

**RSPO PRINCIPLE AND CRITERIA –
– ANNUAL SURVEILLANCE ASSESSMENT 4 (ASA4)–
Public Summary Report**

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|--|
| Client Company Name (Parent Company): Goodhope Asia Holdings Ltd |
| Client company Address: Gedung Menara Global Lt. 5 Jl. Jenderal Gatot Subroto Kav. 27, Jakarta - Indonesia |
| Certification Unit: PT Agro Wana Lestari – Bukit Santuai Palm Oil Mill |
| Location of Certification Unit: Jl. Ex PT Serpatim Seberang, Mentaya Hulu District, Kotawaringin Timur Regency, Central Kalimantan Province, Indonesia |

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Section 1: Scope of the Certification Assessment

| 1. Company Details | | | |
|---|--|---------------------------------|--|
| RSPO Membership Number | 1—0175-14-000-00 | Membership Approval Date | 2 nd December 2014 |
| Parent Company Name | Goodhope Asia Holdings Ltd | | |
| Address | Head Office: Gedung Menara Global 5th Floor Jl Jenderal Gatot Subroto Kav. 27, Jakarta – Indonesia | | |
| Subsidiary (Certification Unit Name) | PT. Agro Wana Lestari – Bukit Santuai Palm Oil Mill | | |
| Address | Jl. Ex PT Serpatim Seberang, Mentaya Hulu District, Kotawaringin Timur Regency, Central Kalimantan Province, Indonesia | | |
| Contact Name | Mr. Saepul Bahri | | |
| Website | www.goodhopeholdings.com | E-mail | saepul.bahri@goodhope.co |
| Telephone | +62-21 52892260 | Facsimile | +62 21 52892259 |

| 2. Certification Information | | | |
|-------------------------------|---|------------------------------------|---------------|
| Certificate Number | RSPO 630116 | Date of First Certification | 05 April 2016 |
| | | Certificate Start Date | 05 April 2016 |
| | | Certificate Expiry Date | 04 April 2021 |
| Scope of Certification | Production of CPO and PK of PT. Agro Wana Lestari (Bukit Santuai Palm Oil Mill) and 4 (four) estates as supply base, namely Penyahuan Estate, Tanah Haluan Estate, Keminting Estate and Sangai Estate Mill capacity is 90 tonnes FFB/hour. | | |
| Applicable Standards | RSPO Principle and Criteria Generic November 2018, Mass Balance Supply Chain Module | | |

| 3. Other Certifications | | | |
|---------------------------|--------------------|------------------------------|--------------------|
| Certificate Number | Standard(s) | Certificate Issued by | Expiry Date |
| EMS 621527 | ISO 14001: 2004 | BSI Indonesia | 16/03/2021 |
| OHS 621529 | OHSAS 18001: 2007 | BSI Indonesia | 16/03/2021 |
| ISPO | ISPO | BSI Indonesia | 29/11/2022 |

| 4. Location(s) of Mill & Supply Bases | | | |
|---------------------------------------|---|------------------|----------------|
| Name (Mill / Supply Base) | Location [Map Reference #] | GPS Coordinates | |
| | | Latitude | Longitude |
| Bukit Santuai POM | Jl. Ex PT Serpatim Seberang, Mentaya Hulu District, Kotawaringin Timur Regency, Central Kalimantan Province, Indonesia. | 112° 23' 41.0" E | 1° 52' 00.0" S |
| Penyahuan Estate | Jl. Ex PT Serpatim Seberang, Mentaya Hulu District, Kotawaringin Timur Regency, Central Kalimantan Province, Indonesia. | 112° 22' 13.5" E | 1° 52' 12.1" S |
| Tanah Haluan Estate | Jl. Ex PT Serpatim Seberang, Mentaya Hulu District, Kotawaringin Timur Regency, Central Kalimantan Province, Indonesia. | 112° 25' 13.6" E | 1° 51' 34.0" S |
| Keminting Estate | Jl. Ex PT Serpatim Seberang, Mentaya Hulu District, Kotawaringin Timur Regency, Central Kalimantan Province, Indonesia. | 112° 29' 41.6" E | 1° 51' 53.1" S |
| Sangai Estate | Jl. Ex PT Serpatim Seberang, Mentaya Hulu District, Kotawaringin Timur Regency, Central Kalimantan Province, Indonesia. | 112° 28' 57.1" E | 1° 48' 33.7" S |

| 5. Description of Supply Base | | | | | |
|-------------------------------|--|---------------|-------------------------------------|--------------------|-----------------|
| Estate | Total Planted (Mature + Immature)* (ha) | HCV (ha) | Infrastructure & Other** (ha) | Total Area (ha) | % of Planted |
| Penyahuan Estate | 2,334.70 | 712.19 | 279.42 | 3,326.31 | 70.19 |
| Tanah Haluan Estate | 832.90 | 94.21 | 810.28 | 1,737.39 | 47.94 |
| Keminting Estate | 2,018.90 | 42.74 | 416.22 | 2,477.86 | 81.48 |
| Sangai Estate | 858.60 | 58.16 | 533.51 | 1,450.27 | 59.20 |
| Total | 6,045.10 | 907.30 | 2,039.43 | 8,991.83 | 67.23 |

**Note: Total hectarage according to HGU (Land title) given by BPN (Land office) is 11,071.375 ha. 2,079.54 ha are not acquired yet including 479.90 ha HCV area (still in progress of land acquisition)*

| 6. Plantings & Cycle | | | | | | | |
|----------------------|-------------|----------|---------|---------|---------|----------|----------|
| Estate | Age (Years) | | | | | Mature** | Immature |
| | 0 - 3 | 4 - 10 | 11 - 20 | 21 - 25 | 26 - 30 | | |
| Penyahuan Estate | 4.90 | 2,329.80 | 0 | 0 | 0 | 2,334.70 | 0 |

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|------------------------|---------------|-----------------|----------|----------|----------|-----------------|----------|
| Tanah Haluan Estate | 0 | 832.90 | 0 | 0 | 0 | 832.90 | 0 |
| Keminting Estate | 27.00 | 1,991.90 | 0 | 0 | 0 | 2,018.90 | 0 |
| Sangai Estate | 119.60 | 739.00 | 0 | 0 | 0 | 858.60 | 0 |
| Total Certified | 151.50 | 5,893.60 | 0 | 0 | 0 | 6,045.10 | 0 |

***Note:** Whole plantation are new planting, planted in 2008 until 2016 see P7. The NPP and Verification Statements have been completed and already posted in RSPO Website in 2014. (<https://rspo.org/certification/new-planting-procedures/public-consultations/pt-agro-wana-lestari>)

Whole plantation are mature plantation, According to PT AWL Procedure mature plantation are planting with age ≥ 30 month (2.5 years).

| 7. Certified Tonnage of FFB (Own Certified Scope) | | | | |
|--|--|---|---|---------------------------------------|
| Estate | Tonnage / year | | | |
| | Estimated (April 2019 – March 2020) | Actual (Jan 2019 – Dec 2019) | | Forecast (April 2020 – March 2021) |
| | | Previous license Period (Jan – March 2019) | Curent license Period (April – Dec 2019) | |
| Penyahuan Estate | 54,105.84 | 9,338.15 | 34,810.78 | 50,384.00 |
| Tanah Haluan Estate | 19,934.67 | 3,563.80 | 14,291.55 | 19,111.00 |
| Keminting Estate | 38,019.65 | 5,400.06 | 21,466.46 | 38,341.00 |
| Sangai Estate | 13,159.62 | 1,621.89 | 6,725.32 | 15,379.00 |
| Total | 125,219.78 | 19,923.90 | 77,294.11 | 123,215.00 |

Note: Estimated and Forecast are the 12 months from the licence period.
Actual are period from the previous audit.

| 8. Certified Tonnage of FFB (from other certified unit(s)) if applicable * | | | | |
|---|--|---|---|---------------------------------------|
| Estate | Tonnage / year | | | |
| | Estimated (April 2019 – March 2020) | Actual (Jan 2019 – Dec 2019) | | Forecast (April 2020 – March 2021) |
| | | Previous license Period (Jan – March 2019) | Curent license Period (April – Dec 2019) | |
| Nil | | | | N/A |
| Total | | | | |

Note: There is no FFB received from another certified unit.

| 9. Non-Certified Tonnage of FFB (outside supplier – excluded from certificate) if applicable | | | | |
|---|--|---|---|---------------------------------------|
| Independent FFB Supplier | Tonnage / year | | | |
| | Estimated (April 2019 – March 2020) | Actual (Jan 2019 – Dec 2019) | | Forecast (April 2020 – March 2021) |
| | | Previous license Period (Jan – March 2019) | Curent license Period (April – Dec 2019) | |
| Third party FFB supplier/Collector, consist of: PT KMS, Plasma, CV Santuai Megah Karya Illahi, Sempung, Ali Rahman, Udui Siung, Harnes, Marsitae, Yanson Leman, PT Telaga Sari Persada, Lahet, Moch. Abdul Fatah, PT Borneo Lancar Abadi. | - | | 200,927.12 | - |

| 10. Certified Tonnage | | | | |
|----------------------------|--|---|---|---------------------------------------|
| Mill Capacity: 90 MT/hr | Estimated (April 2019 – March 2020) | Actual (Jan 2019 – Dec 2019) | | Forecast (April 2020 – March 2021) |
| | FFB | FFB | | FFB |
| SCC Model: MB | 125,219.78 | Previous license Period (Jan – March 2019) | Curent license Period (April – Dec 2019) | 123,215.00 |
| | | 19,923.90 | 77,294.20 | |
| CPO (OER: 19.82 %) | 24,823.00 | CPO | | CPO |
| | | (OER: 25.42 %) | (OER: 26.00 %) | (OER: 26.20 %) |
| | | 5,065.19 | 20,098.20 | 32,282.33 |
| PK (KER: 3.52 %) | 4,403.95 | PK | | PK |
| | | (KER: 4.79 %) | (KER: 5.67 %) | (KER: 5.00 %) |
| | | 953.93 | 4,382.12 | 6,160.75 |

Note: Estimated and Forecast are the 12 months from the licence period.
Actual are the 12 month period from the previous audit.

| 11. Actual Sold Volume (CPO) | | | | | |
|------------------------------|----------------|-------------------------|-----|--------------|-------|
| | RSPO Certified | Other Schemes Certified | | Conventional | Total |
| | | ISCC | RSB | | |
| | | | | | |

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|--|-----------|---|---|---|------------------|
| Previous Licence Period (January – March 2019) | | | | | |
| CPO (MT) | 4,823.96 | 0 | 0 | 0 | 4,823.96 |
| Current Licence Period (April – Dec 2019) | | | | | |
| CPO (MT) | 19,318.00 | 0 | 0 | 0 | 19,318.00 |
| Note: CSPO Sold as credit (2323.00 and 17,818) and Physical (2500.96mt and 1500mt), the detail of transaction available in Appendix D: Supply Chain Declaration | | | | | |

| 12. Actual Sold Volume (PK) | | | | | |
|--|----------------|-------------------------|-----|--------------|-----------------|
| | RSPO Certified | Other Schemes Certified | | Conventional | Total |
| | | ISCC | RSB | | |
| Previous Licence Period (January – March 2019) | | | | | |
| PK (MT) | 500.89 | 0 | 0 | 0 | 500.89 |
| Current Licence Period (April – Dec 2019) | | | | | |
| PK (MT) | 4,381.50 | 0 | 0 | 0 | 4,381.50 |
| Note: All CSPK Volume sold Physically | | | | | |

| 13. Actual Group certification Claims | | |
|--|--------|----------------------|
| | Credit | Physical Volume (MT) |
| IS-CSPO | N/A | N/A |
| IS-CSPKO | | |
| 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
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 4th Surveillance assessment was conducted from 20 – 25 January 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 was conducted on 9 April 2020 by remote audit. Due to COVID-19 Outbreak and movement restriction from Indonesia government, the onsite assessment to close the Major NC was not able to be conducted. Remote audit conducted by document evidence review, video conference using Zoom application and phone call with workers sample/related person sample to be verified. The audit programmes are included in Section 2.3.

The methodology for collection of objective evidence included physical site inspections, observation of tasks and processes, interviews of staff, workers and their families and external stakeholders, review of documentation and monitoring data. RSPO Principles & Criterias Generic 2018 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.

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

Structured worker interviews with male and female workers and staff were held in private at the workplace in the mill and the estates. Fieldworkers were interviewed informally in small groups in the field. In addition, the wives of workers and staff were interviewed in informal group meetings at their housing. 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 (Certification) | Year 2 (ASA 1) | Year 3 (ASA 2) | Year 4 (ASA 3) | Year 5 (ASA 4) |
| Bukit Santuai POM | X | X | X | X | X |
| Penyahuan Estate | X | | X | X | X |
| Tanah Haluan Estate | | X | | X | X |
| Keminting Estate | X | | X | X | X |
| Sangai Estate | | X | | X | X |
| Bukit Santuai POM | X | X | X | X | X |

Tentative Date of Next Visit: January 4, 2021 – January 9, 2021

Total No. of Mandays: 17 Mandays

2.2 BSI Assessment Team:

| Team Member Name | Role | Qualifications <i>(Short description of the team members)</i> |
|----------------------------|---------------|--|
| Mujinius Jalaraya (MJ) | Lead Assessor | He hold Bachelor degree from Faculty of Forestry, Bogor Agricultural University (IPB) in 2008, Majoring in Forest Resources Conservation and Ecotourism. He have a working experience in palm oil plantations as SHE Assistant at PT. Astra Agro Lestari Tbk in 2008 - 2012 and as Supervisor Sustainability at Teladan Prima Group in 2012 – 2014. He involved in RSPO certification since 2014 as a team member subsequently as a Lead Auditor. He has completed the training, such as: Lead Auditor ISO 9001: 2008 course, Lead Auditor ISPO course, Lead Auditor RSPO endorsed course, RSPO SCCS Lead Auditor endorsed course, HCV Identification and management, Internal Auditor ISO 14001: 2004 Training, Training for Trainers, OHS Expert Training, etc. He is fluently speaking in English and Bahasa Indonesia. During this assessment, he assessed on the aspects of Legal, Environmental management and monitoring, OHS management and HCV management and monitoring. |
| Edi Widodo (EW) | Team Member | Edy Widodo graduated as bachelor of the Faculty of Agriculture, Department of Agricultural Technology, University of Padjadjaran, Bandung. Earlier he worked as an Assistant Estates Manager in PT SMART Tbk. (1999 to 2005). He is the Lead Auditor for ISO 9001: 2008. He has working experience in the industrial sector and audit Plantation and also the processing industry and agricultural mechanization. He also the ISPO auditor who has obtained a certificate from the ISPO Commission, Ministry of Agriculture of Indonesia, on February 2013. He had got a certificate of training on Understanding ISO 14001: 2004 & Auditing ISO 14001: 2004 in 2013. He also had joined RSPO P&C training (2013) and also Course RSPO Lead Auditor 2016 - RSPO Endorsed RSPO Supply Chain Certification Training Course on April 2016. During this assessment, he assessed on the aspects of transparency, social, labor and stakeholder consultation |
| Andi Pratama Pasaribu (AP) | Team Member | Andi Pratama Pasaribu as Bachelor degree, majoring social economy. He has several of work experiences (more than 5 years) as the operational staff since 2008. He has been followed the Training of Lead Auditor Indonesian Sustainable Palm Oil (ISPO) which was held by ISPO Commission in 2013 and Training of Lead Auditor Roundtable on Sustainable Palm Oil (RSPO) by Proforest and Daemeter in 2016. He has been attended several kinds of training, such as High Conservation Value (HCV) Training, Lead Auditor ISO 9001:2008, Lead Auditor ISO 14001:2005, auditor OHSAS, lead auditor RSPO supply chain by BMTRADA etc. He has some experiences of Sustainability Palm Oil scheme audit in Indonesian and Malaysia in best management practices, land legality, environmental, social and worker welfare aspect and supply chain. During this audit, he verify legal, social and best management practices aspect. |

Accompanying Persons: Nil

2.3 Assessment Plan

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

RSPO Annual Surveillance 4 (ASA_4) Assessment Plan PT Agro Wana Lestari – Bukit Santuai POM & Its Supply Bases.

| Date | Time | Subjects | MJ | EW | AP |
|--------------------------|---------------|--|----|----|----|
| Sunday 19/01/2020 | 10.35 – 12.00 | Travel from Jakarta – Sampit | √ | √ | √ |
| | 12.00 – 13.00 | Lunch | √ | √ | √ |
| | 13.00 – 18.00 | Travel from Sampit to PT AWL | √ | √ | √ |
| Monday 20/01/2020 | 08.00 – 09.00 | Opening Meeting | √ | √ | √ |
| | 09.00 – 12.00 | Penyahuan Estate Field Visit: Herbicide application programmes, harvesting, fertilising operations, water management, road maintenance, terracing, HCV's, riparian zones, etc. | | | √ |
| | | Agrochemical stores, Fertilizer store, workshops, housing, landfill, clinic, riparian zones, Hazardous Waste, waste management, etc. | √ | | |
| | | Boundaries inspection, worker interviews, social amenities, etc. Interview with: Labour Union and Gender Committee. | | √ | |
| | 12.00 – 14.00 | Break | √ | √ | √ |
| | 14.00 – 17.00 | Document Review Penyahuan Estate | √ | √ | √ |
| Tuesday 21/01/2020 | 08.00 – 12.00 | Keminting Estate & Sangai Estate | √ | √ | √ |
| | | Field Visit Sangai Estate: Herbicide application programmes, harvesting, fertilising operations, water management, road maintenance, terracing, HCV's, riparian zones, etc. | | | √ |
| | | Field Visit Kемinting Estate: Boundaries inspection, worker interviews, social amenities, Previous land owner, etc. Interview with: Labour Union and Gender Committee. | | √ | |
| | | Field Visit Kемinting Estate: Agrochemical stores, Fertilizer store, workshops, housing, landfill, clinic, riparian zones, Hazardous Waste, waste management, etc. | √ | | |
| | 12.00 – 14.00 | Break | √ | √ | √ |
| | 14.00 – 17.00 | Document Review Kемinting & Sangai Estate | √ | √ | √ |
| Wednesday, 22/01/2020 | 08.00 – 12.00 | Tanah Haluan Estate | √ | √ | √ |
| | | Field Visit: | | | √ |

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|------------------------|---------------|---|----|----|----|
| | | Herbicide application programmes, harvesting, fertilising operations, , water management, road maintenance, terracing, HCV's, riparian zones, etc. | | | |
| | | Agrochemical stores, Fertilizer store, workshops, housing, landfill, clinic, riparian zones, Hazardous Waste, waste management, etc. | √ | | |
| | | Stakeholder consultation Interview with: BLH, BPN, Disbun, Disnakertrans Kab. Kotawaringin Timur. Interview with previous land owner | | √ | |
| | 14.00 – 17.00 | Document Review Tanah Haluan Estate | √ | √ | √ |
| | | Stakeholder consultation Interview with: Village head, local community, community leaders, local contractor, FFB supplier. Interview with previous land owner | | √ | |
| Thursday 23/01/2020 | 08.00 – 12.00 | Bukit Santuai POM Field Visit and Document Review: Inspection of processing, warehouse, workshop, mill wastes management, Effluent Ponds, OHS, Environment issues, POME application, workers interview, Review on SEIA documents and records, Document review, etc. RSPO Supply Chain for CPO Mill | √ | √ | √ |
| | 12.00 – 14.00 | Break | √ | √ | √ |
| | 14.00 – 17.00 | Document Review | √ | √ | √ |
| Friday 24/01/2020 | 08.00 – 12.00 | Audit Continue for Estate and POM Document Review Estate and POM RSPO Supply Chain for CPO Mill | √ | | |
| | | Document Review & Social Audit continue | | √ | |
| | | Document Review & OHS and EMS audit continue | | | √ |
| | 12.00 – 14.00 | Break | √ | √ | √ |
| | 14.00 – 17.00 | Audit Continue for Estate and POM Document Review Estate and POM | √ | √ | √ |
| Saturday 25/01/2020 | 08.00 – 09.30 | Audit continue for Document Review | √ | √ | √ |
| | 09.30 – 10.30 | Report Preparation | √ | √ | √ |
| | 10.30 – 12.00 | Closing Meeting | √ | √ | √ |
| | 12.00 – 17.00 | Travel to Sampit | √ | √ | √ |

Section 3: Assessment Findings

3.1 Normative requirement applied for this assessment:

- PT Agro Wana Lestari/Goodhope Asia Holdings Ltd Time Bound Plan
- RSPO P&C 2018 Generic
- RSPO Supply Chain Certification Standard 2017

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? | <p>PT. Agro Wana Lestari is a subsidiary of Goodhope Asia Holdings Ltd which has explained the certification plan for all of its subsidiaries; indicating all palm oil mills, company-owned estates and scheme smallholder as the supply bases.</p> <p>RSPO Membership obtained on 2 December 2014, PT Agro Wana Lestari – Bukit Santuai POM and its supply bases certified on 5 April 2016.</p> <p>Goodhope Asia Holding Ltd has disclose all of its companies, mills and estates. The Timeboundplan has include the uncertified units/companies.</p> | Comply |
| Have all the estates and mills certified within five years after obtaining RSPO membership? | No. Not all the estates and mills certified within five years after obtaining RSPO membership since some estates still waiting for process in Cadasteral Process (HGU Process). | Comply |
| 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. | <p>Total hectarage PT AWL according to HGU (Land title) given by BPN (Land office) is 11,071.375 ha.</p> <p>However there are 2,079.54 ha are not acquired yet including 479.90 ha HCV area. The area of 2,079.54 still in progress of land acquisition by company to the land owner through FPIC and negotiation process for land compensation.</p> | Comply |
| 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? | <p>Yes, there were timeboundplan changes since last audit:</p> <ul style="list-style-type: none"> - PT. Karya Makmur Sejahtera, changed from 2020 to 2022 due to waiting for the process of HGU Finalization | Comply |

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|---|--|---------------|
| | <ul style="list-style-type: none"> - PT. Agrajaya Baktitama, changed from 2021 to 2022 due to waiting for the process of HGU Finalization - PT. Batu Mas Sejahtera (PT. BMS) changed from 2020 to 2022 due to waiting for mill Construction - PT. Sumber Hasil Prima (PT. SHP) changed from 2021 to 2022 due to waiting for mill Construction <p>The changes of Timeboundplan October 2019 will be reported in ACOP reporting period 2019 on beginning of May 2020, same as previous reporting period.</p> | |
| <p>Have there been any isolated lapses in implementation of the plan? If yes a Minor non-compliance shall be raised</p> | <p>There is no any isolated lapses in implementation of the plan. Company managed to demonstrate commitment to certify all of palm oil mill and supply base.</p> | <p>Comply</p> |
| <p>Have there been any fundamental failure (e.g. unable to justify delay in planning the assessments) to proceed with implementation of the plan? If yes a Major non-compliance shall be raised</p> | <p>There is no fundamental failure to proceed with implementation of the plan.</p> | <p>Comply</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>It was noted that there is 2 (two) uncertified units based on LUCA review by RSPO indicated that there was a primary forest replacement with area 1,680 ha at PT Nabire Baru and PT Sariwana Adi Perkasa. However Concept note has been submitted and approved by RSPO and Compensation Plan has been submitted to RSPO and waiting for RSPO endorsement.</p> | <p>Comply</p> |
| <p>Any new plantings since January 1st 2010 shall comply with the RSPO New Plantings Procedure.</p> | <p>Any new planting since 1st January has comply with RSPO New Planting procedure:</p> <ol style="list-style-type: none"> 1. PT Agro Indomas East Kalimantan: NPP and Verification Statements and Notification have been completed and already posted in RSPO Website on 16 June 2016 (https://www.rspo.org/certification/new-planting-procedure/public-consultations/goodhope-asia-holdings-ltd-pt-agro-indomas-east-kalimantan) 2. PT Karya Makmur Sejahtera: NPP and Verification Statements and Notification have been completed and already posted in RSPO Website on 3 May 2016 (https://www.rspo.org/certification/new-planting-procedure/public-consultations/goodhope-asia-holdings-ltd-pt-agro-indomas-east-kalimantan) | <p>Comply</p> |

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| | <p>consultations/goodhope-asia-holdings-ltd-pt-karya-makmur-sejahtera)</p> <ol style="list-style-type: none"> 3. PT Agrajaya Baktitama: All the assessmnet related with NPP Requirement already completed, NPP Onsite verification was conduct last year (2019) by acredited CB and the proses of NPP Notification under review by RSPO Secretariat (Status: Under review by RSPO Secretariat) 4. PT Batu Mas Sejahtera : All the assessmnet related with NPP Requirement already completed, NPP Onsite verification was conduct last year (2019) by acredited CB and the proses of NPP Notification under review by CB. 5. PT Sawit Makmur Sejahtera : All the assessmnet related with NPP Requirement already completed, NPP Onsite verification was conduct last year (2019) by acredited CB and the proses of NPP Notification under review by CB. 6. PT Sumber Hasil Prima: All the assessmnet related with NPP Requirement already completed, NPP Onsite verification was conduct last year (2019) by acredited CB and the proses of NPP Notification under review by RSPO Secretariat (Status: Under review by RSPO Secretariat) 7. PT Sumber Hasil Prima: All the assessmnet related with NPP Requirement already completed, NPP Onsite verification was conduct last year (2019) by acredited CB and the proses of NPP Notification under review by RSPO Secretariat (Status: Under review by RSPO Secretariat) 8. PT Nabire Baru: All the assessmnet related with NPP Requirement already completed, NPP Onsite verification was conduct last year (2019) by acredited CB and the proses of NPP Notification under review by RSPO Secretariat (Status: Under review by RSPO Secretariat) 9. PT Sariwana Adi Perkasa: All the assessmnet related with NPP Requirement already completed, NPP Onsite verification was conduct last year (2019) by acredited CB and the proses of NPP Notification under review by RSPO Secretariat (Status: Under review by RSPO Secretariat) 10. PT Agro Bina Lestari and PT Agro Surya Mandiri : has not been exclude and not under | |
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| | Goodhope subsidiary. Please see link: (https://rspo.org/members/3466/Goodhope-Asia-Holdings-Ltd) | |
| 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. 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. | FPIC and Land compensation was conducted prior to land acquisition and any Land conflicts are being resolved through a mutually agreed process. RaCP tracker shows we submitted a LUCA Report for each subsidiary to determine remediation and compensation liabilities. To address conservation liabilities 2 concept notes are approved: for nabire and sintang | in progress |
| Any Labor disputes are being resolved through a mutually agreed process, in accordance with RSPO P&C criterion 6.3. | No labor dispute noted. This was based on stakeholder interview with worker union in each company. In addition, audit team found the same based on stakeholder interview with "Dinas Tenaga Kerja" on each regency audited. | Comply |
| Any Legal non- compliance is being addressed through measures consistent with the requirements of RSPO P&C criteria 2.1 | No legal non compliance was noted. Company maintain the legal compliance through regular evaluation and internal audit. | Comply |
| Did the company conduct internal audit against the uncertified management units requirement? If yes, a positive assurance statement shall be available. | Internal audit against the uncertified management units has been carried out as below: <ul style="list-style-type: none"> - PT. Agro Indomas (East Kalimantan), on May 2019 - PT. Karya Makmur Sejahtera, on June 2019 - PT. Agrajaya Baktitama, on June 2019 - PT. Batu Mas Sejahtera, on June 2019 - PT. Sawit Makmur Sejahtera, on June 2019 - PT. Sumber Hasil Prima, on June 2019 - PT. Sinar Sawit Andalan, on June 2019 - PT. Nabire Baru, on June 2019 - PT. Sariwana Adi Perkasa, on June 2019 Positive assurance finding based on internal audit result: <ol style="list-style-type: none"> 1. All relevant legal compliance has evaluated and comply 2. There is no land conflict occur, all land compensated through FPIC process 3. No primary forest and HCV replacement for plantation area 4. NPP and RaCP process has follow accordingly. | Comply |
| Have there been any stakeholder comments? | There is no stakeholder comments are noted. The assessment team has conducted a search in internet to confirm that there is a comment that was recorded as complaint under RSPO Case | |

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| | Tracker; raised by the individual on those units that have not been certified. Based on internal audit result for uncertified unit also known that there is no negative stakeholder comment noted. | |
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3.3 Progress of scheme smallholders and/or outgrowers

| Progress of scheme smallholders or outgrowers towards compliance with relevant standards | | |
|--|---|-------------------|
| Requirement | Remarks | Compliance |
| Has 100% of scheme smallholders and/or scheme outgrowers comply with the standard within three years of the mill's initial certification? 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. | There is no scheme smallholders associated to PT Agro Wana Lestari. | Comply |

3.4 Details of findings

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

During the Annual Surveillance Assessment 4 (ASA_4) there were 3 Major and 1 minor nonconformities raised. PT Agro Wana Lestari – Bukit Santuai POM Certification unit submitted Corrective Action Plans for the nonconformity. Corrective action plans with respect to the nonconformity was reviewed by the BSI audit team and accepted.

The implementation of the corrective action plans to address the the minor nonconformity will be followed up during the next surveillance assessment. The implementation of the Corrective Actions for the Major Nonconformity(ies) has been verified for it effectiveness and closed accordingly on 9 April 2020.

| Summary of Total Number of Nonconformity | | | |
|---|---|--|--|
| Nonconformity | | | |
| NCR Ref # | 1876326-202001-M1 | Clause & Category (Major / Minor) | RSPO P & C Generic 2018 Indicator 5.1.6 Major |
| Date Issued | 25 January 2020 | Due Date | 24 April 2020 |
| Closed (Yes / No) | Yes | Date of nonconformity Closure | 9 April 2020 |
| Statement of Nonconformity: | Payment of FFB for Plasma Scheme Smallholder are not made in a timely manner according to "Perjanjian Jual Beli Tandan Buah Segar (TBS)". | | |

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| Requirement Reference: | (C) Agreed payments are made in a timely manner and receipts specifying price, weight, deductions and amount paid are given. |
| Objective Evidence: | <p>According to "Perjanjian Jual Beli Tandan Buah Segar (TBS) dated 18th January 2017 stated in Pasal 6 "Pembayaran akan dilakukan setiap bulan berdasarkan ketentuan-ketentuan berikut:</p> <ul style="list-style-type: none"> • "Pembayaran terkait penjualan TBS akan dilakukan dalam waktu satu bulan setelah penandatanganan Nota penyerahan, ke rekening penampung yang dimiliki oleh penjual di Bank yang perinciannya sebagaimana disebutkan dibawah ini akan diberikan oleh penjual kepada pembeli (nama pemilik rekening, nama bank, alamat bank, nomor rekening)". <p>However based on FFB payment record verification, confirmed that FFB payment was made for each 3 (three) month FFB purchased. Sample seen: FFB payment record Koperasi Santuai Jaya period July – September 2019.</p> |
| Corrections: | <p>Provide addendum to change payment period from monthly basis to every 4 month for 3 (three) month FFB purchased period and get agreement signature from Plasma Cooperative (Due date: Feb 7, 2020).</p> <p>PT AWL has made the contract addendum with cooperative in the term of payment period from monthly basis to every 4 (four) month for FFB purchase 3 month. The contract addendum has agreed with cooperative without enforcement. Contract addendum are available and can be shown during audit:</p> <ul style="list-style-type: none"> - Addendum On Agreement on Sale and Purchase Of Fresh Fruit Bunch PT AWL/C/246.3.1 dated 28 January 2020 between PT AWL and Koperasi Santuai Jaya. - Addendum On Agreement on Sale and Purchase Of Fresh Fruit Bunch PT AWL/C/247.2.1 dated 28 January 2020 between PT AWL and Koperasi Patahu Manuah. - Addendum On Agreement on Sale and Purchase Of Fresh Fruit Bunch PT AWL/C/226.2.1 dated 28 January 2020 between PT AWL and Koperasi Tewehara Makmur. - Addendum On Agreement on Sale and Purchase Of Fresh Fruit Bunch PT AWL/C/225.2.1 dated 28 January 2020 between PT AWL and Koperasi Haluan Jaya. <p>Based interview by phone with cooperative representative from Koperasi Santuai Jaya and Koperasi Tewehara Makmur can be demonstrated that contract addendum has been agreed by both parties without enforcement.</p> <p>Addendum contract state that: <i>To amend Article 6, on term of payment to be as follow: "Payment shall be made once in 4 (four) months on every 10th for 3 month purchase. For avoidance of doubt, for example: payment for slaes in April, May, June will be due on the 10th of August and so on".</i></p> |
| Root Cause Analysis: | <p>The changes of payment period from monthly basis to 3 (three) month basis had been agreed on verbal discussion between company and plasma cooperative. However, this changes was not reflected on current agreement.</p> |
| Corrective Actions: | <p>Ensure that settlement of the payment to PLASMA cooperative is accordance with revised /addendum contract agreement every 4 (four) month for FFB purchase 3 month with payment monitoring by PT AWL administration staff.</p> <p>Payment monitoring was recorded in "Monitoring Pembayaran Plasma" latest monitoring on 19 February 2020. Administration staff Plasma PT AWL recorded all the FFB purchase each month and scheduling the payment each 4 month on date 10th according to agreement of contract addendum. Latest payment was done on 19 February 2020 for FFB</p> |

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| | <p>purchased period November 2019 – January 2020. The payment date was later 9 days due to company financial condition and it has been informed to the cooperative as per Memorandum dated 8th February 2020 to all cooperative. Evidence of memorandum and receiving from all cooperative can be demonstrated as per “Pemberitahuan Keterlambatan Pembayaran SHU Plasma PT AWL” dated 8th February 2020.</p> <p>Payment evidence can be demonstrated in “Bank payment Voucher” dated 19/02/2020. Amount of payment was met with the FFB purchase volume for 3 month period.</p> |
| Assessment Conclusion: | <p>PT AWL has made the contract addendum with cooperative in the term of payment period from monthly basis to every 4 (four) month for FFB purchase 3 month. The contract addendum has agreed with 4 cooperative without enforcement. It was also verified during interview by phone with representative of cooperative.</p> <p>Payment monitoring was recorded in “Monitoring Pembayaran Plasma” latest monitoring on 19 February 2020. Administration staff Plasma PT AWL recorded all the FFB purchase each month and scheduling the payment each 4 month on date 10th according to agreement of contract addendum.</p> <p>Based on verification result above auditor conclude that the non conformity has been effectively addressed and satisfactory by company and major NC is CLOSED.</p> |

| Nonconformity | | | |
|------------------------------------|--|--|--|
| NCR Ref # | 1876326-202001-M2 | Clause & Category (Major / Minor) | RSPO P & C Generic 2018 Indicator E.5.1 (Supply Chain) Major |
| Date Issued | 25 January 2020 | Due Date | 24 April 2020 |
| Closed (Yes / No) | Yes | Date of nonconformity Closure | 9 April 2020 |
| Statement of Nonconformity: | There is a CSPO Mass Balance Sold/deliver by PT AWL on March and June 2019 from negative stock. | | |
| Requirement Reference: | 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.) | | |
| Objective Evidence: | <p>According to Mass balance report period January – December 2019, confirmed that there is a transaction of CSPO as below:</p> <ul style="list-style-type: none"> • Transaction January – March 2019: CSPO Credit allocation 21,323 MT • Transaction March 2019: CSPO physical sold volume 2,501 MT • Stock CSPO on March 2019 was (773) MT, so that stock ytd March 2019 was (3,274) MT • Transaction April – June 2019: CSPO credit allocation 7,536 MT • Transaction June 2019: CSPO physical sold volume 1,500 MT • Stock CSPO ytd June 2019 was (7,291) MT | | |
| Corrections: | Inform trader at KL for not selling physical CSPO/CSPK if the balance is negative due to of credits sells (Jan 29, 2020). | | |

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| | <p>PT AWL has made the correction by revising the procedure of traceability. The revised procedure at page 6 section D. Policy, point h. stated <i>“Trading department can sell certified product as credit/book & claim beyond what has been produced, but need to ensure that at the end of the license period, the actual production will be higher than the sold volume. In condition that sell credits/book & claim have been made beyond what has been produced then physical/mass balance sell cant be proceed until the stock of certified product is in positive balance”</i>.</p> <p>Revision of procedure can be demonstrated as per “Procedure Traceability – P.01, Version 3/2020 dated 6th February 2020.</p> <p>PT AWL has conduct the training and socialization to the trader department in Malaysia by video conferenceon 19 February 2020 regarding the mechanism of CSPO and CSPK trading based on the real production and positive stock of CSPO and CSPK. Evidence of training can be demonstrated as per attendant list and verification by interview with Saepul Bahri.</p> <p>Based on document verification on mass balance report can be show that since period January - March 2020 there is no CSPO sold, and until March 2020 the CSPO production was positive with amount of closing stock was 11,399 MT. While for CSPK mass balance, since January - March 2020 there is no CSPK sold, and until March 2020 the CSPK production was positive with amount of closing stock was 823 MT. It was indicated that there is no CSPO and CSPK sold from negative stock.</p> |
| <p>Root Cause Analysis:</p> | <p>On current traceability procedure (traceability-P.01) has not mentioned specific sells method.</p> |
| <p>Corrective Actions:</p> | <p>Revise traceability procedure (traceability-P.01) to include sell method for both physical and credits to ensure compliance with RSPO standards (Feb 11, 2020).</p> <p>PT AWL has made the correction by revising the procedure of traceability. The revised procedure at page 6 section D. Policy, point h. stated <i>“Trading department can sell certified product as credit/book & claim beyond what has been produced, but need to ensure that at the end of the license period, the actual production will be higher than the sold volume. In condition that sell credits/book & claim have been made beyond what has been produced then physical/mass balance sell cant be proceed until the stock of certified product is in positive balance”</i>.</p> <p>Revision of procedure can be demonstrated as per “Procedure Traceability – P.01, Version 3/2020 dated 6th February 2020.</p> <p>Sustainability manager in coordination with mill manager was monitor the mass balance report each month including the transaction of CSPO and CSPK. Monitoring record was available in “Mas Balance Report” and “Transaction Record of CSPO and CSPK”. Latest monitoring on period March 2020. Since period January - March 2020 there is no CSPO sold, and until March 2020 the CSPO production was positive with amount of closing stock was 11,399 MT. While for CSPK mass balance, since January - March 2020 there is no CSPK sold, and until March 2020 the CSPK production was positive with amount of closing stock was 823 MT.</p> |
| <p>Assessment Conclusion:</p> | <p>Based on document verification shown that PT AWL has made the correction by revising the procedure of traceability as per “Procedure Traceability – P.01, Version 3/2020 dated 6th February 2020. Training and socialization to the trader department in Malaysia also has been done on 19 February 2020 regarding the mechanism of CSPO and CSPK trading based on the real production and positive stock of CSPO and CSPK.</p> |

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| | <p>Based on document verification on mass balance report can be show that since period January - March 2020 there is no CSPO sold, and until March 2020 the CSPO production was positive with amount of closing stock was 11,399 MT. While for CSPK mass balance, since January - March 2020 there is no CSPK sold, and until March 2020 the CSPK production was positive with amount of closing stock was 823 MT. It was indicated that there is no CSPO and CSPK sold from negative stock.</p> <p>Based on verification result above auditor conclude that the non conformity has been effectively addressed and satisfactory by company and major NC is CLOSED.</p> |
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| Nonconformity | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
|------------------------------------|--|--|--------------|---|------------|--------------|------|-------|--|--------------|-----------|--|--------------|-------|------|-------|------|----|----------|----------|---|----------|----------|---|----|----------|----------|----|----------|----------|----|----|----------|----------|---|----------|----------|---|----|----------|----------|---|----------|----------|---|----|----------|----------|----|----------|----------|----|----|----------|----------|---|----------|----------|---|------|-------|--|--------------|-----------|--|--------------|-------|------------|-------|------------|---|----------|----------|----|----------|----------|----|---|----------|----------|----|----------|----------|----|---|----------|----------|---|----------|----------|---|---|----------|----------|-----|----------|----------|-----|---|----------|----------|----|----------|----------|----|
| NCR Ref # | 1876326-202001-M3 | Clause & Category (Major / Minor) | | RSPO P & C Generic 2018 Indicator 6.2.3 Major | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Date Issued | 25 January 2020 | Due Date | | 24 April 2020 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Closed (Yes / No) | Yes | Date of nonconformity Closure | | 9 April 2020 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Statement of Nonconformity: | It was found that wages payment determination for workers at Daycare/TPA is not in accordance with the legislation (UU No. 13 year 2003, article 78; Working time). | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Requirement Reference: | (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. | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Objective Evidence: | <p>Data verifications:</p> <p>1) Based on the Log Book of Monitoring of Daycare/TPA Tanah Haluan Estate period January 2020 on behalf of Tudak and Mustaidak, at Keminting Estate period December 2019 on behalf of Rina and Jubaidah, are as follows:</p> <p>Tanah Haluan Estate (period January 2020)</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th rowspan="2">Date</th> <th colspan="2">Tudak</th> <th rowspan="2">Working hour</th> <th colspan="2">Mustaidak</th> <th rowspan="2">Working hour</th> </tr> <tr> <th>Entry</th> <th>Exit</th> <th>Entry</th> <th>Exit</th> </tr> </thead> <tbody> <tr><td>16</td><td>05:55:00</td><td>13:00:00</td><td>7</td><td>05:55:00</td><td>13:00:00</td><td>7</td></tr> <tr><td>17</td><td>05:20:00</td><td>14:47:00</td><td>10</td><td>05:20:00</td><td>14:47:00</td><td>10</td></tr> <tr><td>18</td><td>05:30:00</td><td>13:17:00</td><td>8</td><td>05:30:00</td><td>13:17:00</td><td>8</td></tr> <tr><td>19</td><td>06:00:00</td><td>15:05:00</td><td>9</td><td>06:00:00</td><td>15:05:00</td><td>9</td></tr> <tr><td>20</td><td>05:25:00</td><td>15:30:00</td><td>10</td><td>05:25:00</td><td>15:30:00</td><td>10</td></tr> <tr><td>21</td><td>05:22:00</td><td>14:40:00</td><td>9</td><td>05:22:00</td><td>14:40:00</td><td>9</td></tr> </tbody> </table> <p>Keminting Estate (period December 2019)</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th rowspan="2">Date</th> <th colspan="2">Tudak</th> <th rowspan="2">Working hour</th> <th colspan="2">Mustaidak</th> <th rowspan="2">Working hour</th> </tr> <tr> <th>Entry</th> <th>Jam Keluar</th> <th>Entry</th> <th>Jam Keluar</th> </tr> </thead> <tbody> <tr><td>1</td><td>05:00:00</td><td>15:00:00</td><td>10</td><td>05:00:00</td><td>15:00:00</td><td>10</td></tr> <tr><td>2</td><td>05:00:00</td><td>15:00:00</td><td>10</td><td>05:00:00</td><td>15:00:00</td><td>10</td></tr> <tr><td>3</td><td>05:00:00</td><td>14:00:00</td><td>9</td><td>05:00:00</td><td>14:00:00</td><td>9</td></tr> <tr><td>4</td><td>05:30:00</td><td>15:00:00</td><td>9,5</td><td>05:30:00</td><td>15:00:00</td><td>9,5</td></tr> <tr><td>5</td><td>05:00:00</td><td>15:00:00</td><td>10</td><td>05:00:00</td><td>15:00:00</td><td>10</td></tr> </tbody> </table> | | | | | | Date | Tudak | | Working hour | Mustaidak | | Working hour | Entry | Exit | Entry | Exit | 16 | 05:55:00 | 13:00:00 | 7 | 05:55:00 | 13:00:00 | 7 | 17 | 05:20:00 | 14:47:00 | 10 | 05:20:00 | 14:47:00 | 10 | 18 | 05:30:00 | 13:17:00 | 8 | 05:30:00 | 13:17:00 | 8 | 19 | 06:00:00 | 15:05:00 | 9 | 06:00:00 | 15:05:00 | 9 | 20 | 05:25:00 | 15:30:00 | 10 | 05:25:00 | 15:30:00 | 10 | 21 | 05:22:00 | 14:40:00 | 9 | 05:22:00 | 14:40:00 | 9 | Date | Tudak | | Working hour | Mustaidak | | Working hour | Entry | Jam Keluar | Entry | Jam Keluar | 1 | 05:00:00 | 15:00:00 | 10 | 05:00:00 | 15:00:00 | 10 | 2 | 05:00:00 | 15:00:00 | 10 | 05:00:00 | 15:00:00 | 10 | 3 | 05:00:00 | 14:00:00 | 9 | 05:00:00 | 14:00:00 | 9 | 4 | 05:30:00 | 15:00:00 | 9,5 | 05:30:00 | 15:00:00 | 9,5 | 5 | 05:00:00 | 15:00:00 | 10 | 05:00:00 | 15:00:00 | 10 |
| Date | Tudak | | Working hour | Mustaidak | | Working hour | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| | Entry | Exit | | Entry | Exit | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 16 | 05:55:00 | 13:00:00 | 7 | 05:55:00 | 13:00:00 | 7 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 17 | 05:20:00 | 14:47:00 | 10 | 05:20:00 | 14:47:00 | 10 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 18 | 05:30:00 | 13:17:00 | 8 | 05:30:00 | 13:17:00 | 8 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 19 | 06:00:00 | 15:05:00 | 9 | 06:00:00 | 15:05:00 | 9 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 20 | 05:25:00 | 15:30:00 | 10 | 05:25:00 | 15:30:00 | 10 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 21 | 05:22:00 | 14:40:00 | 9 | 05:22:00 | 14:40:00 | 9 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Date | Tudak | | Working hour | Mustaidak | | Working hour | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| | Entry | Jam Keluar | | Entry | Jam Keluar | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 1 | 05:00:00 | 15:00:00 | 10 | 05:00:00 | 15:00:00 | 10 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 2 | 05:00:00 | 15:00:00 | 10 | 05:00:00 | 15:00:00 | 10 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 3 | 05:00:00 | 14:00:00 | 9 | 05:00:00 | 14:00:00 | 9 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 4 | 05:30:00 | 15:00:00 | 9,5 | 05:30:00 | 15:00:00 | 9,5 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 5 | 05:00:00 | 15:00:00 | 10 | 05:00:00 | 15:00:00 | 10 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |

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|----|----------|----------|------|----------|----------|------|
| 6 | 05:00:00 | 15:00:00 | 10 | 05:00:00 | 15:00:00 | 10 |
| 7 | 05:00:00 | 14:00:00 | 9 | 05:00:00 | 14:00:00 | 9 |
| 8 | | | | | | |
| 9 | 05:00:00 | 17:00:00 | 12 | 05:00:00 | 17:00:00 | 12 |
| 10 | 05:00:00 | 17:00:00 | 12 | 05:00:00 | 17:00:00 | 12 |
| 11 | 05:00:00 | 16:00:00 | 11 | 05:00:00 | 16:00:00 | 11 |
| 12 | 05:00:00 | 16:30:00 | 11,5 | 05:00:00 | 16:30:00 | 11,5 |
| 13 | 05:00:00 | 16:30:00 | 11,5 | 05:00:00 | 16:30:00 | 11,5 |
| 14 | 05:00:00 | 15:00:00 | 10 | OP | | |
| 15 | 06:00:00 | 15:00:00 | 9 | OP | | |
| 16 | 05:00:00 | 17:00:00 | 12 | OP | | |
| 17 | 05:00:00 | 16:30:00 | 11,5 | 05:00:00 | 16:30:00 | 11,5 |
| 18 | 05:00:00 | 15:30:00 | 10,5 | 05:00:00 | 15:30:00 | 10,5 |
| 19 | 05:00:00 | 16:00:00 | 11 | 05:00:00 | 16:00:00 | 11 |
| 20 | 05:00:00 | 16:00:00 | 11 | 05:00:00 | 16:00:00 | 11 |
| 21 | 05:00:00 | 16:00:00 | 11 | 05:00:00 | 16:00:00 | 11 |
| 22 | | | | | | |

- Based on the table above, there is an excess of average working hours per day approximately 3-4 hours. According to Internal Memo No. 005/AHL-SPU/HR/XII/2018, date 12 December 2018 Tentang Penetapan Upah Periode 2019 overtime wage determined as IDR 16,049/hour. So that average wages overtime for 3 – 4 hour should be IDR 56,171.50-Rp 120,367.50.
- PT AWL determined incentive for Daycare (TPA) workers who work exceed the working hour per day as much as IDR 15,000 (according to Internal Memo from HR & GA Manager on 28 January 2019). It was also confirmed during interview with workers that they receive the incentive IDR 15,000 per day for the exceed working hour.
- Based on the company's regulations (PP period 2018-2020); Article 17; Overtime: No. 2: Workers who work exceed the time of 40 hours a week then workers get overtime wages. The workers who get an over time wages is non staff (BHL and SKU).

According to UU No. 13 Year 2003 chapters 77 and 78, stipulated: Employers who employ workers exceeding the working hours as intended in paragraph (1) shall pay the overtime wages. The formula of overtime is: 1/173*wages.

Corrections:

1. Double check to each estate for working hours of daycare/TPA. PT AWL has crosscheck the logbook of attendance list for working hours and made the verification with workers in daycare/TPA. Based on the verification result shown that actually workers in daycare was work with working 7 hour a day according to company regulation because estate management has divide the workers in to two (2) shift. In Tanah haluan Estate there are 4 workers of daycare with 2 shift. So that each shift there are 2 workers standby with normal working hour was 7 hour. Previously the absence of working hours was filled out by the workers themselves without being re-checked by estate management so that the TPA workers filled out the absence logbook when they have a leisure/convenient time. During interview with TPA workers at Keminting Estate (Rina and Jubaidah) and Tanah haluan Estate (Tupa and Mustaidah) confirmed that actually they work for 7 hour effectively and they filled out the absence by themselves without re checking by estate management. TPA workers also made the statement letter that they have receive the payment appropriately and timely manner, there is an excess of working hours more than 7 hours at December 2020 and January 2020 because they do their own absences and on their own volition and initiative, even though the actual effective working hours are 7 working hours.

