social impact assessment prepared through interviews, focus group discussion and questionnaire filling. The targeted audience is local communities, surrounding villages, smallholder members and employees, in Focus Group Discussion or interview with some 18 surrounding villages.</p> <p>Based on public consultations with the head of Bagan Limau and Silikuan Hulu villages, the company has engaged parties to the Social</p>	<p>Comply</p>

**RSPO Public Summary Report  
Revision 6 (December /2017)**

Criterion / Indicator	Assessment Findings	Compliance
	<p>Impact Assessment in 2010.</p> <p><b>Ukui Smallholder:</b> Social Impact Assessment has involved the surrounding community (18 villages) including Silikuan Hulu Village, Air Emas Village and Redang Seko Village in Focus Group Discussion (FGD) and interview.</p> <p>Based on the results of a public consultation with the Bagan Limau and Silikuan Hulu Village communities, the company has engaged stakeholders during 2010 Social Impact Assessment.</p>	
<p><b>6.1.3</b></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 – Ukui Group is able to demonstrate environmental and social impact management program, in order to mitigate negative impact. The program covers type of activity and the significant impact/risk, purpose of activity, target, person in charge and time frame for implementation.</p> <p>The social management plan, covering a number of activities such as FFB sortation standard, road maintenance programme, smallholder organization empowerment, replanting saving, training and communication, manpower legality.</p> <p><b>Ukui Smallholder:</b> The Smallholder Manager already has a Social Management Plan related to the Social Problems Aspects of Ukui Plasma dated 5 January 2017 consisting of 6 types of activities;</p> <ol style="list-style-type: none"> <li>Establish a village development program plan that is included in the operational budget.</li> <li>Repair / maintenance of road facilities used for oil palm plantation production facilities.</li> <li>Planning of Replanting activities</li> <li>Best Management Practice Training of Palm Oil Plantation Management.</li> <li>Manpower management (Social Health and OHS).</li> <li>Land Legality.</li> </ol> <p>The social management plan has included the period of social impact management that occurred.</p> <p>The Smallholder Manager has performed training</p>	<p><del>Not Comply</del> Comply</p>

**RSPO Public Summary Report**  
**Revision 6 (December /2017)**

Criterion / Indicator		Assessment Findings	Compliance
		<p>related management and monitoring of Social Impact to the plasma management on 30 August 2017 which attended by 52 participants. The purpose of the training is expected to enable participants to know the possible social impacts due to the operation of the plasma plantation starting from replanting activities, transport of FFB, FFB security and manpower.</p> <p><b>Major Non Conformity:</b>            Based on document review against "Laporan Pelaksanaan Izin Lingkungan Kegiatan Perkebunan dan Pabrik Pengelolaan Kelapa Sawit PT Inti Indosawit Subur – UKUI periode Januari – Juni 2017" - plans for management and monitoring of social impacts to avoid or reduce negative impacts and promote positive ones is not available.</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>Every 6 months, PT Inti Indosawit Subur – Ukui Group, has to prepare report for Environmental Management Plan and Environmental Monitoring Plan, this includes impact evaluation for each activity is able to demonstrate environmental and social impact management program, in order to mitigate negative impact. In addition, company shows report of environmental management and monitoring report – RKL/RPL period of first semester 2017 and second semester 2016. This report is submitted to environmental body.</p> <p>It was observed that reviewed SIA and Implementation RKL/RPL period first semester 2017, social management and monitoring has been reviewed with participation of affected parties, Date 30/06/2015.</p> <p><b>Ukui Smallholder:</b>            Smallholder group conducting stakeholder meeting every year as part of reviewing their SIA. There would be necessary changes of social impact based on consultancy with stakeholders.</p> <p>During consultation, individual members were participating, and noted that there is no complaint from stakeholder.</p>	Comply
6.1.5	<p>Particular attention shall be paid to the impacts of smallholder schemes (where the plantation includes such a scheme).</p>	<p>PT Inti Indosawit Subur is able to demonstrate Social Impact Assessment by Faculty of Forestry – IPB datum 2010. In addition, AMDAL document or social and environmental impact assessment</p>	Comply

**RSPO Public Summary Report  
Revision 6 (December /2017)**

Criterion / Indicator	Assessment Findings	Compliance
<p>- Minor compliance –</p>	<p>as per “SK Menteri Pertanian No.013/ANDAL/HA/V/95” dated 5th May 1995 for area of study 17,781.47 Ha for Buatan and 19,247.64 Ha for Ukui. Another document environmental management and monitoring plan RKL/RPL as per “Surat Keputusan Menteri Pertanian No.03/RKL-RPL/BA/IV/1996” dated 4th April 1996. The SIA document covers social impact on development of scheme smallholders.</p> <p>In addition, PT Inti Indosawit Subur – Ukui Group prepares a scheme management, by assigning assistant at each cooperative to help with day-to-day oil palm operation. Training for smallholders are part of annual training program.</p>	
<p><b>Criterion 6.2:</b> There are open and transparent methods for communication and consultation between growers and/or millers, local communities and other affected or interested parties.</p>		
<p><b>6.2.1</b> Communication and consultation procedures shall be documented. - Major compliance -</p>	<p>Policy and procedure for communication is in place, to ensure company produce a single consistent statement for all stakeholders, both internal and external. The policy consists of guidance on information handling and how information used in communicating to community and media.</p> <p>PT Inti Indosawit Subur – Ukui Group has established policy and procedure to communicate and consultation with stakeholder, under SOP AA-GL-509.1-R0, date 22/08/2011. The procedure consists of guidance to information handling and how that information used to communicate to public.</p> <p>The organization has up date the master list document on 1<sup>st</sup> January 2017 which in regulated a specific, including the retention time for each document.</p> <p><b>Ukui Smallholder:</b> The Smallholder Manager has established mechanism for communication and consultation “Mekanisme Komunikasi dan Konsultasi” dated 16 January 2017, shaped flow Chart that describes the process of incoming information requests up to the responses provided.</p> <p>Based on interview with sampled individual members, they have understood the rules for consultation and communication.</p>	<p>Comply</p>

**RSPO Public Summary Report**  
**Revision 6 (December /2017)**

Criterion / Indicator		Assessment Findings	Compliance
		Each smallholder member has "Buku Panduan dan Catatan Petani Plasma", whereas explains the flow process of consultation and communication. Both of communication by written or verbal communication to group management are acceptable.	
6.2.2	<p>The company shall have official(s) who is responsible for consultation and communications with parties.</p> <p>- Minor compliance -</p>	<p>Public relation officer is the one to responsible for consultation and communication with local community and other interested parties. PT Inti Indosawit Subur - Ukui Group has appointed official responsible for social issues based on Memorandum No.227/HRD/AA/TL/XI/2014 dated 07/11/2014 for Mr.Danton Ranap Sitompul (public relation).</p> <p>The job description of public relation officer is to develop and nurture good relationship with all stakeholders, to resolve issues related to social and environmental with internal and external party.</p> <p><b>Ukui Smallholder:</b>            Based on interview with sample smallholder members and document verification, revealed that the Samllholder Manager is responsible for responding to external or internal communications.</p>	Comply
6.2.3	<p>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.</p> <p>- Minor compliance -</p>	<p>PT Inti Indosawit Subur – Ukui Group has a list of stakeholder, latest update in January 2017. The stakeholder consists of government, community and NGO.</p> <p>a. Government:            Kepala Polisi Sektor Ukui (police), Camat Ukui (Sub-district), Dinas Tenaga Kerja dan Transmigrasi Kabupaten Pelalawan (Manpower service), Kepala Dinas Perkebunan Kabupaten Pelalawan (Plantation service), Dinas Pertambangan dan Energi Kabupaten Pelalawan (Mining and energy service), Badan Pertanahan Nasional Kabupaten Pelalawan (Land office), Badan Lingkungan Hidup Kabupaten Pelalawan (Environment office), Dinas Pekerjaan Umum Kabupaten Pelalawan (Civil work office), Pusat Kesehatan Masyarakat Kecamatan Ukui, Palang Merah Indonesia Kabupaten Pelalawan, Badan Pusat Statistik Kabupaten Pelalawan, Badan Koordinasi Penanaman Modal, Kepala</p>	Comply

**RSPO Public Summary Report  
Revision 6 (December /2017)**

Criterion / Indicator		Assessment Findings	Compliance
		<p>Sekolah Dasar 010, Kepala Desa Air Hitam, Kepala Desa Ukui II, Kepala Desa Bukit Gajah, Kepala Desa Bukit Jaya, Kepala Desa Trimulya Jaya, Kepala Desa Air Emas, Kepala Desa Kampung Baru, Kepala Desa Kembang Sari, Kepala Desa Silikuan Hulu, Kepala Desa Sei Beberas Hilir, Kepala Desa Rimpian, Kepala Desa Pondok gelugur, Kepala Desa Lubuk Batu Jaya, Kepala Desa Tasik Juang, Kepala Desa Kulim Jaya, Kepala Desa Air Putih, Kepala Desa Bagan Limau, Kepala Desa Lubuk Kembang Bungo, Kelurahan Ukui (Village).</p> <p>b. Community: KUD Sumber Makmur, KUD Bina Usaha Baru, KUD Bakti, KUD Karya Bersama, KUD Sawit Subur, KUD Bina Sejahtera, KUD Sumber Bahagia, KUD Tani Bahagia, KUD Usaha Tani, KUD Bukit Potalo (cooperatives/scheme smallholders) , Ketua FK-KPPS, GWKAK, WKAK Desa Bukit Gajah, WKAK Air Emas, WKAK Pontian Mekar, Ketua Serikat Pekerja Seluruh Indonesia (worker union), Ketua MUI Ukui.</p> <p>c. NGO: WWF, Scale Up</p> <p><b>Ukui Smallholder:</b> The Smallholder Manager has consistently updated the list of stakeholders, the last update performed on 3 July 2017, where there are 57 stakeholder, e.g:</p> <ol style="list-style-type: none"> <li>1. Stakeholders from PT IIS (9 stakeholders)</li> <li>2. Stakeholders from local government (18 stakeholders)</li> <li>3. Stakeholders related agency in Pelalawan Regency (5 stakeholders)</li> <li>4. Stakeholder from banks (6 stakeholders)</li> <li>5. Stakeholder from KUD (18 stakeholders)</li> </ol>	
<p><b>Criterion 6.3:</b> There is a mutually agreed and documented system for dealing with complaints and grievances, which is implemented and accepted by all effected parties.</p>			
6.3.1	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	<p>There is a number of mechanisms to handle complaint and grievances.</p> <p>"Mekanisme Komunikasi dan Konsultasi Masyarakat Lokal No.AA-GL-5009.1 R0" explains mechanism to resolve external complaint related to communication and consultation with local</p>	Comply

**RSPO Public Summary Report  
Revision 6 (December /2017)**

Criterion / Indicator	Assessment Findings	Compliance
<p>adequate initial evidence. - Major compliance -</p>	<p>community or another party feel the impact from mill or plantation operation;</p> <p>“SOP Mekanisme Penyampaian Keluhan dan Penyelesaian Keluhan Karyawan No.AA-HR-308 0.5-R0” related to internal grievance mechanism, for employee. Company also provides comment box at each unit office.</p> <p>There is a mechanism for land dispute resolution, “SOP Penanganan Konflik Lahan AA-GL-5003.1-R1” effective 22/08/2011 related to land conflict. 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> <p>Each procedure explains steps to be taken in order to guarantee request for anonymity from complainants and whistleblowers.</p> <p>The company also has developed “Mekanisme Jaminan Pelapor dan Pengungkapan Kasus” that complied by Humas Division. In those mechanisms describes a policy to confidentiality of the reporter or wistleblowers if requested.</p> <p><b>Ukui Smallholder:</b> The Samllholder Manager has established mechanism for communication and consultation “Mekanisme Komunikasi dan Konsultasi” dated 16 January 2017, shaped flow Chart that describes the process of incoming information requests up to the responses provided.</p> <p>Each smallholder member has “Buku Panduan dan Catatan Petani Plasma”, whereas explains the flow process of communication. Both of communication by written or verbal communication to group management are acceptable.</p> <p>For internal communication, The Samllholder Manager has prepared the procedure on “Komunikasi Internal Group Sertifikasi”. SOP No. 007/DOK/SOP/PT IIS KLU-AA/2016 dated 26</p>	

**RSPO Public Summary Report  
Revision 6 (December /2017)**

Criterion / Indicator		Assessment Findings	Compliance
		November 2016. The SOP describes the relevant internal communication mechanisms of Group members, Extension Officers, ICS Managers and Group Managers. The Group Manager is responsible for responding to the Group's internal communications.	
<b>6.3.2</b>	There shall be records of process and outcome of dispute resolution. - Major compliance -	<p>PT Inti Indosawit Subur – Ukui Group is able to provide evidence record of resolution process. The record logs complaints from internal and external party, both verbal and written communication is in "Buku Keluhan dan Keberatan". Based on document verification, throughout 2017, company has not received grievance from external stakeholder.</p> <p>Sample seen: Internal complaint and grievance record is available under "Buku Keluhan Karyawan dan Perbaikan Rumah", e.g:</p> <ul style="list-style-type: none"> <li>- On 28<sup>th</sup> November 2017 grievance related to reparation of faeces-pit – status closed to maintenance on 28<sup>th</sup> November 2017</li> <li>- On 19<sup>th</sup> July 2017 from Mr Rinto grievance related to leak of proof in bed room – status closed on 29<sup>th</sup> July 2017.</li> </ul> <p><b>Ukui Smallholder:</b> The Smallholder Manager has established "Mekanisme Penanganan Konflik Lahan" signed on 16 January 2017. The Smallholder Manager has distributed the mechanism on 16 January 2017 to all smallholder members packaged in the "Buku Panduan dan Catatan Petani Plasma". To facilitate the understanding of farmers, the mechanism is set in the form of Flow Chart that describes the process of conflict resolution / land dispute submitted by the parties by involving the related parties.</p>	Comply
<p><b>Criterion 6.4:</b> Any negotiations concerning compensation for loss of legal, customary or user rights are dealt with through a documented system that enables indigenous peoples, local communities and other stakeholders to express their views through their own representative institutions.</p>			
<b>6.4.1</b>	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.	There is a mechanism for handling complaint and grievance, SOP AA-GL-5005-R0 01 related to "Penanganan Keluhan dari Eksternal"/external complaint handling and SOP AA-HR-308 0.5-R0 related to "Mekanisme Penyampaian Keluhan dan Penyelesaian Keluhan Karyawan" or internal	Comply



