

**RSPO PRINCIPLE AND CRITERIA
PUBLIC SUMMARY REPORT**

Initial Assessment

Annual Surveillance Assessment (Choose an item.)

Recertification Assessment (Choose an item.)

Extension of Scope

<p>Client Company name (Parent Company): Perkumpulan Petani Kelapa Sawit Swadaya (PPKSS) Tayo Barokah</p>
<p>Client company Address: Jln.Pelita 7 RT.01/RW.04 Desa Tapung Jaya, Kecamatan Tandun, Kabupaten Rokan Hulu, Provinsi Riau 28554, Indonesia</p>
<p>Certification Unit: PPKSS Tayo Barokah Location of Certification Unit: Jln.Pelita 7 RT.01/RW.04 Desa Tapung Jaya, Kecamatan Tandun, Kabupaten Rokan Hulu, Provinsi Riau 28554, Indonesia</p>
<p>Date of Final Report: 24/4/2021</p>

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Section 1: Scope of the Certification Assessment

1. Company Details			
Parent Company	PPKSS Tayo Barokah		
RSPO Membership Number	1-0293-20-000-00	Membership Approval Date	28/02/2020
Address	Jln.Pelita 7 RT.01/RW.04 Desa Tapung Jaya, Kecamatan Tandun, Kabupaten Rokan Hulu, Provinsi Riau 28554, Indonesia		
Palm Oil Mill / Group Manager / Estate (Certification Unit)	PPKSS Tayo Barokah		
Location / Address	Jln.Pelita 7 RT.01/RW.04 Desa Tapung Jaya. Kecamatan Tandun, Kabupaten Rokan Hulu, Provinsi Riau 28554, Indonesia		
Website	-		
Management Representative	Agus Ariyanto	E-mail	apksstayobarokah@gmail.com
Telephone	08126800944	Facsimile	-

2. Certification Information			
Certificate Number	RSPO 733038	Date of First Certification	24/4/2021
		Certificate Start Date	24/4/2021
		Certificate Expiry Date	23/4/2026
Scope of Certification	Production of Fresh Fruit Bunch of Independent Smallholder Group		
Visit Objectives	<ul style="list-style-type: none"> - Evaluation of the conformity of the organization's management system or its parts to the audit criteria. - Evaluate the capabilities of the management system to ensure the client organization meets applicable statutory, regulatory and contractual requirements. - Determine the eligibility of the RSPO Independent Smallholder certification unit. 		
Assessment Cycle	<input checked="" type="checkbox"/> Initial Assessment <input type="checkbox"/> Recertification Assessment (Choose an item.) <input type="checkbox"/> Annual Surveillance Assessment (RA Choose an item. ; ASA Choose an item.) <input type="checkbox"/> Scope Extension		
Applicable Standards	<input type="checkbox"/> RSPO P&C 2018 for the Production of Sustainable Palm Oil <input type="checkbox"/> Indonesia National Interpretation year 2020 for RSPO P&C 2018 for the Production of Sustainable Palm Oil <input type="checkbox"/> Group Certification 2016 <input checked="" type="checkbox"/> RSPO Independent Smallholders Standard 2019		
Supply Chain Module	<input checked="" type="checkbox"/> Identity Preserved <input type="checkbox"/> Mass Balance		
ISH certification status	<input type="checkbox"/> Eligibility <input type="checkbox"/> Milestone A <input checked="" type="checkbox"/> Milestone B <input type="checkbox"/> Not Applicable		

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3. Other Certifications			
Certificate Number	Standard(s)	Certificate Issued by	Expiry Date
Nil	Nil	Nil	Nil

4. Location(s) of Mill & Supply Bases			
Name (Mill / Supply Base)	Location	GPS Coordinates	
		Latitude	Longitude
Kelompok Tani Barokah Dayo	Desa Dayo, Riau, Indonesia	0°36' 38.34" N	100°34' 12.00" E
Kelompok Tani Bina Jaya	Desa Tapung Jaya, Riau, Indonesia	0°39' 15.50" N	100°33' 3.60" E
Kelompok Tani Dayo Indah	Desa Dayo, Riau, Indonesia	0°37' 22.66" N	100°33' 25.20" E
Kelompok Tani Harapan Kita	Desa Tapung Jaya, Riau, Indonesia	0°38' 42.65" N	100°33' 18.00" E
Kelompok Tani Jaya Bersama	Desa Tapung Jaya, Riau, Indonesia	0°39' 48.09" N	100°31' 30.00" E
Kelompok Tani Jaya Mandiri	Desa Tapung Jaya, Riau, Indonesia	0°39' 44.57" N	100°31' 30.00" E
Kelompok Tani Maju Cerah Dayo	Desa Dayo, Riau, Indonesia	0°36' 35.35" N	100°34' 33.60" E
Kelompok Tani Maju Jaya	Desa Tapung Jaya, Riau, Indonesia	0°39' 57.93" N	100°31' 33.60" E
Kelompok Tani Makmur Jaya	Desa Tapung Jaya, Riau, Indonesia	0°38' 55.81" N	100°31' 44.40" E
Kelompok Tani Mekar Jaya	Desa Tapung Jaya, Riau, Indonesia	0°40' 20.99" N	100°33' 39.60" E
Kelompok Tani Tani Subur	Desa Tapung Jaya, Riau, Indonesia	0°37' 35.98" N	100°31' 51.60" E
Kelompok Tani Tunas Dayo	Desa Dayo, Riau, Indonesia	0°36' 9.39" N	100°34' 37.20" E
Kelompok Tani Tunas Jaya	Desa Tapung Jaya, Riau, Indonesia	0°40' 7.50" N	100°31' 30.00" E

Note:

5. Description of Supply Base					
Estate	Total Planted (Mature + Immature) (ha)	HCV (ha)	Infrastructure & Other (ha)	Total Area (ha)	% of Planted
Kelompok Tani Barokah Dayo	18.76	-	-	18.76	100%
Kelompok Tani Bina Jaya	19.26	-	-	19.26	100%
Kelompok Tani Dayo Indah	28.72	0.03	-	28.75	100%
Kelompok Tani Harapan Kita	24.00	-	-	24.00	100%
Kelompok Tani Jaya Bersama	24.00	-	-	24.00	100%

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Kelompok Tani Jaya Mandiri	13.65	-	-	13.65	100%
Kelompok Tani Maju Cerah Dayo	20.00	-	-	20.00	100%
Kelompok Tani Maju Jaya	16.79	-	-	16.79	100%
Kelompok Tani Makmur Jaya	26.79	-	-	26.79	100%
Kelompok Tani Mekar Jaya	39.10	-	-	39.10	100%
Kelompok Tani Tani Subur	53.49	1.55	-	55.04	100%
Kelompok Tani Tunas Dayo	23.25	-	-	23.25	100%
Kelompok Tani Tunas Jaya	17.25	-	-	17.25	100%
Total	325.06	1.58	-	326.64	-

6. Plantings & Cycle

Estate	Age (Years)					Mature	Immature
	0 - 3	4 - 10	11 - 20	21 - 25	26 - 30		
Kelompok Tani Barokah Dayo	-	-	6.75	9.76	2.25	18.76	-
Kelompok Tani Bina jaya	-	2.00	-	7.43	9.83	19.26	-
Kelompok Tani Dayo Indah	-	6.00	-	6.75	15.97	28.72	-
Kelompok Tani Harapan Kita	-	2.00	2.00	17.75	2.25	24.00	-
Kelompok Tani Jaya Bersama	-	-	-	20.75	3.25	24.00	-
Kelompok Tani Jaya Mandiri	-	-	-	13.65	-	13.65	-
Kelompok Tani Maju Cerah Dayo	-	-	3.75	12.50	3.75	20.00	-
Kelompok Tani Maju Jaya	-	-	-	11.71	5.08	16.79	-
Kelompok Tani Makmur Jaya	-	-	-	19.29	7.50	26.79	-
Kelompok Tani Mekar Jaya	-	-	3.42	23.62	12.06	39.10	-
Kelompok Tani Tani Subur	-	-	-	41.24	12.25	53.49	-
Kelompok Tani Tunas Dayo	-	-	15.00	7.50	0.75	23.25	-
Kelompok Tani Tunas Jaya	-	-	2.25	6.75	8.25	17.25	-
Total (ha)	-	10.00	33.17	198.70	83.19	325.06	-

Note:
7. Certified Tonnage of FFB (Own Certified Scope)

Estate	Tonnage / year		
	Estimated (April 2020 – March 2021)	Actual (April 2020 – March 2021)	Forecast (April 2021 – March 2022)

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	N/A	<i>Previous license period (N/A)</i>	<i>Current license period (N/A)</i>	
Kelompok Tani Barokah Dayo				392.23
Kelompok Tani Bina jaya				415.27
Kelompok Tani Dayo Indah				568.62
Kelompok Tani Harapan Kita				491.09
Kelompok Tani Jaya Bersama				532.33
Kelompok Tani Jaya Mandiri				289.24
Kelompok Tani Maju Cerah Dayo				396.72
Kelompok Tani Maju Jaya				425.88
Kelompok Tani Makmur Jaya				609.12
Kelompok Tani Mekar Jaya				882.43
Kelompok Tani Tani Subur				1,047.28
Kelompok Tani Tunas Dayo				512.10
Kelompok Tani Tunas Jaya				406.50
Total	N/A		N/A	6,968.81
Note:				

