

**RSPO PRINCIPLE AND CRITERIA –
 1ST ANNUAL SURVEILLANCE ASSESSMENT (ASA1)
 Public Summary Report**

FGV Holdings Berhad
Client company Address: Plantation Sustainability Department Level 20 (W), Wisma FGV Jalan Raja Laut 50350 Kuala Lumpur Malaysia
Certification Unit: WaHa Palm Oil Mill and supply base Location of Certification Unit: FGV Palm Industries Sdn Bhd Kilang Kelapa Sawit Wa Ha Jalan Rusa Felda Simpang Wa Ha, 81907 Kota Tinggi Johor, Malaysia

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.....	5
7. Certified Tonnage of FFB (Own Certified Scope)	5
8. Certified Tonnage of FFB (from other certified unit(s)) if applicable *.....	6
9. Non-Certified Tonnage of FFB (outside supplier – excluded from certificate) if applicable	6
10. Certified Tonnage	6
11. Actual Sold Volume (CPO)	6
12. Actual Sold Volume (PK)	7
13. Actual Group certification Claims	7
Section 2: Assessment Process	8
2.1 Assessment Methodology, Programme, Site Visits.....	8
2.2 BSI Assessment Team:	9
2.3 Assessment Plan	11
Section 3: Assessment Findings	13
3.1 Normative requirement applied for this assessment:.....	13
3.2 Time Bound Plan progress for multiple management units	13
3.3 Progress of scheme smallholders and/or outgrowers	19
3.4 Details of findings	19
3.4.1 Status of Nonconformities Previously Identified and Observations	22
3.4.2 Summary of the Nonconformities and Status.....	30
3.5 Stakeholders and previous land owner / user consultation	31
3.6 Impartiality and conflict of interest	33
Appendix A: Summary of Findings	34
Appendix B: Approved Time Bound Plan.....	102
Appendix C: GHG Reporting Executive Summary	112
Appendix D: Supply Chain Declaration.....	114
Appendix E: Location Map of FGVPISB Kerteh Palm Oil Mill Certification Unit and Supply bases..	116
Appendix F: FGVPB Bukit Aping Selatan Estate Field Map	117

Appendix H: List of Smallholder Sampled *(If applicable – scheme/associated/group certification)*118
Appendix I: List of Abbreviations118

Section 1: Scope of the Certification Assessment

1. Company Details			
RSPO Membership Number	1-0225-16-000-00	Membership Approval Date	27/12/2016
Parent Company Name	FGV Holdings Berhad		
Address	Plantations Sustainability Department, Level 20 (W), Wisma FGV Jalan Raja Laut 50350 Kuala Lumpur, Malaysia		
Subsidiary (Certification Unit Name)	FGV Palm Industries Sdn Bhd – Wa Ha Palm Oil Mill		
Address	Certification unit : FGV Palm Industries Sdn Bhd Kilang Sawit Wa Ha, Jalan Rusa Felde Simpang Wa Ha 81907 Kota Tinggi, Johor, Malaysia		
Contact Name	En Ameer Izyanif Bin Hamzah		
Website	http://www.fgvholdings.com	E-mail	ameer.h@fgvholdings.com
Telephone	+603 2859 1995	Facsimile	+603 2859 1311

2. Certification Information			
Certificate Number	RSPO 693243	Date of First Certification	22/02/2019
		Certificate Start Date	22/02/2019
		Certificate Expiry Date	21/02/2024
Scope of Certification	Palm Oil and Palm Kernel Production		
Applicable Standards	RSPO Principles & Criteria for Sustainable Palm Oil Production: 2018; Malaysian National Interpretation: 2019; with Supply Chain Mass Balance Module		

3. Other Certifications			
Certificate Number	Standard(s)	Certificate Issued by	Expiry Date
MSPO 693232	MS 2530-4 Malaysian Sustainable Palm Oil (MSPO) Part 4	BSI Services Malaysia Sdn Bhd	20/05/2024
MSPO 693234	MS 2530-3 Malaysian Sustainable Palm Oil (MSPO) Part 3		20/05/2024

RSPO Public Summary Report
Revision 9 (Nov 2019)

4. Location(s) of Mill & Supply Bases			
Name (Mill / Supply Base)	Location [Map Reference #]	GPS Coordinates	
		Latitude	Longitude
Kilang Sawit Wa ha	Kilang Sawit Wa Ha, Jalan Rusa Felda Simpang Wa Ha, 81907 Kota Tinggi, Johor	1° 47' 45" N	104° 4' 30" E
FGVPM Bukit Aping Selatan	Pejabat Ladang FGVPM Bukit Aping Selatan, D/A Felda Bukit Wa Ha, 81900 Kota Tinggi, Johor	1° 45' 18.3" N	104° 04' 24" E

5. Description of Supply Base					
Estate	Total Planted (Mature + Immature) (ha)	HCV (ha)	Infrastructure & Other (ha)	Total Area (ha)	% of Planted
FGVPM Bukit Aping Selatan	851.96	0	236.85	1,088.81	78
Total	851.96	0	236.85	1,088.81	78

6. Plantings & Cycle							
Estate	Age (Years)					Mature**	Immature
	0 - 3	4 - 10	11 - 20	21 - 25	26 - 30		
FGVPM Bukit Aping Selatan	0	432.09	419.87	0	0	851.96	0
Total (ha)	0	432.09	419.87	0	0	851.96	0

7. Certified Tonnage of FFB (Own Certified Scope)			
Estate	Tonnage / year		
	Estimated (mt) (Feb 2019-Jan 2020)	Actual (mt) (Feb 2019-Dec 2019)	Forecast (mt) (Feb 2020-Jan 2021)
FGVPM Bukit Aping Selatan	11,818.73	11,700.00	15,522.00
Total	11,818.73	11,700.00	15,522.00

RSPO Public Summary Report
Revision 9 (Nov 2019)

8. Certified Tonnage of FFB (from other certified unit(s)) if applicable *			
Estate	Tonnage / year		
	Estimated (mt) (Feb 2019-Jan 2020)	Actual (mt) (Feb 2019-Dec 2019)	Forecast (mt) (Feb 2020-Jan 2021)
N/A	N/A	N/A	N/A
Total			

9. Non-Certified Tonnage of FFB (outside supplier – excluded from certificate) if applicable			
Independent FFB Supplier	Tonnage / year		
	Estimated (mt) (Feb 2019-Jan 2020)	Actual (mt) (Feb 2019-Dec 2019)	Forecast (mt) (Feb 2020-Jan 2021)
Small Holder		215,427.00	
Total		215,427.00	

10. Certified Tonnage			
Mill Capacity: 54 MT/hr SCC Model: MB	Estimated (mt) (Feb 2019-Jan 2020)	Actual (mt) (Feb 2019- Dec 2019)	Forecast (mt) (Feb 2020-Jan 2021)
	FFB	FFB	FFB
	11,818.73 MT	11,700.00 MT	13,252.00 MT
	CPO (OER: 22%)	CPO (OER: 21.3%)	CPO (OER: 21.64%)
	2,600.12	2,492.10	2,867.73
	PK (KER: 5.45%)	PK (KER: 5.31%)	PK (KER: 5.5%)
644.12	621.27	728.86	

11. Actual Sold Volume (CPO)					
	RSPO Certified	Other Schemes Certified		Conventional	Total
		ISCC	RSB		
CPO (MT)	279.49MT	0	0	1918.30	2,197.49

12. Actual Sold Volume (PK)					
	RSPO Certified	Other Schemes Certified		Conventional	Total
		ISCC	RSB		
PK (MT)	63.11 MT	0	0	403.40	466.51

13. Actual Group certification Claims		
	Credit	Physical Volume (MT)
IS-CSP0	-	-
IS-CSPK0	-	-
IS-CSPKE	-	-

Section 2: Assessment Process

Certification Body:

BSI Services Malaysia Sdn Bhd,
(ASI Accreditation Number: ASI-ACC-067)
Suite 29.01 Level 29, The Gardens North Tower,
Mid Valley City, Lingkaran Syed Putra,
59200 Kuala Lumpur, Malaysia.
Tel +60 (3) 9212 9638 Fax +60 (3) 9212 9639
Representative: Nicholas Cheong (Nicholas.Cheong@bsigroup.com)
Website: www.bsigroup.com

BSI is a leading global provider of management systems assessment and certification, with more than 80,000 certified locations and clients in over 180 countries. BSI Standards is the UK's National Standards Body. BSI provides independent, third-party certification of management systems. BSI is ASI Accredited (ASI-ACC-067) to conduct RSPO assessment since 31/10/2014 with accredited office located at Kuala Lumpur, Malaysia and an office at Jakarta and Australia which involve in RSPO Certification Program.

2.1 Assessment Methodology, Programme, Site Visits

The on-site annual surveillance assessment was conducted from 7-9/01/2020. 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 off-site assessment was conducted on 31/03/2020. Justification for off-site verification due to Movement Control Order (MCO) dated 18 March until 14 April 2020 cause by N-Covid virus issue.

The methodology for collection of objective evidence included physical site inspections, observation of tasks and processes, interviews of staff, workers and their families and external stakeholders, review of documentation and monitoring data. RSPO Principles & Criterias 2018 and RSPO Supply Chain Certification Standard 2017 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 minimum sample size is four estates. Sample size for certification unit with more than four (4) estates were determined based on formula $N = (0.8\sqrt{y}) \times (z)$ where y is the number of estates and where z is the multiplier defined by risk assessment
- 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 9 (Nov 2019)

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.

For Initial and Re-certification assessment, the report was externally reviewed by RSPO approved Certification Reviewer prior to certification decision by BSI.

For Annual surveillance assessment, 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

Assessment Program					
Name (Mill / Supply Base)	Year 1 (Initial Assessment)	Year 2 (ASA1)	Year 3 (ASA2)	Year 4 (ASA3)	Year 5 (ASA4)
Wa Ha Palm Oil Mill	✓	✓	✓	✓	✓
FGVPM Bukit Aping Selatan	✓	✓	✓	✓	✓

Tentative Date of Next Visit: January 5, 2021 - January 7, 2021

Total No. of Mandays: 10 mandays

2.2 BSI Assessment Team:

Team Member Name	Role <i>(Team Leader or Team member)</i>	Qualifications <i>(Short description of the team members)</i>
Muhamad Naqiuddin Mazeli	Trainee Lead Auditor	He graduated with Bachelor of Science Horticulture at University Putra Malaysia. He started his career in 2009 as Researcher at Sime Darby Research Seed Centre and manage for Quality control for seed production for paddy, chilli and corn with collaboration with Malaysian Agricultural Research and Development Institute (MARDI) for 4 years. During the period, he was also involved with Nestle project on Red

RSPO Public Summary Report
Revision 9 (Nov 2019)

		<p>Rice production. He later joins the Sime Darby Plantation Berhad Sustainability Team in 2013 as Sustainability Executive. Joining the sustainability team, he managed, implemented and monitored the RSPO, ISCC, MSPO and ISO 9001 and ISO 18001 certification requirements for the estates, mills, refineries and Smallholder scheme. He also support in providing training and internal audits related to RSPO, MSPO and other certifications where applicable to the operations within Sime Darby Plantation. He is a trained Safety Officer and he managed the Occupation Safety and Health of Northern Region Sime Darby Plantation Berhad operations. During this assessment, he assessed on the aspects of legal, mill best practices, safety and health and workers consultation.</p>
Valence Shem	Team Member	<p>He holds Bachelor Degree in Industrial Technology, graduated from University of Science Malaysia in 1998 and has 9 years working experience in oil palm plantation industry. He has been in the management system auditing line since 2009 for various standards such as ISO 140001, RSPO P&C, RSPO SCCS and SMETA. He completed the ISO 14001 Lead Auditor Course in 2008, ISO 9001 Lead Auditor Course in 2013, Endorsed RSPO P&C Lead Auditor Course in 2011, Endorsed RSPO SCCS Lead Assessor Course in 2012 and MSPO Awareness Training in 2014. He had been involved in RSPO auditing since 2009 in various companies in Malaysia. During this assessment, he assessed on the aspects of legal, environmental & biodiversity, agriculture best practices and the supply chain element. Able to communicate in Bahasa Malaysia and English.</p>
Hafriazhar Mokhtar	Mohd Team Member	<p>Hafriazhar Mohd. Mokhtar is a Chemical Engineer by qualification. He has more than five years of direct work experience in the upstream processes of palm oil within the plantation industry. He is a qualified Lead Auditor for CDM, ISO 14001, ISO 50001 and ISO 9001 and has accumulated more than 500 audit days throughout his current career as the auditor for multiple disciplines covering Malaysia, Indonesia and Thailand. He has been trained in the RSPO P&C and SCCS standards and recently completed his RSPO P&C Lead Assessor training and has been involved in RSPO audits within Malaysia, Papua New Guinea and Solomon Islands. During this assessment, he assessed on the aspects of legal, social and stakeholder engagement. Able to communicate in Bahasa Malaysia and English.</p>

Accompanying Persons:

No.	Name	Role
	Nil	

2.3 Assessment Plan

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

Date	Time	Subjects	MN	HM	VS
Monday, 6/1/2020		Travel from KL to Kota Tinggi	√	√	√
Tuesday, 7/1/2020 Waha Mill	0830-0900	Waha Mill: Opening Meeting: <ul style="list-style-type: none"> Opening Presentation by Audit team leader. Confirmation of assessment scope and finalize Audit plan (including stakeholder’s consultation). 	√	√	√
	0900–1230	Inspection: FFB receiving, warehouse, workshop, wastes management & Landfill, Effluent Ponds, OSH & ERP, Environment issues, POME application, water treatment, staff, workers and contractor interview, housing and facility inspection, clinic, meeting stakeholders, etc.	√	√	√
	1230–1330	Lunch	√	√	√
	1330–1700	Document review P1 – P7: (General Documentation e.g. Legal, Manual and Procedure, production & monitoring records, IPM & HCV records, SEIA documents & records, OSH records, review pay documents, records of communication with stakeholder/ workers representatives, new planting, CIP and implementation etc).	√	√	√
	1700–1730	Interim Closing Briefing	√	√	√
Wednesday 8/1/2020 Bukit Aping Selatan estate	0830–1300	Bukit Aping Selatan Estate: Field visit, boundary inspection, field operations, staff & workers interview, buffer zone, HCV area, IPM implementation, OSH & ERP, workshop, storage area (agrochemical, fertilizer, lubricant etc.), agrochemical mixing area, Scheduled waste management, worker housing, clinic, Landfill, , etc.	√	√	√

RSPO Public Summary Report
Revision 9 (Nov 2019)

Date	Time	Subjects	MN	HM	VS
		Meeting with stakeholders (Government, village rep, smallholders, Union Leader, contractor etc.)	-	√	-
	1300 - 1400	Lunch Break	√	√	√
	1400-1630	Document review P1 – P7: (General Documentation e.g. Legal, Manual and Procedure, production & monitoring records, IPM & HCV records, SEIA documents & records	√	√	√
	1630-1700	Interim Closing Briefing	√	√	√
	1300 - 1400	Lunch Break	√	√	√
	1400-1630	Document review P1 – P7: (General Documentation e.g. Legal, Manual and Procedure, production & monitoring records, IPM & HCV records, SEIA documents & records	√	√	√
	1630-1700	Interim Closing Briefing	√	√	√
Thursday 9/1/2020	0830–1300	Waha POM RSPO Supply Chain Site visit: Incoming of FFB and outgoing of CSPO & CSPK – weighbridge, ramp, storage area, loading bays, etc. Documentation review: RSPO SCC general requirements, internal audit, management review, sales and purchasing documents, mass balance accounting and other relevant documents and records. - - -	-	-	√
Waha POM	1300 - 1400	Lunch Break	-	-	√
	1400-1630	Waha POM RSPO Supply Chain Continue with unfinished elements.	-	-	√
	1630-1700	Closing Meeting	√	√	√
Friday 10/1/2020	0700-1200	Travelling back KL	-	√	-

Section 3: Assessment Findings

3.1 Normative requirement applied for this assessment:

- FGV Holdings Berhad Multiple Management Units / Time Bound Plan
- RSPO P&C 2018 Generic
- RSPO Group Certification Standard 2016
- RSPO Supply Chain Certification Standard 2017
- RSPO P&C National Interpretation 2019

3.2 Time Bound Plan progress for multiple management units

Time Bound Plan		
Requirement	Remarks	Compliance
Does the plan include all current subsidiaries, estates and mills?	Yes, as per time bound plan 2020.	Yes
Have all the estates and mills certified within five years after obtaining RSPO membership?	There are 67 mills under FGV. As on 31 December 2019, only 33 mills has been certified. Remaining 33 mills have undergone internal audit and 1 mill (KKS Serting) has completed external audit waiting for certification. As per the CP decision on 13/01/2020, all new certification under FGV is suspended.	Yes
Have there been any new acquisitions? If yes, the new acquisitions shall be certified within three-year from the date of acquisition. Certification plan for the new acquisition shall be available.	Challenge from the time bound plan is age of plantations and location and challenges to identify FFB sources especially those under the dealers. No new acquisitions as per time bound plan 2020.	Yes
Have there been any changes to the time-bound plan since the last audit (both new acquisition and existing)? If yes, justification is required. Is this consistent with the ACOP reporting?	The latest ACOP 2018 available in RSPO website reporting no changes. However, refer to the Decision Letter to FGV on non-compliance of CPD by RSPO Complaints Panel, dated 13/01/2020 there is change required for Time Bound Plan 2020 where the suspension of Kilang Sawit Serting is involved. FGV has updated its Time Bound Plan on the Kilang Sawit Serting where new certification will be conducted once he suspension lifted after July 2020.	Yes
Have there been any isolated lapses in implementation of the plan? If yes a Minor non-compliance shall be raised	There is no isolated lapses in implementation of the plan.	Yes
Have there been any fundamental failure (e.g. unable to justify delay in planning the assessments)	There is no fundamental failure. The TBP is in progress and it is expected to achieve 100% RSPO certification of estates and mills in 2021 and RSPO certification of Scheme/Plasma/Associated smallholders and Outgrowers in 2025 as per ACOP 2018.	Yes

RSPO Public Summary Report
Revision 9 (Nov 2019)

<p>to proceed with implementation of the plan? If yes a Major non-compliance shall be raised</p>																		
<p>Un-Certified Units or Holdings</p>																		
<p>No replacement after dates defined in NIs Criterion 7.3:</p> <ul style="list-style-type: none"> • Primary forest. • Any area required to maintain or enhance HCVs in accordance with RSPO P&C criterion 7.3. 	<p>No replacement for primary forest or HCV area. There were 7 LUCA submitted to RSPO and all of them have been passed with no concept note or compensation plan required.</p>	<p>Yes</p>																
<p>Any new plantings since January 1st 2010 shall comply with the RSPO New Plantings Procedure.</p>	<p>Company Group/ Holding Statement: There is new planting after 1st January 2010.</p> <p>Auditor Verification: NPP audit has been carried out for all FGVP Estate and is currently under review. Data as per below:</p> <table border="1" data-bbox="469 1093 1329 2036"> <thead> <tr> <th>Estate</th> <th>Hectarage Involves In NPP</th> <th>Status</th> </tr> </thead> <tbody> <tr> <td>Tembangau 05</td> <td>45.84</td> <td>March 2016 – May 2016, Cannot undergo development https://hcvnetwork.org/reports/hcv-chegar-perah-02-estate-bukit-sagu-08-estate-tembangau-05-estate-selendang-03-estate-malaysia/</td> </tr> <tr> <td>Chegar Perah</td> <td>259.84</td> <td rowspan="3">Proceed with new planting. Did not go NPP as this is certified area. Refer to: https://hcvnetwork.org/reports/hcv-chegar-perah-02-estate-bukit-sagu-08-estate-tembangau-05-estate-selendang-03-estate-malaysia/</td> </tr> <tr> <td>Selendang 03</td> <td>97.14</td> </tr> <tr> <td>Bukit Sagu 08</td> <td>61.54</td> </tr> <tr> <td>Pt CNP, Kalimantan</td> <td>14,385</td> <td>Full assessment 22-29 Mac 2018 Public consultations 13-16 July 2018 SEIA: Completed HCV: Completed NPP Completed Nursery and Planting Development www.rspo.org/files/download/c085da6476b00a1</td> </tr> </tbody> </table>	Estate	Hectarage Involves In NPP	Status	Tembangau 05	45.84	March 2016 – May 2016, Cannot undergo development https://hcvnetwork.org/reports/hcv-chegar-perah-02-estate-bukit-sagu-08-estate-tembangau-05-estate-selendang-03-estate-malaysia/	Chegar Perah	259.84	Proceed with new planting. Did not go NPP as this is certified area. Refer to: https://hcvnetwork.org/reports/hcv-chegar-perah-02-estate-bukit-sagu-08-estate-tembangau-05-estate-selendang-03-estate-malaysia/	Selendang 03	97.14	Bukit Sagu 08	61.54	Pt CNP, Kalimantan	14,385	Full assessment 22-29 Mac 2018 Public consultations 13-16 July 2018 SEIA: Completed HCV: Completed NPP Completed Nursery and Planting Development www.rspo.org/files/download/c085da6476b00a1	<p>Yes</p>
Estate	Hectarage Involves In NPP	Status																
Tembangau 05	45.84	March 2016 – May 2016, Cannot undergo development https://hcvnetwork.org/reports/hcv-chegar-perah-02-estate-bukit-sagu-08-estate-tembangau-05-estate-selendang-03-estate-malaysia/																
Chegar Perah	259.84	Proceed with new planting. Did not go NPP as this is certified area. Refer to: https://hcvnetwork.org/reports/hcv-chegar-perah-02-estate-bukit-sagu-08-estate-tembangau-05-estate-selendang-03-estate-malaysia/																
Selendang 03	97.14																	
Bukit Sagu 08	61.54																	
Pt CNP, Kalimantan	14,385	Full assessment 22-29 Mac 2018 Public consultations 13-16 July 2018 SEIA: Completed HCV: Completed NPP Completed Nursery and Planting Development www.rspo.org/files/download/c085da6476b00a1																

RSPO Public Summary Report
Revision 9 (Nov 2019)

	PT TAA, Kalimantan	8,193	SEIA: Completed NPP process Development on some area but stop after the CP issue.	
	Tawai 01	2740.11	"January, 24, 2018 - February, 02, 2018" Second resubmission by Aksenta	
	Tawai 02	2745.58	First submission failed on 14 Nov 2018. https://hcvnetwork.org/reports/hcv-ladang-tawai-1-and-ladang-tawai-2-fgvp-malaysia/	
	Asian Plantation Limited	25,325.00	5 - 19 February 2015 HCVRN CLOSED Can proceed with Planting subjected to HCSA report for Grand Performance. https://hcvnetwork.org/reports/felda-global-venture-miri-division-sarawak-state-malaysia/	
<p>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.</p> <p>The RSPO RaCP tracker shall be checked to confirm for any land conflicts/Liabilities https://www.rspo.org/certification/remediation-and-compensation/racp-tracker. The progress on the Liabilities shall be verified and reported.</p>	<p>There is No land Conflict reported. From the RSPO RaCP tracker the FGV Management unit already sent 7 Land Use Change Analysis to RSPO and already completed the review for all analysis.</p>			<p>Yes</p>
<p>Any Labor disputes are being resolved through a mutually agreed process, in accordance with RSPO P&C criterion 6.3.</p>	<p>On the 26th of July 2015, WSJ ran an article by Syed Zain Al – Mahmood alleging that Felda has breached labour conditions in its plantations. The allegations mainly say that forced labour is being used and the workers are not paid minimum wages. Further, it is alleged that their health and working conditions is are neglected and also that their employers withheld their passports.</p> <p>Remarks</p>			<p>Yes</p>

RSPO Public Summary Report
Revision 9 (Nov 2019)

	<p>29 July 2015 - 12 NGOs urged the RSPO to conduct a transparent investigation into Wall Street Journal's findings of forced labour, human trafficking, and other human and labour rights violations especially on RSPO member FELDA's plantations.</p> <p>The Complaints Panel in its meeting on August 2015, decided that the member, FELDA, be investigated on the issues raised by the WSJ article. The RSPO Secretariat will conduct an independent assessment to investigate the report on labour condition on all RSPO members. Malaysia would be the first country, where the assessment would be done. RSPO release the following statement on its website: http://www.rspo.org/news-and-events/news/3rd-update_rspo-response-to-the-report-titled-palmoil-migrant-workers-tell-of-abuses-on-malaysian-plantations-published-by-the-wall-street-journal-on-26th-july-2015</p> <p>7 March 2016 - RSPO Complaints Panel reviewed the independent assessment reports and decided to suspend Pasoh palm oil mill owned by FELDA until full clearance is given based on the re-audits.</p> <p>10 March 2016 - FGV had a meeting with RSPO regarding the ASI report and suspension decision by RSPO.</p> <p>18 March 2016 - FGV sent complaint acknowledgment letter to RSPO. FGV will submit 12 month time bound action plan addressing all the issues relating to ASI report.</p> <p>6 May 2016 - FGV withdraws its RSPO Principles and Criteria certificates.</p> <p>4 July 2016 - FGV submits the action plan to RSPO.</p> <p>22 August 2016 - Secretariat has reviewed the action plan and sent the action plan back to the company for further clarification.</p> <p>20 October 2016 - Secretariat to wait for the updated action plan from the company.</p> <p>19 December 2016 - Secretariat to appoint an independent expert to verify action plan and set a time bound plan.</p> <p>22 March 2017 - Secretariat continues searching for an independent expert to review the action plan.</p> <p>31 May 2017 - Secretariat shares the action plan with the Complaints Panel and continues monitoring the case.</p> <p>25 July 2017 (CP Meeting) -Secretariat to proceed with the review of the Action Plan.</p> <p>24 August 2017 (CP Meeting)</p> <ol style="list-style-type: none"> 1) CP to wait for the report of the Review of FGV Action Plan; 2) Secretariat to work with the Technical department to develop a formula for identifying the number of units for verification; 3) Secretariat to start identifying a team of experts for the verification exercise. <p>26 September 2017 (CP Meeting) -Secretariat to follow up with FGV on the 2 reports. 23 October 2017 (CP Meeting) - Secretariat to send CP's response to the Company. 21 November 2017 (CP Meeting) -Verification exercise to be carried out once the schedule is confirmed with the verification team. 21 December 2017 (CP Meeting) - Verification exercise to be carried out in March. 24 January 2018 (CP Meeting) -TOR for the verification exercise to be drafted. Further details, please refer to: https://www.rspo.org/members/complaints/status-ofcomplaints/view/85</p> <p>26 Sept 2017 – (CP Meeting) Secretariat to follow up with FGV on the 2 reports.</p>	
--	---	--