Criterion / Indicator	Assessment Findings	Compliance
<p>- Major compliance –</p>	<p>grievance mechanism, for employee. Company also provides comment box at each unit office.</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.</p> <p>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> <p><b>Ukui Smallholder:</b> As in describe in indicator 2.2.1. The Smallholder Manager has been able to explain the history of land acquisition for all smallholder members.</p> <p>All area of Ukui Plasma is land obtained from the government through the PIR-Trans program and has been through a long process since the Transmigration Location Permit by the Governor of Riau, Permit for Release of Forest Area issued by the Ministry of Forestry, Decree of the Minister of Agriculture for the Implementation of PIR-Trans Program by PT Inti Indosawit Subur – Ukui Group, Permit of AMDAL and and Certificate of Ownership (SHM) on land assigned to farmer members.</p> <p>The Smallholder Manager has indicated the ownership (SHM) documents of all member farmers. In addition, The Smallholder Manager has prepared a mechanism for communication and consultation “Mekanisme Komunikasi dan Konsultasi” dated 16 January 2017, shaped flow Chart that describes the process of incoming information requests up to the responses provided.</p>	
<p><b>6.4.2</b></p>	<p>A procedure for calculating and distributing fair compensation shall be established, implemented, monitored and evaluated in a participatory way.</p>	<p>Comply</p>

Criterion / Indicator	Assessment Findings	Compliance
<p>Corrective actions are taken as a result of this evaluation.</p> <p>- Minor compliance –</p>	<p>land compensation, with the participation of affected communities.</p> <p><b>Ukui Smallholder:</b> As in describe in indicator 2.2.1. The Smallholder Manager has been able to explain the history of land acquisition for all smallholder members.</p> <p>All area of Ukui Plasma is land obtained from the government through the PIR-Trans program and has been through a long process since the Transmigration Location Permit by the Governor of Riau, Permit for Release of Forest Area issued by the Ministry of Forestry, Decree of the Minister of Agriculture for the Implementation of PIR-Trans Program by PT Inti Indosawit Subur – Ukui Group, Permit of AMDAL and and Certificate of Ownership (SHM) on land assigned to farmer members.</p> <p>The Smallholder Manager has indicated the ownership (SHM) documents of all member farmers. In addition, The Smallholder Manager has prepared a mechanism for communication and consultation “Mekanisme Komunikasi dan Konsultasi” dated 16 January 2017, shaped flow Chart that describes the process of incoming information requests up to the responses provided.</p>	
<p><b>6.4.3</b> Compensation claims, process and outcome of any negotiated agreements shall be documented, with evidence of the participation of affected parties.</p> <p>- Major compliance –</p>	<p>PT Inti Indosawit Subur - Ukui Group is not acquiring any additional land and not involved in any land compensation payments. No legal or customary rights within company legal boundary, this was confirmed during stakeholders consultation meeting.</p> <p>Based on interview with Ukui II village and Bukit Gajah village and result from stakeholder consultation meeting, there has been no land conflict noted or other conflict resulting in compensation claim from communities. Village head states no land claim since the scheme smallholder and PT Inti Indosawit Subur – Ukui Group’s plantation development is PIR-Trans system and has been certified by land office. The land originated from state land.</p> <p>This information supported with document review upon incoming letters. The incoming letters did not indicates land conflict and/or other conflict with compensation claim from</p>	<p>Comply</p>

**RSPO Public Summary Report  
Revision 6 (December /2017)**

Criterion / Indicator	Assessment Findings	Compliance
	<p>surrounding communities to company.</p> <p><b>Ukui Smallholder:</b> Based on document verification as well as interviews with the parties has shown that all farmer members obtained land from the government through the PIR-Trans program that comes from state land without going through a compensation process. All farmer members already have valid proof of ownership of land in the form of Certificate of Property (SHM).</p> <p>However, the Smallholder Manager has prepared a mechanism for resolving land conflicts to anticipate in case of land disputes between members or with other groups adjacent as set forth in the "Mekanisme Penanganan Konflik Lahan" dated 16 January 2017. The mechanism described the process of land dispute resolution involving related parties starts from Kelompok Tani, KUD, Village Government and National Land Agency (BPN).</p>	
<p><b>Criterion 6.5:</b> Pay and conditions for employees and for contract workers always meet at least legal or industry minimum standards and are sufficient to provide decent living wages.</p>		
<p><b>6.5.1</b></p>	<p>Documentation of pay and conditions for employees based on the existing manpower regulations shall be available.</p> <p>- Major compliance -</p> <p>The company determines minimum wages based on the Government regulation every year, the minimum wages in 2017 as regulated in "Surat Keputusan Gubernur Riau No.120/I/2017", tentang Upah Minimum Sektor Pertanian/Perkebunan Karet, Kelapa, Kelapa Sawit dan Pabrik Propinsi Riau tahun 2017" dated 26<sup>th</sup> January 2017 for Agriculture sector in Pelalawan Regency is Rp.2.516.812,-/month. Based on review of payments slip, there is no worker paid below minimum wages.</p> <p>Record seen:</p> <ul style="list-style-type: none"> <li>- Payment Slip in November 2017 namely Mr Harman (harvester): basic salary (RP 1.984.850), tunjangan daerah terpencil pekerja (Rp 124.938), Premi panen lebih (Rp 1.383.476), premi hari libur (Rp 317.576), Premi pokok tinggi (Rp 334.200), take home pay Rp X.648.013</li> <li>- Payment Slip in November 2017 namely Mr Soga (harvester): basic salary (Rp 2.064.244), OP premi panen (Rp 1.950.717),</li> </ul>	<p>Comply</p>

**RSPO Public Summary Report**  
**Revision 6 (December /2017)**

Criterion / Indicator	Assessment Findings	Compliance	
	<p>Gaji borongan (Rp 531.050), OP premi pokok tinggi (Rp 374.200), take home pay Rp X.444.963</p> <ul style="list-style-type: none"> <li>- Payment Slip in November 2017, namely Mr Sudarmo (laboratorium): basic salary (Rp 2.521.812), Premi process (Pr 1.889.481), Premi Giling (Rp 39.126), take home pay Rp X.346.365.</li> </ul> <p><b>Ukui Smallholder:</b>  Based on document verification and interviews with KUD management, farmer members and workers have shown that;</p> <ol style="list-style-type: none"> <li>a. TUS (spraying operator) is a formal worker managed by the Group Manager, has a written contractual agreement and meets the minimum wage requirements specified by the government.</li> <li>b. Some of member in KUD has also employed his siblings or neighbors in harvesting, fertilizing or pruning. Working relationships are agreed with the unwritten between farmers members with workers.</li> </ol> <p>Based on interviews with the harvesters it has been shown that the received wage scale meets the minimum wage standard, e.g: harvester wage of Rp. 130,000/ton FFB, where within one working day can produce 1.5 tons FFB. Wage of fertilizer Rp 15,000/sack where in one working day the fertilizer can reach 8 - 10 sacks.</p> <p>The minimum wages in 2017 as regulated in "Surat Keputusan Gubernur Riau No.120/I/2017", tentang Upah Minimum Sektor Pertanian/Perkebunan Karet, Kelapa, Kelapa Sawit dan Pabrik Propinsi Riau tahun 2017" dated 26 January 2017 for Agriculture sector in Pelalawan Regency is Rp.2.516.812,-/month.</p>		
<p><b>6.5.2</b></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> <ul style="list-style-type: none"> <li>- Major compliance -</li> </ul>	<p>Collective Work Agreement (PKB) between company and labour union is referred in working regulation. Collective Work Agreement was registered by "Dirjen Pembinaan Hubungan Industrial dan Jaminan Sosial Tenaga Kerja No. Kep.88/PHIJSK-PKKAD/PKB/VI/2015" dated 18/06/2015, valid to 20/04/2017.</p> <p>PKB tahun 2017-2019 masih dalam perundingan berdasarkan Surat Ketua Harian Badan Kerjasama Perusahaan Perkebunan Sumatra (BKS-PPS), nomor surat 72/BKS-PPS/2017, dated</p>	<p>Comply</p>

**RSPO Public Summary Report  
Revision 6 (December /2017)**

Criterion / Indicator	Assessment Findings	Compliance
	<p>21th July 2017.</p> <p>Based on document review, it was noted that the term and condition, such as working hours, deductions, overtime, sickness, holiday entitlement, maternity leave, reasons for dismissal and period of notice, are covered in PKB and contracts which have been signed by all workers.</p> <p>Each employee has a work agreement, referring to the collective agreement. The work agreements are counter-signed by employees as confirmation of understanding.</p> <p>For temporary workers, company prepared "Perjanjian Kerja Waktu Tertentu" – working agreement for specific timeframe. This agreement is in compliance with relevant regulation.</p> <p>Evidences seen:</p> <ul style="list-style-type: none"> <li>- Perjanjian Kerja untuk Waktu Tertentu (PKWT) nomor 07/SPK-PHL/PUD/07/2017, namely Mr Dwi Jumiarsih dated 1<sup>st</sup> July 2017 – valid until 31th December 2017</li> <li>- Perjanjian Kerja untuk Waktu Tertentu (PKWT) nomor 002/SPK-PHL/KSA/10/2017, namely Mr Andika Zebua dated 2<sup>nd</sup> October 2017 – valid until 30<sup>th</sup> September 2018.</li> <li>- Memorandum no 231/HR-RO2/MEMO/04/13 namely Mr Mespandi on Promotion Letter from PHL to SKU (permanent employee) dated 29 April 2017.</li> </ul> <p><b>Ukui Smallholder:</b></p> <p>In general, the Smallholder Manager has issued a policy related to the compliance of labor law as outlined in the Smallholder Manager Policy dated 16 January 2017, stated that "Complying with applicable Legal Requirements and other requirements deemed necessary by cooperative managers who are integrated in conduct of business activities.</p> <p>In the implementation of internal inspection also verified the suitability of labor regulations.</p> <p>Based on interviews with farmer members and harvesters, the workforce employed by farmer member meets the minimum wage, accident insurance are available and working hours.</p>	

**RSPO Public Summary Report**  
**Revision 6 (December /2017)**

Criterion / Indicator	Assessment Findings	Compliance
<p><b>6.5.3</b> 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>PT Inti Indosawit Subur is providing adequate housing with electrical and clean water supply, medical clinic, sport facilities, religious facilities, education facilities and other amenities. Based on field inspection, the facilities found to be in good condition.</p> <p>The company has prepared facilities for their workers.</p> <p>Record seen:            Data dan Layout of Public Facilities in Soga Estate – year 2017, such as:</p> <ul style="list-style-type: none"> <li>- Housing: staff (9 units), type D (18 units), Type E for workers (148 units), type E1 for workers (166 units), type E2 for workers (84 units and type long house (58 units)</li> <li>- Mosque (4 units),</li> <li>- Church (1 unit)</li> <li>- Community hall (1 unit),</li> <li>- Sport facilities, (football, badminton and volley ball)</li> <li>- School bus (4 units),</li> <li>- Polidclinic (2 units)</li> <li>- Electricity, water supply.</li> <li>- The water supply is clean. Water quality is being checked and monitored on regular basis.</li> </ul> <p>Data and Layout of Public Facilities in Ukui 2 POM, updated in November 2017, such as:</p> <ul style="list-style-type: none"> <li>- Housing (121 units)</li> <li>- Office (1 unit)</li> <li>- Warehouse (1 unit)</li> <li>- Mosque (1 unit)</li> <li>- Community hall (1 unit)</li> <li>- Kedai ransum (1 unit)</li> <li>- Water pump (1 unit).</li> </ul>	<p>Comply</p>
<p><b>6.5.4</b> There shall be demonstrable efforts to improve workers’ access to adequate, sufficient and affordable food.</p> <p>- Minor compliance –</p>	<p>Company is able to demonstrate effort in providing access to adequate, sufficient and affordable food: provision of rice benefit – aside from monthly salary to all eligible workers, cooperative organization for employee providing basic food necessities (Waserda Karya Bersama). Company is also accommodating weekly market for each estate: Wednesday for Soga estate.</p> <p>Based on interview with committee gender and labour union, there are confirmed that the company has demonstrated efforts to improve</p>	<p>Comply</p>

**RSPO Public Summary Report  
Revision 6 (December /2017)**

Criterion / Indicator		Assessment Findings	Compliance
		<p>workers' access to adequate, sufficient and affordable food.</p> <p><b>Ukui Smallholder:</b> The farmer member villages are a developed Transmigration Village. Provision of food can be obtained from existing markets in the village. Based on the results of field visits to the sample villages indicate that in the village was available weekly markets and stalls that provide basic necessities.</p>	
<p><b>Criterion 6.6:</b> 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>PT Inti Indosawit Subur – Ukui Group has company policy signed by Managing Director on 01/12/2014. The policy stated company guarantee freedom of association or be part of worker union as well as collective bargaining.</p> <p>The company policy is available on notice board and also has been socialization (refreshed) to all employees in UKUI 2 POM on 12<sup>th</sup> September 2017 and Soga Estate conducted on 17<sup>th</sup> January 2017. Attendance list and documentation are available as evident.</p> <p><b>Ukui Smallholder:</b> Based on the results of interviews with farmer members, indicates that they have understood the policy published by the Smallholder Manager dated 16 January 2017 wherein it also concerns the policy of freedom of association.</p> <p>Based on document verification as well as interviews with harvest laborers, they have not been willing to establish worker unions until now.</p>	Comply
6.6.2	<p>Records of meetings with labor unions or workers representatives shall be available.</p> <p>- Minor compliance –</p>	<p>Meeting between company and worker union carried out regularly. Last meeting conducted in November 2017 meeting between company representative (HR, Group manager and all manager in UKUI) and "Pengurus PUK SPPP-SPSI/KKSA/PUS". The meeting result recorded in minutes of meeting are available as evident.</p> <p><b>Ukui Smallholder:</b></p>	Comply

**RSPO Public Summary Report**  
**Revision 6 (December /2017)**

Criterion / Indicator		Assessment Findings	Compliance
		Based on document verification as well as interviews with harvest laborers, they have not been willing to establish worker unions until now.	
<b>Criterion 6.7:</b> Children are not employed or exploited.			
6.7.1	There shall be documented evidence that minimum age requirements are met.  - Major compliance –	The company has own policy signed by management on 01/12/2014 that stated that: It is not allowed that children to work in every activities/processes in company. Record seen:  <ul style="list-style-type: none"> <li>- Based on document review of list of workers "Data Karyawan Pabrik Ukui Dua and Kebun Soga", updated in November 2017, interview with workers and observation during field visit, it was no found workers hired unders 18 years.</li> <li>- The youngest employee, namely Mr Rudianto (date of birth 25<sup>th</sup> May 1997) and Mr Rahmat Dwi Ramadhan (date of birth 28<sup>th</sup> February 1997).</li> </ul> <p><b>Ukui Smallholder:</b>            Based on the results of interviews with farmer members indicates that they have understood the policy published by the Smallholder Manager dated 16 January 2017 which in it also concerns the prohibition to employ children under age in palm oil plant operations.</p> Based on field visit and interview with harvester, shows that no indication of using child labor or worker under 18 years old.	Comply
<b>Criterion 6.8:</b> Any form of discrimination based on race, caste, national origin, religion, disability, gender, sexual orientation, union membership, political affiliation, or age, is prohibited.			
6.8.1	A company's policy on equal opportunity and treatment for work shall be available and documented.  - Major compliance –	The company has Equal Opportunities policy as documented in "Kebijakan Perusahaan", dated 01/12/2014:  <i>"Memperlakukan seluruh karyawan secara adil, baik dalam hal penerimaan, penilaian kondisi dan lingkungan kerja, serta keterwakilan tanpa memandang suku, kasta, asal Negara, agama/kepercayaan, cacat, gender, orientasi seksual, keanggotaan serikat pekerja, afiliasi politik dan atau umur"</i> – To treat all employee in fair manner, in terms of recruitment, appraisal and	Comply