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|--------------------------------------|---|
| | <p>Currently Management PT AWL has reaffirmed the rules work in daycare by shift as per "Internal Memo No. 003/HR&GM/AWL-KMS/IM/I/2020" dated 29 January 2020. In the memo stated that Estate Manager shall control the working hour in daycare with 2 shift : Shift I at 05.00 – 12.00 and Shift II at 10.00 – 17.00. The ratio of daycare workers was 1 workers handle 15 child. The ratio determination is based on the calibration and evaluation by estate management and daycare workers. PT AWL has shown the "Berita Acara" dated 11 April 2020 which stated and agreed between daycare workers and estate management that one workers handle 15 child, this applies to all estate including Tanah Haluan Estate, Penyahuan Estate, Sangai Estate and Keminting Estate.</p> <p>2. Manage clock in and clock out of daycare/TPA workers into two shift as below:</p> <p>a. Shift I: Start at 5.00 am – 12.00 PM = total 7 hours</p> <p>b. Shift II: start 10.00 am – 5.00 PM = Total 7 hours</p> <p>As per "Internal Memo No. 003/HR&GM/AWL-KMS/IM/I/2020" dated 29 January 2020. In the memo stated that Estate Manager shall control the working hour in daycare with 2 shift : Shift I at 05.00 – 12.00 and Shift II at 10.00 – 17.00. The ratio of daycare workers was 1 workers handle 15 child. The determination of ratio has calibrated and evaluated between estate manager and daycare workers, it was recorded as per "Berita Acara" dated 11 April 2020 Tanah Haluan Estate, Penyahuan Estate, Sangai Estate and Keminting Estate.</p> |
| <p>Root Cause Analysis:</p> | <p>Lack of monitoring from estate management regarding the working hour record in the logbook to prevent excess on working hours of daycare/TPA.</p> |
| <p>Corrective Actions:</p> | <p>Provide internal memo to enforce estate manager to comply with working hours as schedule into 2 (two) shift and ensure full compliance.</p> <p>Management PT AWL has reaffirmed the rules work in daycare by shift as per "Internal Memo No. 003/HR&GM/AWL-KMS/IM/I/2020" dated 29 January 2020. In the memo stated that Estate Manager shall control the working hour in daycare with 2 shift : Shift I at 05.00 – 12.00 and Shift II at 10.00 – 17.00. The ratio of daycare workers was 1 workers handle 15 child. The ratio determination is based on the calibration and evaluation by estate management and daycare workers.</p> <p>Estate management has monitor the daily absence of daycare workers as recorded in "Absensi Kehadiran Penjaga TPA". Sample seen on absence March 2020 at Tanah Haluan Estate: There are 4 workers of TPA/daycare with 2 shift of working consist of: Shift I (Daningsih and Tupa) with working time at 05.00 – 12.00 and Shift II with working time at 10.00 – 17.00; total child handle was 30 child.</p> <p>Payment Slip March 2020 also verified during audit and found that payment amount has been appropriately paid according to number of working days. The working days at holiday (Sunday) was paid twice according to the regulation and it was confirmed during verification of payslip and interview with sample of daycare workers (Tupa and Mustaidah at Tanah Haluan Estate; Rina and Jubaidah at Keminting Estate).</p> |
| <p>Assessment Conclusion:</p> | <p>Based on document verification and interview with workers and management confirmed that all correction and corrective action has been well implemented and satisfactory. Based on verification result above auditor conclude that the non conformity has been effectively addressed and satisfactory by company and major NC is CLOSED.</p> |

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| Nonconformity | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
|------------------------------------|---|--|---|-------------|-------------|-----|-----------|-------------------|-------------|-----------|-----|-----|-----|-----|-------------------|---|---|---|---|--------|---|---|---|---|--------|---|---|---|----|----------|---|----|----|----|----------|---|---|---|----|--------------------|------------|------------|------------|------------|---------------|-----------|------|-----|-------------|------------------|----------|----------|--------------|----------|------------------|----------|---------------|----------------|-----------|---------------|----------|---------|-----------------|----------|---------------------|----------|-------------------|-------------|-----------|
| NCR Ref # | 1876326-202001-N1 | Clause & Category (Major / Minor) | RSPO P & C Generic 2018 Indicator 6.2.3 minor | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Date Issued | 25 January 2020 | Due Date | Next Assessment | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Closed (Yes / No) | No | Date of nonconformity Closure | 9 April 2020 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Statement of Nonconformity: | Based on documents verification and interview with employees during field visit, confirmed that PT AWL employs casual workers (BHL) on the core work activity (core work: Harvester, spraying, manuring and FFB loader). | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Requirement Reference: | 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. | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Objective Evidence: | <p>Based on employee document period of January 2020, stated:</p> <table border="1"> <thead> <tr> <th>Designation</th> <th>BHL</th> <th>> 3 month</th> <th>Propose Permanent</th> <th>Grand Total</th> </tr> </thead> <tbody> <tr> <td>Harvester</td> <td>257</td> <td>111</td> <td>124</td> <td>492</td> </tr> <tr> <td>Harvesting Mandor</td> <td>1</td> <td>0</td> <td>0</td> <td>1</td> </tr> <tr> <td>Kerani</td> <td>0</td> <td>0</td> <td>3</td> <td>3</td> </tr> <tr> <td>Loader</td> <td>5</td> <td>4</td> <td>5</td> <td>14</td> </tr> <tr> <td>Spraying</td> <td>1</td> <td>16</td> <td>12</td> <td>29</td> </tr> <tr> <td>Manuring</td> <td>5</td> <td>6</td> <td>4</td> <td>15</td> </tr> <tr> <td>Grand Total</td> <td>269</td> <td>137</td> <td>148</td> <td>554</td> </tr> </tbody> </table> <p>Based on the table above, there are 137 employees of Casual workers (BHL) who have been working for more than 3 months for core work activity; they have not been promoted as permanent worker (fulltime employee). Sample Taken of employee's:</p> <table border="1"> <thead> <tr> <th>Division Name</th> <th>Empl. No.</th> <th>Name</th> <th>DOJ</th> <th>Designation</th> </tr> </thead> <tbody> <tr> <td>CK-AWL-Keminting</td> <td>15212165</td> <td>Novianti</td> <td>21 June 2019</td> <td>Spraying</td> </tr> <tr> <td>CK-AWL-Panyahuan</td> <td>15312602</td> <td>Dony Kuswanto</td> <td>24 August 2019</td> <td>Harvester</td> </tr> <tr> <td>CK-AWL-Sangai</td> <td>17711778</td> <td>Muliani</td> <td>02 October 2019</td> <td>Spraying</td> </tr> <tr> <td>CK-AWL-Tanah Haluan</td> <td>131***08</td> <td>Lebertina Kandola</td> <td>02 May 2019</td> <td>Harvester</td> </tr> </tbody> </table> | | | | Designation | BHL | > 3 month | Propose Permanent | Grand Total | Harvester | 257 | 111 | 124 | 492 | Harvesting Mandor | 1 | 0 | 0 | 1 | Kerani | 0 | 0 | 3 | 3 | Loader | 5 | 4 | 5 | 14 | Spraying | 1 | 16 | 12 | 29 | Manuring | 5 | 6 | 4 | 15 | Grand Total | 269 | 137 | 148 | 554 | Division Name | Empl. No. | Name | DOJ | Designation | CK-AWL-Keminting | 15212165 | Novianti | 21 June 2019 | Spraying | CK-AWL-Panyahuan | 15312602 | Dony Kuswanto | 24 August 2019 | Harvester | CK-AWL-Sangai | 17711778 | Muliani | 02 October 2019 | Spraying | CK-AWL-Tanah Haluan | 131***08 | Lebertina Kandola | 02 May 2019 | Harvester |
| Designation | BHL | > 3 month | Propose Permanent | Grand Total | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Harvester | 257 | 111 | 124 | 492 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Harvesting Mandor | 1 | 0 | 0 | 1 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Kerani | 0 | 0 | 3 | 3 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Loader | 5 | 4 | 5 | 14 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Spraying | 1 | 16 | 12 | 29 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Manuring | 5 | 6 | 4 | 15 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Grand Total | 269 | 137 | 148 | 554 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Division Name | Empl. No. | Name | DOJ | Designation | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| CK-AWL-Keminting | 15212165 | Novianti | 21 June 2019 | Spraying | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| CK-AWL-Panyahuan | 15312602 | Dony Kuswanto | 24 August 2019 | Harvester | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| CK-AWL-Sangai | 17711778 | Muliani | 02 October 2019 | Spraying | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| CK-AWL-Tanah Haluan | 131***08 | Lebertina Kandola | 02 May 2019 | Harvester | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Corrections: | Identify the number of BHL workers and submit/promote for SKU. | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Root Cause Analysis: | Management PT AWL has committed for not using casual workers (BHL) for core work. But, due to lack of monitoring, there still found "BHL workers working more than 3 (three) month. | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Corrective Actions: | Conduct regular monitoring on HR system to monitor workers status and remind each HoD for further action. | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Assessment Conclusion: | This NC will be verified in the next Assessment. Correction and Corrective Action Plan has been made by PT AWL and well accepted by auditor team. The status of NC remain OPEN. | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |

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| Opportunity for Improvements | |
|-------------------------------------|--------------------|
| OFI # | Description |
| Nil | Nil |

| Positive Findings | |
|--------------------------|---|
| PF # | Description |
| PF 1 | Company has made the continual improvement of best management practise both in Mill and Estate. |

3.4.1 Status of Nonconformities Previously Identified and Observations

| Summary of Total Number of Nonconformity | | | |
|---|--|--|---|
| Nonconformity | | | |
| NCR Ref # | 1731520-201901-M1 | Clause | RSPO P&C INA NI 2016 Indicator 4.5.1 |
| | | Category (Major / Minor) | Major |
| Date Issued | 25 January 2019 | Due Date | 24 April 2019 |
| Closed (Yes / No) | Yes | Date of nonconformity Closure | 20 March 2019 |
| Statement of Nonconformity: | The company cannot be demonstrate that regular monitoring of the possibility of the emergence of pests and diseases, especially palm-leaf-eating caterpillars, has been carried out. | | |
| Requirement Reference: | Monitoring of Integrated Pest Management (IPM) plan implementation shall be available. | | |
| Objective Evidence: | <ul style="list-style-type: none"> The last bagworm census was carried out in October 2014. Document monitoring of Palm Leaves-Eating Caterpillar pest (UPDKS) cannot be shown. A documented integrated pest management plan cannot be demonstrated. The company has a procedure for "Pest and Disease Management OP/C21/06/01 June 1, 2006"; whereby one policy in the procedure is to prevent the possibility of crop pests and diseases. | | |
| Root Cause Analysis: | The current Integrated Pest Management (IPM) monitoring is limited to the application of technical culture (planting beneficial plants) and monitoring rat pests. palm-leaf-eating caterpillars monitoring activities are carried out by employees according to the location where they work and if there is an attack delivered verbally to the foreman / assistant. SOP has not specified specific frequency monitoring | | |
| Corrections: | <ul style="list-style-type: none"> - The company has made improvements by revising the procedure "Pest and Disease Management" OP/C21/03/19/04 Revision March 2019. In point 3.1 Leaf Eating Caterpillar 3.1.1 Monitoring and Surveillance explained that "Pest and disease survey shall be carried out at regular intervals (preferably 3 monthly) and undertake recommending integrated control measures immediately to prevent outbreaks ". The IPM approach is practiced to control leaf eating caterpillar outbreaks, monitoring the system has been developed following stages: alert, census, control action. - The company has socialized the procedure to managers, staff and foremen involved in the monitoring process of the Leaf Eating Caterpillar in the field. Examples of socialization carried out on March 5, 2019, evidence of socialization can be shown, | | |

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| | <p>attended by 21 participants from estate managers, field assistants and foreman of Penyahuan Estate and Tanah Haluan Estate.</p> <ul style="list-style-type: none"> - In addition the Agronomy Team also has conducted Leaf Eating Caterpillar pest training and practice in the field. Training was conducted on March 6, 2019. The company has set up a pest and disease monitoring team signed by Plantation Manager with a team consisting of Assistant Manager, Field Assistant and Field supervisor. - The company has also made a "Palm Leaves Eater Caterpillar Visual Census Form" to document the results of the Leaf Eating Caterpillar census. The census of the Leaf Eating Caterpillar was conducted with a 3-month rotation. Examples of census implementation can be shown such as: census of Leaf Eating Caterpillar in the Tanah Haluan Estate Blok R19 Division I dated 13 March 2019 by Mandor Suriadi; The results of the monitoring showed that there were several symptoms of bag worm and fire caterpillar(<i>Settora nitens</i>) attacks such as the main sample line 1 - 11. The results of this early observation will be re-checked by the agronomy team to the monitoring block and census will be carried out if there is an attack and control measures are taken. The results of the re-examination and census in Block R19 Division I showed that the symptoms of the attack were symptoms of a long-standing attack and at the time of the April 19 census 2019 only found 2 individual caterpillars in the number 21 line 1 (Effective UPDKS Census Form) so the attack rate far below the threshold of 5 heads per midrib. Control is carried out by picking the caterpillar fire. - Monitoring on March 18, 2019 in the O26 Division III Penyahuan Estate block showed broadly no symptoms of UPDKS pest attacks. |
| <p>Corrective Actions:</p> | <p>The company has made an annual plan for pest and disease monitoring for all PT Agro Wana estate, it was documented in "Time Schedule of Leaf Eating Caterpillar (LEC) Census at PT AWL".</p> <p>Census of LEC will be carried out in quarteriy base as follow:</p> <ol style="list-style-type: none"> 1. The 1 quarter in March 2. The 2nd quarter in June 3. The 3rd quarter in September 4. The 4th quarter in December <p>The company has implemented integrated pest control training for an integrated pest control team consisting of field assistants and field foremen. Training has been conducted on March 4-6 2019 and refresh training will be conducted at least once a year.</p> |
| <p>Assessment Conclusion:</p> | <p>Assessment on January 2019 confirmed that PT AWL are consistent to implementing the corrective action. Annual plan (2019/2020) for pest and disease monitoring for all PT Agro Wana estate are available and presented in "Time Schedule of Leaf Eating Caterpillar (LEC) Census at PT AWL". IPM monitoring conducted in monthly basis for along with inspection activities by the Department of Agronomy team, it was aligned with the procedure. Report of inspection are available and can be demonstrated during audit. According to the interview with pest and disease inspector, the monitoring results for October - December 2019 showed that there were no pest infestation above the economical threshold. Therefore, there has not been any special effort or action related to pest control.</p> <p>Latest training on integrated pest control has been carried out on March 4-6 2019, training program for year 2020 will be planed on July 2020.</p> <p>Auditor team conclude that PT AWL remain consistent to implemented the corrective action plan and has effectively implemented, NC Major are remain Closed.</p> |

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| Summary of Total Number of Nonconformity | | | |
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| Nonconformity | | | |
| NCR Ref # | 1731520-201901-M2 | Clause | RSPO P&C INA NI 2016 Indicator 4.7.1 |
| | | Category (Major / Minor) | Major |
| Date Issued | 25 January 2019 | Due Date | 24 April 2019 |
| Closed (Yes / No) | Yes | Date of nonconformity Closure | 20 March 2019 |
| Statement of Nonconformity: | The company has not consistently implemented the company's OSH policy, during audit still found inconsistency on monitoring the effectiveness of the K3 program. | | |
| Requirement Reference: | A health and safety policy shall be in place. A health and safety plan shall be documented and implemented, and its effectiveness monitored. | | |
| Objective Evidence: | <p>During audit found some OHS applications that have not been implemented properly, such as:</p> <ul style="list-style-type: none"> • Welder operator at the Penyahuan Estate Central Workshop on behalf Hadi Saputro does not yet have a welder license. • It was found APAR under low-pressure conditions at the fertilizer warehouse Sangai Estate. • There is no identification of LOTO for damaged equipment/lathe machine at Santuai Mill Hill. | | |
| Root Cause Analysis: | <ul style="list-style-type: none"> • 2 (two) workers who already have SIO welder license have resigned, Hadi Saputro is the new employee and company has not scheduled for SIO training. • Warehouse employees don't understand if the APAR condition is already low-pressure. The training provided is limited to how to respond to fire emergency response conditions and have not included more specifically related to maintenance of fire extinguishers (APAR). • In HIRADC document there was no identification of the need for LOTO on the lathe machine, so that the operator were not "aware" and had not received LOTO training. | | |
| Corrections: | <ul style="list-style-type: none"> • The company has been exploring cooperation with the Manpower Office (Disnakertrans) of East Kotawaringin Regency for the training of welded SIO operators and Manpower Office (Disnakertrans) of East Kotawaringin Regency has sent a letter confirming the participation of Welder operator on behalf Hadi Saputra on February 26, 2019 to PT AWL. Manpower Office (Disnakertrans) of East Kotawaringin Regency informing the welder operator training to be held in April 2019 with training providers (PJK3) is PT Daya Cipta Sinergi with participants from PT AWL, Hadi Saputra. • The company has carried out socialization and training to warehouse employee regarding how to check the condition of the fire extinguisher and use the fire extinguisher properly and correctly. Training in Sangai Estate for warehouse officers is conducted on October 11, 2018 and Keminting Estate on January 8, 2019. Evidence of socialization can be demonstrated during the audit in the form of attendant list and training material. Interviews with warehouse officers in Sangai Estate and Penyahuan Estate can also be confirmed that the warehouse clerk/employee has understood how | | |

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| | <p>the mechanism of APAR inspection/monitoring and the use of fire extinguishers are good and right.</p> <ul style="list-style-type: none"> The company has reviewed the HIRADC document for mobile machines including lathes. Review of the HIRADC document is carried out by the company's OHS Expert, evidence of review can be shown at the time of the audit. During the field visit at the central workshop and Bukit Santuai POM workshop it can be shown that the LOTO procedure has been well implemented, for example: in the dump truck unit that is in the process of repairing a Tag out that informs the unit that is still in repair and is prohibited from being operated, signed by the PIC mechanic; put lock or locking is also done when the unit is still in the process of repair to avoid the operation of the tool by someone who is not a PIC unit. Interviews with workers on 19 – 20 March 2019 who carry out maintenance at central workshops and Bukti Santuai POM workshop can be demonstrated that they has understood the mechanism of LOTO implementation to avoid the risk of workplace accidents and equipment damage. |
| <p>Corrective Actions:</p> | <ul style="list-style-type: none"> Monitoring the training status of compulsory SIO for operator in a regular basis, to ensure that no employee works without SIO. Company has made the monitoring form of SIO licence for operator (Feb 2019). The form containe the registry of SIO operator and the validity of SIO licence. Double check inspection by the EHS department for all APAR conditions at PT Agro Wana Lestari. EHS department has made the checklist form for all APAR (Feb 2019), it can be demonstrated that all APAR has been inspected and checked by EHS department on February 2019. Conduct LOTO training once a year for employees and regularly monitor LOTO implementation once a month (Feb 15, 2019). Training of LOTO for operator has been conducted on 28 January 2019, training evidence can be demonstrated. The training will be refresh by company each month through master morning/briefing. |
| <p>Assessment Conclusion:</p> | <p>During Assessment Surveillace 4 PT AWL, confirmed that PT AWL has monitoring form of SIO licence for operator. Based on latest monitoring on December 2019 shown that all operator has SIO licence, sample seen: welder operator, heavy weight operator (compactor, excavator, tractor), Boiler operator and sterilizer operator. EHS department has the checklist form inspection for all APAR, latest inspection on December 2019 are available and during field visit shown that all APAR are available in the right place and are in a good condition. LOTO implementation can be demonstrated during field visit at workshop and maintenance station, LOTO training has been programmed once a year and will be planed at last year 2020. Auditor conclude that PT AWL remain consistent to implemented the corrective action plan and has effectively implemented, NC Major are remain Closed.</p> |

| Summary of Total Number of Nonconformity | | | |
|--|--------------------------|--|---|
| Nonconformity | | | |
| <p>NCR Ref #</p> | <p>1731520-201901-M3</p> | <p>Clause</p> | <p>RSPO P&C INA NI 2016 Indicator 6.5.1</p> |
| | | <p>Category (Major / Minor)</p> | <p>Major</p> |
| <p>Date Issued</p> | <p>25 January 2019</p> | <p>Due Date</p> | <p>24 April 2019</p> |

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| Closed (Yes / No) | Yes | Date of nonconformity Closure | 20 March 2019 | | | | | | | | | | | | | | | | | | |
|------------------------------------|---|--------------------------------------|---------------|------|------|--|--------------|----------------|-----------------|-----------------|----------|----------|----------|-----------------|----------|----------|----------|-----------------|----------|----------|----------|
| Statement of Nonconformity: | The company cannot be demonstrated that the determination of employee wages and working days/working hours is in accordance with applicable regulations. | | | | | | | | | | | | | | | | | | | | |
| Requirement Reference: | Documentation of pay and conditions for employees based on the existing manpower regulations shall be available. | | | | | | | | | | | | | | | | | | | | |
| Objective Evidence: | <ul style="list-style-type: none"> Based on interviews in the field with spraying workers (herbicide operator), confirmed that wage system is based on Hectares ("Piece Rate": Unit of Results), for example: <ul style="list-style-type: none"> Spray using CDA tools; wages determined of Rp. 30,000 per Ha (on average workers can finish in one day covering an area of 3-4 ha). Spray using Inter 16; wages of Rp. 40,000 per ha (on average workers can complete in 1 day an area of 2-3 ha). <p>However, the company cannot be demonstrated the wages determination has been agreed with employees/workers.</p> <p>The company has received a directive from the District Manpower Office Kotawaringin Timur letter no. 560,567/900/HI-Kesja/VI/2013 dated June 17, 2013 concerning Work that uses a "Piece Rate" system (bare or heavy basis/Kg) on condition that there is agreement/agreement between employers and workers at first. Based on Government Regulation no. 78 of 2015 concerning Wages, Article 15: "Determination of wages based on units of results based on the agreement between Workers/Laborers and employers.</p> <ul style="list-style-type: none"> "Based on the document of the Attendance List in the "Child Care Center (TPA)" Keminting Estate on behalf of R *** a and J *** a, are as follows: <table border="1" data-bbox="454 1243 1380 1523"> <thead> <tr> <th rowspan="2">Date</th> <th colspan="2">Time</th> <th rowspan="2">Hour working</th> </tr> <tr> <th>Incoming Child</th> <th>Picked Up Child</th> </tr> </thead> <tbody> <tr> <td>21 January 2019</td> <td>05:10:00</td> <td>14:40:00</td> <td>09:30:00</td> </tr> <tr> <td>03 January 2019</td> <td>05:10:00</td> <td>13:15:00</td> <td>08:05:00</td> </tr> <tr> <td>10 January 2019</td> <td>05:10:00</td> <td>15:03:00</td> <td>09:53:00</td> </tr> </tbody> </table> <p>From the table above, it can be seen that there are excess work hours between 1-2 hours and no overtime wages are paid, employees only get 1 day salary. Based on the BKM dated 3, 10 and 21 January 2019, the calculation and payment of wages cannot be proven for the excess working hours.</p> <ul style="list-style-type: none"> In the attendance document at the "Child Care Center" in Tanah Haluan Estate does not include the time of attendance and employee return time. | | | Date | Time | | Hour working | Incoming Child | Picked Up Child | 21 January 2019 | 05:10:00 | 14:40:00 | 09:30:00 | 03 January 2019 | 05:10:00 | 13:15:00 | 08:05:00 | 10 January 2019 | 05:10:00 | 15:03:00 | 09:53:00 |
| Date | Time | | Hour working | | | | | | | | | | | | | | | | | | |
| | Incoming Child | Picked Up Child | | | | | | | | | | | | | | | | | | | |
| 21 January 2019 | 05:10:00 | 14:40:00 | 09:30:00 | | | | | | | | | | | | | | | | | | |
| 03 January 2019 | 05:10:00 | 13:15:00 | 08:05:00 | | | | | | | | | | | | | | | | | | |
| 10 January 2019 | 05:10:00 | 15:03:00 | 09:53:00 | | | | | | | | | | | | | | | | | | |
| Root Cause Analysis: | - There has not been a specific person in charge of controlling the implementation of policies related to wages and working hours in each estate/department. | | | | | | | | | | | | | | | | | | | | |
| Corrections: | <ul style="list-style-type: none"> The company has determined Internal Memo No.1083/HR&GM/AWL-KMS/IM/XII/2018 dated December 27, 2018 regarding "Inter and CDA Wages Piece Rate" stating that: <ul style="list-style-type: none"> ✓ Wages for employees of Spray Circle Circle Weeing CDA per hectare are Rp. 30,000. ✓ For employees of Spray Circle Circle Weeding Inter 16 per hectare of Rp. 40,000. | | | | | | | | | | | | | | | | | | | | |

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| | <p>This internal memo has been agreed upon by the Bipartite LKS as an institution representing employees. The agreement was documented in a "Collective Agreement between LKS Bipartite (Worker Representatives) and PT AWL-KMS on Working Wages Spraying. Spraying wages calculations already take into account the prevailing minimum wages with formulations based on the results of calibration of employee productivity. The wages calculation determination formula can be demonstrated during NCR Visit. The agreement and internal Memo have been socialized by the company to the Bipartite LKS and all employees on February 21, 2019 at Penyahuan Estate, on 11 February 2019 in Tanah Haluan Estate, on 15 February 2019 on Sangai and Keminting Estate. Evidence of socialization can be demonstrated; during interview with the spraying workers can be demonstrated that they have understand the spraying wages calculation and has agreed the wages calculation.</p> <ul style="list-style-type: none"> • The excess of working hour on behalf of R *** a and J *** a has been calculated and paid with excess of working hour (overtime) total 6 hour and 28 minutes. Company has paid the overtime on February 2019 together with salary paid February 2019. Evidence of overtime payment can be demonstrated during audit. • The attendance document at the "Child Care Center" in Tanah Haluan Estate has include the time of attendance and employee return time. During January – February 2019 there is no excess of working hour/overtime, it also confirmed with HRD manager and the workers. |
| Corrective Actions: | <p>Establish a special person in charge to control the implementation of policies related to wages and working hours regulations in each estate/department supervised by the HRD department (Jan 2019).</p> <p>Company also monitor the minimum wages regulation and to comply the regulation.</p> |
| Assessment Conclusion: | <p>During Assessment Surveillance 4 PT AWL has assigned all Estate and Mill Manager as a person in charge to monitor the wages and working hours regulations implementation, supervised by HR Department.</p> <p>The company proves that it guarantees that related to the wage is in accordance with the laws and regulations applicable to the scope of work that has been made. Based on interviews and verification documents, the company has adopted wages in accordance with regulations and legislation.</p> <p>The Company paid the wages of employees by minimum wage based on "Peraturan Gubernur Kalimantan Tengah No. 51 Tahun 2018, dated 21 November 2018; regarding "Upah Minimum Kabupaten (UMK) dan Upah Minimum Sektoral Kabupaten (UMSK) Tahun 2019 Kabupaten Kotawaringin Timur", stating the 2018 minimum wage for agriculture sector sets at IDR 2,776,460 per month. As for the period 2020 the company has set wages based on central Kalimantan's Decree No. 188.44/546/2019, regarding "Upah Minimum Kabupaten (UMK) dan Upah Minimum Sektoral Kabupaten (UMSK) Tahun 2020 Kabupaten Kotawaringin Timur", stating the 2020 minimum wage for agriculture sector sets at IDR 2,991,946 per month.</p> <p>Payment record for workers period January – December shown that wages paid has been met with the above regulation.</p> <p>Auditor conclude that PT AWL remain consistent to implemented the corrective action plan and has effectively implemented, NC Major are remain Closed.</p> |

| Summary of Total Number of Nonconformity | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
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| Nonconformity | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| NCR Ref # | 1731520-201901-M4 | Clause | RSPO P&C INA NI 2016 Indicator 6.12.1 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| | | Category (Major / Minor) | Major | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Date Issued | 25 January 2019 | Due Date | 24 April 2019 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Closed (Yes / No) | Yes | Date of nonconformity Closure | 20 March 2019 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Statement of Nonconformity: | The company cannot be demonstrated the agreement with employees related to assignments/working on holidays (Sunday). | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Requirement Reference: | There shall be evidence that no forms of forced or trafficked labor are used. | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Objective Evidence: | <ul style="list-style-type: none"> Based on Payslip (Single Line) document for December 2018 period, it was found several employees who worked on holidays/Sundays as follows: <table border="1" data-bbox="486 952 1268 1742"> <thead> <tr> <th rowspan="2">Name of Employees</th> <th rowspan="2">Status</th> <th colspan="5">Date</th> </tr> <tr> <th>2</th> <th>9</th> <th>16</th> <th>23</th> <th>30</th> </tr> </thead> <tbody> <tr> <td colspan="6">Sangai Estate</td> <td></td> </tr> <tr> <td>Bonepasius B.</td> <td>BHL/Harvester</td> <td>W</td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>Agustinus</td> <td>BHL/ Harvester</td> <td>W</td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>Yulianan Soli K</td> <td>BHL/ Harvester</td> <td>W</td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>Dominggus Dari</td> <td>BHL/ Harvester</td> <td>W</td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>Darwis</td> <td>BHL/ Harvester</td> <td>W</td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>Stepanus</td> <td>BHL/ Harvester</td> <td></td> <td>W</td> <td></td> <td></td> <td></td> </tr> <tr> <td>Upi</td> <td>BHL/ Harvester</td> <td></td> <td>W</td> <td></td> <td></td> <td></td> </tr> <tr> <td>Ipung</td> <td>BHL/ Harvester</td> <td></td> <td>W</td> <td></td> <td></td> <td></td> </tr> <tr> <td>Ilham</td> <td>BHL/ Harvester</td> <td></td> <td>W</td> <td></td> <td></td> <td></td> </tr> <tr> <td>Agustinus S.U.Ng</td> <td>Loader</td> <td></td> <td></td> <td>W</td> <td></td> <td></td> </tr> <tr> <td>Mikael M</td> <td>Loader</td> <td></td> <td></td> <td>W</td> <td></td> <td></td> </tr> <tr> <td>Irma</td> <td>BHL/Sprayer</td> <td></td> <td></td> <td></td> <td>W</td> <td>W</td> </tr> <tr> <td>Warsiyati</td> <td>SKUH/Sprayer</td> <td></td> <td></td> <td></td> <td>W</td> <td>W</td> </tr> <tr> <td>Supiah</td> <td>SKUH/Sprayer</td> <td></td> <td></td> <td></td> <td>W</td> <td>W</td> </tr> <tr> <td>Lilik Indayani</td> <td>SKUH/Sprayer</td> <td></td> <td></td> <td></td> <td>W</td> <td>W</td> </tr> <tr> <td>Sulis Setiowati</td> <td>SKUH/Sprayer</td> <td></td> <td></td> <td></td> <td></td> <td>W</td> </tr> <tr> <td>Neli Yana</td> <td>BHL/Sprayer</td> <td></td> <td></td> <td></td> <td></td> <td>W</td> </tr> <tr> <td colspan="6">Panyahuan Estate</td> <td></td> </tr> <tr> <td>Yosep Malo Bulu</td> <td>BHL/ Harvester</td> <td>W</td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>Stepanus</td> <td>BHL/ Harvester</td> <td>W</td> <td>W</td> <td>W</td> <td>W</td> <td>W</td> </tr> <tr> <td>Silkeisi</td> <td>BHL/ Harvester</td> <td>W</td> <td>W</td> <td></td> <td>W</td> <td>W</td> </tr> <tr> <td>Lemen</td> <td>BHL/ Harvester</td> <td>W</td> <td></td> <td>W</td> <td></td> <td>W</td> </tr> <tr> <td>Yuliana</td> <td>BHL/ Harvester</td> <td>W</td> <td></td> <td>W</td> <td></td> <td>W</td> </tr> </tbody> </table> <p>However, there is no evidence of the agreement between the company and employees in terms of working on an official holiday.</p> <p>According to "UU no.13 Tahun 2003 Pasal 85" stated that:</p> <ol style="list-style-type: none"> (1) Workers are not required to work on official holidays. (2) Entrepreneurs can employ workers to work on official holidays if the type and nature of the work must be carried out or carried out continuously or in other circumstances based on agreements between workers and Entrepreneurs. | | | Name of Employees | Status | Date | | | | | 2 | 9 | 16 | 23 | 30 | Sangai Estate | | | | | | | Bonepasius B. | BHL/Harvester | W | | | | | Agustinus | BHL/ Harvester | W | | | | | Yulianan Soli K | BHL/ Harvester | W | | | | | Dominggus Dari | BHL/ Harvester | W | | | | | Darwis | BHL/ Harvester | W | | | | | Stepanus | BHL/ Harvester | | W | | | | Upi | BHL/ Harvester | | W | | | | Ipung | BHL/ Harvester | | W | | | | Ilham | BHL/ Harvester | | W | | | | Agustinus S.U.Ng | Loader | | | W | | | Mikael M | Loader | | | W | | | Irma | BHL/Sprayer | | | | W | W | Warsiyati | SKUH/Sprayer | | | | W | W | Supiah | SKUH/Sprayer | | | | W | W | Lilik Indayani | SKUH/Sprayer | | | | W | W | Sulis Setiowati | SKUH/Sprayer | | | | | W | Neli Yana | BHL/Sprayer | | | | | W | Panyahuan Estate | | | | | | | Yosep Malo Bulu | BHL/ Harvester | W | | | | | Stepanus | BHL/ Harvester | W | W | W | W | W | Silkeisi | BHL/ Harvester | W | W | | W | W | Lemen | BHL/ Harvester | W | | W | | W | Yuliana | BHL/ Harvester | W | | W | | W |
| Name of Employees | Status | Date | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| | | 2 | 9 | 16 | 23 | 30 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Sangai Estate | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Bonepasius B. | BHL/Harvester | W | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Agustinus | BHL/ Harvester | W | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Yulianan Soli K | BHL/ Harvester | W | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Dominggus Dari | BHL/ Harvester | W | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Darwis | BHL/ Harvester | W | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Stepanus | BHL/ Harvester | | W | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Upi | BHL/ Harvester | | W | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
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| Agustinus S.U.Ng | Loader | | | W | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Mikael M | Loader | | | W | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
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| Warsiyati | SKUH/Sprayer | | | | W | W | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Supiah | SKUH/Sprayer | | | | W | W | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Lilik Indayani | SKUH/Sprayer | | | | W | W | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Sulis Setiowati | SKUH/Sprayer | | | | | W | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Neli Yana | BHL/Sprayer | | | | | W | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Panyahuan Estate | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Yosep Malo Bulu | BHL/ Harvester | W | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Stepanus | BHL/ Harvester | W | W | W | W | W | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Silkeisi | BHL/ Harvester | W | W | | W | W | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Lemen | BHL/ Harvester | W | | W | | W | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Yuliana | BHL/ Harvester | W | | W | | W | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |

RSPO Public Summary Report
Revision 9 (Nov 2019)

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| | <p>(3) Entrepreneurs who employ workers who carry out work on official holidays as referred to in paragraph (2) must pay overtime wages.</p> <p>(4) Provisions regarding the type and nature of the work referred to in paragraph (2) shall be regulated by a Ministerial Decree.</p> <ul style="list-style-type: none"> • In Company Regulations CHAPTER III Work Implementation (Article 18), explains that "Weekly breaks usually fall on Sundays. Regarding certain jobs that require workers to work on Sundays (BHL and SKUH). Provisions regarding overtime work and overtime wages are regulated according to legislation. (UU no.13 Tahun 2003 and Government Regulation No. 78 of 2015). • Based on interviews with several spray and harvest employees at Sangai Estate, Tanah Haluan Estate and Panyahuan Estate they have the perception that the company requires work on Sundays even company give the permitted if workers is unable/unavailable. |
| <p>Root Cause Analysis:</p> | <ul style="list-style-type: none"> - Employees do not understand that working overtime or working on holidays is voluntary. - Company are not documented agreement to work on a holiday. |
| <p>Corrections:</p> | <ul style="list-style-type: none"> • The company has made an agreement to allow work on holidays with LKS Bipartite as an institution representing all employees of PT AWL. Agreement documented in "Kesepakatan Bersama antara Perwakilan Pengusaha dan Perwakilan Pekerja PT AWL – KMS tentang Himbauan Bersedia Bekerja di Hari Minggu/Libur" dated 30 January 2019, signed by representing of PT AWL – KMS and LKS Bipartite. In the agreement stated that each employee who states that employees who are willing to work in the weekday/holiday has to fill the absence and signed the agreement prior to work and companies pay wages 30% higher and in accordance with overtime wages. • The company has made an agreement to work on holiday days by using the Employee Attendance Form Willing to Work on Holidays "Contains signatures of employees who agree or agree to work on Sundays. For example, on December 2, 2018, Sangai Estate Division I, there were 9 people working on the harvest and they had signed an agreement to work the harvest on that date without any coercion. During interview with harvesting workers in Penyahuan Estate and Tanah Haluan Estate can be demonstrated that they have understand the term and condition of working on holiday and there is no enforcement/coercion to working on holiday, the payment is in accordance with the regulation and agreement. |
| <p>Corrective Actions:</p> | <p>Refreshment of overtime mechanism and procedure (February 2019) and monitor the implementation of wages and working hour as per regulation.</p> |
| <p>Assessment Conclusion:</p> | <p>During Assessment Surveillance 4 PT AWL through HR Department has conducted the refreshment of overtime mechanism and procedure as well as monitor the implementation of wages and working hour as per regulation. During audit found that several workers are working on holiday, however they work based on agreement without enforcement. The company has made an agreement to allow work on holidays with LKS Bipartite as an institution representing all employees of PT AWL. "Kesepakatan Bersama antara Perwakilan Pengusaha dan Perwakilan Pekerja PT AWL – KMS tentang Himbauan Bersedia Bekerja di Hari Minggu/Libur" dated 30 January 2019, signed by representing of PT AWL – KMS and LKS Bipartite. In the agreement stated that each employee who states that employees who are willing to work in the weekday/holiday has to fill the absence and signed the agreement</p> |

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| | <p>prior to work and companies pay wages 30% higher and in accordance with overtime wages.</p> <p>Payment record shown that holiday wages was paid based on agreement and in accordance with overtime wages.</p> <p>Auditor conclude that PT AWL remain consistent to implemented the corrective action plan and has effectively implemented, NC Major are remain Closed.</p> |
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| Summary of Total Number of Nonconformity | | | |
|---|--|--------------------------------------|--------------------------------------|
| Nonconformity | | | |
| NCR Ref # | 1731520-201901-N1 | Clause | RSPO P&C INA NI 2016 Indicator 2.1.3 |
| | | Category (Major / Minor) | minor |
| Date Issued | 25 January 2019 | Due Date | Surveillance Assessment (ASA4) |
| Closed (Yes / No) | Yes | Date of nonconformity Closure | 24/01/2020 |
| Statement of Nonconformity: | There were several newest regulation has not been listed in the "evaluation of regulation compliance" which can impact to compliance of environmenta and OHS management system. | | |
| Requirement Reference: | A mechanism for ensuring compliance shall be implemented | | |
| Objective Evidence: | <p>There were several regulation related to OHS and environment management system were not listed in the evaluation form, including:</p> <ul style="list-style-type: none"> • Permenaker No. 05 Th 2018 tentang K3 Lingkungan kerja • PermenLhHut No 21 Th 2018 tentang perubahan atas peraturan menteri lingkungan hidup Nomor 5 th 2014 Tentang baku mutu air limbah • PermenLhHut No 23 th 2018 tentang perubahan izin lingkungan • PermenLhHut No 24 th 2018 tentang AMDAL • PermenLhHut No 25 Th 2018 tentang UKL-UPL • PermenLhHut No 26 Th 2018 tentang Pedoman penyusunan dan penilaian serta pemeriksaan dokumen lingkungan hidup dalam pelaksanaan perizinan berusaha terintegrasi secara elektronik. • Permenperin No.41 Th. 2014 tentang larangan penggunaan HCFC (R22 & R141b) per 1 Jan. 2015 PUIL • 2011, Tentang Persyaratan umum instalasi listrik • PERMENLHK No. 20 TAHUN 2017 tentang Baku Mutu emisi gas buang kendaraan bermotor tipe baru kategori M, N, O • PermenIH No 12 Th 2009 tentang Pemanfaatan Air hujan • PermenlhHut No. P.6/MENLHK/SETJEN/KUM.1/2/2018 tentang Standar dan sertifikasi Kompetensi pengolahan pengendalian pencemaran udara | | |

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| | <ul style="list-style-type: none"> PermenLHK No P.5/MENLHK/SETJEN/KUM.1/2/2018 tentang Standar dan sertifikasi Kompetensi Penanggung jawab operasional pengolahan air limbah dan penanggung jawab pengendalian pencemaran air PermenLH No. 5 th 2014 Tentang baku mutu air limbah Peraturan Pemerintah No. 78 Tahun 2015; terkait Pengupahan Peraturan Presiden No. 12 Tahun 2013 dan No. 19 tahun 2016; tentang Perubahan Kedua atas peraturan presiden no. 12 Tahun 2013: tentang Jaminan Kesehatan. |
| Root Cause Analysis: | Company has not been determined the PIC to control and update the newest relevant regulation. |
| Corrections: | <p>Update regularly the newest relevant regulation and listed in the compliance evaluation form and distribute the document to all department.</p> <p>The result of annual evaluation of legal compliance written in document 'Evaluation of Legal and Other Requirements Compliance'. The last monitoring on 5 January 2020 identify 251 item of regulation (act, government act, presidential decree, ministry decree and other local regulation).</p> <p>All regulation related to OHS and environment management system has been listed and evaluated for the compliance. According to evaluation record can be demonstrated that all relevant regulation has been complied by PT AWL.</p> <p>Other sample seen, Governor of Kalimantan Tengah Decree No. 188.44/546/2019 dated 21 November 2019 regarding to minimum wage in Province of Kalimantan Tengah. According to the interview with human resources manager, those local regulation has been identified and fully implemented at the first payment in 2020 (10 February 2020).</p> |
| Corrective Actions: | <p>Assign the PIC to control and updating the newest relevant regulation.</p> <p>PT Agro Wana Lestari has assigned the PIC to control and updating the newest relevant regulation, namely Mr. Afriyadi Budi Kusyanto (EHS Asst. Manager). During interview with PIC indicated that he has understanding on the mechanism of updating and evaluation of relevant regulation.</p> <p>PT AWL has had the procedure to ensuring certificate holder complies with applicable legal requirements namely EHS Legal and Other Requirements (Doc. No. IMS.P-02 Rev. Date 00/04 May 2015). According to the procedure, evaluation of legal compliance shall conducted annually by EHS in coordination with related department (Human Resources, Legal Department, Finance etc). Usually in tandem with management review meeting.</p> |
| Assessment Conclusion: | Based on document verification during audit shown that all relevant regulation has been updated as per 'Evaluation of Legal and Other Requirements Compliance' latest monitoring on 5 January 2020. All relevant OHS and EMS regulation has been included in the list and evaluated. PIC to control and updating the newest relevant regulation also has been assigned by management. During interview show that he has demonstrated understanding and capability to run the role and responsibility according to company procedure No. IMS.P-02 Rev. Date 00/04 May 2015. From those verification result auditor conclude that the non conformity has been effectively addressed by company and minor NC can be CLOSED. |

| Nonconformity | | | |
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| NCR Ref # | 1731520-201901-N2 | Clause | RSPO P&C INA NI 2016 Indicator 4.7.5 |

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| | | Category (Major / Minor) | minor |
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| Date Issued | 25 January 2019 | Due Date | Surveillance Assessment (ASA4) |
| Closed (Yes / No) | Yes | Date of nonconformity Closure | 24/01/2020 |
| Statement of Nonconformity: | Monitoring of emergency response procedure were not effectively implemented in the several location. | | |
| Requirement Reference: | A procedure for emergency and work accident shall be available in Indonesian Language; and the workers, who have attended First Aids training, are available in the working areas. | | |
| Objective Evidence: | <ul style="list-style-type: none"> • Found some expired medicine in the first aid box such as: at Harvesting activity Division 1 Penyahuan Estate (Iodine & sterilized water), at composting activity Bukit santuai POM (sterilized water), at harvesting activity Division 1 Tanah Haluan Estate (Iodine). • Eye washer and body shower were not available at Laboratorium and Water Treatment Plant Chemical Mixing area Bukit Santuai POM. | | |
| Root Cause Analysis: | <ul style="list-style-type: none"> - Lack of understanding from field foreman on emergency response procedure to monitor the first aid kit regularly. - HIRADC (#M17.6 & #M17.10) document were not included the control of risk at laboratory and chemical mixing by eyewash dan body shower installation. | | |
| Corrections: | <ul style="list-style-type: none"> - Re check all the first aid kit and remove the expired medicine with the new one. First aid kit monitoring has been performed and programmed each month by EHS Supervisor and Field Assistant, recorded in "Pemeriksaan & Pengajuan Isi Kotak P3K". Latest monitoring conducted on January 2020. Record of First aid monitoring for Sangai Estate, Keminting Estate, Penyahuan Estate and Tanah Haluan Estate were evident. If there is incomplete of first aid kit, Field foreman/EHS Supervisor propose to refill to Doctor Clinic. During field visit to harvesting activity, spraying activity, visit to mill station and estate found that all first aid kit has been well monitored and there is no expired medicine. - Install the eyewash and bodywasher in laboratory and WTP chemical mixing area Bukit Santuai POM. During field visit to laboratory and WTP chemical mixing at Bukit Santuai POM it can be demonstrated that eywash and bodywasher has been installed around that area and easy to reach. Workers in laboratory and WTP are aware how to use the eyewasher/bodywasher if there is any emergency situation from chemical handling (body contact/contamination with chemical). Eyewasher/bodywasher are found well function. | | |
| Corrective Actions: | <ul style="list-style-type: none"> - Give awareness to field foreman regarding emergency response procedure and regular monitoring of first aid kit. First aid training for all field foreman and field assistant also has been carried out by Clinic Doctor in each estate. Sample seen: <ul style="list-style-type: none"> ✓ First aid training at Keminting Estate on 8/11/2019 follow by 12 participants, ✓ First aid training at Sangai Estate on 12/12/2019 follow by 10 participants, ✓ First aid training at Bukit Santuai Mill on 12/11/2019 follow by 11 participants, | | |

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| | <ul style="list-style-type: none"> ✓ First aid training at Penyahuan Estate on 20/11/2019 follow by 9 participants, ✓ First aid training at Tanah Haluan Estate on 28/11/2019 follow by 20 participants, <p>- Review the sufficiency of HIRADC document by EHS Manager before distribute to each department/estate. All operation at estate and mill has been assessed as per "Risk & Environment Impact Assessment Register" latest update on 20 December 2019. HIRADC document has been review by EHS manager and available in all department/site. HIRADC document found completed and covering all aspect including the control of risk at laboratory and chemical mixing by eyewash dan body shower installation.</p> |
| Assessment Conclusion: | <p>Based on document verification shown that PT AWL has made the program to monitor First aid kit each month by EHS Supervisor and Field Assistant as recorded in "Pemeriksaan & Pengajuan Isi Kotak P3K". It has been effectively implemented and there is no more expired medicine found. First aid training for all field foreman and field assistant also has been carried out in each estate and during interview indicated that field foreman has sufficient understanding to kept and monitor the first aid kit and the first aid handling to workers.</p> <p>HIRADC for all operation at estate and mill has been assessed and review by EHS manager HIRADC document found completed and covering all aspect including the control of risk at laboratory and chemical mixing by eyewash dan body shower installation.</p> <p>From those verification result auditor conclude that the non conformity has been effectively addressed by company and minor NC can be CLOSED.</p> |

| Nonconformity | | | |
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| NCR Ref # | 1731520-201901-N3 | Clause | RSPO P&C INA NI 2016 Indicator 5.1.3 |
| | | Category (Major / Minor) | minor |
| Date Issued | 25 January 2019 | Due Date | Surveillance Assessment (ASA4) |
| Closed (Yes / No) | Yes | Date of nonconformity Closure | 24/01/2020 |
| Statement of Nonconformity: | Evaluation of monitoring result against environment monitoring plan has not been properly implemented. | | |
| Requirement Reference: | Environment monitoring plan document, its implementation report, and the corrective plan (if non-conformance arised from the monitoring result) shall be available. This plan is reviewed on two-yearly basis. | | |
| Objective Evidence: | <ul style="list-style-type: none"> - Result of BOD monitoring analysis on surface water/river water quality in 2018 was exceed the threshold (> 3 mg/L), however company has not been evaluate the analysis result to taken action to minimize the negative impact of the high BOD. - Coliform parameter monitoring analysis on fresh water at Tanah Haluan Village and Penyahuan Estate was exceed the threshold, however company has not been evaluate the analysis result to taken action to minimize the negative impact of the high coliform. - Nitrat, Chloride and Amonia monitoring analysis on ground water in Block Q20 were exceed the threshold, however company has not been evaluate the analysis result to taken action to minimize the negative impact. | | |

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| | - There is no follow up of grounding test which exceed the threshold in Keminting Estate Generator set. |
| Root Cause Analysis: | Company has not been determined the PIC to monitor the environment analysis result including surface water quality, ground water quality, air quality and grounding test. |
| Corrections: | <p>Identify and evaluate the rootcause of exceed parameter analysis result for BOD surface water, coliform fresh water, Nitrat, Chloride and Amonia on ground water and grounding test result. Create the corrective action to minimize the parameter result particularly for exceed parameter.</p> <p>PT AWL has identify the rootcause of of exceed parameter analysis result for BOD surface water, coliform fresh water, Nitrat, Chloride and Amonia on ground water. It was recorded in RKL – RPL report semester II 2019. Corrective action has been taken to control the water quality by Water management plan includes:</p> <ol style="list-style-type: none"> 1. Monitoring of river water quality and potential erosion. 2. Protecting riparian area, reservoir buffer zone and other water sources. 3. Planting cover crops and terracing in slope area. 4. Silt trap construction 5. No spraying around buffer zone and identified water sources. 6. Enrichment planting, signboard installation to protect water source and conservation area; Manual upkeep near buffer zone. <p>Monitoring of surface water quality and ground water quality performed each semester by PT Agro Wana Lestari. Surface water analysis semester II 2019 has been done on 22/11/2019 by accredited laboratory "PT UNILAB PERDANA". Report of surface water quality analysis Number: LPUP12136-26 up to LPUP12136-36, standard refer to PP No. 82 Tahun 2001, Class II, analysis result shown that all parameter analyzed are met with the standard regulation. Report of analysis Number: LPUP12136-14, 15, 16, 17, 18, 19; standard refer to PermenKes No. 32 year 2017 Appendix I, Chapter IIA, analysis result shown that all parameter analyzed are met with the standard regulation.</p> <p>Company has repair the Grounding for Generator set at keminting Estate and based on the grounding test result shown that not over than standard required.</p> |
| Corrective Actions: | <p>Assignend the PIC to monitor the environment analysis result and to evaluate the analysis result.</p> <p>PT AWL ha assigned OHS and EMS coordinator (assistant manager) to monitor the environment analysis result and to evaluate the analysis result. Lates monitoring of environment analysis result semester II 2019 has been performed and evaluation of analysis result has been taken as recorded in RKL – RPL report semester II 2019. Report of implementation of environment analysis result and evaluation semester II (Period July – December) has been sent to the government (Dinas Lingkungan Hidup Kab. Kotawaringin Timur) on 17 Januari 2020.</p> |
| Assessment Conclusion: | Based on document review and field observation, shown that PT AWL has identify the rootcause of of exceed parameter analysis result for BOD surface water, coliform fresh water, Nitrat, Chloride and Amonia on ground water as recorded in RKL – RPL report semester II 2019. Corrective action has been taken to control the water quality by Water management plan. Based on Surface water analysis and ground water analysis semester II 2019 shown that all parameter analyzed was met with the standard requirement. PT AWL ha assigned OHS and EMS coordinator (assistant manager) to monitor the environment analysis result and to evaluate the analysis result. |

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| | From those verification result auditor conclude that the non conformity has been effectively addressed by company and minor NC can be CLOSED. |
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| Nonconformity | | | |
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| NCR Ref # | 1731520-201901-N4 | Clause | RSPO P&C INA NI 2016 Indicator 5.3.3 |
| | | Category (Major / Minor) | minor |
| Date Issued | 25 January 2019 | Due Date | 24 January 2020 (Next Surveillance Assessment) |
| Closed (Yes / No) | To be Verified in the next surveillance Assessment | Date of nonconformity Closure | - |
| Statement of Nonconformity: | Monitoring of domestic waste management at employee housing were not effectively implemented. | | |
| Requirement Reference: | A documented waste management plan to avoid or reduce pollution and its implementation shall be available. | | |
| Objective Evidence: | During field visit it was found that some domestic waste were disposed to trench and drainage installation behind the housing area at Keminting Estate. | | |
| Root Cause Analysis: | Lack of understanding and awareness from the employe against the procedure of domestic waste handling and management. | | |
| Corrections: | <p>Clean the trench and drainage installation in hosuing area and install the particular place ti manage and dispose the domestic waste.</p> <p>During field visit in the housing area at Keminting Estate can be demonstrated that the trench and drainage installation has well managed and there is no domestic waste disposed to the trench and drainage installation. PT AWL has provide the garbage (karung goni) for domestic waste consis of garbage for organic and inorganic waste in each house. Each week there are worker to collect the domestic waste and disposed to final waste disposal (TPSA – Tempat pembuangan akhir sampah).</p> | | |
| Corrective Actions: | <p>Regularly socialize and give the awareness to the employee regarding the procedure of domestic waste handling and management.</p> <p>PT AWL has been socialize the domestic waste handling and management to all workers in the housing through each master morning. During ionterview with workers in the hosuing area indicated that they have understand to dispose the organic and inorganic wase in the garbage provide by company in their housing. They also aware that it was prohibited to dispose the domestic waste in the trench and water installation.</p> <p>Monitor the implementation of domestic waste management at housing area.</p> <p>Division assistant (field assistant) has a responsibility to monitor the cleanliness of housing area including the domestic waste disposal and management. During field visit at housing in Penyahuan Estate, Keminting Estate, Sangai Estate and Tanah Haluan Estate shown that the housing area are well manage and there is no domestic waste disposal in the trench and water installation.</p> | | |

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| Assessment Conclusion: | <p>During field visit in the housing area at Keminting Estate can be demonstrated that the trench and drainage installation has well managed and there is no domestic waste disposed to the trench and drainage installation. PT AWL has provide the garbage (karung goni) for domestic waste in each house. Company also provided final waste disposal (TPSA – Tempat pembuangan akhir sampah). PT AWL has been socialize the domestic waste handling and management to all workers in the housing through each master morning. During field visit at housing in Penyahuan Estate, Keminting Estate, Sangai Estate and Tanah Haluan Estate shown that the housing area are well manage.</p> <p>From those verification result auditor conclude that the non conformity has been effectively addressed by company and minor NC can be CLOSED.</p> |
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| Observation | |
|--------------|--|
| OBS # | Description |
| OBS 1 | <p>Ensuring all sprayer workers follow the special medical examination (cholinesterase) and the result of examination are followed up.</p> <p>During assessment Surveillance 4, Annual specific medical record for pesticide operator conducted on August 2019. Blood/hematology test (Cholinesterase) has checked by Regency Healthcare Service (Dinas Kesehatan UPTD Laboratorium Kesehatan Daerah, Kab. Kotawaringin Timur). The result as follow:</p> <ul style="list-style-type: none"> - Penyahuan Estate (PYE): 33 female sprayers, 2 supervisor (mandor). - Keminting Estate (KME): 38 female sprayers, 1 supervisor (mandor). - Sangai Estate (SGE): 36 female sprayers, 2 supervisor (mandor). - Tanah Haluan Estate (THE): 40 female sprayers, 3 supervisor (mandor). <p>According to specific medical records, all pesticide operator/sprayer in normal condition. Based on interview with 8-pesticide operator (sprayer) in Block AB22 Division II Keminting Estate, with consist of female sprayer, it explained that specific medical checkup has been done in August 2019 and there is no symptom of toxication and all the sprayer workers in normal condition.</p> |
| OBS 2 | <p>Record of training for workers to recap by individual person.</p> <p>During assessment Surveillance 4, All document related to training record and competence evidence kept in Human Resources Department. Record of training by individual person are available.</p> |
| OBS 3 | <p>Record of traceability of ex pesticide container usage for re use.</p> <p>Traceability record of pesticide container usage for re use and disposal can be traced based on "Neraca Limbah B3". The document shown the traceability of waste from incoming and outgoing/use.</p> |

| Opportunity for Improvement | |
|-----------------------------|-------------|
| OFI# | Description |
| Nil | Nil |

| Positive Findings | |
|-------------------|---|
| PF # | Description |
| PF 1 | Company has made the continual improvement of best management practise both in Mill and Estate. |

3.4.2 Summary of the Nonconformities and Status

| CAR Ref. | Category (Major / Minor) | P&C Indicator | Issued Date | Status & Date (Closure) |
|----------|--------------------------|---------------|-------------|-------------------------|
|----------|--------------------------|---------------|-------------|-------------------------|