RSPO Public Summary Report
Revision 9 (Nov 2019)

	<p>23 Oct 2017 – (CP Meeting) Secretariat to send CP’s response to the Company.</p> <p>21 Nov 2017 – (CP Meeting) Verification exercise to be carried out once the schedule is confirmed with the verification team.</p> <p>21 Dec 2017 – (CP Meeting) Verification exercise to be carried out in March.</p> <p>24 Jan 2018 – (CP Meeting) TOR for the verification exercise to be drafted.</p> <p>21 Feb 2018 - Verification exercise to be carried out in March.</p> <p>28 Mar 2018 - Secretariat to have a meeting with the experts. Secretariat to share the questions with the CP.</p> <p>25 Apr 2018 - The field verification will commence on 26 – 28 April 2018. The Secretariat is to receive the first draft of the report in two weeks.</p> <p>25 May 2018 - To follow up with the verification team on the report.</p> <p>18 Jun 2018 - Secretariat to share draft verification report with FGV for factual verification.</p> <p>25 Jul 2018 - CP to review all documents before it and proceed to deliberations.</p> <p>23 Aug 2018 - CP to continue deliberations.</p> <p>26 Sep 2018 - Complaints Panel to continue deliberations on the complaint.</p> <p>24 Oct 2018 – CP to continue deliberations and finalise the decision letter.</p> <p>28 Nov 2018 - Complaints Panel's decision delivered to parties to the Complaint. Refer: https://ap8.salesforce.com/sfc/p/#90000000YoJi/a/90000000PagQ/ZW4jz6LO5zY01E.T_qS04uHRv0ha1iIJt8CgYScuWt4</p> <p>05 Dec 2018 - Complaint transferred to IMU for monitoring / implementation. Refer: https://ap8.salesforce.com/sfc/p/#90000000YoJi/a/0o000000fzal/qaNnRjxq39xHaf4VCwCEcIDk.IGcMh2FOA7r4znXAt8</p> <p>19 Dec 2018 - Decision letter has been sent to the parties. Deadline for submission of appeals is on 28 February 2019.</p> <p>27 Feb 2019 - Timeline for appeal ends 28.2.2019. Action Plan due 28.2.2019. FGV submitted a request for extension of time to submit their Action Plan. FGV’s request under consideration by the CP. FGV request for extension of time letter. Refer: https://rspo.my.salesforce.com/sfc/p/#90000000YoJi/a/0o000000Xmil/wua7Mi0mKLzxXRxaTxFHF2320ZoCed6LXN.v7QziRCc</p> <p>28 Feb 2019 - The Complaint is officially closed.</p> <p>08 Mar 2019 - CP Directive Letter to FGV. Refer: https://rspo.my.salesforce.com/sfc/p/#90000000YoJi/a/0o000000Xmiq/ixfdY2gKbHzqVUZmkRsEnAjGOgDRiEIT0ZV71b0kJsQ</p> <p>27 Mar 2019 - 1) Extension of time granted to FGV for submission of their Action Plan and quarterly progress report. 2) FGV is expected to revert by 29 March 2019.</p> <p>24 Apr 2019 - FGV has submitted the action plan and it’s being reviewed by IMU.</p> <p>28 Jun 2019 - FGV wrote to the Complaints Panel requesting a lift of the P&C Certificate suspension. Refer:</p>	
--	--	--

RSPO Public Summary Report
Revision 9 (Nov 2019)

	<p>https://rspo.my.salesforce.com/sfc/p/#90000000YoJi/a/0o000000MX6f/CgQnAFQyNw8MydWaOC9Z1JOfu5IOWupruy5R1vIkGQo</p> <p>05 Aug 2019: CP letter - lifting of the suspension on FGV (Serting Complex). Refer: https://rspo.my.salesforce.com/sfc/p/#90000000YoJi/a/0o000000HQyJ/KtzAK4UrK.ZtK0LVQzJsusQJuSJUyJy_2h36BweGo.A</p> <p>13 Jan 2020 - CP's decision letter on FGV's non-compliance and related sanctions. Refer: https://rspo.my.salesforce.com/sfc/p/#90000000YoJi/a/0o000000Q2Ph/KKtxkdu0okoPB455uo7CKl0DOAILSxkYX44EsoJEmQc</p> <p>The Complaints Panel hereby finds the Respondent to be in non-compliance of the Complaints Panel Decision. Consequently, the Complaints Panel directs the following –</p> <ul style="list-style-type: none"> i. that the Secretariat instructs the Certification Body to re-suspend FGV's P & C certificate for Kilang Sawit Serting and its Supply Bases, pursuant to Section 4.12.6 of the RSPO Certifications Systems for Principles & Criteria (June 2017); and ii. that all certification processes of each uncertified management unit within FGV are suspended. <p>The above suspensions are effective from 13 January 2020. This Complaint will continue to be monitored by the IMU. FGV is to continue submitting its quarterly reports and updates related to the completion of this exercise to the Secretariat.</p> <p>Lifting of the above suspensions are conditional upon the satisfactory implementation of the Complaints Panel Decision, verified by audits conducted by Certification Bodies no later than July 2020. Costs for the said audits shall be borne by FGV.</p> <p>The resolution are currently being resolved under complaints panel.</p>	
<p>Any Legal non- compliance is being addressed through measures consistent with the requirements of RSPO P&C criteria 2.1</p>	<p>Auditor Verification: There is 1 issue happen in FGVPM Palong Timur 04 (Now FGVPM Palong Timur 05) and the details is elaborated below: FGVPM PALONG TIMUR 04 (NOW FGVPM PALONG TIMUR 05): Claims on 19.06.2012 with value of summon RMX1,XXX.60 and summon status is Court Appeal.</p> <p>Auditor Verification: The dispute between FGVPM Palong Timur 04 VS Ahmad Tukiman & 7 other in Mahkamah Rayuan No: J-08-505-11/2017 form Oct 2016 untill May 2018 has been closed and payment to the dependant has been paid through their lawyer, Muhendran Sri (Advocates & Solicitors) for the sum of RMX7,XXX.52.</p>	<p>Yes</p>
<p>Did the company conduct internal audit against the uncertified management units requirement? If yes, a positive assurance statement shall be available.</p>	<p>Company Group/Holding Statement: Yes, at the current status, all 67 complexes already have internal audit in year 2017-2019.</p> <p>Auditor Verification: Yes. The uncertified 33 mills have undergone internal audit conducted by the sustainability department. Internal audit conducted with findings highlighted for site's further improvement. Corrective Action Plans were</p>	<p>Yes</p>

	implemented during the timeframe and the internal audit report recommended for the non-conformity closure as the positive assurance statement.	
Have there been any stakeholder (including NGO) consultation conducted?	Stakeholder comments are recorded in Stakeholder report 2018. No negative comment from stakeholder. Suggestion and recommendation from stakeholders were taking into consideration.	

3.3 Progress of scheme smallholders and/or outgrowers

Progress of scheme smallholders or outgrowers towards compliance with relevant standards		
Requirement	Remarks	Compliance
<p>Has 100% of scheme smallholders and/or scheme outgrowers comply with the standard within three years of the mill's initial certification?</p> <p>OFI shall be raised if after one year where 100% of the scheme smallholders and scheme outgrowers are not in compliance, a minor NC after two years, and a major NC if this requirement is not met after three years.</p>	Wa Ha POM received FFB from smallholder and independent outgrower. No scheme smallholder under FGV Wa Ha.	Complied

3.4 Details of findings

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

During the 1st Annual Surveillance Assessment there were two (2) Major & one (1) Minor nonconformities raised. The FGVPISB Waha 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 its effectiveness and closed accordingly. The below is the summary of the non-conformity raised during this assessment.

Non-conformity			
NCR Ref #	1871591-202001-M1	Clause & Category (Major / Minor)	6.2.4 (Major)
Date Issued	08/01/2020	Due Date	07/04/2020
Closed (Yes / No)	Yes	Date of nonconformity Closure	31/03/2020
Statement of Nonconformity:	The implementation of housing area inspection was insufficient according to requirement under Workers Minimum Housing & Amenities Act 1990; Para 23. Weekly inspection of worker's housing; (1) It shall be the duty of the employer of a place of employment where workers and their dependents are provided with housing accommodation to ensure that –		

RSPO Public Summary Report
Revision 9 (Nov 2019)

	(a) the area surrounding the workers' housing is kept clear of undergrowth and maintained in a clean and sanitary condition; (b) the perimeter drains around each dwelling or block of dwellings including all outlet drains are kept in a good state of repair and clear of refuse or undergrowth to permit free flow of water; (c) all refuse in the housing site is collected daily and disposed of satisfactorily
Requirement Reference:	(C) The unit of certification provides adequate housing, sanitation facilities, water supplies, medical, educational and welfare amenities to national standards or above, where no such public facilities are available or accessible. National laws or in their absence the ILO Guidance on Workers' Housing Recommendation No. 115, are used. In the case of acquisitions of non-certified units, a plan is developed detailing the upgrade of infrastructure. A reasonable time (5years) is allowed to upgrade the infrastructure.
Objective Evidence:	FGVPI Wa Ha Palm Oil Mill: Visit to FGVPI Wa Ha POM workers housing area found that at each FGVPI Wa Ha POM housing line, as a sample housing line for House # H1 & H12, there's a pit located near the house been used for waste dumping that was not properly managed. The outlet drain also found not clear of undergrowth to permit free flow of water.
Corrections:	1) Appoint person incharge to conduct weekly basis on housing & linesite inspection 2) Management to conduct weekly basis on Housing & linesite inspection and provide picture before and after at cleaning program linesite inspection
Root Cause Analysis:	No appointed person incharge to conduct weekly basis on housing inspection.
Corrective Actions:	Appoint person incharge for management to monitor the issue of disposal of solid / domestic wastes by regular monitoring every 6 months by Person in charge.
Assessment Conclusion:	<u>Major NC off-site verification:</u> The management already appoint person as per letter (01) RSPO/P1,P6 dated 20 Jan 2020. The training also already been given to the workers and person incharge to ensure workers aware regarding this matter. As per picture given (evidence) by management the workers housing was according to Min Housing and amenities act 1990. Corrective action is found to be effective, thus the major NC was closed on 31/3/2020 based off-site verification and supported with sufficient documented evidence. Continuous implementation will be further verified in the assessment. This Justification is according to off-site verification due to Movement Control Order (MCO) dated 18 March until 14 April 2020 cause by N-Covid virus issue.

Non-conformity			
NCR Ref #	1871591-202001-M2	Clause & Category (Major / Minor)	2.1.1(Major)
Date Issued	08/01/2020	Due Date	07/04/2020

RSPO Public Summary Report
Revision 9 (Nov 2019)

Closed (Yes / No)	Yes	Date of nonconformity Closure	31/03/2020
Statement of Nonconformity:	The evidence of compliance with some legal [ref: Jadwal Pematuhan (License No.:004743, validity 1/7/2019-30/6/2020)] was not adequately demonstrated		
Requirement Reference:	The Unit of certification complies with applicable legal requirements.		
Objective Evidence:	The EFB leachate from the stockyard located just beside the mill premise was not channeled to the effluent treatment plant as required in item 11.2 of the Jadwal Pematuhan		
Corrections:	1) Appointment person in charge to monitor the issue of leachate and DOE compliance schedule. 2) Budget applied for top management approval for purchase of pump for Channel EFB leachate directly to effluent system. 3) The EFB Leachate is inserted into the tanker by using the pump and transferred to the effluent system for short term.		
Root Cause Analysis:	No monitoring on DOE's compliance schedule (Jadwal Pematuhan) due to change on new mill management .		
Corrective Actions:	1) Appoint person incharge for management to monitor the issue of leachate & DOE compliance by regular monitoring every 6 months by Person in charge. 2) Discussion and sending notice with the plantation management of FGVPM and outsource supplier for reuse of EFB to reduce EFB quantity at mill		
Assessment Conclusion:	<u>Major NC off-site verification:</u> As per document review, the management already appoint Mohamed Hairi dated 20 Jan 2020 as environmental Person incharge specific for leachate issue. Meeting on 2/3/2020 already mention the issue regarding leachate to propose for pump direct from efb into leachate area. Evidence as per picture, letter for EFB sale to other party and budget VT(51)4058/WH/03/2020 dated 27/3/2020. Corrective action is found to be effective, thus the major NC was closed on 31/3/2020 based off-site verification and supported with sufficient documented evidence. Continuous implementation will be further verified in the assessment. This Justification is according to off-site verification due to Movement Control Order (MCO) dated 18 March until 14 April 2020 cause by N-Covid virus issue.		

Non-conformity			
NCR Ref #	1871591-202001-N1	Clause & Category (Major / Minor)	7.3.3 (Minor)
Date Issued	08/01/2020	Due Date	Next annual surveillance assessment
Closed (Yes / No)	No	Date of nonconformity Closure	"Open"
Statement of Nonconformity:	Open fire was used for waste disposal		
Requirement Reference:	The unit of certification does not use open fire for waste disposal		
Objective Evidence:	During the site visit at the workers housing of Wa Ha POM, several piles of burnt rubbish were seen in few dumping pits nearby the housing area		

Corrections:	1) Appoint person incharge to conduct weekly basis on linesite inspection 2) Management to conduct weekly basis on linesite inspection and provide picture before and after at cleaning program linesite inspection
Root Cause Analysis:	No appointed person incharge to conduct weekly basis on linesite inspection.
Corrective Actions:	1) Appoint person incharge for management to monitor the issue of disposal of solid / domestic wastes by regular monitoring every 6 months by Person in charge. 2) Management to conduct awareness on domestic waste management as well as zero burning to workers every year
Assessment Conclusion:	The CAP was accepted, however the effectiveness of the corrective action will be verified during next assessment.

Opportunity for Improvements	
OFI #	Description
OFI 1	Nil

Positive Findings	
PF #	Description
PF 1	Good Cooperation with certification unit and good hospitality

3.4.1 Status of Nonconformities Previously Identified and Observations

Summary of Total Number of Nonconformity			
Nonconformity			
NCR Ref #	1652907-201804-M1	Clause & Category (Major / Minor)	Indicator 4.6.2 Major
Closed (Yes / No)	Yes	Date of nonconformity Closure	03/01/2019
Statement of Nonconformity:	Records of pesticide use (a.i/ha, and their LD50, area treated, amount of active ingredients applied per ha and number of applications) were not available		
Requirement Reference:	Records of pesticides use (including active ingredients used and their LD50, area treated, amount of active ingredients applied per ha and number of applications) shall be provided.		
Objective Evidence:	Records of pesticides use (including active ingredients used and their LD50, area treated, amount of active ingredients applied per ha and number of applications) were not available at FGVPM Bukit Aping Selatan.		
Corrective Actions:	FGVPM Bukit Aping Selatan Record the use of pesticides (a.i / ha) for all types of pesticides used in the estate. Major NC close out verification: 1. The record of a.i/ha for 2017 and 2018 was established for all chemical (eg: cypermethrin-0.023 % a.i/ha, round up-0.027 % a.i/ha) 2. Appointment letter for staff that handle on the documentation was sighted		

RSPO Public Summary Report
Revision 9 (Nov 2019)

Assessment Conclusion:	ASA1 verification: The record of a.i/ha for 2018 and 2019 was established for all chemical, Corrective action is found to be effective, thus the major NC remain close.
-------------------------------	--

Summary of Total Number of Nonconformity			
Nonconformity			
NCR Ref #	1652907-201804-M2	Clause & Category (Major / Minor)	Indicator 4.6.5 Major
Closed (Yes / No)	Yes	Date of nonconformity Closure	03/01/2019
Statement of Nonconformity:	Handling on Highly Toxic Pesticides was not implemented effectively.		
Requirement Reference:	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.		
Objective Evidence:	1) There was no MSDS/CSDS for Bullet 55 (monocrothophos) during site visit at FGVPM Bukit Aping Selatan. 2) No form I, II and III were used for application of Paraquat (date application: 8/2/2018, 12/2/2018, 15/2/2018)		
Corrective Actions:	FGVPM Bukit Aping Selatan -Estate management to do continues updated of MSDS / CSDS of all pesticides that are used in the estate - Appoint person in charge of filling up Forms i, ii and ii for the use of grade 1 pesticides. Major NC close out verification: 1. MSDS for Bullet was available at chemical store 2. Form I, II and III were used accordingly. 3. Appointment letter for staff that handle on the documentation was sighted		
Assessment Conclusion:	ASA1 verification: During site visit at store, the SDS was available in store for all chemical and accordance to best practice also available at spraying area. The Form I, II and III were used accordingly. Corrective action is found to be effective, thus the major NC remain close.		

Summary of Total Number of Nonconformity			
Nonconformity			
NCR Ref #	1652907-201804-M3	Clause & Category (Major / Minor)	Indicator 4.7.2 Major
Closed (Yes / No)	Yes	Date of nonconformity Closure	03/01/2019
Statement of Nonconformity:	HIRARC for FGVPM Bukit Aping Selatan was not adequately identified.		

RSPO Public Summary Report
Revision 9 (Nov 2019)

Requirement Reference:	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.
Objective Evidence:	The HIRARC was not fully identified for the activities involved in the estate (eg: harvesting, trunk injection, FFB transportation, manuring)
Corrective Actions:	FGVPM Bukit Aping Selatan - To continuously identify of hazards in all types of work in the estate - Appoint person in charge of HIRARC's report in ensuring that it is up to date Major NC close out verification: 1. HIRARC for harvesting, trunk injection, FFB transportation, manuring was established which identified all the hazard during the activities. The HIRARC was update on 3/10/2018 by Assistant Manager. 2. Appointment letter for staff that handle on the documentation was sighted
Assessment Conclusion:	ASA1 verification: HIRARC for harvesting, trunk injection, FFB transportation, manuring was established which identified all the hazard during the activities. The HIRARC was update on Sept 2019 by Assistant Manager. Corrective action is found to be effective, thus the major NC remain closed.

Summary of Total Number of Nonconformity			
Nonconformity			
NCR Ref #	1652907-201804-M4	Clause & Category (Major / Minor)	Indicator 4.7.4 Major
Closed (Yes / No)	Yes	Date of nonconformity Closure	03/01/2019
Statement of Nonconformity:	Health and safety meeting was not conducted.		
Requirement Reference:	The responsible person/persons shall be identified. There shall be records of regular meetings between the responsible person/s and workers. Concerns of all parties about health, safety and welfare shall be discussed at these meetings, and any issues raised shall be recorded.		
Objective Evidence:	There was no meeting was conducted after last safety and health meeting on 15/2/2017.		
Corrective Actions:	FGVPM Bukit Aping Selatan Appoint person in charge in ensuring that safety and health meeting is within the stipulated time frame. Major NC close out verification: 1. The safety and health meeting last was conducted on 3/9/2018 and 15/11/2018. The minutes of safety and health meeting were sighted. 2. Appointment letter for staff that handle on the documentation was sighted		
Assessment Conclusion:	ASA1 verification: OSH meeting last done on 21 Nov 2019 attend by 10 person. The OSH meeting was done periodically and previously record was on 22/8/2019 and 13/5/2019. The major NC remain close.		

RSPO Public Summary Report
Revision 9 (Nov 2019)

Summary of Total Number of Nonconformity			
Nonconformity			
NCR Ref #	1652907-201804-M5	Clause & Category (Major / Minor)	Indicator 4.8.1 Major
Closed (Yes / No)	Yes	Date of nonconformity Closure	03/01/2019
Statement of Nonconformity:	Training programme was not available at FGVPM Bukit Aping Selatan		
Requirement Reference:	A formal training programme shall be in place that covers all aspects of the RSPO Principles and Criteria, and that includes regular assessments of training needs and documentation of the programme.		
Objective Evidence:	There was no training programme established at FGVPM Bukit Aping Selatan.		
Corrective Actions:	FGVPM Bukit Aping Selatan Appoint person in charge in ensuring that training programs are implemented on the estate. Major NC close out verification: 1. The annual training programme for 2019 was sighted 2. Training for harvesting, manuring and spraying was done on 8/8/2019 while training on all the policies related to RSPO was done on 2/7/2018. The record of training was sighted. 3. Appointment letter for staff that handle on the documentation was sighted		
Assessment Conclusion:	ASA1 verification: From the verification of training document, the document was under personal document and have an accessible to all staff and workers also some stakeholder. The training matrix for 2020 "Training Needs Analysis (TNA) 2019/2020" dated 4 Jan 2020. The latest training was on chemical handling training dated 31 Dec 2019. Major NC remain close.		

Summary of Total Number of Nonconformity			
Nonconformity			
NCR Ref #	1652907-201804-M6	Clause & Category (Major / Minor)	Indicator 8.1.1 Major
Closed (Yes / No)	Yes	Date of nonconformity Closure	03/01/2019
Statement of Nonconformity:	The action plan for continual improvement was not established.		
Requirement Reference:	The action plan for continual improvement shall be implemented, based on a consideration of the main social and environmental impacts and opportunities of the grower/mill, and shall include a range of Indicators covered by these Principles and Criteria. As a minimum, these shall include, but are not necessarily be limited to: <ul style="list-style-type: none"> • Reduction in use of pesticides; • Environmental impacts; • Waste reduction; • Pollution and greenhouse gas (GHG) emissions; • Social impacts; • Optimising the yield of the supply base. 		

RSPO Public Summary Report
Revision 9 (Nov 2019)

Objective Evidence:	There was no continual improvement plan established at FGVPM Bukit Aping Selatan.
Corrective Actions:	Appoint person in charge by the management in ensuring continuous improvement programs are implemented on the estate. Major NC close out verification: 1. The continual improvement for Bukit Aping Selatan was established which was prepared by the Assistant Manager 2. Appointment letter for staff that handle on the documentation was sighted
Assessment Conclusion:	ASA1 verification: The continual improvement for 2020 was available dated Jan 2020. This include safety, environment and social improvement also include for best practice such as to increase barn owl box in field and etc. Thus Major NC remain close.

Summary of Total Number of Nonconformity			
Nonconformity			
NCR Ref #	1652907-201804-M7	Clause & Category (Major/Minor)	Indicator 5.1.1 Major
Closed (Yes/No)	Yes	Date of nonconformity closure	03/01/2019
Statement of Nonconformity	The evaluation of environmental aspect and impact of Bukit Aping Selatan Estate is not completed.		
Requirement Reference	An environmental impact assessment (EIA) shall be documented.		
Objective Evidence	A form, "Pengenalpastian Aspek dan Penilaian Impek" [form no.: FGV/FGVPM/IV/IMS/15/1.6 Pind 1] was used to evaluate EAI by areas of work. However the evaluation has not been conducted whereby the evaluation scoring sections in the form was still empty.		
Corrective Action	FGVPM Bukit Aping Selatan Appoint person in charge in continuously monitored the Identification Aspect and Impact Assessment report. Major NC close out verification: 1. The management had improve on the evaluation EAI to include the evaluation scoring section in the form. The form was prepared by the Assistant Manager. 2. Appointment letter for staff that handle on the documentation was sighted		
Assessment Conclusion	ASA1 verification: Aspect and impact of environmental assessment already been updated for new construction, and blower activity dated Dec 2019, thus Major NC remain close.		

Summary of Total Number of Nonconformity			
Nonconformity			
NCR Ref #	1652907-201804-M8	Clause & Category (Major/Minor)	Indicator 5.3.2 Major
Closed (Yes/No)	Yes	Date of nonconformity closure	03/01/2019
Statement of Nonconformity	The method of disposal of empty chemical container was not clear.		
Requirement Reference	All chemicals and their containers shall be disposed of responsibly.		

RSPO Public Summary Report
Revision 9 (Nov 2019)

Objective Evidence	There were 14 units of 20 lt empty chemical containers placed just outside the chemical store of BAS. However, there is no clear evidence of how the empty containers eventually end up. The previous empty containers were also not traceable. Moreover, it was found at the workers' hostel 2 units of empty containers with unknown purpose.
Corrective Action	FGVPM Bukit Aping Selatan Estate to continuously monitored used empty chemicals, 3X rinsing records, to do weekly clean up of all empty chemical containers in the worker's dormitory. To also provide the sale of used empty chemicals that have been rinsed 3X. Major NC close out verification: 1. The record of empty pesticide containers was established to indicate type of disposal. The records of disposal (recycle waste) was sighted. As todate, the empty containers that had been triple rinsed were stored in the store. No latest disposal for recycle empty container. 2. Site visit to store found that all the empty containers were done triple rinsing accordingly. 3. Site visit to dormitory found that no empty containers were used at dormitory. 4. Appointment letter for staff that handle on the documentation was sighted
Assessment Conclusion	ASA1 verification: Sighted the empty chemical container was store and triple rinsing according the SOP, Some was disposal by Kualiti Alam and other was been using back for spraying activities. No empty chemical was found at workers housing area thus Major NC was remain close.