**RSPO Public Summary Report  
Revision 6 (December /2017)**

Criterion / Indicator	Assessment Findings	Compliance
	<p>representation without discrimination against tribe, caste, nationality, religion, disability, gender, sexual orientation, worker union, political affiliation and/or age.</p> <p>The company policy is available on notice board and also has been socialization (refresh) to all employee in UKUI 2 POM on 12<sup>th</sup> September 2017 and Soga Estate conducted on 17<sup>th</sup> January 2017. Attendance list and documentation are available as evident.</p> <p><b>Ukui Smallholder:</b> Based on the results of interviews with farmer members indicates that they have understood the policy published by Smallholder Manager dated 16 January 2017 which in it contains "Respect human rights by treating all employees of KUD and Farmers fairly, either in terms of recruitment, assessment, working environment conditions as well representation regardless of race, caste, national origin, religion/belief, disability, gender, sexual orientation, union membership, political affiliation and/or age.</p>	
<p><b>6.8.2</b> Evidence shall be provided that employees and groups including local communities, women, and migrant workers have not been discriminated.  - Major compliance –</p>	<p>Based on job vacancy and recruitment document verification, no indication on discrimination against tribe, caste, nationality, religion, disability, gender, sexual orientation, worker union, political affiliation and/or age. Promotion and grade adjustment only based on annual employee appraisal, signed by relevant employee and verified by line manager. The evaluation form does not indicate discrimination on any aspect.</p> <p>Record seen: Report of demografi presentation in Inti Indosawit Subur – updated in November 2017, e.g: Javanese (52%), Malay (9%) Minang (4%), Sundanese (1%), Simalungun (6%), Karo (3%) and Tapanuli (2%).</p> <p><b>Ukui Smallholder:</b> Based on the results of interviews with farmer members indicates that they have understood the policy published by the Smallholder Manager dated 16 January 2017 which in it contains "Respect human rights by treating all employees of KUD and Farmers fairly, either in terms of recruitment, assessment, working environment</p>	<p>Comply</p>

**RSPO Public Summary Report**  
**Revision 6 (December /2017)**

Criterion / Indicator		Assessment Findings	Compliance
		conditions as well representation regardless of race, caste, national origin, religion/belief, disability, gender, sexual orientation, union membership, political affiliation and/or age.	
6.8.3	Records of evidence that equal opportunity and treatment for work shall be available. – Minor compliance -	The company has procedure hiring workers regulated that hiring and promotion of workers based on skill, work experiences, and job evaluation.  <b>Ukui Smallholder:</b> Based on the results of interviews with farmer members indicates that they have understood the policy published by the Smallholder Manager dated 16 January 2017 which in it contains "Respect human rights by treating all employees of KUD and Farmers fairly, either in terms of recruitment, assessment, working environment conditions as well representation regardless of race, caste, national origin, religion/belief, disability, gender, sexual orientation, union membership, political affiliation and/or age.	Comply
<b>Criterion 6.9:</b>			
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 –	PT Inti Indosawit Subur – Ukui Group has policy to prevent sexual harassment and violence against women as in "Kebijakan Perusahaan" dated 01/12/2014. 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 policy that prohibits sexual harassment.  A gender committee has been established, chaired by Mrs. Kholizah Saragih. The gender committee comprise of training for women rights, counseling for victim of violence and children day care. Gender committee representative from Ukui 2 POM is Mrs. Nuraini. Gender committee representative from Soga Estate is Mr. Anisa.  The company policy is available on notice board and also has been socialization (refresh) to all employees in UKUI 2 POM on 12 <sup>th</sup> September 2017 and Soga Estate conducted on 17 <sup>th</sup> January 2017. Attendance list and documentation are available as evident.  Based on interview with Committee Gender	Comply

**RSPO Public Summary Report  
Revision 6 (December /2017)**

Criterion / Indicator	Assessment Findings	Compliance
	<p>representative (Mrs Anisa) informed that in 2017 there were no cases of harassment and violence.</p> <p><b>Ukui Smallholder:</b> Based on the results of interviews with farmer members, indicates that they have understood the policy published by the Smallholder Manager dated 16 January 2017, where it contains "Prevention of sexual harassment and various forms of violence against women and protect their reproductive rights".</p>	
<p><b>6.9.2</b> A policy to protect the reproductive rights, shall be documented, implemented and communicated to all levels of the workforce.  - Major compliance –</p>	<p>Policy to protect reproductive rights stipulated in "Kebijakan Perusahaan" that's signed by Managing Director, dated 01/12/2014: "To prevent any sexual or physical abuses happen to women as well as to protect their reproductive rights".</p> <p>Based on interview with Gender Committee, company has implemented the protection of women reproductive rights, in form of maternal leave, period leave, and regular pregnancy check for female sprayers and strictly prohibit pregnant and/or breastfeeding female worker applying pesticides.</p> <p>The company policy is available on notice board and also has been socialization (refresh) to all employee in UKUI 2 POM on 12<sup>th</sup> September 2017 and Soga Estate conducted on 17<sup>th</sup> January 2017. Attendance list and documentation are available as evident.</p> <p>Based on interview with Committee Gender representative (Mrs Anisa), company has implemented the protection of women reproductive rights, in form of maternal leave, period leave, regular pregnancy check for female sprayers and strictly prohibit pregnant and/or breastfeeding female worker applying pesticides</p> <p>The company has conducted socialization of "Kebijakan Perusahaan" to all employees.</p> <p>This policy has also been made available for everybody through poster and pamflet, put on wall at the office.</p> <p><b>Ukui Smallholder:</b> Based on the results of interviews with farmer members, indicates that they have understood the policy published by the Smallholder Manager</p>	<p>Comply</p>

**RSPO Public Summary Report  
Revision 6 (December /2017)**

Criterion / Indicator		Assessment Findings	Compliance			
		dated 16 January 2017, where it contains "Prevention of sexual harassment and various forms of violence against women and protect their reproductive rights".				
<b>6.9.3</b>	<p>A specific grievance mechanism which respects anonymity of complainants where requested, and as long as they are supported with adequate information, shall be documented, implemented, and communicated to all workforce.</p> <p>- Minor compliance –</p>	<p>Standard Operating Procedure, No. SOP: -HR-308.5-RO; Revision:0, 11/12/2009: Employees complaints: Submission and settlement.</p> <p>Mechanism for complaints management where it needs to protect its confidentiality 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 protect its confidentiality for whistle blower 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.</p> <p>Based on review document of "Monitoring of Complaints years 2017", the company has documented the specific grievance mechanism which respects anonymity of complainants where requested, and as long as they are supported with adequate information.</p> <p><b>Ukui Smallholder:</b> Based on the results of interviews with farmer members, indicates that they have understood the policy published by the Smallholder Manager dated 16 January 2017, where it contains "Prevention of sexual harassment and various forms of violence against women and protect their reproductive rights". The policy was written in Bahasa Indonesia.</p>	Comply			
<p><b>Criterion 6.10:</b> Growers and mills deal fairly and transparently with smallholders and other local businesses.</p>						
<b>6.10.1</b>	<p>Current and past prices paid for Fresh Fruit Bunches (FFB), shall be publicly available.</p> <p>- Minor compliance -</p>	<p>Current and past prices of Fresh Fruit Bunches (FFB) are available at the front post of Ukui II Palm Oil Mill. The FFB price for smallholder is determined by government via Weekly Pricing Letter from "Tim Penetapan Harga TBS Kelapa Sawit Provinsi Riau". The latest Pricing Letter available is #48/TPH TBS-XII/2017 for period 6-12 December 2017. The prices are as follows:</p> <table border="1" data-bbox="790 2004 1209 2038"> <tr> <td>No</td> <td>Oil Palm</td> <td>FFB Price</td> </tr> </table>	No	Oil Palm	FFB Price	Comply
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**RSPO Public Summary Report  
Revision 6 (December /2017)**

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6.10.2	<p>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).</p> <p>- Major compliance -</p>	<p>The company has explained and documented FFB pricing formula based on government FFB price determination, that is:</p> <p>FFB Price formula for Plasma:</p> $\text{FFB Price} = \text{K Index} [(\text{CPOprice} \times \text{OER}) + (\text{PKprice} \times \text{KER})]$ <p>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 is OER and KER.</p> <p>Interview with selected smallholders revealed they understood of FFB pricing mechanism and no complaint was noted regarding FFB price.</p> <p><b>Ukui Smallholder:</b></p> <p>Interviewed with the members found that they</p>	Comply																																										

**RSPO Public Summary Report**  
**Revision 6 (December /2017)**

Criterion / Indicator	Assessment Findings	Compliance
	<p>were understood the pricing of FFB that they sold to Ukui II POM. They informed that the price is according the price determined by "Tim Penetapan Harga TBS Kelapa Sawit Provinsi Riau" each weeks. The current selling price was displayed in front post of Ukui II POM.</p> <p>General pricing mechanism was determined by "Dinas Perkebunan Provinsi Riau" based on "Hasil Rapat Tim Penetapan Harga TBS Kelapa Sawit" which consist of company representative, farmers and governement. Pricing was determined according to average price of CPO and Kernel, "K" index and planting age.</p> <p>The Smallholder Manager has recorded general pricing mechanism used by the purchaser/s of the FFB and disseminated to all member of group.</p>	
<p><b>6.10.3</b> 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 contractor and smallholder is sighted such as for dump truck rental (093/P2/KSA/VI/2017), construction of concrete water channel (130/P2/KSA/X/2017), transport and planting oil palm (119/P2/KSA/IX/2017). The contract was acknowledged by both parties and well understood. The contract contained all relevant information such as payment method, work requirements, force majeure, contract period and cancellation of contract. Based on interview with selected supplier, revealed that agreement between company and local contractors is made fairly, legal and transparent.</p> <p><b>Ukui Smallholder:</b>            Not applicable. Ukui Plasma has not entered any contractual agreements with third parties at the group level.</p>	<p>Comply</p>
<p><b>6.10.4</b> Agreed payments shall be made in a timely manner.</p> <p>- Minor compliance -</p>	<p>A review to several payment records in year 2017 demonstrated that the payment has been made according to the agreement. The payment was been made periodically according to the contract agreement. Payment made via bank transfer, it was appropriate with the related MOU or Agreement. Memorandum No.110/ES-KSA/MEMO/VIII/2017 dated 2 August 2017 was available, mentioning "Berita Acara dan Daftar Kemajuan Pembayaran Bulanan Sewa Dump Truck a.n. Kontraktor Sugiono" based contract number 093/P2/KSA/VI/2017, amount paid IDR</p>	<p>Comply</p>

**RSPO Public Summary Report  
Revision 6 (December /2017)**

Criterion / Indicator		Assessment Findings	Compliance
		<p>19,058,852.</p> <p><b>Ukui Smallholder:</b>            Payments were made in a timely manner. The group member kept copy of the payment records (monthly) in the "Perhitungan &amp; Pembayaran TBS Kelapa Sawit" for example period 21 October to 20 November 2017 in KUD Trani Maju, total volume FFB is 99,798 kg; FFB price per Kg divided in three period of FFB delivery:</p> <ul style="list-style-type: none"> <li>- Period 25 – 31 October 2017, FFB amount is 25,502 kg; the price is IDR 1,787.39/kg.</li> <li>- Period 8 – 14 November 2017, FFB amount is 39,016 kg; the price is IDR 1,850.929/kg.</li> <li>- Period 15 – 20 November 2017, FFB amount is 35,280 kg; the price is IDR 1,828.29/kg.</li> </ul> <p>After deduction for KUD+IDAPERTABUN+KBH, Dana ASPEKPIR. Total payment for FFB period 21 October – 20 November 2017 was IDR 161,846,090 received by member of KUD Trani Maju, Hamparan 209 (Sumber Karya). Evidence of payment slip was available and kept in Kebun Plasma Ukui office and each KUD.</p> <p>"Perhitungan &amp; Pembayaran TBS Kelapa Sawit" for example period 21 October to 20 November 2017 in KUD Usaha Tani, total volume FFB is 71,574 kg; FFB price per Kg divided in three period of FFB delivery:</p> <ul style="list-style-type: none"> <li>- Period 21 – 24 October 2017, FFB amount is 14,420 kg; the price is IDR 1,767.50/kg.</li> <li>- Period 1 – 7 November 2017, FFB amount is 30,678 kg; the price is IDR 1,811.90/kg.</li> <li>- Period 8 – 14 November 2017, FFB amount is 26,476 kg; the price is IDR 1,850.92/kg.</li> </ul> <p>After deduction for KUD+IDAPERTABUN+KBH and Dana ASPEKPIR. Total payment for FFB period 21 October – 20 November 2017 was IDR 85,228,150 received by member of KUD Usaha Tani, Hamparan 148 (Giri Mulya). Evidence of payment slip was available and kept in Kebun Plasma Ukui office and each KUD.</p>	
<p><b>Criterion 6.11:</b>            Growers and millers contribute to local sustainable development where appropriate.</p>			
<b>6.11.1</b>	Records of contributions to local development based on the results of consultation with local communities	The company has prepared the document of "CSR Program 2017", such as:	Comply

**RSPO Public Summary Report  
Revision 6 (December /2017)**

Criterion / Indicator		Assessment Findings	Compliance
	shall be available. - Minor compliance -	<ul style="list-style-type: none"> <li>- Social Program (aid for orphan and unfortunate people, aid for religious ceremony)</li> <li>- Economy (cattle fattening, fresh water fisheries, and poultry development),</li> <li>- Education (scholarship and reconstruction of education facility),</li> <li>- Health (moving clinic),</li> <li>- Infrastructure (village road maintenance).</li> </ul> <p>Based on interview with village head (on 19/12/2017) with village head of Air Putih, head of Dusun II Air Putih and NGO Garda in Ukui District it is known that company has consulted and communicated the program and budget with surrounding villages and communities.</p> <p><b>Ukui Smallholder:</b> Based on document verification as well as interview with the KUD management, Kelompok Tani and farmer members, stated that contribution of oil palm farmers to development of village is discussed at the Annual Members Meeting (RAT) to determine the amount. Each KUD is differed in the amount of contribution to the village development, for example KUD Usaha Baru agreed the contribution value to the village of IDR 10,000/Kapling/Month, whilst KUD Sumber Bahagia sets the contribution value to IDR 5.0/Kg FFB.</p>	
6.11.2	Where there are scheme smallholders, there shall be evidence that efforts and/or resources have been allocated to improve scheme smallholder productivity. - Minor compliance -	PT Inti Indosawit Subur – Ukui Group gives particular attention to the development and sustainability of scheme smallholders. Company has sets a scheme manager, with field assistant assigned for each cooperative to improve smallholder management, including productivity. Each year, company provisioned training program, aside from day-to-day operation monitoring by field assistant. Company also helping scheme smallholder in provision of inorganic fertilizer. As well as helping in foliar analysis and soil analysis to monitor the soil fertility/nutrient status.	Comply
<b>Criterion 6.12:</b>			
No forms of forced or trafficked labour are used.			
6.12.1	There shall be evidence that no forms of forced or trafficked labor are used. - Major compliance -	There is no form of forced labour and trafficked labour used in PT Inti Indosawit Subur. Collective Work Agreement or “Perjanjian Kerja	Comply