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|-------------------|-------|--|------------|-------------------------|
| 1149419M5 | Major | RSPO P&C Generic 2013 Indicator 7.3.1 | 28/05/2015 | Closed on 13/02/2016 |
| 1435001-201701-N1 | Minor | RSPO P&C INA NI 2016 Indicator 2.1.4 | 02/02/2017 | Closed on 25/01/2018 |
| 1731520-201901-M1 | Major | RSPO P&C INA NI 2016 Indicator 4.5.1 | 25/01/2019 | Closed on 20 March 2019 |
| 1731520-201901-M2 | Major | RSPO P&C INA NI 2016 Indicator 4.7.1 | 25/01/2019 | Closed on 20 March 2019 |
| 1731520-201901-M3 | Major | RSPO P&C INA NI 2016 Indicator 6.5.1 | 25/01/2019 | Closed on 20 March 2019 |
| 1731520-201901-M4 | Major | RSPO P&C INA NI 2016 Indicator 6.12.1 | 25/01/2019 | Closed on 20 March 2019 |
| 1731520-201901-N1 | Minor | RSPO P&C INA NI 2016 Indicator 2.1.3 | 25/01/2019 | Closed on 24/01/2020 |
| 1731520-201901-N2 | Minor | RSPO P&C INA NI 2016 Indicator 4.7.5 | 25/01/2019 | Closed on 24/01/2020 |
| 1731520-201901-N3 | Minor | RSPO P&C INA NI 2016 Indicator 5.1.3 | 25/01/2019 | Closed on 24/01/2020 |
| 1731520-201901-N4 | Minor | RSPO P&C INA NI 2016 Indicator 5.3.3 | 25/01/2019 | Closed on 24/01/2020 |
| 1876326-202001-M1 | Major | RSPO P&C Generic 2018 Indicator 5.1.6 | 25/01/2020 | Closed on 09/04/2020 |
| 1876326-202001-M1 | Major | RSPO P & C Generic 2018 Indicator E.5.1 (Supply Chain) | 25/01/2020 | Closed on 09/04/2020 |
| 1876326-202001-M1 | Major | RSPO P & C Generic 2018 Indicator 6.2.3 | 25/01/2020 | Closed on 09/04/2020 |
| 1876326-202001-N1 | Minor | RSPO P & C Generic 2018 Indicator 6.2.7 | 25/01/2020 | 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 PT Agro Wana Lestari – Bukit Santuai POM 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 | |
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| <p>Internal Stakeholders:</p> <ul style="list-style-type: none"> Gender Committee PT Agro Wana Lestari Worker Union (LKS Bipartit) PT Agro Wana Lestari Sample Worker of PT Agro Wana Lestari (Mill and Estate) | <p>Union/Contractors/Local Communities:</p> <ul style="list-style-type: none"> Keminting Village Head and, village official and local community leaders Previous Land Owner from village Tumbang penyahuan and Tanah Haluan |
| <p>Government Departments:</p> <ol style="list-style-type: none"> Manpower and Transmigration Agency – Kotawaringin Timur Regency Interview by Phone National Land Agency of Kotawaringin Timur Regency Interview by Phone Environmental Body of Kotawaringin Timur Regency Invitation letter to comment was sent prior to audit. No personel was available to interview. Forestry and Plantation Agency of Kotawaringin Timur Regency Interview by Phone | <p>NGO:</p> <p>NGO – ELTI (Environmental Leadership & Training Initiative) Bp. Insyah Arbainsyah (Interview By Phone)</p> |

| IS # | Description |
|-------------|---|
| 1 | <p>Feedbacks: Dinas Tenaga Kerja dan Transmigrasi Kabupaten Kotawaringin Timur (Manpower and Transmigration Agency – Kotawaringin Timur Regency) Interview by Phone with Head of Industrial Relation: Bpk. Gatut</p> <ol style="list-style-type: none"> Based on the UU no. 13/2003 and government regulation of the RI, that the company is allowed to employ BHL workers, but in order to follow the prevailing rules and regulations: content of: <ul style="list-style-type: none"> Associated with the letter of employment agreement (the contents of the agreement including the rights and obligations of workers). The work agreement shall contain: <ol style="list-style-type: none"> Agreement of both parties; |

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| | <ul style="list-style-type: none"> b) Legal ability; c) The type of work that agreed; d) The type of work does not contradict public order, morality, and the legislation that applies. <p>2. In the period 2019, there were employees of PT AWL who intend to form a union (SBSI). Registration and recording to Disnakertrans Kotawarwiringin Timur Regency has been conducted and has been recorded, should be facilitated for formation in accordance with regulations and legislation.</p> |
| | <p>Management Responses:</p> <ul style="list-style-type: none"> 1. Daily worker (BHL) at PT KMS and PT AWL has had a letter of work agreement that contains the rights and obligations of workers and companies in accordance with the laws and regulations in force. 2. Until now, the company has not received an official notification on the establishment of a referred union in PT Agro Wana Lestari, either from the labor union, or from the Disnaker of Kotawaringin Timur Regency. <p>The company never prevented employees from forming the union and give the freedom for every workers to formed the union.</p> |
| | <p>Audit Team Findings: In relation to the establishment of a trade union, verification of each of its contributions in next audits.</p> |
| <p>2</p> | <p>Feedbacks: Badan Lingkungan Hidup Kabupaten Kotawaringin Timur – Environmental Body of Kotawaringin Timur Regency Kepala Seksi Pengawasan Lingkungan Hidup: Ibu. Yuna</p> <p>The person contacted was not in place and not available to be interview.</p> |
| | <p>Management Responses: No comment</p> |
| | <p>Audit Team Findings: No comment due to the person contacted was not in place and not available to be interview.</p> |
| <p>3</p> | <p>Feedbacks: Badan Pertanahan Kabupaten Kotawaringin Timur – National Land Agency of Kotawaringin Timur Regency Kepala Bagian Perselisihan Lahan: Bpk. Kasnoto Interview by Phone with Head of BPN</p> <ul style="list-style-type: none"> 1. At present, there are 2,079.90 ha (18.79%) is remained in progress of land acquisition. The company is also committed to developing smallholders schemes and has now made agreements with 6 (six) cooperatives (Koperasi Unit Desa) in several villages with a total area of 2,151 Ha. 2. PT AWL has had a valid HGU certificate, but there are some areas are not yet to be freed, so that PT AWL can establish good communication so that it does not cause future sosila impacts. |
| | <p>Management Responses: Most of the land that is still not compensated or GRTT (Ganti Rugi Tanam Tumbuh) is forest and community fields that still do not want to be released. The company has been attempting to negotiate and offer appropriate market prices. Many of these people hang their lives from the farm they manage so that they still refuse to release the area to the company. In the future, the company will try to re-approach and provide a better offer to the community.</p> |

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| | <p>Audit Team Findings:</p> <ul style="list-style-type: none"> - Audit team acknowledge that the company has performed land compensation prior to palm oil planting and development, evidence of land compensation can be demonstrated. - Currently area of 2,079.90 ha (18.79%) is remaining in progress for land compensation. - Company also has commitment to develop scheme smallholder. |
| <p>4</p> | <p>Feedback: Dinas Kehutanan dan Perkebunan Kabupaten Kotawaringin Timur (Forestry and Plantation Agency of Kotawaringin Timur Regency) Kepala Bagian Pengawasan lapangan: Bpk. Ichlas Semesta Interview by Phone with Head of Forestry and Plantation Agency</p> <ol style="list-style-type: none"> 1. Establishing smallholder schemes with surrounding village communities in the form of plantations, fisheries, farms and others to form a productive economy in the surrounding village community. 2. Establishing communication more closely with the community surrounding the village, in order to reduce the occurrence of social impact. |
| | <p>Management Responses PT. AWL has conducted several activities to support the productive economy in the surrounding village community:</p> <ol style="list-style-type: none"> 1. Training in the honey bee "Kelulut" Cultivation begin on November 2019) where each village was send his representative for the activity. 2. Provide entrepreneurship training and subsequently EHS Dept. will follow up with mentoring. 3. From the five villages that participated in the training, there were 1 villages that succeeded in developing the "Kelulut" honey bee colony as many as seven colonies. From the results of the community training can be sent to other citizens in the village, until now has achieved the success of 6 <i>Kelulut</i> honey bee colonies. 4. Provide assistance in making fish ponds, seedlings and fish feed for the 1 fish enlargement periods, as a pilot project has been carried out fish in the Panyahuan village (RT 09, RW 04 Mahawai) and has done Harvest 1 times. 5. Conducting mentoring for independent smallholder around PT. AWL and giving the opportunity to send FFB from independent Smallholder to Sangai Mill. 6. To avoid social impact (unfamiliarity, miss communication, etc.) PT. AWL also routinely communicates with stakeholders and local communities around PT. AWL |
| | <p>Audit Team Findings Acknowledge by auditor teams as a positive response and will be monitoring at the time of each audit.</p> |
| <p>5</p> | <p>Feedbacks: Perangkat Desa Keminting, Kecamatan Bukit Santuai (Village official, Villagers and Community Leaders) Head of Keminting Village: Bpk. Tehelson Villagers and Community leaders: Sarjono, Robby, Ramedy, Pitriyani, Salisia</p> <p>Interview with Village official, Villagers and Community Leaders of Tanah Haluan Village</p> <ol style="list-style-type: none"> 1. There are some issues in obtaining and compensating land, as it relates to the "overlap" ownership, so it is necessary to track the legitimate owners of the land to get compensated. 2. The existence of PLN electricity program to Keminting village , in order to run well so please help to give permission for the installation of electrical pole (electrical network) that must be installed along the road |

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|-----------------|--|
| | <p>which is included in the HGU owned by PT AWL, So it can go to Keminting village.</p> <ol style="list-style-type: none"> 3. The provision of employment can be more transparent and can send an information related to the procurement of Labor to the village head as the plantation PT AWL. 4. Social responsibility assistance can be more engaged in the field of education. 5. Employee performance assessments, especially employees from the surrounding area, are more objective and transparent. 6. There is an issue in the village community, that "employees must occupy residence within the area of the plantation of PT AWL" or occupy housing in emplasment and not allowed to stay in the village. It is feared that the villagers who are the successor of the village are increasingly less and disappear from the village. |
| | <p>Management Responses</p> <ol style="list-style-type: none"> 1. To avoid overlapping ownership and track legitimate owners of land, PT. AWL cooperates with the community and village governments to form a village team whose work is to verify land ownership. To avoid overlapping ownership and track legitimate owners of land, PT. AWL cooperates with the community and village governments to form a village team whose work is to verify land ownership. 2. PLN power line Program with the path from Tumbang Tilap village to Tumbang Keminting village. Actually PT. AWL has given response/answer to the head of Desa Tumbang Keminting, that: PT. AWL supports it and just waiting for time from the village to jointly perform the tracking of electrical lines. 3. Related to social responsibility in terms of education, PT. AWL also give teachers auxiliary to elementary school in the Tumbang Keminting village. And also do the shuttle school bus for children who live in the emplasment (both children of employees who come from the of Keminting village and other children employees) 4. Employment: If there is jobs, a job vacancy should be created job ads with all necessary requirements, published to the surrounding villages. Do the selection to qualified applicants. <ol style="list-style-type: none"> a. Performance Assessment of employees: The company has an assessment system (Performance Evaluation) with pre-set indicators. 5. In every day, company provides one unit shuttle bus for 20 employees who live in Keminting village, 15 employees from Tanahaluan village. While 8 employees from Tanjung village who use own vehicle and round trip every day from village to KME Garden total employees of KME living in the village as much as 43 org. |
| | <p>Audit Team Findings</p> <p>It is acknowledge by auditors as a positive response and would be verification on next audits.</p> |
| <p>6</p> | <p>Feedbacks: Worker (fertilizing, spraying, mill processing, workshop) of PT Agro Wana Lestari and also LKS Bipartit - Workers union, Gender Committee Bipartit: Bpk. Jhonny Tambunan Gender Committee: Ibu Eni Rispriyanti</p> <ul style="list-style-type: none"> - The Member of the Gender Committee at PT. Agro Wana Lestari received support from management. Facilities and infrastructure for activities have been completed by company; - Gender committees routinely carry out activities, including pregnancy tests, HIV / AIDS counseling, cervical cancer counseling, and anti-drug socialization; - There are no reports / findings / indications of sexual harassment; - There are no reports / findings / indications of violations of reproductive rights. The committee secretary acknowledged that having the time to breastfeed a child while working - There are workers has been registered in Jamsostek, however they has not yet have a card of Jamsostek |

- There is an opinions from daily workers (BHL), that with the tenure of BHL for 3 months is a trial period or probations.

Management Responses

1. KBPJS Employment card has been printed and in the process of selecting to distribute to each of the employees of the cardholder.

| EMP_BU | HR_EMP_NO | HR_EMP_NAME | HR_GANG_CODE | EMP_BIRTH_PLACE | EMP_DOB | EMP_DOJ |
|---------------------|-----------|-------------------|--------------|-----------------|-----------|-----------|
| CK-AWL-Tanah Haluan | 15412053 | ARSYAD | TH1H02 | TAMASONGO | 27-Sep-82 | 11-Jul-19 |
| CK-KMS-Tewehara | 17610027 | SALAMIAH | TE2U03 | TERAWAN | 21-Apr-65 | 1-Jul-08 |
| CK-AWL-Penyahuan | 15412039 | HANAFI PUA DANGE | PE3H3 | AERAMO | 28-Feb-81 | 11-Jul-19 |
| CK-AWL-Penyahuan | 15312572 | ANDERIAS MAU IKUN | PE1H01 | SULIOAN | 1-Jul-93 | 23-Aug-19 |

The KPJ TK plans, the card will be distributed to new employees by January 31, 2020. Particularly for employees on behalf of Salamiah, should already have a card BPJS TK (12 yrs ago) possible indications disappear, but claimed to have not received KPJ. The solution is: already printed duplicate card BPJS TK and will be submitted by the latest date 31 January 2020.

2. Daily worker (BHL) who has worked 21 days or more for 3 consecutive months, was promoted to permanent employee (PKWTT).

Audit Team Findings:

There is no sexual harassment issue and committee gender has formed by company and has the work programme implemented.

There is no issue regarding the industrial relation between workers and company. LKS Bipartit has run their role as a representative of all workers aspiration. Regular meeting has been performed to discuss the employment issue.

Feedback, Comment and Input

NGO – ELTI (Environmental Leadership & Training Initiative)

Bp. Insyah Arbainsyah

The Environmental Leadership & Training Initiative (ELTI) of the Yale School of Forestry & Environmental Studies and the Smithsonian Tropical Research Institute contributes to the conservation and restoration of forest ecosystems and biodiversity in tropical regions of Latin America and Asia.

Roundtable on Sustainable Palm Oil (RSPO) in 2004 as a voluntary certification scheme aimed at promoting the production and use of sustainable palm oil. RSPO has since developed a series of criteria and indicators as a way to balance development objectives with social and environmental goals. PT AWL which has implemented the RSPO certification system has a commitment related to environmental preservation, conservation and social community awareness around the plantations.

Based on interviews, that ELTI gave several positive responses about biodiversity management, conservation and the environment, including:

1. PT AWL is very transparent about conservation and biodiversity management
2. Good communication with NGOs and surrounding communities, regarding biodiversity socialization.

Cooperation has been conducted between ELTI and Goodhope (PT AWL) in the form of training and courses, including:

- Training of Riparian management techniques.
- Gibbon habitat conservation training.
- Empowerment of the surrounding community is done well, for example: beekeeping and etc.

| |
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| <p>Based on interviews, that there are no records relating to issues of social, environmental or conservation in the activities of oil palm plantations at PT AWL. However, the ELTI NGO provided suggestions that could be considered for improvement by PT AWL, including:</p> <p>Suggestions:</p> <ul style="list-style-type: none"> - Can be increased again about the openness to do research on biodiversity in the PT AWL area - Can be considered to be able to publish to stakeholders related to the results of research that has been done. - It is recommended to make a spot / area for research on biodiversity. |
| <p>Management Responses:</p> <p>Some of the collaborations that have been carried out with ELTI, such as:</p> <ol style="list-style-type: none"> 1) Conservation of Bornean Gibbons (<i>Hylobates albibarbis</i>) and Their Habitat In High Conservation Value (HCV) Areas of Oil Palm Plantations. A field training organized by: Environmental Leadership & Training Initiative (ELTI), Tropenbos Indonesia Program (TBI), Goodhope Asia Holding, Ltd., Swaraowa, IUCN PRIMATE-Section on Small Apes, and Borneo Nature Foundation (BNF) on February 26-28, 2019 Bukit Santuai, Kotawaringin Timur Regency, Central Kalimantan, Indonesia. The objectives is: To improve the knowledge and skills needed for plantation managers to conduct forest and conservation management of Bornean Gibbons and other primates in HCV areas of oil palm plantations; 2) Rehabilitation Best Practices for Riparian Reserves in Oil Palm Plantation on April 24-25, 2018 Danau Sembuluh, Seruyan Regency, Central Kalimantan, Indonesia A field training organized by: Environmental Leadership & Training Initiative (ELTI), Tropenbos Indonesia Program (TBI), and Goodhope Asia Holdings, Ltd. The Objectives is: This training event was designed to provide managers and operational staff with the knowledge and skills needed to facilitate the planning and implementation of effective forest rehabilitation projects in oil palm plantation riparian reserves. <p>Responses to suggestions:</p> <ul style="list-style-type: none"> - PT AWL management will continue to enhance cooperation with all stakeholders to continue to maintain the High Conservation Value has set by the expert team and PT AWL is very open to researchers who are interested in conducting research related to biodiversity. - Goodhope has built a website (http://www.goodhopeholdings.com) that can be accessed by all stakeholders. - Management will strive to realize it in terms of making a spot / area for research) through good collaboration with all stakeholders. |
| <p>Audit Team Findings:</p> <p>The auditor team responded as a positive action and then verification will be carried out related to the communication established and transparent information for the interested parties and others stakeholder as well.</p> |

| List of land owner / user contacted | | | | |
|-------------------------------------|-------------------------|----------------|----------------------|--|
| Name | Years of ownership/used | Land area (ha) | Agreement (Yes / No) | Compliance on the agreement terms and conditions |
| Arbani | 2015 | 4.48 | Yes | Comply |
| Masias B | 2011 | 6.29 | Yes | Comply |
| Dokles | 2012 | 9.68 | Yes | Comply |
| Kadir | 2010 | 18 | Yes | Comply |


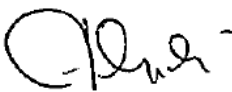
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| | | | | |
|---------|------|-------|-----|--------|
| Prisno | 2013 | 4.66 | Yes | Comply |
| Idris A | 2013 | 10.6 | Yes | Comply |
| Uhan | 2011 | 2.21 | Yes | Comply |
| Ejon | 2012 | 1.78 | Yes | Comply |
| Margono | 2009 | 20.12 | Yes | Comply |
| Andong | 2013 | 2.13 | Yes | Comply |

| Previous Land Owner/user Comment | |
|---|---|
| 1 | <p>Feedbacks:</p> <ol style="list-style-type: none"> In the process of compensation, there is no compulsion action and enforcement. Freely the landowner can determine yes/no for identification/payment of damaged or land compensation. Free Prior and informed consent has been implemented by PT AWL during land compensation process. Participatory mapping of land and verification of land use right has been done by PT AWL. The determination of indemnity/compensation is set based on the agreement between the company and the land owner concerned. The deal of compensation price is attended by land owners, public figures, local village heads and land witnesses located around the land in question. Until now, there is no dispute with the compensation payment process applied by PT AWL. <p>Management Responses</p> <ol style="list-style-type: none"> Copies of land compensation documents are available in General Manager Office, the documents consist of "Berita Acara Kompensasi" receipt, and photograph is available in premises. For example: <ul style="list-style-type: none"> Document stating hand over of right and interest upon land and planting, document stating acceptance of land compensation payment No. 75/SGE/01, dated 30/09/2015 for area 25.7 ha on behalf of Mr. Melody and acknowledge by Head of Village Desa Tumbang Keminting, Camat Bukit Santuai and measuring team; To confirm the evidence of negotiated agreement and FPIC process, interview with affected parties and related parties has conducted on 23-24 January 2018. During interview it was confirmed that land compensation agreement. ent has been reached by free, prior, informed and consent process. Land owner has release the right without enforcement and they receive the equal and adequate compensation. Land dispute resolution mechanisms and how to handle the new planting area have been developed by considering the law and the ongoing reconciliation process. The company has developed procedures related to the land resolution such as: <ul style="list-style-type: none"> Land Compensation Payment process (LCD 2.4, dated on 15/08/2010), Measurement of Land for Compensation (LCD 3.1, dated on 15/08/2010), Overlapping Land (LCD 2.3, dated 15/08/2010). <p>There is no any land disputes during this assessment. Maps of land which have been compensated is available in appropriate scale in term of GIS database.</p> <p>Audit Team Findings:</p> <p>Ther is no issue regarding the land conflict or dispute between land owner and company. Compensation has been made through FPIC process prior to plantation development.</p> |

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 | |
|--|---|
| <p>The audit objectives have been achieved and the certificate scope remains appropriate. Based on the results of this audit, it is concluded that PT. Agro Wana Lestari – Bukit Santuai POM has complied with the RSPO P&C Generic 2018 and audit criteria identified within the audit report. It is deemed that the management system continues to achieve its intended outcomes. Therefore, it is recommended that the certification of PT. Agro Wana Lestari – Bukit Santuai POM is continued.</p> | |
| Report prepared by | Acceptance of Assessment Conclusion |
| <p>Name: Mujinius Jalaraya</p> | <p>Name: Saepul Bahri</p> |
| <p>Company Name: on behalf BSI Malaysia Services Sdn Bhd.,</p> | <p>Company Name: PT Agro Wana Lestari – Bukit Santuai POM</p> |
| <p>Title: Lead Auditor</p> | <p>Title: Sustainability Manager</p> |
| <p>Signature: </p> | <p>Signature: </p> |
| <p>Date: 14 April 2020</p> | <p>Date: 14 April 2020</p> |

Appendix A: Summary of Findings

| Criterion / Indicator | Assessment Findings | Compliance |
|--|---|---------------|
| <p>Principle 1: Behave ethically and transparently Drive ethical business behaviour, build trust and transparency with stakeholders to ensure strong and healthy relationships.</p> | | |
| <p>Criteria 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.</p> | | |
| <p>1.1.1</p> | <p>(C) Management documents that are specified in the RSPO P&C are made publicly available.</p> <p>PT Agro Wana Lestari has made a list of documents that are publicly available and accessible (Open to Public) with latest updated on 3 October 2019, e.g:</p> <ul style="list-style-type: none"> - Certificate/Land Use Rights (Principle permit, location permit, IUP, Environmental Permit and HGU) - Health and Safety Plan (OHS policy and its implementation, P2K3 SOP and IMS Report). - Document of HCV, including HCV Assessment and management plan. - Plans and impact assessments relating to environmental and social impacts (RKL & RPL Reports, CSR Program, Hazardous waste report, fire drill report) - Negotiation Procedure - Environmental documents (Dokumen AMDAL, Laporan Pelaksanaan RKL-RPL, - Temporary hazardous waste storage permit - Izin Penyimpanan Sementara LB3.) - Details of complaints and Complaint, processes of recording dispute - Social documents (Analisis Dampak Sosial - SIA), - CSR programme report. - Improvement Plan Sustainable - RSPO External Audit (Initial Certification and Annual surveillance Audit - Human rights policy - Sustainability policy Goodhope | <p>Comply</p> |

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| 1.1.2 | Information is provided in appropriate languages and accessible to relevant stakeholders. | <p>The list of documents that are publicly available and accessible (Open to Public) with latest updated on 3 October 2019, can be access by stakeholder in Bahasa Indonesia and easy to understand by stakeholder. It was also confirmed during stakeholder consultation.</p> <p>The company has updated request information and response mechanism as documented in "Procedure Komunikasi, Partisipasi dan Konsultasi" SOP no. IMS. P-05 Rev.01 dated 4 May 2015, the procedures regulated that all request information will be responded within 14 working days and retention time at last 3 years.</p> <p>The department concerned in accordance with their authority responds requests for information. The company has developed a matrix describing the status of each information request and responsible/authorized department to respond into. Records of response of request information documented in the same book, consist of person handle the request, information given and acknowledgement from the person in-charge and signature.</p> | Comply |
| 1.1.3 | (C) Records of requests for information and responses are maintained. | <p>Records of request and information provision/response documented in the "Buku Komunikasi dan Permintaan Informasi" of each Department PT AWL.</p> <p>Sample of information request and response, i.e:</p> <ul style="list-style-type: none"> - Dated 26/3/2019 information request from DLH Kotawaringin Timur Regency, about applying for a fire extinguisher and socialization to all employees to checking regarding land fire and housing fire prevention, have been response and implemented on 26/3/2019. - Dated 3/5/2019 information request from Disnakertras Kotawaringin Timur Regency, regarding Participants for training SIO operators PT AWL, it has been response and follow up on 3/5/2019. - Dated 9/3/2019 information request from Mahawai villagers on Panyahun Village regarding providing assistance of health examination for free and has responded on 11/3/2019 by PT AWL. - Dated 23/01/2019 information request from Disnakertrans Kotawaringin Timur Regency regarding field work practices and has responded by PT AWL on 25/1/2019. | Comply |

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| | | - Dated 18/06/2019 information request from PT Sukajadi regarding FFA exceeding the limits of the contract, has been responded and follow up on 19/06/2019. | |
| 1.1.4 | (C) Consultation and communication procedures are documented, disclosed, implemented, made available, and explained to all relevant stakeholders by a nominated management official. | <p>Company has prepared procedure for communication and consultation No.IMS.P-06, Rev.01 dated 4 May 2015. The procedure has explained information scope including regulation, environment, health and safety and social; but not including communication related to purchasing and business contract. Relevant department will handle all information request from stakeholder. For example: CSR department responsible for inquiry from local community, media, NGO including dispute or complaint; Human Resources Department responsible for worker consultation (by Jhoni Tanbunan/HR Asst. Manager at PT AWL), worker union or government authorities related to manpower/labor issue; Purchasing Department responsibility to communicate regulation's, environment's, health and safety and social's requirement to all supplier.</p> <p>The company has communicated this procedure of communication, e.g: dissemination on 8 January 2018 in Panyahuan Estate (attended 350 workers), in Keminting Estate on 15 January 2018 attended by 205 workers, in Sangai Estate on 18 January 2018 attended by 167 workers and on 9 January 2018, in Sungai Purun Estate attended by 230 workers and also on 15 May 2018 to external parties (supplier), attended 8 supplier (there were no new supplier and contractor until January 2018). The attendance list was available and demonstrated during audit.</p> | Comply |
| 1.1.5 | There is a current list of contact and details of stakeholders and their nominated representatives. | <p>PT AWL has identified of stakeholder and update on December 2019 there are 56 stakeholders.</p> <p>The list of stakeholder was goods maintained, details of data of stakeholder was shown on that list, including name of contact persons, address, relevance on industry/institutions and contact number.</p> | Comply |
| Criteria 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. | <p>Certificate holder has had Standards of Business Conduct that signed by President Director since 1 April 2014. Some related issues that covered on this document as follows:</p> <ul style="list-style-type: none"> Whistle blowing | Comply |

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| | | <ul style="list-style-type: none"> • Entertainment and gifts • Conflict of interest • Political activity • Employment • Ethical behaviour • Protection of company assets • Accurate record keeping • Confidentiality & Information security • Insider dealing • Environment • Health and safety • General <p>Based on interview with random staff, they has acknowledge regarding to the company's standards above. For example, a new staff member from the agronomy department has received a briefing on the company's code of ethics and has signed a declaration of declaration to comply with the code of ethics on 29 October 2019.</p> <p>Those Standards of Business Conduct also implemented in company regulation, especially Company Regulation period 2018 – 2020 chapter 62 including prohibition of discrimination, indecent acts, criminal acts and so on. This regulation has been socialized to the worker in each unit as follows:</p> <ul style="list-style-type: none"> • Bukit Santuai Mill, socialization on 14 January 2020, attended by 11 representative workers. • Tanah Haluan Estate, socialization on 13 January 2020, attended by 19 representative workers. • Sangai Estate, socialization on 10 January 2020, attended by 9 representative workers. • Penyahuan Estate, socialization on 9 January 2020, attended by 19 representative workers. | |
|--|--|--|--|

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| 1.2.2 | A system is in place to monitor compliance and the implementation of the policy and overall ethical business practice. | <p>The company has had procedure namely Communication, Participation and Consultation (Doc. No. IMS. P-05 last revised on 4 May 2015). This procedure describes the process of communication. It includes the way of delivering, receiving, documenting and responding to communications that come from internal and external parties. There is two method of communication which is internal and external communication. Communication regarding to grievance, complaints and suggestion recorded in "Book of Communication and Request for Information" for internal and external. All information in shall be responded by related department. All communication in shall response within 14 days.</p> <p>Based on interview with random harvester and upkeep worker in PYE, SGE, KME, THE and also some contractors known that there is no violation of ethical conduct. The employees have never been discriminated against. In addition, there was also no conflict of interest in the determination of contractors or suppliers.</p> | Comply |
| <p>Principle 2: Operate legally and respect rights Implement legal requirements as the basic principles of operation in any jurisdiction.</p> | | | |
| <p>Criteria 2.1 There is compliance with all applicable local, national and ratified international laws and regulations.</p> | | | |
| 2.1.1 | (C) The unit of certification complies with applicable legal requirements. | The company has had the procedure to ensuring certificate holder complies with applicable legal requirements namely EHS Legal and Other Requirements (Doc. No. IMS.P-02 Rev. Date 00/04 May 2015). According to the procedure, evaluation of legal compliance shall conducted annually by EHS Manager in coordination with related department (Human Resources, Legal Department, Finance etc). Usually in tandem with management review meeting. | Comply |
| 2.1.2 | A documented system for ensuring legal compliance is in place. This system has a means to track changes to the law and also includes listing and evidence of legal due diligence of all contracted third parties, recruitment agencies, service providers and labour contractors. | The result of annual evaluation of legal compliance written in document 'Evaluation of Legal and Other Requirements Compliance'. The last monitoring on 5 January 2020 identify 251 item of regulation (act, government act, presidential decree, ministry decree and other local regulation). For example, Governor of Kalimantan Tengah Decree No. 188.44/546/2019 dated 21 November 2019 regarding to minimum wage in Province of Kalimantan Tengah. According to the interview with human resources manager, those | Comply |

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| | | <p>local regulation has been identified and fully implemented at the first payment in 2020 (10 February 2020).</p> | |
| <p>2.1.3</p> | <p>Legal or authorised boundaries are clearly demarcated and visibly maintained, and there is no planting beyond these legal or authorised boundaries.</p> | <p>Certificate holder has had procedure to maintain boundary poles in document Tata Batas Lahan (No. GPS 1.1 last revised on 15 July 2016) where the boundary poles shall be monitored regularly at least once a year. PT Agro Wana Lestari had 155 boundary poles according to the land title/HGU attachment. Based on the last report of boundary poles monitoring known that 64 boundary poles has been installed while 91 still not due to broken or the location still occupy by the local people. According to the management plan that signed by Plantation Manager on 30 December 2019, certificate holder will installed 61 poles in 2020. The rest will installed next year.</p> <p>During the audit, auditor has randomly observed the boundary poles in each estates. Some poles observed as follows:</p> <ul style="list-style-type: none"> • Penyahuan Estate: <ol style="list-style-type: none"> 1. Boundary poles No. 82, Blok K21C 2. Boundary poles No. 83, Blok K21B 3. Boundary poles No. 14, Blok O17 • Sangai Estate: <ol style="list-style-type: none"> 1. Boundary poles No. 104, Blok Y13 2. Boundary poles No. 105, Blok Y18G • Keminting Estate: <ol style="list-style-type: none"> 3. Boundary poles No. 113, Blok A31B 4. Boundary poles No. 114, Blok A31A • Tanah Haluan Estate: <ol style="list-style-type: none"> 1. Boundary poles No. 38, Blok R22A 2. Boundary poles No. 37, Blok R20A <p>All boundary poles observed above are available and well-maintained. The coordinate of geographic are met with the HGU poles coordinate provided by BPN. For example:</p> | <p>Comply</p> |

| | | <ol style="list-style-type: none"> 1) HGU pages no. 38, location in block R22a of the planting year 2010/2011 Tanah Haluan Estate, Division I coordinates: 01° 51' 42.96' S; 112° 24' 14.09" E. 2) HGU pages no. 37, location in blok R20a of planting year 2012 Tanah Haluan Estate, Divisi I, coordinates: 01° 51' 28.37" S; 112° 24' 25.33" E . 3) HGU pages no. 114, location in blok A31a of planting year 2012 Keminting Estate, Divisi 2, coordinates: 01° 53' 21.01" S; 112° 29' 2.24" E. 4) HGU pages no. 113, location in blok A31b of planting year 2012 Keminting Estate, Divisi 2, coordinates: 01° 53' 04.03" S; 112° 28' 57.56" E. 5) HGU pages no. 83, location di blok K21b of planting year 2011 Panyahuan Estate, Divisi I, coordinates: 01° 51' 30.77" S; 112° 20' 49.21" E. 6) HGU pages no. 82, location di blok K21c of planting year 2011 Panyahuan Estate, Divisi I, coordinates: 01° 51' 45.49" S; 112° 20' 55.39" E. 7) HGU pages no. 14, location di blok O17 of planting year 2011 Panyahuan Estate, Divisi 4, coordinates: 01° 50' 26.99" S; 112° 22' 48.52" E. <p>Some boundary poles, located in the middle of the block which is a part of HGU while other still on progress to granted HGU's certificate. It mean, there is an uncertified FFB from the same blocks.</p> | | | | | | | | | | | | | | | | | | | | | | |
|---|---|---|-----|------------------|---------------------|---|---------------------------|--------------------|---|---------------------------|------------------|---|---------------------------|---------|---|---------------------------|---------|---|---------------------------|--------|---|---------------------------|--------|--------|
| <p>Criteria 2.2 All contractors providing operational services and supplying labour, and Fresh Fruit Bunch (FFB) suppliers, comply with legal requirements.</p> | | | | | | | | | | | | | | | | | | | | | | | | |
| 2.2.1 | A list of contracted parties is maintained. | <p>The company has had a list of current contractor, FFB supplier, CPO/PK transporter and other third parties in each unit (estate and mill). Based on document verification, there was some kind of contractor as follows:</p> <table border="1" data-bbox="884 1173 1937 1380"> <thead> <tr> <th>No.</th> <th>Type of Contract</th> <th>Awardee Contractors</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>Transport agreement (CPO)</td> <td>CV Bintang Santuai</td> </tr> <tr> <td>2</td> <td>Transport agreement (CPO)</td> <td>CV KML Transport</td> </tr> <tr> <td>3</td> <td>Transport agreement (CPO)</td> <td>CV Jose</td> </tr> <tr> <td>4</td> <td>Transport agreement (CPO)</td> <td>CV SMKI</td> </tr> <tr> <td>5</td> <td>Transport agreement (CPO)</td> <td>CV MLB</td> </tr> <tr> <td>6</td> <td>Transport agreement (CPO)</td> <td>CV FJT</td> </tr> </tbody> </table> | No. | Type of Contract | Awardee Contractors | 1 | Transport agreement (CPO) | CV Bintang Santuai | 2 | Transport agreement (CPO) | CV KML Transport | 3 | Transport agreement (CPO) | CV Jose | 4 | Transport agreement (CPO) | CV SMKI | 5 | Transport agreement (CPO) | CV MLB | 6 | Transport agreement (CPO) | CV FJT | Comply |
| No. | Type of Contract | Awardee Contractors | | | | | | | | | | | | | | | | | | | | | | |
| 1 | Transport agreement (CPO) | CV Bintang Santuai | | | | | | | | | | | | | | | | | | | | | | |
| 2 | Transport agreement (CPO) | CV KML Transport | | | | | | | | | | | | | | | | | | | | | | |
| 3 | Transport agreement (CPO) | CV Jose | | | | | | | | | | | | | | | | | | | | | | |
| 4 | Transport agreement (CPO) | CV SMKI | | | | | | | | | | | | | | | | | | | | | | |
| 5 | Transport agreement (CPO) | CV MLB | | | | | | | | | | | | | | | | | | | | | | |
| 6 | Transport agreement (CPO) | CV FJT | | | | | | | | | | | | | | | | | | | | | | |

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| | | <p>7 Transport agreement (Kernel) CV Kharomah</p> <p>8 Transport agreement (Kernel) CV Bintang Santuai</p> <p>9 FFB Supplier CV SMKI</p> <p>10 FFB Supplier Sempung</p> <p>11 FFB Supplier Ali Rahman</p> <p>12 FFB Supplier Harnes</p> <p>13 FFB Supplier Udui Siung</p> <p>14 FFB Supplier Yanson Leman</p> <p>15 FFB Supplier PT Telaga Sari Persada</p> <p>16 FFB Supplier Moch Abdul Fatah</p> <p>17 FFB Supplier Lahet</p> <p>18 FFB Supplier Borneo Lancar Abadi</p> <p>19 Hardening road CV Barkhiya Makmur</p> <p>20 Building CV Rusniadie Piking</p> <p>21 Building CV Kasia Elfath Jaya</p> <p>22 Building Nasirul Fawaiq</p> <p>23 Building CV Azhra Jaya</p> <p>24 Air conditioner services Yodie Suprpto</p> <p>25 Heavy weight rental Kalimantan Berlian Sejahtera</p> <p>26 Heavy weight rental Perdana Buana Sentosa</p> <p>27 Heavy weight rental Batuah Maan Sentosa</p> <p>28 DT Rental CV Kasia Elfath Jaya</p> <p>29 DT Rental H Sujai</p> <p>30 DT Rental Thamrin</p> | |
| 2.2.2 | All contracts, including those for FFB supply, contain specific clauses on meeting applicable legal requirements, and this can be demonstrated by the third party. | Based on document verification on some contracts (FFB supplier CV Kasia Elfath Jaya and transporter CV. Jose has written some clause regarding to legal requirements such as tax, Occupational Safety and Health etc. especially contract with FFB supplier, all FFB delivered to the mill shall comply with regulation (legal areas and not FFB stolen). | Comply |
| 2.2.3 | 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. | In the sustainability policy and company regulations, a clear policy for not employing children, even for contractors. Based on document verification, it clause has been attached in third parties contract. During the audit, auditor also interviewed some harvester originating from Sulawesi Selatan, Nusa Tenggara Barat and Nusa Tenggara Timur who came at the request by the | Comply |

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| | | company. They have been well informed about the type of work offered, location, conditions of work, and wages offered. There is no complaints related to this matter. | |
| Criteria 2.3 All FFB supplies from outside the unit of certification are from legal sources. | | | |
| 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 • Proof of the ownership status or the right/claim to the land by the grower/smallholder • Where applicable, valid planting/operating/trading license, or is part of a cooperative which allows the buying and selling of FFB | <p>PT AWL has a traceability system to identify the FFB supplier including geo location of FFB origin, status of the land ownership, management plantation (fertilizing, upkeeping, type of seeds).</p> <p>Bukit Santuai Palm Oil Mill maintains daily records of all FFB received. The records show the origin, weight, transporter details and other details of the FFB received.</p> <p>Company has a procedure of FFB purchasing "SOP Prosedur Pembelian Tandan Buah Segar dari Pihak 3 (Outside Supplier)". FFB purchasing is made based on contractual agreement with supplier. Evaluation is conducted before the supplier acceptance covering: identity, NPWP, Surat Pengukuhan Pengusaha Kena Pajak, TDP, Akta Pendirian, SK Domisili, ttd Faktur Pajak.</p> <p>Based on contractual agreement of FFB purchase "Perjanjian Jual Beli TBS" chapted 9 (Supplier Assurance) described that FFB sold are belong to the supplier, and supplier are not sold FFB from illegal activity.</p> <p>Registered list of third party FFB source based on update in January 2020 are as follows:</p> <ul style="list-style-type: none"> - CV Santuai Megah Karya Illahi; contract no. 19000014; supplier no. 59937 - Sempung; 19000015; 57130 - Ali Rahman; 19000016; 66819 - Udui Siung; 19000017; 90875 - Harnes; 19000018; 90876 - Yanson Leman; 19000019; 90877 - PT Telaga Sari Persada; 19000020; 59938 - CV Kasiya Elfath Jaya, 19000010, 19000001, 19000006; 94883 <p>PT AWL has cooperate with Daemeter consultant in the project of FFB traceability. Company</p> | Comply |

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| | | <p>has mapping the Geo Location of all FFBB supplier including their supply bases (independent smallholder/farmer). Maps of geo location FFB supplier can be demonstrated during audit, according to overlay maps with "Peta Kawasan Hutan" according to "SK Menhut No. 529 Tahun 2012" shown and confirmed that all FFB supplier plantation was in APL area (other purpose area) and not in forest area or protected/conservation forest area.</p> <p>Ownership status of the the land by the all grower/smallholder as FFB supplier was clear and legal. The ownership status can be evident in the form of SHM (land ownership certificate) and SKT (land ownership status). Information of planting year, type of seeds and management of plantation were available.</p> | |
| 2.3.2 | For all indirectly sourced FFB, the unit of certification obtains from the collection centres, agents or other intermediaries, the evidence as listed in Indicator 2.3.1. | <p>Company has a procedure of FFB purchasing "SOP Prosedur Pembelian Tandan Buah Segar dari Pihak 3 (Outside Supplier)". FFB purchasing is made based on contractual agreement with supplier. Evaluation is conducted before the supplier acceptance covering: identity, NPWP, Surat Pengukuhan Pengusaha Kena Pajak, TDP, Akta Pendirian, SK Domisili, ttd Faktur Pajak.</p> <p>PT AWL has a traceability system to identify the FFB supplier including geo location of FFB origin, status of the land ownership, management plantation (fertilizing, upkeeping, type of seeds).</p> <p>The implementation has described as above.</p> <p>PT AWL has provide:</p> <ul style="list-style-type: none"> • Information on geo-location of FFB origins • Proof of the ownership status or the right/claim to the land by the grower/smallholder | Comply |
| <p>Principle 3: Optimise productivity, efficiency, positive impact and resilience Implement plans, procedures and systems for continuous improvement.</p> | | | |
| <p>Criteria 3.1 There is an implemented management plan for the unit of certification that aims to achieve long-term economic and financial viability.</p> | | | |
| 3.1.1 | (C) A business or management plan (minimum three years) is documented that includes, where | PT Agro Wana Lestari has a long term business plan that set for 3 years (2019 – 2022) including scheme smallholder. The business plan covering analysis of production (estimation of CPO & PK produced, OER/KER), Cost (plantation and mill cost such as | Comply |

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| | applicable, a jointly developed business case for Scheme Smallholders. | <p>upkeep, pruning, pest and disease, road/bridge maintenance, transport, conservation, harvesting, fertilizer, overhead and depreciation and mill process cost), estimation sales of CPO/PK including prices, tax and profit.</p> <p>Goodhope Asia Group as parent company name of PT Agro Wana Lestari has had financial period from April – March. Based on document verification, during April 2019 until December 2019 has achieved 70.60% FFB target.</p> <p>PT Agro Wana Lestari has set their projection for 2019 – 2022. The projection covering estimation product (FFB from own estates of purchasing, CPO and PK), prices, cost, tax and profit. For example, the company projected to produce 407,928 MT FFB, 48,588 MT CPO and 8,683 MT PK in the next financial year (April 2020 – March 2021). the summary of upkeep cost, harvesting cost and other variable attached in this document.</p> | |
| 3.1.2 | An annual replanting programme projected for a minimum of five years with yearly review, is available. | Based on document review of hectare statement, palm age profile is 1 – 10 years (planting year 2008 – 2016). According to that facts, there is no replanting plan for at least 5 years ahead. | Comply |
| 3.1.3 | The unit of certification holds management reviews at planned intervals appropriate to the scale and nature of the activities undertaken. | Certificate holder has conducted annual management review to monitored compliance between plan and realization. The last management review conducted on December 2019 attended by management (General Manager, Plantation Manager, Estate Manager and other supporting staff). | Comply |
| <p>Criteria 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 | (C) The action plan for continuous improvement is implemented, based on consideration of the main social and environmental impacts and opportunities of the unit of certification. | Based on document observation, certificate holder has had annual program with local communities in order to increase social engagement. According to the interview with village representatives obtain information that the company through public relationship staff has create a community development program. During this audit, auditor has observed local honey development program for the local communities named " <i>Madu Kelulut</i> " in Tewaihara Village. This program is intended to increase sources of community income. The evidence of program (training, attendance list, photos etc) has been verified by auditor. | Comply |

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| 3.2.2 | As part of the monitoring and continuous improvement process, annual reports are submitted to the RSPO Secretariat using the RSPO metrics template. | Goodhope Asia Holdings Ltd has shown their ACOP report 2018 which is contain information of continuous improvement was done during 2018. Report of 2019 are in progress to submit. | Comply | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
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| Criteria 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. | Certificate holder has had Standard Operational Procedures (SOP's) for entire activity in estates and mill namely Agro Plantations Agricultural Policies. Agronomy activity in mill covered the land preparation until harvesting as follow: <table border="1" data-bbox="884 710 1937 1356"> <thead> <tr> <th>Reference Code</th> <th>Activity</th> <th>Date of last revised</th> </tr> </thead> <tbody> <tr><td>OP/C1/04/01</td><td>Nursery Practices</td><td>19 Nov 2010</td></tr> <tr><td>OP/C2/04/01</td><td>Jungle to Palm Planting</td><td>23 March 2009</td></tr> <tr><td>OP/C3/05/01</td><td>Estate Road System Lay Out</td><td>19 May 2008</td></tr> <tr><td>OP/C4/05/01</td><td>Water Management in Oil Palm Plantation</td><td>23 March 2009</td></tr> <tr><td>OP/C5/05/01</td><td>Planting Density</td><td>22 August 2014</td></tr> <tr><td>OP/C6/05/01</td><td>Soil and Water Conservation</td><td>7 September 2014</td></tr> <tr><td>OP/C7/05/01</td><td>Legume Cover Crops</td><td>3 August 2009</td></tr> <tr><td>OP/C8/04/01</td><td>Planting Techniques</td><td>23 March 2009</td></tr> <tr><td>OP/C9/05/01</td><td>Maintenance During Immature</td><td>23 March 2009</td></tr> <tr><td>OP/C10/05/01</td><td>Ablation</td><td>23 March 2009</td></tr> <tr><td>OP/C10/05/01</td><td>Harvesting</td><td>23 March 2009</td></tr> <tr><td>OP/C12/05/01</td><td>Yield Projection for Oil Palm Planting</td><td>5 August 2005</td></tr> <tr><td>OP/C13/05/01</td><td>FronD Pruning</td><td>23 March 2009</td></tr> <tr><td>OP/C14/04/15/04</td><td>Manuring</td><td>April 2015</td></tr> <tr><td>OP/C15/05/01</td><td>Fertilizer Sampling for QC Analyst</td><td>23 March 2009</td></tr> <tr><td></td><td>Field Sampling for Nutrient Analyst & Growth Determination</td><td></td></tr> <tr><td>OP/C17/05/01</td><td>Palm Census</td><td>23 March 2009</td></tr> <tr><td>OP/C18/05/01</td><td>Supplying, Infilling and Palm Replacement</td><td>23 March 2009</td></tr> <tr><td>OP/C19/05/01</td><td>Thinning of Etiolated Palms</td><td>23 March 2009</td></tr> <tr><td>OP/C20/05/01</td><td>Wedding in Mature Area</td><td>23 March 2009</td></tr> <tr><td>OP/C21/05/14/04</td><td>Pest & Disease Management</td><td>May 2014</td></tr> <tr><td></td><td>POME Application</td><td></td></tr> <tr><td>OP/C13/07/01</td><td>Quarterly Bunch Census</td><td>1 July 2007</td></tr> </tbody> </table> | Reference Code | Activity | Date of last revised | OP/C1/04/01 | Nursery Practices | 19 Nov 2010 | OP/C2/04/01 | Jungle to Palm Planting | 23 March 2009 | OP/C3/05/01 | Estate Road System Lay Out | 19 May 2008 | OP/C4/05/01 | Water Management in Oil Palm Plantation | 23 March 2009 | OP/C5/05/01 | Planting Density | 22 August 2014 | OP/C6/05/01 | Soil and Water Conservation | 7 September 2014 | OP/C7/05/01 | Legume Cover Crops | 3 August 2009 | OP/C8/04/01 | Planting Techniques | 23 March 2009 | OP/C9/05/01 | Maintenance During Immature | 23 March 2009 | OP/C10/05/01 | Ablation | 23 March 2009 | OP/C10/05/01 | Harvesting | 23 March 2009 | OP/C12/05/01 | Yield Projection for Oil Palm Planting | 5 August 2005 | OP/C13/05/01 | FronD Pruning | 23 March 2009 | OP/C14/04/15/04 | Manuring | April 2015 | OP/C15/05/01 | Fertilizer Sampling for QC Analyst | 23 March 2009 | | Field Sampling for Nutrient Analyst & Growth Determination | | OP/C17/05/01 | Palm Census | 23 March 2009 | OP/C18/05/01 | Supplying, Infilling and Palm Replacement | 23 March 2009 | OP/C19/05/01 | Thinning of Etiolated Palms | 23 March 2009 | OP/C20/05/01 | Wedding in Mature Area | 23 March 2009 | OP/C21/05/14/04 | Pest & Disease Management | May 2014 | | POME Application | | OP/C13/07/01 | Quarterly Bunch Census | 1 July 2007 | Comply |
| Reference Code | Activity | Date of last revised | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| OP/C1/04/01 | Nursery Practices | 19 Nov 2010 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| OP/C2/04/01 | Jungle to Palm Planting | 23 March 2009 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| OP/C3/05/01 | Estate Road System Lay Out | 19 May 2008 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| OP/C4/05/01 | Water Management in Oil Palm Plantation | 23 March 2009 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| OP/C5/05/01 | Planting Density | 22 August 2014 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| OP/C6/05/01 | Soil and Water Conservation | 7 September 2014 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| OP/C7/05/01 | Legume Cover Crops | 3 August 2009 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| OP/C8/04/01 | Planting Techniques | 23 March 2009 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| OP/C9/05/01 | Maintenance During Immature | 23 March 2009 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| OP/C10/05/01 | Ablation | 23 March 2009 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| OP/C10/05/01 | Harvesting | 23 March 2009 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| OP/C12/05/01 | Yield Projection for Oil Palm Planting | 5 August 2005 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| OP/C13/05/01 | FronD Pruning | 23 March 2009 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| OP/C14/04/15/04 | Manuring | April 2015 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| OP/C15/05/01 | Fertilizer Sampling for QC Analyst | 23 March 2009 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| | Field Sampling for Nutrient Analyst & Growth Determination | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| OP/C17/05/01 | Palm Census | 23 March 2009 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| OP/C18/05/01 | Supplying, Infilling and Palm Replacement | 23 March 2009 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| OP/C19/05/01 | Thinning of Etiolated Palms | 23 March 2009 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| OP/C20/05/01 | Wedding in Mature Area | 23 March 2009 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| OP/C21/05/14/04 | Pest & Disease Management | May 2014 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| | POME Application | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| OP/C13/07/01 | Quarterly Bunch Census | 1 July 2007 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |

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| | | <p>OP/C8/OrganicSoil/01/07 Organic Soil Planting 1 July 2007</p> <p>Wild Fire Protection and Management System Modified Fire Prevention and Management System</p> <p>Processing procedure in mill:</p> <table border="0"> <thead> <tr> <th>Reference Code</th> <th>Activity</th> <th>Date of last revised</th> </tr> </thead> <tbody> <tr> <td>003/SOP/BSM-18</td> <td>Weighbridge station</td> <td>July 2018</td> </tr> <tr> <td>003/SOP/BSM-18</td> <td>Fruit reception station</td> <td>July 2018</td> </tr> <tr> <td>003/SOP/BSM-18</td> <td>Sterilizer</td> <td>July 2018</td> </tr> <tr> <td>003/SOP/BSM-18</td> <td>Fruit handling station</td> <td>July 2018</td> </tr> <tr> <td>002/SOP/BSM-18</td> <td>Pressing station</td> <td>July 2018</td> </tr> <tr> <td>002/SOP/BSM-18</td> <td>Kernel recovery station</td> <td>July 2018</td> </tr> <tr> <td>003/SOP/BSM-18</td> <td>Clarification station</td> <td>July 2018</td> </tr> <tr> <td>01/SOP/BSM-14</td> <td>Boiler station (ketel uap)</td> <td>August 2014</td> </tr> <tr> <td>01/SOP/BSM-14</td> <td>Boiler station (dearator)</td> <td>August 2014</td> </tr> <tr> <td>01/SOP/BSM-14</td> <td>Boiler station (emergency stop boiler)</td> <td>August 2014</td> </tr> <tr> <td>01/SOP/BSM-14</td> <td>Engine room (turbin uap)</td> <td>August 2014</td> </tr> <tr> <td>01/SOP/BSM-14</td> <td>Engine room (generator set diesel – 400 KW)</td> <td>August 2014</td> </tr> <tr> <td>01/SOP/BSM-14</td> <td>Engine room (generator set diesel – 800 KW)</td> <td>August 2014</td> </tr> <tr> <td>01/SOP/BSM-14</td> <td>Water treatment plant</td> <td>August 2014</td> </tr> <tr> <td>003/SOP/BSM-18</td> <td>Final effluent plant</td> <td>September 2018</td> </tr> <tr> <td></td> <td>Sounding CPO/PK</td> <td></td> </tr> <tr> <td></td> <td>Despatch CPO/PK</td> <td></td> </tr> <tr> <td></td> <td>Grading</td> <td></td> </tr> </tbody> </table> <p>All procedure also covered safety working issues. Those document available in each unit (estates and mill).</p> | Reference Code | Activity | Date of last revised | 003/SOP/BSM-18 | Weighbridge station | July 2018 | 003/SOP/BSM-18 | Fruit reception station | July 2018 | 003/SOP/BSM-18 | Sterilizer | July 2018 | 003/SOP/BSM-18 | Fruit handling station | July 2018 | 002/SOP/BSM-18 | Pressing station | July 2018 | 002/SOP/BSM-18 | Kernel recovery station | July 2018 | 003/SOP/BSM-18 | Clarification station | July 2018 | 01/SOP/BSM-14 | Boiler station (ketel uap) | August 2014 | 01/SOP/BSM-14 | Boiler station (dearator) | August 2014 | 01/SOP/BSM-14 | Boiler station (emergency stop boiler) | August 2014 | 01/SOP/BSM-14 | Engine room (turbin uap) | August 2014 | 01/SOP/BSM-14 | Engine room (generator set diesel – 400 KW) | August 2014 | 01/SOP/BSM-14 | Engine room (generator set diesel – 800 KW) | August 2014 | 01/SOP/BSM-14 | Water treatment plant | August 2014 | 003/SOP/BSM-18 | Final effluent plant | September 2018 | | Sounding CPO/PK | | | Despatch CPO/PK | | | Grading | | |
|----------------|---|--|----------------|----------|----------------------|----------------|---------------------|-----------|----------------|-------------------------|-----------|----------------|------------|-----------|----------------|------------------------|-----------|----------------|------------------|-----------|----------------|-------------------------|-----------|----------------|-----------------------|-----------|---------------|----------------------------|-------------|---------------|---------------------------|-------------|---------------|--|-------------|---------------|--------------------------|-------------|---------------|---|-------------|---------------|---|-------------|---------------|-----------------------|-------------|----------------|----------------------|----------------|--|-----------------|--|--|-----------------|--|--|---------|--|--|
| Reference Code | Activity | Date of last revised | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 003/SOP/BSM-18 | Weighbridge station | July 2018 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 003/SOP/BSM-18 | Fruit reception station | July 2018 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 003/SOP/BSM-18 | Sterilizer | July 2018 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 003/SOP/BSM-18 | Fruit handling station | July 2018 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 002/SOP/BSM-18 | Pressing station | July 2018 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 002/SOP/BSM-18 | Kernel recovery station | July 2018 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 003/SOP/BSM-18 | Clarification station | July 2018 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 01/SOP/BSM-14 | Boiler station (ketel uap) | August 2014 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 01/SOP/BSM-14 | Boiler station (dearator) | August 2014 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 01/SOP/BSM-14 | Boiler station (emergency stop boiler) | August 2014 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 01/SOP/BSM-14 | Engine room (turbin uap) | August 2014 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 01/SOP/BSM-14 | Engine room (generator set diesel – 400 KW) | August 2014 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 01/SOP/BSM-14 | Engine room (generator set diesel – 800 KW) | August 2014 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 01/SOP/BSM-14 | Water treatment plant | August 2014 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 003/SOP/BSM-18 | Final effluent plant | September 2018 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| | Sounding CPO/PK | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| | Despatch CPO/PK | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| | Grading | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 3.3.2 | A mechanism to check consistent implementation of procedures is in place. | <p>To ensuring field implementation consistent with procedures, management has a mechanism such as:</p> <ul style="list-style-type: none"> Estate daily inspection that conducted by Agronomy Department. The inspection organized by agronomy inspector in division by rotation. Items to be inspected is harvesting quality (loose fruit, frond stacking), upkeep condition (pruning, circle and path and collection point). As an example, auditor has observed the last inspection report dated 17 January 2020 in SGE and THE. Based on the report shows that harvesting quality in block inspected are in good condition. | Comply | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |

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| | | <ul style="list-style-type: none"> • Certificate holder had annual visit of agronomy that conducted by consultant that hired by management. Based on the latest visit report dated 21 September 2019, all estate (PYE, SGE, KME and THE has been visited). There was some visit comments such as deficiency, terrace maintenance, frond stacking management and so on that should be follow up by estate manager. | |
| 3.3.3 | Records of monitoring and any actions taken are maintained and available. | <p>Through the interview with estate manager PYE and THE known that each estate has been corrected the comments. There is an evidence of extra fertilizer in some block, reconstruction the terrace to helps harvesting and upkeep activity etc. All corrective action that have been made has reported to the agronomy visit in charge.</p> <p>The records of monitoring and the actions taken had been maintained for more than 12 months on the mill and estates concerned. These records have been verified to be satisfactory.</p> <p>Record sampled:</p> <ul style="list-style-type: none"> - Internal Audit Report No. PL – 03 – 2019, dated August 2019 by GRDC (Goodhope Research Development Center) - Internal audit report RSPO SCCS dated 29 August 2019 and 12 December 2019. Issued found during audit and has been addressed: Contract document FFB purchased with Supplier Ali Rahman has been expired on 30 September 2019 and mill cannot demonstrated the renewal contract, Bukit Santuai Mill has coordination with marketing team and has renewal the contract since 28 August 2019 and valid until 30 September 2022, contract No. PTAWL/C/242.2. - Form Inspeksi Panen Division Period January 2020 for Tanah haluan Estate, Penyahuan Estate, Keminting Estate and Sangai Estate. - PT AWL FFB Ripeness Quality at mill ramp – Agronomic staff checks the FFB quality from each estate for ripe FFB, under ripe FFB, unripe FFB, overripe FFB, empty bunches, rotten bunches, etc.; - Agronomy weekly inspection report December 2019, division I - III Penyahuan Estate, Tanah Haluan Estate, Keminting Estate and Sangai Estate; contain information of agronomist inspection result on December 2019, findings, rootcause analysis and | Comply |

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| | | <p>corrective action has been taken and completed.</p> <ul style="list-style-type: none"> - PT AWL Harvesting Recovery Efficiency during in-field assessment – Agronomic staff checks the harvesting quality, number of bunches harvested, loose fruit not collected, FFB not evacuated, under pruning palm, over pruning palm, hanging frond, frond placement, etc.; - Fertilizer efficiency in field assessment – carried out by agronomic staff to monitor fertilizer application timing, weed condition, fertilizer dosage, fertilizer placement, average productivity (fertilizer bag/worker), etc. Sample seen in Penyahuan Estate, Tanah Haluan Estate, Keminting Estate and Sangai Estate. - Bukit Santuai Mill: Daily process logsheet BSM period 31 December 2019 (records accepted FFB, backlog FFB, FFB processed, Mill throughput, press throughput, current process in screw press), Sterilizer logsheet records details of sterilizer process (in time, total time, etc), Tipper Operation Monitoring Sheet, EFB Press Logsheets, Kernel Recovery Logsheets, Oil Purifier Logsheets, Clarification Station Logsheets, Boiler Logsheets, etc.; - Laboratory Daily Lab Report dated 31st December 2019 record on date FFA, moisture, dirt for CPO; moisture, dirt and broken kernel for Palm Kernel; Oil losses on sample of press and decanter, Kernel losses on sample | |
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Criteria 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.