Summary of Total Number of Nonconformity			
Nonconformity			
NCR Ref #	1652907-201804-M9	Clause & Category (Major/Minor)	Indicator 5.2.2 Major
Closed (Yes/No)	Yes	Date of nonconformity closure	03/01/2019
Statement of Nonconformity	The established action plan derived from the HCV report was not adequately implemented.		
Requirement Reference	Where rare, threatened or endangered (RTE) species, or HCVs, are present or are affected by plantation or mill operations, appropriate measures that are expected to maintain and/or enhance them shall be implemented through a management plan.		
Objective Evidence	With reference to Table 7.2 Action Plan in the HCV Assessment Report dated 1/7/2011, some of the action plan for Sungai Panti Forest Reserve area have yet to be implemented, i.e.: <ul style="list-style-type: none"> • Awareness briefing to stakeholders • Printing and distribution of brochure about biodiversity in estate for stakeholders and workers • Water sampling analysis to monitor presence of agrochemicals in the river 		
Corrective Action	FGVPM Bukit Aping Selatan To continuously brief HCV awareness to stakeholders and distribute brochures on biodiversity on estate for stakeholders and employees by the management in ensuring that the HCV Action Plan is implemented properly. Major NC close out verification:		

RSPO Public Summary Report
Revision 9 (Nov 2019)

	<p>1. The awareness training to stakeholders was done on 19/8/18. The attendance record, the brochure and the training records were sighted.</p> <p>2. Water sampling analysis was done on 13/10/2018. The report was sighted.</p> <p>The record of empty pesticide containers was established to indicate type of disposal. The records of disposal (recycle) was sighted.</p> <p>2. Site visit to store found that all the empty containers were done triple rinsing accordingly.</p> <p>3. Appointment letter for staff that handle on the documentation was sighted</p>
Assessment Conclusion	<p>ASA1 verification: Sighted the water sampling analysis was done on Sept 2019 and the training on awareness was done according to plan latest dated Oct 2019. Major NC remain close.</p>

Summary of Total Number of Nonconformity			
Nonconformity			
NCR Ref #	1652907-201804-N1	Clause & Category (Major/Minor)	Indicator 4.5.2 Minor
Closed (Yes/No)	No	Date of nonconformity closure	08/01/2020
Statement of Nonconformity	Training for IPM implementation was not demonstrated.		
Requirement Reference	Training of those involved in IPM implementation shall be demonstrated.		
Objective Evidence	No evidence to show that the training for IPM was conducted at FGVPB Bukit Aping Selatan		
Corrective Action	FGVPM Bukit Aping Selatan Appoint person in charge to continuously monitor in IPM trainings in estate by the management.		
Assessment Conclusion	ASA1 verification: The training of integrated pest management have been done by management 25 Nov 2019. Sighted the training record, the Minor NC was close accordingly.		

Summary of Total Number of Nonconformity			
Nonconformity			
NCR Ref #	1652907-201804-N2	Clause & Category (Major/Minor)	Indicator 4.8.2 Minor
Closed (Yes/No)	No	Date of nonconformity closure	08/01/2020
Statement of Nonconformity	Training records were not available.		
Requirement Reference	Records of training for each employee shall be maintained.		
Objective Evidence	No records of training were available at FGVPB Bukit Aping Selatan (eg: IPM, Spraying, Manuring, Pest & Disease, First aider)		
Corrective Action	FGVPM Bukit Aping Selatan Appoint person in charge to continuously monitor in IPM trainings in estate by the management.		

RSPO Public Summary Report
Revision 9 (Nov 2019)

Assessment Conclusion	ASA1 verification: The training record was available and sighted the record such as IPM training dated 25 Nov 2019, Policy training on 10 Oct 2019. Thus Minor NC close accordingly.
------------------------------	---

Summary of Total Number of Nonconformity			
Nonconformity			
NCR Ref #	1652907-201804-N3	Clause & Category (Major/Minor)	Indicator 4.5.3 Major
Closed (Yes/No)	No	Date of nonconformity closure	08/01/2020
Statement of Nonconformity	The linesite inspection was inconsistently conducted.		
Requirement Reference	Growers and millers shall provide adequate housing, water supplies, medical, educational and welfare amenities to national standards or above, where no such public facilities are available or accessible.		
Objective Evidence	FGVPM Bukit Aping Selatan: The linesite inspection was inconsistently conducted. The records showed that the linesite inspection been done on 12.06.18 and 10.03.18.		
Corrective Action	FGVPM Bukit Aping Selatan Appoint person in charge to continuously monitor in linesite inspections by the estate management.		
Assessment Conclusion	ASA1 verification: From the record of linesite inspection was done weekly, latest record was on December 2019. Minor NC close accordingly.		

Summary of Total Number of Nonconformity			
Nonconformity			
NCR Ref #	1652907-201804-N4	Clause & Category (Major/Minor)	Indicator 4.7.5 Minor
Closed (Yes/No)	Yes	Date of nonconformity closure	08/01/2020
Statement of Nonconformity	Accident and emergency procedures was not effectively implemented.		
Requirement Reference	Accident and emergency procedures shall exist and instructions shall be clearly understood by all workers. Accident procedures shall be available in the appropriate language of the workforce. Assigned operatives trained in First Aid should be present in both field and other operations, and first aid equipment shall be available at worksites. Records of all accidents shall be kept and periodically reviewed.		
Objective Evidence	1. FGVPM Bukit Aping Selatan and Wa Ha POM, the items in the first aid boxes were not adequate. 2. Fire drill was not conducted accordingly at FGVPM Bukit Aping Selatan.		
Corrective Action	FGVPM Bukit Aping Selatan Continuously monitor by listing the first aid box item and conduct "Fire Drill" activities by the estate management.		
Assessment Conclusion	ASA1 verification: From the site visit at boiler area and engine room sighted the First aid boxes was followed as per FMA regulation. Thus Minor NC was close accordingly.		

RSPO Public Summary Report
Revision 9 (Nov 2019)

Summary of Total Number of Nonconformity			
Nonconformity			
NCR Ref #	1652907-201804-N5	Clause & Category (Major/Minor)	Indicator 5.6.3 Minor
Closed (Yes/No)	Yes	Date of nonconformity closure	08/01/2020
Statement of Nonconformity	The monitoring of air quality was not adequately evident.		
Requirement Reference	A monitoring system shall be in place, with regular reporting on progress for these significant pollutants and emissions from estate and mill operations, using appropriate tools.		
Objective Evidence	<p>Found lapses as follows:</p> <ul style="list-style-type: none"> Monitoring of ambient air was only conducted 3 times (report nos.: ETD/A/FPIKSWH/2017-04/15794, ETD/A/FPIKSWH/2017-06/16111 and ETD/A/FPIKSWH/2017-12/17241 in 2017) instead of 4 times/year as required in the DOE's compliance schedule Stack sampling was only done once (report no.: CKB/2P(1)/(6)/1709-2) instead of twice/year in 2017 The smoke density meters for both chimneys were not functioning well. When tested, the indicator could not reach to 40% opacity and the alarms therefore did not triggered The quantity of 2017's diesel consumption reported in the RSPO GHG calculator is not tally with the figure stated in the estate's ERML system i.e. 16,838.99 lt (GHG calculator) vs. 20,795.07 lt (ERML) 		
Corrective Action	FPISB Kilang Sawit Waha/ FGVP M Bukit Aping Selatan Continuous monitoring "ambient water" by the mill management in the air quality monitoring system. Continuous monitoring on the quantity of diesel consumption by the estate management.		
Assessment Conclusion	ASA1 verification: Sighted the diesel consumption record in Mill and estate, the record was verified during GHG calculation and accurate as per verification. The record of stack sampling was available and report # STK/Wa Ha/19/002, dated 26/9/2019. thus Minor NC was close accordingly.		

Opportunity for Improvement	
OFI#	Description
OFI 1	NIL

3.4.2 Summary of the Nonconformities and Status

CAR Ref.	Category (Major / Minor)	P&C Indicator	Issued Date	Status & Date (Closure)
1652907-201804-M1	Major	4.6.2	19/07/2018	Closed out on 3/1/2019

1652907-201804-M2	Major	4.6.5	19/07/2018	Closed out on 3/1/2019
1652907-201804-M3	Major	4.7.2	19/07/2018	Closed out on 3/1/2019
1652907-201804-M4	Major	4.7.4	19/07/2018	Closed out on 3/1/2019
1652907-201804-M5	Major	4.8.1	19/07/2018	Closed out on 3/1/2019
1652907-201804-M6	Major	8.1.1	19/07/2018	Closed out on 3/1/2019
1652907-201804-M7	Major	5.1.1	19/07/2018	Closed out on 3/1/2019
1652907-201804-M8	Major	5.3.2	19/07/2018	Closed out on 3/1/2019
1652907-201804-M9	Major	5.2.2	19/07/2018	Closed out on 3/1/2019
1652907-201804-N1	Minor	4.5.2	19/07/2018	Closed out on 8/1/2020
1652907-201804-N2	Minor	4.8.2	19/07/2018	Closed out on 8/1/2020
1652907-201804-N3	Minor	4.5.3	19/07/2018	Closed out on 8/1/2020
1652907-201804-N4	Minor	4.7.5	19/07/2018	Closed out on 8/1/2020
1652907-201804-N5	Minor	5.6.3	19/07/2018	Closed out on 8/1/2020
1871591-202001-M1	Major	6.2.4	08/01/2020	Closed out on 31/3/2020
1871591-202001-M2	Major	2.1.1	08/01/2020	Closed out on 31/3/2020
1871591-202001-N1	Minor	7.3.3	08/01/2020	"Open"

3.5 Stakeholders and previous land owner / user 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 FGV PISB Waha 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 Field workers Mill workers	Union/Contractors Felda Bukit Easter Villagers head Felda Bukit Easter Management

RSPO Public Summary Report
Revision 9 (Nov 2019)

NUPW representative Gender committee	Waha POM Canteen Owner
Government Departments Nil	NGO Nil



Stakeholders comment	
1	Feedbacks: <u>Mill and estate vendors (Contractors & Suppliers)</u> The payment received is within the timeline. It was a long term business relationship and no other issue.
	Management Responses: Noted on the information.
	Audit Team Findings: No other issue.
2	Feedbacks: <u>Felda Bukit Easter Management</u> The boundary from FGV estates are clearly demarcated. No land dispute issue.
	Management Responses: Noted on the information.
	Audit Team Findings: No other issue.
3	Feedbacks: <u>Ketua peneroka Felda Bukit Easter</u> As the FELDA settler who sent FFB to Besout POM, the FFB price was displayed and inform to them.
	Management Responses: Noted on the information.
	Audit Team Findings: No other issue.
4	Feedbacks: <u>Gender Committee Representatives</u> No sexual harassment cases reported so far. Meeting and activities were conducted actively year round. No domestic violence cases too.
	Management Responses: Noted on the information.
	Audit Team Findings: No other issue.
5	Feedbacks: <u>Wa Ha POM Canteen operator</u> The canteen operated from morning until evening. The water used for cook and drinks are come from clean water supply from house which they bring themselves.
	Management Responses: Noted on the information.
	Audit Team Findings: No other issue.

List of land owner / user contacted					
Name	Years of ownership / used	Land area (ha)	Agreement (Yes / No)	Agreement base on FPIC (Yes/No)	Compliance on the agreement terms and conditions
Not applicable since the land is belonged to FELDA. Based on the land title, the land is belonged to FELDA (government land) and FELDA land was leased to FGV. Based on stakeholder consultation, there is no land encroachment from FGV to other smallholders as a land user in FELDA land too.					

Previous land owner / user comment	
	Feedbacks: Not applicable since the land is belonged to FELDA. Based on the land title, the land is belonged to FELDA (government land) and FELDA land was leased to FGV. Based on stakeholder consultation, there is no land encroachment from FGV to other smallholders as a land user in FELDA land too.
	Management Responses: Noted on the information.
	Audit Team Findings: No other issue

3.6 Impartiality and conflict of interest

During this assessment there *was no* circumstances or pressure that had influenced the independence or confidentiality of the assessment team.

Formal Signing-off of Assessment Conclusion and Recommendation	
The audit objectives have been achieved and the certificate scope remains appropriate. Based on the results of this audit, it is concluded that FGV PISB Waha Palm Oil Mill has complied with the RSPO Supply Chain Certification Standard (June 2017) 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 FGV PISB Waha Palm Oil Mill is continued.	
Report prepared by	Acceptance of Assessment Conclusion
Name: Muhammad Naquiuddin Mazeli	Name: Ahmad Shahrir Bin Ismail
Company Name: BSI Services Malaysia Sdn Bhd	Company Name: FGV Holdings Berhad
Title: Trainee Lead Auditor	Title: Senior Manager
Signature: 	Signature: 
Date: 1 st April 2020	Date: 8 April 2020

Appendix A: Summary of Findings

Criterion / Indicator	Assessment Findings	Compliance	
Principle 1: Behave ethically and transparently			
Criterion 1.1			
The unit of certification provides adequate information to relevant stakeholders on environmental, social and legal issues relevant to RSPO Criteria, in appropriate languages and forms to allow for effective participation in decision making.			
1.1.1	<p>(C) Documents that are specified in the RSPO P&C are made available to the public.</p> <p>- Major compliance -</p>	<p>FGV has established “Komunikasi, Penglibatan dan Rundingan” procedure with Doc. No. ML-1A/L2-Pr12(0) dated 1/6/2016. Types of communication were listed in the procedure such as through management to employees and vice versa via morning muster, notice board, suggestion box, workers’ representative and etc. Communication process with external stakeholders, medias and contractors was detailing in the procedure. List of documents that was made publicly available was included into the procedure. Documents such as meeting minutes, OSH plan, HCV report, policies, SEIA and etc were publicly available upon request. The procedure was briefed to the stakeholders during RSPO stakeholder meeting.</p> <p>Wa Ha POM and FGVPM Bukit Aping Selatan Land tiles are only available upon justify reason OHS, EIA and SIA plans for both mill and estate are readily available at main office and during external stakeholder meetings. Procedures on Complaint & Grievances are made available as Public Document.</p> <p>Policies in regard to sustainability programs are available on notice boards and as and when required by stakeholders.</p>	Complied
1.1.2	<p>Information is provided in appropriate languages and accessible to relevant stakeholders.</p> <p>- Minor compliance -</p>	<p>The information was available in Bahasa Melayu and English.</p>	Complied

1.1.3	(C) Records of requests for information and responses are maintained. - Major compliance -	Currently no request for information from other parties.	Complied
1.1.4	(C) Consultation and communication procedures are documented, disclosed, implemented, made available, and explained to all relevant stakeholders by nominated representative. - Major compliance -	The procedure was available FGV/ML-1A/L2-PR12 dated 1 June 2016. The appointment letter was available dated Jan 2020 to appoint assistant as management representative for communication to relevant stakeholder.	Complied
1.1.5	There is a current list of contact and details of stakeholders and their nominated representatives. - Minor compliance -	The Stakeholder list was available in estate and Wa Ha Mill. The list was include all interested party, government, contractor, villager and others.	Complied
Criterion 1.2 The unit of certification commits to ethical conduct in all business operations and transactions.			
1.2.1	A policy for ethical conduct is in place and implemented in all business operations and transactions, including recruitment and contracts. - Minor compliance -	FGV established its Code of Business Conduct and Ethics for Employees (COBCE); Policy # FGV/GHR/POL/039; Rev. 3.0; Effective date: 1/11/2017 which implemented in all its operating units including FGV PISB Wa Ha Palm Oil Mill and FGVPM Bukit Aping Selatan Estate. Sighted the sample records of receipt acknowledgement on COBCE Online 2019 by mill employees dated on 12-15 April 2019. Previous training of COBCE to FVPM Bukit Aping Selatan employees by the management was conducted on 29/10/2018.	Complied
1.2.2	A system is in place to monitor compliance and the implementation of the policy and overall ethical business practice. - Minor compliance -	An online COBCE implementation through company website link https://ghr.fgvholdings.com/COBCE/Account/Login?ReturnUrl=%2FCOBCE%2F was in place to monitor compliance and the implementation of the policy and overall ethical business practice by the management.	Complied

Principle 2: Operate legally and respect rights			
Criterion 2.1			
There is compliance with all applicable local, national and ratified international laws and regulations.			
2.1.1	(C) The Unit of Certification complies with legal requirements - Major compliance -	<p>Legal register covering the applicable local and international laws and regulations are available. Compliance to each applicable law and regulation is monitored by the operating units and head office sustainability team.</p> <p>Wa Ha POM monitored through Register of Legal and Other Requirements records (FPI/L4/QOSHE-2.1 Pind 0), latest update on 1/1/2020. Bukit Aping Selatan monitored through Register of Legal and Other Requirements records (ML-1A/L5-AP11 Pind 0), last reviewed on 1/1/2020. The legal requirements with respect to license, permit and competent person sampled and verified found compliance at the visited operating units are as follows:</p> <p>MPOB license 500171704000 valid from 1 April 2019 until 31 March 2020, License KPDNKK.J.KTG/PERMIT 0092(PD) for Diesel valid until 17 June 2020, License for Palm Oil overhead crane PMA 9728 valid until 1 Oct 2020, License for Air compressor JH PMT 19071 valid until 1 Oct 2020, License for Steam receiver PMT114529 valid until 2 Oct 2020, License for Thermal Daerator JH PMT 12781 valid until 1 Oct 2020, License for weighbridge refer certificate B1505269 already renew on 26 May 2019. Metrology license for weighbridge 58003792 been inspect and renew on 3 March 2019 MPOB license no 616064002000 valid until 31 December 2020</p> <p>The evidence of compliance with some legal [ref.: <i>Jadual Pematuhan</i> (License No.: 004743, validity 1/7/2019-30/6/2020)] was not adequately</p>	Major nonconformance

		demonstrated. It was found that the EFB leachate from the stockyard located just beside the mill premise was not channeled to the effluent treatment plant as required in item 11.2 of the <i>Jadual Pematuhan</i> (Compliance Schedule). Thus a non-conformity report was assigned due to this lapse.	
2.1.2	A documented system for ensuring legal compliance is in place. This system has a means to track changes to the laws and regulations. - Minor compliance -	The mechanism is guided by Manual Procedure, Evaluation of Compliance to Legal and Other Requirements [FPI/L2/QOSHE-17.0]. The Assistant Mill and/or Estate Managers are the persons responsible to conduct the evaluation of compliance. In the legal register there is a column to record the status of compliance and it was done by the assistant managers. The report of status of compliance helps the management to get the information about non-compliance with legal requirement (if any) and subsequently take the necessary action.	Complied
2.1.3	Legal or authorised boundaries are clearly demarcated and visibly maintained, and there is no planting beyond these legal or authorised boundaries. - Minor compliance -	From the site verification on PM 07 K with Panti Reserve boundary forest have clearly demarcate and visibly maintained, and there is no planting beyond these legal or authorised boundaries.	Complied
Criterion 2.2:			
All contractors providing operational services and supplying labour, and Fresh Fruit Bunch (FFB) suppliers, comply with legal requirements			
2.2.1	A list of contracted parties is maintained. - Minor compliance -	A list of contracted parties is maintained as part of stakeholders list which includes both internal (within Felde Wa Ha complex) and external parties among FFB suppliers, contractors, transporters and etc.	Complied

<p>2.2.2</p>	<p>All contracts, including those for FFB supply, contain specific clauses on meeting applicable legal requirements, and this can be demonstrated by the third party.</p> <p>Evidence of legal due diligence of all contracted third parties, recruitment agencies (licensed/ accredited) for migrant workers, service providers and labour contractors, is available.</p> <p>- Minor compliance -</p>	<p>A list of contracted parties is maintained as part of stakeholders list which includes both internal (within Felde Wa Ha complex) and external parties among FFB suppliers, contractors, transporters and etc.</p> <p>For FFB suppliers, valid MPOB license copies were kept by the mill as evidence of legal due diligence prior to being approved to supply FFB. Additionally, each FFB supplier issued with agreement to purchase FFB which was signed by both party as per sample sighted as following:</p> <ul style="list-style-type: none"> - Internal FFB Supplier letter of agreement (Surat Persetujuan Belian BTS Dalaman; Form # FPI/L4/BTS-2.0 Pind 0); Supplier: FGVPM Bukit Aping Selatan; Letter ref. # 1(121)FPI/L4/BTS-2.0 Pind 0; Date: 1/1/2019 - External FFB Supplier Memorandum of Understanding-MOU (Perjanjian Persefahaman Antara Pembekal BTS Dengan FPISB; Form # FPI/L4/BTS-2.1 Pind 0); Supplier: Santex Enterprise Sdn. Bhd.; MOU ref. # 9; Date: 1/1/2019 	<p>Complied</p>
<p>2.2.3</p>	<p>All contracts, including those for FFB supply, contain clauses disallowing child, forced and trafficked labour. Where young workers are employed, the contracts include a clause for their protection.</p> <p>- Minor compliance -</p>	<p>Based on sample for External FFB Supplier Memorandum of Understanding-MOU (Perjanjian Persefahaman Antara Pembekal BTS Dengan FPISB; Form # FPI/L4/BTS-2.1 Pind 0); for supplier as following:</p> <ul style="list-style-type: none"> - Felde Aping Timur; MOU ref # 1; Date: 1/1/2019 - Santex Enterprise Sdn. Bhd.; MOU ref. # 9; Date: 1/1/2019 - Arummugam a/l P. Shanmugem; MOU ref. # 13; Date: 1/1/2019 <p>Suppliers in general has been briefed and provided with FGV Supplier Code of Conduct (SCOC); April 2019 prior to contractual engagement. The SCOC also available via FGV company's website link http://www.fgvholdings.com/wp-content/uploads/2019/07/Supplier-Code-of-Conduct-SCOC.pdf where the SCOC were specified relevant terms of Labour Standards as well as legality to be complied with by suppliers.</p>	<p>Complied</p>

		<p>Sample of other contract including the following:</p> <ul style="list-style-type: none"> - Contractor: Eng Huat Latex; Tender ref. # WH2038/2019; Contract work: FFB diversion transport; Letter ref. # (01)WH2038/4058/19; Date: 12/9/2019 - Contractor: Liga Cempaka Sdn. Bhd.; Tender ref. # WH2006/2019; Contract work: Effluent pond desludging; Letter ref. # (01)WH2006/4058/19; Date: 13/2/2019 	
<p>Criterion 2.3: All FFB supplies from outside the unit of certification are from legal sources.</p>			
2.3.1	<p>(C) For all directly sourced FFB, the mill requires:</p> <ul style="list-style-type: none"> • Information on geo-location of FFB origins • Evidence of the ownership status or the right/claim to the land, or valid use of land by the grower/smallholder • One or more supporting documents for claims • Valid MPOB license <p>- Major compliance -</p>	<p>Information of directly sourced FFB available for samples as following:</p> <ul style="list-style-type: none"> - Felda Bukit Wa Ha; Location address: Mukim Sedili, 81907, Kota Tinggi, Johor; GPS Coordinate: Lat.: 1° 47' 45" N; Long.: 104° 4' 30" E; MPOB license # 500849-502000; Expiry date: 31/3/2020 - Mohd. Ali Bin Moideen; Location address: Mawai Baru, Mukim Sedili Besar, Daerah Kota Tinggi, Johor; GPS Coordinate: Lat.: 1° 51' 34" N; Long.: 103° 59' 23" E; MPOB license # 595300-901000; Expiry date: 31/1/2023 - Soon Kui Teck; Location address: Mukim Sedili Besar, Daerah Kota Tinggi, Johor; GPS Coordinate: Lat.: 1° 49' 13" N; Long.: 104° 3' 47" E; MPOB license # 263877-001000; Expiry date: 31/8/2021 	Complied
2.3.2	<p>For all indirectly sourced FFB, the unit of certification obtains from the collection centres, agents or other intermediaries, the evidence as listed in Indicator2.3.1.</p> <p>- Minor compliance -</p>	<p>Evidence available for indirectly sourced FFB for sample External Supplier (Collection Centre Ramp) i.e. Bingan Jaya Sdn. Bhd for samples as following:</p> <ul style="list-style-type: none"> - Hamidah Binti A Aziz; Location address: Lot 1845, Sungai Tuah, Mukim Sedili, Kota Tinggi, Johor; GPS Coordinate: Lat.: 1° 51' 30" N; Long.: 104° 5' 54" E; MPOB license # 488602-701000; Expiry date: 30/4/2022 	Complied

		- Hamidah Binti Aziz; Location address: Lot 1835, Mukim Sedili Besar, Kota Tinggi, Johor; GPS Coordinate: Lat.: 1° 51' 34" N; Long.: 104° 6' 4" E; MPOB license # 439124-001000; Expiry date: 31/7/2023	
Principle 3: Optimise productivity, efficiency, positive impacts and resilience			
Criterion 3.1			
There is an implemented management plan that aims to achieve long-term economic and financial viability.			
3.1.1	(C) A business or management plan (minimum three years) is documented that includes, where applicable, a jointly developed business case for Scheme Smallholders. - Major compliance -	Wa Ha POM has documented an annual business plan in the form of annual budget and the projection for 5 years prepared as guidance for future planning. The business plan contains FFB processed, Estimated CPO Price, Estimated PK Price, Estimated Shell Price and Estimated Sludge Oil Price.	Complied
3.1.2	An annual replanting programme projected for a minimum of five years with yearly review, is available. - Minor compliance -	No replanting program is necessary since the oldest palms were planted in year 2000.	Complied
3.1.3	The unit of certification holds management reviews at planned intervals appropriate to the scale and nature of the activities undertake. - Minor compliance -	Wa Ha POM's Management Review is done annually and was last conducted on 28/12/2019. It was chaired by Mill Manager and attended by 14 mill personnel which includes AMs, Staffs, office clerk, lab analyst, weighbridge clerk, etc. Based on the minutes of meeting, the following agendas were adequately recorded: 1. Internal Audit Report 2. Customer Feedbacks. 3. Production 4. Environment	Complied