**RSPO Public Summary Report**  
**Revision 6 (December /2017)**

Criterion / Indicator		Assessment Findings	Compliance
		<p>Bersama/PKB” has been approved by company and workers. All workers signed clear work agreement, explaining the right and obligation of the workers.</p> <p><b>Ukui Smallholder:</b>            Based on the results of interviews with farmer members indicates that they have understood the policy issued by Smallholder Manager dated 16 January 2017 which in it contains "Respect human rights by treating all employees of KUD and Farmers fairly, either in terms of recruitment, assessment, working environment conditions as well representation regardless of race, caste, national origin, religion/belief, disability, gender, sexual orientation, union membership, political affiliation and/or age.</p> <p>Based on the results of field visits and interviews with harvesters, there was no indication of forced labor in farmer members. All work, wages and other facilities are based on agreements between farmer members and their workers.</p>	
6.12.2	<p>It shall be demonstrated that no contract substitution has occurred.</p> <p>- Minor compliance -</p>	<p>Based on interview with Manpower office, worker union representative and workers, following document review, there is no contract substitution. The Collective Work Agreement or “Perjanjian Kerja Bersama/PKB” has been communicated to workers. Work agreement has been explained and agreed by both parties.</p> <p><b>Ukui Smallholder:</b>            Based on the results of field visits and interviews with harvester, indicates that there is no indication of contracts substitution practiced in farmer members. All types of work, wages and other facilities are based on agreement between farmer members and their workers. Workers who are employed are family members or neighbors of farmer members.</p>	Comply
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><b>Mill, Estate and Smallholders:</b></p> <p>There is no migrant/foreign/honorary workers employed by the company. Company has a policy with regards to worker’s right equality and non-discrimination to worker including if there is worker from different nationality.</p> <p>No migrant worker employed by cooperative or</p>	Comply

**RSPO Public Summary Report**  
**Revision 6 (December /2017)**

Criterion / Indicator		Assessment Findings	Compliance
		smallholder farmer. All workers was working under work agreement. Cooperative has a policy to respect worker equality and no discrimination.	
<b>Criterion 6.13:</b> Growers and millers respect human rights.			
<b>6.13.1</b>	A policy to respect human rights shall be documented and communicated to all levels of the workforce and operations. - Major compliance -	<p>The company has Human Rights policy as documented in "Kebijakan Perusahaan", dated 01/12/2014:</p> <p><i>"Menghormati hak asasi manusia dengan memperlakukan seluruh karyawan secara adil, baik dalam hal penerimaan, penilaian kondisi dan lingkungan kerja, serta keterwakilan tanpa memandang suku, kasta, asal Negara, agama/kepercayaan, cacat, gender, orientasi seksual, keanggotaan serikat pekerja, afiliasi politik dan atau umur"</i> - To treat all employee 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.</p> <p>The company policy is available on notice board and also has been socialization (refresh) to all employees in UKUI 2 POM on 12<sup>th</sup> September 2017 and Soga Estate conducted on 17<sup>th</sup> January 2017. Attendance list and documentation are available as evident.</p> <p><b>Ukui Smallholder:</b> Based on the results of interviews with farmer members indicates that they have understood the policy issued by Smallholder Manager dated 16 January 2017 which in it contains "Respect human rights by treating all employees of KUD and Farmers fairly, either in terms of recruitment, assessment, working environment conditions as well representation regardless of race, caste, national origin, religion/belief, disability, gender, sexual orientation, union membership, political affiliation and/or age.</p>	Comply

Criterion / Indicator		Assessment Findings	Compliance
<b>Principle 7: Responsible development of new plantings</b>			

Criterion / Indicator	Assessment Findings	Compliance	
<p><b>Criterion 7.1:</b>            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><b>7.1.1</b></p>	<p>An independent social and environmental impact assessment (SEIA), undertaken through a participatory methodology including the relevant affected stakeholders, shall be documented.            - Major compliance -</p>	<p>Planting year of PT Inti Indosawit Subur - Soga Estate was 1989 – 2003, and there was a planting in 2010 for area 10 ha, however that was not the new area opened from the forest area but Ex composting area in Block E89h Afdeling V. Replanting in Soga Estate has been performed since March 2017 (chipping) and planting on September 2017 in Afdeling V 292 ha Block E90a, E90b, E90c, E90d.</p>	<p>N/A</p>
<p><b>7.1.2</b></p>	<p>Appropriate management planning and operational procedures shall be developed and implemented to avoid or mitigate identified potential negative impacts.            - Minor compliance -</p>	<p>Planting year of PT Inti Indosawit Subur - Soga Estate was 1989 – 2003, and there was a planting in 2010 for area 10 ha, however that was not the new area opened from the forest area but Ex composting area in Block E89h Afdeling V. Replanting in Soga Estate has been performed since March 2017 (chipping) and planting on September 2017 in Afdeling V 292 ha Block E90a, E90b, E90c, E90d.</p>	<p>N/A</p>
<p><b>7.1.3</b></p>	<p>Where the development includes an outgrower scheme, the impacts of the scheme and the implications of the way it is managed shall be given particular attention.            - Minor compliance -</p>	<p>Planting year of PT Inti Indosawit Subur - Soga Estate was 1989 – 2003, and there was a planting in 2010 for area 10 ha, however that was not the new area opened from the forest area but Ex composting area in Block E89h Afdeling V. Replanting in Soga Estate has been performed since March 2017 (chipping) and planting on September 2017 in Afdeling V 292 ha Block E90a, E90b, E90c, E90d.</p>	<p>N/A</p>
<p><b>Criterion 7.2:</b>            Soil surveys and topographic information are used for site planning in the establishment of new plantings, and the results are incorporated into plans and operations.</p>			
<p><b>7.2.1</b></p>	<p>Soil suitability maps or soil surveys adequate to establish the long-term suitability of land for oil palm cultivation shall be available and taken into account in plans and operations.            - Major compliance -</p>	<p>Planting year of PT Inti Indosawit Subur - Soga Estate was 1989 – 2003, and there was a planting in 2010 for area 10 ha, however that was not the new area opened from the forest area but Ex composting area in Block E89h Afdeling V. Replanting in Soga Estate has been performed since March 2017 (chipping) and planting on September 2017 in Afdeling V 292 ha Block E90a, E90b, E90c, E90d.</p>	<p>N/A</p>
<p><b>7.2.2</b></p>	<p>Topographic information adequate to guide the planning of drainage and irrigation systems, roads and other infrastructure shall be available and taken into account in plans and operations.            - Minor compliance -</p>	<p>Planting year of PT Inti Indosawit Subur - Soga Estate was 1989 – 2003, and there was a planting in 2010 for area 10 ha, however that was not the new area opened from the forest area but Ex composting area in Block E89h Afdeling V. Replanting in Soga Estate has been performed since March 2017 (chipping) and planting on September 2017 in Afdeling V 292 ha Block E90a, E90b, E90c, E90d.</p>	<p>N/A</p>

**RSPO Public Summary Report**  
**Revision 6 (December /2017)**

Criterion / Indicator	Assessment Findings	Compliance	
<b>Criterion 7.3:</b> New plantings since November 2005 have not replaced primary forest or any area required to maintain or enhance one or more High Conservation Values.			
<b>7.3.1</b>	There shall be evidence that no new plantings have replaced primary forest, or any area required to maintain or enhance one or more High Conservation Values (HCVs), since November 2005. New plantings shall be planned and managed to best ensure the HCVs identified are maintained and/or enhanced (see Criterion 5.2). - Major compliance –	Planting year of PT Inti Indosawit Subur - Soga Estate was 1989 – 2003, and there was a planting in 2010 for area 10 ha, however that was not the new area opened from the forest area but Ex composting area in Block E89h Afdeling V. Replanting in Soga Estate has been performed since March 2017 (chipping) and planting on September 2017 in Afdeling V 292 ha Block E90a, E90b, E90c, E90d.	N/A
<b>7.3.2</b>	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. - Major compliance –	Planting year of PT Inti Indosawit Subur - Soga Estate was 1989 – 2003, and there was a planting in 2010 for area 10 ha, however that was not the new area opened from the forest area but Ex composting area in Block E89h Afdeling V. Replanting in Soga Estate has been performed since March 2017 (chipping) and planting on September 2017 in Afdeling V 292 ha Block E90a, E90b, E90c, E90d.	N/A
<b>7.3.3</b>	Records of land preparation and clearing dates shall be available. - Minor compliance –	Planting year of PT Inti Indosawit Subur - Soga Estate was 1989 – 2003, and there was a planting in 2010 for area 10 ha, however that was not the new area opened from the forest area but Ex composting area in Block E89h Afdeling V. Replanting in Soga Estate has been performed since March 2017 (chipping) and planting on September 2017 in Afdeling V 292 ha Block E90a, E90b, E90c, E90d.	N/A
<b>7.3.4</b>	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 –	Planting year of PT Inti Indosawit Subur - Soga Estate was 1989 – 2003, and there was a planting in 2010 for area 10 ha, however that was not the new area opened from the forest area but Ex composting area in Block E89h Afdeling V. Replanting in Soga Estate has been performed since March 2017 (chipping) and planting on September 2017 in Afdeling V 292 ha Block E90a, E90b, E90c, E90d.	N/A
<b>7.3.5</b>	Areas required by affected communities to meet their basic needs, taking into account potential positive and negative changes in livelihood resulting from proposed operations, shall be identified in consultation with the communities	Planting year of PT Inti Indosawit Subur - Soga Estate was 1989 – 2003, and there was a planting in 2010 for area 10 ha, however that was not the new area opened from the forest area but Ex composting area in Block E89h Afdeling V. Replanting in Soga Estate has been performed since March 2017 (chipping) and planting on September 2017 in Afdeling V 292 ha Block E90a, E90b, E90c, E90d.	N/A

**RSPO Public Summary Report**  
**Revision 6 (December /2017)**

Criterion / Indicator		Assessment Findings	Compliance
	and incorporated into HCV assessments and management plans (see Criterion 5.2). - Minor compliance -		
<b>Criterion 7.4:</b> Extensive planting on steep terrain, and/or marginal and fragile soils, including peat, is avoided.			
<b>7.4.1</b>	Maps identifying marginal and fragile soils, including excessive gradients and peat soils, shall be available and used to identify areas to be avoided. - Minor compliance -	Planting year of PT Inti Indosawit Subur - Soga Estate was 1989 – 2003, and there was a planting in 2010 for area 10 ha, however that was not the new area opened from the forest area but Ex composting area in Block E89h Afdeling V. Replanting in Soga Estate has been performed since March 2017 (chipping) and planting on September 2017 in Afdeling V 292 ha Block E90a, E90b, E90c, E90d.	N/A
<b>7.4.2</b>	Where limited planting on fragile and marginal soils, including peat, is proposed, plans shall be developed and implemented to protect them without incurring adverse impacts. - Major compliance -	Planting year of PT Inti Indosawit Subur - Soga Estate was 1989 – 2003, and there was a planting in 2010 for area 10 ha, however that was not the new area opened from the forest area but Ex composting area in Block E89h Afdeling V. Replanting in Soga Estate has been performed since March 2017 (chipping) and planting on September 2017 in Afdeling V 292 ha Block E90a, E90b, E90c, E90d.	N/A
<b>Criterion 7.5:</b> No new plantings are established on local peoples' land where it can be demonstrated that there are legal, customary or user rights, without their free, prior and informed consent. This is dealt with through a documented system that enables these and other stakeholders to express their views through their own representative institutions.			
<b>7.5.1</b>	Evidence shall be available that affected local peoples understand they have the right to say 'no' to operations planned on their lands before and during initial discussions, during the stage of information gathering and associated consultations, during negotiations, and up until an agreement with the grower/miller is signed and ratified by these local peoples. - Major compliance -	Planting year of PT Inti Indosawit Subur - Soga Estate was 1989 – 2003, and there was a planting in 2010 for area 10 ha, however that was not the new area opened from the forest area but Ex composting area in Block E89h Afdeling V. Replanting in Soga Estate has been performed since March 2017 (chipping) and planting on September 2017 in Afdeling V 292 ha Block E90a, E90b, E90c, E90d.	N/A
<b>Criterion 7.6:</b> Where it can be demonstrated that local peoples have legal, customary or user rights, they are compensated for any agreed land acquisitions and relinquishment of rights, subject to their free, prior and informed consent and negotiated agreements.			
<b>7.6.1</b>	Documented identification and assessment of demonstrable legal,	Planting year of PT Inti Indosawit Subur - Soga Estate was 1989 – 2003, and there was a planting in 2010 for	N/A

**RSPO Public Summary Report**  
**Revision 6 (December /2017)**

Criterion / Indicator		Assessment Findings	Compliance
	customary and user rights shall be available. - Major compliance -	area 10 ha, however that was not the new area opened from the forest area but Ex composting area in Block E89h Afdeling V. Replanting in Soga Estate has been performed since March 2017 (chipping) and planting on September 2017 in Afdeling V 292 ha Block E90a, E90b, E90c, E90d.	
<b>7.6.2</b>	A system for identifying people entitled to compensation shall be in place. - Major compliance -	Planting year of PT Inti Indosawit Subur - Soga Estate was 1989 – 2003, and there was a planting in 2010 for area 10 ha, however that was not the new area opened from the forest area but Ex composting area in Block E89h Afdeling V. Replanting in Soga Estate has been performed since March 2017 (chipping) and planting on September 2017 in Afdeling V 292 ha Block E90a, E90b, E90c, E90d.	N/A
<b>7.6.3</b>	A system for calculating and distributing fair compensation (monetary or otherwise) shall be in place. - Major compliance -	Planting year of PT Inti Indosawit Subur - Soga Estate was 1989 – 2003, and there was a planting in 2010 for area 10 ha, however that was not the new area opened from the forest area but Ex composting area in Block E89h Afdeling V. Replanting in Soga Estate has been performed since March 2017 (chipping) and planting on September 2017 in Afdeling V 292 ha Block E90a, E90b, E90c, E90d.	N/A
<b>7.6.4</b>	Communities that have lost access and rights to land for plantation expansion shall be given opportunities to benefit from plantation development. - Minor compliance -	Planting year of PT Inti Indosawit Subur - Soga Estate was 1989 – 2003, and there was a planting in 2010 for area 10 ha, however that was not the new area opened from the forest area but Ex composting area in Block E89h Afdeling V. Replanting in Soga Estate has been performed since March 2017 (chipping) and planting on September 2017 in Afdeling V 292 ha Block E90a, E90b, E90c, E90d.	N/A
<b>7.6.5</b>	The process and outcome of any compensation claims shall be documented and made publicly available. - Minor compliance -	Planting year of PT Inti Indosawit Subur - Soga Estate was 1989 – 2003, and there was a planting in 2010 for area 10 ha, however that was not the new area opened from the forest area but Ex composting area in Block E89h Afdeling V. Replanting in Soga Estate has been performed since March 2017 (chipping) and planting on September 2017 in Afdeling V 292 ha Block E90a, E90b, E90c, E90d.	N/A
<b>7.6.6</b>	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 -	Planting year of PT Inti Indosawit Subur - Soga Estate was 1989 – 2003, and there was a planting in 2010 for area 10 ha, however that was not the new area opened from the forest area but Ex composting area in Block E89h Afdeling V. Replanting in Soga Estate has been performed since March 2017 (chipping) and planting on September 2017 in Afdeling V 292 ha Block E90a, E90b, E90c, E90d.	N/A
<b>Criterion 7.7:</b>			
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.			