8. Certified Tonnage of FFB (from other certified unit(s))				
Estate	Tonnage / year			
	Estimated (April 2020 – March 2021)	Actual (April 2020 – March 2021)		Forecast (April 2021 – March 2022)
Nil	N/A	<i>Previous license period (N/A)</i>	<i>Current license period (N/A)</i>	N/A
Total				
Note:				

9. Non-Certified Tonnage of FFB (outside supplier – excluded from certificate)				
Independent FFB Supplier	Tonnage / year			
	Estimated (April 2020 – March 2021)	Actual (April 2020 – March 2021)		Forecast (April 2021 – March 2022)
		<i>Previous license period (N/A)</i>	<i>Current license period (N/A)</i>	
Nil				

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Total			
Note:			

10. Certified Tonnage				
Mill Capacity: - SCC Model: IP	Estimated <i>(April 2020 – March 2021)</i>	Actual <i>(April 2020 – March 2021)</i>		Forecast <i>(April 2021 – March 2022)</i>
	FFB	FFB		FFB
		<i>Previous license period</i> (N/A)	<i>Current license period</i> (N/A)	6,968.81
		N/A	N/A	
	CPO (OER: 20%)	CPO (OER: 20%)		CPO (OER: 20%)
	N/A	N/A	N/A	1,393.76
	PK (KER: 5%)	PK (KER: 5%)		PK (KER: 5%)
	N/A	N/A	N/A	384.44
	PKO (ER: 45%)	PKO (ER: 45%)		PKO (ER: 45%)
	N/A	N/A	N/A	156.80
	PKE (ER: 55%)	PKE (ER: 55%)		PKE (ER: 55%)
N/A	N/A	N/A	191.64	
TOTAL	N/A			N/A
Note:				

11. Actual Sold Volume (CPO)					
Current License period					
	RSPO Certified	Other Schemes Certified		Conventional	Total
		ISCC	Others		
CPO (MT)	N/A	N/A	N/A	N/A	N/A
Previous License period					
CPO (MT)	N/A	N/A	N/A	N/A	N/A

12. Actual Sold Volume (PK)					
Current License period					

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	RSPO Certified	Other Schemes Certified		Conventional	Total
		ISCC	Others		
PK (MT)	N/A	N/A	N/A	N/A	N/A
Previous License period					
PK (MT)	N/A	N/A	N/A	N/A	N/A

13. Independent Smallholders Certification Claims		
	Credit	Physical Volume (MT)
IS-CSPO	N/A	Nil
IS-CSPKO	N/A	Nil
IS-CSPKE	N/A	Nil

Section 2: Assessment Process

Certification Body:

BSI Services Malaysia Sdn. Bhd. (ASI Accreditation Number: ASI-ACC-067)
Suite 29.01 Level 29, The Gardens North Tower,
Mid Valley City, Lingkaran Syed Putra,
59200 Kuala Lumpur, Malaysia.
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Representative: Nicholas Cheong (Nicholas.Cheong@bsigroup.com)
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BSI is a leading global provider of management systems assessment and certification, with more than 84,000 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.

2.1 Assessment Methodology, Programme, Site Visits

The on-site assessment was conducted on **24 – 26 November 2020**. The audit programme is included as Section 2.3.

The approach to the audit was to treat the independent smallholders as an RSPO Certification Unit. A range of occupational health and safety, environmental, best practice management, and social factors were covered. This includes consideration of topography, palm age, proximity to areas with HCVs, declared conservation areas, local communities engagement and workers welfare and safety.

The Critical NC close out on-site assessment was conducted on **21 February 2021**. The audit programs 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 Independent Smallholder Standard 2019 for the Production of Sustainable Palm Oil was used to guide the assessment of information to assess compliance. The comments made by external stakeholders were also taken into account in the assessment. Stakeholder notification has been made minimum 30 days before assessment in the RSPO website. Stakeholder notification available in <https://www.rspo.org/certification/public-announcement?keywords=PPKSS+-+Tayo+Barokah+%28ISH+Group%29>

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 (and smallholders) of its supply base.

- The minimum sample size is four estates. Sample size for certification unit with more than four (4) estates were determined based on formula $N = (0.8\sqrt{y}) \times (z)$ where y is the number of estates and where z is the multiplier defined by risk assessment
- As for the smallholders, the sample were determined following the RSPO Management System Requirements and Guidance for Group Certification of FFB Production (2016). The sampling of smallholders were based on the formula $(0.8\sqrt{y}) \times (z)$; where y is total number of independent group member and where z is the multiplier defined by the risk assessment. The sampled smallholder listed in Appendix I.

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

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Structured worker interviews with male and female workers and staff were held in private at the workplace in the mill and the estates. Fieldworkers were interviewed informally in small groups in the field. In addition, the wives of workers and staff were interviewed in informal group meetings at their housing. Separate visits were made to each of the local communities to meet with the village head and residents. Company officials were not present at any of the internal or external stakeholder interviews. A list of Stakeholders contacted is included as 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)
Kelompok Tani Barokah Dayo	X			X	
Kelompok Tani Bina Jaya		X			
Kelompok Tani Dayo Indah	X		X		
Kelompok Tani Harapan Kita		X		X	
Kelompok Tani Jaya Bersama		X			
Kelompok Tani Jaya Mandiri		X		X	
Kelompok Tani Maju Cerah Dayo			X		
Kelompok Tani Maju Jaya	X				X
Kelompok Tani Makmur Jaya	X				X
Kelompok Tani Mekar Jaya	X				
Kelompok Tani Tani Subur			X		X
Kelompok Tani Tunas Dayo	X			X	
Kelompok Tani Tunas Jaya			X		X

Tentative Date of Next Visit: April 4, 2022 - April 6, 2022

Total No. of Mandays: 9 manday

2.2 BSI Assessment Team:

Team Member Name	Role <i>(Team Leader or Team member)</i>	Qualifications <i>(Short description of the team members)</i>
Mujinius Jalaraya	Team Leader	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 Social, Environmental management and monitoring, OHS management and HCV management and monitoring.
Andi Pratama Pasaribu	Team member	Indonesian citizen. 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 aspect, ICS and best management practices aspect.
Edy Widodo	Team member	Edy Widodo graduated as bachelor of the Faculty of Agriculture, Department of Agricultural Technology, University of Padjadjaran, Bandung. Earlier he worked as an Assistant Estates Manager in PT SMART Tbk. (1999 to 2005). He is the Lead Auditor for ISO 9001: 2008. He has working experience in the industrial sector and audit Plantation and also the processing industry and agricultural mechanization. He also the ISPO auditor who has obtained a certificate from the ISPO Commission, Ministry of Agriculture of Indonesia, on February 2013. He had got a certificate of training on Understanding ISO 14001: 2004 & Auditing ISO 14001: 2004 in 2013. He also had joined RSPO P&C training (2013) and also Course RSPO Lead Auditor 2016 - RSPO Endorsed RSPO Supply Chain Certification Training Course on April 2016. During this assessment, he assessed on the aspects of transparency, Social and labor, Environmental management and monitoring, stakeholder consultation.

Accompanying Persons: Nill

2.3 Assessment Plan

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

Date	Time	Activity	MJ	EW	AP
Monday, 23/11/2020	07.45 – 09.40	Flight Jakarta – Pekanbaru (GA-172, 07.45 – 09.40)	√	√	√
	10.00 – 13.00	Traveling Pekanbaru – Audit Location	√	√	√
	14.00 – 15.00	Opening Meeting - Presentation by PPKSS Tayo Barokah - Presentation by BSI (Detail of Audit)	√	√	√
Tuesday, 24/11/2020	08.00 – 12.00	Field Audit to Smallholder Plot: Sample Number: 12 smallholder member: Field visit to Independent smallholders plots covering aspect of Best management practices, Occupational health and safety, worker welfare, HCV, environmental aspect, continual improvement, etc. Interview with smallholder member and workers.	√	√	√
	12.00 – 14.00	Break	√	√	√
	14.00 – 17.00	Audit Document Review Document Review and verification, Interview with Auditee A – ICS: Group entity and group management requirements A.1 The Group demonstrates that they are legally formed. A.1.1, A.1.2, A.1.3, A.1.4 A.2 The Group Manager is responsible for managing the Group for certification. A.2.1, A.2.2, A.2.3 B – ICS: Policies and management B.1 The group Internal Control System contains documented policies and procedures for operational management. B.1.1, B.1.2 C.1 The group has a Business Plan prepared with the participation and contributions of all group members C.1.1 C.2 The ICS of the group is integrated with the group’s management plan. C.2.1 D – ICS: Group trading system for certified volumes D.1 The group has a procedure and system in place for the tracking of FFB. D.1.1 D.2 The group documents and implements a system for the tracking of FFB D.2.1 D.3 The group has a procedure and system for premium distribution.	√	√	√