		<ol style="list-style-type: none"> 5. Social 6. Management Study 7. Continuous Improvement <p>Management review for RSPO SCC subject was last held on 31/12/2019. It was chaired by the Mill Manager and attended by 6 mill personnel. Based on the minutes of meeting, the following agendas were recorded:</p> <ul style="list-style-type: none"> • Results of internal audit • Customer satisfaction • Production <p>Bukit Aping Selatan Estate’s Management Review is done annually and was last conducted on 12/12/2019. It was chaired by Estate Manager and attended by 11 estate personnel which includes AMs, field staffs and office clerks.</p> <p>Based on the minutes of meeting, the following agendas were adequately recorded:</p> <ol style="list-style-type: none"> 1. Internal Audit Report 2. Transparency (customer feedback) 3. Safety & Health 4. Training 5. Social 6. Complaint and grievances 7. Labour management 	
<p>Criterion 3.2</p>			
<p>The unit of Certification regularly monitors and reviews their economic, social and environmental performance and develops and implements action plans that allow demonstrable Continuous improvement in key operations.</p>			
3.2.1	<p>(C) The action plan for continuous improvement is implemented, based on consideration of the main social</p>	<p>The action plan for continual improvement has been established and implemented by the mill and estate based on considerations of the main</p>	

	<p>and environmental impacts and opportunities of the unit of certification.</p> <p>- Major Compliance -</p>	<p>social and environmental impacts and opportunities. Among the plans established were:</p> <p><u>Wa Ha POM</u></p> <ul style="list-style-type: none"> - Oil Extraction Rate >22.30% - Kernel Extraction Rate >5.45% - Zero accident and occupational disease - Zero accident to and return from work - Reduce desludging cost of effluent pond by operate dry-bed - Diesel consumption <0.90 Ltr/mt BTS <p><u>Bukit Aping Selatan Estate</u></p> <ul style="list-style-type: none"> - Reduction of pesticide use - Environmental impacts - Garbage reduction - Pollution and emissions of greenhouse gases (GHG) - Social impacts - Optimize production 	<p>Complied</p>
<p>3.2.2</p>	<p>As part of the monitoring and continuous improvement process, annual reports are submitted to the RSPO Secretariat using the [RSPO metrics template].</p> <p>PROCEDURAL NOTE:</p> <p>The RSPO metrics template is awaiting decision/agreement by RSPO and the issue is still being discussed.</p> <p>Until such metrics is agreed and developed, companies will carry on with existing reporting e.g. PalmGHG, Annual Communication of Progress (ACOP) reporting,</p>	<p>RSPO metrics template is yet to be released by RSPO Secretariat. Nonetheless, the certification unit continues to report its continuous improvement process through PalmGHG and ACOP.</p>	<p>Complied</p>

	and information provided to Certification Body and feedback via RSPO Secretariat is required. - Minor Compliance -		
Criterion 3.3			
Operating procedures are Appropriately documented, consistently implemented and monitored.			
3.3.1	(C) Standard Operating Procedures (SOPs) for the unit of certification are in place. - Major Compliance -	Standard Operating Procedures (SOPs) for Wa Ha POM and Bukit Aping Selatan Estate are documented. Interview with staff and workers revealed that all working SOPs being consistently implemented among all employees and monitored by the management through daily muster briefing, training and etc.	Complied
3.3.2	A mechanism to check consistent implementation of procedures is in place. - Minor Compliance -	A mechanism to check was accordance to Mill Advisory and a Planting Advisory inspect and report on the operations on annual basis. There were other audits by Group internal audit and CDD to ensure compliance against company policy and procedure with regards to operation, finance as well as safety, health and welfare requirements.	Complied
3.3.3	Records of monitoring and any actions taken are maintained and available. - Minor Compliance -	The practices consistently monitored by mill and plantation advisors and recommendations for improvements are given to maintain the sustainable practices. Mill advisor, Operation Technical Officer, Regional General Manager visits the operating units to ensure implementations of procedures are consistent.	Complied
Criterion 3.4			
A comprehensive Social and Environmental Impact Assessment (SEIA) is undertaken prior to new plantings or operations, and a social and environmental management and monitoring plan is implemented and regularly updated in ongoing operations.			
3.4.1	(C) In new plantings or operations including mills, an independent SEIA, undertaken through a participatory methodology involving the affected stakeholders and including the impacts of any smallholder/out-grower scheme, is documented. - Major Compliance -	There is no new planting at FGVPM Bukit Aping Selatan Estate, therefore this clause is not applicable.	Complied

3.4.2	<p>For the unit of certification, a SEIA is available and social and environmental management and monitoring plans have been developed with participation of affected stakeholders.</p> <p>- Minor Compliance -</p>	<p>The Social Impact Assessment was conducted on 20/2/2018 (Laporan Penilaian Impak Sosial KS Wa Ha) and on 22/2/2018 (FGVPM Bukit Aping Selatan Estate) by Sustainability Team. SOP for SIA (Doc # FGV/ML-1A/L2-Pr21; Issue # 1; Rev. # date: 2/3/2019 established on SIA review to be conducted at least once in every 2 years. The social management plan was updated according on both positive and negative impact from the stakeholders' consultation conducted from 20-22/2/2018.</p>	Complied
3.4.3	<p>(C) The social and environmental management and monitoring plan is implemented, reviewed and updated regularly in a participatory way.</p> <p>- Major Compliance -</p>	<p>The social management plan has been specified with timeframe, person in charge, short, medium and long term monitoring period as well as review status.</p>	Complied
<p>Criterion 3.5 A system for managing human resources is in place.</p>			
3.5.1	<p>Employment procedures for recruitment, selection, hiring, promotion, retirement and termination are documented and made available to the workers and their representatives where applicable.</p> <p>- Minor Compliance -</p>	<p>Procedures available as documented in FGV Holdings Berhad Group Sustainability Policy, Policy # FGV/SED/POL/001; Rev. 3, Effective date: 29/5/2019 under sub-clause # 3.1.2 – Responsible Employment, where hiring and selection of workers during recruitment is based on skill, minimum age, medical fitness and work experience. Additionally, there are Staffing Policy; Policy # FGV/GHR/POL/004; Rev. 3.0; Effective date: 1/12/2017 and Recruitment & Selection SOP; SOP # FGV/GHR/SOP/004; Rev 2.0; Date: 13/6/2018 with Flow Chart from request for manpower by HOD until on boarding of new employee.</p>	Complied
3.5.2	<p>Employment procedures are implemented, and records are maintained.</p> <p>- Minor Compliance -</p>	<p>Employment procedures as per requirements above implemented as per sample records maintained for performance review that was conducted annually and documented in Performance Appraisal Form: PMS2018.</p>	Complied
<p>Criterion 3.6 An occupational health and safety (H&S) plan is documented, effectively communicated and implemented.</p>			

<p>3.6.1</p>	<p>(C) All operations are risk assessed to identify H&S issues. Mitigation plans and procedures are documented and implemented. - Major Compliance -</p>	<p>Group Occupational Safety & Health Management Policy had been established and implemented. There are 2 levels of the Policies</p> <p>a) Dasar Kesihatan, Keselamatan Dan Alam Sekitar signed on 15/10/2016 by The Presiden Kumpulan.</p> <p>b) Dasar Keselamatan Dan Kesihatan Pekerjaan endorsed by 30/3/2012 with revision on 01/2/2017 by The Chief Executive Officer (Ketua Pegawai Eksekutif) of FGVP. A similar policy Dasar Kualiti, Keselamatan, Kesihatan Pekerjaan Dan Alam Sekitar for the mill operations was signed by the Ketua Pegawai Eksekutif Felda Palm Industries Sdn Bhd dated on 10/8/1999 with a revision made on 20/11/2017.</p> <p>The risk already been identified as per HIRARC and chemical Hazard Risk Assessment for all activities and operation including harvesting, spraying, manuring, general works and others. For detail can refer to HIRARC was available referred document FPI/L4/QOHSE-1.4 Pind 2 dated review on 25 September 2019. The other risk for chemical was under CHRA was done on June 2019 by MZ ENVIRO TESTING & CONSULTING (HQ/15/ASS/00/363). All chemical been register under DOSH and comply with the regulation.</p> <p>The authorities also been visit the estate to ensure the Safety and health was according to regulation, OSH log book was available and latest visit was on 20 Oct 2019, no negative issue been be highlight as per OSH officer report.</p>	<p>Complied</p>
<p>3.6.2</p>	<p>(C) The effectiveness of the H&S plan to address health and safety risks to people is monitored. - Major Compliance -</p>	<p>The effectiveness of the H&S plan have been verified with the document as per below:-</p> <p>Audiometric test been done on 25 April 2019 by Mr Wong Tai Chen (HQ/14/PEB/00/38) from Industrial Safety Management Services. From the result all workers no hearing impairment been reported and no record STS.</p> <p>Medical Surveillance was done on 27 April 2019, from the report this medical surveillance have include boiler, workshop, lab, mechanical and store. The result for all was fit to work with chemical.</p>	<p>Complied</p>

		OSH meeting last done on 21 Nov 2019 attend by 10 person, found 1 accident been reported for June 2019. The OSH meeting was done periodically and previously record was on 22/8/2019 and 13/5/2019.													
Criterion 3.7															
All staff, workers, Scheme Smallholders, out-growers, and contract workers are appropriately trained.															
3.7.1	(C) A documented programme that provides training is in place, which is accessible to all staff, workers, Scheme Smallholders and out-growers, taking into account gender-specific needs, and which covers applicable aspects of the RSPOP&C, in a form they understand, and which includes assessments of training. - Major Compliance -	From the verification of training document, the document was under personal document and have an accessible to all staff, workers, Scheme Smallholders and outgrowers.	Complied												
3.7.2	Records of training are maintained. - Minor Compliance -	<p>The training program included all aspects of RSPO Principles and Criteria, RSPO Supply Chain and MSPO standards.</p> <p>The records included the title of training, name and signature of the attendees, name of the trainer, time and venue.</p> <p>Some of the trainings verified were:</p> <table border="1"> <thead> <tr> <th>Trainings</th> <th>Date of training</th> </tr> </thead> <tbody> <tr> <td>Policy Training</td> <td>10 Oct 2019</td> </tr> <tr> <td>Tractor safety briefing</td> <td>3 Dec 2019</td> </tr> <tr> <td>IPM Training</td> <td>25 Nov 2019</td> </tr> <tr> <td>Chemical Handling training</td> <td>31 Dec 2019</td> </tr> <tr> <td>Weeding Training</td> <td>17 Dec 2019</td> </tr> </tbody> </table>	Trainings	Date of training	Policy Training	10 Oct 2019	Tractor safety briefing	3 Dec 2019	IPM Training	25 Nov 2019	Chemical Handling training	31 Dec 2019	Weeding Training	17 Dec 2019	Complied
Trainings	Date of training														
Policy Training	10 Oct 2019														
Tractor safety briefing	3 Dec 2019														
IPM Training	25 Nov 2019														
Chemical Handling training	31 Dec 2019														
Weeding Training	17 Dec 2019														

		Harvesting Training	12 Dec 2019		
		First Aid Training	4 Dec 2019		
		Overtime and wages training	10 Oct 2019		
		HIRARC Training	21 August 2019		
		Awareness training with Jabatan Tenaga Kerja	14 Oct 2019		
		Fire Fighting training	2 Sept 2019		
		No Open Burning training	24 Dec 2019		
		HCV training	31 Dec 2019		
		Wildlife conservation training	17 Dec 2019		
3.7.3	Appropriate training is provided for personnel carrying out the tasks critical to the effective implementation of the Supply Chain Certification Standard (SCCS). Training is specific and relevant to the task(s) performed. - Minor Compliance -	Wa Ha POM has conducted the RSPO SCCS training on 11/12/2019. It was participated by 10 personnel from various departments such as weighbridge, process and administration. Records of attendance were well kept.		Complied	
Criterion 3.8 Supply chain requirement for mills (note: all supply chain requirements are considered as critical (C). However it will not contribute to suspension if there is more than 5 non-compliance within a principle)					
3.8.1	Definition Identity Preserved Mill D.1: A mill is deemed to be Identity Preserved (IP) if the FFB used by the mill are sourced from plantation/estates that are certified against the RSPO Principles and Criteria (RSPO P&C), or against the Group Certification scheme. Certification for CPO mills is necessary to verify the volumes and sources of certified FFB entering the	Not applicable		Not applicable	

	mill, the implementation of any processing controls (for example, if physical separation is used), and volume sales of RSPO certified products. If a mill processes certified and uncertified FFB without physically separating them, then only Module E is applicable.		
3.8.2	<p>Definition Mass Balance Mill E.1</p> <p>Certification for CPO mills is necessary to verify the volumes of certified and uncertified FFB entering the mill and sales volume of RSPO certified products. A mill may be taking delivery of FFB from uncertified growers, in addition to those from its own and 3rd party certified supply base. In that scenario, the mill can claim only the volume of oil palm products produced from processing of the certified FFB as MB</p>	<p>Wa Ha Palm Oil Mill receives and process both FFB supplied from Bukit Aping Selatan Estate (own supply base) and other third parties. Since the date of certification it did not receive any certified FFB from any third parties. Roughly, the FFB received from its own supply base is around 6% from the total FFB received.</p>	Complied
3.8.3	<p>Explanation (Volume and product integrity) – D.2, E.2</p> <p>The estimated tonnage of CPO and PK products that could potentially be produced by the certified mill shall be recorded by the certification body (CB) in the public summary of the P&C certification report. For an independent mill, the estimated tonnage of CPO and PK products shall be recorded in the RSPO IT platform, supply chain certificate and public summary audit report. This figure represents the total volume of certified oil palm 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. The mill shall also meet all registration and reporting requirements for the appropriate supply chain through the RSPO supply chain managing organisation (RSPO IT platform).</p>	<p>The estimated tonnage of CPO and PK products that could potentially be produced by the certified mill is recorded in this public summary report (see Table 10).</p>	Complied

<p>3.8.4</p>	<p>Documented procedures – 5.3.1, D.3, E.3</p> <p>The site shall have written procedures and/or work instructions to ensure the implementation of all elements of the applicable supply chain model specified. This shall include at minimum the following:</p> <p>Complete and up-to-date procedures covering the implementation of all the elements of the supply chain model requirements.</p> <ul style="list-style-type: none"> • Complete and up to date records and reports that demonstrate compliance with the supply chain model requirements (including training records). • Identification of the role of the person having overall responsibility for and authority over the implementation of these requirements and compliance with all applicable requirements. This person shall be able to demonstrate awareness of the organisation’s procedures for the implementation of this standard. • The site shall have documented procedures for receiving and processing certified and non-certified FFBs. 	<p>Procedure namely SOP for Mill RSPO SCC, Doc. No: RSPO SCC, dated: 21/09/2019, issue 3, rev. 6 has been established which covers the general chain of custody, RSPO SCC Committee, Sustainability Compliance & Certification (SCCD), FGVHB, organization chart responsibility, RSPO SCC Supply Chain Verification, claim, RSPO Supply Chain Model, Notis Amaran/Handling Non-conformance material & document, supply chain verification-FFB delivery plantation to mill, etc.</p> <p>Stated in the SC procedure, the Mill Manager is the chairman of RSPO SCC Committee whom need to ensure the RSPO SCC system is being implemented. The job descriptions were identified in the procedure accordingly.</p>	<p>Complied</p>
--------------	--	--	-----------------

3.8.5	<p>Internal Audit – 5.3.2</p> <p>The site shall have a written procedure to conduct annual internal audit to determine whether the organisation;</p> <p>Conforms to the requirements in the RSPO Supply Chain Certification Standard and the RSPO Market Communications and Claims Documents.</p> <p>Effectively implements and maintains the standard requirements within its organisation.</p> <p>Any non-conformities found as part of the internal audit shall be issued corrective action. The outcomes of the internal audits and all actions taken to correct non-conformities shall be subject to management review at least annually. The organisation shall be able to maintain the internal audit records and reports.</p>	<p>Procedure namely SOP for Mill RSPO SCC has also covered the internal audit under Certification & Due Diligence (CDD), Sustainability & Environmental Department (SED), FGVH responsibility. The internal audit will be plan annually before CB audit. Internal audit procedure was crossed-refer to SOP: FGV/ML-1A-L2-PR11 issue 1 dated 1/6/2016.</p> <p>Internal audit was last conducted on 11/12/2019 by an internal auditor from CDD department, KL HQ. There were 16 NCRs issued as a result of the audit and all the NCRs have been closed in timely manner.</p>	Complied
3.8.6	<p>Purchasing Goods In – 5.4, D.4.1/ D.4.2, E.4.1/E.4.2</p> <p>The site shall verify and document the tonnage and sources of certified and the tonnage of non-certified FFBs received.</p> <p>The site shall inform the CB immediately if there is a projected overproduction of certified tonnage.</p> <p>The site shall have a mechanism in place for handling non- conforming oil palm products and/or documents.</p>	<p>The accompanying documents of incoming FFB from own estate are estate’s weighing bridge tickets which has the info about name of estate, RSPO certificate number, weighbridge ticket number, seal number, date of delivery, field number, number of bunches. Upon arrival at the mill, the mill issues its weighbridge ticket as confirmation of receipt. The estate’s ticket number is recorded in the mill’s ticket number.</p> <p>There has been no projected overproduction. Nonetheless, based on interview with the staff, the facility is aware of this requirements. Addressed under “SOP for Mill RSPO SCC” [RSPO SCC, issue: 3 rev: 6, dated 21/9/2019, section “Notis Amaram/Handling Non-conformance Material & Document” which reads if the FFB supplied found to be not certified after being processed, the CPO or PK shall be downgraded to non-certified.</p>	Complied
3.8.7	Outsourcing Activities – 5.5	Not applicable. No outsourcing activity.	

	<p>In cases where an operation seeking or holding certification outsources activities to independent third parties (e.g. subcontractors for storage, transport or other outsourced activities), the operation seeking or holding certification shall ensure that the independent third party complies with the requirements of the RSPO Supply Chain Certification Standard. A CPO mill and independent mill cannot outsource processing activities like refining or crushing.</p> <p>This requirement is not applicable to outsourced storage facilities where the management of the oil palm product(s) and instructions for tank movements are controlled by the certified organisation (not the tank farm manager).</p>		<p>Not applicable</p>
	<p>Sites which include outsourcing within the scope of their RSPO Supply Chain certificate shall ensure the following:</p> <ul style="list-style-type: none"> a) The site has legal ownership of all input material to be included in outsourced processes; b) The site has an agreement or contract covering the outsourced process with each contractor through a signed and enforceable agreement with the contractor. The onus is on the site to ensure that certification bodies (CBs) have access to the outsourcing contractor or operation if an audit is deemed necessary. c) The site has a documented control system with explicit procedures for the outsourced process which is communicated to the relevant contractor. 	<p>Not applicable. No outsourcing activity.</p>	<p>Not applicable</p>

	d) The site seeking or holding certification shall furthermore ensure (e.g. through contractual arrangements) that independent third parties engaged provide relevant access for duly accredited CBs to their respective operations, systems, and any and all information, when this is announced in advance.		
	The site shall record the names and contact details of all contractors used for the processing or physical handling of RSPO certified oil palm products.	Not applicable. No outsourcing activity.	Not applicable
	The site shall at its next audit inform its CB of the names and contact details of any new contractor used for the processing or physical handling of RSPO certified oil palm products.	Not applicable. No outsourcing activity.	Not applicable
3.8.8	Record keeping – 5.9 The organisation shall maintain accurate, complete, up-to-date and accessible records and reports covering all aspects of these RSPO Supply Chain Certification Standard requirements.	Wa Ha Palm Oil Mill has maintained the accurate, complete, up-to-date and accessible records and reports covering all aspects of these RSPO Supply Chain Certification requirements.	Complied
	Retention times for all records and reports shall be a minimum of two(2) years and shall comply with legal and regulatory requirements and be able to confirm the certified status of raw materials or products held in stock.	Addressed SOP for Mill RSPO SCC dated 21/9/2019, where retention of records for RSPO SCC is minimum 2 years. The previous records and reports related to RSPO SCC was generated in April 2019 and the oldest was on 2017 record.	Complied
	The organisation shall be able to provide the estimate volume of palm oil / palm kernel oil content (separate categories) in the RSPO certified oil palm product and keep an up to date record of the volume purchased	Not applicable. The product of the facility is containing 100% palm oil.	Not applicable

	(input) and claimed (output) over a period of twelve (12) months.		
	<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 real-time basis.</p> <p>Or</p> <p>E.5.1 –</p> <p>a) The site shall record and balance all receipts of RSPO certified FFB and deliveries of RSPO certified CPO and PK on a real-time basis and/or three-monthly basis.</p> <p>b) All volumes of palm oil and palm kernel oil that are delivered are deducted from the material accounting system according to conversion ratios stated by RSPO.</p> <p>c) The site can only deliver Mass Balance sales from a positive stock. Positive stock can include product ordered for delivery within three (3) months. However, a site is allowed to sell short. (i.e. product can be sold before it is in stock.)</p>	Based on verification of Mass Balance Sheet, it was found that the certified CPO and PK were always delivered from positive stock. Mass balance recording is done through utilization of “Lembaran Mass Balance” (Mass Balance Sheet). Computerized system in place with the delivery deducted accordingly.	Complied
3.8.9	<p>Conversion Factors – 5.10</p> <p>Where applicable, a conversion rate shall be applied to provide a reliable estimate for the amount of certified output available from the associated inputs. Organisations may determine and set their own conversion rates which shall be based upon past experience, documented and applied consistently. Guidance on conversion rates is published on the RSPO website (www.rspo.org)</p>	Conversion factor of CPO and PK production is depending on the actual OER and KER.	Complied

	Conversion rates shall be periodically updated to ensure accuracy against actual performance or industry average if appropriate.	The facility is using the actual extraction rate and therefore updating of rates is not necessary.	Complied
3.8.10	<p>Processing – D.6</p> <p>The site shall assure and verify through documented procedures and record keeping that the RSPO certified oil palm product is kept separated from non- certified oil palm product including during transport and storage to strive for 100% separation.</p>	NA as the mill opted for Mass Balance model.	Not applicable
3.8.11	<p>Sales and goods out – 5.6</p> <p>The supplying site shall ensure that the following minimum information for RSPO certified products is made available in document form:</p> <ul style="list-style-type: none"> • The name and address of the buyer; • The name and address of the seller; • The loading or shipment / delivery date; • The date on which the documents were issued; • A description of the product, including the applicable supply chain model (Identity Preserved, Segregated or Mass Balance or the approved abbreviations); • The quantity of the products delivered; • Any related transport documentation; • Supply chain certificate number of the seller; • A unique identification number. • Information shall be complete and can be presented either on a single document or across a 	<p>The information required by the standard was available in various documents such as sales order, delivery order, weighbridge ticket and invoice to name a few. Example of information is as follows:</p> <p><u>Crude palm oil</u></p> <p>Sampled sales order: RSPO405840AE/0519/01</p> <ul style="list-style-type: none"> • Buyer: name and address were stated in sales contract (<i>but not disclosed in this report</i>) • Seller: Kilang Sawit Wa Ha • Delivery order: DO4050019050157 • Quantity: 42.74 mt • Commodity: RSPO-certified 100% • Certificate number: RSPO 693243 • Unique identification number – shipping instruction/confirmation 	Complied

	<p>range of documents issued for RSPO certified oil palm products (for example, delivery notes, shipping documents and specification documentation).</p> <ul style="list-style-type: none"> For sites that are required to announce and confirm trades in the RSPO IT platform, this shall include making Shipping Announcements/Announcements and Confirmations on the RSPO IT platform per shipment or group of shipments. 		
3.8.12	<p>Registration of Transactions – 5.7</p> <p>Supply chain actors who:</p> <ul style="list-style-type: none"> Are mills, traders, crushers and refineries; and Take legal ownership and/or physically handle RSPO Certified Sustainable oil palm products that are available in the yield scheme of the RSPO IT Platform (Figure 2 and 3, refer Annex 1) shall register their transaction in the RSPO IT platform and confirm upon receipt where applicable. 	<p>The registration of Palm Trace is carried out by the FGVPM Logistic Department, HQ. Some of the transactions had been registered in the PalmTrace.</p>	Complied
	<p>The involved supply chain actors mentioned in 5.7.1 shall do the following actions in the RSPO IT Platform:</p> <p>Shipping Announcement/Announcement: When RSPO certified volume is sold as certified, the volumes of products that are in the yield scheme (Figure2 and 3, refer Annex 1) shall be registered as a Shipping Announcement/Announcement in the RSPO IT Platform. time to do Shipping Announcement/Announcement is based on members' own standard operating procedures.</p>	<ul style="list-style-type: none"> Based on the announcement summary, all the registrations were found to be in order. Not applicable. Products are not sold beyond refinery. Based on the MB accounting, the removal of volumes was done correctly when the products were sold as conventional. Based on the announcement summary, all the confirmations were found to be in order. 	Complied

	<p>Trace: When RSPO certified volumes are sold as RSPO certified to actors in the supply chain beyond the refinery, the volume shall be traced at least annually. Tracing triggers the generation of a trace document with a unique traceability number. Tracing can be done in a consolidated way at least annually.</p> <p>Remove: RSPO certified volumes sold under other scheme or as conventional, or in case of underproduction, loss or damage shall be removed.</p> <p>Confirm: Acknowledge the purchase of RSPO certified volume by confirming Shipping Announcements/Announcements.</p>		
3.8.13	<p>Claims – 5.11</p> <p>The site shall only make claims regarding the use of or support of RSPO certified oil palm products that are in compliance with the RSPO Rules on Market Communications and Claims.</p>	<p>Procedure namely SOP for Mill RSPO SCC, Doc. No: RSPO SCC, dated: 01/09/2019, version: 3.0 was established. There is no claim made for RSPO logo & trademark in Wa Ha POM.</p>	Complied
<p>Principle 4: Respect community and human rights and deliver benefits</p>			
<p>Criterion 4.1</p>			
<p>The unit of Certification respects human rights, which includes respecting the rights of Human Rights Defenders.</p>			