**RSPO Public Summary Report**  
**Revision 6 (December /2017)**

Criterion / Indicator		Assessment Findings	Compliance
7.7.1	There shall be no land preparation by burning, other than in specific situations, as identified in the 'Guidelines for the Implementation of the ASEAN Policy on Zero Burning' 2003, or comparable guidelines in other regions.  - Major compliance -	Planting year of PT Inti Indosawit Subur - Soga Estate was 1989 – 2003, and there was a planting in 2010 for area 10 ha, however that was not the new area opened from the forest area but Ex composting area in Block E89h Afdeling V. Replanting in Soga Estate has been performed since March 2017 (chipping) and planting on September 2017 in Afdeling V 292 ha Block E90a, E90b, E90c, E90d.	N/A
7.7.2	In exceptional cases where fire has to be used for preparing land for planting, there shall be evidence of prior approval of the controlled burning as specified in 'Guidelines for the Implementation of the ASEAN Policy on Zero Burning' 2003, or comparable guidelines in other regions.  - Minor compliance -	Planting year of PT Inti Indosawit Subur - Soga Estate was 1989 – 2003, and there was a planting in 2010 for area 10 ha, however that was not the new area opened from the forest area but Ex composting area in Block E89h Afdeling V. Replanting in Soga Estate has been performed since March 2017 (chipping) and planting on September 2017 in Afdeling V 292 ha Block E90a, E90b, E90c, E90d.	N/A
<b>Criterion 7.8:</b> New plantation developments are designed to minimise net greenhouse gas emissions.			
7.8.1	The carbon stock of the proposed development area and major potential sources of emissions that may result directly from the development shall be identified and estimated.  - Major compliance -	Planting year of PT Inti Indosawit Subur - Soga Estate was 1989 – 2003, and there was a planting in 2010 for area 10 ha, however that was not the new area opened from the forest area but Ex composting area in Block E89h Afdeling V. Replanting in Soga Estate has been performed since March 2017 (chipping) and planting on September 2017 in Afdeling V 292 ha Block E90a, E90b, E90c, E90d.	N/A
7.8.2	There shall be a plan to minimise net GHG emissions which takes into account avoidance of land areas with high carbon stocks and/or sequestration options.  - Minor compliance -	Planting year of PT Inti Indosawit Subur - Soga Estate was 1989 – 2003, and there was a planting in 2010 for area 10 ha, however that was not the new area opened from the forest area but Ex composting area in Block E89h Afdeling V. Replanting in Soga Estate has been performed since March 2017 (chipping) and planting on September 2017 in Afdeling V 292 ha Block E90a, E90b, E90c, E90d.	N/A
<b>Principle 8: Commitment to continual improvement in key areas of activity</b>			
<b>Criterion 8.1:</b> 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 continual improvement shall be implemented, based on a consideration of the main social and environmental impacts and	PT Inti Indosawit Subur – Ukui II POM and Soga Estate has performed continual improvements to optimizing the yield or FFB production, reduction in certain use of chemicals, environmental	Comply

**RSPO Public Summary Report  
Revision 6 (December /2017)**

Criterion / Indicator	Assessment Findings	Compliance
<p>opportunities of the grower/mill, and shall include a range of Indicators covered by these Principles and Criteria.</p> <p>As a minimum, these shall include, but are not necessarily be limited to:</p> <ul style="list-style-type: none"> <li>• Reduction in use of pesticides(Criterion 4.6);</li> <li>• Environmental impacts (Criteria 4.3, 5.1 and 5.2);</li> <li>• Waste reduction (Criterion 5.3);</li> <li>• Pollution and greenhouse gas (GHG) emissions (Criteria 5.6 and 7.8);</li> <li>• Social impacts (Criterion 6.1);</li> <li>• Optimising the yield of the supply base.</li> </ul> <p>- Major compliance -</p>	<p>impact, waste reduction, pollution and greenhouse gas emission and social impact. The action plan are monitored and documented, e.g.:</p> <ul style="list-style-type: none"> <li>- Modified the loose fruit picker tools to increase productivity of harvesting from 2,300 kg/HK to be 2,500 kg/HK.</li> <li>- Decreasing power consumption at kernel station from 90.25 kWh/ton PK to be 73 kWh/ton PK.</li> <li>- Minimizing FFB loses, by:               <ul style="list-style-type: none"> <li>o Minimizing FFB unloading on the floor</li> <li>o Ensure the pressure at sterilizing process is 3kg/cm<sup>2</sup> and the temperature ±145<sup>0</sup>C.</li> <li>o Ensure that bunch press is operated effectively</li> <li>o Developing visual control or monitoring of oil loses at the station.</li> </ul> </li> <li>- Decreasing FFA, by:               <ul style="list-style-type: none"> <li>o Minimizing FFB unloading on the floor</li> <li>o Emptying FFB from the conveyor after splitter at the end of process.</li> <li>o Drain condensate water after stop press.</li> </ul> </li> </ul> <p><b>Ukui Smallholder:</b> Internal audit and internal inspection for each member of smallholder was conducted with the participation of members which contributed inputs for continual improvement on 3 July 2017. The findings were brief during meeting/on-site review. The internal audit report was verified by the assessor. Ukui Smallholder has defined the audit programme for each member presented in "Program Audit Internal Sertifikasi Kelompok" year 2018 – 2022.</p> <p>Ukui Smallholder management provided "Buku Panduan dan Catatan" for each member of smallholder. All activity of member was recorded in the book such as records of pesticide use, fertiliser application, FFB production, FFB price and training history.</p> <p>The Smallholder Manager, Agung Ardhi Wardhana, is the person in charge for the implementation of continuous improvement in key operations. The management plan being monitored by the Samllholder Manager are as follows:</p> <ul style="list-style-type: none"> <li>• Planting <i>Turnera subulatta</i> and <i>Casia tora</i> as host of nettle caterpillar.</li> <li>• Infrastructure of water and soil conservation</li> <li>• Quality of FFB from Ukui Plasma</li> <li>• Consistency of Pruning</li> </ul>	



**RSPO Public Summary Report  
Revision 6 (December /2017)**

Criterion / Indicator	Assessment Findings	Compliance
	<ul style="list-style-type: none"><li>• Development of individual platform</li><li>• PPE uses</li><li>• Workers insurance.</li></ul>	

**RSPO Public Summary Report**  
**Revision 6 (December /2017)**

Appendix B: Approved Time Bound Plan

Name of Mill	Address	Time bound for certification	Status as of September 2017
Buatan I	Delik & Pangkalan Kerinci Village, Bunut Langgam District, Pelalawan Regency, Riau	2010	Certified on 16 <sup>th</sup> September 2010
Buatan II	Delik & Pangkalan Kerinci Village, Bunut Langgam District, Pelalawan Regency, Riau	2010	Certified on 16 <sup>th</sup> September 2010
Ukui I	Ukui Village, Ukui District, Pelalawan Regency, Riau	2010	Certified on 1 <sup>st</sup> March 2011
Ukui II	Ukui Village, Ukui District, Pelalawan Regency, Riau	2010	Certified on 1 <sup>st</sup> March 2011
Tungkal Ulu	Pulau Pauh / Penyabungan / Merlung Village, Tungkal Ulu District, Tanjung Jabung Regency, Jambi	2011	Certified on 15 <sup>th</sup> August 2012
Muara Bulian	Singoan / Bukit Sari / Bulian Jaya Village, Muara Bulian / Pematang District, Batang Hari Regency, Jambi	2011	Certified on 28 <sup>th</sup> August 2012
Topaz	Petapahan Village, Tapung District, Kampar Regency, Riau	2013	Certified on 30 <sup>th</sup> March 2015
Taman Raja	Lubuk Bernai / Kampung Baru / Pelabuhan Dagang / Pematang Pauh Village, Tungkal Ulu District, Tanjung Jabung Regency, Jambi	2013	Certified on 20 <sup>th</sup> February 2015
Segati	Langkan / Penarikan / Tambak / Sotol Village, Langgam District, Pelalawan Regency, Riau	2018	Moved from 2014 to 2018
Tanah Datar	Tanah Datar Petatal Village, Talawi District, Asahan Regency, North Sumatera	Brought Forward from 2015 to 2013	Certified on 18 <sup>th</sup> May 2015
Aek Nabara	S1-S3 / Sukadame Village, Bilah Hulu / Kota Pinang District, Labuhan Batu Regency, North Sumatera	Brought Forward from 2015 to 2013	Certified on 6 <sup>th</sup> March 2015
Teluk Panjie	Teluk Panjie Village, Kampung Rakyat District, Labuhan Batu Regency, North Sumatera	Brought Forward from 2015 to 2013	Certified on 21 <sup>st</sup> April 2015
Peranap	Simelinyang / Pauh Ranap / Sengkilo Village, Peranap District, Indragiri Hulu Regency, Riau	Brought Forward from 2016 to 2013	Certified on 7 <sup>th</sup> January 2015
Bungo Tebo	Tuo Sumai / Sungai Rambai Village, PWK Sumai / Tebo Ulu District, Bungo Tebo Regency, Jambi	2016	Certified on 3 <sup>rd</sup> December 2015
Tanjung Selamat	Kampung Padang Village, Bilah Hilir District, Labuhan Batu Regency, North Sumatera	2017	Certified on 26 <sup>th</sup> May 2015
Gunung Melayu I	Rahuning Village, Bandar Pulau District, Asahan Regency, North Sumatera	2017	Certified on 7 <sup>th</sup> September 2015
Gunung Melayu II	Gonting Mahala Village, Bandar Pulau District, Asahan Regency, North Sumatera	2017	Certified on 8 <sup>th</sup> July 2015
Negri Lama I	Negri Lama Seberang Village, Bilah Hilir District, Labuhan Batu Regency, North Sumatera	Brought Forward from 2018 to 2013	Certified on 6 <sup>th</sup> April 2015
Negri Lama II	Negri Lama Seberang Village, Bilah Hilir District, Labuhan Batu Regency, North Sumatera	2018	Certified on 3 <sup>rd</sup> December 2015
Buatan	Delik & Pangkalan Kerinci Village, Bunut Langgam District, Pelalawan Regency, Riau	2010	Certified on 16 <sup>th</sup> September 2010
Ukui & Soga	Ukui Village, Ukui District, Pelalawan Regency, Riau	2011	Certified on 1 <sup>st</sup> March 2011
Buatan (Plasma)	Kerinci Kanan, Pangkalan Kerinci, Dayun Village, Siak & Pelalawan Regency, Riau	2011	Certified on 13 <sup>th</sup> March 2012
Ukui (Plasma)	Ukui & Lubuk Batu Jaya District, Pelalawan & Inhu Regency, Riau	Brought forward from 2012 to 2011	Certified on 11 <sup>th</sup> June 2012

**RSPO Public Summary Report**  
**Revision 6 (December /2017)**

<b>Name of Mill</b>	<b>Address</b>	<b>Time bound for certification</b>	<b>Status as of September 2017</b>
Tungkal Ulu	Pulau Pauh/Penyabungan/Merlung Village, Tungkal Ulu District, Tanjung Jabung Regency, Jambi	2011	Certified on 15 <sup>th</sup> August 2012
Muara Bulian	Singoan/Bukit Sari/ Bulian Jaya Village, Muara Bulian/Pemayung District, Batang Hari Regency, Jambi	2011	Certified on 28 <sup>th</sup> August 2012
Buatan (KKPA)	Kerinci Kanan, Pangkalan Kerinci, Dayun District, Siak & Pelalawan Regency, Riau	2012	Certified on 17 <sup>th</sup> January 2013
Tungkal Ulu (Plasma)	Renah Mendalo, Merlung, Muara Papalik District, Tanjung Jabung Barat Regency, Jambi	2012	Certified on 11 <sup>th</sup> July 2013
Muara Bulian (Plasma)	Maro Sebo Ilir District, Batanghari Regency, Jambi	2012	Certified on 12 <sup>th</sup> July 2013
Muara Bulian (KKPA)	Maro Sebo Ilir District, Batanghari Regency, Jambi	2012	Certified on 12 <sup>th</sup> July 2013
Topaz & Seed Garden	Petapahan Village, Tapung District, Kampar Regency, Riau	2013	Certified on 30 <sup>th</sup> March 2015
Taman Raja & Badang	Lubuk Bernai / Kampung Baru / Pelabuhan Dagang / Pematang Pauh Village, Tungkal Ulu District, Tanjung Jabung Regency, Jambi	2013	Certified on 20 <sup>th</sup> February 2015
Segati	Langkan / Penarikan / Tambak / Sotol Village, Langgam District, Pelalawan Regency, Riau	2018	Moved from 2014 to 2018
Penarikan & Gondai	Pangkalan Sarik / Baru Village, Langgam / Siak Hulu District, Pelalawan Regency, Riau	2018	Moved from 2014 to 2018
Penarikan (KKPA)	Pangkalan Sarik / Baru Village, Langgam / Siak Hulu District, Pelalawan Regency, Riau	2018	Moved from 2014 to 2018
Gunung Sahilan (KKPA)	Gunung Sahilan Village, Lipat Kain District, Pelalawan Regency, Riau	2018	Moved from 2014 to 2018
Bahilang	Bahilang Village, Tebing Tinggi District, Serdang Bedagai Regency, North Sumatra	Brought Forward from 2015 to 2013	Certified 18 <sup>th</sup> May 2015
Tanah Datar	Tanah Datar Petatal Village, Talawi District, Asahan Regency, North Sumatra	Brought Forward from 2015 to 2013	Certified 18 <sup>th</sup> May 2015
Aek Nabara	S1-S3 / Sukadame Village, Bilah Hulu / Kota Pinang District, Labuhan Batu Regency, North Sumatra	Brought Forward from 2015 to 2013	Certified on 6 <sup>th</sup> March 2015
Teluk Panjie	Teluk Panjie Village, Kampung Rakyat District, Labuhan Batu Regency, North Sumatra	Brought Forward from 2015 to 2013	Certified on 21 <sup>st</sup> April 2015
Peranap	Simelinyang / Pauh Ranap / Sengkilo Village, Peranap District, Indragiri Hulu Regency, Riau	Brought Forward from 2016 to 2013	Certified on 7 <sup>th</sup> January 2015
Bungo Tebo	Tuo Sumai / Sungai Rambai Village, PWK Sumai / Tebo Ulu District, Bungo Tebo Regency, Jambi	Brought Forward from 2016 to 2014	Certified 3 <sup>rd</sup> December 2015
Peranap (Plasma)	Simelinyang / Pauh Ranap / Sengkilo Village, Peranap District, Indragiri Hulu Regency, Riau	2016	Certified 19 <sup>th</sup> August 2016
Bungo Tebo (Plasma)	Tuo Sumai / Sungai Rambai Village, PWK Sumai / Tebo Ulu District, Bungo Tebo Regency, Jambi	2016	Certified on 24 <sup>th</sup> September 2016
Tanjung Selamat	Kampung Padang Village, Bilah Hilir District, Labuhan Batu Regency, North Sumatra	Brought Forward from 2017 to 2014	Certified 26 <sup>th</sup> May 2015
Pangkatan	Sennah Village, Bilah Hilir District, Labuhan Batu Regency, North Sumatra	Brought Forward from 2017 to 2014	Certified 26 <sup>th</sup> May 2015
Sentral & Batu	Gonting Mahala Village, Bandar Pulau District, Asahan Regency,	Brought Forward	Certified 8 <sup>th</sup> July