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Date	Time	Activity	MJ	EW	AP
		D.3.1			
Wednesday, 25/11/2020	08.00 – 12.00	Audit Document Review: Principle 1: Optimise productivity, efficiency, positive impacts and resilience Criteria 1.1, 1.2, 1.3 Principle 2: Ensure Legality, Respect for Land Rights and Community Wellbeing Criteria 2.1, 2.3, 2.4, 2.5 Principle 3: Respect human rights, including workers’ rights and conditions Criteria 3.1, 3.2, 3.3, 3.4, 3.5, 3.6 Principle 4: Protect, conserve and enhance ecosystems and the environment Criteria 4.1, 4.2, 4.3, 4.4, 4.5, 4.6, 4.7, 4.8, 4.9	√	√	√
		Stakeholder Consultation: Local community, Village head/public figure, LSM/NGO, Local government (Dinas Perkebunan, Dinas Koperasi and Dinas Lingkungan Hidup).		√	
	12.00 – 14.00	Break	√	√	√
	14.00 – 17.00	Audit continue for document review	√	√	√
Thursday, 26/11/2020	08.00 – 12.00	Audit continue for Document Review PPKSS Tayo Barokah	√	√	√
	12.00 – 14.00	Break	√	√	√
	14.00 – 15.00	Audit Continue			
	15.00 – 16.00	Report preparation	√	√	√
	15.00 – 17.00	Closing Meeting	√	√	√
	17.00 – 20.00	Traveling to Pekanbaru	√	√	√
Friday, 27/11/2020	09.00 – 11.30	Flight Pekanbaru – Jakarta (GA-183, 09.00 – 11.30)	√	√	√

Auditor Team BSI are as below.

No.	Name	Role	Assessment Aspect
1	Mujinius Jalaraya (MJ)	Team Leader	Social, Environmental management and monitoring, OHS management and HCV management and monitoring.
2	Edy Widodo (EW)	Team Member	Social and labor, Environmental management and monitoring, stakeholder consultation.
3	Andi Pratama Pasaribu (AP)	Team Member	Legal aspect, ICS and best management practices aspect

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Assessment plan for NCR Major Close Out

Date	Time	Activity	MJ
Sunday, 21/02/2021	07.45 – 09.40	Flight Jakarta – Pekanbaru (GA-172, 07.45 – 09.40)	√
	10.00 – 13.00	Travel to Audit Location	√
	13.00 – 17.00	<ul style="list-style-type: none"> - Opening Meeting - Document Verification, Site verification and Interview - Verification of Correction and Corrective Action against NCR: <ol style="list-style-type: none"> 1. NCR # 1992265-202011-M1, Clause 1.2 (Major) 2. NCR # 1992265-202011-M1, Clause C.1.1 (Major) 3. NCR # 1992265-202011-M1, Clause 4.9 (Major) - Closing Meeting 	√

Section 3: Assessment Findings

3.1 Normative requirement applied for this assessment:

- PPKSS Tayo Barokah Multiple Management Units / Time Bound Plan
- RSPO Principle and Criteria (P&C) 2018 for the Production of Sustainable Palm Oil
- RSPO Group Certification Standard 2016
- Indonesia National Interpretation Year 2020 for RSPO P&C 2018
- Independent Smallholder Standard 2019

3.2 Multiple Management Units and Time Bound Plan

Requirement	Assessment	Compliance
Does the plan include all current subsidiaries, estates and mills that is under the control of the holding company?	The certificate holder is a single member. Not Applicable	N/A
Have all the estates and mills certified within five years after obtaining RSPO membership?	Not Applicable	N/A
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.	Not Applicable	N/A
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?	Not Applicable	N/A
Have there been any isolated lapses in implementation of the plan? If yes a Minor non-compliance shall be raised	Not Applicable	N/A
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	Not Applicable	N/A
Un-Certified Units or Holdings		
No replacement after dates defined in NIs Criterion 7.3: <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. 	Not Applicable	N/A
Any new plantings since January 1 st 2010 shall comply with the RSPO New Plantings Procedure.	Not Applicable	N/A
Any Land conflicts are being resolved through a mutually agreed process, such as RSPO Complaints	Not Applicable	N/A

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System or Dispute Settlement Facility, in accordance with RSPO P&C criteria 2.2, 6.4, 7.5 and 7.6.		
Any Labor disputes are being resolved through a mutually agreed process, in accordance with RSPO P&C criterion 6.3.	Not Applicable	N/A
Any Legal non- compliance is being addressed through measures consistent with the requirements of RSPO P&C criteria 2.1	Not Applicable	N/A
Did the company conduct internal audit against the uncertified management units requirement? If yes, a positive assurance statement shall be available.	Not Applicable	N/A
Have there been any stakeholder (including NGO) consultation conducted?	Not Applicable	N/A

3.3 Progress of scheme smallholders and/or outgrowers (if applicable to this assessment)

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.	Not Applicable	N/A

3.4 Details of Nonconformities

The nonconformities are listed below. The findings summary of the assessment by criteria are listed in Appendix A.

During this Assessment there were 3 (three) Major nonconformities and 2 (two) Opportunity for Improvement raised. The PPKSS Tayo Barokah Certification unit submitted Corrective Action Plans for the nonconformity. Corrective action plans with respect to the nonconformity was reviewed by the BSI audit team and accepted.

The implementation of the corrective action plans to address the minor nonconformity will be followed up during the next surveillance assessment. The implementation of the Corrective Actions for the Critical Nonconformity(ies) has been verified for it effectiveness and closed accordingly. The below is the summary of the non-conformity raised during this assessment.

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Non-conformity			
NCR Ref #	1992265-202011-M1	Clause & Category (Critical / Minor)	RSPO Independent Smallholder Standard 2019, Criteria 1.2 Major
Date Issued	26 November 2020	Due Date	25 November 2021
Closed (Yes / No)	Yes	Date of nonconformity Closure	21 February 2021
Statement of Nonconformity:	Group manager has not been able to show records of production activities and FFB sales transactions conducted by Independent Smallholder Members.		
Requirement Reference:	Smallholders are managing their farms effectively and maintain records of production and transaction data of all FFB sale.		
Objective Evidence:	<p>The Independent Smallholder Association (PPKSS) Tayo Barokah has conducted trainings related to the best plantation management to all member. In addition, Tayo Barokah's ICS team has also provided several forms related to the best plantation management activities, such as:</p> <ul style="list-style-type: none"> • Pest and disease control activity forms • Plant upkeeping activity form • Fertilization activity form <p>However, individual members have not consistently filled out the form. In addition records of production and sale of FFB by individual members have not been carried out consistently.</p>		
Corrections:	<p>- Provision and distribution of recording forms that are easier for farmer groups to understand with a small two-fold system. PPKSS Tayo Barokah has provided the forms of "Lembar Catatan Panen Anggota" to record the FFB production by smallholder member and "Lembar catatan Perawatan" to record the upkeeping activity by smallholder member. The forms was easy to understand by smallholder member, it was confirmed during interview with smallholder member. Forms has been distribute to all smallholder member, evidence of formal distribution were available during audit verification. Socialization regarding the forms filled out to all Kelompok Tani (KT) and its member has been caried out by each head of Kelompok Tani (KT) since December 2020 – January 2021 (on 3 January 2020, 13 December, 17 December, 21 December and 27 December 2020). Evidence of socialization can be demonstrated as per "Laporan kegiatan tindak lanjut audit internal dan audit RSPO". PPKSS Tayo Barokah has also issued circular letter "Himbauan No: 13.001/Shb/PPKSS-TB/I/2021" dated 2 January 2021 regarding the obligation of smallholder member to record their activity including harvesting and upkeeping by filled out the forms provided by ICS PPKSS Tayo Baropkah. Record of harvesting and upkeeping activity by each smallholder member can be demonstrated during audit.</p> <p>After harvesting or upkeeping activities, farmers report to the group leader (Kelompok Tani) or record themselves in the form. One copy was handed over to the group leader (head of farmers group) and one copy kept by the farmer members. Then head of Kelompok Tani recapitulated and proceeded to ICS</p>		

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	PPKSS Tayo Barokah. Record of recapitulation for harvesting activity and upkeeping activity can be demonstrated during audit, sample seen for recap period October 2020 – January 2021. Forms record of harvesting and upkeeping and its recapitulation are well maintained by ICS PPKSS Tayo Barokah.
Root Cause Analysis:	<ul style="list-style-type: none"> - SOP has been drafted but the head of the farmer group (Kelompok Tani) has not effectively organized the records of each member. - Most of smallholder members who are not used to taking notes regularly and in a structured manner.
Corrective Actions:	<ul style="list-style-type: none"> - Improving the recording system in PPKS Tayo Barokah FFB traceability SOP, where members of farmer groups are required to report their activities to the Kelompok Tani management. The Kelompok Tani management then records the results of production and Upkeeping (fertilizer, spray, tripe, etc.) and collects notes of FFB sales transactions and workers' wages from members. Furthermore, KT periodically reports the results of the recapitulation to the manager. SOP has been revised as per "SOP pendokumentasian Penuaian Anggta RSPO No: 2/SOP/UP/PPKSS-TB/XI/2020" Rev.1 dated 3 January 2021 and "SOP Pencatatan Perawatan No: 12/SOP/UBS/PPKSS-TB/XI/2020" dated 30 November 2020. - Head of Kelompok Tani records and monitor the schedule of activities of its members (harvest and upkeeping). If Kelompok Tani members do not report their activities (harvesting and upkeeping) then Kelompok Tani is obliged to seek information from their members regarding their activities. - Regular ICS meetings and the Kelompok Tani chairperson to discuss consistency and problems with registration by members. Series of briefing and meeting evaluation between ICS and Kelompok Tani chairperson has been carried out since December 2020 – January 2021. Evidence of meeting can be demonstrated during NCR Close out visit.
Assessment Conclusion:	Based on field visit, interview with smallholder member and document verification as above, confirmed that PPKSS Tayo Barokah has implementing correction and corrective action with satisfactory dan effectively. The NC status has been Closed on 21 February 2021.