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| 3.4.1 | <p>(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/outgrower scheme, is documented.</p> | <p>Social Environmental Impact Assessment (SEIA)/AMDAL entitled "Rencana Perluasan Area Perkebunan dan pembangunan Pabrik Pengolahan Kelapa Sawit PT Agro Wana Lestari". The initial hectareage was 8,600 Ha (under name PT Agro Sembuluh) and the additional hectareage 7,336.45 Ha, into total hectareage of 15,936.45 Ha with palm oil mill of 90 tons FFB/hour. SEIA was carried out by independent consultant CV Green Enviro Consultant, the assessor comprise of competent assessor (certified and qualified assessor for AMDAL A, B and C). SEIA was undertaken through a participatory methodology involving the affected stakeholders and including the impacts of any smallholder/outgrower scheme.</p> | Comply |
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| | | <p>The evidence of participatory methodology was sighted in the AMDAL document such as: community interview, stakeholder consultation, quisioner, and site visit to surrounding village/local community.</p> <p>The project obtain environmental permit as per "Surat Keputusan Gubernur Kalimantan Tengah No.188.44/167/2011 tentang Kelayakan Lingkungan Hidup Kegiatan Rencana Perluasan Areal Perkebunan Kelapa Sawit dari 8,600 Ha (An Agro Sembuluh) menjadi 15,936 Ha dan Pembangunan Pabrik pengolahan Kelapa Sawit dengan Kapasitas 90 ton TBS/jam oleh PT Agro Wana Lestari di Kecamatan Bukit Santuai, Kabupaten Kotawaringin Timur, Provinsi Kalimantan Tengah", dated 20/05/2011.</p> <p>Social Environmental impact assessment covered in AMDAL, RKL RPL document and environmental aspect and impact, e.g.:</p> <p><u>Pre construction:</u></p> <ul style="list-style-type: none"> - Socialization - Employee recruitment - Land acquisition <p><u>Construction:</u></p> <ul style="list-style-type: none"> - Nursery - Land clearing and planting preparation - Infrastructure and supporting facility construction and development - Land preparation - Imature Palm oil plant upkeeping - Mill location planning - Palm Oil Mill construction <p><u>Operation :</u></p> <ul style="list-style-type: none"> - Mature plantation upkeeping - Soil and water conservation - Land application (waste water application to palm oil plantation) and EFB application - Harvesting and collecting FFB - FFB transportation to Palm Oil Mill | |
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| | | <ul style="list-style-type: none"> - FFB Processing in Palm Oil Mill - Transportation facility providing and maintenance - CPO and PK transportation - Waste water processing - Replanting - Partnership cooperation <p>The company also has prepared the document of Environmental Impact Identification and Assessment as requirement in ISO 14001. Those document have been conducted according to the scope of plantation and mill operation covering: land clearing and new roads, processing mills and its infrastructure, Management of mill effluents, effect on natural vegetation, and management of pests and diseased. The document has been well documented and has been made available at each estate and mill.</p> <p>Another Social Impact Assessment has been conducted by independent consultant from "Fakultas Kehutanan Institut Pertanian Bogor" on November 2012. The SIA method was taken by participatory ways and involving the affected stakeholder at study location in 5 villages (Tumbang Keminting, Tanah Haluan, Tumbang Penyahuan, Tanjung Jariangau, Tumbang Sangai).</p> | |
| 3.4.2 | 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>Social Environment Management and Monitoring Plan document were available in Environmental Management and Monitoring Plan as per AMDAL document and SIA Management and Monitoring Plan. Management and Monitoring Plan was developed through participation of affected stakeholders.</p> <p>Social Environment Management and Monitoring Plan during operational palm oil plantation and mill as per AMDAL document covering:</p> <ul style="list-style-type: none"> - To manage soil erosion during road construction and maintenance, land clearing performed by planting legume cover crop as land cover, sedimen trap construction in the main road, vegetation planting, soil erosion monitoring. - To manage fire land during land clearing and operation performed by fire prevention and mitigation equipment, zero burning policy, warning signboard installation, water source mapping and conservation, riparian protection, fire tower monitoring construction, regular fire patrol and monitoring. | Comply |

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| | | <ul style="list-style-type: none"> - To manage and prevent eutrofication during operation of palm oil plantation performed by fertilizing recommendation as per leaf analysis sampling and soil analysis, fertilizing with appropriate dosage, establish the fertilizing procedure, determined zero chemical in the riparian zone, water surface monitoring each semester. - To manage and to prevent the water pollution, air pollution and increasing of noise level performed by establish the SOP of environmental impact management and monitoring, waste water treatment installation (IPAL), dust collector installation at boiler stack, vegetation planting at surrounding mill, EFB application, waste water application, ground water analysis at land application area, soil analysis at land application area, regular waste water analysis (monthly), air ambient and emission analysis, noise level analysis. - Community perception manage by recruiting local workers, CSR programme, regular stakeholder consultation, community perception monitoring each semester by quisioner. | |
| 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>Social Environmental impact management and monitoring was conducted through regular environmental monitoring, e.g. river water quality, mill effluent quality, air emission, economical condition, social and culture of community and wildlife conservation. The amangement plan of SEIA was review each semester as per "Laporan Pelaksanaan RKL – RPL". In the document of RKL – RPL implementation report containing the SEIA management and monitoring plan and implementation, evaluation of effectiveness management and monitoring plan, trend of laboratory testing analysis report (air ambient, emission, water analysis report, regulation compliance evaluation).</p> <p>Another SIA management and monitoring plan was review each 2 year as per "Laporan dan Review Action Plan SIA". Latest review conducted on January 2019 as per "Laporan dan Rview Action Plan SIA Periode V (Januari 2017 – Desember 2018)".</p> <p>Social Environmental monitoring and management report reported in regular basis each semester. Report semester I & II (Period January – June 2019 and July – December) has been sent to the government (Dinas Lingkungan Hidup Kab. Kotawaringin Timur). Sample seen report semester II has been sent to Dinas Lingkungan Hidup Kab. Kotawaringin Timur on 17 Januari 2020. Evidence of report submission can be demonstrated in "Bukti Terima".</p> | Comply |

| Criteria 3.5 | | | |
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| A system for managing human resources is in place. | | | |
| 3.5.1 | Employment procedures for recruitment, selection, hiring, promotion, retirement and termination are documented and made available to the workers and their representatives. | <p>The company has procedure for hiring workers that regulated hiring and promotion of workers are based on skill, work experiences, and job evaluation – “Aturan Pelaksana/Ketentuan mengenai rekrutment Buruh Harian Lepas (BHL) dan Karyawan SKU (permanent workers) No. 19/Agro/HR/IX/2009, dated 1 November 2009. This procedure can be access by for the workers and their representatives (SPSI or Bipartit) and available in Bahasa Indonesia.</p> <p>The procedure is describe regarding:</p> <ul style="list-style-type: none"> - Term and conditions candidate BHL and SKU - Processes of employee recruitment - Facilities and supporting from company for BHL and SKU - The amount of wages - Effective date and expiration - Etc. <p>This document is available for employee and union labor and or workers representative. All workers have equal opportunity and treatment for work and no discrimination. All workers are also ensured that their health is appropriate to carry out their jobs through medical examination.</p> | Comply |
| 3.5.2 | Employment procedures are implemented and records are maintained. | <p>Document requirements related to recruitment and promotion are well maintained, some documents can be shown and verified at the time of audit, including: Biodata of employee form, labour registration and notice of change Manpower to Disnaker and Jamsostek, Orientation of new employee checklist, Employment agreement, Statement letter and Medical examination.</p> <p>Objective assessment carried out for temporary employees who had finished their period of probation, and they will be appointed as permanent employee if fulfilling the requirements. PT AWL has promoted the status of employees of BHL (employees daily) into SKUS (permanent employees) in the period of December 2019, based on the</p> | Comply |

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| | | <p>Promotion Form (04) WPS, there are as many as 36 employees will be assigned the letter Ketetapan in February 2020.</p> <p>In the recruitment process, the company has also followed the procedures that have been established without discrimination, for example:</p> <ol style="list-style-type: none"> 1) Employee acceptance on behalf of Melkianus from Sumba, recruited on 5 December 2019 as a harvester in Tumbang Panyahuan Estate, some documents have been verified including: New Employee Biodata form, identity card, orientation Checklist new employee, Medical examination on 2/12/2019, labor registration as a participant in social security and Disnaker and daily work agreement, dated 5/12/2019. 2) Employee acceptance on behalf of Agustinus Lende from Sumba, recruited on 2 December 2019 as a harvester in Keminting Estate, some documents have been verified including: New Employee Biodata form, identity card, orientation Checklist new employee, Medical examination on 1/12/2019, labor registration as a participant in social security and Disnaker and daily work agreement, dated 2/12/2019. <p>The company has the policy to rotate work among workers every 3-4 years, this is to eliminate boredom and illhealth in work. Some field workers with old age rotation of work into a lighter, for example: rotation work from upkeep in to a house keeping or gardeners in the emplacement.</p> | |
| <p>Criteria 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.</p> | <p>All operation at estate and mill has been assessed as per "Risk & Environment Impact Assessment Register" latest update on 20 December 2019. Risk assessment for estate operation covering such as: harvesting, plantation upkeep (herbicide/pesticide application), fertilizing, pruning, FFB transportation, FFB loading and unloading, housing/emplacement operation, generator set operation, and all supporting operation. Risk assessment are includes location, activities, condition (normal, abnormal, emergency), hazard, risks, legal reference, current controlling, Severity, Frequency, Possibility, further risk mitigation plan.</p> | <p>Comply</p> |

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| | | <p>Mitigation plan has been determined for all risk identified to eliminate and minimize the risk particularly for medium and high risk. Mitigation plan to reduce and minimize the risk impact covering:</p> <ul style="list-style-type: none"> - Elimination of risk - Subtitution of material and process - Engineering control - Administratif control - Personal protective equipment. <p>Sample seen: to minimize the risk of frond fall in to the body during harvesting, Estate management has conducted the safety harvesting training each month in each estate by OHS expert, Poster and warning sign instalalation to increase the safety awareness, safety briefing through master morning before working, PPE provision (safety helmet).</p> | |
| 3.6.2 | <p>(C) The effectiveness of the H&S plan to address health and safety risks to people is monitored.</p> | <p>Effectiveness of the H & S plan to address health and safety risks to people is monitored through internal audit EHS which performed twice a year. Latest internal audit conducted on 13 December 2019 at Penyahuan Estate, 11 December 2019 at Keminting Estate, Findings and issue raised during audit has been follow up by Estate Management through Corrective Action Plan. Implementation of corrective action taken has been verified and effectively implemented.</p> <p>Monthly EHS inspection also carried out in each estate by EHS supervisor to monitor the effectiveness of EHS implementation at estate operation. EHS inspection covering: pesticide application activity, fertilizing application activity, harvesting, FFB loading, manual upkeep, EFB application, pesticide store, fertilizer store, emplacement, domestic landfill, Diesel Genset operation, Fuel station, Medical Clinic. Checklist of EHS inspection was covering all EHS aspect implementation such as: PPE usage, emergency equipment and response, facility condition, regulation compliance related to EHS, working instruction implementation, unsafe act and condition, etc. EHS monthly inspection record seen: <u>Penyahuan Estate</u></p> | Comply |

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| | | <ul style="list-style-type: none"> - Monthly EHS Inspection Checklist dated 20 December 2019 by Joko Hardy (EHS Supervisor), activity inspected: Pesticide application, Fertilizing application, Harvesting, FFB loading, Manual Upkeep, EFB application. Total score inspection 78%. - Monthly EHS Inspection Checklist dated 5 December 2019 by Joko Hardy (EHS Supervisor), activity inspected: Diesel Genset, Fuel station. Total score compliance 76%. - Monthly EHS Inspection Checklist dated 5 December 2019 by Joko Hardy (EHS Supervisor), activity inspected: Pesticide Store, fertilizer store. Total score compliance 91%. - Monthly EHS Inspection Checklist dated 18 December 2019 by Joko Hardy (EHS Supervisor), activity inspected: Emplacement and Landfill area. Total score compliance 68%. <p>There were several findings during inspection and immediately action taken to follow up the findings/issue were evident.</p> <p><u>Keminting Estate:</u></p> <ul style="list-style-type: none"> - Monthly EHS Inspection Checklist dated 5 December 2019 by Puji (EHS Supervisor), activity inspected: Emplacement, Domestic Landfill. Total score compliance 90%. - Monthly EHS Inspection Checklist dated 6 December 2019 by Puji (EHS Supervisor), activity inspected: Pesticide application, Fertilizing application, Harvesting, FFB loading, Manual Upkeep, EFB application. Total score compliance 99%. - Monthly EHS Inspection Checklist dated 9 December 2019 by Puji (EHS Supervisor), activity inspected: Pesticide Store, fertilizer store. Total score compliance 98%. - Monthly EHS Inspection Checklist dated 9 December 2019 by Puji (EHS Supervisor), activity inspected: Diesel Genset, Fuel station. Total score compliance 100%. - Monthly EHS Inspection Checklist dated 16 December 2019 by Puji (EHS Supervisor), activity inspected: Medical Clinic. Total score compliance 100%. | |
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Criteria 3.7

All staff, workers, Scheme Smallholders, outgrowers, and contract workers are appropriately trained.

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| 3.7.1 | <p>(C) A documented programme that provides training is in place, which is accessible to all staff, workers, Scheme Smallholders and outgrowers, taking into account gender-specific needs, and which covers applicable aspects of the RSPO P&C, in a form they understand, and which includes assessments of training.</p> | <p>Certificate holder has had annual training program that set by sustainability department in collaboration with Human Resources and Training Centre Department. Those program divided into some training program as follows:</p> <ul style="list-style-type: none"> • Mandatory safety training (Occupational Safety and Health) • Technical training • Behavioural training • Seminar and conference training. • Others. <p>During this audit, audit has been checked the mandatory training program especially in Occupation Health and Safety aspect. Within this financial period of PT. Agro Wana Lestari (March 2019 – April 2020), the company has conducted mandatory training as follows:</p> <ul style="list-style-type: none"> • Training for boiler man on 21 – 22 January 2020. Training evidence (attendance list, photos etc) and interview with operator has been verified by auditor. • Training for welder on 21 – 22 January 2020. Training evidence (attendance list, photos etc) and interview with operator has been verified by auditor. <p>All document related to training record and competence evidence kept in Human Resources Department.</p> | Comply |
| 3.7.2 | <p>Records of training are maintained, where appropriate on an individual basis.</p> | <p>All training document kept by Training Centre and EHS Department. During field visit in mill, auditor has been interviewed welder and boiler man who has been attended competency training on 21 – 22 January 2020. The record of training are available in EHS Department.</p> | Comply |
| 3.7.3 | <p>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.</p> | <p>Training of the Supply Chain Certification Standard (SCCS) has been carried out by Sustainability Manager Jakarta for personnel carrying out the tasks critical to the effective implementation of the Supply Chain Certification Standard. Training conducted on 12 December 2019 and 14 December 2019 by Mr. Saepul Bahri (Sustainability Manager). Training attend by Mill manager, admin logistic, Admin BSM, weighbridge operator, security, EHS personel. Evidence of training can be demonstrated during audit. Interview</p> | Comply |

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| | | with mill manager, admin BSM and weighbridge clerk confirmed that they have understanding on RSPO SCCS implementation. | |
| Supply chain requirements for mills. | | | |
| Definition | | | |
| Identity Preserved Mill D.1 | <p>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.</p> <p>Certification for CPO mills is necessary to verify the volumes and sources of certified FFB entering the mill, the implementation of any processing controls (for example, if physical separation is used), and volume sales of RSPO certified products. If a mill process certified and uncertified FFB without physically separating them, then only Module E is applicable.</p> | <p>PT. Agro Wana Lestari – Bukit Santuai POM holds current RSPO P&C Certificate No. RSPO 630116. In the current certificate, PT. Agro Wana Lestari – Bukit Santuai POM uses Mass Balance supply chain model. The mill only claimed the FFB proportion from certified supply bases which comprise of company-own estate (Penyahuan Estate, Tanah Haluan Estate, Keminting Estate, Sangai Estate). The other supply base, were come from smallholder and third party suppliers as non-certified FFB source.</p> | Comply |
| Mass Balance Mill E.1 | <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>The company has established procedure for receiving FFB certified and non-certified sources in Procedure “Ensuring Traceability of RSPO Cerified Products (Traceability –P.01 Version 3/2019 dated 3 September 2019)”.</p> <p>Due to the certified area based on block, the company has determined block number in weighbridge system and automatically will be claimed as FFB certified and other hand, the FFB from non-certified block, from plasma and from third-party suppliers classified as noncertified FFB sources.</p> <p>Verified on certified block and their percentage in the estates of HGU PT AWL, such as:</p> <ul style="list-style-type: none"> - Block in Penyahuan Estate: J-13 (92%), K-15 (50%), K-17 (57%), K-20 (97%), K-21 (44%), L-25 (77%), M-16 (99%), P-34 (96%), Q-32 (79%), R- 27 (98%). | Comply |

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| | | <ul style="list-style-type: none"> - Block in Keminting Estate: AA-24 (54%), AA-26 (97%), AA-29 (51%), AA31 (54%), AB-26 (84%), Y-15 (14%), Y-18 (39%), Z-22 (16%). - Block in Sangai Estate AC-103 (675), AD-11 (76%), X-03 (13%), Y-10 (61%), Y-051 (12%), Y-12 (42%), Y-13 (13%) Block in Tanah Haluan Estate: AA-24 (54%), Y-15 (14%), Y-18 (39%), Z-22 (16%). | |
| Explanation (Volume and product integrity) | | | |
| D.2 E.2 | <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.</p> <p>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 certified CPO and PK that could potentially produced by PT Agro Wana Lestari – Bukit Santuai Palm Oil Mill its recorded in RSPO Public Summary report, certificate and RSPO IT Paltform.</p> <p>The mill has met registration and reporting requirement as it registered in RSPO IT Platform (PalmTrace) with ID number RSPO_PO1000003927.</p> | Comply |
| 5.3 Documented procedures | | | |
| 5.3.1 D.3 E.3 | <p>The site shall have written procedures and/or work instructions to ensure the implementation of all elements of the applicable supply chain model</p> | <p>PT AWL has a procedure of Traceability "Ensuring Traceability of RSPO Cerified Products (Traceability –P.01 Version 3/2019 dated 3 September 2019)".</p> <p>The procedure covering: receiving of FFB certified and non-certified, identification of FFB certified and non-certified processed, Record of FFB certified and non-certified received,</p> | Comply |

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| | <p>specified. This shall include at minimum the following:</p> <ul style="list-style-type: none"> • Complete and up to date procedures covering the implementation of all the elements of the supply chain model requirements. • 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>CPO and PK Certified and non- certified produced. The procedures are complete and up to date covering the implementation of all the elements of the supply chain model Mass Balance requirements according to RSPO SCCS 2017.</p> <p>Record and reports related to implementation of RSPO supply chain were complete and up to date according to RSPO SCCS 2017.</p> <p>Identification of the role of the person having overall responsibility for and authority over the implementation of RSPO SCCS requirements and compliance with all applicable requirements has been defined. According to the procedure stated that "The Manager of the RSPO Certified Mill is responsible and is authorized to implement the flow of products traceability information as documented in this SOP. Ensuring compliance to the requirement of the RSPO supply chain certification standard 2019 will also come under the purview of the aforesaid manager.</p> | |
| 5.3.2 Internal Audit | | | |
| 5.3.2 | <p>The site shall have a written procedure to conduct annual internal audit to determine whether the organisation;</p> <ul style="list-style-type: none"> • Conforms to the requirements in the RSPO Supply Chain Certification Standard and the RSPO Market Communications and Claims Documents. • Effectively implements and maintains the standard requirements within its organisation. | <p>PT AWL has a procedure to conduct internal audit RSPO, including RSPO SCCS as per procedure "Internal Audit (IMS.P-13 Rev.00 dated 16 March 2015). Internal audit conducted twice a year according to procedure. RSPO SCCS internal audit has been carried out on 29 August 2019 and 12 December 2019. Internal audit report were evident, all issue raised during internal audit has been followed up and Closed. Sample seen on internal audit issue 12 December 2019: Contract document FFB purchased with Supplier Ali Rahman has been expired on 30 September 2019 and mill cannot demonstrated the renewal contract, Bukit Santuai Mill has coordination with marketing team and has renewal</p> | Comply |

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| | <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>the contract since 28 August 2019 and valid until 30 September 2022, contract No. PTAWL/C/242.2.</p> <p>Management review conducted once a year as per procedure "Integrated Management System (IMS) Manual (IMS.M-01 Rev.01 dated 4 May 2017)". Latest management review conducted on</p> | |
| 5.4 Purchasing Goods In | | | |
| <p>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>Certified FFB:</p> <p><u>Sangai Estate:</u></p> <ul style="list-style-type: none"> - Surat pengantar Buah dated 21/01/2020, Division Ib, Block Z100 & X02 Sangai Estate, quantity 1,050 Bunches, Nett weight 610 kg; vehicle No. KH8018LN, Driver: Sukisman - WB Ticket No. 000372686, dated 21/01/2020, Block SN Z100 & SN X02, Bunches 1,050, Nett weight 6,280 kg, vehicle No. KH8018LN, Driver: Sukisman <p><u>Keminting Estate:</u></p> <ul style="list-style-type: none"> - Surat pengantar Buah dated 21/01/2020, Division III, Block AD 16, AD 18, AD 29 Keminting Estate, quantity 1,269 Bunches, Nett weight 743 kg, vehicle No. KH8203LN, Driver: Julianto. - WB Ticket No. 000372670, dated 21/01/2020, Block AD 16, AD 18, AD 29 Keminting Estate, Bunches 1,269, Nett weight 6,310 kg, vehicle No. KH8970FP, Driver: Julianto <p><u>Tanah Haluan Estate:</u></p> <ul style="list-style-type: none"> - Surat pengantar Buah dated 21/01/2020, Division II, Block T26, quantity 572 Bunches, Nett weight 6,177 kg, vehicle No. KH8439LN, Driver: David. - WB Ticket No. 000372692, dated 21/01/2020, Block TH T26, Bunches 572, Nett weight 6,380 kg, vehicle No. KH8439LN, Driver: David. <p><u>Penyahuan Estate:</u></p> <ul style="list-style-type: none"> - Surat pengantar Buah dated 21/01/2020, Division II, Block M26, quantity 425 Bunches, Nett weight - kg, vehicle No. KH8511LN, Driver: Yodi. | <p>Comply</p> |

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| | | <ul style="list-style-type: none"> - WB Ticket No. 000372685, dated 21/01/2020, Block TH T26, Bunches 572, Nett weight 4,740 kg, vehicle No. KH8511LN, Driver: Yodi. <p>Non certified FFB receiving from supplier:</p> <p><u>Purang Estate:</u></p> <ul style="list-style-type: none"> - Surat Pengantar Buah dated 21/01/2020, Division II, Block F43, quantity 493 Bunches, Nett weight - kg, vehicle No. KH8923FN, Driver: Ari S. - WB Ticket No. 000372710, dated 21/01/2020, Block PR F43, Bunches 493, Nett weight 6,150 kg, vehicle No. KH8923FN, Driver: Ari S. <p><u>Tewehara Estate:</u></p> <ul style="list-style-type: none"> - Surat Pengantar Buah dated 21/01/2020, Division I, Block G07 & G09, quantity 553 Bunches, Nett weight 5,613 kg, vehicle No. KH8438FN, Driver: Erwin. - WB Ticket No. 000372704, dated 21/01/2020, Block TW G07 & TW G09, Bunches 553, Nett weight 5,420 kg, vehicle No. KH8438FN, Driver: Erwin. <p><u>PT Telaga Sari Persada</u></p> <ul style="list-style-type: none"> - Surat Pengantar Buah No. 51/TSP/BMS/XI/2019 dated 19/11/2019, Block A9c, A9a, D8c, D8b, quantity 721 Bunches, Nett weight 636 kg, vehicle No. KH9030PF, Driver: Randu. - WB Ticket No. 000359670, dated 11/20/2019, Block -, Bunches -, Nett weight 6,390 kg, vehicle No. KH9030PF, Driver: Randu. <p><u>CV Kasia Elfath Jaya</u></p> <ul style="list-style-type: none"> - Surat Jalan TBS dated 23/11/2019, bunches 200, Bruto 4,030; Tara 1,410 kg; Netto 2,620 kg, vehicle No. KH8081RD, Driver: Adit. - WB Ticket No. 000360517, dated 11/23/2019, Block -, Bunches -, Nett weight 2,620 kg, vehicle No. KH8081RD, Driver: Adit. | |
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5.5 Outsourcing Activities

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| <p>5.5.1</p> | <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>PT AWL operate subcontractor for CPO and PK transporter, consist of:</p> <ul style="list-style-type: none"> - CV Bintang Santuai; Jl. Teluk Sambas RT05 RW02 Tumbang Penyahuan, Kec. Bukit Santuai; Contact person: Sempung D. Kiting S.pd (transporter CPO and PK). - CV Karya Mandiri Lestari; Jl. H Abdul Rasyid No. 199 Pembuang Hulu; Contact Person: H. Ahmad Firdaus. - CV Jose; Jl Tumbang Sepayang RT004 RW 002 Desa Tumbang Penyahuan Kec. Bukit Santuai Kab. Kotim; Contact person: Mukmin (Transporter CPO). - CV Santuai Megah Karya Illahi (SMKI); Desa Tumbang Penyahuan Kec. Bukit Santuai; Contact Person: Rio Septianto (Transporter CPO). - CV Flora Jaya Transport; Jl. Gatoto Subroto No. 17 Sampit; Contact Person: Yakobus (Transporter CPO). - CV Karomah; Jl. Gunung Bromo I/D No. 12 RT 38, RW IX Sampit; Contact Person: Yuliani Dewi (Transporter PK). <p>The documented procedure "Ensuring Traceability of RSPO Cerified Products (Traceability –P.01 Version 3/2019 dated 3 September 2019)" has described mechanism that the independent third party complies with the requirements of the RSPO Supply Chain Certification Standard.</p> | <p>Comply</p> |
| <p>5.5.2</p> | <p>Sites which include outsourcing within the scope of their RSPO Supply Chain certificate shall ensure the following:</p> <p>a) The site has legal ownership of all input material to be included in outsourced processes;</p> <p>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</p> | <p>The site has legal ownership of the CPO and PK delivered by the independent third party. PT AWL have contract/agreement with all the independent third party transporters for CPO and PK transport process. Agreement between PT AWL – Bukit Santuai POM with transporters, sample seen:</p> <ul style="list-style-type: none"> - CPO Transport Agreement No. AWL/BSM/TRANS CPO/III/2019/009 between CV JOSE and PT AWL, dated 1 April 2019 valid until 31 March 2020. - CPO Transport Agreement No. AWL/BSM/TRANS CPO/IV/2019/007 between CV Bintang Santuai and PT AWL, dated 6 April 2019 valid until 5 March 2020. | <p>Comply</p> |

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| | <p>access to the outsourcing contractor or operation if an audit is deemed necessary.</p> <p>c) The site has a documented control system with explicit procedures for the outsourced process which is communicated to the relevant contractor.</p> | <ul style="list-style-type: none"> - PK Transport Agreement No. AWL/BSM/TRANS PK/IV/2019/006 between CV Kharomah and PT AWL, dated 6 April 2019 valid until 5 March 2020. - PK Transport Agreement No. AWL/BSM/TRANS CPO/VIII/2018/005 between CV Bintang Santuai and PT AWL, dated 1 August 2018 valid until 31 July 2020. <p>The documented control system defined in procedure "Ensuring Traceability of RSPO Certified Products (Traceability –P.01 Version 3/2019 dated 3 September 2019)".</p> <p>The site has ensure trough contractual agreement that third party willing to follow all requirements related to RSPO Supply Chain; and be further provided relevant access for CB to conduct audit if requested.</p> <p>PT AWL also regularly has give the socialization to transporter to comply with RSPO SCC standard, latest socialization on 13 January 2020 and provide relevant access for duly accredited CBs to their respective operations, systems, and any and all information.</p> | |
| <p>5.5.3</p> | <p>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. 5.5.4 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.</p> | <p>The site has recorded name and contact detail of all contractors, as follows:</p> <ul style="list-style-type: none"> - CV Bintang Santuai; Jl. Teluk Sambas RT05 RW02 Tumbang Penyahuan, Kec. Bukit Santuai; Contact person: Sempung D. Kiting S.pd (transporter CPO and PK). - CV Karya Mandiri Lestari; Jl. H Abdul Rasyid No. 199 Pembuang Hulu; Contact Person: H. Ahmad Firdaus. - CV Jose; Jl Tumbang Sepayang RT004 RW 002 Desa Tumbang Penyahuan Kec. Bukit Santuai Kab. Kotim; Contact person: Mukmin (Transporter CPO). - CV Santuai Megah Karya Illahi (SMKI); Desa Tumbang Penyahuan Kec. Bukit Santuai; Contact Person: Rio Septianto (Transporter CPO). - CV Flora Jaya Transport; Jl. Gatoto Subroto No. 17 Sampit; Contact Person: Yakobus (Transporter CPO). - CV Karomah; Jl. Gunung Bromo I/D No. 12 RT 38, RW IX Sampit; Contact Person: Yuliani Dewi (Transporter PK). | <p>Comply</p> |
| <p>5.5.4</p> | <p>The site shall at its next audit inform its CB of the names and contact details of any new contractor</p> | <p>The site committed to inform CB related name and contact details of any new contractors as mentioned in Procedure "Ensuring Traceability of RSPO Certified Product".</p> | <p>Comply</p> |

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| | used for the processing or physical handling of RSPO certified oil palm products. | | |
| 5.9 Record keeping | | | |
| 5.9.1 | 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. | The organization has maintained accurate, complete, up-to-date and accessible records and reports covering all aspects of RSPO Supply Chain requirements, as evident in FFB Arrival For The Period From 23/01/2019 to 23/01/2020. | Comply |
| 5.9.2 | 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. | Retention time for all records and reports has been defined 5 years as on procedure Control of Records (Doc. No.IMS.P-12) dated 4 May 2015 and Procedure "Ensuring Traceability of RSPO Certified Products" Version 3/2019 dated 3 September 2019 | Comply |
| 5.9.3 | 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 (input) and claimed (output) over a period of twelve (12) months. | The organization is able to provided estimate volume of CPO and PK in a year period as in Budget FY2020/2021 Production FFB, CPO and PK. The organization also keep an up to date record of the FFB volume received, CPO and PK produced over a period of twelve (12) month, as in Rekapitulasi Produksi TBS, CPO dan PK PT Agro Wana Lestari. | Comply |
| 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. | The site has determined and set their own conversion rates be based upon past experience defined as Oil Extraction Rate (OER) and and Kernel Extraction Rate (KER). The site has set OER for budget 2019 as 26.00% and KER as 4.30%. | Comply |
| E.5.1 | <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</p> | <p>The company has established format to record and balance all RSPO certified FFB received, and deliveries of RSPO certified CPO and PK on real-time and three- monthly basis.</p> <p>The Mill shows three-monthly basis record under "Mass Balance CPO & PK per 3 Bulan", indicating the FFB received (certified and non-certified), initial stock (certified and non-certified), CPO and PK output (certified and non-certified), CPO and PK despatch, Balance CPO and PK.</p> | <p>NC</p> <p>#1876326-202001-M2</p> <p>Closed on 09/04/2020</p> <p>Comply</p> |

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| | <p>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> | <p>Non conformity found during audit: According to Mass balance report period January – December 2019, confirmed that there is a transaction of CSPO as below:</p> <ul style="list-style-type: none"> • Transaction January – March 2019: CSPO Credit allocation 21,323MT • Transaction March 2019: CSPO physical sold volume 2,501 MT • Stock CSPO on March 2019 was (773) MT, so that stock ytd March 2019 was (3,274) MT • Transaction April – June 2019: CSPO credit allocation 7,536 MT • Transaction June 2019: CSPO physical sold volume 1,500 MT • Stock CSPO ytd June 2019 was (7,291) MT <p>PT AWL has made correction and corrective action to addressed the issue, auditor has verify the effectiveness of implementation and found satisfactory addressed and non conformity has been Closed on 9 April 2020. See section 3.4 detail of findings of this report.</p> | |
| 5.10 Conversion Factors | | | |
| 5.10.1 | <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> | <p>The site has determined and set their own conversion rates be based upon past experience defined as Oil Extraction Rate (OER) and and Kernel Extraction Rate (KER). The site has set OER for budget 2020 as 26.20% and KER as 5.00%.</p> | Comply |
| 5.10.2 | <p>Conversion rates shall be periodically updated to ensure accuracy against actual performance or industry average if appropriate.</p> | <p>The site has recorded actual OER and KER as in 2019 OER is 25.90% and KER is 5.40%.</p> | Comply |

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| Processing D.6 | 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>PT AWL has a procedure of Traceability "Ensuring Traceability of RSPO Certified Products (Traceability –P.01 Version 3/2019 dated 3 September 2019)".</p> <p>The procedure covering: receiving of FFB certified and non-certified, identification of FFB certified and non-certified processed, Record of FFB certified and non-certified received, CPO and PK Certified and non- certified produced. The procedures are complete and up to date covering the implementation of all the elements of the supply chain model Mass Balance requirements according to RSPO SCCS 2017.</p> <p>Record and reports related to implementation of RSPO supply chain were complete and up to date according to RSPO SCCS 2017.</p> <p>The site has 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> | Comply |
| 5.6 Sales and goods out | | | |
| 5.6.1 | <p>The supplying site shall ensure that the following minimum information for RSPO certified products is made available in document form: The name and address of the buyer;</p> <ul style="list-style-type: none"> • 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. | <p>PK Non Certified Delivery:</p> <ul style="list-style-type: none"> - Sales Contract No: SF02V05-00291 date 15 May 2019, Seller PT Agro Wana Lestari, Buyer PT Sinar Jaya Inti Mulya, Kotawaringin Timur – Sampit; Quantity: 1,000 MT; Shipment Delivery May 2019. Divided in to 120 shipment delivery. - Delivery Order No: PT AWL/V/2019/SF02V05-00291 dated 24 May 2019, Product: Palm Kernel, quantity: 1,000 kg - WB Ticket No. 000318165 dated 27/05/2019, Product: Palm Kernel, Nett: 7,780 kg name of the buyer is PT Sinar Jaya Inti Mulya; the name of the Seller is PT Agro Wana Lestari – Bukit Santuai POM; Document No. 19000010, Contract No. SF02V05-00291; Seal No. 039851-52-53-54; transporter CV Karomah; Driver Jarwanto; Vehicle No. KH8271NM; Clerk Elias S. <p>PK Certified Delivery:</p> <ul style="list-style-type: none"> - Sales Contract No: SF02X10-00326 date 24 October 2019, Seller PT Agro Wana Lestari, Buyer PT Agro Bukit, Gd Menara Global Jakarta; Quantity: 350 MT; Shipment Delivery October 2019. Divided in to 40 shipment delivery. | Comply |

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| | <ul style="list-style-type: none"> Information shall be complete and can be presented either on a single document or across a range of documents issued for RSPO certified oil palm products (for example, delivery notes, shipping documents and specification documentation). 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. | <ul style="list-style-type: none"> Delivery Order No: PT AWL/X/2019/SF02X10-00326 dated 24 October 2019, Product: RSPO Mass Balance Palm Kernel in Bulk, Certificate No. RSPO 630116 quantity: 350,000 kg,. Transporter: CV Bintang Santuai & CV Karomah. WB Ticket No. 000352846 dated 24/10/2019, Product: RSPO Certified MB Palm Kernel, Nett: 8,610 kg name of the buyer is PT Agro Bukit; the name of the Seller is PT Agro Wana Lestari – Bukit Santuai POM; Document No. 19000011, Contract No. SF02X10-00326; Seal No. 198565-66-67-68; transporter CV Karomah; Driver Herlin Aransah; Vehicle No. KHP9404UX; Clerk Elias S. Sales Contract No: SF02IV04-00285 date 26 April 2019, Seller PT Agro Wana Lestari, Buyer PT Agro Bukit, Gd Menara Global Jakarta; Quantity: 500 MT; Shipment Delivery April 2019. Divided in to 60 shipment delivery. Delivery Order No: PT AWL/IV/2019/SF02IV04-00285 dated 30 April 2019, Product: RSPO Mass Balance Palm Kernel in Bulk, Certificate No. RSPO 630116, quantity: 500,000 kg, Transporter: CV Bintang Santuai & CV Karomah. WB Ticket No. 000315945 dated 17/May/2019, Product: RSPO Certified MB Palm Kernel, Nett: 8,530 kg name of the buyer is PT Agro Bukit; the name of the Seller is PT Agro Wana Lestari – Bukit Santuai POM; Document No. 19000001, Contract No SF02IV04-00285; Seal No. 038929-30-31-32; transporter CV Karomah; Driver Rusdin Rauf; Vehicle No. KH8350FN; Clerk Elias S. <p>CPO Non Certified Delivery:</p> <ul style="list-style-type: none"> Sales Contract No: SF01VII10-00303 date 2 July 2019, Seller PT Agro Wana Lestari, Buyer PT Sinar Alam Permai, Palembang – Sumatera Selatan; Quantity: 1,000 MT; Shipment Delivery October 2019. Divided in to 112 shipment delivery. Delivery Order No: PT AWL/X/2019/SF01710-00303 dated 26 October 2019, Product: CPO, quantity: 1,000 kg, Transporter: CV Karya Mandiri Lestari Transport, CV Bintang Santuai, CV Santuai Megah Karya Ilahi, CV JOSE, CV Mitra Lintas Borneo, CV Flora Jaya. WB Ticket No. 000353458 dated 26/10/2019, Product: CPO, Nett: 9,670 kg; name of the buyer is PT Sinar Alam Permai; the name of the Seller is PT Agro Wana Lestari – Bukit Santuai POM; Document No. 19000002, Contract No. SF01710-00303; Seal | |
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| | | <p>No. 1052278-79-80; transporter CV Santuai Megah Karya Illahi; Driver Suherman; Vehicle No. KH8872LN; Clerk Elias S.</p> <p>CPO Certified Delivery:</p> <ul style="list-style-type: none"> - Sales Contract No: SF01V06-00288 date 6 May 2019, Seller PT Agro Wana Lestari, Buyer PTAI Bulking Station, Kebon Melati – Jakarta Pusat; Quantity: 1,500 MT; Shipment Delivery June 2019. Divided in to 160 shipment delivery. - Delivery Order No: PT AWL/V/2019/RSPO MB SF01506-00288 dated 26 May 2019, Product: RSPO MB CPO in Bulk, Certificate No. RSPO 630116, quantity: 1,500 kg, Transporter: CV Karya Mandiri Lestari Transport, CV Bintang Santuai, CV Santuai Megah Karya Ilahi, CV JOSE, CV Mitra Lintas Borneo, CV Flora Jaya. - WB Ticket No. 000319851 dated 10/06/2019, Product: CPO, Nett: 9,670 kg; name of the buyer is PT AI Bulking Station; the name of the Seller is PT Agro Wana Lestari – Bukit Santuai POM; Seal No. 1036128-29-30; transporter CV Santuai Megah Karya Illahi; Driver Lukas Subagio; Vehicle No. KH8873LN; Clerk Elias S. <p>CPO and PK certified sold as RSPO certified physically and credit. PT Agro Wana Lestari – Bukit Santuai POM has made Shipping Announcement in RSPO IT Platform to announce sales of RSPO certified PK per group of shipments (DO).</p> <p>Sample seen:</p> <p><u>CPO</u></p> <ul style="list-style-type: none"> - Shipping Announcement, with transaction ID No. TR-81753054-6f10 for 1,500 MT CPO RSPO Mass Balance; from PT Agro Wana Lestari – Bukit Santuai POM (RSPO_PO1000003927) as Seller to Buyer PT Asian Agro Agung Jaya; Seller contract No. SF01V06-00288 B/L No. 42/PKMI/VI/19, Vessel & Voy No: TB Karya Tangguh 2206, TK Daya Utama; Port of Loading: Bagendang-Sampit. Confirmation has been made by Buyer on 21/06/2019. <p><u>PK</u></p> <ul style="list-style-type: none"> - Shipping Announcement, with transaction ID No. TR-a4bb2a3f-d4d4 for 500.89 MT CSPK RSPO Mass Balance; from PT Agro Wana Lestari – Bukit Santuai POM (RSPO_PO1000003927) as Seller to Buyer PT Agro Bukit – Sungai Binti KCP, Shipping | |
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| | | Date: 25/06/2019. Confirmation has been made by Buyer on 03/07/2019. | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
|---|---|--|----------------|--------------------|------------------------|-------------------|--------------------|-----------|------------|------------------|--------|------------------|------------|--|------|--------------|--------|------------------|----------|-----------|------------------|------------|--|------|--------------|----------|------------------|----------|-----------|------------------|------------|--|------|--------------|--------|------------------|----------|-----------|------------------|------------|--|------|--------------|--------|------------------|----------|-----------|------------------|------------|--|------|--------------|-------|------------------|----------|-----------|------------------|------------|--|------|--------------|--------|------------------|----------|-----------|-----------------|------------|--|------|--------------|--------|------------------|----------|-----------|------------------|------------|--|------|--------------|--------|------------------|----------|-----------|------------------|------------|--|------|--------------|--------|-------------------|----------|-----------|------------------|------------|--|------|--------------|-------|-------------------|----------|-----------|--------|
| 5.7 Registration of Transactions | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 5.7.1 | <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>POM is a palm oil mill which takes legal ownership and physically handled RSPO certified sustainable oil palm product, therefore the site has been registered in RSPO IT Platform with ID number RSPO_PO1000003927.</p> <p>During this period of assessment, PT Agro Wana Lestari – Bukit Santuai POM does not sell certified CPO physically. CPO dispatched from the mill are not identified as RSPO certified product. Sales of RSPO certificates (RSPO Credits) done through PalmTrace. As seen on Transaction Report PT Agro Wana Lestari as follow:</p> <table border="1"> <thead> <tr> <th>Transaction ID</th> <th>Transaction Date</th> <th>Buyer Reference Number</th> <th>Product</th> <th>Supply Chain Model</th> <th>Volume</th> <th>License ID</th> <th>Transaction Type</th> <th>Status</th> </tr> </thead> <tbody> <tr> <td>TR-b747673c-04ad</td> <td>05-11-2019</td> <td></td> <td>CSPK</td> <td>Mass Balance</td> <td>345.88</td> <td>CB84885 (Active)</td> <td>Shipping</td> <td>Confirmed</td> </tr> <tr> <td>TR-b353e19f-506c</td> <td>17-10-2019</td> <td></td> <td>CSPK</td> <td>Mass Balance</td> <td>1,007.57</td> <td>CB84885 (Active)</td> <td>Shipping</td> <td>Confirmed</td> </tr> <tr> <td>TR-8a99c1a5-5d8b</td> <td>09-10-2019</td> <td></td> <td>CSPK</td> <td>Mass Balance</td> <td>508.43</td> <td>CB84885 (Active)</td> <td>Shipping</td> <td>Confirmed</td> </tr> <tr> <td>TR-08a5c3cf-3e42</td> <td>23-09-2019</td> <td></td> <td>CSPK</td> <td>Mass Balance</td> <td>504.79</td> <td>CB84885 (Active)</td> <td>Shipping</td> <td>Confirmed</td> </tr> <tr> <td>TR-24ba08e2-ccee</td> <td>23-09-2019</td> <td></td> <td>CSPK</td> <td>Mass Balance</td> <td>508.8</td> <td>CB84885 (Active)</td> <td>Shipping</td> <td>Confirmed</td> </tr> <tr> <td>TR-b1ea120e-9f2c</td> <td>23-09-2019</td> <td></td> <td>CSPK</td> <td>Mass Balance</td> <td>503.24</td> <td>CB84885 (Active)</td> <td>Shipping</td> <td>Confirmed</td> </tr> <tr> <td>TR-116cfc4-f9ca</td> <td>01-08-2019</td> <td></td> <td>CSPK</td> <td>Mass Balance</td> <td>502.25</td> <td>CB84885 (Active)</td> <td>Shipping</td> <td>Confirmed</td> </tr> <tr> <td>TR-6912bd0f-66e1</td> <td>01-08-2019</td> <td></td> <td>CSPK</td> <td>Mass Balance</td> <td>500.54</td> <td>CB84885 (Active)</td> <td>Shipping</td> <td>Confirmed</td> </tr> <tr> <td>TR-a4bb2a3f-d4d4</td> <td>26-06-2019</td> <td></td> <td>CSPK</td> <td>Mass Balance</td> <td>500.89</td> <td>CB65809 (Expired)</td> <td>Shipping</td> <td>Confirmed</td> </tr> <tr> <td>TR-81753054-6f10</td> <td>19-06-2019</td> <td></td> <td>CSPO</td> <td>Mass Balance</td> <td>1,500</td> <td>CB65809 (Expired)</td> <td>Shipping</td> <td>Confirmed</td> </tr> </tbody> </table> | Transaction ID | Transaction Date | Buyer Reference Number | Product | Supply Chain Model | Volume | License ID | Transaction Type | Status | TR-b747673c-04ad | 05-11-2019 | | CSPK | Mass Balance | 345.88 | CB84885 (Active) | Shipping | Confirmed | TR-b353e19f-506c | 17-10-2019 | | CSPK | Mass Balance | 1,007.57 | CB84885 (Active) | Shipping | Confirmed | TR-8a99c1a5-5d8b | 09-10-2019 | | CSPK | Mass Balance | 508.43 | CB84885 (Active) | Shipping | Confirmed | TR-08a5c3cf-3e42 | 23-09-2019 | | CSPK | Mass Balance | 504.79 | CB84885 (Active) | Shipping | Confirmed | TR-24ba08e2-ccee | 23-09-2019 | | CSPK | Mass Balance | 508.8 | CB84885 (Active) | Shipping | Confirmed | TR-b1ea120e-9f2c | 23-09-2019 | | CSPK | Mass Balance | 503.24 | CB84885 (Active) | Shipping | Confirmed | TR-116cfc4-f9ca | 01-08-2019 | | CSPK | Mass Balance | 502.25 | CB84885 (Active) | Shipping | Confirmed | TR-6912bd0f-66e1 | 01-08-2019 | | CSPK | Mass Balance | 500.54 | CB84885 (Active) | Shipping | Confirmed | TR-a4bb2a3f-d4d4 | 26-06-2019 | | CSPK | Mass Balance | 500.89 | CB65809 (Expired) | Shipping | Confirmed | TR-81753054-6f10 | 19-06-2019 | | CSPO | Mass Balance | 1,500 | CB65809 (Expired) | Shipping | Confirmed | Comply |
| Transaction ID | Transaction Date | Buyer Reference Number | Product | Supply Chain Model | Volume | License ID | Transaction Type | Status | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
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| TR-b353e19f-506c | 17-10-2019 | | CSPK | Mass Balance | 1,007.57 | CB84885 (Active) | Shipping | Confirmed | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| TR-8a99c1a5-5d8b | 09-10-2019 | | CSPK | Mass Balance | 508.43 | CB84885 (Active) | Shipping | Confirmed | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| TR-08a5c3cf-3e42 | 23-09-2019 | | CSPK | Mass Balance | 504.79 | CB84885 (Active) | Shipping | Confirmed | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| TR-24ba08e2-ccee | 23-09-2019 | | CSPK | Mass Balance | 508.8 | CB84885 (Active) | Shipping | Confirmed | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| TR-b1ea120e-9f2c | 23-09-2019 | | CSPK | Mass Balance | 503.24 | CB84885 (Active) | Shipping | Confirmed | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| TR-116cfc4-f9ca | 01-08-2019 | | CSPK | Mass Balance | 502.25 | CB84885 (Active) | Shipping | Confirmed | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| TR-6912bd0f-66e1 | 01-08-2019 | | CSPK | Mass Balance | 500.54 | CB84885 (Active) | Shipping | Confirmed | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| TR-a4bb2a3f-d4d4 | 26-06-2019 | | CSPK | Mass Balance | 500.89 | CB65809 (Expired) | Shipping | Confirmed | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| TR-81753054-6f10 | 19-06-2019 | | CSPO | Mass Balance | 1,500 | CB65809 (Expired) | Shipping | Confirmed | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 5.7.2 | <p>The involved supply chain actors mentioned in 5.7.1 shall do the following actions in the RSPO IT Platform: Shipping Announcement / Announcement: When RSPO certified volume is sold as certified, the volumes of products that are in the yield scheme (Figure 2 and 3, refer Annex 1) shall be registered</p> | <p>PT. Agro Wana Lestari – Bukit Santuai POM made shipping announcement inside PalmTrace transaction:</p> | Comply | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |

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| | <p>as a Shipping Announcement / Announcement in the RSPO IT Platform. The declaration time to do Shipping Announcement / Announcement is based on members' own standard operating procedures.</p> <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> | <table border="1"> <thead> <tr> <th>Transaction ID</th> <th>Transaction Date</th> <th>Buyer Reference Number</th> <th>Product</th> <th>Supply Chain Model</th> <th>Volume</th> <th>License ID</th> <th>Transaction Type</th> <th>Status</th> </tr> </thead> <tbody> <tr> <td>TR-b747673c-04ad</td> <td>05-11-2019</td> <td></td> <td>CSPK</td> <td>Mass Balance</td> <td>345.88</td> <td>CB84885 (Active)</td> <td>Shipping</td> <td>Confirmed</td> </tr> <tr> <td>TR-b353e19f-506c</td> <td>17-10-2019</td> <td></td> <td>CSPK</td> <td>Mass Balance</td> <td>1,007.57</td> <td>CB84885 (Active)</td> <td>Shipping</td> <td>Confirmed</td> </tr> <tr> <td>TR-8a99c1a5-5d8b</td> <td>09-10-2019</td> <td></td> <td>CSPK</td> <td>Mass Balance</td> <td>508.43</td> <td>CB84885 (Active)</td> <td>Shipping</td> <td>Confirmed</td> </tr> <tr> <td>TR-08a5c3cf-3e42</td> <td>23-09-2019</td> <td></td> <td>CSPK</td> <td>Mass Balance</td> <td>504.79</td> <td>CB84885 (Active)</td> <td>Shipping</td> <td>Confirmed</td> </tr> <tr> <td>TR-24ba08e2-ccee</td> <td>23-09-2019</td> <td></td> <td>CSPK</td> <td>Mass Balance</td> <td>508.8</td> <td>CB84885 (Active)</td> <td>Shipping</td> <td>Confirmed</td> </tr> <tr> <td>TR-b1ea120e-9f2c</td> <td>23-09-2019</td> <td></td> <td>CSPK</td> <td>Mass Balance</td> <td>503.24</td> <td>CB84885 (Active)</td> <td>Shipping</td> <td>Confirmed</td> </tr> <tr> <td>TR-116cfc4-f9ca</td> <td>01-08-2019</td> <td></td> <td>CSPK</td> <td>Mass Balance</td> <td>502.25</td> <td>CB84885 (Active)</td> <td>Shipping</td> <td>Confirmed</td> </tr> <tr> <td>TR-8912bd0f-66e1</td> <td>01-08-2019</td> <td></td> <td>CSPK</td> <td>Mass Balance</td> <td>500.54</td> <td>CB84885 (Active)</td> <td>Shipping</td> <td>Confirmed</td> </tr> <tr> <td>TR-a4bb2a3f-d4d4</td> <td>26-06-2019</td> <td></td> <td>CSPK</td> <td>Mass Balance</td> <td>500.89</td> <td>CB65809 (Expired)</td> <td>Shipping</td> <td>Confirmed</td> </tr> <tr> <td>TR-81753054-6f10</td> <td>19-06-2019</td> <td></td> <td>CSPO</td> <td>Mass Balance</td> <td>1,500</td> <td>CB65809 (Expired)</td> <td>Shipping</td> <td>Confirmed</td> </tr> </tbody> </table> <p>According to the transaction record and book keeping, there is no RSPO certified volumes sold under other scheme or as conventional, or in case of underproduction, loss or damage. No remove stock needed.</p> | Transaction ID | Transaction Date | Buyer Reference Number | Product | Supply Chain Model | Volume | License ID | Transaction Type | Status | TR-b747673c-04ad | 05-11-2019 | | CSPK | Mass Balance | 345.88 | CB84885 (Active) | Shipping | Confirmed | TR-b353e19f-506c | 17-10-2019 | | CSPK | Mass Balance | 1,007.57 | CB84885 (Active) | Shipping | Confirmed | TR-8a99c1a5-5d8b | 09-10-2019 | | CSPK | Mass Balance | 508.43 | CB84885 (Active) | Shipping | Confirmed | TR-08a5c3cf-3e42 | 23-09-2019 | | CSPK | Mass Balance | 504.79 | CB84885 (Active) | Shipping | Confirmed | TR-24ba08e2-ccee | 23-09-2019 | | CSPK | Mass Balance | 508.8 | CB84885 (Active) | Shipping | Confirmed | TR-b1ea120e-9f2c | 23-09-2019 | | CSPK | Mass Balance | 503.24 | CB84885 (Active) | Shipping | Confirmed | TR-116cfc4-f9ca | 01-08-2019 | | CSPK | Mass Balance | 502.25 | CB84885 (Active) | Shipping | Confirmed | TR-8912bd0f-66e1 | 01-08-2019 | | CSPK | Mass Balance | 500.54 | CB84885 (Active) | Shipping | Confirmed | TR-a4bb2a3f-d4d4 | 26-06-2019 | | CSPK | Mass Balance | 500.89 | CB65809 (Expired) | Shipping | Confirmed | TR-81753054-6f10 | 19-06-2019 | | CSPO | Mass Balance | 1,500 | CB65809 (Expired) | Shipping | Confirmed | |
|---|---|---|----------------|--------------------|------------------------|-------------------|--------------------|-----------|------------|------------------|--------|------------------|------------|--|------|--------------|--------|------------------|----------|-----------|------------------|------------|--|------|--------------|----------|------------------|----------|-----------|------------------|------------|--|------|--------------|--------|------------------|----------|-----------|------------------|------------|--|------|--------------|--------|------------------|----------|-----------|------------------|------------|--|------|--------------|-------|------------------|----------|-----------|------------------|------------|--|------|--------------|--------|------------------|----------|-----------|-----------------|------------|--|------|--------------|--------|------------------|----------|-----------|------------------|------------|--|------|--------------|--------|------------------|----------|-----------|------------------|------------|--|------|--------------|--------|-------------------|----------|-----------|------------------|------------|--|------|--------------|-------|-------------------|----------|-----------|--|
| Transaction ID | Transaction Date | Buyer Reference Number | Product | Supply Chain Model | Volume | License ID | Transaction Type | Status | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| TR-b747673c-04ad | 05-11-2019 | | CSPK | Mass Balance | 345.88 | CB84885 (Active) | Shipping | Confirmed | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| TR-b353e19f-506c | 17-10-2019 | | CSPK | Mass Balance | 1,007.57 | CB84885 (Active) | Shipping | Confirmed | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| TR-8a99c1a5-5d8b | 09-10-2019 | | CSPK | Mass Balance | 508.43 | CB84885 (Active) | Shipping | Confirmed | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| TR-08a5c3cf-3e42 | 23-09-2019 | | CSPK | Mass Balance | 504.79 | CB84885 (Active) | Shipping | Confirmed | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| TR-24ba08e2-ccee | 23-09-2019 | | CSPK | Mass Balance | 508.8 | CB84885 (Active) | Shipping | Confirmed | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| TR-b1ea120e-9f2c | 23-09-2019 | | CSPK | Mass Balance | 503.24 | CB84885 (Active) | Shipping | Confirmed | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| TR-116cfc4-f9ca | 01-08-2019 | | CSPK | Mass Balance | 502.25 | CB84885 (Active) | Shipping | Confirmed | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| TR-8912bd0f-66e1 | 01-08-2019 | | CSPK | Mass Balance | 500.54 | CB84885 (Active) | Shipping | Confirmed | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| TR-a4bb2a3f-d4d4 | 26-06-2019 | | CSPK | Mass Balance | 500.89 | CB65809 (Expired) | Shipping | Confirmed | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| TR-81753054-6f10 | 19-06-2019 | | CSPO | Mass Balance | 1,500 | CB65809 (Expired) | Shipping | Confirmed | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 5.11 Claims | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 5.11.1 | 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. | PT Agro Wana Lestari – Bukit Santuai POM has not made claims regarding the support of RSPO certified oil palm products. However the organization aware about the RSPO Rules on Market Communications and Claims. | Comply | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| General corporate communications | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 4.1 | A corporate communication is one made by any RSPO member that highlights its membership of the RSPO and/or its commitment to the principles of the | PT. Agro Wana Lestari (with the brand Goodhope), the parent company of Bukit Santuai POM is highlighting its commitment to the principles of RSPO, and directly referring to | Comply | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |

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| | RSPO. Corporate communication is an 'off-product' claim. | RSPO website. The corporate communication can be found at http://www.goodhopeholdings.com/sustainability/commitment | |
| 4.2 | <p>In corporate communications a member is allowed to:</p> <ul style="list-style-type: none"> a. Display its RSPO membership status b. Display the RSPO web address (www.rspo.org) c. State that the member supports the work of the RSPO d. State the member's history with regard to the RSPO. e. Use the RSPO trademark to promote its membership of the RSPO. <p>Additionally, where an RSPO member displays the RSPO trademark in digital format this must be accompanied by the text 'Check our progress at www.rspo.org' where the link must lead to the member's profile page.</p> | <p>PT. Agro Wana Lestari (with the brand Goodhope), in its website:</p> <ul style="list-style-type: none"> a. Display its RSPO membership status: "Goodhope Asia Holding Ltd became a member of RSPO on 2nd December 2014. The membership incorporates all Goodhope subsidiaries, including our three previous members: PT Agro Indomas (RSPO member since 12th June 2006), PT Agro Bukit (RSPO member since 18th August 2006) and PT Agro Wana Lestari (RSPO member since 21st April 2014). b. Display the RSPO web address: Not in direct manner. PT. Agro Wana Lestari (with the brand Goodhope), made a link to RSPO website. c. State the member supports the work of the RSPO: Not in direct manner. "The Roundtable on Sustainable Palm Oil (RSPO) promotes the production of sustainable palm oil through a membership and certification system with a strong set of principles and criteria from transparency and compliance to new planting and stakeholder engagement. With this membership of the Parent Company, all of Goodhope Group's oil palm plantations are expected to follow the Principles and Criteria (P&C) of the RSPO". d. State the member's history with regards to the RSPO: Not in direct manner. In the website, "Goodhope Asia Holding Ltd became a member of RSPO on 2nd December 2014. The membership incorporates all Goodhope subsidiaries, including our three previous members: PT Agro Indomas (RSPO member since 12th June 2006), PT Agro Bukit (RSPO member since 18th August 2006) and PT Agro Wana Lestari (RSPO member since 21st April 2014). First certification at PT Agro Indomas – Terawan Mill: Certified from 18-Sep-12, PT Agro Indomas – Sungai Purun Mill: Certified from 18-Sep-12. e. Use of RSPO Trademark to promote its membership of the RSPO: No, PT. Agro Wana Lestari (with the brand Goodhope), did not use RSPO trademark in its corporate communication such in website. | Comply |

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| 4.3 | In corporate communications RSPO members must not make any statement that may lead consumers to believe that RSPO membership by itself implies the selling of RSPO-certified oil palm products. | PT. Agro Wana Lestari (with the brand Goodhope) display its RSPO membership status: "Goodhope Asia Holding Ltd became a member of RSPO on 2 nd December 2014. The membership incorporates all Goodhope subsidiaries, including our three previous members: PT Agro Indomas (RSPO member since 12 th June 2006), PT Agro Bukit (RSPO member since 18 th August 2006) and PT Agro Wana Lestari (RSPO member since 21 st April 2014). It is clear that the statement did not lead consumers to believe that RSPO membership by itself implies the selling of RSPO-certified oil palm products. | Comply |
| 4.4 | Members must ensure that all communication is consistent, clear and cannot mislead consumers or other stakeholders as to the certified content of oil palm products in the member's own products. | It is clear that the statement are clear and did not mislead consumers or other stakeholders as to the certified content of oil palm products in the PT. Agro Wana Lestari – Bukit Santuai POM own products. | Comply |
| 4.5 | Members are not allowed to use the RSPO corporate logo as shown in the RSPO Rules on Market Communications & Claims document. This is for the sole use of the RSPO secretariat. | No, PT. Agro Wana Lestari (with the brand Goodhope) did not display its RSPO Corporate Logo in any document. | Comply |
| Business to business communications | | | |
| 5.1 | Business to Business communication relates to RSPO members in the supply chain selling to and/or communicating with other organizations in the supply chain about the use of certified sustainable oil palm products. | There was no use of RSPO trademark and/or RSPO corporate logo in business to business communication related to RSPO certified product; between PT. Agro Wana Lestari – Bukit Santuai POM and their buyers. | Comply |
| 5.2 | When confirming the sale of certified oil palm products, members must adhere to the requirements of the RSPO SCCS. This includes stating the supply chain model and certificate number under which the claim is being made. | When confirming the sale of certified oil palm products, PT. Inti Indosawit Subur – Muara Bulian POM followed the requirements of the RSPO SCCS. PT. Agro Wana Lestari – Bukit Santuai POM stating the supply chain model and certificate number under which the claim is being made. | Comply |

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| 5.3 | <p>Where a distributor or wholesaler takes title to products containing certified sustainable oil palm products, the requirements of the RSPO SCCS can follow either of two options:</p> <p>f. If the distributor or wholesaler holds only a Distributor license, it may only communicate RSPO-certified oil palm products by linking the product to the manufacturer using the manufacturer’s SCCS certificate number. This covers both brand and own brand products. However, in the case of own brand products it is essential that customers are aware that the product has been made on behalf of the distributor or wholesaler, with specific evidence either through on-pack claims or documentation.</p> <p>g. If the distributor or wholesaler is supply chain-certified they should follow the requirements outlined in section 5.2.</p> | <p>PT. Agro Wana Lestari – Bukit Santuai POM is not a distributor and/or wholesaler. Not applicable.</p> | N/A |
| 5.4 | <p>A certified member can provide information to its customers detailing the presence of certified palm oil contained within a product even if it is not eligible for a product-specific under RSPO rules. The end product must not be labelled as certified or sold in such a way that implies RSPO certification.</p> <p>For example, a retailer or food service company may require a breakdown of all palm based ingredients within an end product and the certified status of each. This information may be provided by a certified RSPO member without constituting a product-specific claim.</p> | <p>PT. Agro Wana Lestari – Bukit Santuai POM is not producing or selling end-product to consumer. No labelling on product whatsoever. Not applicable.</p> | N/A |

| Business to consumer communication | | | |
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| 6.1 | Only RSPO members that have supply chain certification are allowed to make business to consumer claims about the certified sustainable oil palm products contained within product(s), which are known as 'product-specific' claims. Product-specific claims are voluntary. | PT. Agro Wana Lestari – Bukit Santuai POM is not using product-specific claims in its CSPKO product. PT. Agro Wana Lestari – Bukit Santuai POM is producing and selling CSPO and CSPK; and not making a business to consumer communication. Not applicable. | N/A |
| 6.2 | Only RSPO members who have supply chain certification are authorised to use the RSPO trademark and/or RSPO label, with the exception of RSPO Credits and of retailers in accordance with 6.8 below. | PT. Agro Wana Lestari – Bukit Santuai POM is not using RSPO trademark and/or RSPO label. PT. Agro Wana Lestari – Bukit Santuai POM is producing and selling CSPO and CSPK; and not making a business to consumer communication. Not applicable. | N/A |
| 6.3 | When on-pack claims on RSPO-certified sustainable oil palm products are used, the RSPO trademark and associated identification number must be present. | PT. Agro Wana Lestari – Bukit Santuai POM is not using RSPO-certified on-pack claim. PT. Agro Wana Lestari – Bukit Santuai POM is producing and selling CSPO and CSPK; and not making a business to consumer communication. Not applicable. | N/A |
| 6.4 | Business to consumer communication shall not include information about the claimant's RSPO membership status. | PT. Agro Wana Lestari – Bukit Santuai POM is not making any claim related to their RSPO membership status. PT. Agro Wana Lestari – Bukit Santuai POM is producing and selling CSPO and CSPK; and not making a business to consumer communication. Not applicable. | N/A |
| 6.5 | Members shall not communicate to consumers information about their suppliers' RSPO membership status. | PT. Agro Wana Lestari – Bukit Santuai POM is not making any information about their supplier's RSPO membership status. PT. Agro Wana Lestari – Bukit Santuai POM is producing and selling CSPO and CSPK; and not making a business to consumer communication. Not applicable. | N/A |
| 6.6 | Use of the RSPO trademark is restricted to claims about RSPO-certified sustainable palm oil products | PT. Agro Wana Lestari – Bukit Santuai POM is not using RSPO trademark and/or RSPO label. | N/A |

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| | and it is not authorised for use in relation to any other ingredient. | Not applicable. | |
| 6.7 | Use of any other trademark or logo to highlight the presence of RSPO-certified sustainable oil palm products is an unauthorised product-specific claim. | PT. Agro Wana Lestari – Bukit Santuai POM is not using RSPO trademark and/or RSPO label. Not applicable. | N/A |
| 6.8 | RSPO members who are retailers or food service companies can apply for an RSPO trademark license for use in business to consumer communications, provided they can demonstrate the validity of these claims to an RSPO-accredited certification body (CB). This will be undertaken via a remote audit, prior to the trademark use, during which the retailer or food service company will need to demonstrate that the use of the trademark is in compliance with the rules contained within this document and that the claim itself can be supported through a certified supply chain. Any other palm oil claims, including those highlighting the absence of palm oil, must be highlighted to the CB during the audit to ensure that all claims comply with the requirements of these rules. The CB will confirm the outcome of these audits, to be conducted annually, to RSPO who may continue to grant a trademark license or withdraw permission based upon the audit findings. This is in keeping with the rules applying to RSPO supply chain certified members. The guidance document for audits is available on www.rspo.org . | PT. Agro Wana Lestari – Bukit Santuai POM is not retailers or food service company. Not applicable. | N/A |

Principle 4: Respect community and human rights and deliver benefit

Respect community rights, provide equal opportunities, maximise benefits from engagement and ensure remediation where needed.

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| Criteria 4.1 | | | |
| The unit of certification respects human rights, which includes respecting the rights of Human Rights Defenders. | | | |
| 4.1.1 | (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, supply chain and local communities and prohibits intimidation and harassment by the unit of certification and contracted services, including contracted security forces. | The company has had Sustainability Policy that signed by top management on 13 December 2019. This policy (section 1: Respect for Human Rights, clause 1.4) stated " <i>We recognize that any individual has the right to defend human right and prohibit intimidation and retaliation against Human Rights Defenders and whistleblowers</i> ". Based on randomly interview with worker and supervisor in Penyahuan Estate (PYE), Sangai Estate (SGE), Keminting Estate (KME) and Tanah haluan Estate (THE) known that the workers has acknowledge this policy in a simple explanation. They has known the procedure to submit their grievance or complaint. All worker interviewed confirmed, with a different races, religion, gender or origin there is no discrimination in their career, payments, or job opportunity. All workers are equal according to their human rights. | Comply |
| 4.1.2 | The unit of certification does not instigate violence or use any form of harassment, including the use of mercenaries and paramilitaries in their operations. | Based on interview with local communities and related government agencies of District Kotawaringin Timur, there was no record of violence by using mercenaries or paramilitaries in operation of PT Agro Wana Lestari. Desk studied in internet and RSPO case tracker also did not found the record of conflict in PT Agro Wana Lestari, especially in mercenaries or paramilitaries usage during their operation. | Comply |
| Criteria 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. | | | |
| 4.2.1 | (C) The mutually agreed system, open to all affected parties, resolves disputes in an effective, timely and appropriate manner, ensuring anonymity of complainants, HRD, community spokespersons and whistleblowers, where requested, without risk of reprisal or intimidation and follows the RSPO policy on respect for HRD. | PT AWL has established procedures related to the handling of the grievance based on circular letter from Head of HR Operation No. 006/HR-RO/5-2011, dated May 4, 2011. This procedure explains the process of handling complaints that start from the complaint to the supervisor directly (assistant or Askep) followed by investigation and the meeting of the investigation results within 3 days. If the employee feels a direct supervisor does not handle his complaint properly, the officer may continue to complain to the head of the section within 1 week after the employer's response or no response from the direct supervisor. The procedure also explains that management must ensure that employees are provided with a non-disclosure guarantee relating to complaints submitted by officers. | Comply |

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| | | <p>The procedure also explains that the company maintains the confidentiality of the data and information of the affected parties (including the name of the reporter) and guarantees human rights (including Human fight defender) and also guarantees the rights of the affected parties including the risks that can occur with the existence of the dispute.</p> <p>The company has communicated this procedure on 05/10/2017 to staffs, attended by 19 participants; on 11/10/2018 to worker of Revelation Estate, attended by 188 participants; on 19 - 21 December 2018 to worker of Keminting Estate, attended by 74 participants in total. Interview with workers during field observation on 23/01/2019 and 24/01/2019 confirmed that they are understood and aware of this policy.</p> <p>Dissemination at Bukit Santuai POM on 11/09/2018 attended by 29 participants, on 16/08/2018 attended by 3 participants, on 17/08/2018 attended by 6 participants, on 06/09/2018 attended by 13 participants.</p> | |
| 4.2.2 | Procedures are in place to ensure that the system is understood by the affected parties, including by illiterate parties. | <p>Specific grievance mechanism is available and in place and put in the notice board and public facilities. Based on interview with local communities, Gender committee leader and worker union leader; they understood the procedure and mechanism to communicating grievance to company, and understood that the company maintain anonymity of complainant or whistle blower if requested.</p> <p>Especially to stakeholders or employees who cannot read or write, the company has established a work agreement and explained it to the parties concerned before the agreement is signed.</p> <p>The company has communicated this procedure, e.g: dissemination on 8 January 2018 in Penyahuan Estate (attended 350 workers), in Keminting Estate on 15 January 2018 attended by 205 workers, in Sangai Estate on 18 January 2018 attended by 167 workers and on 9 January 2018 on Purung Estate attended by 230 workers and also on 15 May 2018 for external (supplier), attended 8 supplier (there were no new supplier and contractor until January 2018). The attendance list was available and demonstrated during audit.</p> | Comply |
| 4.2.3 | The unit of certification keeps parties to a grievance informed of its progress, including against agreed | All the progress of the discussion and meetings at all stages have been well documented by PT AWL and stored for referrals in the office that will updating if necessary, some | Comply |

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| | <p>timeframe and the outcome is available and communicated to relevant stakeholders.</p> | <p>documents record of the problem resolution/complaint process have been well documented, including:</p> <ul style="list-style-type: none"> - Recorded complaints (Protection of information providers, completion of employment, sexual harassment, enforcement of discipline and handling of the straightness). - Replies and recommendations provided - News event Completion and conclusion - Agreement (if required) <p>Records relating to employee complaints, are always informed of the progress of the process of handling complaints to relevant parties within 3 days to 1 week. The agreements wick made will be communicated to the related parties or affected.</p> <p>These documents are also communicated to interested parties, sample taken:</p> <ol style="list-style-type: none"> 1) Complaint/grievance on behalf of D**n A**i Ri****an (staff of office adminitarion), related to problem of clean water supply and has been for 2 days ther is no clean water. Action taken: assigning of water machene operator to fis the problem. 2) There is a complaint/grievane on behalf of Ar*****ti (BHL-Tanah Haluan Estate) to the Gender Committee in relation to acts of violence in households (KDRT). Complaints/grievance: On Saturday, dated 18/1/2020 at the house of the reporter happened a quarrel and followed by violent action by Ri * * * * E (the victim's wife) pushed the victim to banging the victim's head to the board wood. <p>Action taken: The Gender Committee made a chronological report of the incident on 18 January 2020 and reported to the HR department, which was subsequently held a meeting (mediation by the HR and Gender Committee) on 20 January 2020 and resulted in a letter of agreement Peace both sides.</p> <p>Related to the land dispute, PT Agro Wana Lestari through Personnel Assistant (PA) is documenting all land disputes. The documentation and resolution process covers claimant document, resolution process, verification result, participative land measurement, agreement between parties (if come to consensus). The map of land disputed is available with Public Relation officer, describing the location and block location of disputed area, claimant identity, hectare claimed. Record of land compensation, such as "Berita Acara</p> | |
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| | | <p>Kompensasi”, receipt, and photograph are available in premises. No land disputes was noted during this year. It was confirmed by interview with local stakeholder such as Head of Adat Dayak/Local public figure, local people and village official.</p> | |
| <p>4.2.4</p> | <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>The procedures related to the handling of the grievance based on circular letter from Head of HR Operation No. 006/HR-RO/5-2011, dated May 4, 2011.</p> <p>The procedure explain that: The company can help the process of communication or coordination with related parties in the context of conflict resolution, for example:</p> <ul style="list-style-type: none"> - If the case in question is recommended to be resolved by direct negotiation, then the process is left to the complainant to arrange for its implementation and be approved by other parties to the conflict. - If the case in question is recommended to be resolved administratively through a mechanism provided by the Company, the company can coordinate with the parties concerned or affected parties. - If the case in question is recommended to be resolved through a court, then the company, then the company will give full rights to the fund reporters or the parties concerned or affected parties to coordinate related legal aid or advocacy. <p>Based on PT AWL's complaint handling procedure (No. 006/HR-RO/5-2011), other methods related to alternative conflict resolution are explained, including: Settlement through Mediation and Negotiation Settlement of conflicts outside the court is the mediation and negotiation methods. The company also provides alternative options for mediation and negotiation. Generally related to mediation and legal channels as an alternative solution to conflict based on procedure are:</p> <ul style="list-style-type: none"> - After all issues and interests have been clarified, the mediator can begin to facilitate the process of exploring options for addressing conflict issues. - After all parties understand the contents of the draft, the parties can meet to discuss the consolidation of the agreement. It is important that the agreement will also cover the way the agreed options will be implemented and the way the implementation will be evaluated and monitored / monitored. | <p>Comply</p> |
| <p>Criteria 4.3</p> | | | |

| The unit of certification contributes to local sustainable development as agreed by local communities. | | | |
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| 4.3.1 | Contributions to community development that are based on the results of consultation with local communities are demonstrated. | <p>PT AWL has a development program for surrounding community of plantation, among others through various activities including education, health, road construction, agriculture, productive business, sports, arts and culture and religion.</p> <p>The company has appointed "Humas-Hubungan Masyarakat"--Public Relation as dedicated person who responsible for consulting and communicating with local communities, i.e. Head of CSR Department.</p> <p>In the annual review of development program for surrounding community of plantation (CSR 2019 Program) is also involves the participation of affected parties. Consultations involving affected parties/communities were conducted using direct interviews, such as on 20 November 2018 (interviews with 15 community leaders and village heads) and an open discussion on 24 November 2018 (attended by 24 community leaders and village heads) pada saat acara "Musrembang Desa" (Musyawarah Pengembangan Desa).</p> <p>Annual CSR programs has made, sample seen for periof January - December 2019, among others:</p> <ul style="list-style-type: none"> - Educational Program, this program is under the auspices of the Agro Harapan Lestari Foundation: following PGRI activities in Kec. Bukit Santuai with the teachers of the Bukit Santuai Cluster, activities include: provision of elementary school assistants in the villages around the plantation area (Tumbang Panyauhan Elementary School and Tumbang Keminting Elementary School), Operational Support for School and DT Buses, Dept. CSR provides funds for driver salaries and fuel costs, etc. - Livelihood program: mentoring the independent oil palm farmer program, local economic empowerment and Plasma development for the community around the plantation area in accordance with government regulations. - Public infrastructure programs: maintenance of roads and bridges in villages around plantations, water supply. - Health program: free medical services, toddler month (children's health) | Comply |

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| | | <ul style="list-style-type: none"> - Religious activities program: the distribution of gifts in welcoming Ramadhan and Hari Raya, MTQ activities in Kec. Lake Antang, mosque renovation at Al Fajar Kula Kuayan mosque. <p>The realization of CSR program until December 2019 which has been implemented, among others:</p> <ul style="list-style-type: none"> - July 2019; Give monthly honor for teachers Ngaji/Ustasz Kampong Mahawai amounting to Rp 2 million per month. - Dated 20-21 July 2019; PT AWL provides assistance for the borrowing of heavy equipment as a grader and compactors for repair refused and also a dump truck of 15 units for graveling/Laterit. - May 2019; Provide 3 teachers to help the SD Tumbang Panyahuan and SD Tumbang Keminting. - May 2019; In order to greet Eid al-Fitr, PT AWL provides holster assistance to 11 villages around the plantation of PT AWL. - April 2019; In cooperation with PT AWL's clinical team to perform "Dokter Kecil" activities at SD Tunas Agro 02. - March 2019; Provide the repair assistance of the direction of Tumbang Panyahuan Village by bringing in 2 units of mini excavators and 5 units truck dump. - February 2019; Cooperation program in the cultivation of fish in Mahawai village. - February 2019; To provide assistance for road repairs in Teweihara village, by providing material in the form of laterite and box culvert as many as 20 units. <p>Empowerment of surrounding communities has been conducted through the strategic program "Community Empowerment and Community Economic Improvement", by partnering in an enterprise, the company develops "Livelihood Program": The Mentoring of smallholders program, local economic empowerment and Plasma development for communities around the plantation area, e.g.:</p> <ul style="list-style-type: none"> - Plan to make a fish pond in RT 09 RW 04 Village Tumbang Panyahuan, Hamlet Mahawai, on September 19, 2018 has been carried out the measurement of land to | |
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| | | <p>be used for pond fertilizing. On 21 December 2018 gives relief of seed "Ikan Nila" as much as 6000 seeds for 3 ponds (@ Pond: 2000 seeds)</p> <ul style="list-style-type: none"> - Cafeteria management at the Estate and Bukit Santuai Mill. - FFB Transport Contractor in cooperation with Tumbang Panyahuan Village and Tanah Haluan Village - Plasma Program Development (Scheme smallholder program) | |
| <p>Criteria 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>PT AWL already has a Land Rights (Alas Hak atas Tanah) in the form of a Land Tittle (HGU) in accordance with the Decree (SK) of the Head of the National Land Agency Number no. 98/HGU/BPN RI/2014, dated July 7, 2014 with a license period of 35 years to PT. AWL with a total area of 11,071,375 ha is located in Tumbang Panyahuan Village, Tanah Haluan Village, Tumbang Keminting Village, Tewai Hara Village, Bukit Santuai District; Tanjung Jariangau Village, Mentaya Hulu District; Tumbang Sangai Village, Telaga Antang District; Kotawaring Timur Regency, Central Kalimantan Province. There are three Land Title (HGU) certificate, consist of:</p> <ul style="list-style-type: none"> a) HGU Certificate no. 00069/2014, covering area: 38.21 Ha. b) HGU Certificate no. 00067/2014, covering area: 5,171.84 Ha and c) HGU Certificate no. 00068/2014, covering area: 5,861.32 Ha. <p>The total HGU area of PT Agro Wana Lestari is 11,071.375 hectares.</p> <p>Company has conducted land compensation through FPIC process prior to palm oil planting and development. Currently total land acquisition that has compensated was 8,991.83 Ha, or approximately 81.21% of the total area of the concession (11,071.375 hectares) and for area 2,079.54 Ha (18.79%) is remain in progress for land compensation including 479.90 Ha of HCV area. Planting area was 6,228.14 ha, or approximately 56.25% of the total area of the concession.</p> <p>The company has developed procedures related to the land resolution such as:</p> <ol style="list-style-type: none"> 1. Land Compensation Payment process (LCD 2.4, dated on 15/08/2010), | <p>Comply</p> |

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| | | <p>2. Measurement of Land for Compensation (LCD 3.1, dated on 15/08/2010), 3. Overlapping Land (LCD 2.3, dated 15/08/2010).</p> <p>The SOP explains:</p> <ul style="list-style-type: none"> - “Pergantian hak legal atau hak adat dilakukan tanpa paksaan pihak manapun” - Transfer of ownership, legal and/or customary; shall be free from any form of concession; - “Jika terjadi perpindahan hak legal dalam bentuk jual beli, maka jumlah penggantian kompensasi pengalihan hak legal atau hak adat ditentukan dari kesepakatan kedua belah pihak dengan mempertimbangkan prinsip FPIC” – if the transfer of ownership, legal and/or customary; in form of buying-selling transaction the compensation will be determined from both parties agreement – taking into consideration FPIC principles. <p>Based on the explanation of the procedure above, that the company facilitates an agreement for the sale and an agreement resulting from the negotiations in order to compensate other users due to lost profits / benefits and / or rights granted (land compensation).</p> <p>Negotiated agreements are carried out without coercion, voluntary and made before new investments or operational activities, based on open sharing of all relevant information in Bahasa Indonesian, including impact analysis, proposed profit sharing and legal arrangements. If an agreement is not yet complete, then the community is allowed to seek legal assistance if they wish. Communities can be represented by institutions or representatives of their own choice (village heads, local community leaders) who operate transparently and have open communication with other community members. Adequate time must be given for customary decision-making and repeated negotiations, if requested.</p> <p>Based on document verification and interviews with previous land owners (which have been compensated), confirmed that:</p> <p>Before the compensation was made, the company made an agreement by forming a team (consisting of Public Relations and R & D / Legal Dept. and the local village head), a study was carried out on the status of land ownership as well as communicating to ascertain whether the land was in accordance with legal ownership rights. Consultation is always</p> | |
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| | | <p>carried out to find out that the company in making compensation there is no compulsion (landowners can freely make their own decisions).</p> <p>Furthermore, the enterprise through measurement team makes participatory mapping involving the communities affected and neighboring which was also witnessed by the village head. If the results of the mapping and measurement of the area have been agreed, then a statement will be made from the land owner for the ability to be compensated. The minutes of payment (Beerita Acara Pembayaran Kompensasi) shall be made as evidence that both parties have agreed and stated that the land has been compensated.</p> <p>It was noted that there is no any land disputes during this assessment. Maps of land which have been compensated is available in appropriate scale in term of GIS database.</p> <p>The land maps to be compensated have been mapped based on scale 1: 25,000 GIS mapping. The local village chief and several community leaders confirmed development of this map.</p> <p>Some examples of land acquisition documents that have been carried out by PT AWL:</p> <ul style="list-style-type: none"> - Document stating hand over of right and interest upon land and planting, document stating acceptance of land compensation payment No. 75/SGE/01, dated 30/09/2015 for area 25.7 ha on behalf of Mr. Melody and acknowledge by Head of Village Desa Tumbang Keminting, Camat Bukit Santuai and measuring team; - Document stating acceptance of land compensation payment No. 75/KME/04, dated 21/10/2015 for area 36,67 ha on behalf of Mr. Ocon and acknowledge by Head of Village Desa Tumbang Keminting, Camat Bukit Santuai and measuring team; (see on 4.4.2) | |
| 4.4.2 | <p>Copies of documents evidencing agreement-making processes and negotiated agreements detailing the FPIC process are available and include:</p> <p>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</p> | <p>Copies of land compensation documents are available in General Manager Office, the documents consist of "Berita Acara Kompensasi" receipt, and photograph is available in premises. For example:</p> <ul style="list-style-type: none"> - Document stating hand over of right and interest upon land and planting, document stating acceptance of land compensation payment No. 75/SGE/01, dated 30/09/2015 for area 25.7 ha on behalf of Mr. Melody and acknowledge by Head of Village Desa Tumbang Keminting, Camat Bukit Santuai and measuring team; | Comply |

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| | <p>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</p> | <ul style="list-style-type: none"> - Document stating acceptance of land compensation payment No. 75/KME/04, dated 21/10/2015 for area 36,67 ha on behalf of Mr. Ocon and acknowledge by Head of Village Desa Tumbang Keminting, Camat Bukit Santuai and measuring team; - Document stating acceptance of land compensation payment No. 11/KME/01, dated 27/11/2015 for area 0.82 ha on behalf of Mr. Saskartomo and acknowledge by Head of Village Desa Tumbang Sangai, Camat Bukit Santuai and measuring team; - Document stating acceptance of land compensation payment No. 75/PYE/01, dated 13/11/2015 for area 3.86 ha on behalf of Mr. Iyan and acknowledge by Head of Village Desa Tumbang Penyahuan, Camat Bukit Santuai and measuring team. <p>To confirmed the evidence of negotiated agreement and FPIC process, interview with affected parties and related parties has been conducted on 23-24 January 2018. During interview it was confirmed that land compensation agreement has been reached by free, prior, informed and consent process. Land owner has release the right without enforcement and they receive the equal and adequate compensation.</p> | |
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| <p>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</p> | <p>PT AWL has respected communities' decisions to give or withhold their consent to the operation at the time that these decisions were taken. Company has facilitates an agreement for the land compensation and an agreement resulting from the negotiations in order to compensate other users due to lost profits/benefits and/or rights granted (land compensation).</p> <p>Negotiated agreements are carried out without coercion, voluntary and made before new investments or operational activities, based on open sharing of all relevant information in Bahasa Indonesian, including impact analysis, proposed profit sharing and legal arrangements. If an agreement is not yet complete, then the community is allowed to seek legal assistance if they wish. Communities can be represented by institutions or representatives of their own choice (village heads, local community leaders) who operate transparently and have open communication with other community members. Adequate time must be given for customary decision-making and repeated negotiations, if requested.</p> <p>PT. Agro Wana Lestari manages to demonstrate the new planting after 2005 is established with FPIC approach, where progress is documented. PT Agro Wana Lestari is communicating the plantation development in line with AMDAL preparation. Records of all compensation issues are maintained.</p> |
| <p>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.</p> | <p>Based on PT AWL's AMDAL (SEIA) study and HCV assessment, that the main interest in decision making is participation in social and environmental analysis.</p> <p>The company has conducted a participatory analysis (in line with the SEIA) to determine and ensure that communities can make informed decisions about the benefits of plantations for them. The company is aware that valuable resources that are important for the livelihoods and culture of local residents and which may be affected by plantations, including forest resting / cleared lands, hunting grounds, fishing areas, areas important for arts and crafts and other non-timber forest products and areas that spiritually important such as burial grounds, sacred sites and historic monuments. The company also assesses from the gender aspect, because men and women use natural resources in different ways, so it is important for analysis and assessment of benchmarks to ensure</p> |

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| | | <p>participation from both parties. Participatory impact analysis includes legal analysis and analysis of the legal status of the land which includes:</p> <ul style="list-style-type: none"> • current legal status; • are the rights of the local community officially recognized; • land status and status of customary rights during lease (HGU); • probable lease period and; • legal status of land and customary rights after the lease expires. <p>Impact analysis is also carried out in order to ensure that plantations do not affect areas of High Conservation Value or High Conservation Value.</p> <p>HCV assessment includes areas that are fundamental to meeting basic needs and critical to local communities' or traditional cultural identity.</p> <p>From all studies and or identification that conducted by the company including the AMDAL (SEIA) and HCV assessment, it is informed to all stakeholders and affected communities, so that in the land compensation process the community feels transparent and can decide to be compensated or not.</p> <p>The impact caused by the operation of PT AWL's plantations is the desire of the community to cooperate in the oil palm plantation partnership scheme. Scheme smallholders in progress now, the company have obtained approval from Bupati Kotawaringin Timur "Arahan Lokasi" as letter no. No. 525.26/099/ EKSDA/II/2014, dated 13th February 2014 with total area 2,175.41 Ha is located in Bukit Santuai District.</p> | |
| 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>The company through the measurement team made a participatory mapping involving the affected communities and neighbors who were also witnessed by the village head. If the results of the mapping and measurement of the area have been agreed, then a statement will be made from the land owner for compensation capability. Payment record (Compensation Payment Events) is evidence that both parties have agreed and stated that the land has been compensated.</p> <p>Negotiated agreements are carried out without coercion, voluntary and made before new investments or operational activities, based on open sharing of all relevant information in</p> | Comply |

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| | | Bahasa Indonesian, including impact analysis, proposed profit sharing and legal arrangements. | |
| 4.4.4 | All relevant information is available in appropriate forms and languages, including assessments of impacts, proposed benefit sharing, and legal arrangements. | <p>All information related to oil palm development, social-economic and environmental impact assessment, HCV assessment and procedure for land compensation is available in Bahasa Indonesia.</p> <p>Based on PT AWL's AMDAL (SEIA) study and HCV assessment, that the main interest in decision making is participation in social and environmental analysis.</p> <p>The company has conducted a participatory analysis (in line with the SEIA) to determine and ensure that communities can make informed decisions about the benefits of plantations for them. Participatory impact analysis includes legal analysis and analysis of the legal status of the land which includes:</p> <ul style="list-style-type: none"> • current legal status; • are the rights of the local community officially recognized; • land status and status of customary rights during lease (HGU); • probable lease period and; • legal status of land and customary rights after the lease expires. <p>Impact analysis is also carried out in order to ensure that plantations do not affect areas of High Conservation Value or High Conservation Value.</p> <p>HCV assessment includes areas that are fundamental to meeting basic needs and critical to local communities' or traditional cultural identity.</p> <p>From all studies and or identification that conducted by the company including the AMDAL (SEIA) and HCV assessment, it is informed to all stakeholders and affected communities, so that in the land compensation process the community feels transparent and can decide to be compensated or not.</p> | Comply |
| 4.4.5 | (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. | Based on the explanation of the company procedure, that the company facilitates an agreement for the land compensation and an agreement resulting from the negotiations in order to compensate other users due to lost profits/benefits and/or rights granted (land compensation). | Comply |

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| | | <p>Negotiated agreements are carried out without coercion, voluntary and made before new investments or operational activities, based on open sharing of all relevant information in Bahasa Indonesian, including impact analysis, proposed profit sharing and legal arrangements. If an agreement is not yet complete, then the community is allowed to seek "legal assistance" if they wish. Communities can be represented by institutions or representatives of their own choice (village heads, local community leaders) who operate transparently and have open communication with other community members. Adequate time must be given for customary decision-making and repeated negotiations, if requested.</p> | |
| <p>4.4.6</p> | <p>There is evidence that implementation of agreements negotiated through FPIC is annually reviewed in consultation with affected parties.</p> | <p>In conducting a review of the implementation of the "negotiated agreement" integrated with the AMDAL (SEIA), this was intended to see any changes in land ownership or agricultural management that occurred after land compensation was carried out. Monitoring of impact and other social aspects are carried out by the company every semester each year in the form of RKL / RPL reports which are carried out in consultation with interested parties and affected parties.</p> <p>Environmental Management Plan (RKL/RPL) has been well implemented according to Report of RKL-RPL period second semester year 2019. Environmental management plan recorded in "Laporan pelaksanaan RKL-RPL Semester II (Juli-Desember 2018)" has been reported to authority bodies on 2nd January 2019.</p> <p>Social impact assessment was conducted with the participation of the affected parties in five villages (Village of Tumbang Keminting, Tumbang Panyahuan, Tanah Haluan, Tanjung Jaringau and Tumbang Sangai). The method of participatory way is FGD (Focus Group Discussion) which is done in November 2012. The result of FGD, list of attendance was available. The participants are representative enough to cover the entire activity of the company. The results of the FGD become one of the inputs in developing a mitigation and social impact management plan.</p> <p>The company holds meetings once a month formally with the local communities surrounding plantation to get input from them regarding SIA. Minutes of meeting, attendances list and photographs are available as evidence. The participant are representative enough to cover the entire company activity. The participant for each</p> | <p>Comply</p> |

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| | | <p>meetings were varied and come from surrounding society. If there is major issues from the meeting, it will treat as an input to revise the mitigation plan and management plan of SIA. However, during audit, there is no major issues raised from the meeting result. To confirmed the evidence of negotiated agreement and FPIC process, interview with affected parties and related parties has been conducted on 22-23 January 2020. During interview it was confirmed that land compensation agreement has been reached by free, prior, informed and consent process. Land owner has release the right without enforcement and they receive the equal and adequate compensation.</p> | |
| <p>Criteria 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> | | | |
| <p>4.5.1</p> | <p>(C) Documents showing identification and assessment of demonstrable legal, customary and user rights are available.</p> | <p>The land compensation documents shown that any land for new planting since 2005 which owned by local communities have been compensated and evidence such as negotiation minutes including calculation, "Berita Acara Kompensasi", receipt, and photograph are available.</p> <p>Before the compensation was made, the company made an agreement by forming a team (consisting of Public Relations and R & D / Legal Dept. and the local village head), a study was carried out on the status of land ownership as well as communicating to ascertain whether the land was in accordance with legal ownership rights. Consultation is always carried out to find out that the company in making compensation there is no compulsion (land owners can freely make their own decisions).</p> <p>Furthermore, the enterprise through measurement team makes participatory mapping involving the communities affected and neighboring which was also witnessed by the village head. If the results of the mapping and measurement of the area have been agreed, then a statement will be made from the land owner for the ability to be compensated. The minutes of payment (Beerita Acara Pembayaran Kompensasi) shall be made as evidence that both parties have agreed and stated that the land has been compensated.</p> <p>PT. Agro Wana Lestari manages to demonstrate the new planting after 2005 is established with FPIC approach, where progress is documented. PT Agro Wana Lestari is</p> | <p>Comply</p> |

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| | | <p>communicating the plantation development in line with AMDAL preparation. Records of all compensation issues are maintained.</p> <p>The company holds records on "PT Agro Wana Lestari Land Compensation" file for all land acquired by the company since the commencement in 2008. The records include the identification of people eligible to receive compensation. All outcomes to compensation claims are fully documented. The outcomes to any settlements are not made public although information is readily available.</p> | |
| <p>4.5.2</p> | <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>PT. Agro Wana Lestari manages to demonstrate the new planting after 2005 is established with FPIC approach, where progress is documented. PT Agro Wana Lestari is communicating the plantation development in line with AMDAL preparation, SIA and HCV assessment. Records of all compensation issues are maintained.</p> <p>Based on PT AWL's AMDAL (SEIA) study and HCV assessment, that the main interest in decision making is participation in social and environmental analysis.</p> <p>The company has conducted a participatory analysis (in line with the SEIA) to determine and ensure that communities can make informed decisions about the benefits of plantations for them. The company is aware that valuable resources that are important for the livelihoods and culture of local residents and which may be affected by plantations, including forest resting / cleared lands, hunting grounds, fishing areas, areas important for arts and crafts and other non-timber forest products and areas that spiritually important such as burial grounds, sacred sites and historic monuments. The company also assesses from the gender aspect, because men and women use natural resources in different ways, so it is important for analysis and assessment of benchmarks to ensure participation from both parties. Participatory impact analysis includes legal analysis and analysis of the legal status of the land which includes:</p> <ul style="list-style-type: none"> • current legal status; • are the rights of the local community officially recognized; • land status and status of customary rights during lease (HGU); • probable lease period and; | <p>Comply</p> |

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| | | <ul style="list-style-type: none"> • legal status of land and customary rights after the lease expires. <p>Impact analysis is also carried out in order to ensure that plantations do not affect areas of High Conservation Value or High Conservation Value. HCV assessment includes areas that are fundamental to meeting basic needs and critical to local communities' or traditional cultural identity.</p> <p>From all studies and or identification that conducted by the company including the AMDAL (SEIA) and HCV assessment, it is informed to all stakeholders and affected communities, so that in the land compensation process the community feels transparent and can decide to be compensated or not.</p> <p>Negotiated agreements are carried out without coercion, voluntary and made before new investments or operational activities, based on open sharing of all relevant information in Bahasa Indonesian, including impact analysis, proposed profit sharing and legal arrangements. If an agreement is not yet complete, then the community is allowed to seek "legal assistance" if they wish. Communities can be represented by institutions or representatives of their own choice (village heads, local community leaders) who operate transparently and have open communication with other community members. Adequate time must be given for customary decision-making and repeated negotiations, if requested.</p> <p>To confirmed the evidence of negotiated agreement and FPIC process, interview with affected parties and related parties has been conducted on 22-23 January 2020. During interview it was confirmed that land compensation agreement has been reached by free, prior, informed and consent process. Land owner has release the right without enforcement and they receive the equal and adequate compensation.</p> | |
| 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</p> | <p>PT. Agro Wana Lestari manages to demonstrate the new planting after 2005 is established with FPIC approach, where progress is documented. PT Agro Wana Lestari is communicating the plantation development in line with AMDAL preparation. Records of all compensation issues are maintained.</p> <p>Negotiated agreements are carried out without coercion, voluntary and made before new investments or operational activities, based on open sharing of all relevant information in</p> | Comply |

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| | <p>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>Bahasa Indonesian, including impact analysis, proposed profit sharing and legal arrangements. If an agreement is not yet complete, then the community is allowed to seek "legal assistance" if they wish. Communities can be represented by institutions or representatives of their own choice (village heads, local community leaders) who operate transparently and have open communication with other community members. Adequate time must be given for customary decision-making and repeated negotiations, if requested.</p> <p>Based on the results of the interview with the local community, stated that all the land used by PT AWL is free land controlled by the country and the company has been doing a growing process of planting growth over the land Built by oil palm plantations if on the ground there are plantation or agricultural plants cultivated by the surrounding community. At this time, the company has not been doing the process of injunctive to the surrounding community.</p> | |
| <p>4.5.4</p> | <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>Based on PT AWL's AMDAL (SEIA) study and HCV assessment, that the main interest in decision making is participation in social and environmental analysis.</p> <p>The company has conducted a participatory analysis (in line with the SEIA) to determine and ensure that communities can make informed decisions about the benefits of plantations for them. The company is aware that valuable resources such as clean water, allocation of land for food crops and other, that are important for the livelihoods and culture of local residents and which may be affected by plantations, including forest resting/cleared lands, hunting grounds, fishing areas, areas important for arts and crafts and other non-timber forest products and areas that spiritually important such as burial grounds, sacred sites and historic monuments. The company also assesses from the gender aspect, because men and women use natural resources in different ways, so it is important for analysis and assessment of benchmarks to ensure participation from both parties. Participatory impact analysis includes legal analysis and analysis of the legal status of the land which includes:</p> <ul style="list-style-type: none"> • current legal status; • are the rights of the local community officially recognized; • land status and status of customary rights during lease (HGU); | <p>Comply</p> |

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| | | <ul style="list-style-type: none"> • probable lease period and; • legal status of land and customary rights after the lease expires. <p>Impact analysis is also carried out in order to ensure that plantations do not affect areas of High Conservation Value or High Conservation Value.</p> <p>HCV assessment includes areas that are fundamental to meeting basic needs and critical to local communities' or traditional cultural identity.</p> <p>From all studies and or identification that conducted by the company including the AMDAL (SEIA) and HCV assessment, it is informed to all stakeholders and affected communities, so that in the land compensation process the community feels transparent and can decide to be compensated or not.</p> | |
| 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 project proponent, concerning the legal, economic, environmental and social implications of the proposed operations on their lands.</p> | <p>Based on interview with the affected parties, that before the compensation was made, the company made an agreement by forming a team (consisting of Public Relations and R & D / Legal Dept. and the local village head), a study was carried out on the status of land ownership as well as communicating to ascertain whether the land was in accordance with legal ownership rights. Consultation is always carried out to find out that the company in making compensation there is no compulsion (land owners can freely make their own decisions).</p> <p>Furthermore, the enterprise through measurement team makes participatory mapping involving the communities affected and neighboring which was also witnessed by the village head. If the results of the mapping and measurement of the area have been agreed, then a statement will be made from the land owner for the ability to be compensated. The minutes of payment (Berita Acara Pembayaran Kompensasi) shall be made as evidence that both parties have agreed and stated that the land has been compensated.</p> <p>It was noted that there is no any land disputes during this assessment. Maps of land which have been compensated is available in appropriate scale in term of GIS database. The land maps to be compensated have been mapped based on scale 1: 25,000 GIS mapping. The local village chief and several community leaders confirmed development of this map.</p> | Comply |

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| | | <p>Some examples of land acquisition documents that have been carried out by PT AWL, that the acquisition process is carried out by involving interested parties, affected parties and witnesses (concerning land boundaries) and witnessed / known by the local regional government (village head or sub-district head), for example: The implementation of land compensation on behalf of land owner Mr. Nurdin Villagers Tumbang Keminting, District of Bukit Satuai an area of 2.49 hectares located in Tumbang Keminting Village. The indemnification process has been supplemented with the submission of documents of Surat Pernyataan Penyerahan Hak dan Kepentingan Atas Tanah dan Tanam Tumbuh Diatasnya and also the receipt of compensations payment No. LC/76/Tanah Haluan-Estate/03/2018/03 dated March 26, 2018, which is known by the head of village Tumbang Keminting, Camat Bukit Santuai and 2 persons measuring team, Beerita Acara Pembayaran Ganti Rugi Tanam Tumbuh Karet (Blok T-28) dated 26/3/2018. GRTT map with scale 1:2000 Parcel ID: 76/THE/03 for rubber plant in the name of Nurdin, the number of rubber staple: 252 staple.</p> <p>Based on explanation above, that the company gives freedom to the alternative/option to access information related to land compensation and the company does not conduct coercion or affect land rights holders to determine the decision. The submission of information is done using public consultation methods attended by stakeholders, community figures, affected parties and local government representatives (head of the village). Consultations involving affected parties/communities were conducted using direct interviews: latest was conducted on 20 November 2017 (interviews with 15 community leaders and village heads) and an open discussion on 24 November 2018 (attended by 24 community leaders and village heads).</p> | |
| 4.5.6 | <p>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.</p> | <p>PT AWL already has a Land Rights (Alas Hak atas Tanah) in the form of a Land Tittle (HGU) in accordance with the Decree (SK) of the Head of the National Land Agency Number no. 98/HGU/BPN RI/2014, dated July 7, 2014 with a license period of 35 years to PT. AWL with a total area of 11,071,375 ha is located in Tumbang Panyahuan Village, Tanah Haluan Village, Tumbang Keminting Village, Tewai Hara Village, Bukit Santuai District; Tanjung Jariangau Village, Mentaya Hulu District; Tumbang Sangai Village, Telaga Antang District; Kotawaringin Timur Regency, Central Kalimantan Province.</p> | Comply |

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| | | <p>The land compensation documents shown that any land for new planting since 2005 which owned by local communities have been compensated and evidence such as negotiation minutes including calculation, "Berita Acara Kompensasi", receipt, and photograph are available.</p> <p>Some examples of land acquisition documents that have been carried out by PT AWL, that the acquisition process is carried out by involving interested parties, affected parties and witnesses (concerning land boundaries) and witnessed / known by the local regional government (village head or sub-district head), for example:</p> <ul style="list-style-type: none"> - The implementation of land compensation on behalf of land owner Mr. Nurdin Villagers Tumbang Keminting, District of Bukit Satuai an area of 2.49 hectares located in Tumbang Keminting Village. The indemnification process has been supplemented with the submission of documents of Surat Pernyataan Penyerahan Hak dan Kepentingan Atas Tanah dan Tanam Tumbuh Diatasnya and also the receipt of compensations payment No. LC/76/Tanah Haluan-Estate/03/2018/03 dated March 26, 2018, which is known by the head of village Tumbang Keminting, Camat Bukit Santuai and 2 persons measuring team, Beerita Acara Pembayaran Ganti Rugi Tanam Tumbuh Karet (Blok T-28) dated 26/3/2018. GRTT map with scale 1:2000 Parcel ID: 76/THE/03 for rubber plant in the name of Nurdin, the number of rubber staple: 252 staple. | |
| 4.5.7 | <p>New lands will not be acquired for plantations and mills after 15 November 2018 as a result of recent (2005 or later) expropriations in the national interest without consent (eminent domain), except in cases of smallholders benefitting from agrarian reform or anti-drug programmes.</p> | <p>PT. Agro Wana Lestari manages to demonstrate the new planting after 2005 is established with FPIC approach, where progress is documented. PT Agro Wana Lestari is communicating the plantation development in line with AMDAL preparation. Records of all compensation issues are maintained.</p> <p>There is no lands acquisition for plantations and mills as a result of recent (2005 or later) expropriations in the national interest without consent (eminent domain).</p> <p>The land compensation documents shown that any land for new planting since 2005 which owned by local communities have been compensated and evidence such as negotiation minutes including calculation, "Berita Acara Kompensasi", receipt, and photograph are available.</p> | Comply |