**RSPO Public Summary Report  
Revision 6 (December /2017)**

<b>Name of Mill</b>	<b>Address</b>	<b>Time bound for certification</b>	<b>Status as of September 2017</b>
Anam	North Sumatra	from 2017 to 2014	2015
Pulau Maria	Rahuning Village, Bandar Pulau District, Asahan Regency, North Sumatra	Brought Forward from 2017 to 2014	Certified 7 <sup>th</sup> September 2015
Negri Lama	Negri Lama Seberang Village, Bilah Hilir District, Labuhan Batu Regency, North Sumatra	Brought Forward from 2018 to 2013	Certified on 6 <sup>th</sup> April 2015
Aek Kuo	Aek Korsik Village, Aek Natas District, Labuhan Batu Regency, North Sumatra	Brought Forward from 2016 to 2013	Certified on 6 <sup>th</sup> April 2015

**Appendix C: GHG Reporting Executive Summary**

The GHG emissions that were produced in 2016 for PT Inti Indosawit Subur – Ukui II Palm Oil Mill and supply base was calculated using the PalmGHG Calculator version 3.0.1. The assessment team had verified the data input in the PalmGHG Calculator against operations records. PalmGHG 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 both estates and smallholders.

The summary of the Net GHG emitted in 2016 for Ukui II Mill and supply base are as following:

Emission per product	tCO <sub>2</sub> e/tProduct
CPO	1.06
PKO	1.06

Extraction	%
OER	21.17
KER	5.35

Production	t/yr
FFB Process	287,419
CPO Produced	60,859
PKO Produced	15,377

Land Use	Ha
OP Planted Area	11,718
OP Planted on peat	0
Conservation (forested)	0
Conservation (non-forested)	118.29
<b>Total</b>	<b>11,860</b>

**Summary of Field Emission and Sink**

	Own Crop*		Group		3 <sup>rd</sup> Party		Total	
	tCO <sub>2</sub> e	tCO <sub>2</sub> e / FFB	tCO <sub>2</sub> e	tCO <sub>2</sub> e / FFB	tCO <sub>2</sub> e	tCO <sub>2</sub> e / FFB	tCO <sub>2</sub> e	tCO <sub>2</sub> e / FFB
<b>Emission</b>								
Land Conversion	0	0	0	0	0	0	0	0
CO <sub>2</sub> Emission from fertilizer	4,518.89	0.03	4,577.64	0.03	0	0	9,096.53	0.06
NO <sub>2</sub> Emmision	6,584.36	0.05	4,425.28	0.03	0	0	11,009.64	0.08
Fuel Consumption	1,424.32	0.01	379.7	0	0	0	1,804.02	0.01
Peat Oxidation	0	0	0	0	0	0	0	0
<b>Sink</b>								
Crop Sequestration	0	0	0	0	0	0	0	0
Conservation Sequestration	0	0	0	0	0	0	0	0
<b>Total</b>	<b>12,527.57</b>	<b>0.09</b>	<b>9,382.62</b>	<b>0.02</b>	<b>1,237.6</b>	<b>0</b>	<b>23,147.79</b>	<b>0.11</b>

**RSPO Public Summary Report  
Revision 6 (December /2017)**

*\*Note: Includes both estates and smallholders*

**Summary of Mill Emission and Credit**

	tCO <sub>2</sub> e	tCO <sub>2</sub> e/tFFB
<b>Emission</b>		
POME	62,824.99	0.21
Fuel Consumption	605.25	0
Grid Electricity Utilisation	0	0
<b>Credit</b>		
Export of Grid Electricity	-861.72	0
Sales of PKS	-5,000.6	-0.02
Sales of EFB	0	0
<b>Total</b>	<b>57,567.92</b>	<b>0.2</b>

<b>Palm Oil Mill Effluent (POME) Treatment:</b>	
Divert to Compost (%)	0
Divert to anaerobic diversion (%)	100

<b>POME Diverted to Anaerobic Digestion:</b>	
Divert to anaerobic pond (%)	100
Divert to methane captured (flaring) (%)	0
Divert to methane captured (energy generation) (%)	0

**RSPO Public Summary Report**  
**Revision 6 (December /2017)**

**Appendix E: CPO Mill Supply Chain Assessment Report (Module D - CPO Mills: Identity Preserve)**

Requirements	Compliance
<b>D.1 Definition</b>	
<p>D.1.1 A mill is deemed to be Identity Preserved (IP) if the FFB used by the mill are sourced from its own supply base certified to the RSPO Principles and Criteria (RSPO P&amp;C). Certification for CPO mills is necessary to verify the volumes and sources of certified FFB entering the mill, the implementation of any processing controls (for example, if physical separation is used), and volume sales of RSPO certified products. A mill may be taking delivery of FFB from uncertified growers, in addition to those from its own certified land base. If a mill processes certified and uncertified FFB without physically separating the material then only Module E is applicable.</p>	<p>Management decided to upgrade RSPO Supply Chain model of PT Inti Indosawit Subur – Ukui II POM from Mass Balance to Identity Preserved. Supply Chain module applicable is Module D – CPO Mill: Identity Preserved. With the implementation of Module D – CPO Mills: Identity Preserved, PT Inti Indosawit Subur - Ukui II POM no longer received FFB from third-party FFB supplier.</p> <p>Memorandum No.011/EST-GM/MEMO/X/2016, dated 10 May 2016 from Group Manager Ukui Group was sighted, related to expand the certified supply base of PT Inti Indosawit Subur – Ukui II POM, to come from Division V, Ukui Estate started from 10 June 2016.</p> <p>PT Inti Indosawit Subur - Ukui II Palm Oil Mill currently hold a valid RSPO P&amp;C certificate, as certificate number RSPO 565807, valid until 28 February 2021, with supply chain model is Identity Preserved.</p> <p>The palm oil mill supply base consists of company-owned estates namely Soga Estate and Ukui Estate (Division V); and 6 Scheme Smallholder cooperatives (KUD Tani Subur, KUD Karya Tani, KUD Mekar Abadi, KUD Trani Maju, KUD Tani Bahagia and KUD Usaha Tani).</p>
<b>D.2 Explanation</b>	
<p>D.2.1 The estimated tonnage of CPO and PK products that could potentially be produced by the certified mill must be recorded by the certification body (CB) in the public summary of the P&amp;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 shall then be recorded in each subsequent annual surveillance report.</p>	<p>The estimated tonnage of certified CPO and PK are available in the Mill annual production budget for 2017 and in Management Plan 2016-2018. All FFB are received from certified supply bases, which are from Soga Estate and Ukui Estate (Division V) and 6 scheme smallholder cooperatives/KUD (KUD Tani Subur, KUD Karya Tani, KUD Mekar Abadi, KUD Trani Maju, KUD Tani Bahagia and KUD Usaha Tani).</p> <p>The estimated tonnage has been recorded in public summary report.</p>
<p>D.2.2 The mill must also meet all registration and reporting requirements for the appropriate supply chain through the RSPO supply chain managing organization (RSPO IT platform or book and claim).</p>	<p>PT Inti Indosawit Subur – Ukui II POM has met all registration and reporting requirement through registered in RSPO IT Platform, with PalmTrace ID is RSPO_PO1000002491.</p> <p>The Mill has registered their transaction for RSPO certified product, e.g.:</p> <ul style="list-style-type: none"> <li>- Transaction ID No. TR-6e13db0aedd4 for sales of Product: CSPO; Volume: 1,020 MT; Module: Identity Preserved; Seller: PT Inti Indosawit Subur – Ukui II POM; Buyer: PT Sari Duma Sejati; Remarks: Shipping/BL Number LBG/JPN-005, shipping dated 14 November 2017 with vessel MT Everrich 2 V.12.</li> <li>- Transaction ID No. TRd44cd359-ef1a for sales of product: CSPO; Volume: 2,499.87 MT; Module: Identity Preserved; Seller: PT Inti Indosawit Subur – Ukui II POM; Buyer: PT Sari Dumai Sejati; Remarks: Shipping/BL Number KUL/LBG-PQM-301-305, shipping dated 3 November 2017 with vessel MT Yukon Star Voyage #YS 10/17.</li> <li>- Transaction ID No. TR-636e6bb4-62d1 for sales of product: CSPK; Volume: 518.67 MT; Seller: PT Inti Indosawit Subur – Ukui II POM; Buyer: PT Inti Indosawit Subur – Ukui I KCP; Remarks:</li> </ul>

**RSPO Public Summary Report  
Revision 6 (December /2017)**

	Shipping/BL Number CINT301MORLUB23, dated 30 September 2017 with transporter PT Buana Jaya Bersama. RSPO Supply Chain Module is downgraded to Mass Balance by Buyer, since Ukui I KCP use only Mass Balance model.
<b>D.3 Documented procedures</b>	
<b>D.3.1 The site shall have written procedures and/or work instructions to ensure the implementation of all the elements specified in these requirements. This shall include at minimum the following:</b>	
<p>a) Complete and up to date procedures covering the implementation of all the elements in these requirements;</p>	<p>PT Inti Indosawit Subur - Ukui II POM demonstrates Standard Operating Procedures which complete and up to date covering the implementation of all the elements in RSPO Supply Chain requirements, e.g.:</p> <ol style="list-style-type: none"> <li>1) Traceability AA-MPM-OP-1400.17.R6 with latest revision dated 1 September 2017. The procedures cover traceability of palm products (CPO and PK) since receiving of fresh fruit bunches from Soga Estate, Ukui Estate (Division V) and 6 scheme smallholder cooperatives, processing of up to shipping of CPO and PK as well as Daily production report Ukui II POM.</li> </ol> <p>The procedure also regulates the internal audit by environmental and sustainability head. Traceability records are to be kept for 10 years. The SOP Traceability covers responsibility for implementation of RSPO Supply Chain Module D: CPO Mills Identity Preserved, such as:</p> <ul style="list-style-type: none"> <li>- Weighbridge operator responsible to input data on FFB receiving and delivery of CPO and PK.</li> <li>- Production supervisor prepared data for daily monitoring for: certified FFB received; FFB processed; production of certified CPO and PK; oil extraction rate for certified CPO and PK; delivery of certified CPO and PK; initial stock and ending stock of certified CPO and PK;</li> <li>- Administration officer creates certified CPO and PK daily delivery recapitulation, per delivery order proposed by Marketing Manager.</li> <li>- Mill manager signed the daily production report after verification.</li> <li>- Production supervisor and administration officer prepares the daily production report.</li> <li>- Marketing Manager creates delivery order with clear identity.</li> <li>- Sustainability Internal Audit Manager conducts the internal audit, to ensure operational activity on the field and data documentation on the field are implemented; minimum once per year.</li> </ul> <ol style="list-style-type: none"> <li>2) Standard Operating Procedure – Book Keeping (AA-MPM-OP-1400.18-R4) revision dated 25 February 2015. The procedure explains job and responsibility of Production clerk, KTU and Mill Manager in making “book keeping” documentation. Head of Environmental and Sustainability will inform to certification body if there is case of projected overproduction.</li> <li>3) SOP Penerimaan (AA-MPM-OP-1400.02-R1) described mechanism of receiving FFB.</li> <li>4) SOP Pengiriman (AA-MPM-OP-1400.14-R1) described mechanism of CPO and PK delivery.</li> </ol>
b) The role of the person having overall responsibility	The Mill Manager is the person having overall responsibility for and