Non-conformity			
NCR Ref #	1992265-202011-M2	Clause & Category (Critical / Minor)	RSPO Independent Smallholder Standard 2019, Criteria C.1.1 Major
Date Issued	26 November 2020	Due Date	25 November 2021
Closed (Yes / No)	Yes	Date of nonconformity Closure	21 February 2021
Statement of Nonconformity:	Group manager has not been able to show documents that can demonstrate financial stability and growth and be able to support itself financially		
Requirement Reference:	The group demonstrates financial stability and growth, and is able to support itself financially.		

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<p>Objective Evidence:</p>	<p>The Independent Oil Palm Smallholders Association (PPKSS) Tayo Barokah has provided several forms related to the best plantation management activities, such as:</p> <ul style="list-style-type: none"> • Fertilization recommendations • Production result • Pest and disease control activity forms • Plant upkeeping activity form • Fertilization activity form <p>However, these document has not been well managed and filled out consistently by group members so that it cannot describe the financial condition and financial growth of the organization.</p>
<p>Corrections:</p>	<ul style="list-style-type: none"> - PPKS Tayo Barokah Improving the recording system for members activity (production, upkeeping, FFB sales), where members of farmer groups are required to report their activities to the Kelompok Tani management. The Kelompok Tani management then records the results of production and Upkeeping (fertilizer, spray, tripe, etc.) and collects notes of FFB sales transactions and workers' wages from members. Furthermore, Kelompok Tani periodically reports the results of the recapitulation to the manager. SOP has been revised as per "SOP pendokumentasian Penuaian Anggota RSPO No: 2/SOP/UP/PPKSS-TB/XI/2020" Rev.1 dated 3 January 20212 and "SOP Pencatatan Perawatan No: 12/SOP/UBS/PPKSS-TB/XI/2020" dated 30 November 2020. PPKSS Tayo Barokah has provided the forms of "Lembar Catatan Panen Anggota" to record the FFB production by smallholder member and "Lembar catatan Perawatan" to record the upkeeping activity by smallholder member. The forms was easy to understand by smallholder member, it was confirmed during interview with smallholder member. Forms has been distribute to all smallholder member, evidence of forma distribution were available during audit verification. - Conducting additional Good Financial Practice training for ICS by expert speakers. Training has been caried out on 16th December 2020 by Expert Trainer from USAID Mr. Zul Fadhli. Minutes of training and attendance list are available during audit. Training was delivered through Zoom meeting. Interview with ICS and Group Manager indicated that they have aware and understand regarding the financial business planing and its process. - Preparation of business plans for the short term (2021) and long terms (10 years ahead) by Group Manager and ICS in consultation with members. PPKSS Tayo Barokah has set the business plan as per "Rencana Usaha Berkelanjutan PPKSS Tayo Barokah" December 2020. Business planning has included history of organisation, plantation location, vision and mission organisation, objective of business, organisation structure, Goods and services provided, markjet analysis, business strategy including marketing product and cooperation strategy, financial analysis and report of balance sheet and profit and loss year 2020.
<p>Root Cause Analysis:</p>	<ul style="list-style-type: none"> - Lack of ICS Capacity in formulating sound and realistic business plans - Accurate data is not yet well available to support group business planning

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Corrective Actions:	<ul style="list-style-type: none"> - Regular understanding and meeting evaluation of business plan achievement. PPKSS Tayo Barokah has planed the regular meeting in yearly basis between Group Manager, ICS, and Approval Committee and counselor council to evaluate the effectioveness of business plan. The meeting program has been included in the annual work programme. - PPKSS Tayo Barokah has provide the accurate data to support group business planning. Raw data provided including: cos of production and upkeeping, FFB production record, upkeeping record and FFB sales record. Recapitulation data of each activity can be demonstrated during audit and found accurate.
Assessment Conclusion:	Based on field visit, interview with smallholder member and document verification as above, confirmed that PPKSS Tayo Barokah has implementing correction and corrective action with satisfactory dan effectively. The NC status has been Closed on 21 February 2021.

Non-conformity			
NCR Ref #	1992265-202011-M3	Clause & Category (Critical / Minor)	RSPO Independent Smallholder Standard 2019, Criteria 4.9 Major
Date Issued	26 November 2020	Due Date	25 November 2021
Closed (Yes / No)	Yes	Date of nonconformity Closure	21 February 2021
Statement of Nonconformity:	Group Manager has developed the integrated pest management program, however the evidence programme implementation can not be demonstrated.		
Requirement Reference:	The group and smallholders maximize use of IPM approaches to minimize use of pesticides and herbicides on their farm.		
Objective Evidence:	<p>An integrated pest control program has been prepared by PPKS Tayo Barokah in the "Integrated Pest Control Program or Plan" on 31 October 2019. including: planting Turnera subulata for the prevention of caterpillar pests, identification and monitoring of pests and plant diseases every 3 months, the use of owls to prevent rats pest, prohibiting total spraying, conducting IPM training for members.</p> <p>However, evidence of the implementation of the above programs cannot be shown during the audit.</p>		
Corrections:	<ul style="list-style-type: none"> - Preparation of technical plans for IPM implementation and implementation in accordance with the IPM technical plans that have been compiled. PPKSS Tayo Barokah has prepared the technical plans for IPM implementation as per "Rencana tindak pengendalian gama terpadu (PHT) di PPKSS Tayo Barokah tahun 2020 – 2021". PPKSS Tayo Barokah also has develop the form of pest and disease monitoring as per "Monitoring Hama dan Penyakit PPKSS Tayo Barokah". Monitoring of pest and disease has been caried out since begining of February 2021. Pest and disease monitoring are including: Ulat api, Ulat kantong, Ulat tandan, kumbang tanduk, tikus, rayap, Ganoderma, busuk tajuk, busuk buah. Economical threshold of pest and disease attack has been set and determined. Based on pest and disease monitoring confirmed that there is no pest and 		

	<p>disease attack which above threshold with level of attack were very low (below 1 – 20%).</p> <ul style="list-style-type: none"> - Beneficial plant enrichment has been implemented by planting Turnera subulate in each smallholder group area. Based on report of Turnera subulate planting, there were 78 of Turnera subulate has been planted in each Kelompok Tani of PPKSS Tayo Barokah. Evidence of beneficial plant planting can be demonstrated as per "Laporan Kegiatan Penanaman Turnera Subulata" 10 December 2020. - Formulation of a plan to reduce or even stop spraying activities using chemicals by forming a Babat Team. PPKSS Tayo Barokah also has formed a team for mechanical upkeeping to reduce the chemical usage (herbicide/pesticide) as per "Rencana Kerja ICS Tahun 2021 Tentang Penghentian Penggunaan Bahan Kimia". Based on work program, December 2021 target the integrated pest management will achieve for zero chemical usage.
Root Cause Analysis:	There is no technical or detailed plan regarding the implementation of IPM in Tayo Barokah as a derivative of the SOP and general plan of activities.
Corrective Actions:	<ul style="list-style-type: none"> - Periodic evaluation of the implementation of IPM by both members and the input production team from ICS. Evaluation will be carried out annually by PPKSS Tayo Barokah. - PPKSS Tayo Barokah has develop the IPM plan and the Preparation of technical plans for IPM implementation and implementation in accordance with the IPM technical plans. Implementation if IPM program/plan has been carried out and the evidence of implementation can be demonstrated as above correction. - PPKSS Tayo Barokah also has develop and revised the procedure of IPM as per "SOP Pengendalian Hama Terpadu (PHT) No: 11/SOP/UBS/PPKSS-TB/X/2019" Rev.1 dated 30 November 2020. The porcedure explain the flow process of integrated pest management plan and implementation and its recording.
Assessment Conclusion:	Based on field visit, interview with smallholder member and document verification as above, confirmed that PPKSS Tayo Barokah has implementing correction and corrective action with satisfactory dan effectively. The NC status has been Closed on 21 February 2021.

Opportunity for Improvements	
OFI #	Description
OFI 1	ICS to ensures the FFB sale and purchase transaction data is stored properly by all members of the independent smallholders and is recapitulated by ICS and kept a copy by ICS.
OFI 2	The editorial writing of E Trace in the SOP for selling certified products is no longer relevant and currently E Trace is no longer used in the RSPO instead Palm Trace.

Positive Findings	
PF #	Description
PF 1	Nil

3.4.1 Status of Nonconformities Previously Identified and Observations

Not Applicable, this is initial certification assessment, there is no previous nonconformities.