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| 4.5.8 | (C) New lands are not acquired in areas inhabited by communities in voluntary isolation. | <p>Based on the interview with the stakeholders, affected communities and the study of the document AMDAL PT AWL, that it can not be proved there is a new land obtained from the land-owned community that isolates.</p> <p>Before the compensation was made, the company made an agreement by forming a team (consisting of Public Relations and R & D / Legal Dept. and the local village head), a study was carried out on the status of land ownership as well as communicating to ascertain whether the land was in accordance with legal ownership rights. Consultation is always carried out to find out that the company in making compensation there is no compulsion (landowners can freely make their own decisions).</p> <p>Furthermore, the enterprise through measurement team makes participatory mapping involving the communities affected and neighboring which was also witnessed by the village head. If the results of the mapping and measurement of the area have been agreed, then a statement will be made from the land owner for the ability to be compensated. The minutes of payment (Beerita Acara Pembayaran Kompensasi) shall be made as evidence that both parties have agreed and stated that the land has been compensated.</p> <p>It was noted that there is no any land disputes during this assessment. Maps of land which have been compensated is available in appropriate scale in term of GIS database. The land maps to be compensated have been mapped based on scale 1: 25,000 GIS mapping. The local village chief and several community leaders confirmed development of this map.</p> | Comply |
| <p>Criteria 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.</p> | | | |
| 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. | Procedures for the identification, calculation and compensation for the loss of legal or customary rights of the land have been developed, with the involvement of local community representatives and relevant agencies, which is determined in the SOP No. LCD 2.1 on Socialization dated 15 August 2011. The SOP provides guidance on the process of gaining community consent and payment mechanism agreed by communities and | Comply |

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| | | <p>company. Company also holds SOP No. LCD 2.4 on Land Compensation Payment on technical aspect of payment to the land obtained by the company.</p> | |
| <p>4.6.2</p> | <p>(C) A mutually agreed procedure for calculating and distributing fair and gender-equal compensation (monetary or otherwise) is established and implemented, monitored and evaluated in a participatory way, and corrective actions taken as a result of this evaluation.</p> | <p>PT Agro Wana Lestari has developed procedures related to the land resolution such as: Land Compensation Payment process (LCD 2.4, dated 15 August 2010), Measurement of Land for Compensation (LCD 3.1, dated 15 August 2010), Overlapping Land (LCD 2.3, dated 15 August 2010).</p> <p>The interviews with some community leaders of Tanah Haluan Villages also stated that the company has disseminated the procedures to the communities.</p> <p>The Company has conducted disseminated procedures related to the territorial expansion on 20-23/06/2016 at Tanah Haluan and Tumbang Panyauhan, contains:</p> <ul style="list-style-type: none"> - Measurement procedures and land acquisition that has been set by the company and the local village government. - Price negotiations carried out by the landowner in question. - Completeness administrative compensation payments <p>Dissemination of procedure was performed at Tumbang Panyauhan Village attended by 34 people and 42 people of Tanah Haluan Village. Local community approved the compensation mechanism. Interview with stakeholder from Badan Pertanahan Nasional (BPN), currently no dispute come into attention.</p> <p>Based on interview with the affected parties, that before the compensation was made, the company made an agreement by forming a team (consisting of Public Relations and R & D / Legal Dept. and the local village head), a study was carried out on the status of land ownership as well as communicating to ascertain whether the land was in accordance with legal ownership rights. Consultation is always carried out to find out that the company in making compensation there is no compulsion (land owners can freely make their own decisions).</p> <p>Furthermore, the enterprise through measurement team makes participatory mapping involving the communities affected and neighboring which was also witnessed by the village head. If the results of the mapping and measurement of the area have been agreed, then a statement will be made from the land owner for the ability to be</p> | <p>Comply</p> |

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| | | compensated. The minutes of payment (Beerita Acara Pembayaran Kompensasi) shall be made as evidence that both parties have agreed and stated that the land has been compensated. | |
| 4.6.3 | Evidence is available that equal opportunities are provided to both men and women to hold land titles for small holdings. | <p>PT AWL has anti discrimination policy and respect to the gender equality.</p> <p>The impact caused by the operation of PT AWL's plantations is the desire of the community to cooperate in the oil palm plantation partnership scheme. Scheme smallholders in progress now, the company have obtained approval from Bupati Kotawaringin Timur "Arahan Lokasi" as letter no. No. 525.26/099/ EKSDA/II/2014, dated 13th February 2014 with total area 2,175.41 Ha is located in Bukit Santuai District.</p> <p>Until audit done, the scheme smallholder plantation has not been developed and still on going process of legal and land survey.</p> | Comply |
| 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. | <p>The company holds records on "Agro Wana Lestari Land Compensation" file for all land acquired by the company since the commencement in 2008. The records include the identification of people eligible to receive compensation. All outcomes to compensation claims are fully documented. The outcomes to any settlements are not made public although information is readily available.</p> <p>Based on interview with the affected parties, that before the compensation was made, the company made an agreement by forming a team (consisting of Public Relations and R & D / Legal Dept. and the local village head), a study was carried out on the status of land ownership as well as communicating to ascertain whether the land was in accordance with legal ownership rights. Consultation is always carried out to find out that the company in making compensation there is no compulsion (land owners can freely make their own decisions).</p> <p>Furthermore, the enterprise through measurement team makes participatory mapping involving the communities affected and neighboring which was also witnessed by the village head. If the results of the mapping and measurement of the area have been agreed, then a statement will be made from the land owner for the ability to be compensated. The minutes of payment (Beerita Acara Pembayaran Kompensasi) shall be</p> | Comply |

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| | | <p>made as evidence that both parties have agreed and stated that the land has been compensated.</p> <p>It was noted that there is no any land disputes during this assessment. Maps of land which have been compensated is available in appropriate scale in term of GIS database. The land maps to be compensated have been mapped based on scale 1: 25,000 GIS mapping. The local village chief and several community leaders confirmed development of this map.</p> <p>Some examples of land acquisition documents that have been carried out by PT AWL, that the acquisition process is carried out by involving interested parties, affected parties and witnesses (concerning land boundaries) and witnessed / known by the local regional government (village head or sub-district head), for example: The implementation of land compensation on behalf of land owner Mr. Nurdin Villagers Tumbang Keminting, District of Bukit Satuai an area of 2.49 hectares located in Tumbang Keminting Village. The indemnification process has been supplemented with the submission of documents of Surat Pernyataan Penyerahan Hak dan Kepentingan Atas Tanah dan Tanam Tumbuh Diatasnya and also the receipt of compensations payment No. LC/76/Tanah Haluan-Estate/03/2018/03 dated March 26, 2018, which is known by the head of village Tumbang Keminting, Camat Bukit Santuai and 2 persons measuring team, Beerita Acara Pembayaran Ganti Rugi Tanam Tumbuh Karet (Blok T-28) dated 26/3/2018. GRTT map with scale 1:2000 Parcel ID: 76/THE/03 for rubber plant in the name of Nurdin, the number of rubber staple: 252 staple.</p> | |
| <p>Criteria 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> | | | |
| <p>4.7.1</p> | <p>(C) A mutually agreed procedure for identifying people entitled to compensation is in place.</p> | <p>Procedures for the identification, calculation and compensation for the loss of legal or customary rights of the land have been developed, with the involvement of local community representatives and relevant agencies, which is determined in the SOP No. LCD 2.1 on Socialization dated 15 August 2011. The SOP provides guidance on the process of gaining community consent and payment mechanism agreed by communities and company. Company also holds SOP No. LCD 2.4 on Land Compensation Payment on</p> | <p>Comply</p> |

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| | | technical aspect of payment to the land obtained by the company. There is no changes of procedures since the last audit. | |
| 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. | <p>PT Agro Wana Lestari has developed procedures related to the land resolution such as: Land Compensation Payment process (LCD 2.4, dated 15 August 2010), Measurement of Land for Compensation (LCD 3.1, dated 15 August 2010), Overlapping Land (LCD 2.3, dated 15 August 2010).</p> <p>The interviews with some community leaders of Tanah Haluan Villages also stated that the company has disseminated the procedures to the communities.</p> <p>The Company has conducted disseminated procedures related to the territorial expansion on 20-23/06/2016 at Tanah Haluan and Tumbang Panyauhan, contains:</p> <ul style="list-style-type: none"> - Measurement procedures and land acquisition that has been set by the company and the local village government. - Price negotiations carried out by the landowner in question. - Completeness administrative compensation payments <p>Dissemination of procedure was performed at Tumbang Panyahuan Village attended by 34 people and 42 people of Tanah Haluan Village. Local community approved the compensation mechanism. Interview with stakeholder from Badan Pertanahan Nasional (BPN), currently no dispute come into attention.</p> | Comply |
| 4.7.3 | Communities that have lost access and rights to land for plantation expansion are given opportunities to benefit from plantation development. | <p>The land compensation documents shown that any land for new planting since 2005 which owned by local communities have been compensated and evidence such as negotiation minutes including calculation, "Berita Acara Kompensasi", receipt, and photograph are available.</p> <p>PT. Agro Wana Lestari manages to demonstrate the new planting after 2005 is established with FPIC approach, where progress is documented. PT Agro Wana Lestari is communicating the plantation development in line with AMDAL preparation. Records of all compensation issues are maintained.</p> <p>The company has conducted a participatory analysis (in line with the SEIA) to determine and ensure that communities can make informed decisions about the benefits of plantations for them. The company is aware that valuable resources such as clean water,</p> | Comply |

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| | | <p>allocation of land for food crops and other, that are important for the livelihoods and culture of local residents and which may be affected by plantations, including forest resting/cleared lands, hunting grounds, fishing areas, areas important for arts and crafts and other non-timber forest products and areas that spiritually important such as burial grounds, sacred sites and historic monuments. The company also assesses from the gender aspect, because men and women use natural resources in different ways, so it is important for analysis and assessment of benchmarks to ensure participation from both parties. Participatory impact analysis includes legal analysis and analysis of the legal status of the land which includes:</p> <ul style="list-style-type: none"> • current legal status; • are the rights of the local community officially recognized; • land status and status of customary rights during lease (HGU); • probable lease period and; • legal status of land and customary rights after the lease expires. | |
| <p>Criteria 4.8 The right to use the land is demonstrated and is not legitimately contested by local people who can demonstrated that they have legal customary, or user rights.</p> | | | |
| <p>4.8.1</p> | <p>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.</p> | <p>Based on document verification, the results of a public consultation with the Land Office of Kotawaringin Timur Regency and interviews with the official of Keminting village, Tumbang Panyahuan and Tanah Haluan, that up to now there is no land dispute between the company and the community. However, there is still land rights within the HGU of PT AWL which has not been acquired by PT AWL or the owner has not been willing to waive the ownership rights of the land. Based on the interview with Official of Tumbang Keminting village, Panyahuan village and Tanah Haluan Village and community leaders, said that the community will basically understand and want to be done the compensation process, but at this time PT AWL experienced Financial problems so that it has not been completely exemption and will be carried out gradually.</p> <p>It was noted that there is no any land disputes during this assessment. Maps of land which have been compensated is available in appropriate scale in term of GIS database.</p> | <p>Comply</p> |

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| | | <p>The land maps to be compensated have been mapped based on scale 1: 25,000 GIS mapping. The local village chief and several community leaders confirmed development of this map.</p> <p>The company holds records on "Agro Wana Lestari Land Compensation" file for all land acquired by the company since the commencement in 2008. The records include the identification of people eligible to receive compensation. All outcomes to compensation claims are fully documented. The outcomes to any settlements are not made public although information is readily available. The land compensation documents shown that any land for new planting since 2005 which owned by local communities have been compensated and evidence such as negotiation minutes including calculation, "Berita Acara Kompensasi", receipt, and photograph are available.</p> | |
| 4.8.2 | <p>(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.</p> | <p>Based on document verification, the results of a public consultation with the Land Office of Kotawaringin Timur Regency and interviews with the official of Keminting village, Tumbang Panyahuan and Tanah Haluan, that up to now there is no land dispute/conflict between the company and the community.</p> <p>Land dispute resolution mechanisms and how to handle the new planting area have been developed by considering the law and the ongoing reconciliation process. The company has developed procedures related to the land resolution such as:</p> <ul style="list-style-type: none"> ▪ Land Compensation Payment process (LCD 2.4, dated on 15/08/2010), ▪ Measurement of Land for Compensation (LCD 3.1, dated on 15/08/2010), ▪ Overlapping Land (LCD 2.3, dated 15/08/2010). <p>Based on interviews with local communities on 23/01/2019 also confirmed that the company has disseminated the procedures and no land conflict occurs during the assessment.</p> | Comply |
| 4.8.3 | <p>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 right, there claims will be settled using</p> | <p>Based on document verification and stakeholder consultation, confirmed that there is no land conflict occurs and there is no acquisition through dispossession or forced abandonment of customary and user rights prior to the current operations.</p> <p>PT. Agro Wana Lestari manages to demonstrate the new planting after 2005 is established with FPIC approach, where progress is documented. PT Agro Wana Lestari is</p> | Comply |

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| | the relevant requirements (Indicator 4.4.2, 4.4.3 and 4.4.4) | communicating the plantation development in line with AMDAL preparation. Records of all compensation issues are maintained. | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
|---|--|---|---------------------|---------------|---------------|---|----------|----------|---|----------|----------|---|----------|----------|---|----------|----------|---|----------|----------|---|----------|----------|---|----------|----------|---------|----------|----------|--------|
| 4.8.4 | For any conflict or dispute over the land, the extent of the disputed area is mapped out in participatory way with involvement of affected parties (including neighbouring communities where applicable) | Based on document verification, the results of a public consultation with the Land Office of Kotawaringin Timur Regency and interviews with the official of Keminting village, Tumbang Panyahuan and Tanah Haluan, that up to now there is no land dispute/conflict between the company and the community. | Comply | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Principle 5: Support smallholder inclusion | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Include smallholders in RSPO supply chains and improve their livelihoods through fair and transparent partnerships. | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Criteria 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. | <p>The past and current FFB price is announced in Notice Board in front of mill. FFB price is based on "Hasil Rapat Tim Penetapan Harga Pembelian TBS Kelapa Sawit Produksi Pekebun di Provinsi Kalimantan Tengah" as follow up Decree of Governor of Central Kalimantan No.2/2013 dated 22 January 2013. Record seen is for period 1 to 31 December 2019, considering CPO price IDR 8,318.08/kg; PK price IDR 4,203.12/kg and K index 84.39%. FFB price for December 2019 are as follow:</p> <table border="1"> <thead> <tr> <th>Planting age (year)</th> <th>December 2019</th> <th>November 2019</th> </tr> </thead> <tbody> <tr> <td>3</td> <td>1,230.98</td> <td>1,099.48</td> </tr> <tr> <td>4</td> <td>1,353.89</td> <td>1,209.95</td> </tr> <tr> <td>5</td> <td>1,476.51</td> <td>1,319.65</td> </tr> <tr> <td>6</td> <td>1,501.10</td> <td>1,341.73</td> </tr> <tr> <td>7</td> <td>1,547.52</td> <td>1,382.88</td> </tr> <tr> <td>8</td> <td>1,615.66</td> <td>1,444.05</td> </tr> <tr> <td>9</td> <td>1,652.88</td> <td>1,477.55</td> </tr> <tr> <td>10 - 20</td> <td>1,713.78</td> <td>1,531.01</td> </tr> </tbody> </table> | Planting age (year) | December 2019 | November 2019 | 3 | 1,230.98 | 1,099.48 | 4 | 1,353.89 | 1,209.95 | 5 | 1,476.51 | 1,319.65 | 6 | 1,501.10 | 1,341.73 | 7 | 1,547.52 | 1,382.88 | 8 | 1,615.66 | 1,444.05 | 9 | 1,652.88 | 1,477.55 | 10 - 20 | 1,713.78 | 1,531.01 | Comply |
| Planting age (year) | December 2019 | November 2019 | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 3 | 1,230.98 | 1,099.48 | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 4 | 1,353.89 | 1,209.95 | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 5 | 1,476.51 | 1,319.65 | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 6 | 1,501.10 | 1,341.73 | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 7 | 1,547.52 | 1,382.88 | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 8 | 1,615.66 | 1,444.05 | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 9 | 1,652.88 | 1,477.55 | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 10 - 20 | 1,713.78 | 1,531.01 | | | | | | | | | | | | | | | | | | | | | | | | | | | | |

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| | | <p>21 1,677.27 1,498.02</p> <p>22 1,640.77 1,465.03</p> <p>23 1,586.01 1,415.58</p> <p>24 1,493.60 1,332.95</p> <p>FFB price also determined by company based on the supply location and transportation cost, normally company give the higher price than FFB price determined by government.</p> | |
| 5.1.2 | (C) Evidence is available that the unit of certification regularly explains the FFB pricing to smallholders. | <p>PT AWL has receive the FFB price determination each month from Disbun Provinsi Kalimantan Tengah, there is evidence that unit of certification regularly explains the FFB pricing to scheme smallholders (Koperasi Sentuai Jaya, Koperasi Tilap Mandiri, Koperasi Tewehara Makmur, Koperasi Payang Mandiri, Koperasi Haluan Jaya, Koperasi Patahu Manuah) each month together with FFB volume receive report. It was also confirmed with head of Koperasi Sentuai Jaya and Koperasi Haluan Jaya during interview.</p> <p>Third party FFB price decision made is communicated to all oil palm plantation companies and cooperatives as the price standard of certain period, using letter, fax, or sms. Pricing mechanisms for FFB and inputs/services is recorded.</p> <p>Company communicated the FFB price each week to the supplier by issuing the letter from Palm product Procurement manager. Sample seen: "Konfirmasi harga Pembelian TBS efektif per 13 January 2020" FFB price for CV Santuai Megah Karya Ilahi period 13 January 2020 determined as IDR 1,500/kg.</p> | Comply |
| 5.1.3 | (C) Fair pricing, including premium pricing, when applicable, is agreed with smallholders in the supply base and documented. | <p>FFB pricing is agreed with smallholder based on contract "Perjanjian Jual Beli Tandan Buah Segar (TBS)"</p> <p>The FFB price is determined monthly by a Committee consisting of Government, Palm Oil Producers including smallholder (both scheme and independent) in the Central Kalimantan Province. The pricing mechanism is considering CPO price, PK price and K index. The committee meetings held between 12th to 16th dated of every month.</p> <p>FFB price decision made is communicated to all oil palm plantation companies and cooperatives as the price standard of certain period, using letter, fax, or sms. Pricing mechanisms for FFB and inputs/services is recorded.</p> | Comply |

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| | | Company communicated the FFB price each week to the smallholder by issuing the letter and report of FFB volume receive by Buykit Santuai POM from Palm product Procurement manager. | |
| 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 reductions for replanting and or other support mechanisms where applicable. | Based on document review and interview with smallholder, contractors and FFB supplier, all parties are understood the contractual agreement they enter into. From evidence sight it was clear that contract are fair, legal and transparent. Contract are written in Bahasa Indonesia. Therefore can be understood by all parties. 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 reductions for replanting and or other support mechanisms where applicable. | Comply |
| 5.1.5 | Contracts are fair, legal and transparent and have an agreed timeframe. | Based on document review and interview with contractors and FFB supplier, all parties are understood the contractual agreement they enter into. From evidence sight it was clear that contract are fair, legal and transparent. Contract are written in Bahasa Indonesia. Therefore can be understood by all parties. PT Agro Wana Lestari has contract "Perjanjian Jual Beli Tandan Buah Segar" with scheme smallholder: <ul style="list-style-type: none"> - Koperasi Santuay Jaya, dated 18 January 2017, valid until 30 years - Koperasi Patahu Manuah, dated 18 January 2017, valid until 30 years - Koperasi Haluan Jaya, dated 29 March 2016, valid until 30 years - Koperasi Tilap Mandiri Sejahtera, dated 29 March 2016, valid until 30 years - Koperasi Teweihara Makmur, dated 29 March 2016, valid until 30 years - Koperasi Payang Mandiri, dated 29 March 2016, valid until 30 years | Comply |
| 5.1.6 | (C) Agreed payments are made in a timely manner and receipts specifying price, weight, deductions and amount paid are given. | Payment record shown that all payment are made according to agreement and timely maner. Sample seen: FFB Payment for Koperasi Santuai Jaya period July – September 2019 shown that FFB payment are met with the FFB price determination period July – September 2019. Payment record on "Bank Payment Voucher Payee No. 3634, Bank BRI | NC #1876326-202001-M1 |

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| | | <p>Cheque number CGF111***, Payment date 11/19/19, Amount Paid IDR 66***. It was verified that amount of FFB payment has met with the FFB price determination. Record of FFB payment has include tax deduction (pph23), specific price, amount, weight.</p> <p>Non conformity found during audit:</p> <p>According to Perjanjian Jual Beli Tandan Buah Segar (TBS) dated 18th January 2017 stated in Pasal 6 "Pembayaran akan dilakukan setiap bulan berdasarkan ketentuan-ketentuan berikut:</p> <ul style="list-style-type: none"> - Pembayaran terkait penjualan TBS akan dilakukan dalam waktu satu bulan setelah penandatanganan Nota penyerahan, ke rekening penampung yang dimiliki oleh penjual di Bank yang perinciannya sebagaimana disebutkan dibawah ini akan diberikan oleh penjual kepada pembeli (nama pemilik rekening, nama bank, alamat bank, nomor rekening). <p>However based on FFB payment record verification, confirmed that FFB payment was made each three month. Sample seen: FFB payment record Koperasi Santuai Jaya period July – September 2019.</p> <p>PT AWL has made correction and corrective action to addressed the issue, auditor has verify the effectiveness of implementation and found satisfactory addressed and non conformity has been Closed on 9 April 2020. See section 3.4 detail of findings of this report.</p> | <p>Closed on 09/04/2020 Comply</p> |
| 5.1.7 | <p>Weighing equipment is verified by an independent third party on a regular basis (this can be government).</p> | <p>Weighing equipment is verified by an independent third party once a year by Dinas Perdagangan dan Perindustrian Kabupaten Kotawaringin Timur. Latest verification/calibration conducted on 18 June 2019 for 2 weighbridge. Certificate of calibration were evident as bellow:</p> <ol style="list-style-type: none"> 1. Surat Keterangan Hasil Pengujian Nomor: 336/DPP/ML/TJ/VI/2019 tanggal 24 Juni 2019, Nama Alat: Timbangan Jembatan (WB1), Merk: Avery Weight Tronix, Model E1205, Nomor seri: 140750684, Kelas: III, Kapasitas 50,000 Kg. Certificate Valid until 1 June 2020. 2. Surat Keterangan Hasil Pengujian Nomor: 337/DPP/ML/TJ/VI/2019 tanggal 24 Juni 2019, Nama Alat: Timbangan Jembatan (WB1), Merk: Avery Weight Tronix, Model | <p>Comply</p> |

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| | | E1205, Nomor Seri: 111950400, Kelas: III, Kapasitas 50,000 Kg. Certificate Valid until 1 June 2020. | |
| 5.1.8 | 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. | Certificate holder has engaged with local communities in full managed scheme. There is still no engagement with independent smallholders. | Comply |
| 5.1.9 | (C) The unit of certification has a grievance mechanism for smallholders and all grievances raised are dealt with in a timely manner. | The company has had procedure namely Communication, Participation and Consultation (Doc. No. IMS. P-05 last revised on 4 May 2015). This procedure describes the process of communication. It includes the way of delivering, receiving, documenting and responding to communications that come from internal and external parties. There is two method of communication which is internal and external communication. Communication regarding to grievance, complaints and suggestion recorded in "Book of Communication and Request for Information" for internal and external. All information in shall be responded by related department. All communication in shall response within 14 days. There is also external "Book of Communication and Request for Information". During Jan 2019 until this audit, there was no grievance or complaint from external submitted. Incoming letter or proposal usually regarding on heavy weight borrowing for road maintenance in the village, internship program from Vocational High Scholl near the company area, donation request and so on. All incoming letter has been responded in timely manner according to the procedure. | Comply |
| Criteria 5.2 | | | |
| The unit of certification supports improved livelihoods of smallholders and their inclusion in sustainable palm oil value chains. | | | |
| 5.2.1 | The unit of certification consults with interested smallholders (irrespective of type) including women or other partners in their supply base to assess their | Based on document observation, certificate holder has had annual program with local communities in order to increase social engagement. According to the interview with village representatives obtain information that the company through public relationship staff has create a community development program. During this audit, auditor has | Comply |

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| | needs for support to improve their livelihoods and their interest in RSPO certification. | observed local honey development program for the local communities named " <i>Madu Kelulut</i> " in Tewaihora Village. This program is intended to increase sources of community income. The evidence of program (training, attendance list, photos etc) has been verified by auditor. | |
| 5.2.2 | The unit of certification develops and implements livelihood improvement programmes, including at least capacity building to enhance productivity, quality, organisational and managerial competencies, and specific elements of RSPO certification (including the RSPO Standard for Independent Smallholder). | Certificate holder in collaboration with consultant has conducted field class training with independent smallholders from Batu Agung, Bukit Indah and Tribuana Village on 5 – 11 November 2019. During that class, the smallholder are introduced to the Best Management Practices procedures for managing oil palm plantations, implementation of OHS and environmental management. | Comply |
| 5.2.3 | Where applicable, the unit of certification provides support to smallholders to promote legality of FFB production. | Certificate holder has had engagement with local communities regarding to land legality. They supporting smallholder by increasingly providing technical training opportunities to assist smallholders in improving crop yields, providing financial training as an important component of the sustainable livelihood approach, promoting understanding of the principles of our Sustainability policy to secure their inclusion in our supply chain and supporting smallholder certification. | Comply |
| 5.2.4 | (C) Evidence exists that the unit of certification trains Scheme Smallholders on pesticide handling. | Certificate holder in collaboration with consultant has conducted field class training with independent smallholders from Batu Agung, Bukit Indah and Tribuana Village on 5 – 11 November 2019. The training material delivered is related to handling pesticides. | Comply |
| 5.2.5 | The unit of certification regularly reviews and publicly reports on the progress of the smallholder support programme. | Progress report of smallholder also reported in ACOP or annual report by unit management to the top management. Until this audit known that there was no extended member of smallholder that join smallholder scheme since previous assessment. | Comply |

Principle 6: respect workers' rights and conditions

Protect workers' rights and ensure safe and decent working conditions.

Criteria 6.1

Any form of discrimination is prohibited.

| <p>6.1.1</p> | <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>PT Agro Wana Lestari has a policy on equal opportunity and treatment for work. The policy is documented under "<i>Kebijakan Sosial</i>" dated 17/09/2017 stating "<i>Memperlakukan semua pekerja secara adil tanpa memandang gender, etnis, kebangsaan, cacat, orientasi seksual, agama, afiliasi politik, keanggotaan serikat pekerja dan umur</i>". Based on document review and interview with workers, there are no different treatments for all employees both based on ethic or religion as well as political views. All employees was treated equally by company management and have an equal opportunity.</p> <p>Verification of employee data analysis of race and religion up to December 2019, i.e:</p> <div data-bbox="884 678 1848 1252" style="border: 1px solid black; padding: 10px; text-align: center;"> <h3>Number of employees based on ethnicity/race</h3> <table border="1" style="margin: 0 auto;"> <thead> <tr> <th>Ethnicity/Race</th> <th>Number of Employees</th> </tr> </thead> <tbody> <tr><td>Ambon</td><td>2</td></tr> <tr><td>Banjar</td><td>26</td></tr> <tr><td>Batak</td><td>25</td></tr> <tr><td>Betawi</td><td>1</td></tr> <tr><td>Bima</td><td>62</td></tr> <tr><td>Bugis</td><td>228</td></tr> <tr><td>Dayak</td><td>619</td></tr> <tr><td>Dusun</td><td>3</td></tr> <tr><td>Flores</td><td>185</td></tr> <tr><td>Jawa</td><td>352</td></tr> <tr><td>Lampung</td><td>11</td></tr> <tr><td>Lombok</td><td>44</td></tr> <tr><td>Mandailing</td><td>5</td></tr> <tr><td>Melayu</td><td>2</td></tr> <tr><td>Palembang</td><td>6</td></tr> <tr><td>Papua</td><td>6</td></tr> <tr><td>Sumba</td><td>235</td></tr> <tr><td>Sunda</td><td>49</td></tr> <tr><td>Sungai</td><td>1</td></tr> <tr><td>Timor</td><td>30</td></tr> <tr><td>Toraja</td><td>1</td></tr> </tbody> </table> </div> <p>Number of employee based on religion:</p> <table border="1" style="margin: 0 auto;"> <thead> <tr> <th>Religion</th> <th>Total</th> </tr> </thead> <tbody> <tr> <td>Buddhism</td> <td>1</td> </tr> </tbody> </table> | Ethnicity/Race | Number of Employees | Ambon | 2 | Banjar | 26 | Batak | 25 | Betawi | 1 | Bima | 62 | Bugis | 228 | Dayak | 619 | Dusun | 3 | Flores | 185 | Jawa | 352 | Lampung | 11 | Lombok | 44 | Mandailing | 5 | Melayu | 2 | Palembang | 6 | Papua | 6 | Sumba | 235 | Sunda | 49 | Sungai | 1 | Timor | 30 | Toraja | 1 | Religion | Total | Buddhism | 1 | <p>Comply</p> |
|----------------|--|---|----------------|---------------------|-------|---|--------|----|-------|----|--------|---|------|----|-------|-----|-------|-----|-------|---|--------|-----|------|-----|---------|----|--------|----|------------|---|--------|---|-----------|---|-------|---|-------|-----|-------|----|--------|---|-------|----|--------|---|----------|-------|----------|---|---------------|
| Ethnicity/Race | Number of Employees | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Ambon | 2 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Banjar | 26 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Batak | 25 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Betawi | 1 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Bima | 62 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Bugis | 228 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Dayak | 619 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Dusun | 3 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Flores | 185 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Jawa | 352 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Lampung | 11 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Lombok | 44 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Mandailing | 5 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Melayu | 2 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Palembang | 6 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Papua | 6 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Sumba | 235 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Sunda | 49 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Sungai | 1 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Timor | 30 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Toraja | 1 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Religion | Total | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Buddhism | 1 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |

| | | <table border="1" data-bbox="884 363 1317 531"> <tr> <td>Catholics</td> <td>269</td> </tr> <tr> <td>Christianity</td> <td>305</td> </tr> <tr> <td>Hinduism</td> <td>211</td> </tr> <tr> <td>Muslim</td> <td>1101</td> </tr> <tr> <td>Total</td> <td>1887</td> </tr> </table> <p data-bbox="884 582 1348 614">Number of employee based on gender:</p> <table border="1" data-bbox="884 630 1496 798"> <thead> <tr> <th>Categories</th> <th>Male</th> <th>Female</th> <th>Total</th> </tr> </thead> <tbody> <tr> <td>SKU-B</td> <td>220</td> <td>18</td> <td>238</td> </tr> <tr> <td>SKU-H</td> <td>706</td> <td>343</td> <td>1049</td> </tr> <tr> <td>BHL</td> <td>452</td> <td>148</td> <td>600</td> </tr> <tr> <td>Total</td> <td>1378</td> <td>509</td> <td>1887</td> </tr> </tbody> </table> <p data-bbox="884 845 1937 970">Based on the table and graph above, that there are no discriminatory practices related to gender, ethnicity and religion. The company provides equal opportunities for all employees to have a career and work at PT AWL, including the process of recruitment and promotion of employees see 6.1.3 below.</p> | Catholics | 269 | Christianity | 305 | Hinduism | 211 | Muslim | 1101 | Total | 1887 | Categories | Male | Female | Total | SKU-B | 220 | 18 | 238 | SKU-H | 706 | 343 | 1049 | BHL | 452 | 148 | 600 | Total | 1378 | 509 | 1887 | |
|--------------|---|---|-------------|-----|--------------|-----|----------|-----|--------|------|--------------|-------------|------------|------|--------|-------|-------|-----|----|------------|-------|-----|-----|-------------|-----|-----|-----|------------|--------------|-------------|------------|-------------|--|
| Catholics | 269 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Christianity | 305 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Hinduism | 211 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Muslim | 1101 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Total | 1887 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Categories | Male | Female | Total | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| SKU-B | 220 | 18 | 238 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| SKU-H | 706 | 343 | 1049 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| BHL | 452 | 148 | 600 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Total | 1378 | 509 | 1887 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 6.1.2 | <p>(C) Evidence is provided that workers and groups including local communities, women, and migrant workers have not been discriminated against. Evidence includes migrant workers' non-payment of recruitment fees.</p> | <p data-bbox="884 1002 1937 1098">During interview with representative of worker union, workers (LKS Bipartit) and document review noted that no discrimination and all employees was treated equally by management. PT Agro Wana Lestari does not hiring migrant workers.</p> <p data-bbox="884 1109 1937 1295">Every workers (workers and group including local communities, and also to women) has the same right to have a minimum wage, housing, PPE and work equipment based on their jobs and position both for permanent and daily/part time workers. During field visit and interview with workers found that company provide housing and work equipment for every workers based on their jobs both for permanent and temporary/part time workers.</p> <p data-bbox="884 1308 1937 1399">There is no discrimination treatment to each workers. The company has procedure for hiring workers that regulated hiring and promotion of workers are based on skill, work experiences, and job evaluation. All workers have equal opportunity and treatment for</p> | Comply | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |

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| | | <p>work and no discrimination. All workers are also ensured that their health is appropriate to carry out their jobs through medical examination.</p> | |
| <p>6.1.3</p> | <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>The company has procedure for hiring workers that regulated hiring and promotion of workers are based on skill, work experiences, and job evaluation. All workers have equal opportunity and treatment for work and no discrimination. All workers are also ensured that their health is appropriate to carry out their jobs through medical examination.</p> <p>Every year company conducted employee health examination to ensure they are healthy to work in accordance with the type of each jobs. Medical surveillance has been provide the detail of the workers condition which can be used to determine if he/she is fit to work. The company conducted performance evaluation of workers annually. Last worker assessment conducted in December 2019 for the period 2019.</p> <p>Objective assessment carried out for temporary employees who had finished their period of probation, and he/she will be appointed as permanent employee if fulfill the requirements. PT AWL has promoted the status of employees of BHL (employees daily) into SKUS (permanent employees) in the period of December 2019, based on the Promotion Form (04) WPS, there are as many as 36 employees will be assigned the letter Ketetapnay in February 2020.</p> <p>In the recruitment process, the company has also followed the procedures that have been established without discrimination, for example:</p> <ol style="list-style-type: none"> 3) Employee acceptance on behalf of Melkianus from Sumba, recruited on 5 December 2019 as a harvester in Tumbang Panyahuan Estate, some documents have been verified including: New Employee Biodata form, identity card, orientation Checklist new employee, Medical examination on 2/12/2019, labor registration as a participant in social security and Disnaker and daily work agreement, dated 5/12/2019. 4) Employee acceptance on behalf of Agustinus Lende from Sumba, recruited on 2 December 2019 as a harvester in Keminting Estate, some documents have been verified including: New Employee Biodata form, identity card, orientation Checklist new employee, Medical examination on 1/12/2019, labor registration as a participant in social security and Disnaker and daily work agreement, dated 2/12/2019. | <p>Comply</p> |

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| | | <p>The company has the policy to rotate work among workers every 3-4 years, this is to eliminate boredom and illhealth in work. Some field workers with old age rotation of work into a lighter, for example: rotation work from upkeep in to a house keeping or gardeners in the emplacement.</p> <p>Every workers has the same right to have a minimum wage, housing, PPE and work equipment based on their jobs and position both for permanent and daily/part time workers. During field visit and interview with workers found that company provide housing and work equipment for every workers based on their jobs both for permanent and temporary/part time workers. There is no discrimination treatment to each workers.</p> | |
| 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>The company has a policy related to the protection of reproductive rights as documented in "Social Policy, March 2013" and also included in "Peraturan Perusahaan", section 21 of the menstruation leave, Article 22 related to Pregnancy Leave days, childbirth and miscarriage. The policy is "Prevent Sexual Harassment and all violence against women and protect their reproductive right".</p> <p>The company performs periodic pregnancy test and provides adequate personal protective equipment for female employees who work in places that come into contact with agrochemical. Pregnancy test is conducted by the plantation clinic that the responsibilities of Dr. Silahuddin.</p> <p>Pregnancy inspection of workers is not a practice of discrimination against female workers (as outlined in the Company Regulation section 21), so the company provides alternative employment for female workers who are pregnant, namely: not doing work that uses chemicals, for example: upkeep of manually circle and path weeding, census etc. The company also provides maternity leave rights for 3 months to pregnant women who are approaching childbirth.</p> | Comply |
| 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>The company has established a Gender Committee. "Struktur Organisasi Komite Gender PT Agro Wana Lestari" as a special institution that aims to fight for reproductive rights of women employees.</p> <p>The company also facilitates gender committee activities, to disseminate the protection of reproductive rights of female employees. The results of interviews with female employees</p> | Comply |

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| | | <p>(pesticide spraying team) indicated that they have understood the existence of gender committee, as an institution to protect their reproductive rights.</p> <p>Female employees have fully understood that during the period of maternity / nursing, the wages remains their right and paid by company. The interviews with employees in the field showed that they still want to continue working at another job that is lighter or have a period of leave during pregnancy. The company is giving maternity leave for 3 months with monthly wages and light work for pregnant and breast feeding women as revealed during interview with female workers. The company also has a policy prohibiting female workers who are pregnant and/or breastfeeding to work in a place that is in contact with agrochemical use. The company performs periodic inspection, pregnancy test and provides adequate personal protective equipment for female employees who work in places that come into contact with agrochemical.</p> | |
| 6.1.6 | There is evidence of equal pay for the same work scope. | <p>The company proves that it guarantees that related to the wage is in accordance with the laws and regulations applicable to the scope of work that has been made. Based on interviews and verification documents, the company has adopted wages in accordance with regulations and legislation.</p> <p>The company sets wages using the time unit method and sets wages with a "Piece Rate" (based on volume), for example in wage harvests which specify the amount of FFB or tonnage. Both wage methods still refer to the stipulation of wages from the local government (provincial or district minimum wages).</p> <p><u>Wages using the time unit:</u></p> <p>The Company paid the wages of employees by minimum wage base on "Peraturan Gubernur Kalimantan Tengah No. 51 Tahun 2018, dated 21 November 2018; regarding "Upah Minimum Kabupaten (UMK) dan Upah Minimum Sektoral Kabupaten (UMSK) Tahun 2019 Kabupaten Kotawaringin Timur", stating the 2018 minimum wage for agriculture sector sets at IDR 2,776,460 per month. Also accordance with Internal Memo no. 005/AHL-SPU/HR/XII/2018, dated 12 December 2018 related "Penyesuaian upah harian bagi BHL dan SKU Tahun 2019" with the wages is Rp 111,058 per day BHL (daily workers) and for SKUH as Rp 105,958 (added with rice allowances according to marital status). Wages of overtime as Rp 16,049 per hour (1/173 x 2,776,460). As for the</p> | Comply |

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| | | <p>period 2020 the company has set wages based on central Kalimantan's Decree No. 188.44/546/2019, regarding "Upah Minimum Kabupaten (UMK) dan Upah Minimum Sektorial Kabupaten (UMSK) Tahun 2020 Kabupaten Kotawaringin Timur", stating the 2020 minimum wage for agriculture sector sets at IDR 2,991,946 per month.</p> <p><u>Piece Rate (Volume Bases):</u></p> <p>The company has set a wage for harvesters using a data base or FFB weight per kg averages, based on directions from the Head of the Manpower and Transmigration Office in East Kotawaringin Regency (Sub of Industrial Relations) letter no. 560,567/900/HI-Kesja/VI/2013 dated June 17, 2013 concerning the work that uses a "Piece Rate" system (bare or heavy basis / Kg), explaining that:</p> <ol style="list-style-type: none"> 1. The type of harvesting work uses a system of dividing the "Piece Rate" which is in accordance with the UMP and if it is less than the UMP then it is paid according to the work income on that day even though less than 1 HK = less than UMP / 25 2. In this system the income of workers per day is certainly determined based on the results of "Previous Calibration" achievement of workers in 7 working hours and a minimum of one working day (1 HK) = UMP / 25. 3. In the type of FFB harvesting work, the determination of the unit of wage can be carried out according to the unit of yield with the weight base system (Kg) or number of FFB, provided that there is written agreement / agreement between the employer and workers and set out in the form of Joint Agreement (PB: Perjanjian Bersama) before implementation, its must be agreed upon is the base or target to get 1 HK whose amount may not be below the District Sectoral Minimum Wage (UMSK). | |
| <p>Criteria 6.2</p> | | | |
| <p>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> | | | |
| 6.2.1 | <p>(C) Applicable labour laws, union and/or other collective agreements and documentation of pay and conditions are available to the workers in national</p> | <p>Company demonstrated approval on company's regulation "Peraturan Perusahaan (PP) Tahun 2018 – 2020" as per "Keputusan Kepala Dinas Sosial Tenaga Kerja dan Transmigrasi Kabupaten Kotawaringin Timur" No. KEP. 385/HI-KESJA/VIII/2018 dated 21 August 2018 regarding "Pengesahan Peraturan perusahaan PT Agro Wana Lestari".</p> | Comply |

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| | <p>languages and explained to them in language they understand.</p> | <p>This regulation applies for the period 23/07/2018 up to 24/07/2020. "Peraturan Perusahaan" is written in Bahasa Indonesia that all employees can understand.</p> <p>The PP document regulates provisions regarding working time, wage system, assistance for sick days, absenteeism, tour of external services, overtime work, and payment of allowances while in the hold of state equipment. PP is also provisions regarding premiums, payment of holiday allowances and bonuses, guarantees Social and Social Assistance, Work Equipment and Occupational Safety, Acceptance, Transfer of Promotions and Layoffs, Provisions for motorized vehicles for workers and educators, Company and Worker Obligations, Manpower Settlement Methods and the Termination of Company Regulations.</p> <p>Article VII (Pengupahan - Wages) regulates:</p> <ul style="list-style-type: none"> - Wages - Rice / Natura Supply Allowances - Provisions concerning who is entitled to receive a rice supply, and - Dependents of workers. <p>As for daily workers, the company has determined Work Contracts for daily workers made in Bahasa Indonesian, so they can be understood by all parties. In the Daily Workers Agreement, it explains the worker's rights and obligations, including: wages, social security (BPJS Ketenagakerjaan and BPJS Kesehatan), facilities and work tools.</p> <p>The documentation of pay and conditions are available to the workers in Bahas Indonesia. For employees who cannot read and write, the company through the HR Department will explain directly related to the rights and obligations of workers (daily workers) stated in the employment contract.</p> | |
| 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</p> | <p>Employment contracts and 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) are available in company's regulation "Peraturan Perusahaan (PP) Tahun 2018 – 2020" as per "Keputusan Kepala Dinas Sosial Tenaga Kerja dan Transmigrasi Kabupaten Kotawaringin Timur" No. KEP. 385/HI-KESJA/VIII/2018 dated 21 August 2018 regarding "Pengesahan Peraturan perusahaan</p> | Comply |

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| | <p>payroll documents give accurate information on compensation for all work performed, including work done by family members.</p> | <p>PT Agro Wana Lestari". This regulation applies for the period 23/07/2018 up to 24/07/2020. "Peraturan Perusahaan" is written in Bahasa Indonesia that all employees can understand.</p> <p>The PP document regulates provisions regarding working time, wage system, assistance for sick days, absenteeism, tour of external services, overtime work, and payment of allowances while in the hold of state equipment. PP is also provisions regarding premiums, payment of holiday allowances and bonuses, guarantees Social and Social Assistance, Work Equipment and Occupational Safety, Acceptance, Transfer of Promotions and Layoffs, Provisions for motorized vehicles for workers and educators, Company and Worker Obligations, Manpower Settlement Methods and the Termination of Company Regulations.</p> <p>As for daily workers, the company has determined Work Contracts for daily workers made in Bahasa Indonesian, so they can be understood by all parties. In the Daily Workers Agreement, it explains the worker's rights and obligations, including: wages, social security (BPJS Ketenagakerjaan and BPJS Kesehatan), facilities and work tools.</p> <p>For employees who cannot read and write, the company through the HR Department will explain directly related to the rights and obligations of workers (daily workers) stated in the employment contract, taken samples:</p> <ul style="list-style-type: none"> • The Daily Workers Agreement (PHL)-<i>Perjanjian Kerja Buruh Harian Lepas (PHL)</i> on behalf of Eko Haryadi (Process Employee) at Bukit Santuai Mill dated December 26th, 2018 began to be effective on January 2nd, 2019. • The Daily Workers Agreement (PHL)-<i>Perjanjian Kerja Buruh Harian Lepas (PHL)</i> on behalf of Yasanti Rimba (harvest worker) at PT AWL / KMS dated December 13, 2018 began to work effectively on December 13, 2018. • The Daily Workers Agreement (PHL)-<i>Perjanjian Kerja Buruh Harian Lepas (PHL)</i> on behalf of Muh. Khasan Asiari (Harvest employee) at PT AWL / KMS dated December 13, 2018 began to work effectively on December 13, 2018. | |
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| <p>6.2.3</p> | <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>The Company paid the wages of employees by minimum wage base on "Peraturan Gubernur Kalimantan Tengah No. 51 Tahun 2018, dated 21 November 2018; regarding "Upah Minimum Kabupaten (UMK) dan Upah Minimum Sektoral Kabupaten (UMSK) Tahun 2019 Kabupaten Kotawaringin Timur", stating the 2018 minimum wage for agriculture sector sets at IDR 2,776,460 per month. Also accordance with Internal Memo no. 005/AHL-SPU/HR/XII/2018, dated 12 December 2018 related "<i>Penyesuaian upah harian bagi BHL dan SKU Tahun 2019</i>" with the wages is Rp 111,058 per day BHL (daily workers) and for SKUH as Rp 105,958 (added with rice allowances according to marital status). Wages of overtime as Rp 16,049 per hour (1/173 x 2,776,460). As for the period 2020 the company has set wages based on central Kalimantan's Decree No. 188.44/546/2019, regarding "Upah Minimum Kabupaten (UMK) dan Upah Minimum Sektoral Kabupaten (UMSK) Tahun 2020 Kabupaten Kotawaringin Timur", stating the 2020 minimum wage for agriculture sector sets at IDR 2,991,946 per month.</p> <p>Also accordance with Internal Memo no. 005/AHL-SPU/HR/XII/2019, dated 12 December 2019 related "<i>Penyesuaian upah harian bagi BHL dan SKU Tahun 2020</i>" with the wages is Rp 119,678 per day BHL (daily workers) and for SKUH as Rp 114,578 (added with rice allowances according to marital status). Wages of overtime as Rp 17,294 per hour (1/173 x 2,991,946).</p> <p>The company has set a wage for harvesters using a data base or FFB weight per kg averages, based on directions from the Head of the Manpower and Transmigration Office in East Kotawaringin Regency (Bag of Industrial Relations) letter no. 560,567/900/HI-Kesja/VI/2013 dated June 17, 2013 concerning the work that uses a "Piece Rate" system (bare or heavy basis / Kg), explaining that:</p> <ol style="list-style-type: none"> 1. The type of harvesting work uses a system of dividing the "Piece Rate" which is in accordance with the UMP and if it is less than the UMP then it is paid according to the work income on that day even though less than 1 HK = less than UMP / 25 2. In this system the income of workers per day is certainly determined based on the results of "Previous Calibration" achievement of workers in 7 working hours and a minimum of one working day (1 HK) = UMP / 25. | <p>NC #1876326-202001-M3 Closed on 09/04/2020 Comply</p> |
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| | | <p>3. In the type of FFB harvesting work, the determination of the unit of wage can be carried out according to the unit of yield with the weight base system (Kg) or number of FFB, provided that there is written agreement / agreement between the employer and workers and set out in the form of Joint Agreement (PB: Perjanjian Bersama) before implementation, its must be agreed upon is the base or target to get 1 HK whose amount may not be below the District Sectoral Minimum Wage (UMSK).</p> <p>At the time of the audit samples were taken related to the wage by verifying the pay roll and salary slip provided by workers, eg:</p> <table border="1" data-bbox="887 667 1877 1209"> <tr> <td colspan="2">Name: L***A** (BHL-Harvester) Tanah Haluan Estate period December 2019</td> </tr> <tr> <td colspan="2">Work day: 25</td> </tr> <tr> <td>Basic Salary:</td> <td></td> </tr> <tr> <td>Pembulatan dari Bulan Lalu</td> <td>Rp 240</td> </tr> <tr> <td>Premi/Borongon hari biasa:</td> <td>Rp 3,956,804</td> </tr> <tr> <td>Premi/Borongon hari libur:</td> <td>Rp 963,788</td> </tr> <tr> <td>Harvesting Productivity</td> <td>Rp 100,000</td> </tr> <tr> <td>Tunjangan Tidak tetap lainnya</td> <td>Rp 80,000</td> </tr> <tr> <td>Sub Total:</td> <td>Rp 5,100,832</td> </tr> <tr> <td colspan="2"><u>Deduction</u></td> </tr> <tr> <td>Jamsostek:</td> <td>Rp 55,529</td> </tr> <tr> <td>BPJS-Kesehatan:</td> <td></td> </tr> <tr> <td>Others (pembulatan di baw ke bulan depan):</td> <td>Rp 303</td> </tr> <tr> <td>Sub Total:</td> <td>Rp 55,529</td> </tr> <tr> <td>Total take home pay:</td> <td>Rp 5,045,000</td> </tr> </table> <table border="1" data-bbox="887 1246 1877 1380"> <tr> <td colspan="2">Name: RN**** (SKUH-Keminting Estate) period December 2019</td> </tr> <tr> <td colspan="2">Work day: 25</td> </tr> <tr> <td>Basic salary:</td> <td>Rp 2,648,950</td> </tr> <tr> <td>Hari Libur dibayar</td> <td>Rp 105,958</td> </tr> </table> | Name: L***A** (BHL-Harvester) Tanah Haluan Estate period December 2019 | | Work day: 25 | | Basic Salary: | | Pembulatan dari Bulan Lalu | Rp 240 | Premi/Borongon hari biasa: | Rp 3,956,804 | Premi/Borongon hari libur: | Rp 963,788 | Harvesting Productivity | Rp 100,000 | Tunjangan Tidak tetap lainnya | Rp 80,000 | Sub Total: | Rp 5,100,832 | <u>Deduction</u> | | Jamsostek: | Rp 55,529 | BPJS-Kesehatan: | | Others (pembulatan di baw ke bulan depan): | Rp 303 | Sub Total: | Rp 55,529 | Total take home pay: | Rp 5,045,000 | Name: RN**** (SKUH-Keminting Estate) period December 2019 | | Work day: 25 | | Basic salary: | Rp 2,648,950 | Hari Libur dibayar | Rp 105,958 | |
| Name: L***A** (BHL-Harvester) Tanah Haluan Estate period December 2019 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Work day: 25 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Basic Salary: | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Pembulatan dari Bulan Lalu | Rp 240 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Premi/Borongon hari biasa: | Rp 3,956,804 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Premi/Borongon hari libur: | Rp 963,788 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Harvesting Productivity | Rp 100,000 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Tunjangan Tidak tetap lainnya | Rp 80,000 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Sub Total: | Rp 5,100,832 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| <u>Deduction</u> | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Jamsostek: | Rp 55,529 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| BPJS-Kesehatan: | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Others (pembulatan di baw ke bulan depan): | Rp 303 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Sub Total: | Rp 55,529 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Total take home pay: | Rp 5,045,000 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Name: RN**** (SKUH-Keminting Estate) period December 2019 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Work day: 25 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Basic salary: | Rp 2,648,950 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Hari Libur dibayar | Rp 105,958 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |

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|-----------------------------|-------------|--|-----------------------------|----|--------|----------------------|----|---------|-----------------|----|---------|-------------------|-----------|------------------|------------------|--|--|------------|----|--------|-----------------|----|--------|---------|----|-----|-------------------|-----------|----------------|-----------------------------|-----------|------------------|------------|-------------|--|------------------|--|--|
| | | <table border="1"> <tr> <td>Premi/Borongan Hari Minggu:</td> <td>Rp</td> <td>15,000</td> </tr> <tr> <td>Borongan hari biasa:</td> <td>Rp</td> <td>210,000</td> </tr> <tr> <td>Tunjangan Beras</td> <td>Rp</td> <td>132,600</td> </tr> <tr> <td>Sub Total:</td> <td>Rp</td> <td>3,113,334</td> </tr> <tr> <td colspan="3"><u>Deduction</u></td> </tr> <tr> <td>Jamsostek:</td> <td>Rp</td> <td>83,294</td> </tr> <tr> <td>BPJS-Kesehatan:</td> <td>Rp</td> <td>27,765</td> </tr> <tr> <td>Others:</td> <td>Rp</td> <td>275</td> </tr> <tr> <td>Sub Total:</td> <td>Rp</td> <td>111,059</td> </tr> <tr> <td>Total take home pay:</td> <td>Rp</td> <td>3,002,000</td> </tr> </table> <p>Based on sample of employee salaries slip above, that PT AWL have implemented waging that accordance with the regulations Governor of Central of Kalimantan No. 51/2018, dated November 21, 2018 about the minimum wage district (UMK) and sectoral district (UMSK) minimum wage year 2019 Kotawaringin Timur Regency.</p> <p>Non conformity found during audit:</p> <p>It was found that wages payment determination for workers at Daycare/TPA is not in accordance with the legislation (UU No. 13 year 2003, article 78; Working time).</p> <p>Objective evidence:</p> <p>Employees at the Child Care Division I Keminting Estate and Tanah Haluan Estate have done work more than 7 working hours, but there are no overtime wages given, even though it has been given a premium wage of Rp 15,000 per day.</p> <p>Data verification:</p> <p>2) Based on the Log Book of Monitoring of Daycare/TPA Tanah Haluan Estate period January 2020 on behalf of Tudak and Mustaidak, at Keminting Estate period December 2019 on behalf of Rina and Jubaidah, are as follows:</p> <p>Tanah Haluan Estate (period January 2020)</p> <table border="1"> <tr> <td>Tgl</td> <td>Tupa</td> <td></td> <td>Mustaidah</td> <td></td> </tr> </table> | Premi/Borongan Hari Minggu: | Rp | 15,000 | Borongan hari biasa: | Rp | 210,000 | Tunjangan Beras | Rp | 132,600 | Sub Total: | Rp | 3,113,334 | <u>Deduction</u> | | | Jamsostek: | Rp | 83,294 | BPJS-Kesehatan: | Rp | 27,765 | Others: | Rp | 275 | Sub Total: | Rp | 111,059 | Total take home pay: | Rp | 3,002,000 | Tgl | Tupa | | Mustaidah | | |
| Premi/Borongan Hari Minggu: | Rp | 15,000 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Borongan hari biasa: | Rp | 210,000 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Tunjangan Beras | Rp | 132,600 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Sub Total: | Rp | 3,113,334 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| <u>Deduction</u> | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Jamsostek: | Rp | 83,294 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| BPJS-Kesehatan: | Rp | 27,765 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Others: | Rp | 275 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Sub Total: | Rp | 111,059 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Total take home pay: | Rp | 3,002,000 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Tgl | Tupa | | Mustaidah | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |

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| | Jam Masuk | Jam Keluar | Jam Kerja | Jam Masuk | Jam Keluar | Jam Kerja |
|----|-----------|------------|-----------|-----------|------------|-----------|
| 16 | 05:55:00 | 13:00:00 | 7 | 05:55:00 | 13:00:00 | 7 |
| 17 | 05:20:00 | 14:47:00 | 10 | 05:20:00 | 14:47:00 | 10 |
| 18 | 05:30:00 | 13:17:00 | 8 | 05:30:00 | 13:17:00 | 8 |
| 19 | 06:00:00 | 15:05:00 | 9 | 06:00:00 | 15:05:00 | 9 |
| 20 | 05:25:00 | 15:30:00 | 10 | 05:25:00 | 15:30:00 | 10 |
| 21 | 05:22:00 | 14:40:00 | 9 | 05:22:00 | 14:40:00 | 9 |

Keminting Estate (period December 2019)

| Tgl | Rina | | Jam Kerja | Jubaidah | | Jam Kerja |
|-----|-----------|------------|-----------|-----------|------------|-----------|
| | Jam Masuk | Jam Keluar | | Jam Masuk | Jam Keluar | |
| 1 | 05:00:00 | 15:00:00 | 10 | 05:00:00 | 15:00:00 | 10 |
| 2 | 05:00:00 | 15:00:00 | 10 | 05:00:00 | 15:00:00 | 10 |
| 3 | 05:00:00 | 14:00:00 | 9 | 05:00:00 | 14:00:00 | 9 |
| 4 | 05:30:00 | 15:00:00 | 9,5 | 05:30:00 | 15:00:00 | 9,5 |
| 5 | 05:00:00 | 15:00:00 | 10 | 05:00:00 | 15:00:00 | 10 |
| 6 | 05:00:00 | 15:00:00 | 10 | 05:00:00 | 15:00:00 | 10 |
| 7 | 05:00:00 | 14:00:00 | 9 | 05:00:00 | 14:00:00 | 9 |
| 8 | | | | | | |
| 9 | 05:00:00 | 17:00:00 | 12 | 05:00:00 | 17:00:00 | 12 |
| 10 | 05:00:00 | 17:00:00 | 12 | 05:00:00 | 17:00:00 | 12 |
| 11 | 05:00:00 | 16:00:00 | 11 | 05:00:00 | 16:00:00 | 11 |
| 12 | 05:00:00 | 16:30:00 | 11,5 | 05:00:00 | 16:30:00 | 11,5 |
| 13 | 05:00:00 | 16:30:00 | 11,5 | 05:00:00 | 16:30:00 | 11,5 |
| 14 | 05:00:00 | 15:00:00 | 10 | OFF | | |
| 15 | 06:00:00 | 15:00:00 | 9 | OFF | | |
| 16 | 05:00:00 | 17:00:00 | 12 | OFF | | |

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|-------|--|--|--------|----------|----------|------|----------|----------|------|----|----------|----------|------|----------|----------|------|----|----------|----------|----|----------|----------|----|----|----------|----------|----|----------|----------|----|----|----------|----------|----|----------|----------|----|----|--|--|--|--|--|--|--|
| | | <table border="1"> <tr> <td>17</td> <td>05:00:00</td> <td>16:30:00</td> <td>11,5</td> <td>05:00:00</td> <td>16:30:00</td> <td>11,5</td> </tr> <tr> <td>18</td> <td>05:00:00</td> <td>15:30:00</td> <td>10,5</td> <td>05:00:00</td> <td>15:30:00</td> <td>10,5</td> </tr> <tr> <td>19</td> <td>05:00:00</td> <td>16:00:00</td> <td>11</td> <td>05:00:00</td> <td>16:00:00</td> <td>11</td> </tr> <tr> <td>20</td> <td>05:00:00</td> <td>16:00:00</td> <td>11</td> <td>05:00:00</td> <td>16:00:00</td> <td>11</td> </tr> <tr> <td>21</td> <td>05:00:00</td> <td>16:00:00</td> <td>11</td> <td>05:00:00</td> <td>16:00:00</td> <td>11</td> </tr> <tr> <td>22</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> </table> <p>3) Based on the table above, there is an excess of average working hours per day approximately 3-4 hours. According to Internal Memo No. 005/AHL-SPU/HR/XII/2018, date 12 December 2018 regarding Penetapan Upah Periode 2019; overtime wage determined as IDR 16,049/hour. So that average wages overtime for 3 – 4 hour should be IDR 56,171.50-Rp 120,367.50.</p> <p>4) PT AWL determined incentive for Daycare (TPA) workers who work exceed the working hour per day as much as IDR 15,000 (according to Internal Memo from HR & GA Manager on 28 January 2019). It was also confirmed during interview with workers that they receive the incentive IDR 15,000 per day for the exceed working hour.</p> <p>5) Based on the company's regulations (PP period 2018-2020); Article 17; Overtime: No. 2: Workers who work exceed the time of 40 hours a week then workers get overtime wages. The workers who get an over time wages is non staff (BHL and SKU).</p> <p>PT AWL has made correction and corrective action to address the issue, auditor has verify the effectiveness of implementation and found satisfactory addressed and non conformity has been Closed on 9 April 2020. See section 3.4 detail of findings of this report.</p> | 17 | 05:00:00 | 16:30:00 | 11,5 | 05:00:00 | 16:30:00 | 11,5 | 18 | 05:00:00 | 15:30:00 | 10,5 | 05:00:00 | 15:30:00 | 10,5 | 19 | 05:00:00 | 16:00:00 | 11 | 05:00:00 | 16:00:00 | 11 | 20 | 05:00:00 | 16:00:00 | 11 | 05:00:00 | 16:00:00 | 11 | 21 | 05:00:00 | 16:00:00 | 11 | 05:00:00 | 16:00:00 | 11 | 22 | | | | | | | |
| 17 | 05:00:00 | 16:30:00 | 11,5 | 05:00:00 | 16:30:00 | 11,5 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 18 | 05:00:00 | 15:30:00 | 10,5 | 05:00:00 | 15:30:00 | 10,5 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 19 | 05:00:00 | 16:00:00 | 11 | 05:00:00 | 16:00:00 | 11 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 20 | 05:00:00 | 16:00:00 | 11 | 05:00:00 | 16:00:00 | 11 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 21 | 05:00:00 | 16:00:00 | 11 | 05:00:00 | 16:00:00 | 11 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 22 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 6.2.4 | (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' | <p>Based on field visit, it is evident that the company has provided a good standard of housing for staff and workers. Basic need such as electricity and water supply is adequate, other social and educational facilities such as kindergarten and elementary facilities, playground, clinic, cooperatives, mosques and churches are provided.</p> <p>During field visit it was found that workers housing condition was in good condition with good sanitation and cleanliness. Company performed housing maintenance regularly</p> | Comply | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |

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 (5 years) is allowed to upgrade the infrastructure.

to keep house condition as well. During filed visit auditor also interview with several workers and resident of the house, it was conformed that the workers and resident of the house are satisfied with the current housing conditions.

Polyclinics have been approved by the Decree of the Regent of Kotawaringin Timur no. 04/IK- BP/KP3M/VI/2016, dated 10 November 2015 on behalf of PT Agro Wana Lestari Clinic. Polyclinics staffed by one doctor, two nurses and one midwife who have been certified. The medical facilities include mother and child health facilities and referral treatments to hospitals.

School transportation by buses is also provided free by the company. Water quality tests confirmed the treated water supplied to housing is suitable for domestic use. Recreation facilities in the form of playing fields and community halls are available in all Estates.

Up to 2019 company has been providing infrastructure and housing for employees: G10 (78 units), G4 (1 unit) and G6 (5 units), facilities of worship (mosques, churches, cafeteria and employees hall), sport facilities (football, badminton and volley ball) and also 1 unit ambulance in clinic. Company has had plan to build the housing type G10 development plan (8 units) in the near future.

To ensure the use of clean water in the plantations, the company has been testing laboratory testing for clean water by PT Unilab Perdana; The analysis clean water at housing of permanent complex performed by PT Unilab Perdana Report of analysis no. LPUP12138-05, dated 5 November 2019 base on Indonesian Health Minister Regulation of no. 32/2017 (appendix I, chapter II.A) ; Clean water quality (sample from Sangai Estate Emplacement).

List of public facilities of PT Agro Wana Lestari

| Housing /facility Type | Estate | | | | Qty |
|------------------------|-----------|--------------|-----------|--------|-----|
| | Penyahuan | Tanah Haluan | Keminting | Sangai | |
| G.10 Permanen | 18 | 1 | 6 | 15 | 40 |
| G04 Non Staff | 1 | | | | 1 |
| G04 Staff | 6 | | 1 | | 7 |
| G01 JM | | | | | 0 |

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|-------------------|---|--|--------|---|----|--|--|---|--------|--|--|--|--|---|-----------------|--|---|---|--|---|----------------|---|---|---|---|----|-------------------|--|--|---|---|---|-----|---|--|--|--|---|---------------|---|---|---|--|---|-----------------|---|---|---|---|---|--------|---|---|---|---|---|-----------|---|--|--|--|---|--------|---|---|---|---|---|--------|---|--|--|--|---|--------|---|---|--|--|---|-------------------|---|---|---|---|---|------------------|---|---|--|--|---|--|
| | | <table border="1"> <tr><td>G01 SM</td><td></td><td></td><td></td><td></td><td>0</td></tr> <tr><td>G01 GM</td><td></td><td></td><td></td><td></td><td>0</td></tr> <tr><td>Barack G6 Staff</td><td></td><td>2</td><td>2</td><td></td><td>4</td></tr> <tr><td>Barack G10 CWS</td><td>1</td><td>6</td><td>9</td><td>4</td><td>20</td></tr> <tr><td>Semi permanen G10</td><td></td><td></td><td>2</td><td>2</td><td>4</td></tr> <tr><td>GOR</td><td>1</td><td></td><td></td><td></td><td>1</td></tr> <tr><td>Lapangan Bola</td><td>1</td><td>1</td><td>1</td><td></td><td>3</td></tr> <tr><td>Lapangan Volley</td><td>2</td><td>2</td><td>1</td><td>1</td><td>6</td></tr> <tr><td>Klinik</td><td>2</td><td>2</td><td>1</td><td>1</td><td>6</td></tr> <tr><td>Ambulance</td><td>1</td><td></td><td></td><td></td><td>1</td></tr> <tr><td>Masjid</td><td>2</td><td>2</td><td>1</td><td>1</td><td>6</td></tr> <tr><td>Gereja</td><td>1</td><td></td><td></td><td></td><td>1</td></tr> <tr><td>Kantin</td><td>1</td><td>1</td><td></td><td></td><td>2</td></tr> <tr><td>Koperasi Karyawan</td><td>2</td><td>2</td><td>1</td><td>1</td><td>6</td></tr> <tr><td>Bus Anak Sekolah</td><td>1</td><td>1</td><td></td><td></td><td>2</td></tr> </table> <p>PT AWL has created a housing rebuilding program of staff housing employees and non staff from the year 2019-2021. Total housing built year to date 2019 was 70 units consist of G10 Permanent , G4 permanent, G10 and G6 semi permanent, the housing covering Penyahuan Estate, Tanah Haluan Estate, Sangai Estate and Keminting Estate. Program in 2020, housing building planning was 8 unit housing at Keminting Estate and programed in 2021 built housing 3 unit at Penyahuan Estate, 2 unit at Tanah Haluan Estate , 1 unit at Keminting Estate.</p> | G01 SM | | | | | 0 | G01 GM | | | | | 0 | Barack G6 Staff | | 2 | 2 | | 4 | Barack G10 CWS | 1 | 6 | 9 | 4 | 20 | Semi permanen G10 | | | 2 | 2 | 4 | GOR | 1 | | | | 1 | Lapangan Bola | 1 | 1 | 1 | | 3 | Lapangan Volley | 2 | 2 | 1 | 1 | 6 | Klinik | 2 | 2 | 1 | 1 | 6 | Ambulance | 1 | | | | 1 | Masjid | 2 | 2 | 1 | 1 | 6 | Gereja | 1 | | | | 1 | Kantin | 1 | 1 | | | 2 | Koperasi Karyawan | 2 | 2 | 1 | 1 | 6 | Bus Anak Sekolah | 1 | 1 | | | 2 | |
| G01 SM | | | | | 0 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| G01 GM | | | | | 0 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Barack G6 Staff | | 2 | 2 | | 4 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Barack G10 CWS | 1 | 6 | 9 | 4 | 20 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Semi permanen G10 | | | 2 | 2 | 4 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| GOR | 1 | | | | 1 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Lapangan Bola | 1 | 1 | 1 | | 3 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Lapangan Volley | 2 | 2 | 1 | 1 | 6 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Klinik | 2 | 2 | 1 | 1 | 6 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Ambulance | 1 | | | | 1 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Masjid | 2 | 2 | 1 | 1 | 6 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Gereja | 1 | | | | 1 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Kantin | 1 | 1 | | | 2 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Koperasi Karyawan | 2 | 2 | 1 | 1 | 6 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Bus Anak Sekolah | 1 | 1 | | | 2 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 6.2.5 | The unit of certification makes efforts to improve workers' access to adequate, sufficient and affordable food. | <p>Cooperative is available and providing basic need for all employees. There are a grocery shop available in Estate to provide basic needs for all employee. The price determined by cooperatives based on local market price and it is controlled by all of the member of cooperatives including workers. The company management also monitored the price controlled.</p> <p>The price determined by cooperatives was affordable and cheaper than other local grocery. It was confirmed during interview with workers; they were satisfied and feel very helpful for the cooperative grocery presence. The company provides facilities 2 bus for employees used for transport to markets.</p> | Comply | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |

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| <p>6.2.6</p> | <p>A DLW is paid to all workers, including those on piece rate/quotas, for whom the calculation is based on achievable quotas during regular work hours.</p> | <p>The company has set a wage for harvesters using a data base or FFB weight per kg averages, based on Internal Memo from HR & GA Manager to Estate Manager No. 1091/HR & GM/KMS-AWL/IM/IV/2019, dated 12 April 2019 concerning the work that uses a "Piece Rate" system - "Ketentuan Harga Panen 2019/2020" (bare or heavy basis / Kg), explaining that:</p> <ol style="list-style-type: none"> 1. The type of harvesting work uses a system of dividing the "Piece Rate" which is in accordance with the UMP and if it is less than the UMP then it is paid according to the work income on that day even though less than 1 HK = less than UMP / 25 2. In this system the income of workers per day is certainly determined based on the results of "Previous Calibration" achievement of workers in 7 working hours and a minimum of one working day (1 HK) = UMP / 25. <p>In the type of FFB harvesting work, the determination of the unit of wage can be carried out according to the unit of yield with the weight base system (Kg) or number of FFB, provided that there is written agreement / agreement between the employer and workers and set out in the form of Joint Agreement (PB: Perjanjian Bersama) before implementation, its must be agreed upon is the base or target to get 1 HK whose amount may not be below the District Sectoral Minimum Wage (UMSK).</p> <p>In general, PT AWL have calculated the Decent Living Needs using the calculation method as set out in the "RSPO Guidance for Implementing a Decent Living Wage", June 1, 2019. The company has conducted an account of the DLW for the 2019 period with data drawn from 4 Estates and a unit POM.</p> <p>Based on the verification of documents the results of the 2019 DLW calculation shows that:</p> <ul style="list-style-type: none"> • Total Living Basket : IDR 3,542,001.44 • Net Living Wage : IDR 2,146,667.54 • Total Mandatory deduction : IDR168,666.74,- • Gross Living Wage : IDR 2,232,534 • Prevailing Wage : IDR 2,776,460,- | <p>Comply</p> |
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| | | <ul style="list-style-type: none"> Living Wage Gap : + IDR 543,926 (Positif) | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
|--------------------|--|--|-------------|----------------|-----------|---------|-------------|-----------|-----|-----|-----|-----|-------------------|---|---|---|---|--------|---|---|---|---|--------|---|---|---|----|----------|---|----|----|----|----------|---|---|---|----|--------------------|------------|------------|------------|------------|---------------|-----------|------|-----|-------------|--|--|--|--|--|---|
| 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>Based on the list of employees for the period of January 2020, that PT AWL has used permanent workers (SKU-H and SKU-B) for the main work (Core Work), such as: harvesting, fertilizing, spraying, supervisors, FFB transporters and FFB loaders. Although PT AWL still has 600 daily workers (32%). Daily worker status up to January 2020 are 148 employees who have been proposed as permanent employees (but no decree yet), 137 employees will be submitted because they have worked for more than 3 months (quarterly evaluations), and the remaining 269 people are newly recruited workers (under 3 months with daily worker status).</p> <p>Non Conformity found during audit: Based on verification of documents and interview employees in the field, that PT AWL still employs casual workers (BHL) for the core work (core work: Harvester, spraying, manuring and FFB loader).</p> <p>Objective evidence: Based on employee document a period of January 2020, verification:</p> <table border="1" data-bbox="887 906 1749 1189"> <thead> <tr> <th>Designation</th> <th>Casual workers</th> <th>> 3 month</th> <th>Promote</th> <th>Grand Total</th> </tr> </thead> <tbody> <tr> <td>Harvester</td> <td>257</td> <td>111</td> <td>124</td> <td>492</td> </tr> <tr> <td>Harvesting Mandor</td> <td>1</td> <td>0</td> <td>0</td> <td>1</td> </tr> <tr> <td>Kerani</td> <td>0</td> <td>0</td> <td>3</td> <td>3</td> </tr> <tr> <td>Loader</td> <td>5</td> <td>4</td> <td>5</td> <td>14</td> </tr> <tr> <td>Spraying</td> <td>1</td> <td>16</td> <td>12</td> <td>29</td> </tr> <tr> <td>Manuring</td> <td>5</td> <td>6</td> <td>4</td> <td>15</td> </tr> <tr> <td>Grand Total</td> <td>269</td> <td>137</td> <td>148</td> <td>554</td> </tr> </tbody> </table> <p>Based on the table above, there are 137 employees of Casual workers (BHL) who have been working for more than 3 months and have not been appointed/submitted as permanent worker (fulltime employee). Taken sample of employee's:</p> <table border="1" data-bbox="887 1342 1928 1380"> <thead> <tr> <th>Division Name</th> <th>Empl. No.</th> <th>Name</th> <th>DOJ</th> <th>Designation</th> </tr> </thead> <tbody> <tr> <td> </td> <td> </td> <td> </td> <td> </td> <td> </td> </tr> </tbody> </table> | Designation | Casual workers | > 3 month | Promote | Grand Total | Harvester | 257 | 111 | 124 | 492 | Harvesting Mandor | 1 | 0 | 0 | 1 | Kerani | 0 | 0 | 3 | 3 | Loader | 5 | 4 | 5 | 14 | Spraying | 1 | 16 | 12 | 29 | Manuring | 5 | 6 | 4 | 15 | Grand Total | 269 | 137 | 148 | 554 | Division Name | Empl. No. | Name | DOJ | Designation | | | | | | <p>NC #1876326-202001-N1 OPEN</p> |
| Designation | Casual workers | > 3 month | Promote | Grand Total | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Harvester | 257 | 111 | 124 | 492 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Harvesting Mandor | 1 | 0 | 0 | 1 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Kerani | 0 | 0 | 3 | 3 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Loader | 5 | 4 | 5 | 14 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Spraying | 1 | 16 | 12 | 29 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Manuring | 5 | 6 | 4 | 15 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Grand Total | 269 | 137 | 148 | 554 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Division Name | Empl. No. | Name | DOJ | Designation | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
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| | | CK-AWL-Keminting | 15212165 | Novianti | 21 June 2019 | Spraying | |
| | | CK-AWL-Panyahuan | 15312602 | Dony Kuswanto | 24 August 2019 | Harvester | |
| | | CK-AWL-Sangai | 17711778 | Muliani | 02 October 2019 | Spraying | |
| | | CK-AWL-Tanah Haluan | 131***08 | Lebertina Kandola | 02 May 2019 | Harvester | |
| <p>PT AWL has made correction and corrective action to address the issue, auditor has verify the correction and corrective action sufficiency and has been approved. Effectiveness of implementation will be verified in the next assessment. See section 3.4 detail of findings of this report.</p> | | | | | | | |

Criteria 6.3

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.

| | | | |
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| 6.3.1 | <p>(C) A published statement recognising freedom of association and right to collective bargaining in national languages is available and is explained to all workers in languages that they understand, and is demonstrably implemented.</p> | <p>Company respects its employee right to form and join worker union as LKS Bipartit. This has been state in a company policy and established under "<i>Kebijakan Sosial</i>" dated 17/09/2017. The Social Policy is made in Bahasa Indonesia, which is understandable to all employees, as evidenced by several interviews with some employees.</p> <p>The company has formed "Lembaga Kerjasama Bipartit (LKS-Bipartit)" which approved by "Dinas Tenaga Kerja dan Transmigrasi" Kotawaringin Timur, including:</p> <ol style="list-style-type: none"> 1) Decree of Head of the Manpower and Transmigration Service of East Kotawaringin Regency No.560.565/284/KEP/HI-KESJA/V/2018 dated 16 May 2018, concerning Registration of Changes in the Management of PT Agro Wana Lestari LKS-Bipartit Sangai Estate with registration number 560/568/15/HI-KESJAN/V/2018. 1) Decree of Head of the Manpower and Transmigration Service of East Kotawaringin Regency No.560.565/284/KEP/HI-KESJA/V/2018 dated 16 May 2018, concerning Registration of Changes in the Management of PT Agro Wana Lestari LKS-Bipartit Keminting Estate with registration number 560/568/11/HI-KESJAN/V/2018. 2) Decree of Head of the Manpower and Transmigration Service of East Kotawaringin Regency No.560.565/284/KEP/HI-KESJA/V/2018 dated 16 May 2018, concerning | Comply |
|-------|--|---|--------|

| | | | |
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| | | <p>Registration of Changes in the Management of PT Agro Wana Lestari LKS-Bipartit Panyahuan Estate with registration number 560/568/12/HI-KESJAN/V/2018.</p> <p>3) Decree of Head of the Manpower and Transmigration Service of East Kotawaringin Regency No.560.565/284/KEP/HI-KESJA/V/2018 dated 16 May 2018, concerning Registration of Changes in the Management of PT Agro Wana Lestari LKS-Bipartit Tanah Haluan Estate with registration number 560/568/13/HI-KESJAN/V/2018.</p> <p>4) Decree of Head of the Manpower and Transmigration Service of East Kotawaringin Regency No.560.565/284/KEP/HI-KESJA/V/2018 dated 16 May 2018, concerning Registration of Changes in the Management of PT Agro Wana Lestari LKS-Bipartit Bukit Santuai Mill with registration number 560/568/14/HI-KESJAN/V/2018.</p> <p>Decree of Head of the Manpower and Transmigration Service of East Kotawaringin Regency No.560.565/284/KEP/HI-KESJA/V/2018 dated 16 May 2018, concerning Registration of Changes in the Management of PT Agro Wana Lestari LKS-Bipartit Sangai Estate with registration number 560/568/15/HI-KESJAN/V/2018.</p> | |
| 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 and made available upon request.</p> | <p>Bipartit meeting with employees/workers carried out every month on each estate, for example:</p> <ul style="list-style-type: none"> - Bipartit meeting on the Bukit Santuai Mill on April 15, 2019, related Related employees home fixed damaged on the Bukit Santuai mill, these complaints have been taken mill on April 15, 2019; That the civil engineer would make "budget plan repair costs" to put forward to management based on priority. - Bipartit meeting in Panyahuan Estate on May 7, 2019, related to the provision of clean water for daily consumption; it has been taken in May 2019; That its fulfillment will be made well bore in housing G10 a number of 3 points and G4 1 point. <p>The fulfillment of made a well bore in housing G10 a number of 3 points and G4 1 point. Discussion of the Internal Memo No. 1093/awlkms/HR-IM/iv/2019, related to connection with the incentive Lebaran 2019 has been respond in may 2019. That Internal Memo,expalint, that the insentif of Lebaran was given to harvest employees, employees process and employees appointed by the management with the terms of entry work from 30 May 2019 to 17 June 2019, In addition, employees</p> | Comply |

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| | | <p>will be given a substitute for the annual leave period July – December 2018 and January-June 2019.</p> <ul style="list-style-type: none"> - Bipartit meeting on Tanah Haluan Estate on May 17, 2019, discusses about the bus stop for the school kids, have been taken on it raptat, that will be made pictures and make rappembuatan bus stop. That will be created design and make a budget plan for the cost of making bus stops. - Bipartit meeting on the Bukit Santuai Mill on August 27, 2019, related to mandatory for guest to report, ban on bringing the child to work sites and the use of electronic media wisely. | |
| 6.3.3 | 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>Company respects its employee right to form and join worker union as LKS Bipartit. This has been state in a company policy and established under "<i>Kebijakan Sosial</i>" dated 17/09/2017. The Social Policy is made in Bahasa Indonesia, which is understandable to all employees, as evidenced by several interviews with some employees.</p> <p>In terms of the formation of the organization/representative bipartit employees, PT AWL management worker does not interfere or intervene, but only facilitate the formation of the organization trade unions as well as the room for the secretariat, meeting rooms, including office equipment to do of its.</p> | Comply |
| Criteria 6.4: | | | |
| Children are not employed or exploited. | | | |
| 6.4.1 | 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>PT Agro Wana Lestari has a policy to prohibit employment of child labor and forced labor. The policy is documented under "<i>Kebijakan Sosial</i>" dated 07/09/2017 stating "To prohibit the employment of child labor and forced labor".</p> <p>Based on document verification and interviews with several workers, confirmed that the Social Policy related to the prohibition of employing underage children (<18 years) and forced labor in work has been stated in the daily work contract (as an attachment in an work contract) and they aware/understand regarding the policy.</p> <p>This policy is also clearly stated (in Indonesian) in Article 9 of contract with</p> | Comply |

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| | | <p>supplier/transporter, regarding Tanggung jawab; “<i>Tidak mempekerjakan anak di bawah umur yang dilarang oleh peraturan perundangan</i>” lampiran tentang Kebijakan Perusahaan. Samples of contract :</p> <ul style="list-style-type: none"> ▪ Transportation Agreement of Palm Kernel, SPK no. AWL/BSM/Trans PK/IV/2018/006, dated 1 August 2018 on behalf of CV Kharomah. ▪ Transportation Agreement of Fresh Fruit unch (FFB) SPK no. Mill/GMO/TBS/IV/2018/ 00013, dated 29 November 2018 on behalf of Sempung D. Kiting | |
| 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>Based on document review and interview with workers of Bukit Santuai POM, Penyahuan Estate, Tanah Haluan and Keminting Estate, there is no employee recruited less than 18 years old.</p> <p>Verification on employee list, the youngest employee recruited:</p> <ul style="list-style-type: none"> - Employee name: Meky (Panyahuan Estate), date of birth: 16/5/1999, date joined: 21/1/2019, so that age at the time joined: 19-year and 8 months. - Employee name: Nirvan Milliando Tampubolon (Panyahuan Estate), date of birth: 21/11/1999, date joined: 25/6/2019, so that age at the time joined: 19-year and 7 months. - Employee name: Agustinus Malo Nono (Keminting Estate), date of birth: 11/08/1998, date joined: 2/05/2019, so that age at the time joined: 20-year and 8 months. - Employee name: Jueki (Keminting Estate), date of birth: 15/07/1999, date joined: 21/01/2019, so that age at the time joined: 19-year and 6 months. - Employee name: Taufik Hidayat (Bukit Santuai Mill), date of birth: 20/03/2000, date joined: 12/07/2018, so that age at the time joined: 18-year and 4 months. | Comply |
| 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>As described on 6.4.1 indicators, that the company has own policy signed by management on 07/09/2017 that states: It is not allowed all children to work in every activities/processes in the company.</p> | Comply |

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| | | Based on employment document verification period in January 2020 in each estate and mill indicates that there was no worker who was less than 18 years, as they arrive here's an employee who has the youngest age up to a period of November 2019 | |
| 6.4.4 | 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>Based on interviews with contractors, officers of unions, the farmers group as well as officers in the field indicates that they have understood management policy to prohibit the use of the child labor in all types of the company's operations activities.</p> <p>Based on the verification document shows that the management have done socialization prohibition on the use of child labor policy through:</p> <ol style="list-style-type: none"> 1. Put up the policy in the bulletin board in every office/mill estate 2. Do direct socialization to workers especially vulnerable types of workers who are utilizing "informal worker" who are children like at the harvesting (harvesting) that is prohibited include the sons of workers to help her parents work (picing the lose fruit). <p>Lists the prohibition clause on each contract with contractors power the use of child documents</p> | Comply |
| Criteria 6.5: There is no harassment or abuse in the workplace, and reproductive rights are protected. | | | |
| 6.5.1 | (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>The company has a social policy established in July 2014, which includes policy on the prohibition of sexual harassment and violence. This policy was articulated by the company in cooperation with the Gender Committee to all employees.</p> <p>Based on interview with workers and Gender Committee, it was confirmed that no sexual harassment and violence occur in PT Agro Wana Lestari. The company with Gender Committee has disseminated sexual harassment policy and put banners in public area.</p> <p>The company has established a Gender Committee. "Struktur Organisasi Komite Gender PT Agro Wana Lestari" as a special institution that aims to fight for reproductive rights of women employees.</p> <p>The company also facilitates gender committee activities, to disseminate the protection of reproductive rights of female employees. The results of interviews with female employees</p> | Comply |

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| | | <p>(pesticide spraying team) indicated that they have understood the existence of gender committee, as an institution to protect their reproductive rights.</p> <p>Female employees have fully understood that during the period of maternity / nursing, the wages remains their right and paid by company. The interviews with employees in the field showed that they still want to continue working at another job that is lighter or have a period of leave during pregnancy. The company is giving maternity leave for 3 months with monthly wages and light work for pregnant and breast feeding women as revealed during interview with female workers. The company also has a policy prohibiting female workers who are pregnant and/or breastfeeding to work in a place that is in contact with agrochemical use. The company performs periodic inspection, pregnancy test and provides adequate personal protective equipment for female employees who work in places that come into contact with agrochemical.</p> | |
| 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>The company has a policy related to the protection of reproductive rights as documented in "Social Policy, March 2013" and also included in "Peraturan Perusahaan", section 21 of the menstruation leave, Article 22 related to Pregnancy Leave days, childbirth and miscarriage. The policy is "Prevent Sexual Harassment and all violence against women and protect their reproductive right". This policy has been communication to all workers on each Estate dan Mill, at Tanah Haluan Estate was socialized on 22-24 October 2019 attended by 114 workers, at Tanah Haluan Estate was socialized on 10-12 September 2019 attended by 97 workers, at Keminting Estate on 13-15 November 2019 attended by 77 workers and at Bukit Santuai Mill on 18 November 2019 attended by 32 workers.</p> | Comply |
| 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>The company, through PT Agro Wana Lestari Clinic which has staffed by one doctor, two nurses and one midwife who has been certified, regularly conducts consultations with new mothers (just gave birth) related to the needs and facilities that can be provided by the company. The medical facilities include mother and child health facilities and referral treatments to hospitals. In fact, the company provides a special room for breastfeeding at the TPA and gives 1 hour for breastfeeding his baby.</p> <p>For breastfeeding mothers and had children under 5 years, the company has provided child care (TPA) which is located in each division/Afdeling. In landfill space as well as the</p> | |

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| | | company provides a special space and time for 1 hour for breastfeeding mothers in need time to nursing his baby. | |
| 6.5.4 | A grievance mechanism, which respects anonymity and protects complainants where requested, is established, implemented and communicated to all levels of the workforce. | <p>The procedures related to the handling of the grievance based on circular letter from Head of HR Operation No. 006/HR-RO/5-2011, dated May 4, 2011 explains that:</p> <p>The HRD section carries out discussions with the relevant officers and other relevant employees to assess their severity, complaints, and actions taken and explore any possibility of rectification without the involvement of the other party. HRD Section or related agencies including government agencies will act as the facilitator/mediator to resolve the problem internally.</p> <p>This procedure is presented in the form of Bahasa Indonesia, so it can be understood by the affected parties and also by illiterate parties, because the company (HRD Dept.) Always explain related to this complaint during the process Recruitment especially when signing a working agreement with the employee in question.</p> <p>The procedure also explains that the company maintains the confidentiality of the data of the affected party (including the name of the reporter) and guarantees human rights (including Human fight defender) and also guarantees the rights of the affected party including the risks that can occur with the existence of the dispute.</p> <p>The company has communicated this procedure on 05/10/2017 to staffs, attended by 19 participants; on 11/10/2018 to worker of Revelation Estate, attended by 188 participants; on 19, - 21 December 2018 to worker of Keminting Estate, attended by 74 participants in total. Interview with workers during field observation on 23/01/2019 and 24/01/2019 confirmed that they are understood and aware of this policy.</p> | Comply |
| Criteria 6.6: | | | |
| No forms of forced or trafficked labour are used. | | | |
| 6.6.1 | <p>C) All work is voluntary and following are prohibited:</p> <ul style="list-style-type: none"> • Retention of identity documents or passports • Payment of recruitment fees • Contract substitution | <p>Based on the interview with workers as well as the officers of the unions stated that there was no indication companies on Keminting Estate, Panyahuan Estate, Sangai Estate and Tanah Haluan Estate to do practices:</p> <ul style="list-style-type: none"> • Retention of identity documents or passports | Comply |

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| | <ul style="list-style-type: none"> • Involuntary overtime • Lack of freedom of workers to resign • Penalty for termination of employment • Debt bondage • Withholding of wages | <ul style="list-style-type: none"> • Payment of recruitment fees • Contract substitution • Involuntary overtime • Lack of freedom of workers to resign • Penalty for termination of employment • Debt bondage • Withholding of wages <p>Although there is harvest work done on Sunday, but this work has been through the agreement between management and employees concerned, especially for the harvest work on the day of the wage used wages that have been adjusted with the premium wage is used. And by interview with the Harvester, that no coercion was done by PT AWL to work on Sunday.</p> | |
| 6.6.2 | <p>(C) Where temporary or migrant workers are employed, a specific labour policy and procedures are established and implemented.</p> | <p>Based on the list of employees for the period of January 2020, that PT AWL has used permanent workers (SKU-H and SKU-B) for the main work (Core Work), namely work, harvesting, fertilizing, spraying, supervisors, FFB transporters and FFB loaders. Although PT AWL still has 600 daily workers (32%). Daily worker status up to January 2020 are 148 employees who have been proposed as permanent employees (but no decree yet), 137 employees will be submitted because they have worked for more than 3 months (quarterly evaluations), and the remaining 269 people are newly recruited workers (under 3 months with daily worker status).</p> <p>The company has procedure for hiring workers that regulated hiring and promotion of workers are based on skill, work experiences, and job evaluation – “Aturan Pelaksana/Ketentuan mengenai rekrutment Buruh Harian Lepas (BHL) dan Karyawan SKU (permanent workers) No. 19/Agro/HR/IX/2009, dated 1 November 2009. This procedure can be access by for the workers and their representatives (SPSI or Bipartit) and available in Bahasa Indonesia.</p> <p>The procedure is describe regarding:</p> <ul style="list-style-type: none"> - Term and conditions candidate BHL and SKU | Comply |

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| | | <ul style="list-style-type: none"> - Processes of employee recruitment - Facilities and supporting from company for BHL and SKU - The amount of wages - Effective date and expiration <p>Etc.</p> | |
| Criteria 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>PT Agro Wana Lestari has formed the safety committee as per "Struktur P2K3" which approved by Manpower and Transmigration Office Central Kalimantan Province according to "Keputusan Kepala Dinas Tenaga Kerja dan Transmigrasi Provinsi Kalimantan Tengah Nonmor: KEP.09/DISNAKERTRANS/I/2019 Tentang Pengesahan Panitia Pembina Keselamatan dan Kesehatan Kerja (P2K3) PT Agro Wana Lestari" dated 15 January 2019. P2K3 are comprise of personel from each Estate management. In addition, each Estate also has formed the sub P2K3 to assist and responsible to monitor the effectiovenes of OHS management implementation in each estate.</p> <p>Secretary of safety committee has certified as General OHS Expert and has been licensed as per Licence No: 3716/PK3/AJ/31/2017/P1, valid until 20 September 2020, on behalf Afriyadi Budi Kusyanto.</p> <p>Periodical Safety Committee meeting has been performed each 2 month. Minutes of Meeting and record of meeting result were available, sample seen: P2K3 Meeting dated 25 October and 27 December 2019. Health, safety and welfare issues are discussed at these meetings, and any issues raised are recorded and follow up action to addressed the issue are recorded and reported. P2K3 report are submitted to Disnaker Provinsi Kalimantan Tengah each quarter, latest report period Q4 (October – December 2019) has been submitted on 17 January 2020.</p> | Comply |
| 6.7.2 | <p>Accident and emergency procedures are in place and instructions are clearly understood by all workers. Accident procedures are available in the appropriate</p> | <p>Procedure for emergency and work accident, as follow:</p> <ol style="list-style-type: none"> 1. Accident Emergency Response Procedure "SOP Tanggap Darurat Kecelakaan (SOP.EHS.ERP.02, Rev.00, dated 4 May 2015)". | Comply |

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| | <p>language of 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> | <ol style="list-style-type: none"> 2. First Aid Procedure "SOP First Aid (SOP.EHS.ERP-01, Rev.00, dated 4 May 2015)". 3. Emergency Preparednes and responses Procedure "IMS.P-08 Rev.00 dated 4 May 2015" 4. Fire and Spill Emergency Response Procedure "SOP Tanggap Darurat Kebakaran dan Tumpahan (SOP.EHS.ERP-03 Rev.00 dated 4 May 2015)". <p>Accident and emergency procedure are available in Bahasa Indonesia in mill and each estate and easy to understand by workers. Dissemination and socialization of accident emergency response has been performed by Estate and Mill management. Sample seen: socialization at Keminting Estate on 4/11/2019 for Spraying workers, socialization at Sangai Estate on 24/12/2019 for harvester, socialization at Tanah Haluan Estate on 27/11/2019 for sprayer workers, Socialization at Penyahuan Estate on 28/11/2019 for sprayer workers, etc. During interview with workers at harvesting process and spraying process, confirmed that they have understanding on emergency responses to accident.</p> <p>PT Agro Wana Lestari has had certified First Aider:</p> <ul style="list-style-type: none"> - Silahudin MD (Clinic Doctor), certified for Advance Cardiac Life Support, certified by Indonesian Heart Ascociation dated 20-22 December 2019. - Herlambang Irianto (Medical assistant/Nurse Penyahuan Estate), certified for Basic Trauma & Cardiovascular Life Support, certified by Indonesian Nurses Ascociation, dated 6-10 March 2018 - Arif Alwasim (Medical assistant/Nurse Keminting Estate), certified for Basic Trauma & Cardiovascular Life Support, certified by Emergency Medical Training Jakarta, dated 16 October 2019 <p>First aid training for all field foreman and field assistant also has been carried out by Clinic Doctor in each estate. Sample seen:</p> <ul style="list-style-type: none"> - First aid training at Keminting Estate on 8/11/2019 follow by 12 participants, - First aid training at Sangai Estate on 12/12/2019 follow by 10 participants, - First aid training at Bukit Santuai Mill on 12/11/2019 follow by 11 participants, - First aid training at Penyahuan Estate on 20/11/2019 follow by 9 participants, | |
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| | | <ul style="list-style-type: none"> - First aid training at Tanah Haluan Estate on 28/11/2019 follow by 20 participants, First aid kit monitoring performed each month by EHS Supervisor and Field Assistant, recorded in "Pemeriksaan & Pengajuan Isi Kotak P3K". Latest monitoring conducted on January 2020. Record of Frist aid monitoring for Sangai Estate, Keminting Estate, Penyahuan Estate and Tanah Haluan Estate were evident. If there is incomplete of first aid kit, Field foreman/EHS Supervisor propose to refill to Doctor Clinic. | |
| 6.7.3 | <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>Personal protective equipment (PPE) for each workers according to their job function are provided freely by Estate management. Evidence of PPE provision can demonstrated as present in "Serah Terima Alat Pelindung Diri". Sample seen:</p> <ul style="list-style-type: none"> - PPE provision dated 15 November 2019 for 18 harvester workers (Safety boots, Helmet and handgloves) at Penyahuan Estate. <p>During field audit on harvesting activity, spraying activity, workshop activity, storage activity and chemical handling activity at Penyahuan Estate and Keminting Estate confirmed that the workers interviewed told that they receive the PPE from Estate management freely each year. There was also the mechanism if the PPE was broken before the schedule of PPE changing, the workers can request the changing of broken PPE.</p> | Comply |
| 6.7.4 | <p>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 national law or by the unit of certification where national law does not offer protection.</p> | <p>Medical care and insurance has been provided to All workers in mill and estate including daily workers have been covered by Medical and Social Insurance (BPJS), as requested by applicable regulation.</p> <p>Accident insurance covered by BPJS Ketenagakerjaan, as mandatory by government regulation.</p> <p>PT Agro Wana Lestari has provided the Health Care Central - Poliklinik in location that already have agrrement woth BPJS – government.</p> <p>Whole employees of both Estate and Mill are registered for the BPJS-Kesehatan and BPJS-Ketenagakerjaan (Jamsostek). Evidence of the last payment BPJS-Kesehatan period January 2020 and BPJS-Ketenagakerjaan December 2019 period were available.</p> <p>Smample seen: BPJS Payment period December 2019 PT Agro Wana Lestari was paid for 1,888 workers including permanent and casual workers.</p> | Comply |

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| 6.7.5 | Occupational injuries are recorded using Lost Time Accident (LTA) metrics. | Occupational injuries are recorded using Lost Time Accident (LTA) metrics. According to record of lost time accident, since January – December 2019 at PT Agro Wana Lestari – Bukit Santuai POM and its supply bases detail of accident record are present below: <ul style="list-style-type: none"> - Number of Major accident: 1 - Number of minor accident: 20 - Total lost time injury: 98 - Fatality: 0 - First aid: 73 - Accident frequency rate (FR) : 0.02 - Accident saveruty rate: 1.63 | Comply |
| Principle 7: Protect the environment, conserve biodiversity and ensure sustainable management of natural resources. | | | |
| Criteria 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. | Certificate holder has had procedure related to IPM in document Pest and Disease Management (document number OP/C21/05/14/04 last revised May 2014). The document guiding the IPM monitoring should conducted in monthly basis for along with inspection activities by the Department of Agronomy team. Report of inspection submitted to the During the audit, sighted implementation of early warning system by using beneficial plant <i>Antigonon leptosus</i> . According to the interview with pest and disease inspector, the monitoring results for October - December 2019 showed that there were no pest infestation above the economical threshold. Therefore, there has not been any special effort or action related to pest control. | Comply |
| 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. | Based on interview and document verification, there is no invasive species used to control pest and disease until this audit. | Comply |

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| 7.1.3 | There is no use of fire for pest control unless in exceptional circumstances, i.e. where no other effective methods exist, and with prior approval of government authorities. [For NI to define process] | Certificate holder has had the procedure regarding to pest management. According to the procedure, fire usage for land clearing/land preparation and for pest control is prohibited. There is no evidence of fire usage according to the field visit and interview with the worker. | Comply |
| Criteria 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. | Based on the document verification and interview with management, obtain information that there is only pesticide usage for chemical weeding and pest control (if needed). During the audit to the agrochemical store sighted pesticide list that usually used with active ingredients such as isopropyl amine glyphosate, methyl metsulfuron, triclophyr, dimetil amine and alkilaril poliglikol eter. Certificate holder no longer using paraquat since 5 May 2017, according to the Goodhope Sustainability Policy that was signed by CEO. To reduce the human and environmental risk, there is some continuous action that has been implemented as follows: <ul style="list-style-type: none"> • Set up the pesticide rotation. • Using the low volume nozzle to minimize water consumption and reduce the risk for environment. • Conducted regularly training for pesticide applicator and equipped them with appropriate PPE's. • Minimalize contamination for pesticide applicator and their families by ensuring them to clean themselves before back home. | Comply |
| 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. | Certificate holder has showed the record of LD50 calculation in each unit based on amount of pesticide used. For example, Sangai and Keminting Estate has calculate the LD50 of each pesticide in a monthly bases. Both estate has using pesticide with active ingredients such as isopropyl amine glyphosate, methyl metsulfuron, triclophyr, dimetil amine and alkilaril poliglikol eter. | Comply |

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| 7.2.3 | (C) Any use of pesticides is minimised as part of a plan, eliminated where possible, in accordance with IPM plans. | Until this surveillance audit obtain information that there is no pesticide use for control pest infestation. All of pesticide only using for weeding (herbicide). Based on interview with IPM supervisor and smallholder representatives known that no outbreak that causes pesticide usage. | Comply |
| 7.2.4 | There is no prophylactic use of pesticides, unless in exceptional circumstances, as identified in national best | Based on document verification, interview and field observation obtained information that there is no prophylactic use of pesticides. | Comply |
| 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>According to the goods in and goods out data in agrochemical store, obtained information that the certificate holder used some kind of pesticide (different active ingredients). There is no WHO Class 1A or 1B, or that are listed by the Stockholm or Rotterdam Conventions, and paraquat usage during 2019 until this audit. As described in this indicator 7.2.1, the company no longer using <i>paraquat diklorida</i> since 5 May 2017.</p> <p>Certificate holder did not using pesticides that are categorised as World Health Organisation Class 1A or 1B, or that are listed by the Stockholm or Rotterdam Conventions, and paraquat.</p> <p>Certificate holder did not using pesticides that are categorised as World Health Organisation Class 1A or 1B, or that are listed by the Stockholm or Rotterdam Conventions, and paraquat.</p> <p>Certificate holder did not using pesticides that are categorised as World Health Organisation Class 1A or 1B, or that are listed by the Stockholm or Rotterdam Conventions, and paraquat.</p> | Comply |

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| | 7.2.5e Estimation of the timescale of the application and steps taken to limit application to the specific outbreak. | Certificate holder did not using pesticides that are categorised as World Health Organisation Class 1A or 1B, or that are listed by the Stockholm or Rotterdam Conventions, and paraquat. | |
| 7.2.6 | (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 Criterion 3.6). Personnel applying pesticides must show evidence of regular updates on the knowledge about the activity they carry out. | <p>Certificate holder has assign chemical weeding team in each estate/unit to handling chemical weeding activity. The team member originated from own workers (for own estate) and local communities (for smallholder). They regularly attended training on pesticide handling that conducted by the pesticide supplier in collaboration with local pesticide committee.</p> <p>Based on document review and interview with some pesticide applicator known that they were regularly attending the pesticide handling training. Certificate holder has conducted safety handling on pesticide training to the pesticide applicator. For example:</p> <ul style="list-style-type: none"> ✓ Penyahuan Estate: attendant training on 28 November 2019. Located in block P27. Attended by 11 applicator include supervisor. Facilitate by EHS officer. ✓ Tanah Haluan Estate: attendant training on 27 November 2019. Located in block P25. Attended by 7 applicator include supervisor. Facilitate by EHS officer. | Comply |
| 7.2.7 | (C) Storage of all pesticides is in accordance with recognised best practices. | <p>Agrochemicals were stored in the determined area separated from fertilizer and other chemicals. Agrochemicals storage was provided in each Estate Central Warehouse. Agrochemicals storage was locked areas with limited access. The storage was well ventilated. Material Safety Data Sheet (MSDS) and hazard symbol label were provided nearby of agrochemicals. Emergency shower and eyewash were also provided to anticipate in case of emergency related agrochemical handling. Personal Protective Equipment for handling agrochemicals was provided including boots, apron, safety glass, respiratory mask and hand gloves. The possible spill was managed. Secondary containment was provided around the chemical storage area. Spill kit was also provided in the area.</p> <p>Based on sample visit in Chemical Storage at Penyahuan Estate, Tanah Haluan Estate and Keminting Estate, all pesticides is properly managed and separated based on pesticide type. This already accordance with hazard identification and risk assessment and national guideline for limited pesticide use.</p> | Comply |

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| <p>7.2.8</p> | <p>All pesticide containers are properly disposed of and/or handled responsibly if used for other purposes.</p> | <p>Mechanism for ex agrochemical containers handling was described in Procedure Waste Management "Pengelolaan Limbah SOP.EHS.LIM-01 Rev.02 dated 12 May 2018. All ex agrochemical containers were categorized as hazardous waste and store at licenced hazardous waste located at Central Workshop (CWS) Penyahuan Estate. License of temporary hazardous waste refer to regent decree "Kep. Bupati KOTIM Nomor: 660/422/DLH-Ek.SDA/VI/2017", dated 16 June 2017. Validity: 5 years (up to 2022).</p> <p>According to procedure, pesticide waste (empty container pesticides) were triple rinsed before being stored in temporary hazardous waste storage and subsequently disposed to the registered collector which been approved by the Ministry of the Environment. Records of Hazardous waste, including the Empty Container Pesticides, such as:</p> <ul style="list-style-type: none"> - Manifest of Hazardous waste delivery - Quarterly Report of hazardous waste to the relevant agencies. - Hazardous waste logbook; and - Balancing stock of hazardous waste. <p>Sample seen:</p> <p>Hazardous waste manifest as the evident of hazardous waste delivery to PT Semesta Langgeng dated 11 October 2019, consist of:</p> <ul style="list-style-type: none"> - Medical waste, quantity 30 kg, manifest Number AZG 0001475 - Ex agrochemical container, quantity 258 kg, manifest Number AZG 0001454 - Used rags, quantity 9 drum, manifest Number AZG 0001473 - Used oil, quantity 30 drum, manifest Number AZG 0001461 - Used battery, quantity 460.8 kg, manifest Number AZG 0001472 - Used filter oil, quantity 22 drum, manifest Number AZG 0001459 | <p>Comply</p> |
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| 7.2.9 | (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. | Based on interview, field visit and observation confirmed that there is no aerial spraying pesticide performed by PT Agro Wana Lestari (Penyahuan Estate, Tanah Haluan Estate, Keminting Estate and Sangai Estate). | Comply |
| 7.2.10 | (C) Specific annual medical surveillance for pesticide operators, and documented action to treat related health conditions, is demonstrated. | Annual specific medical record for pesticide operator conducted on August 2019. Blood/hematology test (Cholinesterase) has checked by Regency Healthcare Service (Dinas Kesehatan UPTD Laboratorium Kesehatan Daerah, Kab. Kotawaringin Timur). The result as follow: <ul style="list-style-type: none"> - Penyahuan Estate (PYE): 33 female sprayers, 2 supervisor (mandor). - Keminting Estate (KME): 38 female sprayers, 1 supervisor (mandor). - Sangai Estate (SGE): 36 female sprayers, 2 supervisor (mandor). - Tanah Haluan Estate (THE): 40 female sprayers, 3 supervisor (mandor). According to specific medical records, all pesticide operator/sprayer in normal condition. Based on interview with 8-pesticide operator (sprayer) in Block AB22 Division II Keminting Estate, with consist of female sprayer, it explained that specific medical checkup has been done in August 2019 and there is no symptom of toxication and all the sprayer workers in normal condition. | Comply |
| 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. | Based on interview with 8-pesticide operator (sprayer) in Block AB22 Division II Keminting Estate, with consist of female sprayer, it was explain that pregnant or breast-feeding women are disallow to contact or activities related with chemical material. They explained that preventive monitoring conducted periodically (at week 4 th every month) to determine whether or not a pregnant workers. Sample records at Keminting Estate for those female sprayers has verified with doctor medical records, the result is NEGATIVE. | |

Criteria 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. | <p>PT Agro Wana Lestari has procedure of Waste Management – Pengelolaan Limbah No SOP.EHS.LIM-01, revision 01 dated 1st October 2017. Identification of source of all waste and pollution from storage of herbicides, laboratoirum, mill storage, office, workshop, emplacement, mill.</p> <p>Waste and pollution sources have been identified and documented, including used lubricant and filter, old battery, used laboratory chemical, clinical/medical waste, mill effluent, EFB, smoke, dust, fiber and shell, empty agrochemical container, boiler ash, scrap iron, used tires, waste water and domestic household refuse. Record of identification was presented in "Risk and Environment Impact Assessment Register" Period 2019/2020, revision 2, updated 20 December 2019.</p> <p>All pesticides containers and hazardous waste, including chemicals are disposed responsibly by transported with licenced transporter. Waste management in particular of hazardous waste was documented in "Neraca Limbah B3" which reported to Environmental Agency Office each quarter, in example report of "Kegiatan Penyimpanan Limbah B3 dan Neraca Limbah" period October-December 2019.</p> <p>During field visit at permitted of temporary hazardous waste storage "TPS Limbah B3" in Penyahuan Estate (Central Workshop) and Bukit Santuai POM, all chemicals empty containers are placed in storage properly.</p> | Comply |
| 7.3.2 | Proper disposal of waste material, according to procedures that are fully understood by workers and managers, is demonstrated. | <p>Waste material dispose according to company procedure. Waste source and waste management documented in Waste Management Procedure SOP.EHS.LIM-01 Rev.00 dated 4 May 2015.</p> <p>Type of hazardous waste such as ex pesticide container, ex catridge and toner, contaminated majun, used oil/grease, medical waste, chemical used, pesticide mixing waste, ect are store in the temporary waste storage (TPS LB3) and delivered to licenced collector. Solid waste such as shell and fiber from mill processing are re use for boiler fuel. Scrap metal from workshop delivered to collector and boiler ash use as landfill, waste water from mill applied to plantation as land application/organic fertilizer, empty bunch was use as compos/mulch.</p> | Comply |