**RSPO Public Summary Report  
Revision 6 (December /2017)**

<p>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's procedures for the implementation of this standard.</p>	<p>authority over the implementation of RSPO Supply Chain Standard Module D – CPO Mill: Identity Preserved as on Standard Operating Procedures – Traceability AA-MPM-OP-1400.17.R6 with latest revision dated 1 September 2017.</p>
<p>D.3.2 The site shall have documented procedures for receiving and processing certified and non-certified FFBs.</p>	<p>PT Inti Indosawit Subur - Ukui II POM demonstrates Standard Operating Procedures – Traceability AA-MPM-OP-1400.17.R6 with latest revision dated 1 September 2017. The procedures cover receiving and processing of certified FFB from certified supply bases, which are from Soga Estate, Ukui Estate (Division V) and 6 scheme smallholder cooperatives, processing of up to shipping of CPO and PK as well as Daily production report Ukui II POM.</p> <p>The Mill use supply chain model Identity Preserved, therefore the mill not received and processed non-certified FFB.</p> <p>The Mill has shown:</p> <ul style="list-style-type: none"> <li>- FFB received from Soga Estate, Division I: "Surat Pengantar Buah" No.003194; 260 bunches FFB Certified; harvesting date 18 December 2017; Soga Estate, Division I, Block A97a, planting year 1997; Vehicle number BM8458TD; Weigh bridge ticket No.PUDA117125411, dated 18 December 2017, 260 bunches FFB; net weight 6,930 kg; Vehicles: BM8458TD; RSPO FFB Certified, printed certificate number RSPO 565807.</li> <li>- FFB received from Ukui Plasma: "Bon Pengantar TBS" dated 19 August 2017; 268 bunches FFB Certified; harvesting date 19 August 2017; Kebun Plasma Ukui KUD Tani Bahagia, planting year 1990/1991; Vehicle number BM8287KA; Weigh bridge ticket No. PUDA217109849, dated 19 August 2017, 268 bunches FFB; net weight 8,397 kg; Vehicles: BM8287KA; RSPO FFB Certified; printed certificate number RSPO 565807.</li> <li>- Mill daily production report: "Laporan Harian Pabrik" dated 30 November 2017; described FFB received that day was 512.77 ton from Soga Estate and 124.491 ton from Plasma; FFB received from January to November 2017 was 143,622.709 ton from <b>Soga Estate</b> and 123,625.650 ton from Plasma, there was no FFB received from outside or third-party supplier.</li> </ul>
<p><b>D.4 Purchasing and goods in</b></p>	
<p>D.4.1 The site shall verify and document the tonnage and sources of certified and the tonnage of non-certified FFBs received.</p>	<p>Procedure of Traceability (AA-MPM-OP-1400.17.R6) with latest revision dated 1 September 2017 described that KTU who verify and documented tonnage and source of certified FFB in "Laporan Harian Pabrik", then Mill Manager who verify and approve it.</p> <p>Based on document review mentioned in D.3.2 above, it was noted that Ukui II POM only received FFB from certified source, which are Soga Estate, Ukui Estate (Division V) and 6 KUD of Ukui Plasma (KUD Tani Subur, KUD Karya Tani, KUD Mekar Abadi, KUD Trani Maju, KUD Tani Bahagia and KUD Usaha Tani). There is no FFB received from outside or third-party supplier.</p> <p>Based on interview with weighbridge clerk, since middle of year 2016 the mill only received FFB from certified source, which are Soga Estate, Ukui Estate (Division V) and 6 KUD of Ukui Plasma (KUD Tani Subur, KUD Karya Tani, KUD Mekar Abadi, KUD Trani Maju, KUD Tani Bahagia and KUD Usaha Tani). There is no FFB coming from outside or third-party supplier.</p>
<p>D.4.2 The site shall inform the CB immediately if</p>	<p>Standard Operating Procedure – Book Keeping (AA-MPM-OP-1400.18-</p>

**RSPO Public Summary Report  
Revision 6 (December /2017)**

<p>there is a projected overproduction of certified tonnage.</p>	<p>R4) revision dated 25 February 2015, Chapter 6.5, page 6, mentioned mechanism that Head of Environmental and Sustainability will inform to certification body if there is case of projected overproduction.</p>																																																							
<p><b>D.5 Record keeping</b></p>																																																								
<p>D.5.1 The site shall record and balance all receipts of RSPO certified FFB and deliveries of RSPO certified CPO and PK on a three-monthly basis.</p>	<p>Based on Standard Operating Procedure – Book Keeping (AA-MPM-OP-1400.18-R4) revision dated 25 February 2015, Ukui II POM that applied RSPO Supply Chain model Identity Preserved, only received and process certified FFB. Therefore the mill only record and balance all receipts of certified FFB and deliveries of certified CPO and PK. Book keeping record issued in three-monthly basis: January-March, April-June, July-September, and October-December.</p> <p>The Mill has shown:</p> <ul style="list-style-type: none"> <li>- Mill daily production report: “Laporan Harian Pabrik” dated 30 November 2017; described FFB received that day was 512.77 ton from <b>Soga Estate</b> and 124.491 ton from Plasma; FFB received from January to November 2017 was 143,622.709 ton from Soga Estate and 123,625.650 ton from Plasma, there was no FFB received from outside or third-party supplier. Certified CPO produced 169.010 MT; to date 56,420.060 MT; CPO OER from company-owned estate FFB 22.14%; to date 22.00%; CPO OER from scheme smallholder FFB 19.94%; to date 20.10%. Certified Kernel production 44.34 ton; to date 14,307.76 ton; KER from company owned estate FFB 5.65%; to date 5.35%; KER from scheme smallholder FFB 5.65%; to date 5.36%.</li> <li>- Mill Monthly Report: “Laporan Unit Pabrik” period November 2017; that among others described production and extraction statistic, production stock and losses, daily production, production process comment, production graphic, milling summary and process control and results of analysis.</li> <li>- Three-monthly Book Keeping record (to date 18 December 2017).</li> </ul> <table border="1" data-bbox="715 1317 1481 1915"> <thead> <tr> <th>Description</th> <th>Jan-Mar</th> <th>Apr-Jun</th> <th>Jul-Sep</th> <th>Oct-Dec</th> </tr> </thead> <tbody> <tr> <td>FFB received (ton)</td> <td>75,556.16</td> <td>66,810.50</td> <td>62,265.06</td> <td>60,095.16</td> </tr> <tr> <td>FFB processed (ton)</td> <td>72,649.70</td> <td>66,844.39</td> <td>62,400.94</td> <td>59,866.23</td> </tr> <tr> <td>Initial stock CPO (MT)</td> <td>765.73</td> <td>1,780.33</td> <td>1,326.29</td> <td>553.66</td> </tr> <tr> <td>CPO Production (MT)</td> <td>16,210.58</td> <td>14,144.97</td> <td>15,256.54</td> <td>12,469.95</td> </tr> <tr> <td>CPO Delivery (MT)</td> <td>15,195.98</td> <td>14,599.01</td> <td>16,029.17</td> <td>12,575.19</td> </tr> <tr> <td>End stock CPO (MT)</td> <td>1,780.33</td> <td>1,326.29</td> <td>553.66</td> <td>448.42</td> </tr> <tr> <td>Initial stock PK (MT)</td> <td>291.69</td> <td>186.57</td> <td>211.91</td> <td>179.11</td> </tr> <tr> <td>PK Production (MT)</td> <td>4,132.56</td> <td>3,473.68</td> <td>3,810.93</td> <td>3,336.78</td> </tr> <tr> <td>PK Delivery (MT)</td> <td>4,237.68</td> <td>3,448.34</td> <td>3,843.73</td> <td>3,387.14</td> </tr> <tr> <td>End stock PK (MT)</td> <td>186.57</td> <td>211.91</td> <td>179.11</td> <td>128.75</td> </tr> </tbody> </table> <ul style="list-style-type: none"> <li>- Shipping Announcement of TR-6e13db0a-edd4; Seller name PT Inti Indosawit Subur – Ukui II Mill; Member ID RSPO_PO1000002491; Buyer name PT Sari Dumai Sejati; Member ID RSPO_PO1000006430;</li> </ul>	Description	Jan-Mar	Apr-Jun	Jul-Sep	Oct-Dec	FFB received (ton)	75,556.16	66,810.50	62,265.06	60,095.16	FFB processed (ton)	72,649.70	66,844.39	62,400.94	59,866.23	Initial stock CPO (MT)	765.73	1,780.33	1,326.29	553.66	CPO Production (MT)	16,210.58	14,144.97	15,256.54	12,469.95	CPO Delivery (MT)	15,195.98	14,599.01	16,029.17	12,575.19	End stock CPO (MT)	1,780.33	1,326.29	553.66	448.42	Initial stock PK (MT)	291.69	186.57	211.91	179.11	PK Production (MT)	4,132.56	3,473.68	3,810.93	3,336.78	PK Delivery (MT)	4,237.68	3,448.34	3,843.73	3,387.14	End stock PK (MT)	186.57	211.91	179.11	128.75
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**RSPO Public Summary Report  
Revision 6 (December /2017)**

	<p>Product name CSPO; Program IP; Volume 1,020 MT; Shipping B/L date 14 Nov 2017; Ship name MT EVERRICH 2 V.12; B/L number LBG/JPN-005; Status confirmed on 17 Nov 2017. Related documents: (1) DO #09028/DC10/02/17 dated 29 Sept 2017; product CSPO IP; volume 500 MT; (2) Weighbridge Ticket #PUDC117201830 dated 22 Sept 2017 to PT Sari Dumai Sejati; product CSPO IP; volume 27,910 kg; Transporter CV Teman Setia.</p> <ul style="list-style-type: none"> <li>- Shipping Announcement of TR-d44cd359-ef1a; Seller name PT Inti Indosawit Subur – Ukui II Mill; Member ID RSPO_PO1000002491; Buyer name PT Sari Dumai Sejati; Member ID RSPO_PO1000006430; Product name CSPO; Program IP; Volume 2,499.87 MT; Shipping B/L date 3 Nov 2017; Ship name MT YUKON STAR VOY NO.YS 10/17; B/L number KUL/LBG-PQM-301-305; Status confirmed on 14 Nov 2017. Related documents: (1) DO #09011/DC10/02/17 dated 18 Sept 2017; product CSPO IP; volume 500 MT; (2) Weighbridge Ticket #PUDC117201768 dated 22 Sept 2017 to PT Sari Dumai Sejati; product CSPO IP; volume 29,200 kg; Transporter CV Teman Setia.</li> <li>- Shipping Announcement of TR-636e6bb4-62d1; Seller name PT Inti Indosawit Subur – Ukui II Mill; Member ID RSPO_PO1000002491; Buyer name PT Inti Indosawit Subur – Ukui I KCP; Member ID RSPO_PO1000002724; Product name CSPK; Program Mass Balance; Volume 518.67 MT; Shipping B/L date 30 Sept 2017; Ship name MT ANIKITOS; B/L number CLINT301MORLUB23; Status confirmed on 5 Oct 2017. RSPO Supply Chain model is downgraded by buyer, since buyer only applied Mass Balance model. Related documents: Weighbridge Ticket #PUDC217200555 dated 28 Sept 2017 to PT Inti Indosawit Subur – Ukui I KCP; product CSPK IP; volume 20,490 kg; Transporter CV Buana Jaya Bersama. Based on DO #09307/DC10/13/17 (5,500 kg) and 09310/DC/13/17 (14,990 kg).</li> </ul>
<p><b>D.6 Processing</b></p>	
<p>D.6.1 The site shall assure and verify through <b>documented procedures</b> and record keeping that the RSPO certified oil palm product is kept segregated from non-certified material including during transport and storage.</p>	<p>The Mill has demonstrated clear record as mentioned above that they only received and processed FFB from certified product. The Mill started to operate on 10 November 2015, with capacity 30 ton per hour. Currently, the capacity is 90 ton per hour. The mill has three storage tank, consist of (1) Bulk Storage Tank 1; capacity 500 MT; last cleaning conducted on 5 November 2017; (2) Bulk Storage Tank 2; capacity 2,000 MT; last cleaning conducted on 2 December 2017; (3) Bulk Storage Tank 3; capacity 2,000 MT; last cleaning conducted on 5 August 2017. It was clear that storage tank were only used for CPO from Ukui II POM processing. For PK storage, the Mill has two silo (bunker) kernel, with capacity 296 MT each.</p> <p>PT Inti Indosawit Subur - Ukui II POM demonstrates Standard Operating Procedures – Traceability AA-MPM-OP-1400.17.R6 with latest revision dated 1 September 2017. The procedures mentioned that Ukui II POM uses RSPO Supply Chain Certification Standard model IP, therefore Ukui II POM only receives and process certified FFB from certified supply bases, which are from Soga Estate, Ukui Estate (Division V) and 6 scheme smallholder cooperatives, processing of up to shipping of CPO and PK. Based on review of document Mill daily production report: "Laporan Harian Pabrik" dated 30 November 2017; described FFB received that day was 512.77 ton from Soga Estate and 124.491 ton from Ukui Plasma; FFB received from January to November 2017 was 143,622.709 ton from Soga Estate and 123,625.650 ton from Ukui Plasma, there was no FFB received from outside or third-party supplier. This practices ensured that RSPO certified oil palm product is kept segregated from non-certified material</p>

**RSPO Public Summary Report**  
**Revision 6 (December /2017)**

	<p>including during transport and storage.</p> <p>Interview with mill worker and site visit revealed that the mill only received and processed FFB from certified product. The Mill has assured that RSPO certified oil palm product is kept segregated from non-certified material including during transport and storage.</p>
<p>D.6.2 The objective is for 100 % segregated material to be reached.</p>	<p>Ukui II POM only received and processed FFB from certified source, which are Soga Estate, Ukui Estate (Division V) and 6 KUD of Ukui Plasma (KUD Tani Subur, KUD Karya Tani, KUD Mekar Abadi, KUD Trani Maju, KUD Tani Bahagia and KUD Usaha Tani). There is no FFB received from outside or third-party supplier.</p> <p>Based on review of document Mill daily production report: "Laporan Harian Pabrik" dated 30 November 2017; described FFB received that day was 512.77 ton from Soga Estate and 124.491 ton from Ukui Plasma; FFB received from January to November 2017 was 143,622.709 ton from Soga Estate and 123,625.650 ton from Ukui Plasma, there was no FFB received from outside or third-party supplier. This practices ensured that RSPO certified oil palm product is kept segregated from non-certified material including during transport and storage.</p> <p>Dispatch are made based on Delivery Order from Marketing Department. Shipping instruction issued by buyer to shipping trucks which control by buyer. Based on shipping document review, Ukui II POM only deliver certified CPO and PK model IP, as seen in sample: (1) DO #09011/DC10/02/17 dated 18 Sept 2017; product CSPO IP; volume 500 MT; Weighbridge Ticket #PUDC117201768 dated 22 Sept 2017 to PT Sari Dumai Sejati; product CSPO IP; volume 29,200 kg; Transporter CV Teman Setia; (2) DO #09028/DC10/02/17 dated 29 Sept 2017; product CSPO IP; volume 500 MT; Weighbridge Ticket #PUDC117201830 dated 22 Sept 2017 to PT Sari Dumai Sejati; product CSPO IP; volume 27,910 kg; Transporter CV Teman Setia; and (3) Weighbridge Ticket #PUDC217200555 dated 28 Sept 2017 to PT Inti Indosawit Subur – Ukui I KCP; product CSPK IP; volume 20,490 kg; Transporter CV Buana Jaya Bersama. Based on DO #09307/DC10/13/17 (5,500 kg) and 09310/DC/13/17 (14,990 kg).</p> <p>The objective for 100% segregated material and product is reached.</p>

**RSPO Public Summary Report  
Revision 6 (December /2017)**

**Supply Chain Declaration**

<b>A. Monthly Records of Certified and Uncertified FFB Received since the last audit</b>				
<b>No.</b>	<b>Month - Year</b>	<b>Volume of FFB from certified supply bases (MT)</b>	<b>Volume of FFB from uncertified supply bases (MT)</b>	<b>Total FFB/Month (mt)</b>
1	January 2017	27,230	0	27,230
2	February 2017	25,635	0	25,635
3	March 2017	22,438	0	22,438
4	April 2017	21,730	0	21,730
5	May 2017	22,750	0	22,750
6	June 2017	22,429	0	22,429
7	July 2017	24,695	0	24,695
8	August 2017	24,807	0	24,807
9	September 2017	23,389	0	23,389
10	October 2017	23,489	0	23,489
11	November 2017	28,544	0	28,544
12	December 2017	25,851	0	25,851
<b>Total</b>		<b>292,987</b>	<b>0</b>	<b>292,987</b>