3.4.2 Summary of the Nonconformities and Status

CAR Ref.	Category (Critical / Minor)	P&C Indicator	Issued Date	Status & Date (Closure)
1992265-202011-M1	Major	RSPO Independent Smallholder Standard 2019, Criteria 1.2 Major	26/11/2020	Closed on 21/02/2021
1992265-202011-M2	Major	RSPO Independent Smallholder Standard 2019, Criteria C.1.1 Major	26/11/2020	Closed on 21/02/2021
1992265-202011-M3	Major	RSPO Independent Smallholder Standard 2019, Criteria 4.9 Major	26/11/2020	Closed on 21/02/2021

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 Koperasi Konsumen Bersatu Makmur Jaya Certification Unit’s environmental and social performance, legal and any known dispute issues.

Meetings were conducted with stakeholders to seek their views on the performance of the company with respect to the RSPO requirements and aspects where they considered that improvements could be made. At the start of each meeting, the interviewer explained the purpose of the audit followed by an evaluation of the relationship between the stakeholder and the company before discussions proceeded. The interviewer recorded comments made by stakeholders and later was verified with the management team. Any comment which is not complying to the RSPO P&C requirements have been incorporated as an assessment finding.

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

List of Stakeholders contacted	
Internal Stakeholders - Smallholder member and workers	Union/Contractors/Local communities - Public figure, head of Tapung Jaya Village Bapak. Imam Wahyudi

	<ul style="list-style-type: none"> - head of the village service section, Dayo Village Bapak Adnan Arifin S.
<p>Government Departments</p> <ul style="list-style-type: none"> - Environmental Agency of Rokan Hulu Regency Bpk. Muzayyinul Arifin (Kabid Penataan dan Penaatan PPLH) - Agriculture and Plantation Department of Rokan Hulu Regency Bpk. Agung Nugroho (Kepala Dinas) - Cooperative and Trade Department of Rokan Hulu Regency Bpk. Rokhadi (Kepala Dinas) - National Land Agency of Rokan Hulu Regency Bpk. Andi Mulyanto (Kepala Seksi BPN) 	<p>NGO</p> <ul style="list-style-type: none"> - Lembaga Swadaya Masyarakat SPKS (Serikat Petani Kelapa Sawit) Bapak Fadli

Stakeholders comment	
<p>1.</p>	<p>Feedbacks:</p> <p>Environmental Agency of Rokan Hulu Regency Bpk. Muzayyinul Arifin (Kabid Penataan dan Penaatan PPLH)</p> <ul style="list-style-type: none"> - All of Members of PPKSS Tayo Barokah has applied for the registration of Environmental management and monitoring plan commitment (SPPL: Surat Pernyataan Kesanggupan Pengelolaan dan Pemantauan Lingkungan) to the Environment Office of Rokan Hulu Regency and has conducted a survey to the plantation site for all members of the PPKSS Tayo Barokah. However there are a plots own by smallholder member were included in Forest area (Hutan Produksi Konversi) according to Forest area maps, the plots which include in the forest area cannot be process to SPPL. - Environmental management including the management of hazardous waste produced by smallholder members of the PPKSS Tayo Barokah, is required to have temporary hazardous waste storage, or can also collaborate with other companies (around) PPKSS Tayo Barokah - Consider to manage the river boundaries (Riparian) in the area of PPKSS Tayo Barokah. - Consider of having a Fire Fighting Team within organizational structure, cooperation with other companies/agencies around the PPKS Tayo Barokah can also be carried out. - The Environment Agency never received reports of land related complaints and/or environmental pollution that occurred in the area of smallholder members plantation of PPKSS Tayo Barokah. <p>Management Responses:</p> <p>1. Rokan Hulu spatial plan was implemented only in 2020 and the Riau Provincial Spatial Plan was implemented since 2019. Until now there has been no socialization to the Tapung Jaya community regarding this spatial map, so that PPKSS Tayo Barokah knows that there is land in the forest areas (HPK: <i>Hutan Produksi Konversi</i> - Conversion Production Forest) after receiving information directly from the Plantation Office of Rokan Hulu Regency.</p> <p>During the member selection process in 2018, the map used to see the feasibility was the boundary map of the protected forest area of the KPH (<i>Kesatuan Pemangkuan Hutan</i>) where the entire land was quite far from the Protected Forest. Currently, the area that is included in the HPK has been agreed to</p>

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jointly go through the process of submitting a release in accordance with the applicable procedures and for now it will be excluded from RSPO certification. There are 4 smallholder members plots with total area 6.69 ha were excluded from RSPO certification.

2. Tayo Barokah produces hazardous waste (LB3: *Limbah Bahan Berbahaya dan Beracun*) in the form of ex agrochemical packaging:
 - PPKSS Tayo barokah has had an hazardous waste management Procedures.
 - Obtaining permits of temporary hazardous waste storage is considered quite difficult, including the need to cooperate with licensed collectors for their disposal. Smallholder have tried to communicate with third party collectors but the fees set are very high for one transport and are not affordable to smallholder member. This cost also does not consider transportation in a way so that with less waste, transportation is very uneconomical.
 - Hazardous waste produced is not too much, estimated to be less than 50 kg in one year. The temporary packaging is stored in each member's warehouse with supervision and safe storage. Currently, PPKSS Tayo Barokah is building own hazardous waste storage facility, but it is not yet fully completed due to cost constraints.
 - PPKSS Tayo Barokah has written and communicated with company PTPN V who is expected to collaborate to receive and accommodate hazardous waste. After communicating for almost 1 year, there has been no adequate response because the company's will require to revise its their hazardous waste storage permit to include sources from smallholder members.
 - PPKSS Tayo Barokah have communicated with Fortasbi (Smallholder communication Forum), RSPO and KLHK (ministry of environmental) where based on the explanation from KLHK in the discussion between RSPO and KLHK, in case there are no collectors nearby, members are welcome to take care/magnage of themselves.
 - Next, PPKSS Tayo Barokah will coordinate with the District DLH to get a realistic solution with conditions in the field and do not deny the conditions of smallholder members in the field, such as free management of hazardous waste storage and collection assistance by the government owned transportation facilities to smallholder members field so that there is no difficulty in collecting waste .
3. Riparian according to the RTWK (spatial plan) have been identified and designated as HCV. In 2019 HCV identification, the riparian was only 10 meters, but in 2020 it was revised to 25 meters because of the RTRWK (Rencana Tata Ruang Wilayah Kabupaten - Regency Spatial Planning) that determined this Riparian.

The smallholder member who own the land have agreed and the river border management plan has been stipulated in the HCV document such as: boundaries marking, preventing erosion by allowing natural conditions, not applying chemicals, providing socialization to workers, planting natural vegetation. The HCV condition will also be regularly monitored by PPKSS Tayo Barokah officer.
4. Generally, the level of fire risk in PPKSS Tayo Barokah is very low because it is not peatland and there are no replanting activities or land clearing. There is no history of significant land fires that have occurred since the development of the plantatioun to date. However, as a form of vigilance, a Fire Fighting Team has been formed within its organizational structure of PPKSS Tayo Barokah as per "Struktur Regu Tanggap Darurat dan Kebakaran Lahan PPKSS Tayo Barokah".

Audit Team Findings:

Audit team found that the SPPL of PPKSS Tayo Barokah has been proposed to Environmental Agency of Rokan Hulu Regency. The SPPL are still in process of approval. There are a plots of smallholder member included in Forest Area based on RTRWK (Rencana Tata Ruang Wilayah Kabupaten - Regency Spatial Planning) Rokan Hulu, PPKSS Tayo Barokah has excluded this member from the RSPO certification consist

	<p>of: Mulyadi Land ID No. TJ035.3 with area 1.37 ha; Supardi Land ID No. TJ049.4 with area 2.00 ha; Sukirno Land ID No. TJ.074.1 and TJ.074.2 with area 2.00 ha.</p> <p>During field verification, document verification and interview with smallholder member confirmed that they have aware regarding their obligation for environmental management and monitoring in their plantation areas. During audit there is no issue related to environmental pollution. Smallholder member are well implementing the environmental management and monitoring according to SPPL.</p> <p>Hazardous waste management has been well managed by PPKSS Tayo Barokah. Most of smallholder member were using mechanical way for weeds control in their land, so that herbicide/agrochemical usage was very less. Record of Agrochemical Containers Receive from smallholder member to PPKSS Tayo Barokah can be shown during audit.</p>
<p>2.</p>	<p>Feedbacks:</p> <p>Agriculture dan Plantation Department of Rokan Hulu Regency Bpk. Agung Nugroho (Kepala Dinas)</p> <ul style="list-style-type: none"> - All members of PPKSS Tayo Barokah have been proposed to registration as a Letter of Plantation Cultivation List (STD-B: Surat Tanda Daftar Perkebunan) since 2019, and has conducted a survey to the plantation site for all members of the PPKSS Tayo Barokah. However, there are some administrative process for several certificates that have undergone transfer of ownership (sale and purchase) without document of AJB (Akta Jual Beli). The mechanism of buying and selling or transfer of land ownership should be applied consistently so that problems do not occur in the future. - There is a smallholder members of the PPKSS Tayo Barokah who owns land that is included in the Convertible Production Forest (HPK: Hutan Produksi Konversi) based on PERDA Rokan Hulu Regency No. 1 of 2020 concerning Spatial Planning of Rokan Hulu Regency. - The area owned by the Smallholder of the PPKSS Tayo Barokah does not overlap with the area that has been under the rights of business/HGU and/or mining power. - For the last 3 years, there is no land conflict between the Smallholder or the owner of the land around the PPKSS Tayo Barokah plantation. - Department of Plantation (Dinas Perkebunan) in Rokan Hului Regency has never received any complaint report related to land and/or environmental pollution that occurred in the area of PPKSS Tayo Barokah member Smallholders. - Some Smallholders of PPKSS Tayo Barokah have entered the period of replanting, so that it can be prepared well to face the replanting period. Socialization related to oil palm replanting programs must be carried out immediately. <p>Management Responses:</p> <p>1. STDB (<i>Surat Tanda Daftar Budidaya</i>- Cultivation Registration Certificate):</p> <ul style="list-style-type: none"> - The inconsistent hectarage of land between the certificates and the names of the members is indeed one of the issues being handled by ICS together with the Government of Tapung Jaya, Dayo Village and surroundings. Basically, there were no land disputes on these lands because the members who are the current owners of the land are recognized by all parties as legal owners. - The problem that generally occurs is that the land belongs to the members has transferred more than twice to others. Each transfer of rights is not accompanied by a change in the name on the certificate to the new owner. Tracing the previous owner is very difficult because most of them have moved outside or not in the village. - For these cases, PPKSS Tayo Barokah has working on a collective process of changing the name of the certificate ownership, starting with the preparation of a certificate from the village office regarding current legal tenure by members, which is then used for the land certification process by each member or collectively through the government program PRONA (<i>Proyek Operasi Nasional</i>)