4.1.1	<p>(C) A policy to respect human rights, including prohibiting retaliation against Human Rights Defenders (HRD), is documented and communicated to all levels of the workforce, operations, FFB suppliers and local communities and prohibits intimidation and harassment by the unit of certification and contracted services, including contracted security forces.</p> <p>- Major compliance -</p>	<p>FGV Holdings has developed Group Sustainability Policy # FGV/SED/POL/001; Rev. 3, Effective date: 29/05/2019. Under clause 5.1.3, Respect for Human Rights, FGV group strives to uphold and respect internationally recognised human rights as enshrined in the Universal Declaration of Human Rights (UDHR), United Nation as Convention on the Elimination of All Forms of Discrimination against Women, United Nations Convention on the rights of the child, other applicable United nations core human rights treaties, the ILO (Declaration on Fundamental Principles and Rights at Work as well as other relevant ILO conventions.</p> <p>Policies communicated to employees during daily muster assembly and meetings as recorded in the muster briefing records at both mill and estate. Apart from that, FGV also has the FGV Whistleblowing Policy; Policy # FGV/GGD/POL.001; Rev. 6; Date: 28/05/2018) to protect the complainant.</p> <p>Policies were communicated during meeting with internal stakeholder among FGVP Wa Ha POM & FGVP Bukit Aping Selatan Estate employees on 16/10/2019. Communication with external stakeholders latest done on 30/10/2019 through a meeting held in combination by FGVP Wa Ha and Adela, Semenchu, Air Tawar, Lok Heng and FGVP Bukit Aping Selatan & Kledang 02 in Dewan Semai Bakti Felda Sening, Kota Tinggi, Johor.</p>	Complied
4.1.2	<p>The unit of certification does not instigate violence or use any form of harassment in their operations.</p> <p>- Minor compliance -</p>	<p>FGV Holdings has developed Group Sustainability Policy; Policy # FGV/SED/POL/001; Rev. 3; Effective date: 29/05/2019. Under the clause 5.16 Gender Equality and Preventing Sexual Harassment violence and abuse. Visit to the site confirmed no violence or use of any form of harassment instigated in both the mill and estate operation.</p>	Complied
<p>Criterion 4.2 There is a mutually agreed and documented system for dealing with complaints and grievances, which is implemented and accepted by all affected parties</p>			
4.2.1	<p>(C) The mutually agreed system, open to all affected parties, resolves disputes in an effective, timely and</p>	<p>A system based on SOP for Complaint & Grievance (Doc no: FGV/ML-1A/L2-Pr13; Issue 01; Rev. 02; Date: 01/04/2019 is available. This procedure is applicable to all employees and stakeholders who wish to lodge a complaint</p>	Complied

	<p>appropriate manner, ensuring anonymity of complainants, HRD, community spokespersons and whistle-blowers, where requested, without risk of reprisal or intimidation and follows the RSPO policy on respect for HRD.</p> <p>- Major compliance -</p>	<p>or grievance. The procedure also provides a mechanism for addressing complaints received, and accords protection and confidentiality to complainants. The complaints will be solved on 14 days (first stage), 14 days (second stage) and 14 days (third stage). Apart from that, FGV also has the FGV Whistleblowing Policy, (policy number FGV/GGD/POL.001 revision 6 dated 28/05/2018) to protect the complainant.</p>	
4.2.2	<p>Procedures are in place to ensure that the system is understood by the affected parties, including by illiterate parties.</p> <p>- Minor compliance -</p>	<p>Policies communicated to internal stakeholders among employees during daily muster assembly and meetings as recorded in the muster briefing records latest on 16/10/2019 to all both employees of mill and estate. Policies were also communicated too to all external stakeholders during consultation meeting latest conducted on 31/10/2019. The stakeholders includes contractors, school representatives, neighbour villagers, etc.</p>	Complied
4.2.3	<p>The unit of certification keeps parties to a grievance informed of its progress, including against agreed timeframe and the outcome is available and communicated to relevant stakeholders.</p> <p>- Minor compliance -</p>	<p>The grievances recorded in Complaint Book and Housing Repair Request Form. As per SOP for Complaint & Grievance (Doc no: FGV/ML-1A/L2-Pr13; Issue 01; Rev. 02; Date: 01/04/2019, under clause 7.2.2 external stakeholder, the complainant will be kept informed within 2 weeks from the complaint receiving date. No external complaints received by the mill and estates except for internal stakeholders among employees mainly on housing repair request. Latest request record sighted on 11/11/2019 on electrical socket point by Hanif employee of FGVPM Bukit Aping Selatan Estate.</p>	Complied
4.2.4	<p>The conflict resolution mechanism includes the option of access to independent legal and technical advice, the ability for complainants to choose individuals or groups to support them and/or act as observers, as well as the option of a third-party mediator.</p> <p>- Minor compliance -</p>	<p>As per SOP for Complaint & Grievance (Doc no: FGV/ML-1A/L2-Pr13; Issue 01; Rev. 02; Date: 01/04/2019 under clause 7.1.4 (4th stages) 7.1.4.1 if there is no agreement after complaint lodges to the headquarters, the complaint can be escalated to Jabatan Perhubungan Perusahaan, Kementerian Sumber Manusia or Panel Aduan Persijilan Kelestarian RSPO</p>	Complied
<p>Criterion 4.3 The unit of Certification contributes to local sustainable development as agreed by local communities.</p>			

<p>4.3.1</p>	<p>Contributions to community development that are based on the results of consultation with local communities are demonstrated.</p> <p>- Minor compliance -</p>	<p>As a group level, FGV Holdings has the Funding Social Development in website: http://www.fgvholdings.com/sustainability/people-development/community-development/ and as below:</p> <ol style="list-style-type: none"> 1. The Settlers: The profitability of FGV's business contributes to the success of Felda settlers. The annual lease payments on the 355,864 hectares of land that FGV manages provides a secure and consistent income stream to FELDA, enabling it to focus on its social development programmes. Additionally, proceeds from FGV's profit are channelled to FELDA, through its 37 percent stake in our business. These earnings enable FELDA to be internally funded, and ensures its success in sustaining the vibrancy of Malaysia's smallholder plantations. FGV further distributes its benefits, in the form of dividends, to settlers via Koperasi Permodalan Felda. Some two million people, comprising 112,635 settler families, children and grandchildren, benefit from plantation income, and it is estimated that a further 300,000 people associated with the settlements derive their income from FELDA. In addition to this, various community-based and assistance programmes are being carried out to look into the welfare of Felda communities, including housing improvement loans, training and development programmes for the settlers' offsprings and their children, as well as development of infrastructure and facilities within the settlements. 2. Yayasan FELDA: FELDA and FGV contribute two percent net profit every year to Yayasan Felda. Through the foundation, FGV helps to spur a variety of charitable causes and initiatives centering on educational, healthcare and philanthropic causes, which benefit settler communities, rural populace and Malaysians at large. 3. FGV Launches Sun Bear Conservation Programme which includes the setting up of the first Sun Bear Community Action Group (CAG) in Malaysia. As part of the holistic approach in implementing the programme, FGV is also publishing guidelines for the CAG entitled Garis Panduan 	<p>Complied</p>
--------------	--	--	-----------------

		<p>Pelaksanaan Komuniti Sahabat Beruang Matahari and Pengurusan Beruang Matahari di Pusat Menyelamat Hidupan Liar Kebangsaan, which are the first in South East Asia.</p> <p>4. FGV Champions Conservation of the World’s Largest Flower, Rafflesia and World’s Smallest Bears Species, The Sun Bear with FRIM and PERHILITAN. FGV signed a Memorandum of Collaborations (MoC) with FRIM to set up the first Rafflesia Conservation and Interpretive Centre (RCIC) in Peninsular Malaysia, and another MoC with Perhilitan to set up the Sun Bear Conservation Programme.</p> <p>Local development needs of local community were carried out on unit basis and contributed by operating units within FGV Wa Ha complex including the following:</p> <p>5. Employees children school assistance contribution 2019</p> <p>6. Employees festival season assistance contribution 2019</p>	
<p>Criterion 4.4 Use of the land for oil palm does not diminish the legal, customary or user rights of other users without their free, prior and informed consent.</p>			
<p>4.4.1</p>	<p>(C) Documents showing legal ownership or lease, or authorised use of customary land authorised by customary landowners through a Free, Prior and Informed Consent (FPIC) process. Documents Related to the history of land tenure and the actual legal or customary use of the land are available.</p> <p>- Major compliance -</p>	<p>No customary land within mill and estate of FGV Wa Ha complex. FGV leased its land from Felda as per records of Agreement to Lease Dated 1/11/2011 between Lessee: Felda Global Ventures Holdings Sdn. Bhd. (FGVH) and Lessor: Federal Land Development Authority (Felda) and Novation Agreement In Relation To Agreement To Lease Dated 1/11/2011; Date: 6/1/2012. Copy of titles which specified Felda as the Land Owners available for an area of 717.511ha out total 1,547.97ha for mill and estate area leased by FGV. Sighted sample copies of title as following:</p> <p>7. HSM # 155; PT # PTD 985; Daerah: Kota Tinggi; Mukim: Sedili Kecil; Area: 1.12ha; Registered date: 29/10/2003</p> <p>8. HSD # 19968; PT # PTD 982; Daerah: Kota Tinggi; Mukim: Sedili Kecil; Area: 5.93ha; Registered date: 5/11/2003</p> <p>9. Felda Global Ventures Holdings Sdn. Bhd.</p>	<p>Complied</p>

4.4.2	Copies of documents evidencing agreement-making processes and negotiated agreements detailing the FPIC process are available and include:	No customary land within mill and estate of FGV Wa Ha complex. Hence, this requirement is not applicable (N/A).	Not applicable
4.4.2a	Evidence that a plan has been developed through consultation and discussion in good faith with all affected groups in the communities, with particular assurance that vulnerable, minorities' and gender groups are consulted, and that information has been provided to all affected groups, including information on the steps that are taken to involve them in decision making. - Minor compliance -	No customary land within mill and estate of FGV Wa Ha complex. Hence, this requirement is not applicable (N/A).	Not applicable
4.4.2b	Evidence that the unit of certification has respected communities' decisions to give or withhold their consent to the operation at the time that these decisions were taken. - Minor compliance -	No customary land within mill and estate of FGV Wa Ha complex. Hence, this requirement is not applicable (N/A).	Not applicable
4.4.2c	Evidence that the legal, economic, environmental and social implications of permitting operations on their land have been understood and accepted by affected communities, including the implications for the legal status of their land at the expiry of the unit of certification's title, concession or lease on the land.	No customary land within mill and estate of FGV Wa Ha complex. Hence, this requirement is not applicable (N/A).	Not applicable

	- Minor compliance -		
4.4.3	<p>(C) Maps of an appropriate scale showing the extent of recognised legal, customary or user rights are developed through participatory mapping involving affected parties (including neighbouring communities where applicable, and relevant authorities).</p> <p>- Major compliance -</p>	No customary land within mill and estate of FGV Wa Ha complex. Hence, this requirement is not applicable (N/A).	Complied
4.4.4	<p>All relevant information is available in appropriate forms and languages, including assessments of impacts, proposed benefit sharing, and legal arrangements.</p> <p>- Minor compliance -</p>	No customary land within mill and estate of FGV Wa Ha complex. Hence, this requirement is not applicable (N/A).	Not applicable
4.4.5	<p>(C) Evidence is available to show that communities are represented through institutions or representatives of their own choosing, including by legal counsel if they so choose.</p> <p>- Major compliance -</p>	No customary land within mill and estate of FGV Wa Ha complex. Hence, this requirement is not applicable (N/A).	Not applicable
4.4.6	<p>There is evidence that implementation of agreements negotiated through FPIC is annually reviewed in consultation with affected parties.</p> <p>- Minor compliance -</p>	No customary land within mill and estate of FGV Wa Ha complex. Hence, this requirement is not applicable (N/A).	Not applicable
<p>Criterion 4.5: No new plantings are established on local peoples' land where it can be demonstrated that there are legal, customary or user rights, without their FPIC. This is dealt with through a documented system that enables these and other stakeholders to express their views through their own representative institutions.</p>			
4.5.1	<p>(C) Documents showing identification and assessment of demonstrable legal, customary and user rights are available.</p> <p>- Major compliance -</p>	NA as no new plantings are established on local peoples' land by Wa Ha certification unit.	Not applicable

4.5.2	<p>(C) FPIC is obtained for all oil palm development through a comprehensive process, including in particular, full respect for their legal and customary rights to the territories, lands and resources via local communities' own representative institutions, with all the relevant information and documents made available, with option of resourced access to independent advice through a documented, long-term and two-way process of consultation and negotiation.</p> <p>- Major compliance -</p>	NA as no new plantings are established on local peoples' land by Wa Ha certification unit.	Not applicable
4.5.3	<p>Evidence is 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 unit of certification is signed and ratified by these local peoples. Negotiated agreements are non-coercive and entered into voluntarily and carried out prior to new operations.</p> <p>- Minor compliance -</p>	NA as no new plantings are established on local peoples' land by Wa Ha certification unit.	Not applicable
4.5.4	<p>To ensure local food and water security, as part of the FPIC process, participatory SEIA and participatory land-use planning with local peoples, the full range of food and water provisioning options are considered. There is transparency of the land allocation process.</p> <p>- Minor compliance -</p>	NA as no new plantings are established on local peoples' land by Wa Ha certification unit.	Not applicable
4.5.5	<p>Evidence is available that the affected communities and rights holders have had the option to access to information and advice that is independent of the</p>	NA as no new plantings are established on local peoples' land by Wa Ha certification unit.	Not applicable

	project proponent, concerning the legal, economic, environmental and social implications of the proposed operations on their lands. - Minor compliance -		
4.5.6	Evidence is available that the communities (or their representatives) gave consent to the initial planning phases of the operations prior to the issuance of a new concession or land title to the operator. - Minor compliance -	NA as no new plantings are established on local peoples' land by Wa Ha certification unit.	Not applicable
4.5.7	New lands are not acquired for plantations and mills after 15 November 2018 as a result of recent (2005 or later) expropriations without consent under the right of eminent domain of the federal and state land acquisition legislations. - Minor compliance -	There is no new lands are not acquired for plantations and mills after 15 November 2018.	Not applicable
4.5.8	(C) New lands are not acquired in areas inhabited by communities in voluntary isolation. - Major compliance -	There is no new lands are not acquired for plantations and mills after 15 November 2018.	Not applicable
Criterion 4.6			
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.			
4.6.1	(C) A mutually agreed procedure for identifying legal, customary or user rights, and a procedure for identifying people entitled to compensation, is in place. - Major compliance -	Not applicable as there is no customary right in Wa Ha certification unit.	Complied
4.6.2	(C) A mutually agreed procedure for calculating and distributing fair compensation (monetary or otherwise)	Not applicable as there is no customary right in Wa Ha certification unit.	Not applicable

	is established and implemented, monitored and evaluated in a participatory way, and corrective actions taken as a result of this evaluation. - Major compliance -		
4.6.3	Evidence is available that equal opportunities are provided to both men and women to hold land titles for scheme small holdings. - Minor compliance -	Not applicable as there is no customary right in Wa Ha certification unit.	Not applicable
4.6.4	The process and outcomes of any negotiated agreements, compensation and payments are documented, with evidence of the participation of affected parties, and made publicly available to them. - Minor compliance -	Not applicable as there is no customary right in Wa Ha certification unit.	Not applicable
<p>Criterion 4.7 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 FPIC and negotiated agreements.</p>			
4.7.1	(C) A mutually agreed procedure for identifying people entitled to compensation is in place. - Major compliance -	Not applicable as there is no customary right in Wa Ha certification unit.	Not applicable
4.7.2	(C) A mutually agreed procedure for calculating and distributing fair compensation (monetary or otherwise) is in place and documented and made available to affected parties. - Major compliance -	Not applicable as there is no customary right in Wa Ha certification unit.	Not applicable
4.7.3	Communities that have lost access and rights to land for plantation expansion are given opportunities including	Not applicable as there is no customary right in Wa Ha certification unit.	Not applicable

	employment and supply contracts to benefit from plantation development. - Minor compliance -		
Criterion 4.8			
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.			
4.8.1	Where there are or have been disputes, proof of legal acquisition of title and evidence that mutually agreed compensation has been made to all people who held legal, customary, or user rights at the time of acquisition is available and provided to parties to a dispute, and that any compensation was accepted following a documented process of FPIC. - Minor compliance -	Not applicable as there is no customary right in Wa Ha certification unit.	Not applicable
4.8.2	(C) Land conflict is not present in the area of the unit of certification. Where land conflict exists, acceptable conflict resolution processes (see Criteria 4.2 and 4.6) are implemented and accepted by the parties involved. In the case of newly acquired plantations, the unit of certification addresses any unresolved conflict through appropriate conflict resolution mechanisms. - Major compliance -	Not applicable as there is no customary right in Wa Ha certification unit.	Not applicable
4.8.3	Where there is evidence of acquisition through dispossession or forced abandonment of customary and user rights prior to the current operations and there remain parties with demonstrable customary and land use rights, these claims will be settled using the relevant requirements (Indicators 4.4.2, 4.4.3 and 4.4.4) - Minor compliance -	Not applicable as there is no customary right in Wa Ha certification unit.	Not applicable

4.8.4	For any conflict or dispute over the land, the extent of the disputed area is mapped out in a participatory way with involvement of affected parties (including neighbouring communities where applicable). - Minor compliance -	Not applicable as there is no customary right in Wa Ha certification unit.	Not applicable
Principle 5: Support smallholder inclusion			
Criterion 5.1			
The unit of certification deals fairly and transparently with all smallholders (Independent and Scheme) and other local businesses.			
5.1.1	Current and previous period prices paid for FFB are publicly available and accessible by smallholders. - Minor compliance -	Current FFB price was publicly available and displayed at weighbridge office window. Previous FFB price was also available and filed in the office. Public can access the information upon request.	Complied
5.1.2	(C) Evidence is available that the unit of certification explains the FFB pricing to smallholders on request from individual smallholders (at least once a year or upon request). - Major compliance -	Explanation is made normally through meeting e.g. Meeting with smallholders and suppliers of KS Wa Ha, on 26/2/2019.	Complied
5.1.3	(C) Fair pricing, calculated as a portion of the international CPO price less costs is provided to smallholders in the supply base and documented. - Major compliance -	FFB suppliers other than the management of Felda Technoplant are free whether or not to sell their crop to Wa Ha POM. Thus no contract agreement necessary.	Complied
5.1.4	(C) Evidence is available that all parties, including women and independent representative organisations assisting smallholders where requested, are involved in decision-making processes and understand the contracts. These include those involving finance, loans/credits, and repayments through FFB price	FFB suppliers other than the management of Felda Technoplant are free whether or not to sell their crop to Wa Ha POM. Thus no contract agreement necessary.	Complied

	<p>reductions for replanting and or other support mechanisms where applicable.</p> <p>- Major compliance -</p>		
5.1.5	<p>Contracts are fair, legal and transparent and have an agreed timeframe.</p> <p>- Minor compliance -</p>	<p>FFB suppliers other than the management of Felda Technoplant are free whether or not to sell their crop to Wa Ha POM. Thus no contract agreement necessary.</p>	Complied
5.1.6	<p>(C) Agreed payments are made in a timely manner and receipts specifying price, weight, deductions and amount paid are given.</p> <p>- Major compliance -</p>	<p>The payment is not made directly to the smallholders but through the smallholders' management agencies e.g. Felda Technoplant and Felda. The payments to these agencies were made in timely manner.</p>	Complied
5.1.7	<p>Weighbridges used for determining payment to smallholders are verified by an independent third party on a regular basis (this can be government).</p> <p>- Minor compliance -</p>	<p>Calibration of weighbridge is regularly done by third party (co.'s no.: 465494-W). Certificates which were issued by an authority (Metrology Corporation Malaysia Sdn Bhd) were available for verification. Certificates verified: # B1505269 (dated 26/5/2019) for w/bridge #B246524790 and cert no. B1505739 (dated 9/12/2019) for w/bridge #0021514-6BK.</p>	Complied
5.1.8	<p>The unit of certification supports Independent Smallholders with certification, where applicable, ensuring mutual agreements between the unit of certification and the smallholders on who runs the internal control system (ICS), who holds the certificates, and who holds and sells the certified material.</p> <p>- Minor compliance -</p>	<p>Wa Ha certification unit does not deal with the independent smallholders directly but rather with the management agencies such as Felda Technoplant and Felda. FFB suppliers other than the management of Felda Technoplant are free whether or not to sell their crop to Wa Ha POM. Thus no contract agreement necessary.</p>	Complied
5.1.9	<p>(C) The unit of certification has a grievance mechanism for smallholders and all grievances raised are dealt with in a timely manner.</p> <p>- Major compliance -</p>	<p>The same grievance mechanism as described in Criteria 4.2 is used. To-date, there were 3 grievance reports received from smallholders. All the grievances were addressed satisfactorily.</p>	Complied
Criterion 5.2			

The unit of certification supports improved livelihoods of smallholders and their inclusion in sustainable palm oil value chains.			
5.2.1	The Company consults with interested smallholders (irrespective of type) within the Unit of Certification, including women or other partners in their supply base, to assess their needs for support to improve their livelihoods and their interest in RSPO certification. - Minor compliance -	Consultation with independent smallholders (ISH) was done through a meeting which was conducted on 26/2/2019. The minutes of meeting was available for verification. Among the initiative to improve livelihood of the smallholders is to provide guidance in conforming to the requirements of RSPO/MSPO.	Complied
5.2.2	The unit of certification develops and implements smallholder support programme to improve smallholder livelihood and build their capacity to enhance productivity, quality, organisational and managerial competencies, and specific elements of RSPO certification (including the RSPO Independent Smallholder Standard or RISS). - Minor compliance -	Based on the minutes of meeting, one of the plans is to provide guidance especially in good agriculture practices which objective to enhance productivity.	Complied
5.2.3	Where applicable, the unit of certification provides support to smallholders to promote legality of FFB production. - Minor compliance -	Support to smallholders to promote legality of FFB production is covered providing guidance to conform to the requirements of MSPO/RSPO standard.	Not applicable
5.2.4	(C) Evidence exists that the unit of certification trains Scheme Smallholders on pesticide handling. - Major compliance -	Not applicable since there is no Scheme Smallholders supplying to the mill.	Not applicable
5.2.5	The unit of certification regularly reviews and publicly reports on the progress of the Smallholder support programme. - Minor compliance -	The certification unit shall regularly review the progress of its newly established action plan.	Not applicable
Principle 6: Respect workers' rights and conditions			

Criterion 6.1: Any form of discrimination is prohibited.			
6.1.1	<p>(C) A publicly available non-discrimination and equal opportunity policy is implemented in such a way to prevent discrimination based on ethnic origin, caste, national origin, religion, disability, gender, sexual orientation, gender identity, union membership, political affiliation or age.</p> <p>- Major compliance -</p>	<p>As documented in FGV Holdings Berhad Group Sustainability Policy; Doc. # FGV/SED/POL/00; Rev. 3; Effective date: 29/05/2019, Chapter 5.1.2 – Responsible Employment.</p> <p>Policy displayed publicly in strategic locations within all operating units and communicated directly to employees as well as through general assembly and relevant meetings.</p>	Complied
6.1.2	<p>(C) Evidence is provided that workers and groups including local communities, women, and migrant workers have not been discriminated against including charging of recruitment fees for foreign workers.</p> <p>- Major compliance -</p>	<p>No discrimination practices sighted; workers are hired based on skill and experience and not based on race, caste, origin, religion, disability, gender, sexual orientation, union membership, age, etc. and treated fairly without any signs of discrimination in terms of work assignment, pay, promotion, etc.</p> <p>Manual Lestari 1A; Doc. # ML-1A/L2-PR10(1); dated March 2012 – Handling Complaint through Gender Committee Procedure is in place to guide the process of complaints received.</p>	Complied
6.1.3	<p>The unit of certification demonstrates that recruitment selection, hiring, access to training and promotion are based on skills, capabilities, qualities and medical fitness necessary for the jobs available.</p> <p>- Minor compliance -</p>	<p>As documented in FGV Holdings Berhad Group Sustainability Policy; Doc. # FGV/SED/POL/001; Rev. 3; Effective date: 29/05/2019; Chapter 5.1.2 – Responsible Employment, where hiring and selection of workers during recruitment is based on skill, minimum age, medical fitness and work experience. Performance review is conducted annually and documented in Performance Appraisal Form: PMS2018.</p> <p>Interviewed with the workers consisted of different nationalities and different gender confirmed that they are treated equally without any discrimination. The workers were provided with standard benefits/treatment such as free medical treatment, fair overtime offered to all the workers whoever want to work and free housing to everyone.</p>	Complied