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| | | Hazardous waste resulting from Bukit Santuai Mill are store in temporary hazardous waste storage. The storage has obtained licensed or permit based on "Keputusan Bupati Kotawaringin Timur Nomor:660/0694/BLH-Eks.SDA/I/2015" dated 19 January 2015 valid for 5 year. Company permitted to store the hazardous waste for 90 days. | |
| 7.3.3 | The unit of certification does not use open fire for waste disposal. | PT Agro Wana Lestari – Bukit Santuai POM and supply bases are not use open fire for waste disposal. As described above, all waste generated from all activity at plantation and mill categorized as : organic waste (solid & liquid), anorganic waste, medical waste, laboratory waste, hazardlus waste. All waste are disposed according to the procedure as described in indicator 7.3.2 without any open fire. | Comply |
| Criteria 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 | Good agriculture practices, as contained in SOPs, are followed to manage soil fertility to optimise yield and minimise environmental impacts. | <p>Certificate holder has had the procedure related to manage soil fertility (see detail in indicator 3.3.1). The implementation of manuring is based on fertilizer recommendation that set by Agronomy Department. Fertilizer dosage has set according to the soil needed refer to SSU/LSU.</p> <p>Based on interview with estate manager, estates using inorganic fertilizer (chemical base) and organic fertilizer (EFB, POME and compost). Inorganic fertilier dosage refer to recommendation from Agronomy Department while organic fertilizer refer to the existing procedure. As example:</p> <ul style="list-style-type: none"> • EFB: 25 – 30 MT/Ha/year for immature area and 50 – 70 MT/Ha/year for marginal area. • POME: 500 M³/Ha. • Compost: 26 MT/Ha/year. <p>During the audit, there is no longer manuring activity existed. All recommendation has been applied.</p> | Comply |
| 7.4.2 | Periodic tissue and soil sampling is carried out to monitor and manage changes in soil fertility and plant health. | According to the Goodhope’s agricultural procedures, soil sampling conducted every 5 years while leaf sampling conducted annually. Based on document verification sighted the report of soil and leaf sampling in own estate and smallholders as follows: | |

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| | | <ul style="list-style-type: none"> The last soil sampling conducted by lab <i>UPT Laboratoirum Terpadu Universitas Palangkaraya</i> on 14 May 2019. Parameter that analyzed was N, C, K, Ca, Mg and pH. The last leaf sampling conducted by PT Central Alam Resources Lestari on 31 July 2019. Parameter that tested is major element (Ash, N, P, K Mg, Ca) dan Minor element (B, Cu, Zn, Mn, Fe). <p>Are document are in place and kept by Agronomy Department.</p> | |
| 7.4.3 | 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>According to the agricultural procedures, certificate holder has had a guidance in organic fertilizers such as Empty Fruit Bunch (EFB) and Palm Oil Mill Effluent (POME). Certificate holder has implemented EFB application in estate with dosage EFB: 25 – 30 MT/Ha/year for immature area and 50 – 70 MT/Ha/year for marginal area.</p> <p>During the audit, auditor has observe the implementation of EFB application in Block S20 Tanah Haluan Estate.</p> | Comply |
| 7.4.4 | Records of fertiliser inputs are maintained. | Record of fertilizer application in each estates are in places. the report recap by each estates and reported to Agronomy Department. For example, there is a record of Urea application in Tanah Haluan Estate amount 195.30 MT according with fertilizer recommendation. | Comply |
| <p>Criteria 7.5: Practices minimise and control erosion and degradation of soils.</p> | | | |
| 7.5.1 | (C) Maps identifying marginal and fragile soils, including steep terrain, are available. | <p>Certificate holder has had Soil Suitability Assessment Report of PT Agro Sembuluh (former name of PT Agro Wana Lestari) that conducted by soil assessment consultant Param Agricultural Soil Surveys (M) Sdn Bhd on October 2007. Based on document verification, soil characteristic in PT AWL as follows:</p> <ul style="list-style-type: none"> ✓ Topography and drainage A large portion of the area consist of hilly to somewhat steep terrain with well-drained soil. Elevation in the area ranges from around 30 meters to over 380 meters. ✓ Climate | Comply |

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| | | <p>Annual rainfall ranges from 2,167 to 3,837 mm with a mean of 2,993 mm. the mean total annual rain days ranges from 117 – 178 days with mean of 146 days.</p> <ul style="list-style-type: none"> ✓ Soil suitability for oil palm Based on the evaluation of the area, the main limitation for oil palm is the hilly to steep terrain and hence the suitability of the soils. Based on preliminary visits about 8 – 10% of the area could be steep and unsuitable for planting. A detailed surveys is required to provide more specific figures. ✓ Constraint and limitation The major constrains and limitation of the marginal area to the cultivation and agro management of oil palm are: <ul style="list-style-type: none"> • Steep slopes; additional cost due to terracing. • Low fertility status of the soils. • Occasional dry months in the area. ✓ Suggested agro management practices to alleviate this limitations <ul style="list-style-type: none"> • Proper tim of land clearing and planting. Minimal land clearing on the steep and hilly areas. • Quick establishment of cover crop. • EFB mulch on the sandy soils. • Proper fertilization program. ✓ Conclusion With good soil management, 90% of all area can be planted with oil palm planting while 10% area was too steep for planting. | |
| 7.5.2 | There is no extensive replanting of oil palm on steep terrain. | Based and document verification and field observation, there is no extensive replanting activity in steep terrain both own estate or smallholder area. Steep terrain areas has been designation as HCV areas. | Comply |

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| | | On hilly areas, the company conserve the soil through provide terrace contour to minimize soil erosion. There is some treatment with located frond stacking along the terrace to reduce soil erosion. There is also EFB placement in interrow. | |
| 7.5.3 | There is no new planting of oil palm on steep terrain. | Based and document verification and field observation, there is no extensive replanting activity in steep terrain both own estate or smallholder area. Steep terrain areas has been designation as HCV areas. On hilly areas, the company conserve the soil through provide terrace contour to minimize soil erosion. There is some treatment with located frond stacking along the terrace to reduce soil erosion. There is also EFB placement in interrow. | Comply |
| Criteria 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. | | | |
| 7.6.1 | (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. | Until this assessment, there was no new planting that conducted by PT Agro Wana Lestari. | N/A |
| 7.6.2 | Extensive planting on marginal and fragile soils, is avoided, or, if necessary, done in accordance with the soil management plan for best practices. | Until this assessment, there was no new planting that conducted by PT Agro Wana Lestari. | N/A |
| 7.6.3 | Soil surveys and topographic information guide the planning of drainage and irrigation systems, roads and other infrastructure. | Until this assessment, there was no new planting that conducted by PT Agro Wana Lestari. | N/A |
| Criteria 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. | Until this assessment, there was no new planting that conducted by PT Agro Wana Lestari. | N/A |

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| 7.7.2 | Areas of peat within the managed areas are inventoried, documented and reported (effective from 15 November 2018) to RSPO Secretariat. | Until this assessment, there was no new planting that conducted by PT Agro Wana Lestari. | N/A |
| 7.7.3 | (C) Subsidence of peat is monitored, documented and minimised. | Based on the report of Soil Suitability Assessment Report of PT Agro Sembuluh (former name of PT Agro Wana Lestari) that conducted by soil assessment consultant Param Agricultural Soil Surveys (M) Sdn Bhd on October 2007, concluded that there is peat area inside the concession of PT Agro Wana Lestari. | N/A |
| 7.7.4 | (C) A documented water and ground cover management programme is in place. | Based on the report of Soil Suitability Assessment Report of PT Agro Sembuluh (former name of PT Agro Wana Lestari) that conducted by soil assessment consultant Param Agricultural Soil Surveys (M) Sdn Bhd on October 2007, concluded that there is peat area inside the concession of PT Agro Wana Lestari. | N/A |
| 7.7.5 | (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. | Based on the report of Soil Suitability Assessment Report of PT Agro Sembuluh (former name of PT Agro Wana Lestari) that conducted by soil assessment consultant Param Agricultural Soil Surveys (M) Sdn Bhd on October 2007, concluded that there is peat area inside the concession of PT Agro Wana Lestari. | N/A |
| 7.7.6 | (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 (2018) and associated audit guidance. | Based on the report of Soil Suitability Assessment Report of PT Agro Sembuluh (former name of PT Agro Wana Lestari) that conducted by soil assessment consultant Param Agricultural Soil Surveys (M) Sdn Bhd on October 2007, concluded that there is peat area inside the concession of PT Agro Wana Lestari. | N/A |

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| 7.7.7 | (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 (2018) and associated audit guidance. | Based on the report of Soil Suitability Assessment Report of PT Agro Sembuluh (former name of PT Agro Wana Lestari) that conducted by soil assessment consultant Param Agricultural Soil Surveys (M) Sdn Bhd on October 2007, concluded that there is peat area inside the concession of PT Agro Wana Lestari. | N/A |
| Criteria 7.8 Practices maintain the quality and availability of surface and groundwater. | | | |
| 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>PT Agro Wana Lestari has a procedure of water management plan "Rencana Pengelolaan Air (SOP.EHS.WMP-01, rev.0, dated 4 May 2015).</p> <p>Water management plan includes:</p> <ol style="list-style-type: none"> 7. Monitoring of river water quality and potential erosion. 8. Protecting riparian area, reservoir buffer zone and other water sources. 9. Planting cover crops and terracing in slope area. 10. Silt trap construction 11. No spraying around buffer zone and identified water sources. 12. Enrichment planting, signboard installation to protect water source and conservation area; Manual upkeep near buffer zone. <p>PT Agro Wana Lestari does not restrict access to clean water or contribute to pollution of water used by communities. Company has regularly monitor the quality of surface water at Kuayan River, Tanah halkuan river, Planan river, Kelamaan river, Keminting river, and Sekutu river both upstream and downstream to ensure the water quality was not contaminated with plantation and mill activity. Monitoring of surface water quality performed each semester by PT Agro Wana Lestari. Surface water analysis semester II</p> | Comply |

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| | | 2019 has been done on 22/11/2019 by accredited laboratory "PT UNILAB PERDANA". Report of analysis Number: LPUP12136-26 up to LPUP12136-36, standard refer to PP No. 82 Tahun 2001, Class II, analysis result shown that all parameter analyzed are met with the standard regulation | |
| | 7.8.1b Workers have adequate access to clean water. | Company provide the clean water for workers at housing area with ground water (drill well) at Ukui Estate and clean water from Mill for Mill workers Housing. Regular water analysis was performed to monitor the water quality. Water analysis performed by accredited laboratory "PT UNILAB PERDANA". Sample seen on Clean Water analysis (Ground Water) at Tanah Haluan Estate, Penyahuan Estate, Keminting Estate, Sangai Estate, Tumbang Penyahuan Village, Tanah haluan village, dated 22/11/2019, Report of analysis Number: LPUP12136-14, 15, 16, 17, 18, 19; standard refer to PermenKes No. 32 year 2017 Appendix I, Chapter IIA, analysis result shown that all parameter analyzed are met with the standard regulation. During interview with sampled workers (harvester, spraying workers, mill workers and office workers) confirmed that they got clean water freely which provide by Estate and Mill. | |
| 7.8.2 | (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). | PT AWL has a water management plan, including protection of river buffer zone. Company implemented policy to maintain the river buffer zone. There is no chemical regime; pesticide and fertilizer application, 20 meters from both side of the river. According to SOP.EHS.DCB-01, company signage these zone by placing pole and also marking the palm oil plantation with circle red on the stem of the plant. During field visit to riparian area at Tanah Haluan Estate, Tanah Haluan river Block S24 & R22, shown that company has maintained the boundary marker of riparian zone as per procedure. | Comply |
| 7.8.3 | Mill effluent is treated to be in compliance with national regulations. Discharge quality of mill effluent, especially Biochemical Oxygen Demand (BOD), is regularly monitored. | Bukit Santuai Palm Oil Mill has an effluent treatment through treated ponds system. To ensure the commitment on waste management implementation, the Certificate Holder has had permit of Effluent Application on Plantation from authority body in form of "Izin Pemanfaatan Air Limbah Industri Minyak Sawit Pada Tanah Perkebunan Kelapa Sawit PT Agro Wana Lestari" regarding Land Application License No: 660/664/EK.SDA- | Comply |

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| | | <p>DLH/IX/2017, dated 29 September 2017. This license valid for 5 years (until 24 April 2022). Total permitted area for land application 407.7 Ha (53 blocks).</p> <p>BOD monitoring effluent for composting and Land Application tested by accredited laboratory (PT UNILAB PERDANA) in 2019. Below are the record of effluent monitoring from January – December 2019:</p> <table border="1" data-bbox="884 539 1736 1010"> <thead> <tr> <th>No</th> <th>Month</th> <th>Threshold (mg/L)</th> <th>Cooling Pond Outlet (mg/L)</th> </tr> </thead> <tbody> <tr><td>1</td><td>January</td><td>5,000</td><td>864</td></tr> <tr><td>2</td><td>February</td><td>5,000</td><td>106</td></tr> <tr><td>3</td><td>March</td><td>5,000</td><td>303</td></tr> <tr><td>4</td><td>April</td><td>5,000</td><td>290</td></tr> <tr><td>5</td><td>May</td><td>5,000</td><td>19</td></tr> <tr><td>6</td><td>June</td><td>5,000</td><td>100</td></tr> <tr><td>7</td><td>July</td><td>5,000</td><td>29</td></tr> <tr><td>8</td><td>August</td><td>5,000</td><td>86</td></tr> <tr><td>9</td><td>September</td><td>5,000</td><td>170</td></tr> <tr><td>10</td><td>October</td><td>5,000</td><td>170</td></tr> <tr><td>11</td><td>November</td><td>5,000</td><td>2,295</td></tr> <tr><td>12</td><td>December</td><td>5,000</td><td>887</td></tr> </tbody> </table> | No | Month | Threshold (mg/L) | Cooling Pond Outlet (mg/L) | 1 | January | 5,000 | 864 | 2 | February | 5,000 | 106 | 3 | March | 5,000 | 303 | 4 | April | 5,000 | 290 | 5 | May | 5,000 | 19 | 6 | June | 5,000 | 100 | 7 | July | 5,000 | 29 | 8 | August | 5,000 | 86 | 9 | September | 5,000 | 170 | 10 | October | 5,000 | 170 | 11 | November | 5,000 | 2,295 | 12 | December | 5,000 | 887 | |
|----|-----------|--|----------------------------|-------|------------------|----------------------------|---|---------|-------|-----|---|----------|-------|-----|---|-------|-------|-----|---|-------|-------|-----|---|-----|-------|----|---|------|-------|-----|---|------|-------|----|---|--------|-------|----|---|-----------|-------|-----|----|---------|-------|-----|----|----------|-------|-------|----|----------|-------|-----|--|
| No | Month | Threshold (mg/L) | Cooling Pond Outlet (mg/L) | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 1 | January | 5,000 | 864 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 2 | February | 5,000 | 106 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 3 | March | 5,000 | 303 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 4 | April | 5,000 | 290 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 5 | May | 5,000 | 19 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 6 | June | 5,000 | 100 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 7 | July | 5,000 | 29 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 8 | August | 5,000 | 86 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 9 | September | 5,000 | 170 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 10 | October | 5,000 | 170 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 11 | November | 5,000 | 2,295 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| 12 | December | 5,000 | 887 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |

| 7.8.4 | Mill water use per tonne of FFB is monitored and recorded. | <p>Bukit Santuai Mill performs monthly monitoring of mill water consumption per tonne FFB processed. The records are maintained under "Rekap Penggunaan Air untuk proses per ton TBS – years 2019".</p> <p>Monitoring of mill water use per ton FFB in 2019 as below table:</p> <table border="1" data-bbox="887 531 1897 997"> <thead> <tr> <th>Month</th> <th>FFB Process (MT)</th> <th>Water Usage (m³)</th> <th>Average (m³/MT FFB)</th> <th>Budget (m³/MT FFB)</th> </tr> </thead> <tbody> <tr><td>January</td><td>24,537.70</td><td>21,935.37</td><td>0.89</td><td>0.99</td></tr> <tr><td>February</td><td>17,644.88</td><td>17,196.98</td><td>0.97</td><td>0.99</td></tr> <tr><td>March</td><td>20,338.81</td><td>20,215.40</td><td>0.99</td><td>0.99</td></tr> <tr><td>April</td><td>20,575.61</td><td>19,974.66</td><td>0.97</td><td>0.99</td></tr> <tr><td>May</td><td>23,508.52</td><td>23,012.03</td><td>0.98</td><td>0.99</td></tr> <tr><td>June</td><td>20,494.88</td><td>19,959.02</td><td>0.97</td><td>0.99</td></tr> <tr><td>July</td><td>25,087.54</td><td>24,629.05</td><td>0.98</td><td>0.99</td></tr> <tr><td>August</td><td>28,020.36</td><td>27,584.30</td><td>0.98</td><td>0.99</td></tr> <tr><td>September</td><td>30,938.30</td><td>30,326.80</td><td>0.98</td><td>0.99</td></tr> <tr><td>October</td><td>32,809.67</td><td>31,921.03</td><td>0.97</td><td>0.99</td></tr> <tr><td>November</td><td>28,485.24</td><td>28,233.68</td><td>0.99</td><td>0.99</td></tr> <tr><td>December</td><td>25,703.59</td><td>25,060.06</td><td>0.97</td><td>0.99</td></tr> <tr> <td>TOTAL</td> <td>298,145.10</td> <td>290,048.38</td> <td>0.97</td> <td>0.99</td> </tr> </tbody> </table> <p>Based on table above can be shown that average water usage for mill process was 0.97 m³/MT FFB and it is still under budget of 0.99 m³/MT FFB.</p> | Month | FFB Process (MT) | Water Usage (m ³) | Average (m ³ /MT FFB) | Budget (m ³ /MT FFB) | January | 24,537.70 | 21,935.37 | 0.89 | 0.99 | February | 17,644.88 | 17,196.98 | 0.97 | 0.99 | March | 20,338.81 | 20,215.40 | 0.99 | 0.99 | April | 20,575.61 | 19,974.66 | 0.97 | 0.99 | May | 23,508.52 | 23,012.03 | 0.98 | 0.99 | June | 20,494.88 | 19,959.02 | 0.97 | 0.99 | July | 25,087.54 | 24,629.05 | 0.98 | 0.99 | August | 28,020.36 | 27,584.30 | 0.98 | 0.99 | September | 30,938.30 | 30,326.80 | 0.98 | 0.99 | October | 32,809.67 | 31,921.03 | 0.97 | 0.99 | November | 28,485.24 | 28,233.68 | 0.99 | 0.99 | December | 25,703.59 | 25,060.06 | 0.97 | 0.99 | TOTAL | 298,145.10 | 290,048.38 | 0.97 | 0.99 | Comply |
|--------------|--|--|----------------------------------|---------------------------------|-------------------------------|----------------------------------|---------------------------------|---------|-----------|-----------|------|------|----------|-----------|-----------|------|------|-------|-----------|-----------|------|------|-------|-----------|-----------|------|------|-----|-----------|-----------|------|------|------|-----------|-----------|------|------|------|-----------|-----------|------|------|--------|-----------|-----------|------|------|-----------|-----------|-----------|------|------|---------|-----------|-----------|------|------|----------|-----------|-----------|------|------|----------|-----------|-----------|------|------|--------------|------------|-------------------|-------------|-------------|--------|
| Month | FFB Process (MT) | Water Usage (m ³) | Average (m ³ /MT FFB) | Budget (m ³ /MT FFB) | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| January | 24,537.70 | 21,935.37 | 0.89 | 0.99 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| February | 17,644.88 | 17,196.98 | 0.97 | 0.99 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| March | 20,338.81 | 20,215.40 | 0.99 | 0.99 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| April | 20,575.61 | 19,974.66 | 0.97 | 0.99 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| May | 23,508.52 | 23,012.03 | 0.98 | 0.99 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| June | 20,494.88 | 19,959.02 | 0.97 | 0.99 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| July | 25,087.54 | 24,629.05 | 0.98 | 0.99 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| August | 28,020.36 | 27,584.30 | 0.98 | 0.99 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| September | 30,938.30 | 30,326.80 | 0.98 | 0.99 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| October | 32,809.67 | 31,921.03 | 0.97 | 0.99 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| November | 28,485.24 | 28,233.68 | 0.99 | 0.99 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| December | 25,703.59 | 25,060.06 | 0.97 | 0.99 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| TOTAL | 298,145.10 | 290,048.38 | 0.97 | 0.99 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |

Criteria 7.9:

Efficiency of fossil fuel use and the use of renewable energy is optimised

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| 7.9.1 | A plan for improving efficiency of the use of fossil fuels and to optimize renewable energy is in place, monitored and reported | <p>PT AWL – Bukit Santuai POM has prepared the program for improving efficiency of the use of fossil fuels and to optimize renewable energy.</p> <p>Fossil fuel records are maintained and the trends shown. Energy use records include accurate measurements of renewable energy use per ton of FFB processed. All the shell and fiber are consumed internally as boiler fuel. Fossil fuel usage is recorded for operational purpose, including the efficiency analysis. Fossil fuel records are maintained</p> | Comply |
|-------|---|--|--------|

| | | <p>and the trends shown. Energy use records include accurate measurements of renewable energy use per ton of FFB processed. Company already maximize the renewable energy use. All the shell and fiber are consumed internally as boiler fuel. Fossil fuel usage is recorded for operational purpose, including the efficiency analysis.</p> <p>Data verified: The usage of shell and fibre use as boiler fuel:</p> <table border="1" data-bbox="884 539 1516 1043"> <thead> <tr> <th>Period</th> <th>Fibre usage (MT)</th> <th>Shell usage (MT)</th> </tr> </thead> <tbody> <tr><td>January</td><td>18,305.19</td><td>274.58</td></tr> <tr><td>February</td><td>13,203.72</td><td>198.06</td></tr> <tr><td>March</td><td>15,464.13</td><td>231.96</td></tr> <tr><td>April</td><td>15,269.95</td><td>229.05</td></tr> <tr><td>May</td><td>17,617.92</td><td>264.27</td></tr> <tr><td>June</td><td>15,384.01</td><td>230.76</td></tr> <tr><td>July</td><td>18,834.80</td><td>282.52</td></tr> <tr><td>August</td><td>21,112.60</td><td>316.69</td></tr> <tr><td>September</td><td>23,184.04</td><td>347.76</td></tr> <tr><td>October</td><td>24,438.60</td><td>366.58</td></tr> <tr><td>November</td><td>21,609.15</td><td>324.14</td></tr> <tr><td>December</td><td>19,191.93</td><td>287.88</td></tr> <tr><td>Total</td><td>223,616.03</td><td>3,354.24</td></tr> </tbody> </table> | Period | Fibre usage (MT) | Shell usage (MT) | January | 18,305.19 | 274.58 | February | 13,203.72 | 198.06 | March | 15,464.13 | 231.96 | April | 15,269.95 | 229.05 | May | 17,617.92 | 264.27 | June | 15,384.01 | 230.76 | July | 18,834.80 | 282.52 | August | 21,112.60 | 316.69 | September | 23,184.04 | 347.76 | October | 24,438.60 | 366.58 | November | 21,609.15 | 324.14 | December | 19,191.93 | 287.88 | Total | 223,616.03 | 3,354.24 | |
|---|---|---|--------|------------------|------------------|---------|-----------|--------|----------|-----------|--------|-------|-----------|--------|-------|-----------|--------|-----|-----------|--------|------|-----------|--------|------|-----------|--------|--------|-----------|--------|-----------|-----------|--------|---------|-----------|--------|----------|-----------|--------|----------|-----------|--------|--------------|-------------------|-----------------|--|
| Period | Fibre usage (MT) | Shell usage (MT) | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| January | 18,305.19 | 274.58 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| February | 13,203.72 | 198.06 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| March | 15,464.13 | 231.96 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| April | 15,269.95 | 229.05 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| May | 17,617.92 | 264.27 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| June | 15,384.01 | 230.76 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| July | 18,834.80 | 282.52 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| August | 21,112.60 | 316.69 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| September | 23,184.04 | 347.76 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| October | 24,438.60 | 366.58 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| November | 21,609.15 | 324.14 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| December | 19,191.93 | 287.88 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| Total | 223,616.03 | 3,354.24 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |
| <p>Criteria 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 minimize them are implemented, monitored through the Palm GHG calculator and publicly reported.</p> | <p>PT Agro Wana Lestari has established "SOP Identifikasi, Mitigasi dan Perhitungan Emisi Gas Rumah Kaca No.SOP.EHS.GHG-01". Identification of pollutant and GHG has been implemented by Bukit Santau POM, Penyahuan Estate and Keminting Estate, such as: usage of anorganic fertilizer, pesticide, fossil fuel usage, peat land, and POME.</p> | Comply | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |

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| | | <p>Based on Significant pollution and GHG emission was identified, for estates comes from using of pesticides, action plan to reducing pesticide was made such as program of integrated pest control where minimize to use chemical/pesticides.</p> <p>The Certificate Holder has Strategic and Mitigation Plan to reduce GHG emission, in example as follow:</p> <ol style="list-style-type: none"> 1. Sector: Plantation operation <ol style="list-style-type: none"> 1.1. Identification of Emission Sources: Land Clearing and Planting (Land Use Change) <ol style="list-style-type: none"> 1.1.1. Activities: Land Clearing <ol style="list-style-type: none"> 1.1.1.1. Potential Mitigation Options: <ul style="list-style-type: none"> • Adopted Zero Burning Land Clearing methods • No Land Clearing in areas that identified as HCV area • Keep the HCV area as Carbon Stock/sequestration • Periodically inspection and patrol to avoid HCV disturbance and land fire 1.1.2. Activities: Fertilizing/Manuring <ol style="list-style-type: none"> 1.1.2.1. Potential Mitigation Options: <ul style="list-style-type: none"> • Effective fertilizing based on dosages and recommendation from Agronomy Department • No Fertilizing on Rainy • No Fertilizing on Riparian Zone • Socialization to Worker the policy of Fertilizing in Company <p>The results of document verification and field visits, it is known that the company has made another efforts in reducing GHG emissions, such as:</p> <ul style="list-style-type: none"> - Has installed a dust collector to catch dust or particles flying in the air and also has monitored the air quality carried out by conducting air quality testing and reported every semester contained in the UKL-UPL report. - The use of fiber and shells as a boiler fuel to minimize the fossil fuel usage. | |
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| | | <ul style="list-style-type: none"> - Utilization of waste water for Land applications to minimize the methane emission. - Utilization of EFB for composting to minimize the anorganic/chemical fertilizer usage. - Monitoring the physical condition of WWTP and perform the recorded volume of waste water that is applied. | |
| 7.10.2 | <p>(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 minimize them prepared and implemented (following the RSPO GHG Assessment Procedure for New Development).</p> | <p>The company has identified and estimated of GHG and the company has gone through NPP process in 2014 and the company has submitted "Carbon Stock Assessment" to the RSPO. The NPP and Verification Statements have been completed and already posted in RSPO Website in 2014. (https://rspo.org/certification/new-planting-procedures/public-consultations/pt-agro-wana-lestari).</p> <p>Company has determined HCV area as a conservation area and conserve the HCV area as Carbon Stock/sequestration.</p> | Comply |
| 7.10.3 | <p>(C) Other significant pollutants are identified and plans to reduce or minimize them implemented and monitored.</p> | <p>Identification of pollution and emission sources at Mill and Estates activities were evident. The source of pollution, type of pollution and its control was documented in List of environmental impact assessment latest updated on 20 December 2019, significant pollutant identified:</p> <ul style="list-style-type: none"> - Boiler stack emission including particulate and soot - Diesel electric generator emission - POME methane emission - Use of fertiliser - Use of pesticide/herbicide - Use of chemical material - Vehicle and heavy equipment emission <p>All the activities of mill and estate as well as the waste generated from has been well documented, for examples the operational activities from generator is generates air emissions, the company conducts periodic generator maintenance and perform quality measurement of exhaust emissions each semester to ensure air quality is comply with standard regulation</p> | Comply |

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| | | Monitoring of air emissions and ambient air quality conducted every semester. Emissions test conducted by Accredited Testing Laboratory. The results of the analysis can be demonstrated, and it was indicate in accordance with the quality standards established. | |
| Criteria 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. | <p>PT Agro Wana Lestari demonstrates procedure for emergency fire response to prevent and extinguish fire. The prevention of fire through regular fire patrol, eather forecasting and fire danger potential, construction of fire tower, firefighting simulation/drills, preparing and maintaining fire extinguisher, improve employees awareness.</p> <p>PT Agro Wana Lestari has implemented a zero burning policy since the start of the oil palm development. Burning is not allowed and there is no evidence of burning. Policy on Land clearing without burning, Reference number: OP/C2/06/01 dated 1 June 2006; this policy applies for all new planting and replanting areas.</p> <p>PT Agro Wana Lestari has fire mitigation officer, namely "Tim Tanggap Darurat" (Emergency Response Team), team is trained and experienced for fire mitigation, this team is included in the P2K3 officer which has been approved by "Keputusan Kepala Dinas Tenaga Kerja dan Transmigrasi Provinsi Kalimantan Tengah Nomor: KEP.09/DISNAKERTRANS/I/2019 dated 15 January 2019".</p> <p>Firefighting team has been established and trained. Firefighting infrastructures/tools are in place and ready-to-use. Any fire incident/firefighting activity occurred, recorded and reported to relevant authorities.</p> | Comply |
| 7.11.2 | The unit of certification establishes fire prevention and control measures for the areas directly managed by the unit of certification. | <p>PT Agro Wana Lestari has a procedure for fire prevention as per "Agro Plantations Fire Prevention and Management System" OP/C25/05/08/01 issued on 1 May 2008, defined the policy for fire prevention programmes through zero burning policy during land clearing, construction office break, prepare manpower for fire patrol and firefighting;</p> <p>Fire monitoring was done daily by Fire team and security to monitor the hotspot and fire by patrol to critical area of plantation. Maps of fire critical area has been develop and</p> | Comply |

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| | | <p>determined by company and monitor accordingly. Warning sign and signboard of land burning prohibition has been installed in the strategic place at the side road.</p> <p>In addition, company implementing fire danger rating as early warning system. According to monitoring result since January – December 2019, generally fire danger rating categorized as low risk.</p> <p>Basic fire training also has been performed to increase the competency of workers particularly for emergency response team. Latest basic fire training conducted on 11 April 2019 (attend by 26 person).</p> <p>Tools and equipment of fire prevention has been prepared by company in each estate as per “Daftar Peralatan Pemadam Kebakaran” such as: water pump, water tank, fire hose, nozzle, heavy equipment (Bulldozer, excavator, grader).</p> <p>The activity of fire prevention and control present in “Laporan Pencegahan Pencemaran dan atau Kerusakan Lingkungan Hidup yang Berkaitan dengan Kebakaran Lahan”. Sample seen period October – December 2019, Report of fire prevention and control are submitted to related authority (Dinas Lingkungan Hidup & Dinas Perkebunan Kotim) on 17 January 2020.</p> | |
| 7.11.3 | <p>The unit of certification engages with adjacent stakeholders on fire prevention and control measures.</p> | <p>PT Agro Wana Lestari has a regular programme to engage local community/surrounding community to be aware to prevent the land fire in particular during dry season. The program comprises the following segments:</p> <ul style="list-style-type: none"> - Increase community awareness. Company conduct intensive communication with the local community to increase awareness on the impact of fire and haze on health - Empowerment village head. During the dry season, villages play a significant role to synergize the prevention and mitigation of land fire. - Provide support for land clearing - Appreciation for zero burning - Assistance to enhance local economy. <p>PT AWL pro active to disseminate the land fire prohibition and awareness to surrounding village cooperate with “Team Penanganan KARHUTLA DanPosramil Bukit Santuai, Pospol Bukit Santuai, Masyarakat Peduli Api”. PT AWL has organize “Masyarakat peduli Api” to</p> | Comply |

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| | | <p>play significant role in land fire prevention and mitigation. Regular patrol has been performed together with PT AWL. In addition company also cooperate with local government (Kecamatan Mentaya Hulu, Tualan Hulu, Bukit Santuai, Parenggean, Dinas Lingkungan Hidup, BPBD Kotim, Manggala Aghni Kotim) to socialize the land fire prevention and mitigation awareness to surrounding community, latest socialization conducted on June 2019.</p> <p>Regular and continuous basic fire training has been deliver by Fire Team of Asian Agri to Masyarakat Peduli Api.</p> | |
| <p>Criteria 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.</p> | | | |
| <p>7.12.1</p> | <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>From the NPP summary report and land Use Change Analysis report it can be demonstrated that there is no primary forest within the concession area of PT Agro Wana Lestari. Land cover between period November 2005 – November 2007 based on Land use change analysis consist of: shrubs, Grassland/bushes, community mixing plantation, open land, community ruber plantation and secondary forest.</p> <p>HCV assessment has been conducted on August 2008 by EM&M Consultant (Charlie Ross). Reidentification was being done by Institut Pertanian Bogor on October 2009. The company has planted some of areas after November 2005, however the company has conducted Land Use Changes Analysis and reported to the RSPO for review and final review is confirm "PASS" with liability 0 ha/zero liability. The RSPO compensation panel has agreed to close PT AWL compensation case on 12 February 2016. The NPP and Verification Statements have been completed and already posted in RSPO Website in 2014. (https://rspo.org/certification/new-planting-procedures/public-consultations/pt-agro-wana-lestari).</p> <p>Organization has been established management program of HCV to maintain and enhanced the HCVs identified.</p> <p>There is no new planting after 15 November 2018. Planting year PT Agro Wana Lestari was 2008 – 2016.</p> | <p>Comply</p> |

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| <p>7.12.2</p> | <p>(C) HCVs, HCS forests and other conservation areas are identified as follows: 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>PT Agro Wana Lestari has conducted two (2) series of HCV identification assessment. The first HCV identification in August 2008 by EM&M Consultant (Charlie Ross). Re-identification was being done by Institut Pertanian Bogor in October 2009, to produce final report on November 2011.</p> <p>Total HCV area identified was 1,387.20 Ha, however there were 479.90 Ha HCV area within HGU area which was not acquired yet by the company. Therefore, HCV area in Penyahuan Estate is 712.19 Ha and in Keminting Estate is 42.74 Ha. HCV identified are HCV1, HCV2 and HCV3 in form of Bukit Santuai and Bukit Laggai (Santuai Hill and Laggai Hill), which also contains HCV1 and HCV4 and HCV6.</p> <p>HCV identification was refer to the HCV Toolkit – 2008. All HCV area identified has been delineated by organization and mapped. Organisation has done boundary marker placement in each HCV area and performed HCV signboard installation to campaign wildlife conservation and protect HCV area and avoiding illegal hunting as well.</p> | <p>Comply</p> |
| | <p>7.12.2 b: 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>There is no new planting after 15 November 2018. Planting year PT Agro Wana Lestari was 2008 – 2016.</p> | |
| <p>7.12.3</p> | <p>(C) In High Forest Cover Landscapes (HFCLs) within HFCCs, a specific procedure will apply for legacy cases and development by indigenous peoples and local communities with legal or customary rights, taking into consideration regional and national multi-stakeholder processes. Until this procedure is developed and endorsed, 7.12.2 applies.</p> | <p>According to HCV assessment 2010, there is no High Forest Cover Landscapes (HFCLs) identified.</p> <p>HCV Assessment has been conducted since August 2008.</p> | <p>Comply</p> |

| | | | |
|--------|--|---|--------|
| 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>PT Agro Wana Lestari Certification unit and supply bases (including smallholder) did not carry out any new plantings after November 2018. The planting year started in 2008 - 2016.</p> <p>Therefore, the requirement of this indicator is not applicable.</p> | N/A |
| 7.12.5 | <p>Where rights of local communities have been identified in HCV areas, HCS forest after 15 November 2018, peatland 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>PT Agro Wana Lestari Certification unit and supply bases (including smallholder) did not carry out any new plantings after November 2018. The planting year started in 2008 - 2016.</p> <p>Therefore, the requirement of this indicator is not applicable.</p> | N/A |
| 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</p> | <p>Based on HCV Assessment, it was found HCV areas and RTE species in Sangai and Tanah Haluan Estate such as: Kucing Kuwuk (<i>Felis bengalensis</i>), Orangutan (<i>Pongo pygmaeus</i>), Kancil (<i>Tragulus javanicus</i>). Monitoring of RTEs species to count the population number, species abundance and density conducted each years by organization. Latest monitoring conducted on September 2019 in Bukit Santuai and Bukit Hawuk. Monitoring result shown that RTEs species still found in Bukit Santuai and Bukit Hawuk such as: Kucing Kuwuk (<i>Felis bengalensis</i>), Orangutan (<i>Pongo pygmaeus</i>) identified by nest found, Kancil (<i>Tragulus javanicus</i>). Monitoring the presence of animal including RTE</p> | Comply |

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| | <p>company is found to capture, harm, collect, trade, possess or kill these species.</p> | <p>species also conducted each month by supervisor and security at the same time with monthly monitoring activity of HCV area.</p> <p>Signboard placement and maintenance performed by organization in order to campaign to the employee and community regarding wildlife conservation, HCV protection and avoid illegal hunting. It was observed during field audit signboard has been installed in the strategic place and easy to read both in Penyahuan and Keminting Estate; Dissemination has also been done to employee and surrounding community.</p> <p>PT Agro Wana Lestari has established Management Program of HCV related annual education about the status and protection of the RTE species to worker and community around estate. All staff and employees was informed about HCV areas and RTE species. Object of educate program regarding the status of the RTE species, list of protected species in area, management of RTE species, protection of RTE species.</p> <p>Education to worker performed through dissemination which conducted continuously through master morning. Evident of dissemination can be demonstrated such as: minutes of briefing and master morning</p> <p>Socialization of HCV in Penyahuan Estate dated 20 November 2019. Socialization of HCV in Tanah Haluan Estate dated 27 November 2019, in Sangai Estate on 11 January 2020 and in Keminting Estate on 22 August 2019. Evidence of socialization can be demonstrated. During interview with workers during audit, confirmed that they have understanding on HCV area and protection including the prohibition of illegal hunting and HCV destruction.</p> | |
| <p>7.12.7</p> | <p>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.</p> | <p>HCV and wildlife/animal monitoring continuously conducted in a regular basis. Monitoring of animal/wildlife performed by HCV officer and field workers, result of monitoring presented in "Laporan Pemantauan Jenis Satwa/Tumbuhan". Regular Patrol conducted monthly by field workers/security to prevent illegal hunting and protect the HCV area. Latest patrol performed on December 2018, the result of monitoring shown that generally HCV area in PT AWL remains in good condition without significant disturbance.</p> <p>Wildlife and RTE species monitoring conducted Annually by HCV officer and field workers. Latest monitoring conducted on December 2018 in Bukit Santuai and Bukit Hawuk. Report of Management and Monitoring for HCV and RTEs is reported each years and review is</p> | <p>Comply</p> |

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| | | <p>conducted regularly to ensure that monitoring is effective. Reports of year 2019 period can be demonstrated. Results of monitoring was evaluated using trend evaluation. Result of monitoring gives the feedback into the management plan improvement. The results from monitoring of wildlife, environmental, and socio-cultural services gives feedback advice and recommendations to the management plan.</p> <p>To monitor implementation of HCV management, company conducted monitoring of HCV area each month and the presence of animal including RT species. Wildlife monitoring to calculate and review the population number, species abundance and density was conducted each year and annually reported to review the result. Based on the last report review in 2019 indicated that HCV management has been implemented as per procedure and requirement: no illegal hunting found, no HCV destruction found, HCV boundary marker (pole boundary marker) and signboard was well manage as per SOP.EHS.DCB-01. HCV boundary marker was well maintained in PT AWL as per procedure SOP.EHS.DCB-01. It was verified and confirmed during field visit to HACV area.</p> | |
| 7.12.8 | <p>(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.</p> | <p>PT Agro Wana Lestari has passed the NPP process. The NPP and Verification Statements have been completed and already posted in RSPO Website in 2014. (https://rspo.org/certification/new-planting-procedures/public-consultations/pt-agro-wana-lestari).</p> <p>From the NPP summary report and land Use Change Analysis report it can be demonstrated that there is no primary forest within the concession area of PT Agro Wana Lestari. Land cover between period November 2005 – November 2007 based on Land use change analysis consist of: shrubs, Grassland/bushes, community mixing plantation, open land, community ruber plantation and secondary forest.</p> <p>HCV assessment has been conducted on August 2008 by EM&M Consultant (Charlie Ross). Reidentification was being done by Institut Pertanian Bogor on October 2009. The company has planted some of areas after November 2005, however the company has conducted Land Use Changes Analysis and reported to the RSPO for review and final review is confirm "PASS" with liability 0 ha/zero liability. The RSPO compensation panel has agreed to close PT AWL compensation case on 12 February 2016.</p> | Comply |

| | | | |
|--|--|--|--|
| | | <p>Organization has been established management program of HCV to maintain and enhanced the HCVs identified.</p> <p>There is no new planting after 15 November 2018. Planting year PT Agro Wana Lestari was 2008 – 2016.</p> | |
|--|--|--|--|

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Appendix B: Approved Time Bound Plan

Based on RSPO Certification Plan – Goodhope Asia Holdings Ltd, Time Bound Plan For All Business Units, dated October 22nd 2019.

| Name of Company | Address | Time bound for certification | Status as October 2019 |
|---------------------------------------|---|-------------------------------------|---|
| PT. Agro Indomas (Central Kalimantan) | Seruyan Regency, Central Kalimantan Province, Indonesia | 2012 | Certified on 18 September 2012 |
| PT. Rim Capital | Hanau and Danau Sembuluh District, Kotawaringin Timur Regency, Central Kalimantan Province, Indonesia | 2015 | Certified in March 2015 (No mill, its supply base to Terawan Mill (PT. Agro Indomas – Central Kalimantan) |
| PT. Agro Indomas (East Kalimantan) | Sepaku District, Penajam Paser Utara Regency, East Kalimantan Province, Indonesia | 2022 | Changed from 2020 due to waiting for the process of HGU Finalization |
| PT. Agro Bukit (Central Kalimantan) | Mentaya Hilir District, Kotawaringin Timur Regency, Central Kalimantan Province, Indonesia | 2015 | Certified on 4 December 2015 |
| PT. Agro Wana Lestari | Mentaya Hulu and Bukit Santuai District, Kotawaringin Timur regency, Central Kalimantan Province, Indonesia | 2016 | Certified on 5 April 2016 |
| PT. Karya Makmur Sejahtera | Mentaya Hulu District, Kotawaringin Timur Regency, Central Kalimantan Province, Indonesia | 2022 | Changed from 2020 due to waiting for the process of HGU Finalization |
| PT. Agrajaya Baktitama | Sandai District, Ketapang Regency, West Kalimantan Province, Indonesia | 2022 | Changed from 2021 due to waiting for the process of HGU Finalization |
| PT. Batu Mas Sejahtera (PT. BMS) | Sandai District, Ketapang Regency, West Kalimantan Province, Indonesia | 2022 | Changed from 2020 to 2022 Waiting for mill Construction |
| PT. Sawit Makmur Sejahtera (PT. SMS) | Sandai District, Ketapang Regency, West Kalimantan Province, Indonesia | 2022 | Waiting for mill Construction |
| PT. Sumber Hasil Prima (PT. SHP) | Serawai District, Sintang Regency, West Kalimantan Province, Indonesia | 2022 | Changed from 2021 to 2022 Waiting for mill Construction |
| PT. Sinar Sawit Andalan (PT. SSA) | Ambalau District, Sintang Regency, West Kalimantan | 2022 | Will be the supply base of PT. SHP Mill |

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|--------------------------|--|------|---|
| | Province, Indonesia | | |
| PT. Nabire Baru | Yaro District, Nabire Regency, Papua Province, Indonesia | 2020 | Planned to be audited Certification on August 2020 by PT MAL |
| PT. Sariwana Adi Perkasa | Yaur District, Nabire Regency, Papua Province, Indonesia | 2020 | Will be the supply base of PT. Nabire Baru and Planned to be audited Certification on August 2020 by PT MAL |

Appendix C: GHG Reporting Executive Summary

The GHG emissions that were produced in 2019 for PT AWL – Bukit Santuai POM and supply bases 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 2019 for PT AWL – Bukit Santuai POM and supply bases are as following:

| Emission per product | tCO ₂ e/tProduct |
|----------------------|-----------------------------|
| CPO | 1.39 |
| PK | 1.39 |

| Extraction | % |
|------------|-------|
| OER | 24.99 |
| KER | 4.51 |

| Production | t/yr |
|--------------|------------|
| FFB Process | 297,665.80 |
| CPO Produced | 74,376.45 |
| PK Produced | 13,424.43 |

| Land Use | Ha |
|-----------------------------|------------------|
| OP Planted Area | 10,438.80 |
| OP Planted on peat | 0.00 |
| Conservation (forested) | 2,214.60 |
| Conservation (non-forested) | 0.00 |
| Total | 12,653.40 |

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 | 82,039.88 | 0.62 | 48,700.38 | 0.44 | 0.00 | 0.00 | 130,740.27 | 0.44 |
| CO ₂ Emission from fertilizer | 7,346.46 | 1.22 | 4,268.80 | 0.04 | 0.00 | 0.00 | 11,615.26 | 0.03 |
| NO ₂ Emmission from Fertilizer | 5,461.65 | 0.90 | 3,245.57 | 0.03 | 0.00 | 0.00 | 8,707.22 | 0.03 |
| Fuel Consumption | 5,213.93 | 0.86 | 3,319.98 | 0.03 | 0.00 | 0.00 | 8,533.90 | 0.03 |
| Peat Oxidation | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 | 0.00 |
| Sink | | | | | | | | |
| Crop Sequestration | -56585.63 | -0.43 | -41125.03 | -0.37 | 0.00 | 0.00 | -97,710.66 | -0.33 |

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|----------------------------|------------------|-------------|-----------------|-------------|------------------|-------------|------------------|--------------|
| Conservation Sequestration | 2,322.49 | -0.02 | -11,987.94 | -0.11 | 0.00 | 0.00 | -14,310.43 | -0.05 |
| Total | 41,153.80 | 0.31 | 6,421.77 | 0.06 | 14,657.94 | 0.00 | 62,233.51 | -0.21 |

*Note: Includes both estates and smallholders

Summary of Mill Emission and Credit

| | tCO ₂ e | tCO ₂ e/tFFB |
|------------------------------|--------------------|-------------------------|
| Emission | | |
| POME | 64,826.73 | 0.22 |
| Fuel Consumption | 1,008.53 | 0.00 |
| Grid Electricity Utilisation | 0.00 | 0.00 |
| Credit | | |
| Export of Grid Electricity | 0.00 | 0.00 |
| Sales of PKS | 0.00 | 0.00 |
| Sales of EFB | 0.00 | 0.00 |
| Total | 65,835.26 | 0.22 |

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 (%) | 30 |
| Divert to anaerobic diversion (%) | 70 |

| 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 (Jan 2019 – 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) |
| Previous licence period (Jan – March 2019) | | | | |
| 1 | January 2019 | 7,608.14 | 16,929.56 | 24,537.70 |
| 2 | February 2019 | 5,508.11 | 12,136.86 | 17,644.97 |
| 3 | March 2019 | 6,807.65 | 13,531.17 | 20,338.81 |
| Sub Total | | 19,923.90 | 42,597.59 | 62,521.48 |
| Current Licence Period (April – Dec 2019) | | | | |
| 4 | April 2019 | 7,085.65 | 13,489.96 | 20,575.61 |
| 5 | May 2019 | 7,555.83 | 15,952.69 | 23,508.52 |
| 6 | June 2019 | 6,427.25 | 14,067.63 | 20,494.88 |
| 7 | July 2019 | 8,312.48 | 16,775.06 | 25,087.54 |
| 8 | August 2019 | 9,170.37 | 18,850.01 | 28,020.38 |
| 9 | September 2019 | 10,124.08 | 20,814.23 | 30,938.30 |
| 10 | October 2019 | 10,680.63 | 22,129.04 | 32,809.67 |
| 11 | November 2019 | 9,360.53 | 19,124.70 | 28,485.24 |
| 12 | December 2019 | 8,577.38 | 17,126.21 | 25,703.59 |
| Sub Total | | 77,294.20 | 158,329.53 | 235,623.73 |
| Total | | 97,218.01 | 200,927.12 | 298,145.21 |

| B. Monthly Records of Certified CPO & PK since the last audit (Jan 2019 – Dec 2019) | | | |
|--|----------------|--------------------|-------------------|
| No. | Month - Year | Certified CPO (mt) | Certified PK (mt) |
| Previous licence period (Jan – March 2019) | | | |
| 1 | January 2019 | 1,975.05 | 379.81 |
| 2 | February 2019 | 1,348.85 | 240.72 |
| 3 | March 2019 | 1,741.29 | 333.40 |
| Sub Total | | 5,065.19 | 953.93 |
| Current Licence Period (April – Dec 2019) | | | |
| 4 | April 2019 | 1,659.84 | 365.14 |
| 5 | May 2019 | 1,912.27 | 370.89 |
| 6 | June 2019 | 1,446.77 | 327.66 |
| 7 | July 2019 | 2,041.97 | 357.99 |
| 8 | August 2019 | 2,471.91 | 561.36 |
| 9 | September 2019 | 2,846.88 | 708.74 |

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|------------------|---------------|------------------|-----------------|
| 10 | October 2019 | 2,793.74 | 651.75 |
| 11 | November 2019 | 2,655.57 | 638.25 |
| 12 | December 2019 | 2,269.25 | 399.94 |
| Sub Total | | 20,098.20 | 4,382.12 |
| Total | | 25,163.39 | 5,336.05 |

| C. Records of Certified CPO & PK Sold under PalmTrace to Buyers since the last audit (Jan 2019 – Dec 2019) | | | | |
|---|-------------|----------------------------------|-------------------------|------------------------|
| No. | Buyers Name | Palmtrace Trading License Number | Certified CPO Sold (mt) | Certified PK Sold (mt) |
| Previous Licence Period (Jan – March 2019) | | | | |
| 1. | Buyer "S" | BL#66/ABN/03/2019 | 2,500.96 | - |
| 2. | Buyer "AB" | Delivered AB KCP | - | 500.89 |
| Sub Total | | | 2,500.96 | 500.89 |
| Current Licence Period (April – Dec 2019) | | | | |
| 3. | Buyer "A" | BL#42/PKMI/VI/19 | 1,500 | - |
| 4. | Buyer "AB" | Delivered AB KCP | - | 500.54 |
| 5. | Buyer "AB" | Delivered AB KCP | - | 502.25 |
| 6. | Buyer "AB" | Delivered AB KCP | - | 503.24 |
| 7. | Buyer "AB" | Delivered AB KCP | - | 508.80 |
| 8. | Buyer "AB" | Delivered AB KCP | - | 504.79 |
| 9. | Buyer "AB" | Delivered AB KCP | - | 508.43 |
| 10. | Buyer "AB" | Delivered AB KCP | - | 1,007.57 |
| 11. | Buyer "AB" | Delivered AB KCP | - | 345.88 |
| Sub Total | | | 1,500 | 4,381.50 |
| Total | | | 4,000.96 | 4,882.39 |

| D. Records of CPO & PK Sold under other schemes to Buyers since the last audit | | | | |
|---|-------------|-------------|---------------|--------------|
| 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 | | | |
|---|-------------|---------------|--------------|
| No. | Buyers Name | CPO Sold (mt) | PK Sold (mt) |
| n/a | NIL | | |

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| F. Records of Certified CPO Sold under RSPO Credits to Buyers since the last audit (Jan 2019 – Dec 2019) | | | |
|---|--------------------|---|--|
| No. | Buyers Name | PalmTrace Trading License Number | RSPO Credits of Certified CPO Sold (mt) |
| Previous Licence Period (Jan – March 2019) | | | |
| 1 | Buyer "DF" | 232-58582 - 232-58095 | 2,323.00 |
| Sub Total | | | 2,323.00 |
| Current Licence Period (Apr – Dec 2019) | | | |
| 2 | Buyer "ME" | 232-60288 | 2,000.00 |
| 3 | Buyer "AG" | 232-60467 | 1,500.00 |
| 4 | Buyer "L" | 232-60775 | 135.00 |
| 5 | Buyer "TF" | 232-60787 | 487.00 |
| 6 | Buyer "TF" | 232-60793 | 487.00 |
| 7 | Buyer "CP" | 232-61115 | 26.00 |
| 8 | Buyer "TF" | 232-61312 | 365.00 |
| 9 | Buyer "WM" | 232-67178 | 55.00 |
| 10 | Buyer "MG" | 232-67184 | 4,000.00 |
| 11 | Buyer "TM" | 232-67627 | 48.00 |
| 12 | Buyer "SB" | 232-67637 | 3.00 |
| 13 | Buyer "ME" | 232-68687 | 3,000.00 |
| 14 | Buyer "SD" | 232-69142 | 430.00 |
| 15 | Buyer "KS" | 232-69311 | 2,000.00 |
| 16 | Buyer "CC" | 232-69321 | 18.00 |
| 17 | Buyer "MM" | 232-69332 | 264.00 |
| Sub Total | | | 17,818.00 |
| Total | | | 20,141.00 |

Appendix E: Location Map of Certification Unit and Supply bases

Map 1. Location of PT. Agro Wana Lestari – Bukit Santuai POM in Indonesia



Map 2. Location of PT. PT. Agro Wana Lestari – Bukit Santuai POM in Central Kalimantan



Appendix G: List of Smallholder Sampled

Not Applicable

Appendix H: List of Abbreviations

| | |
|------------|--|
| AWL | Agro Wana Lestari |
| 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 |