	<p><i>Agraria - National Agrarian Operation Project</i>) /PTSL (<i>Pendaftaran Tanah Sistematis Lengkap - Complete Systematic Land Registration</i>).</p> <ul style="list-style-type: none"> - Rokan Hulu spatial plan was implemented only in 2020 and the Riau Provincial Spatial Plan was implemented in 2019. Until now there has been no socialization to the Tapung Jaya community regarding this spatial map, so that PPKSS Tayo Barokah knows that there is land in the forest areas (HPK: <i>Hutan Produksi Konversi - Conversion Production Forest</i>) after receiving information directly from the Plantation Office of Rokan Hulu Regency. <p>During the member selection process in 2018, the map used to see the feasibility was the boundary map of the protected forest area of the KPH (<i>Kesatuan Pemangkuan Hutan</i>) where the entire land was quite far from the Protected Forest. Currently, the area that is included in the HPK has been agreed to jointly go through the process of submitting a release in accordance with the applicable procedures and for now it will be excluded from RSPO certification. There are 4 smallholder members plots with total area 6.69 ha were excluded form RSPO certification.</p> <p>2. The consolidation of land data for replanting programs within the group is in the preparation stage. In November 2020, the PSR Program (<i>Peremajaan Sawit Rakyat</i>) was conducted directly from the Rokan Hulu Regency Plantation Office to provide explanations/socialization to members. Most of smallholder members have been interested in participating and will prepare complete documents for the replanting proposal.</p>
	<p>Audit Team Findings:</p> <p>Audit team has verify the STDB proposal to Agriculture and Plantation Department of Rokan Hulu Regency. As per regulation stated that government (Agriculture and Plantation Department of Rokan Hulu Regency) has an obligation to register the smallholder for their STDB. PPKSS Tayo Barokah has propose the STDB accordingly, however there are some administrative process need to completed regarding the ownership handover administrative. During audit confirmed that there is no land conflict occurred, all land ownership by smallholder member are legally owned.</p> <p>The area of smallholder member that is included in the HPK (Forest area) has been agreed to jointly go through the process of submitting a release in accordance with the applicable procedures and for now it will be excluded from RSPO certification. There are 4 smallholder members plots with total area 6.69 ha were excluded form RSPO certification, consist of: Mulyadi Land ID No. TJ035.3 with area 1.37 ha; Supardi Land ID No. TJ049.4 with area 2.00 ha; Sukirno Land ID No. TJ.074.1 and TJ.074.2 with area 2.00 ha.</p>
<p>3.</p>	<p>Feedbacks:</p> <p>Cooperative and Trade Department of Rokan Hulu Regency Bapak Rokhadi (Kepala Dinas)</p> <ul style="list-style-type: none"> - Until now, PPKSS Tayo Barokah is an association that has been successful in running its business, communication with related agencies is well established. - PPKSS Tayo Barokah already has several legality which have been issued and legalized by the relevant competent authorities - It should be considered in changing a business entity from an association into a cooperative business entity. - There are no issues or complaints from the surrounding community <p>Management Responses:</p> <ol style="list-style-type: none"> 1. Communication between PPKSS Tayo Barokah and the village government has been well established. 2. Some of the legality is owned by the organization, including: <ul style="list-style-type: none"> ▪ Deed of company establishment made by Notary Eni Endahwati, SH on January 14, 2020. ▪ Ratification of the Legal Entity for the Independent Oil Palm Farmer Association Tayo Barokah by the Association's Legal Entity No. 020011714101057 on January 17, 2020.

	<ul style="list-style-type: none"> ▪ NPWP: 91,880,521.9-221,000 KPP Pratama Bangkinang on behalf of the Tayo Barokah Independent Oil Palm Farmers Association ▪ Certificate of Domicile: based on Certificate of Domicile No. 140 / PEM-TJ / 280 dated 27 June 2019 from the Head of Tandun District, Tapung Jaya Village <p>3. It is a good suggestion and will be a consideration in being able to convert a business entity into a cooperative.</p>
	<p>Audit Team Findings:</p> <p>Audit team has verify the legal of organisation of PPKSS Tayo Barokah. It was found that PPKSS Tayo Barokah has legally formed based on "notarial deed of Eni Endahwati, SH number 11 dated January 14, 2020 and has been approved by the Ministry of Law and Human Rights cq the Director General of General Legal Administration in accordance with the Decree of the Minister of Law and Human Rights No: AHU-0000547.AH.01.07 of 2020 dated 20 January 2020 regarding the Ratification of the Legal Entity for the Perkumpulan Petani Kelapa Sawit Swadaya (PPKSS) Tayo Barokah.</p> <p>Koperasi also has been registered in Badan Kordinasi penanaman Modal as per Registration of Nomor Induk Berusaha (NIB) from Badan Kordinasi Penanaman Modal (Capital Investment Coordinating Board) on behalf of <i>Perkumpulan Petani Kelapa Sawit Swadaya (PPKSS) Tayo Barokah</i> number 0218010152456 dated 25 November 2020.</p> <p>No legal issue found during audit.</p>
<p>4.</p>	<p>Feedbacks:</p> <p>National Land Agency of Rokan Hulu Regency Bpk. Andi Mulyanto. (Kasi PP BPN)</p> <ul style="list-style-type: none"> - There is a farmer member of the PPKSS Tayo Barokah who owns land that is included in the Convertible Production Forest (<i>HPK: Hutan Produksi Konversi</i>) based on PERDA Rokan Hulu Regency No. 1 of 2020 concerning Spatial Planning of Rokan Hulu Regency. - No land conflict reported/occurred between the Smallholder or the owner of the land around the PPKSS Tayo Barokah plantation. - The area owned by the Smallholder of the PPKSS Tayo Barokah does not overlap with the area that has been under the rights of business/HGU and/or mining power. <p>Management Responses:</p> <p>Rokan Hulu spatial plan was implemented only in 2020 and the Riau Provincial Spatial Plan was implemented in 2019. Until now there has been no socialization to the Tapung Jaya community regarding this spatial map, so that PPKSS Tayo Barokah knows that there is land in the forest areas (<i>HPK: Hutan Produksi Konversi - Conversion Production Forest</i>) after receiving information directly from the Plantation Office of Rokan Hulu Regency.</p> <p>During the member selection process in 2018, the map used to see the feasibility was the boundary map of the protected forest area of the KPH (<i>Kesatuan Pemangkuan Hutan</i>) where the entire land was quite far from the Protected Forest. Currently, the area that is included in the HPK has been agreed to jointly go through the process of submitting a release in accordance with the applicable procedures and for now it will be excluded from RSPO certification. There are 4 smallholder members plots with total area 6.69 ha were excluded from RSPO certification, consist of: Mulyadi Land ID No. TJ035.3 with area 1.37 ha; Supardi Land ID No. TJ049.4 with area 2.00 ha; Sukirno Land ID No. TJ.074.1 and TJ.074.2 with area 2.00 ha.</p> <p>Audit Team Findings:</p> <p>Audit team has verify the area of smallholder member that is included in the HPK (Forest area) has been agreed to jointly go through the process of submitting a release in accordance with the applicable procedures and for now it will be excluded from RSPO certification. There are 4 smallholder members plots</p>