6.1.4	<p>Pregnancy testing is not conducted as a discriminatory measure and is only permissible when it is legally mandated. Alternative equivalent employment is offered for pregnant women.</p> <p>- Minor compliance -</p>	<p>No woman employee works in operation section of the mill and estate except for estates offices. No pregnancy test been conducted for job selection. Pregnant worker will still be offered to continue work in office or light work. This is confirmed through the interview session with Gender Committee member.</p>	Complied
6.1.5	<p>(C) A gender committee is in place specifically to raise awareness, identify and address issues of concern, as well as opportunities and improvements for women.</p> <p>- Major compliance -</p>	<p>For FGVPI Wa Ha POM, a woman employee has been appointed as committee representative as per letter Perlantikan Sebagai Ketua Biro Agama Kelab Keluarga Dayabudi (Cahaya Murni) Sesi 2019/2020: Pn. Saliza Binti Ali; Ref.: (001)KKD/CM/WA; Date: 18/12/2019.</p> <p>For FGVPM Bukit Aping Selatan Estate, a woman employee has been appointed as the committee representative as per letter Perlantikan Setiausaha Gender Committee RSPO Pn. Norsahmimi Binti Rahmat; Ref.: (05)RSPO/P1,P6; Date: 4/3/2019. Latest meeting conducted on 7/8/2019 as per minutes of meeting # 01/2019.</p> <p>Women committee operated based on "Carta Alir Proses Aduan; Talian Nur (Kementerian Pembangunan Wanita, Keluarga & Masyarakat)" and the procedure as following: Manual Lestari 1A; 3.11 "Prosedur Menangani Aduan Melalui Jawatankuasa Wanita"; Doc. No.: FGV/ML- 1A/L2-PR14; Date revised: 01/06/2016 and documented procedure for workers to raise their concern, complain and suggestion of improvement, either with their identity or anonymously.</p>	Complied
6.1.6	<p>There is evidence of equal pay for the same work scope.</p> <p>- Minor compliance -</p>	<p>Female employees employed only in the office admin section and received equal pay for the same work scope as male employees.</p>	Complied
<p>Criterion 6.2 Pay and conditions for staff and workers and for contract workers always meet at least legal or industry minimum standards and are sufficient to provide decent living wages (DLW).</p>			

<p>6.2.1</p>	<p>(C) Applicable labour laws, union and/or other collective agreements and documentation of pay and conditions are available to the workers in national languages (English or Bahasa Malaysia) and explained to them in language they understand.</p> <p>- Major compliance -</p>	<p>For the FGVPI Wa Ha POM, conditions of pay are contained in the Collective Agreement signed between Felda Palm Industries Sdn Bhd and Workers' Union FGV Palm Industries Sdn. Bhd. Semenanjung valid from 1 January 2019 to 31 December 2021. For FGVPM Bukit Aping Selatan Estate, conditions of pay are contained in the Collective Agreement signed between FGV Plantations (Malaysia) Sdn. Bhd. and Workers' Union FGV Plantations (Malaysia) Sdn. Bhd. Semenanjung valid from 1 January 2019 to 31 December 2021.</p> <p>For non-unionised workers, their conditions of employment are detailed out in their employment contracts. The contracts were prepared in Bahasa Malaysia for the local and Indonesian workers, and in Bengali for the Bangladeshi workers, and they confirmed that the terms were explained to them by a management official. The employment contracts contain contract duration, type of work, annual leave, public holidays, medical leave, termination, location, working hours, wages, (payment of wages based on Kadar Upah Kerja Pekerja Pentadbiran dan Operasi Ladang Bagi Pekerja Ladang FGVPMSB (KUK Bil 06 Mulai 01 Januari 2019) and based on the Minimum Wages Order 2019.</p> <p>Pay slips, attendance record for month of Oct, Nov & Dec 2019 were sampled based on the crop summary as listed below.</p> <p>FGVPI Wa Ha POM:</p> <ul style="list-style-type: none"> - Employee ID: 1211823; Date joined: 15/9/2019; Workstation: Shredder plant; Nationality: Malaysia - Employee ID: 1204914; Date joined: 2/12/1989; Workstation: Boiler; Nationality: Malaysia - Employee ID: 1207497; Date joined: 1/9/2007; Workstation: Workshop; Nationality: Malaysia - Employee ID: 1209774; Date joined: 1/6/2012; Workstation: Maintenance admin; Nationality: Malaysia 	<p>Complied</p>
--------------	---	---	-----------------

		<ul style="list-style-type: none"> - Employee ID: 1208273; Date joined: 4/5/2008; Workstation: Lab; Nationality: Malaysia - Employee ID: 1211217; Date joined: 1/2/2017; Workstation: Loading ramp; Nationality: Malaysia <p>0668-Bukit Aping Selatan Labour Employment Report</p> <p>FGVPM Bukit Aping Selatan Estate:</p> <ul style="list-style-type: none"> - Employee ID: FW06680072; Date joined: 10/4/2018; Workstation: General Worker-Operation; Nationality: Bangladesh - Employee ID: FW06680141; Date joined: 7/1/2019; Workstation: Harvester; Nationality: Indonesia - Employee ID: FW06680089; Date joined: 23/4/2018; Workstation: General Worker-Operation; Nationality: Bangladesh - Employee ID: FW06670192; Date joined: 16/12/2012; Workstation: General Worker-Operation; Nationality: Indonesia - Employee ID: FW06680040; Date joined: 23/11/2017; Workstation: General Worker-Operation; Nationality: India - Employee ID: FW06680040; Date joined: 16/5/2018; Workstation: General Worker-Operation; Nationality: India - Employee ID: LW06670109; Date joined: 1/1/2017; Workstation: General Mandore-Operation; Nationality: Malaysia - Employee ID: LW06680008; Date joined: 1/8/2018; Workstation: Quality Inspector; Nationality: Malaysia 	
6.2.2	<p>(C) Employment contracts and related documents detailing payments and conditions of employment (e.g. regular working hours, deductions, overtime, sick leave, holiday entitlement, maternity leave, reasons for dismissal, period of notice, etc. in compliance with national legal requirements) and payroll documents give accurate information on compensation for all work</p>	<p>All workers employed under FGV check-roll are hired based on permanent / recognized employment basis that is based on legal regulation and entitlement as per the employment regulation. They were paid with minimum wage based on piece rated, daily rates and monthly rated according to the task they assigned to. Workers are paid once a month, before 7th day of the month and provided with pay-slip that details their monthly earned wage, deduction, allowance, overtime pay and rate of pay.</p>	Complied

	<p>performed. This includes a form of record for work done by family members.</p> <p>- Major compliance -</p>	<p>Payslip, attendance record for month of Sep, Oct & Nov 2019 were sampled based on the crop summary as listed below:</p> <p>FGVPI Wa Ha POM:</p> <ul style="list-style-type: none"> - Employee ID: 1211823; Date joined: 15/9/2019; Workstation: Shredder plant; Nationality: Malaysia - Employee ID: 1204914; Date joined: 2/12/1989; Workstation: Boiler; Nationality: Malaysia - Employee ID: 1207497; Date joined: 1/9/2007; Workstation: Workshop; Nationality: Malaysia - Employee ID: 1209774; Date joined: 1/6/2012; Workstation: Maintenance admin; Nationality: Malaysia - Employee ID: 1208273; Date joined: 4/5/2008; Workstation: Lab; Nationality: Malaysia - Employee ID: 1211217; Date joined: 1/2/2017; Workstation: Loading ramp; Nationality: Malaysia <p>0668-Bukit Aping Selatan Labour Employment Report</p> <p>FGVPM Bukit Aping Selatan Estate:</p> <ul style="list-style-type: none"> - Employee ID: FW06680072; Date joined: 10/4/2018; Workstation: General Worker-Operation; Nationality: Bangladesh - Employee ID: FW06680141; Date joined: 7/1/2019; Workstation: Harvester; Nationality: Indonesia - Employee ID: FW06680089; Date joined: 23/4/2018; Workstation: General Worker-Operation; Nationality: Bangladesh - Employee ID: FW06670192; Date joined: 16/12/2012; Workstation: General Worker-Operation; Nationality: Indonesia - Employee ID: FW06680040; Date joined: 23/11/2017; Workstation: General Worker-Operation; Nationality: India - Employee ID: FW06680040; Date joined: 16/5/2018; Workstation: General Worker-Operation; Nationality: India 	
--	---	--	--

		<ul style="list-style-type: none"> - Employee ID: LW06670109; Date joined: 1/1/2017; Workstation: General Mandore-Operation; Nationality: Malaysia - Employee ID: LW06680008; Date joined: 1/8/2018; Workstation: Quality Inspector; Nationality: Malaysia 	
6.2.3	<p>(C) There is evidence of legal compliance for regular working hours, deductions, overtime, sickness, holiday entitlement, maternity leave, reasons for dismissal, period of notice and other legal labour requirements.</p> <p>- Major compliance -</p>	The pay slips sighted in 6.2.2 shows the compliance to Employment Act 1955 and Minimum Wage Order 2018.	Complied
6.2.4	<p>(C) The unit of certification provides adequate housing, sanitation facilities, water supplies, medical, educational and welfare amenities to national standards or above, where no such public facilities are available or accessible. National laws, or in their absence the ILO Guidance on Workers’ Housing Recommendation No. 115, are used. In the case of acquisitions of non-certified units, a plan is developed detailing the upgrade of infrastructure. A reasonable time (5years) is allowed to upgrade the infrastructure.</p> <p>- Major compliance -</p>	<p>Visit to FGVPI Wa Ha POM workers housing area found that the implementation of housing area inspection was insufficient according to requirement under Workers Minimum Housing & Amenities Act 1990; Para 23. Weekly inspection of worker’s housing; (1) It shall be the duty of the employer of a place of employment where workers and their dependants are provided with housing accommodation to ensure that –</p> <ul style="list-style-type: none"> (a) the area surrounding the workers’ housing is kept clear of undergrowth and maintained in a clean and sanitary condition; (b) the perimeter drains around each dwelling or block of dwellings including all outlet drains are kept in a good state of repair and clear of refuse or undergrowth to permit free flow of water; (c) all refuse in the housing site is collected daily and disposed of satisfactorily; <p>Based on evidence where at each FGVPI Wa Ha POM housing line, as example housing line start with House #H1 & H12, there’s a pit been used for waste dumping that was not properly managed. The outlet drain also not clear of undergrowth to permit free flow of water. Hence, a critical finding is raised on the matter.</p>	Major non-conformance

6.2.5	<p>The unit of certification makes efforts to improve workers' access to adequate, sufficient and affordable food.</p> <p>- Minor compliance -</p>	<p>Location of mill and estate were in the FGV Settlers village and access to town is available by public transport to Bandar Penawar or Kota Tinggi. Also, sighted that grocery, restaurant and shops are available near the housing area.</p>	Complied
6.2.6	<p>A DLW is paid to all workers, including piece rate/quotas, for whom the calculation is based on achievable quotas during regular work hours.</p> <p>PROCEDURAL NOTE:</p> <p>STATEMENT FROM THE RSPO STANDARDS STANDING COMMITTEE REGARDING INDICATOR 6.2.6 ON DECENT LIVING WAGE</p> <p>(Endorsed by the RSPO BoG on 7th November 2019)</p> <p>With reference to procedural note of indicator 6.2.6, the RSPO has published a guidance on the DLW calculation in June 2019. The RSPO Secretariat will endeavor to carry out DLW country benchmarks for palm oil producing countries in which RSPO members operate and for which no Global Living Wage Coalition (GLWC) benchmarks exist (These benchmarks are developed based on banana, coffee, floriculture, textile, manufacturing, seafood processing and tea industry. The RSPO is in the process of commissioning benchmarks for Malaysia and Indonesia for the palm oil sector and will develop methods to calculate and/or define DLW applicability for all palm oil producing countries in which RSPO members operate).</p> <p><i>Where a GLWC living wage standard (benchmark), or one that fulfills the basic</i></p>	<p>Workers are paid according to Malaysia Minimum Wage Council 2018, MYR 1100 permonth. For works based on piece rated, they are calculated and workers are guaranteed with minimum wage upon completion of the targeted set by mandore and staff.</p>	Complied

<p><i>requirements of the RSPO-endorsed living wage methodology, has been established in the country or region of operation, the same should be used as benchmarks.</i></p> <p>In the absence of such benchmarks, the RSPO will collaborate with the GLWC and/or local experts on developing oil palm industry benchmarks (Benchmark in this context may include other approaches and/or methods to calculate the applicability of DLW in the country or region in accordance to the RSPO endorsed method for determining a DLW. Local applicability for benchmarks is important and it may differ based on the needs of each locality or country). These benchmarks will be developed in collaboration and consultation with relevant stakeholders such as palm oil industry members, workers’ union, authorities and/or relevant organisations.</p> <p><i>For countries where no living wage standard is established, until such time that an RSPO endorsed benchmark for the country is in place, national minimum wages shall be paid to all workers. In addition to the payment of minimum wages, the Unit of Certification (UoC) shall conduct an assessment of the prevailing wages and in-kind benefits provided to workers in the Unit of Certification aligned with the RSPO Guidance for Implementing a Decent Living Wage</i> (RSPO Guidance for Implementing a Decent Living Wage. The RSPO will also develop further guidance and tools to calculate DLW in line with the RSPO endorsed methodology which may include</p>		
---	--	--

	<p>independent studies by local experts in their respective region or country). Once these benchmarks are available, this procedural note is no longer applicable. UoC shall have an implementation plan towards the payment of a DLW with specific targets, and a phased implementation process including:</p> <ul style="list-style-type: none"> • Updated assessment on prevailing wages and in-kind benefits • There is annual progress on the implementation of living wages • Where a minimum wage, based on equivalent of baskets of goods, is stipulated in Collective Bargaining Agreements (CBAs), this should be used as the foundation for the gradual implementation of the living wage payment • The UoC may choose to implement the living wage payment in a specific section as a pilot project; the pilot will then be evaluated and adapted before eventual scale up of the living wage implementation. <p>- Minor compliance -</p>		
6.2.7	<p>Permanent, full-time employment is used for all core work performed by the unit of certification. Casual, temporary and day labour is limited to jobs that are temporary or seasonal.</p> <p>- Minor compliance -</p>	<p>There are no casual workers hired in mill and estate within FGV Wa Ha complex. All employees are permanent employee (for locals) and contracted employee (for foreign workers).</p>	<p>Complied</p>
<p>Criterion 6.3</p>			

<p>The unit of Certification 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>			
6.3.1	<p>(C) A published statement recognising freedom of association and right to collective bargaining in national languages (English and/or Bahasa Malaysia) is available and is explained to all workers, in language that they understand, and is demonstrably implemented.</p> <p>- Major compliance -</p>	<p>FGV has established a policy recognising freedom of association and right to collective bargaining and published publicly in boht mill and estate in local language i.e. Polisi Hak Kebebasan Bersuara & Menganggotai Kesatuan. Policy being displayed at the main notice boards at the Mill and Estate offices, near muster ground and near the workers' hostel.</p>	Complied
6.3.2	<p>Minutes of meetings between the unit of certification with trade unions or workers representatives, who are freely elected, are documented in national languages (English and/or Bahasa Malaysia) and made available upon request.</p> <p>- Minor compliance -</p>	<p>Minutes of meeting available for both operating units as per record of mill union meeting i.e. Mesyuarat Jawatankuasa Agung Kali Ke-Enam Sesi 2016-2019 Kesatuan Pekerja-pekerja FGV Palm Industries Sdn. Bhd.; Date: 13/3/2019 and estate union i.e. Mesyuarat Agung Tiga Tahunan Kali Ke-10 Kesatuan Pekerja-pekerja FGV Plantations (M) Sdn. Bhd.; Date: 28/10/2018.</p>	Complied
6.3.3	<p>Management does not interfere with the formation or operation of registered unions/ labour organisations or associations, or other freely elected representatives for all workers including migrant and contract workers.</p> <p>- Minor compliance -</p>	<p>Union members has the individual rights to vote for their own representatives and form the committee without interference by management through meetings.</p>	Complied
<p>Criterion 6.4 Children are not employed or exploited.</p>			
6.4.1	<p>A formal policy for the protection of children, including prohibition of child labour and remediation is in place, and included into service contracts and supplier agreements.</p> <p>- Minor compliance -</p>	<p>A formal policy for the protection of children, including prohibition of child labour and remediation is in place as documented in FGV Holdings Berhad Group Sustainability Policy; Doc. # FGV/SED/POL/001; Rev. 3; Effective date: 29/05/2019; Chapter 5.1.3.1 – Respect for Human Rights. FGV has defined hiring of workers is 18 and above due to the nature of work.</p>	Complied

		<p>Contractors and suppliers in general were briefed and provided with FGV Supplier Code of Conduct (SCOC); April 2019 prior to contractual engagement. The SCOC also available via FGV company's website link http://www.fgvholdings.com/wp-content/uploads/2019/07/Supplier-Code-of-Conduct-SCOC.pdf where the SCOC were specified relevant terms of Labour Standards as well as legality to be complied with by suppliers.</p> <p>Sample of other contract including the following:</p> <ul style="list-style-type: none"> - Contractor: Eng Huat Latex; Tender ref. # WH2038/2019; Contract work: FFB diversion transport; Letter ref. # (01)WH2038/4058/19; Date: 12/9/2019 - Contractor: Liga Cempaka Sdn. Bhd.; Tender ref. # WH2006/2019; Contract work: Effluent pond desludging; Letter ref. # (01)WH2006/4058/19; Date: 13/2/2019 	
6.4.2	<p>(C) There is evidence that minimum age requirements are met. Personnel files show that all workers are above the national minimum age or above company policy minimum age, whichever is higher. There is a documented age screening verification procedure.</p> <p>- Major compliance -</p>	<p>Age of workers and candidates are verified against government issue photo ID, passport (for foreign workers) and documented in the personal files. Copy of ID/passport and application form sighted in the personal files evidence of verification is carried out.</p> <p>Sighted the workers master list records shown the details of worker's age whom were all above 18 years old in both mill and estate. Few sample personnel file also verified together with the interview conducted.</p>	Complied

6.4.3	<p>(C) Young persons may be employed only for non-hazardous work, with protective restrictions in place for that work.</p> <p>- Major compliance -</p>	<p>Restrictions were specified and implemented as per FGV-SOP on Larangan Penggajian Buruh Kanak-Kanak; Doc. # FGV/ML-1A/L2-Pr18; Issue 1; Rev. 2; Date: 01/04/2019 as in 6.4.2 where the company will not recruit children who less than 15 years old and young worker who less than 18 years (only on certain type of job which is not harmful and dangerous). The site visit confirmed no young worker hired in both mill and estate.</p>	Complied
6.4.4	<p>The unit of certification demonstrates communication about its 'no child labour' policy and the negative effects of child labour, and promotes child protection to supervisors and other key staff, smallholders, FFB suppliers and communities where workers live.</p> <p>- Minor compliance -</p>	<p>Policies including no child labour policy were communicated during meeting with internal stakeholder among FGVP Wa Ha POM & FGVP Bukit Aping Selatan Estate employees on 16/10/2019. Communication with external stakeholders latest done on 30/10/2019 through a meeting held in combination by FGVPI Wa Ha and Adela, Semen chu, Air Tawar, Lok Heng and FGVP Bukit Aping Selatan & Kledang 02 in Dewan Semai Bakti Felda Sening, Kota Tinggi, Johor.</p>	Complied
<p>Criterion 6.5 There is no harassment or abuse in the workplace, and reproductive rights are protected.</p>			
6.5.1	<p>(C) A policy to prevent sexual and all other forms of harassment and violence is implemented and communicated to all levels of the workforce.</p> <p>- Major compliance -</p>	<p>FGV Holdings has developed the Group Sustainability Policy; Doc. # FGV/SED/POL/001; Rev. 3; Effective date: 29/05/2019 under clause 5.16, Gender Equality and Preventing Sexual Harassment & Violence, FGV group shall not tolerate any form of sexual harassment violence and abuse. Policies were communicated during meeting with internal stakeholder among FGVP Wa Ha POM & FGVP Bukit Aping Selatan Estate employees on 16/10/2019. Communication with external stakeholders latest done on 30/10/2019 through a meeting held in combination by FGVPI Wa Ha and Adela, Semen chu, Air Tawar, Lok Heng and FGVP Bukit Aping Selatan & Kledang 02 in Dewan Semai Bakti Felda Sening, Kota Tinggi, Johor.</p>	Complied

6.5.2	<p>(C) A policy to protect the reproductive rights of all, especially of women, is implemented and communicated to all levels of the workforce.</p> <p>- Major compliance -</p>	<p>FGV Holdings has developed the Group Sustainability Policy; Doc. # FGV/SED/POL/001; Rev. 3; Effective date: 29/05/2019 under clause 5.1.2.1 All employees and workers shall receive equal treatment based on their relevant merits and competency regardless of gender, race, nationality, religion, age, physical condition and marital status, reproductive rights of women, union membership /affiliation / employment status, or political affiliation.</p> <p>Policies were communicated to women employees during gender committee meeting and all employees during meeting with internal stakeholder among FGVPM Wa Ha POM & FGVPM Bukit Aping Selatan Estate employees on 16/10/2019. Communication with external stakeholders latest done on 30/10/2019 through a meeting held in combination by FGVPI Wa Ha and Adela, Semenchu, Air Tawar, Lok Heng and FGVPM Bukit Aping Selatan & Kledang 02 in Dewan Semai Bakti Felda Sening, Kota Tinggi, Johor.</p>	Complied
6.5.3	<p>Management has assessed the needs of new mothers, in consultation with the new mothers, and actions are taken to address the needs that have been identified.</p> <p>- Minor compliance -</p>	<p>Management has the provision to substitute the hard to light work in case of any pregnancy among female employee including new mothers. No new mothers were identified from stakeholder consultation and interview session during the site assessment in both mill and estate.</p>	Complied
6.5.4	<p>A grievance mechanism, which respects anonymity and protects complainants where requested, is established, implemented and communicated to all levels of the workforce.</p> <p>- Minor compliance -</p>	<p>A grievance mechanism, which respects anonymity and protects complainants where requested, is established and implemented as per FGV Whistleblowing Policy; Doc # FGV/GGD/POL/001; Rev. 6.0; Effective date: 28/05/2018. The mechanism established the rules and principles for the process of complaint management, investigation and protection for whistleblowing in FGV and its Group of companies.</p> <p>It is mentioned that the whistle-blower will be protected there:</p> <ul style="list-style-type: none"> - Confidential information and identity of whistle-blower - Detrimental action as consequences of whistle-blower's disclosure. - Policies were communicated to women employees during gender committee meeting and all employees during meeting with internal 	Complied

		stakeholder among FGVPM Wa Ha POM & FGVPM Bukit Aping Selatan Estate employees on 16/10/2019.	
Criterion 6.6 No forms of forced or trafficked labour are used.			
6.6.1	(C) All workers have entered into employment voluntarily and the following are prohibited: <ul style="list-style-type: none"> Retention of identity documents or passports (except for administration purposes including legalisation and renewal processes) Charging the workers for recruitment fees. Contract substitution Involuntary overtime Lack of freedom of workers to resign Penalty for termination of employment Debt bondage Withholding of wages - Major compliance -	For local workers hired in mostly in the mill, resignation term is for 1-month notice or 1 month pay-in-lieu. For foreign workers, their passports were kept by themselves or in the designated locker outside the estate office. As per employment contract seen, the employer will bear the cost of recruitment (fares, operator services, bank guarantee, SPPA insurance, FOMEMA, remuneration family package, endorsement visa, basic needs, temporary accommodation prior to deployment and transportation) as well as levy and work permit. The overtime and working on rest day/public holiday were upon agreed between workers and employer. If workers want to end their contracts early before the work contract period completed or conduct the disciplinary acts, they will need to pay the pro-rated cost of recruitment and work permit fees. Workers are not allowed to work with any individuals, institution or organization except FGV during the service duration. If worker is absconded, the employer has the right to terminate the contract and will not responsible with the worker's safety, condition and others.	Complied
6.6.2	(C) Where temporary or migrant workers are employed, a specific labour policy and/or procedures are established and implemented. - Major compliance -	No temporary or migrant workers employed in the mill while in estate, foreign workers were employed on an fixed contract period of minimum 2 years which is extendable depends on Malaysia immigration law.	Complied
Criterion 6.7 The unit of certification ensures that the working environment under its control is safe and without undue risk to health.			