<b>B. Monthly Records of Certified CPO &amp; PK since the last audit</b>			
<b>No.</b>	<b>Month - Year</b>	<b>Certified CPO (MT)</b>	<b>Certified PK (MT)</b>
1	January 2017	5,953	1,500
2	February 2017	5,487	1,425
3	March 2017	4,770	1,207
4	April 2017	4,630	1,104
5	May 2017	4,897	1,202
6	June 2017	4,618	1,168
7	July 2017	5,024	1,242
8	August 2017	5,247	1,306
9	September 2017	4,985	1,263
10	October 2017	4,928	1,271
11	November 2017	5,881	1,620
12	December 2017	5,449	1,464
<b>Total</b>		<b>61,869</b>	<b>15,772</b>

**RSPO Public Summary Report**  
**Revision 6 (December /2017)**

<b>C. Records of Certified CPO &amp; PK Sold under PalmTrace to Buyers since the last audit (if any)</b>				
<b>No.</b>	<b>Buyers Name</b>	<b>Palmtrace Trading No</b>	<b>Certified CPO Sold (MT)</b>	<b>Certified PK Sold (MT)</b>
1	PT Sari Dumai Sejati	RSPO_PO1000006430	60,218	0
2	PT IIS (Ukui I KCP)	RSPO_PO1000002724	0	14,380

<b>D. Records of CPO &amp; PK Sold under other schemes to Buyers since the last audit (if any)</b>				
<b>No.</b>	<b>Buyers Name</b>	<b>Scheme Name</b>	<b>CPO Sold (MT)</b>	<b>PK Sold (MT)</b>
	Nil	0	0	0

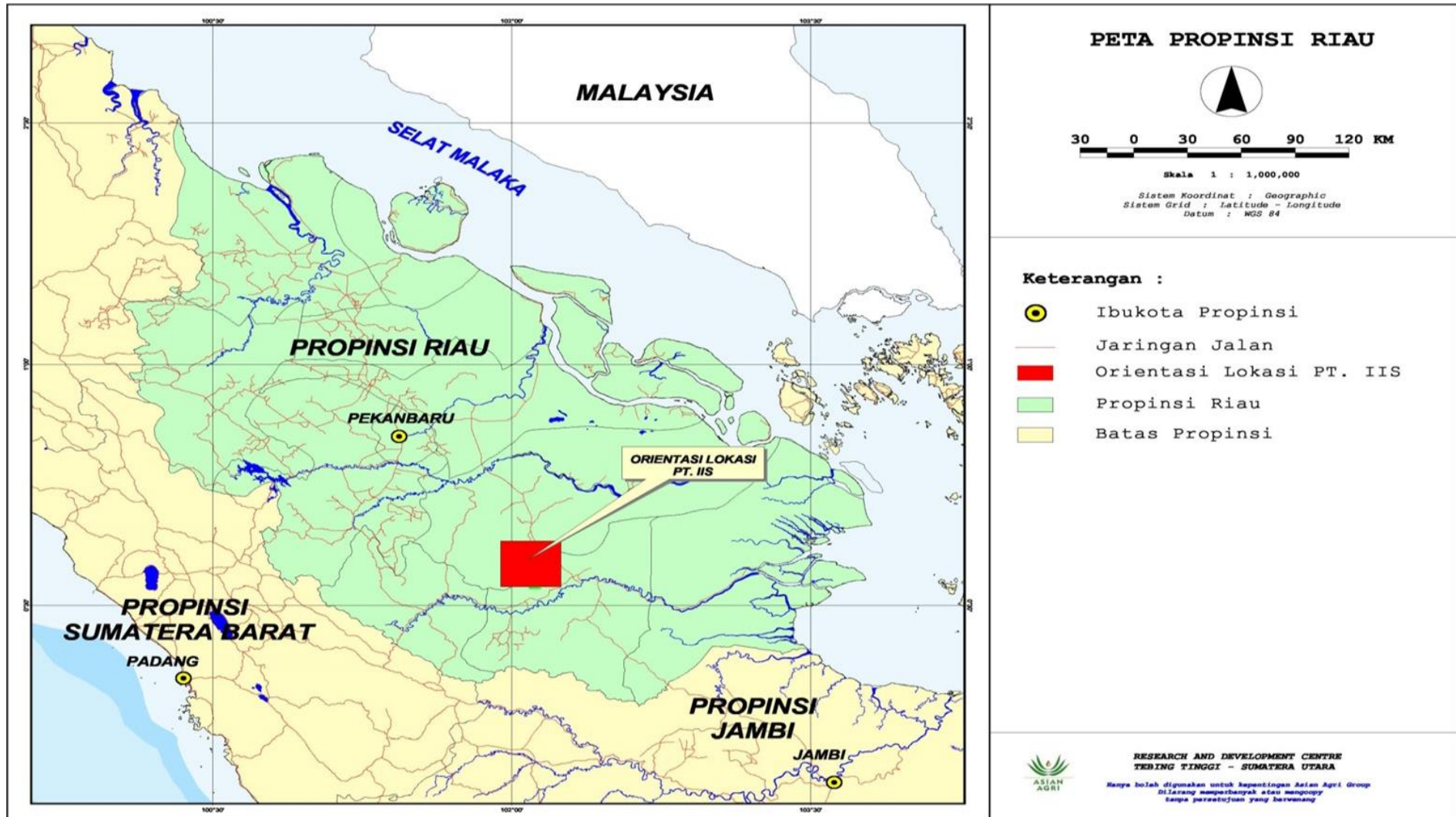
<b>E. Records of CPO &amp; PK Sold as conventional to Buyers since the last audit (if any)</b>			
<b>No.</b>	<b>Buyers Name</b>	<b>CPO Sold (MT)</b>	<b>PK Sold (MT)</b>
	Nil	0	0

<b>F. Records of Certified CPO Sold under RSPO Credits to Buyers since the last audit (if any)</b>			
<b>No.</b>	<b>Buyers Name</b>	<b>PalmTrace Trading No</b>	<b>RSPO Credits of Certified CPO Sold (MT)</b>
	Nil	0	0

**Appendix F: Location Map of Certification Unit and Supply bases**

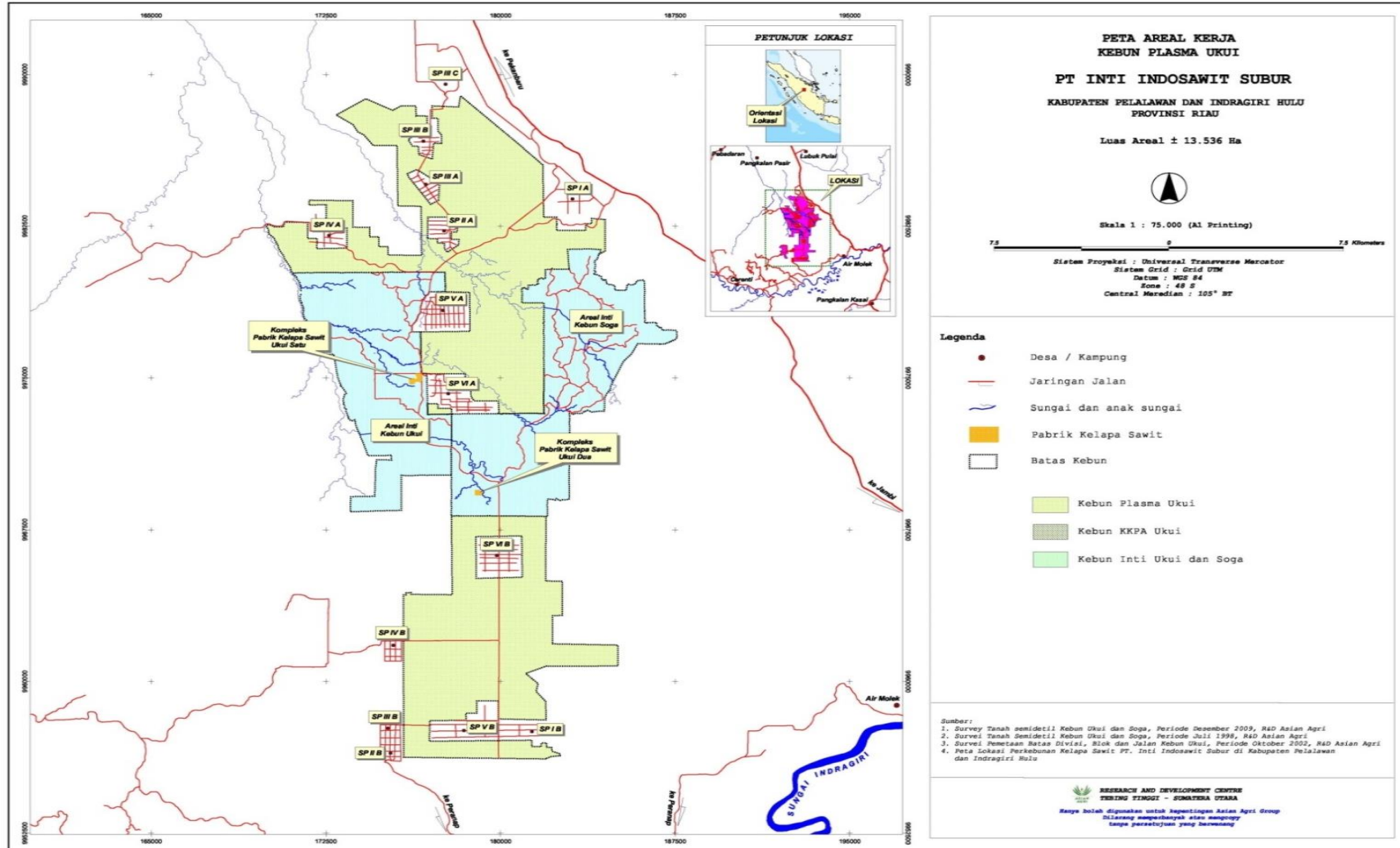


**RSPO Public Summary Report  
Revision 6 (December /2017)**





**Appendix G: Estate Field Map**



**Appendix H: List of Smallholder Sampled**

No. Sample	Area	Smallholder Number (52)	Smallholder Name
1	KUD Trani Maju	3235	Masno
2	KUD Trani Maju	3165	Seis Zainudin
3	KUD Trani Maju	3166	Supino
4	KUD Trani Maju	3317	Utomo
5	KUD Trani Maju	3665	Riyono
6	KUD Trani Maju	3833	Suprpto
7	KUD Trani Maju	3954	Yunus
8	KUD Trani Maju	5470	Maniso
9	KUD Trani Maju	5487	Suryadi/Tuban
10	KUD Trani Maju	5508	Suparno Sarbi
11	KUD Trani Maju	6331	Susianto
12	KUD Trani Maju	6298	Warsito
13	KUD Trani Maju	6365	Giyanto
14	KUD Trani Maju	6394	Sani
15	KUD Trani Maju	6391	Satari
16	KUD Trani Maju	5524	Turman
17	KUD Tani Bahagia	3473	Iswanto
18	KUD Tani Bahagia	3512	Sokhid/Siti Karomah
19	KUD Tani Bahagia	3629	Madukan
20	KUD Tani Bahagia	3604	Turimin
21	KUD Tani Bahagia	3806	Mujahit
22	KUD Tani Bahagia	3772	Giyono
23	KUD Tani Bahagia	3811	Mahroji
24	KUD Tani Bahagia	3935	Slamet Waldi
25	KUD Tani Bahagia	4249	Rohayadi
26	KUD Tani Bahagia	4342	Sumardi
27	KUD Tani Bahagia	3818	Ngafifudin
28	KUD Tani Bahagia	4631	Samsul Anwar
29	KUD Tani Bahagia	4414	Tamun/Darsan
30	KUD Tani Bahagia	4567	Sukardi
31	KUD Tani Bahagia	4517	Santo
32	KUD Tani Bahagia	4416	Parnu
33	KUD Tani Bahagia	3710	Karyono
34	KUD Tani Bahagia	3643	Hambali
35	KUD Usaha Tani	3348	Suparno/Suparmo
36	KUD Usaha Tani	3349	Supriyo
37	KUD Usaha Tani	3350	Marjuki
38	KUD Usaha Tani	3352	Sarta
39	KUD Usaha Tani	3351	Supardi/Supadi
40	KUD Usaha Tani	3385	Ujum/Ajum
41	KUD Usaha Tani	2848	H Wawan/Cari
42	KUD Usaha Tani	2837	Yusuf/Atom
43	KUD Usaha Tani	2846	Surowo/Subadri
44	KUD Usaha Tani	2841	Mustara
45	KUD Usaha Tani	2844	Mariyanto
46	KUD Usaha Tani	2819	Rahmad Ajis/Rohmat Ajis

**RSPO Public Summary Report  
Revision 6 (December /2017)**

47	KUD Usaha Tani	2854	Sripto
48	KUD Usaha Tani	2856	Iriantino
49	KUD Usaha Tani	2822	Wandi/Abu Sama
50	KUD Usaha Tani	2820	Siti Rokayah
51	KUD Usaha Tani	2849	Prasetio Budi
52	KUD Usaha Tani	2851	Ansori

## Appendix I: List of Abbreviations

BOD	Biochemical Oxygen Demand
CB	Certification Bodies
CHRA	Chemical Health Risk Assessment
COD	Chemical Oxygen Demand
CPO	Crude Palm Oil
CSPO	Certified Sustainable Palm Oil
CSPKO	Certified Sustainable Palm Kernel Oil
EFB	Empty Fruit Bunch
EHS	Environmental, Health and Safety
EIA	Environmental Impact Assessment
EMS	Environmental Management System
FFB	Fresh Fruit Bunch
FPIC	Free, Prior, Informed and Consent
GAP	Good Agricultural Practice
GHG	Greenhouse Gas
GMP	Good Manufacturing Practice
GPS	Global Positioning System
HCV	High Conservation Value
IPM	Integrated Pest Management
IP	Identity Preserved
IS - CSPO	Independent Smallholder Certified Sustainable Palm Oil
IS – CSPKO	Independent Smallholder Certified Sustainable Palm Kernel Oil
IS – CSPKE	Independent Smallholder Certified Sustainable Palm Kernel Expeller
ISCC	International Sustainable Carbon Certification
LD50	Lethal Dose for 50 sample
MB	Mass Balance
MSDS	Material Safety Data Sheet
MT	Metric Tonnes
OER	Oil Extraction Rate
OSH	Occupational Safety and Health
PK	Palm Kernel
PKO	Palm Kernel Oil
POM	Palm Oil Mill
POME	Palm Oil Mill Effluent
PPE	Personal Protective Equipment
RSPO	Roundtable on Sustainable Palm Oil
P&C	Principles & Criteria
RTE	Rare, Threatened or Endangered species
SCCS	Supply Chain Certification Standard
SEIA	Social & Environmental Impact Assessment
SIA	Social Impact Assessment
SOP	Standard Operating Procedure