	<p>with total area 6.69 ha were excluded form RSPO certification, consist of: Mulyadi Land ID No. TJ035.3 with area 1.37 ha; Supardi Land ID No. TJ049.4 with area 2.00 ha; Sukirno Land ID No. TJ.074.1 and TJ.074.2 with area 2.00 ha.</p>
<p>5.</p>	<p>Feedbacks: LSM/NGO – SPKS (Serikat Petani Kelapa Sawit) Rokan Hulu Regency Bapak Fadli</p> <ul style="list-style-type: none"> - Communication and relationships between PPKSS Tayo Barokah with government agencies are well maintained - PPKSS Tayo Barokah membership is very united and can work together in solving all problems. - No land/social conflict reported/occur in PPKSS Tayo Barokah. - No pollution or claim reported from surrounding community regarding PPKSS Tayo Barokah. <p>Suggestions:</p> <ol style="list-style-type: none"> 1. It is advisable to identify prospective members of PPKSS Tayo Barokah regarding areas that are included in the forest area. 2. Sales of FFB produced by PPKSS Tayo Barokah should not go through middlemen, 3. Even though until now FFB sales are still being made to middlemen, it is better if the Cooperation Agreement can be stated in the form of an MoU or a FFB Sale and Purchase Cooperation Agreement document coordinated by PPKSS Tayo Barokah and not directly by member farmers. 4. Can begin to think about alternative economic empowerment to face replanting 5. Identification related to conservation areas (river boundaries), then socialized to member farmers about the management of conservation areas (river boundaries). <p>Management Responses:</p> <ol style="list-style-type: none"> 1. After RSPO certification audit has been carried out by an external certification body and it can be stated that Tayo Barokah's PPKSS has been certified, then a collaboration will be made with the owner of the palm oil mill (eg PTPN V) to accommodate the FFB belonging to the Tayo Barokah smallholder members. 2. The consolidation of land data for replanting programs within the group is in the preparation stage. In November 2020, the PSR Program (<i>Peremajaan Sawit Rakyat</i>) was conducted directly from the Rokan Hulu Regency Plantation Office to provide explanations/socialization to members. Most of smallholder member have been interested in participating and will prepare complete documents for the replanting proposal. 3. Riparian according to the RTWK have been identified and designated as HCV. In 2019 HCV identification, the riparian was only 10 meters, but in 2020 it was revised to 25 meters because of the RTRWK (Rencana Tata Ruang Wilayah Kabupaten - Regency Spatial Planning) that determined this Riaprian. <p>The farmers who own the land have agreed and the river border management plan has been stipulated in the HCV document such as: marking of boundaries, preventing erosion by allowing natural conditions, not applying chemicals, providing socialization to workers, and so on. The HCV condition will also be regularly monitored by PPKSS officer Tayo Barokah</p> <p>Audit Team Findings: During audit onsite and interview with stakeholder there is no issue found related to land conflict, illegal ownership of land, illegal of FFB transaction and environmental issue. PPKSS Tayo Barokah has a</p>

	<p>commitment to manage their smallholder member according to RSPO standard and comply to relevant regulation.</p> <p>HCV assessment has been conducted and there are HCV area (riparian zone) defined as 1.58 ha in the PPKSS Tayo Barokah areal. HCV management and montiring plan has been developed and implemented by PPKSS Tayo Barokah.</p>
<p>6.</p>	<p>Feedbacks:</p> <p>Public figure, head of Tapun Jaya Village Bapak Imam Wahyudi Head of the village service section, Dayo Village Bapak Adnan Arifin S.</p> <ul style="list-style-type: none"> - In general, the existence of the PPKSS Tayo Barokah in Tapung Jaya and Dayo Village has made the positive economic impact of surrounding village communities is getting better. - Issue related to the sale and purchase of land within PPKSS Tayo Barokah members, it is recommended that PPKSS Tayo Barokah member who is buying and selling the land (transfer of land ownership) is required to arrange a Deed or Certificate of Land Sale and Purchase-<i>Surat Keterangan Jual Beli Lahan</i>. - Regarding the land of the PPKSS Tayo Barokah members which is included in the forest area, it is suggested that the PPKSS Tayo Barokah manager be more careful in identifying the land of prospective new members.
	<p>Management Responses:</p> <ul style="list-style-type: none"> - The inconsistent hectarage of land between the certificates and the names of the members is indeed one of the issues being handled by ICS together with the Government of Tapung Jaya, Dayo Village and surroundings. Basically, there were no land disputes on these lands because the members who are the current owners of the land are recognized by all parties as legal owners. <p>The problem that generally occurs is that the land belongs to the members has transferred more than twice to others. Each transfer of rights is not accompanied by a change in the name on the certificate to the new owner. Tracing the previous owner is very difficult because most of them have moved outside or not in the village.</p> <p>For these cases, PPKSS Tayo Barokah has working on a collective process of changing the name of the certificate ownership, starting with the preparation of a certificate from the village office regarding current legal tenure by members, which is then used for the land certification process by each member or collectively through the government program PRONA (<i>Proyek Operasi Nasional Agraria - National Agrarian Operation Project</i>) IPTSL (<i>Pendaftaran Tanah Sistematis Lengkap - Complete Systematic Land Registration</i>).</p> <ul style="list-style-type: none"> - Rokan Hulu spatial plan was implemented only in 2020 and the Riau Provincial Spatial Plan was implemented in 2019. Until now there has been no socialization to the Tapung Jaya community regarding this spatial map, so that PPKSS Tayo Barokah knows that there is land in the forest areas (HPK: <i>Hutan Produksi Konversi - Conversion Production Forest</i>) after receiving information directly from the Plantation Office of Rokan Hulu Regency. - During the member selection process in 2018, the map used to see the feasibility was the boundary map of the protected forest area of the KPH (<i>Kesatuan Pemangkuan Hutan</i>) where the entire land was quite far from the Protected Forest. Currently, the area that is included in the HPK has been agreed to jointly go through the process of submitting a release in accordance with the applicable procedures and for now it will be excluded from RSPO certification. There are 4 smallholder members plots with total area 6.69 ha were excluded form RSPO certification, consist of: Mulyadi Land ID No. TJ035.3 with area 1.37 ha; Supardi Land ID No. TJ049.4 with area 2.00 ha; Sukirno Land ID No. TJ.074.1 and TJ.074.2 with area 2.00 ha.
	<p>Audit Team Findings:</p>

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	<p>During audit onsite and interview with stakeholder there is no issue found related to land conflict, illegal ownership of land, illegal of FFB transaction and environmental issue. PPKSS Tayo Barokah has a commitment to manage their smallholder member according to RSPO standard and comply to relevant regulation. All smallholder member has a legal ownership of land in the form of SHM. Audit team noted that there are 4 smallholder members plots with total area 6.69 ha were excluded form RSPO certification, consist of: Mulyadi Land ID No. TJ035.3 with area 1.37 ha; Supardi Land ID No. TJ049.4 with area 2.00 ha; Sukirno Land ID No. TJ.074.1 and TJ.074.2 with area 2.00 ha.</p>
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List of land owner / user contacted					
Name	Years of ownership / used	Land area (ha)	Agreement (Yes / No)	Agreement base on FPIC (Yes/No)	Compliance on the agreement terms and conditions
Bakri U.	1984 - 2003	0.75	Yes	Yes	Comply
Walijan	1984 - 1998	0.75	Yes	Yes	Comply
Sumiarja	1984 - 2013	2.00	Yes	Yes	Comply
Sumarni	1984 - 1996	0.75	Yes	Yes	Comply
Sa'diyah	1984 - 2003	0.75	Yes	Yes	Comply

Previous land owner / user comment	
	<p>Feedbacks:</p> <p>Previous Land Owner:</p> <ul style="list-style-type: none"> - Bakri U. (Barokah Dayo) - Walijan (Tunas Jaya) - Sumiarja (Dayo Indah) - Sumarni (Tunas Jaya) - Sa'diyah (Barokah Dayo) <ol style="list-style-type: none"> 1. The process of transferring land ownership is carried out well with agreement both parties, there is no coercion and problems related to the land. 2. Before buying and selling the land, a survey of the land in question is carried out to determine the boundaries of the land and the completeness of the land legality documents. The location survey was carried out by land owners (sellers) and prospective land buyers (buyers) and witnessed by several witnesses (village heads, community leaders and neighbouring land borders) to ensure that the land was not in a problematic condition. 3. The transfer of land ownership can be proven by the issuance of a land sale and purchase receipt, which will then be processed at the Village Office to issue a <i>Surat Keterangan Jual Beli Lahan</i>. 4. So far, there is no conflict or grievance have occurred after the land sale and purchase process was carried out. <p>Management Responses:</p>

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1. The process of transferring land ownership rights (land sale and purchase) has not experienced problems or conflicts, either internal or external.
2. As a member of PPKSS Tayo Barokah, the land sale and purchase process requires a legality document and proof of land sale and purchase (*Surat Keterangan Jual Beli Lahan*) from the Village Office.
3. The right as a member of PPKSS Tayo Barokah will be processed freely and voluntarily for the new land owner. The rights of the new land owner (as a member of PPKSS Tayo Barokah) will be communicated according to established procedures.

There is a member's savings for replanting preparation, so if there is a transfer of land ownership and a new membership, the PPKSS Tayo Barokah will confirm with the related parties (sellers, buyers and KUD Makarti Chairman) to explain the replanting savings rights owned by the old members and provide the opportunity to new members whether to continue the savings or take the rights to the replanting savings.