6.7.1	<p>(C) The responsible person(s) for H&S is identified. There are records of regular meetings between the responsible person(s) and workers. Concerns of all parties about health, safety and welfare are discussed at these meetings, and any issues raised are recorded.</p> <p>- Major compliance -</p>	<p>In Mill, the manager was appoint as chairman for OSH committee and assistant as secretary. OSH meeting last done on 21 Nov 2019 attend by 10 person, found 1 accident been reported for June 2019. The OSH meeting was done periodically and previously record was on 22/8/2019 and 13/5/2019.</p>	Complied
6.7.2	<p>Accident and emergency procedures are in place and instructions are clearly understood by all workers. Accident procedures are available in national languages (English and/or Bahasa Malaysia) and explained in the language understandable to the workforce. Assigned operatives trained in first aid are present in both field and other operations, and first aid equipment is available at worksites. Records of all accidents are kept and periodically reviewed.</p> <p>- Minor compliance -</p>	<p>Accident and emergency procedure was available referred document FPI/L@/QOHSE-22.0. One accident happen on 19 June 2019 in pressing station area, the JKKP 6 record was available dated 22 June 2019. The training was done on 1 August 2019 for kernel station and for Oil Room station was on 3 May 2019.</p>	Complied

<p>6.7.3</p>	<p>(C) Workers use appropriate personal protective equipment (PPE), which is provided free of charge to all workers at the place of work to cover all potentially hazardous operations, such as pesticide application, machine operations, land preparation, and harvesting. Sanitation facilities for those applying pesticides are available, so that workers can change out of PPE, wash and put on their personal clothing.</p> <p>- Major compliance -</p>	<p>The appropriate safety and application equipment (safety boots, safety helmets, rubber boots, cartridge masks, safety goggles, gloves and overalls) had been provided and used by the pesticides operators. PPE is been given to workers referred record in ` Buku Penerimaan PPE'. Latest PPE issuance was dated 16 November 2019.</p>	<p>Complied</p>
--------------	--	--	-----------------

6.7.4	All workers are provided with medical care and covered by accident insurance. Costs incurred from work-related incidents leading to injury or sickness are covered in accordance with Malaysian law. - Minor compliance -	In Mill the workers are all local and covered by socso. Sampling n the accident happen on 19 June 2019, the claim have been done by management on date 29 June 2019	Complied						
6.7.5	Occupational injuries are recorded using Lost Time Accident (LTA) metrics. - Minor compliance -	Records of all accidents are kept. Accident incidences are reviewed during the safety meetings. Records on Lost Time Accident (LTA) metrics was maintained and based on JKPP 6, 7 & 8. Sample of accident statistic as shown below : <table border="1" data-bbox="954 699 1789 799"> <tr> <td>2019</td> <td>Mill</td> <td>Bukit Aping Selatan</td> </tr> <tr> <td>LTA</td> <td>26.67</td> <td>3.23</td> </tr> </table> The mill and estates visited submitted the JKPP 8 form to DOSH through myKKP (JKPP8/31695/2018). Sighted the submission dated as follows: 24/1/2019	2019	Mill	Bukit Aping Selatan	LTA	26.67	3.23	Complied
2019	Mill	Bukit Aping Selatan							
LTA	26.67	3.23							
Principle 7: Protect, conserve and enhance ecosystems and the environment									
Criterion 7.1									
Pests, diseases, weeds and invasive introduced species are effectively managed using appropriate Integrated Pest Management (IPM) techniques.									
7.1.1	(C) IPM plans are implemented and monitored to ensure effective pest control. - Major compliance -	The plan of intergrated pest management was available under 'Pelan Pengurusan Kawalan Serangga Makhluk Perosak Tanaman Bersepadu'. Its including planting beneficial plant, to increase Barn owl box, cencus training and others. In plan they planning to planting 1000 piece beneficial plant and they achieve on July 2019 completed as per document verification and site verification.	Complied						
7.1.2	Species referenced in the Global Invasive Species Database and CABI.org are not to be used in managed areas, unless plans to prevent and monitor their spread are implemented.	In Bukit Aping estate, they are using 3 type of plant Tunera subulata, Cassia cobanensis, and Antigonan leptopus.	Complied						

	- Minor compliance -						
7.1.3	There is no use of fire for pest control unless in exceptional circumstances such as plantation sanitation, i.e. where no other effective methods exist, and with prior approval of government authorities. - Minor compliance -	The management not use fire as pest control. No record as per interview and document verification.	Complied				
Criterion 7.2							
Pesticides are used in ways that do not endanger health of workers, families, communities or the environment.							
7.2.1	(C) Justification of all pesticides used is demonstrated. Selective products and application methods that are specific to the target pest, weed or disease are prioritised. - Major compliance -	The Justification of chemical was available under document MLSL(Ed.3)-Sec 4(2.0) dated 1 Sept 2017.It divide into 3 type herbicide, insecticide and fungicide and that are specific to the target pest, weed or disease.	Complied				
7.2.2	(C) Records of pesticides use (including active ingredients used and their LD50, area treated, amount of active ingredients applied per ha and number of applications) are provided. - Major compliance -	Records of pesticides and their active ingredients used, LD50, area treated, amount of a.i. applied per ha, and number of applications was maintained <table border="1" data-bbox="952 949 1792 1045"> <thead> <tr> <th>Estate</th> <th>Ai / Ha</th> </tr> </thead> <tbody> <tr> <td>Bukit Aping Selatan</td> <td>0.23</td> </tr> </tbody> </table>	Estate	Ai / Ha	Bukit Aping Selatan	0.23	Complied
Estate	Ai / Ha						
Bukit Aping Selatan	0.23						

7.2.3	<p>(C) Any use of pesticides is minimised as part of a plan, eliminated where possible, in accordance with IPM plans.</p> <p>- Major compliance -</p>	<p>The quantity of agrochemicals required for various field conditions are documented and justified in Manual Lestari 1A . The implementation in the field is consistent with the manual. It is the policy to minimize the use of pesticides in accordance with IPM plan. The pesticide reduction program is monitored on usage per hectare basis.</p>	Complied
7.2.4	<p>There is no prophylactic use of pesticides, unless in exceptional circumstances, as identified in national best practice guidelines.</p> <p>- Minor compliance -</p>	<p>No record of prophylactic use of pesticide in estate.</p>	Complied
7.2.5	<p>Pesticides that are categorised as World Health Organisation Class 1A or 1B, or that are listed by the Stockholm or Rotterdam Conventions, and paraquat, are not used, unless in exceptional circumstances, as validated by a due diligence process, or when authorised by government authorities for pest outbreaks.</p> <p>The due diligence refers to:</p> <p>7.2.5a Judgment of the threat and verify why this is a major threat</p> <p>7.2.5b Why there is no other alternative which can be used</p> <p>7.2.5c Which process was applied to verify why there is no other less hazardous alternative</p> <p>7.2.5d What is the process to limit the negative impacts of the application</p>	<p>At FGV Wa Ha referred (27)010810/HQ/JAB.OP.17/ Plantations/AM dated 8 May 2017 under Title : Prohibition On Using Paraquat Dichloride. This letter or memo to all FGV plantation to ensure cannot use Paraquat start from this letter issue approved by Suhaidi Hamzah(Executive Director).</p>	Complied

	<p>7.2.5e Estimation of the timescale of the application and steps taken to limit application to the specific outbreak.</p> <p>- Minor compliance -</p>		
7.2.6	<p>(C) Pesticides are only handled, used or applied by persons who have completed the necessary training and are always applied in accordance with the product label. All precautions attached to the products are properly observed, applied, and understood by workers (see Criteria 3.6). Personnel applying pesticides must show evidence of regular updates on the knowledge about the activity they carry out.</p> <p>- Major compliance -</p>	<p>Training needs of individual employees had been identified prior to the planning and implementation of the training programmes. This was in order to provide the specific skill and competency required to all employees based on their job description. The training matrix for 2020 "Training Needs Analysis (TNA) 2019/2020" dated 4 Jan 2020.</p>	Complied
7.2.7	<p>(C) Storage of all pesticides is in accordance with recognised best practices.</p> <p>- Major compliance -</p>	<p>The storage of Chemicals were arranged and segregated accordingly in the chemical store. The CCDS/SDS for chemicals available at point of use. In addition to specific training courses, safety briefings are given during muster to reinforce awareness, such as correct wearing of PPE.</p>	Complied
7.2.8	<p>All pesticide containers are triple rinsed and punctured before being disposed of and/or handled responsibly if used for other purposes.</p> <p>- Minor compliance -</p>	<p>Empty pesticide container was been triple rinsing and dispose at G – Planters. Latest record disposal with total 166 pieces have been dispose. From the observation during site visit all pesticide containers are triple rinsed and punctured before being disposed.</p>	Complied
7.2.9	<p>(C) Aerial spraying of pesticides is prohibited, unless in exceptional circumstances where no other viable alternatives are available. This requires prior government authority approval. All relevant information is provided to affected local communities at least 48 hours prior to application of aerial spraying.</p> <p>- Major compliance -</p>	<p>No Aerial spraying been done in Bukit Aping estate.</p>	Complied

7.2.10	(C) Specific annual medical surveillance for pesticide operators, and documented action to treat related health conditions, is demonstrated. - Major compliance -	Medical surveillance was done yearly basis, the latest was done on 27 April 2019. Medical surveillance was attend by workers from Boiler, workshop, Lab, mechanical and store, and from the result all fit to work. Medical Surveillance in Bkt Aping Selatan estate already been sent on 4 and 25 April 2019 by Dr Abdullah Hj Alias (HQ/15/DOC/00/447) from Poliklinik Desaru Medical & OHD Services, from result all fit to work with chemical.	Complied
7.2.11	(C) No work with pesticides is undertaken by persons under the age of 18, pregnant or breastfeeding women or other people that have medical restrictions and they are offered alternative equivalent work. - Major compliance -	All sprayer was male, however during interview with store keeper and female workers they aware regarding to No work with pesticides is undertaken by persons under the age of 18, pregnant or breastfeeding women or other people that have medical restrictions and they are offered alternative equivalent work.	Complied
Criterion 7.3			
Waste is reduced, recycled, reused and disposed of in an environmentally and socially responsible manner.			
7.3.1	A waste management plan which includes reduction, recycling, reusing, and disposal based on toxicity and hazardous characteristics, is documented and implemented. - Minor compliance -	The types of wastes were generally identified through the evaluation of environmental aspect and impact as mentioned in 5.1.1. Thereafter, documented in RSPO-P8/C5.3/5.3.1 form. The form has the information about type of wastes – e.g. fertilizer bags, plastic, glass, iron, paper, used PPE, HDPE containers, organic wastes, POME, EFB, shell, fibre, used oil, used oil filter and methods of disposal are generally to reduce, reuse and recycle	Complied
7.3.2	Proper disposal of waste material, according to procedures that are fully understood by workers and managers, is demonstrated. - Minor compliance -	Pesticide empty containers, waste oil, used filters, etc. were seen to be kept in locked designated waste store. Disposal of waste been done according to regulation and sop such as scheduled waste disposal was handle by Kualiti Alam, empty container been triple rinse and dispose as recycle waste.	Complied
7.3.3	The unit of certification does not use open fire for waste disposal. - Minor compliance -	During the site visit at the workers housing of Wa Ha POM, several piles of burnt rubbish belonged to the workers were seen located nearby the housing. Thus, a non-conformity report was assigned due to this lapse.	Minor non-conformance
Criterion 7.4			

Practices maintain soil fertility at, or where possible improve soil fertility to, a level that ensures optimal and sustained yield.			
7.4.1	<p>Good agriculture practices, as contained in SOPs, are followed to manage soil fertility to optimise yield and minimise environmental impacts.</p> <p>- Minor compliance -</p>	<p>Management of soil fertility is guided by FGV's "Manual Ladang Sawit Lestari" (Oil Palm Plantation Sustainability Manual), Third Edition (2017), Section V: Manuring. It covers the applications of fertiliser for various stages of palm age and techniques. Recommendation of type of fertilisers and dosage is given by the agronomy unit through analysis of foliar and soil. The evidence of implementation was seen through verification of various records as described in 4.2.2 and 4.2.3, apart from interview with manuring workers.</p>	Complied
7.4.2	<p>Periodic tissue and soil sampling is carried out by Companies to monitor and manage changes in soil fertility and plant health.</p> <p>- Minor compliance -</p>	<p>Foliar and soil sampling was carried out by Internal Agronomist from Agronomy Advisory and Services Department prior to the fertilizer recommendation for the next financial year. Leaf and soil nutrient analysis are commonly used in the diagnosis of fertilizer requirements in oil palms. The frequency for leaf sampling must be conduct for every year same also for soil analysis,(Leaf and Soil Sampling Notes Procedure). Analysis reports latest was on 27 March 2109 by Agronomist Izwanizam Arifin.</p>	Complied
7.4.3	<p>A nutrient recycling strategy is in place, which includes the recycling of Empty Fruit Bunches (EFB), Palm Oil Mill Effluent (POME), palm residues and optimal use of inorganic fertilisers.</p> <p>- Minor compliance -</p>	<p>EFB mulching is done as part of the nutrient recycling strategy. Application of EFB recorded in a log book entitled "<i>Rekod Susun Tandan Kosong PM08N</i>". In 2019, 281.43 mt was applied in field #PM08N which has covered around 8 Ha.</p>	Complied
7.4.4	<p>Records of fertiliser inputs are maintained.</p> <p>- Minor compliance -</p>	<p>Records of fertiliser input were well maintained in various documents such as store issuance record, bin cards and month end account to name a few. Among the information available in the records was type of fertiliser, quantity and field number applied including date of application.</p>	Complied
<p>Criterion 7.5 Practices minimise and control erosion and degradation of soils.</p>			

7.5.1	<p>(C) Maps identifying marginal and fragile soils, including steep terrain, are available.</p> <p>- Major compliance -</p>	As per topography map and site verification no area in estate that have fragile soil and high hill. Soil map is available referred to Soil map dated 26 Feb 2018 by Unit Geinformatics(GIS) from FELDA Agricultural Services Sdn Bhd. Total in Bukit aping estate is Renggam Siries, Pohoi-Durian-Tavy and local alluvium.	Complied
7.5.2	<p>No replanting on steep slopes (above 25 degrees) unless approved by state governments. In case of replanting is permitted, no replanting in contiguous area of steep terrain (greater than 25 degrees) larger than 25 Ha within the Unit of Certification.</p> <p>- Minor compliance -</p>	On the 2010 replants visited on Bukit Aping Selatan Estate it was observed that palms had been mechanically felled, chipped and windrowed; no burning was observed	Complied
7.5.3	<p>There is no new planting of oil palm on steep terrain.</p> <p>- Minor compliance -</p>	No new planting in Bukit Aping Selatan.	Complied
<p>Criterion 7.6 Soil surveys and topographic information are used for site planning in the establishment of new plantings, and the results are incorporated into plans and operations.</p>			
7.6.1	<p>(C) To demonstrate the long-term suitability of land for palm oil cultivation, soil maps or soil surveys identifying marginal and fragile soils, including steep terrain, are taken into account in plans and operations.</p> <p>- Major compliance -</p>	Soil map is available referred to Soil map dated 26 Feb 2018 by Unit Geinformatics(GIS) from FELDA Agricultural Services Sdn Bhd. Total in Bukit aping estate is Renggam Siries, Pohoi-Durian-Tavy and local alluvium.	Complied
7.6.2	<p>Extensive planting on marginal and fragile soils, is avoided, or, if necessary, done in accordance with the soil management plan for best practices.</p> <p>- Minor compliance -</p>	There is no fragile soil in Bukit aping selatan. The no land preparation by burning at Bukit Aping Selatan Estate. As Per Group Sustainability Policy (FGV/SED/POL/001) described on Zero open burning policy dated 29 May 2019. Management complied with the Malaysian environmental law –EQA and Regulations 1974.	Complied

7.6.3	Soil surveys and topographic information guide the planning of drainage and irrigation systems, roads and other infrastructure. - Minor compliance -	Topographic Maps provided showed that the terrain was as follows:		Complied
		Terrain (Degree)	Percentage in Sedenak Estate	
		Rata (0 – 2 °)	50	
		Beralum (2° – 6°)	-	
		Berombak (6° -12°)	20	
		Berbukit (12° - 20°)	30	
		Sangat Berbukit	-	
			100.00	
Criterion 7.7				
No new planting on peat, regardless of depth after 15 November 2018 and all peatlands are managed responsibly.				
7.7.1	(C) There is no new planting on peat regardless of depth after 15 November 2018 in existing and new development areas. - Major compliance -	No peat in Bukit Aping Selatan. Not applicable		Not applicable
7.7.2	Areas of peat within the managed areas are inventoried, documented and reported (effective from 15 November 2018) to RSPO Secretariat. PROCEDURAL NOTE: Maps and other documentation of peat soils are provided, prepared and shared in line with RSPO Peatland Working Group (PLWG) audit guidance (see Procedural Note for 7.7.5 below). - Minor compliance -	No peat soil in Bukit Aping Selatan. Not applicable		Not applicable
7.7.3	(C) Subsidence of peat is monitored, documented and minimised.	No peat soil in Bukit Aping Selatan. Not applicable		Not applicable

	- Major compliance -		
7.7.4	<p>(C) A documented water and ground cover management programme is in place.</p> <p>- Major compliance -</p>	No peat soil in Bukit Aping Selatan. Not applicable	Not applicable
7.7.5	<p>(C) For plantations planted on peat, drainability assessments are conducted following the RSPO Drainability Assessment Procedure, or other RSPO recognised methods, at least five years prior to replanting. The assessment result is used to set the timeframe for future replanting, as well as for phasing out of oil palm cultivation at least 40 years, or two cycles, whichever is greater, before reaching the natural gravity drainability limit for peat. When oil palm is phased out, it is replaced with crops suitable for a higher water table (paludiculture) or rehabilitated with natural vegetation.</p> <p>This is subject to transitional (5 years: 2019 to 2024) arrangement stated in the Drainability Assessment Procedure.</p> <p>Within 12 months initial implementation period, company could submit other alternate methodologies to be considered by RSPO for recognition.</p> <p>- Major compliance -</p>	No peat soil in Bukit Aping Selatan. Not applicable	Not applicable
7.7.6	<p>(C) All existing plantings on peat are managed according to the 'RSPO Manual on Best Management Practices (BMPs) for existing oil palm cultivation on peat', version 2 (2019) and associated audit guidance.</p> <p>- Major compliance -</p>	No peat soil in Bukit Aping Selatan. Not applicable	Not applicable

7.7.7	<p>(C) All areas of unplanted and set-aside peatlands in the managed area (regardless of depth) are protected as “peatland conservation areas”; new drainage, road building and power lines by the unit of certification on peat soils is prohibited; peatlands are managed in accordance with the ‘RSPO BMPs for Management and Rehabilitation of Natural Vegetation Associated with Oil Palm Cultivation on Peat’, version 2 (2019) and associated audit guidance.</p> <p>- Major compliance -</p>	No peat soil in Bukit Aping Selatan. Not applicable	Not applicable
<p>Criterion 7.8 Practices maintain the quality and availability of surface and groundwater.</p>			
7.8.1	<p>A water management plan is in place and implemented to promote more efficient use and continued availability of water sources and to avoid negative impacts on other users in the catchment. The plan addresses the following:</p> <p>7.8.1a The unit of certification does not restrict access to clean water or contribute to pollution of water used by communities.</p> <p>7.8.1b Workers have adequate access to clean water.</p> <p>- Minor compliance -</p>	The water management plans for both mill and estate have been established with main intention of to maintain the quality and availability of surface and ground water. Among the implemented plans were to effectively treat the mill effluent before discharging it to water ways and establishment of riparian zone to minimise pollutants from reaching the river.	Complied

7.8.2	<p>(C) Water courses and wetlands are protected, including maintaining and restoring appropriate riparian and other buffer zones in line with 'RSPO Manual on BMPs for the management and rehabilitation of riparian reserves' (April 2017) or applicable National legislation or specific environmental permit. Smallholders may replant existing planted areas provided there is no evidence of environmental deterioration having occurred during the previous cycle.</p> <p>- Major compliance -</p>	<p>The visited estate was able to demonstrate its protection of water course in accordance to established procedure [Ref.: <i>Pengenalpastian Kawasan Cerun dan Rizab Sungai</i> [ML-1A/L2-Pr8(0), pind. 2, 1/4/2019)]. Based on the guidance, the width of buffer zones are as follows:</p> <table border="1" data-bbox="1084 507 1715 807"> <thead> <tr> <th>River width (m)</th> <th>Buffer Zone</th> </tr> </thead> <tbody> <tr> <td>>40</td> <td>50</td> </tr> <tr> <td>20 - 40</td> <td>40</td> </tr> <tr> <td>10 - 20</td> <td>20</td> </tr> <tr> <td>5 - 10</td> <td>10</td> </tr> <tr> <td>1 - 5</td> <td>5</td> </tr> </tbody> </table>	River width (m)	Buffer Zone	>40	50	20 - 40	40	10 - 20	20	5 - 10	10	1 - 5	5	Complied
River width (m)	Buffer Zone														
>40	50														
20 - 40	40														
10 - 20	20														
5 - 10	10														
1 - 5	5														
7.8.3	<p>Mill effluent is treated to be in compliance with national regulations. Discharge quality of mill effluent, especially Biochemical Oxygen Demand (BOD), is regularly monitored.</p> <p>- Minor compliance -</p>	<p>The mill applies the biological system with 14 ponds in series for its treatment of effluent. The quality of discharged effluent was analysed every month and the parameters are T, pH, BOD, COD, TS, SS, O&G, AN and TN. Last 12 months results were verified where highest BOD=58 ppm while lowest was 17 ppm. Most of the times, the results did not comply with the current regulated requirement i.e. 20 ppm. Nonetheless, the DOE has granted a contravene permit through a letter [ref.: ASJ (B) 31/152/000/018 Jilid 08(12), dated 14/8/2019] with some fees imposed and the mill has paid it [ref.: payment voucher no. 352100082, dated 12/9/2019]. The permit allowed the mill have its effluent final discharge more than 20 ppm until 31/12/2019.</p>	Complied												
7.8.4	<p>Mill water use per tonne of FFB is monitored and recorded.</p> <p>- Minor compliance -</p>	<p>The mill has been monitoring its consumption of water on daily basis. The water was sourced from Sg Bahan. Based on the daily records, the consumption in 2019 was 1.26 m³/mt FFB.</p>	Complied												
<p>Criterion 7.9 Efficiency of fossil fuel use and the use of renewable energy is optimised</p>															

7.9.1	<p>A plan for efficiency of the use of fossil fuels and to optimise renewable energy is implemented, monitored and documented.</p> <p>- Minor compliance -</p>	<p>The mill and estate consistently monitored their fossil fuel consumption and kept records in order to get the information about efficient consumption. Among the management plans to improve efficiency were to ensure mill operation is running smoothly without interruption, therefore maximise the usage of turbine and eventually minimise the usage of generator set; to practice maintenance of machinery (such as tractors, vehicles and shovel) on schedule and continuous education to operators who handle the machinery so that the unnecessary running hours can be minimised.</p>	Complied
<p>Criterion 7.10 Plans to reduce pollution and emissions, including greenhouse gases (GHG), are developed, implemented and monitored and new developments are designed to minimise GHG emissions.</p>			
7.10.1	<p>(C) GHG emissions are identified and assessed for the unit of certification. Plans to reduce or minimise them are implemented, monitored through the Palm GHG calculator and publicly reported.</p> <p>- Major compliance -</p>	<p>Identification of significant pollutants and greenhouse gas (GHG) emissions has been done e.g. POME, diesel/fuel and fertilizer. Their usage have been recorded and documented at each of the operating units. The plan to reduce or minimise the GHG emission has been established and implemented. Among the action plans were:</p> <ul style="list-style-type: none"> - To optimise the usage of diesel - To conduct dark smoke emission monitoring - To maintain efficiency of effluent treatment plant <p>Monitoring and reporting of the significant pollutants to water, gaseous emissions to air and contamination on land are in place. Tools and systems used include the DOE online CEMS monitoring for air emissions, water quality at discharge points as per DID regulations and SW disposal were adhering to DOE requirements. Water samples were regularly taken every month and tested by mill environment officer in charge and analysed to ensure compliance to DOE requirements at final discharge points. Monitoring of the GHG quantity was done through RSPO PalmGHG Calculator Version 4 which is submitted to the RSPO Secretariat. Based on verification of various record, the data in the RSPO PalmGHG Calculator was correct.</p>	Complied

7.10.2	(C) Starting 2014, the carbon stock of the proposed development area and major potential sources of emissions that may result directly from the development are estimated and a plan to minimise them prepared and implemented (following the RSPO GHG Assessment Procedure for New Development). - Major compliance -	NA. No new development in Wa Ha unit of certification.	Not applicable
7.10.3	(C) Other significant pollutants are identified and plans to reduce or minimise them implemented and monitored. - Major compliance -	Other significant pollutant identified is the smoke emission from boiler operation. The mill currently is using multi-stage dust cyclone to minimise the pollutant. Monitoring of quality is done through regular stack sampling. Verification of the stack sampling reports shows that the mill complied with the regulated limit.	Complied
Criterion 7.11			
Fire is not used for preparing land and is prevented in the managed area			
7.11.1	(C) Land for new planting or replanting is not prepared by burning. - Major compliance -	No new Planting In Bukit Aping Selatan	Not applicable
7.11.2	The unit of certification establishes fire prevention and control measures for the areas directly managed by the unit of certification. - Minor compliance -	No new Planting In Bukit Aping Selatan	Not applicable
7.11.3	The unit of certification engages with adjacent stakeholders on fire prevention and control measures. - Minor compliance -	No new Planting In Bukit Aping Selatan	Not applicable
Criterion 7.12			
Land clearing does not cause deforestation or damage any area required to protect or enhance High Conservation Values (HCVs) or High Carbon Stock (HCS) forest. HCVs and HCS forests in the managed area are identified and protected or enhanced.			

7.12.1	<p>(C) Land clearing since November 2005 has not damaged primary forest or any area required to protect or enhance HCVs. Land clearing since 15 November 2018 has not damaged HCVs or HCS forests.</p> <p>A historic Land Use Change Analysis (LUCA) is conducted prior to any new land clearing, in accordance with the RSPO LUCA guidance document.</p> <p>- Major compliance -</p>	Not applicable since there is no land clearing after November 2005.	Complied
7.12.2	<p>(C) HCVs, HCS forests and other conservation areas are identified as follows:</p> <p>7.12.2a For existing plantations with an HCV assessment conducted by an RSPO-approved assessor and no new land clearing after 15 November 2018, the current HCV assessment of those plantations remains valid.</p> <p>7.12.2b Any new land clearing (in existing plantations or new plantings) after 15 November 2018 is preceded by an HCV-HCS assessment, using the HCSA Toolkit and the HCV-HCSA Assessment Manual. This will include stakeholder consultation and take into account wider landscape-level considerations.</p> <p>PROCEDURAL NOTE: Requirement is further clarified under the Interpretation of Indicator 7.12.2 and Annex 5 (approved by BOG on 12 June 2019).</p> <p>- Major compliance -</p>	No new development in Wa Ha unit of certification. Nonetheless, an HCV assessment has been conducted and reported in "High Conservation Value (HCV) Report, Ladang Bukit Aping Selatan", dated 20/12/2018, written by Muhd Zulfadzli B. Sufian Suri. Among the methods used in the assessment were census, interview with stakeholders (FELDA officers, FELDA settlers, local communities, government agencies) and literatures review. Based on the assessment report, there is no HCV present within the estate.	Complied
7.12.3	<i>Indicator is not applicable in Malaysia context</i>	NA. No new development in Wa Ha unit of certification.	Not applicable

7.12.4	<p>(C) Where HCVs, HCS forests after 15 November 2018, peatland and other conservation areas have been identified, they are protected and/or enhanced. An integrated management plan to protect and/or enhance HCVs, HCS forests, peatland and other conservation areas is developed, implemented and adapted where necessary, and contains monitoring requirements. The integrated management plan is reviewed at least once every five years. The integrated management plan is developed in consultation with relevant stakeholders and includes the directly managed area and any relevant wider landscape level considerations (where these are identified).</p> <p>- Major compliance -</p>	NA. No new development in Wa Ha unit of certification.	Not applicable
7.12.5	<p>Where rights of local communities have been identified in HCV areas, HCS forest after 15 November 2018, peat land and other conservation areas, there is no reduction of these rights without evidence of a negotiated agreement, obtained through FPIC, encouraging their involvement in the maintenance and management of these conservation areas.</p> <p>- Minor compliance -</p>	NA. No new development in Wa Ha unit of certification.	Not applicable
7.12.6	<p>All rare, threatened or endangered (RTE) species are protected, whether or not they are identified in an HCV assessment. A programme to regularly educate the workforce about the status of RTE species is in place. Appropriate disciplinary measures are taken and documented in accordance with company rules and national law if any individual working for the company</p>	Based on the HCV assessment report, elephants or traces of elephants were sometimes seen in the estate. Bukit Aping Selatan Estate has conducted a briefing on 31/12/2019 about appropriate disciplinary measures (made reference to Wildlife Conservation Act) are taken if any individual working for the company is found to capture, harm, collect, trade, possess or kill the RTE species. Records of attendance were available.	Complied

	is found to capture, harm, collect, trade, possess or kill these species. - Minor compliance -		
7.12.7	The status of HCVs, HCS forests after 15 November 2018, other natural ecosystems, peatland conservation areas and RTE species is monitored. Outcomes of this monitoring are fed back into the management plan. - Minor compliance -	NA. No new development after November 2005.	Complied
7.12.8	(C) Where there has been land clearing without prior HCV assessment since November 2005, or without prior HCV-HCSA assessment since 15 November 2018, the Remediation and Compensation Procedure (RaCP) applies. - Major compliance -	NA. No new development after November 2005.	Complied

Appendix B: Approved Time Bound Plan

Time Bound Plan Forecast For RSPO Certification of All FGV Palm Oil Mills & Supply Bases					
	Palm Oil Mill	Supply bases (estates, plantations, associations)			
		Internal			
		FFB Supplier	Certification Year	Certification standard	Status
1	KS Selancar 2B	FGVPM Selancar 06	2017	MYNI 2014	Certified
		FGVPM Selancar 08	2017	MYNI 2014	
		FGVPM Selancar 09	2017	MYNI 2014	
2	KS Aring A	FGVPM Aring 02	2017	MYNI 2014	Certified
		FGVPM Aring 03	2017	MYNI 2014	
		FGVPM Aring 04	2017	MYNI 2014	
		FGVPM Aring 05	2017	MYNI 2014	
		FGVPM Aring 06	2017	MYNI 2014	
		FGVPM Aring 08	2017	MYNI 2014	
		FGVPM Aring 10	2017	MYNI 2014	
		FGVPM Aring 11	2017	MYNI 2014	
		FGVPM Aring 15	2017	MYNI 2014	
3	KS Selendang	FGVPM Selendang 3	2017	MYNI 2014	Certified
		FGVPM Selendang 4	2017	MYNI 2014	
		FGVPM Selendang 5	2017	MYNI 2014	
		FGVPM Berabong 1	2017	MYNI 2014	

4	KS Bukit Sagu	FGVPM Bukit Sagu 04	2017	MYNI 2014	Certified
		FGVPM Bukit Sagu 06	2017	MYNI 2014	
		FGVPM Bukit Sagu 07	2017	MYNI 2014	
		FGVPM Bukit Sagu 08	2017	MYNI 2014	
5	KS Keratong 9	FGVPM Bera Selatan 05	2017	MYNI 2014	Certified
		FGVPM Bera Selatan 07	2017	MYNI 2014	
		FGVPM Merchong	2017	MYNI 2014	
		FGVPM Keratong Timur	2017	MYNI 2014	
		FASSB Merchong	2017	MYNI 2014	
6	KS Lepar Utara 6	FGVPM Lepar Utara 07	2017	MYNI 2014	Certified
		FGVPM Lepar Utara 08	2017	MYNI 2014	
		FGVPM Lepar Utara 09	2017	MYNI 2014	
		FGVPM Lepar Utara 11	2017	MYNI 2014	
7	KS Maokil	FGVPM Maokil 6	2018	MYNI 2014	Certified
		FGVPM Maokil 7	2018	MYNI 2014	
8	KS Kemasul	FGVPM Mengkarak 1	2018	MYNI 2014	Certified
		FGVPM Mengkarak 2	2018	MYNI 2014	
9	KS Krau	FGVPM Krau 2	2018	MYNI 2014	Certified
		FGVPM Krau 4	2018	MYNI 2014	
10	KS Lepar Hilir	FGVPM Lepar Hilir 5	2017	MYNI 2014	Certified
		FGVPM Lepar Hilir 6	2017	MYNI 2014	
		FGVPM Lepar Hilir 8	2017	MYNI 2014	

11	KS Triang	FGVPM Triang 2	2017	MYNI 2014	Certified
		FGVPM Triang Selatan 1	2017	MYNI 2014	
		FGVPM Triang 4	2017	MYNI 2014	
12	KS Kechau B	FGVPM Kechau 02	2017	MYNI 2014	Certified
		FGVPM Kechau 03	2017	MYNI 2014	
		FGVPM Kechau 06	2017	MYNI 2014	
		FGVPM Kechau 07	2017	MYNI 2014	
		FGVPM Kechau 08	2017	MYNI 2014	
		FGVPM Kechau 09	2017	MYNI 2014	
		FGVPM Kechau 10	2017	MYNI 2014	
		FGVPM Kechau 11	2017	MYNI 2014	
		FGVPM Telang 01	2017	MYNI 2014	
		FGVPM Chegar Perah 02	2017	MYNI 2014	
13	KS Palong Timur	FGVPM Palong Timur 4/5	2018	MYNI 2014	Certified
		FGVPM Palong Timur 6	2018	MYNI 2014	
14	Besout	FGVPM Besout 06	2018	MYNI 2014	Certified
		FGVPM Besout 07	2018	MYNI 2014	
15	KS Neram	FGVPM Cherul 03	2018	MYNI 2014	Certified
16	KS Chini 3	FGVPM Terapai 1	2018	MYNI 2014	Certified
		FGVPM Chini Timur 4	2018	MYNI 2014	
17	KS Chiku	FGVPM Ciku 4	2018	MYNI 2014	Certified

		FGVPM Ciku 8	2018	MYNI 2014	
18	KS Keratong 2	FGVPM Bera Selatan 3	2018	MYNI 2014	Certified
19	KS Serting	FGVPM Palong 17	2018	MYNI 2014	Certified
		FGVPM Palong 18	2018	MYNI 2014	
		FGVPM Palong 21	2018	MYNI 2014	
		FGVPM Serting Hilir 08	2018	MYNI 2014	
20	KS Keratong 3	FGVPM Keratong 11	2018	MYNI 2014	Certified
21	KS Kerteh	FASSB Kerteh	2019	MYNI 2014	Certified
		FGVPM Semaring 01	2019	MYNI 2014	
22	KS Kota Gelanggi	FASSB PPTTR	2018	MYNI 2014	Certified
		FASSB Kota Gelanggi 5/6	2018	MYNI 2014	
23	KS Jengka 21	FASSB Jengka 24/25	2021	MYNI 2014	Main Audit
24	KS Penggeli	FGVPM Inas Selatan	2021	MYNI 2014	Main Audit
25	KS Belitong	FASSB Ulu Belitong	2019	MYNI 2014	Certified
		FGVPM Bukit Tongkat B	2019	MYNI 2014	
26	KS Kulai	FASSB Bkt Besar/Taib Andak	2018	MYNI 2014	Certified
27	KS Adela	FGVPM Kledang 2	2018	MYNI 2014	Certified
28	KS Serting Hilir	FGVPM Tembangau 03	2021	MYNI 2014	Main Audit
		FGVPM Tembangau 05	2021	MYNI 2014	
		FGVPM Tembangau 06	2021	MYNI 2014	
		FGVPM Tembangau 07	2021	MYNI 2014	
		FGVPM Tembangau 08	2021	MYNI 2014	

		FGVPM Tembangau 09	2021	MYNI 2014	
		FGVPM Serting Hilir 8	2021	MYNI 2014	
		FGVPM Serting Hilir 9	2021	MYNI 2014	
		FASSB Serting Hilir	2021	MYNI 2014	
29	KS Bukit Kepayang	FGVPM Terapai 3	2018	MYNI 2014	Certified
30	KS Jerangau Baru	FGVPM Rantau Abang 1	2018	MYNI 2014	Certified
		FGVPM Rantau Abang 2	2018	MYNI 2014	
		FGVPM Chador 1	2018	MYNI 2014	
31	KS Tenggaroh	FGVPM Tenggaroh 9	2018	MYNI 2014	Certified
		FGVPM Tenggaroh 11	2018	MYNI 2014	
		FGVPM Tenggaroh 13	2018	MYNI 2014	
32	KS Nitar	FGVPM Nitar Timur	2018	MYNI 2014	Certified
33	KS Chalok	FGVPM Setiu 1	2018	MYNI 2014	Certified
34	KS Waha	FGVPM Bukit Aping Selatan	2018	MYNI 2014	Certified
35	KS Sampadi	FGVPM Sampadi 1	2021	MYNI 2014	Internal Audit
		FGVPM Sampadi 3	2021	MYNI 2014	
		FGVPM Sampadi 4	2021	MYNI 2014	
		FGVPM Sampadi 5	2021	MYNI 2014	
		FGVPM Sampadi 6	2021	MYNI 2014	
36	KS Mempaga	n/a	n/a	n/a	Internal Audit
		n/a	n/a	n/a	
37	KS Kalabakan	FGVPM Kalabakan Utara 01	2019	MYNI 2014	Internal Audit

		FGVPM Kalabakan Selatan	2019	MYNI 2014	
38	KS Kembara Sakti	FGVPM Sahabat 30	2019	MYNI 2014	Internal Audit
		FGVPM Sahabat 35	2019	MYNI 2014	
		FGVPM Sahabat 40	2019	MYNI 2014	
		FGVPM Sahabat 41	2019	MYNI 2014	
		FGVPM Sahabat 42	2019	MYNI 2014	
		FGVPM Sahabat 30	2019	MYNI 2014	
39	KS Nilam Permata	FGVPM Sahabat 50	2019	MYNI 2014	Internal Audit
		FGVPM Sahabat 51	2019	MYNI 2014	
		FGVPM Sahabat 52	2019	MYNI 2014	
		FGVPM Sahabat 53	2019	MYNI 2014	
		FGVPM Sahabat 54	2019	MYNI 2014	
40	KS Hamparan Badai	FGVPM Sahabat 23	2019	MYNI 2014	Internal Audit
		FGVPM Sahabat 24	2019	MYNI 2014	
		FGVPM Sahabat 26	2019	MYNI 2014	
		FGVPM Sahabat 28	2019	MYNI 2014	
		FGVPM Sahabat 31	2019	MYNI 2014	
		FGVPM Sahabat 33	2019	MYNI 2014	
		FGVPM Sahabat 34	2019	MYNI 2014	
		FASSB Tambisan Sahabat 59	2019	MYNI 2014	
		FGVPM Sahabat 21	2019	MYNI 2014	
		FGVPM Sahabat 22	2019	MYNI 2014	

41	KS Mercu Puspita	FGVPM Sahabat 07	2019	MYNI 2014	Internal Audit
		FGVPM Sahabat 46	2019	MYNI 2014	
		FGVPM Sahabat 48	2019	MYNI 2014	
		FASSB Sahabat 06	2019	MYNI 2014	
42	KS Lancang Kemudi	FGVPM Sahabat 10	2019	MYNI 2014	Internal Audit
		FGVPM Sahabat 36	2019	MYNI 2014	
		FGVPM Sahabat 38	2019	MYNI 2014	
		FGVPM Sahabat 39	2019	MYNI 2014	
		FGVPM Sahabat 44	2019	MYNI 2014	
		FGVPM Sahabat 45	2019	MYNI 2014	
43	KS Embara Budi	FGVPM Sahabat 11	2019	MYNI 2014	Internal Audit
		FGVPM Sahabat 12	2019	MYNI 2014	
		FGVPM Sahabat 17	2019	MYNI 2014	
		FGVPM Sahabat 56	2019	MYNI 2014	
		FGVPM Sahabat 20	2019	MYNI 2014	
		FGVPM Sahabat 25	2019	MYNI 2014	
		FASSB Sahabat 17	2019	MYNI 2014	
44	KS Baiduri Ayu	FGVPM Sahabat	2019	MYNI 2014	Internal Audit
		FGVPM Sahabat	2019	MYNI 2014	
		FGVPM Sahabat	2019	MYNI 2014	
45	KS Umas	FGVPM Sahabat	2019	MYNI 2014	Internal Audit
		FGVPM Sahabat	2019	MYNI 2014	

46	KS Tenggara Timur	FGVPM Tenggara 12	2019	MYNI 2014	Internal Audit
		FGVPM Tenggara Timur 2	2019	MYNI 2014	
47	KS Selancar 2A	n/a	n/a	n/a	Internal Audit
48	KS Bukit Mendi	n/a	n/a	n/a	Internal Audit
49	KS Jengka 8	n/a	n/a	n/a	Internal Audit
50	KS Jengka 18	n/a	n/a	n/a	Internal Audit
51	KS Jengka 3	n/a	n/a	n/a	Internal Audit
52	KS Padang Piol	n/a	n/a	n/a	Internal Audit
53	KS Tersang	n/a	n/a	n/a	Internal Audit
54	KS Pontian Fico	Pontian Fico	2022	MYNI 2014	Internal Audit
		Pontian Subok	2022	MYNI 2014	
		Pontian Orico	2022	MYNI 2014	
		Pontian Pendirosa	2022	MYNI 2014	
		Pontian Kuril	2022	MYNI 2014	
		Pontian Hilco	2022	MYNI 2014	
		Rawajaya Sdn Bhd	2022	MYNI 2014	
		Blossom	2022	MYNI 2014	
55	KS Tementi	FGVPM Bera Selatan 1	2022	MYNI 2014	Internal Audit
		FGVPM Bera Selatan 4	2022	MYNI 2014	
56	KS Kemahang	n/a	n/a	n/a	Internal Audit
57	KS Chini 2	n/a	n/a	n/a	Internal Audit
58	KS Jerangau Barat	n/a	n/a	n/a	Internal Audit

59	KS Trolak	n/a	n/a	n/a	Internal Audit
60	KS Semenchu	n/a	n/a	n/a	Internal Audit
61	KS Panching	n/a	n/a	n/a	Internal Audit
62	KS Air Tawar	n/a	n/a	n/a	Internal Audit
63	KS Lok Heng	n/a	n/a	n/a	Internal Audit
64	KS Sg Tenggi	n/a	n/a	n/a	Internal Audit
65	KS Pasoh	n/a	n/a	n/a	Internal Audit
66	KS Kahang	n/a	n/a	n/a	Internal Audit
67	Asian Plantation Milling Sdn Bhd	Incosetia Sdn Bhd	2021	Group Cert	Internal Audit
		Kronos Plantations Sdn Bhd	2021	Group Cert	
		Fortune Plantation Sdn Bhd	2021	Group Cert	
		BJ Corporation Sdn Bhd	2021	Group Cert	
68	Tanah Emas Oil Palm Processing	Tanah Emas Corporation Berhad (TECB)	2021	Group Cert	Internal Audit
		Ladang Kluang	2021	Group Cert	
		Yapidmas D	2021	Group Cert	
		Sri Mosta 1	2021	Group Cert	
		Sri Mosta 2	2021	Group Cert	
		Sri Mosta 3	2021	Group Cert	
		Cepat Ringgit A	2021	Group Cert	
		Cepat Ringgit B	2021	Group Cert	
		Cepat Ringgit D	2021	Group Cert	

		Karamuak	2021	Group Cert	
		Sg Milian	2021	Group Cert	
		Sg Imbak	2021	Group Cert	
		Kuamut	2021	Group Cert	
69	PT Citra Niaga Perkasa	TBA	2021	INA-NIWG	Internal Audit
70	PT Temilia Agro Abadi	TBA	2021	INA-NIWG	Internal Audit
71	FGV estate without mill (Paloh)	Paloh	2021	INA-NIWG	Internal Audit

Appendix C: GHG Reporting Executive Summary

The GHG emissions that were produced in 2018 for FGVPIB Waha 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 2018 for FGVPIB Waha Palm Oil Mill and supply base are as following:

Emission per product	tCO ₂ e/tProduct
CPO	1.06
PKO	0

Extraction	%
OER	21.34
KER	5.4

Production	t/yr
FFB Process	275,950.27
CPO Produced	58,887.79
PKO Produced	0

Land Use	Ha
OP Planted Area	851.96
OP Planted on peat	0.00
Conservation (forested)	0.00
Conservation (non-forested)	0.00
Total	851.96

Summary of Field Emission and Sink

	Own Crop*		Group		3 rd Party		Total	
	tCO ₂ e	tCO ₂ e / FFB	tCO ₂ e	tCO ₂ e / FFB	tCO ₂ e	tCO ₂ e / FFB	tCO ₂ e	tCO ₂ e / FFB
Emission								
Land Conversion	8414.49	0.71	0.00	0.00	0.00	0.00	8414.49	0.71
CO ₂ Emission from fertilizer	1040.09	0.09	0.00	0.00	0.00	0.00	1040.09	0.09
NO ₂ Emission	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Fuel Consumption	55.75	0.00	0.00	0.00	0.00	0.00	55.75	0.00
Peat Oxidation	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Sink								
Crop Sequestration	-7975.82	-0.67	0.00	0.00	0.00	0.00	-7975.82	-0.67
Conservation Sequestration	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total	2280.94	2.68	0.00	0.00	0.00	0.00	2280.94	2.68

**Note: Includes both estates and smallholders*

Summary of Mill Emission and Credit

	tCO ₂ e	tCO ₂ e/tFFB
Emission		
POME	0.00	0.00
Fuel Consumption	824.15	0.00
Grid Electricity Utilization	0.00	0.00
Credit		
Export of Grid Electricity	0.00	0.00
Sales of PKS	-1782.77	-0.01
Sales of EFB	0.00	0.00
Total	-958.62	-0.01

Summary of Kernel Crusher Emission and Credit (if applicable)

Emissions	tCO ₂ e
PK from own mill	0.00
PK from other source	0.00
Fuel Consumptions	0.00
Total Crusher emissions	0.00

*This mill has no kernel crusher operation.

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

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

Appendix D: Supply Chain Declaration

A. Monthly Records of Certified and Uncertified FFB Received since the last audit (Feb- Dec 2019)				
No.	Month - Year	Volume of FFB from certified supply bases (mt)	Volume of FFB from uncertified supply bases (mt)	Total FFB/Month (mt)
1	02/2019		22418.6	22418.6
2	03/2019	885.82mt	18272.22	18272.22
3	04/2019	882.99mt	15142.4	16160.61
4	05/2019	844.10mt	16562.64	17578.02
5	06/2019	971.99mt	15573.82	16550.31
6	07/2019	1196.75mt	19337.12	20441.5
7	08/2019	1364.48mt	19207.71	20536.85
8	09/2019	1506.32mt	21064.95	22561.82
19	10/2019	1520.01mt	21450.47	23089.18
10	11/2019	1335.99mt	22833.92	24486.32
11	12/2019	1191.55mt	23563.15	25031.53
	Total	11,700	215,427.00	227,127.00

B. Monthly Records of Certified CPO & PK since the last audit (Feb- Dec 2019)			
No.	Month - Year	Certified CPO (mt)	Certified PK (mt)
1	03/2019	188.68	47.04
2	04/2019	188.08	46.89
3	05/2019	179.79	44.82
4	06/2019	207.03	51.61
5	07/2019	254.91	63.55
6	08/2019	290.63	72.45
7	09/2019	320.85	79.99
8	10/2019	323.76	80.71
9	11/2019	284.57	70.94
10	12/2019	253.80	63.27
	Total	2492.10	621.27

RSPO Public Summary Report
Revision 9 (Nov 2019)

C. Records of Certified CPO & PK Sold under PalmTrace to Buyers since the last audit (Feb- Dec 2019)				
No.	Buyers Name	Palmtrace Trading License Number	Certified CPO Sold (mt)	Certified PK Sold (mt)
1	A	TR-749ee44d-e4b7	185.59	
2	B	TR-8b455fb8-a631	93.9	
3	C	TR-87dc1b44-ef51		63.11
Total			279.49	63.11

D. Records of CPO & PK Sold under other schemes to Buyers since the last audit (if any)				
No.	Buyers Name	Scheme Name	CPO Sold (mt)	PK Sold (mt)
Nil				

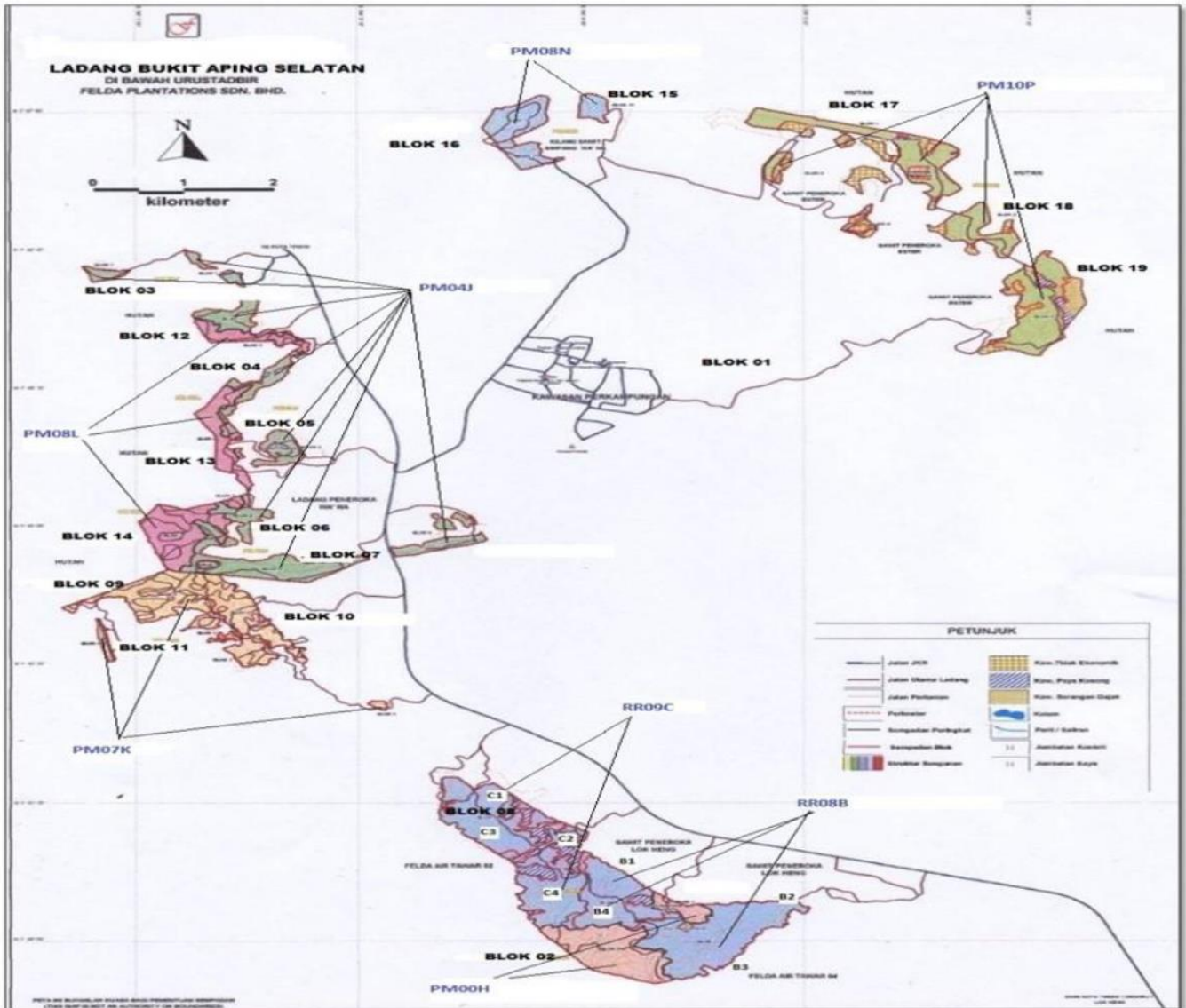
E. Records of CPO & PK Sold as conventional to Buyers since the last audit (Feb- Dec 2019)				
No.	Buyers Name	CPO Sold (mt)	PK Sold (mt)	
1	A-D	1,918.30	403.40	

F. Records of Certified CPO Sold under RSPO Credits to Buyers since the last audit (if any)			
No.	Buyers Name	PalmTrace Trading License Number	RSPO Credits of Certified CPO Sold (mt)
Nil			

Appendix E: Location Map of FGVPISB Kerteh Palm Oil Mill Certification Unit and Supply bases



Appendix F: FGVPM Bukit Aping Selatan Estate Field Map



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

Nil

Appendix H: List of Abbreviations

a.i	Active Ingredient
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