Audit Team Findings:



During audit onsite and interview with stakeholder there is no issue found related to land conflict, illegal ownership of land, illegal of FFB transaction and environmental issue. PPKSS Tayo Barokah has a commitment to manage their smallholder member according to RSPO standard and comply to relevant regulation. All smallholder member has a legal ownership of land in the form of SHM/SKT. Audit team noted that there are 4 smallholder members plots with total area 6.69 ha were excluded from RSPO certification, consist of: Mulyadi Land ID No. TJ035.3 with area 1.37 ha; Supardi Land ID No. TJ049.4 with area 2.00 ha; Sukirno Land ID No. TJ.074.1 and TJ.074.2 with area 2.00 ha.

3.6 Impartiality and conflict of interest

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

Formal Signing-off of Assessment Conclusion and Recommendation

The audit objectives have been achieved and the certificate scope remains appropriate. Based on the results of this audit, it is concluded that Persatuan Petani Kelapa Sawit Swadaya (PPKSS) Tayo Barokah has complied with the RSPO Independent Smallholder Standard 2019 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 Persatuan Petani Kelapa Sawit Swadaya (PPKSS) Tayo Barokah is continued.

Report prepared by	Acceptance of Assessment Conclusion
Name: Mujinius Jalaraya	Name: Agus Ariyanto
Company Name: on behalf BSI Malaysia Services Sdn Bhd.	Company Name: PPKSS Tayo Barokah
Title: Lead Auditor	Title: Group Manager
Signature: 	Signature: <i>(I the undersigned, being the most senior relevant management representative of the operation seeking or holding certification, agree with the contents of this report and accept the liability in execution of the procedure in the report.)</i> 
Date: 06 April 2021	Date: 07 April 2021

Appendix A: Summary of Findings

Criterion / Indicator	Assessment Findings	Compliance	
<p>Principle 1: Optimise productivity, efficiency, positive impacts and resilience Implement professional and transparent operations to secure sustainable livelihood improvements.</p>			
<p>Criteria 1.1 Smallholders establish a legal entity which has organizational capacity to comply with the RSPO Independent Smallholder Standard.</p>			
<p>Eligibility</p>	<p>E Legally registered entities have documented evidence to include:</p> <ol style="list-style-type: none"> 1. Legal formation (as per country requirements) 2. Fair and transparent decision making and governance 3. Additional documents per requirements for Group Formation and Management. 4. Signed or thumb printed Smallholder Declaration from all smallholder members, reference Annex 2 (see appendix 1 for details needed in declaration). 	<p>Legal formation: <i>Perkumpulan Petani Kelapa Sawit Swadaya (PPKSS) Tayo Barokah</i> has fulfil the legal regulation related to palm oil plantation for smallholder as follows:</p> <ul style="list-style-type: none"> • The deed of establishment of the cooperative is based on the notarial deed of Eni Endahwati, SH number 11 dated January 14, 2020 and has been approved by the Ministry of Law and Human Rights cq the Director General of General Legal Administration in accordance with the Decree of the Minister of Law and Human Rights No: AHU-0000547.AH.01.07 of 2020 dated 20 January 2020 regarding the Ratification of the Legal Entity for the <i>Perkumpulan Petani Kelapa Sawit Swadaya (PPKSS) Tayo Barokah</i>. • Sighted the tax identification number (Nomor Pokok Wajib Pajak/NPWP) No. 91.880.521.9-221.000 on behalf <i>Perkumpulan Petani Kelapa Sawit Swadaya (PPKSS) Tayo Barokah</i>. • <i>Perkumpulan Petani Kelapa Sawit Swadaya (PPKSS) Tayo Barokah</i> informed that plantation business permit (Surat Tanda Daftar Budidaya) is still on process. All the requirements have been submitted to the plantation agency of Rokan Hulu District on 10 August 2020. The status still on process until this audit. 	<p>Comply</p>

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- Registration of Nomor Induk Berusaha (NIB) from Badan Kordinasi Penanaman Modal (Capital Investment Coordinating Board) on behalf of *Perkumpulan Petani Kelapa Sawit Swadaya (PPKSS) Tayo Barokah* number 0218010152456 dated 25 November 2020.
- Sighted the evidence of land legality of each persil. Based on sample taken (12 samples) during this audit obtain information of land legality status as follows:

No	Name	Farmer group	Persil Number	Land legality	Area (Ha)	Total (Ha)
1	Suwadak	Mekar Jaya	TJ.014.1	54/SKGR	1.90	3.0035
			TJ.014.2	55/ SKGR	0.10	
			TJ.014.3	31.8/SKPT	1.00	
2	Riyadi	Mekar Jaya	TJ.017.1	487/ SKGR	2.00	2.00
3	Jaer Renata	Maju Jaya	TJ.016.1	1341	0.75	5.25
			TJ.016.2	82	0.75	
			TJ.016.3	1349	0.75	
			TJ.016.4	253/ SKGR	2.00	
			TJ.016.5	25/ SKGR	1.00	
4	Mulyadi	Maju Jaya	TJ.035.1	108/ SKGR	0.75	3.868
			TJ.035.2	1418	0.75	
			TJ.035.3	488/ SKGR	1.37	
			TJ.035.4	611	1.00	
5	Helmi	Makmur Jaya	TJ.022.1	196/ SKGR	2.00	5.00
			TJ.022.2	983	0.75	
			TJ.022.3	622	0.75	
			TJ.022.4	936	0.75	
			TJ.022.5	1307	0.75	
6	Robiah	Makmur Jaya	TJ.041.1	58	0.75	0.75
7	Wardi	Dayo Indah	D.002.1	4344	0.75	2.75
			D.002.2	2206	2.00	
8	Mastur Ifas	Dayo Indah	D.009.1	43	0.75	0.75
9	Wahyono	Tunas Dayo	D.015.1	303	2.00	8.50
			D.015.2	4546	0.75	
			D.015.3	251	0.75	
			D.015.4	253	0.75	

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			D.015.5	344	0.75	
			D.015.6	280	0.75	
			D.015.7	288	0.75	
			D.015.8	2054	2.00	
10	Adi Sumarto	Tunas Dayo	D.038.1	276	2.00	2.00
11	Sumarno	Barokah Dayo	D.032.1	4291	0.75	3.00
			D.032.2	8145	0.75	
			D.032.3	8142	0.75	
			D.032.4	134	0.75	
12	Mudiono	Barokah Dayo	D.042.2	4251	0.75	0.75
Total						37.62
<p><i>Auditor note:</i> <i>SKGR: Surat Keterangan Ganti Rugi</i> <i>SKPT: Surat Keterangan Pemilikan Tanah</i></p> <p>Fair and transparent decision making and governance <i>Perkumpulan Petani Kelapa Sawit Swadaya (PPKSS) Tayo Barokah</i> has had statutes and bylaws related to transparent decision-making and governance. In chapter XIV clause 20 stated that:</p> <ul style="list-style-type: none"> • A meeting is declared valid if it is attended by more than half of the number of members. • Decision making is carried out by deliberation and consensus. if there is a deadlock, then the decision is taken based on a mechanism approved by the forum but still on an accountable basis. <p>Signed or thumb printed Smallholder Declaration from all smallholder members</p>						

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		<p>Sighted the evidence of decision making in joint declaration document dated 2 March 2019 which stated:</p> <ul style="list-style-type: none"> • <i>Perkumpulan Petani Kelapa Sawit Swadaya (PPKSS) Tayo Barokah</i> willing to get involved and willing to promote RSPO certified palm oil. • <i>Perkumpulan Petani Kelapa Sawit Swadaya (PPKSS) Tayo Barokah</i> will implement the RSPO principles and criteria. • Appointed Mr. Agus Ariyanto as Group Manager who responsible for implementation of RSPO principles and criteria. • All member of <i>Perkumpulan Petani Kelapa Sawit Swadaya (PPKSS) Tayo Barokah</i> will support all the joint declaration point. <p>Tayo Barokah also has a financial management plan such as estimation of FFB production in the next year (2021) and replanting plan period 2021 - 2025. They projected to produce 7,258 MT FFB.</p>	
<p>Milestone A</p>	<p>Group manager and group members have an Internal Control System (ICS) that meets all the ICS Eligibility and MS A requirements (section 3.2 below) and complete training on oil palm pricing mechanisms, financial management, and best practices for smallholder organisations.</p>	<p>Group Manager <i>Perkumpulan Petani Kelapa Sawit Swadaya (PPKSS) Tayo Barokah</i> has set the job description for all level of board of Tayo Barokah, committee, staf, admin etc on 31 October 2019. Job and responsibility of each level of group manager, committee, secretary, treasurer etc has been written in document job description as follows:</p> <ul style="list-style-type: none"> • Group Manager • Governing body • Monitoring body • Secretary • Treasurer • Administrator/clerical • Approval body • Farmer Group 	<p>Comply</p>

		<ol style="list-style-type: none"> 1. Mekar Jaya: 20 members 2. Maju Jaya: 14 members 3. Tunas Jaya: 17 members 4. Jaya Mandiri: 12 members 5. Jaya Bersama: 18 members 6. Harapan Kita: 19 members 7. Bina Jaya: 12 members 8. Makmur Jaya: 20 members 9. Tani Subur: 22 members 10. Barokah Dayo: 15 members 11. Maju Cerah Dayo: 9 members 12. Dayo Indah: 13 members 13. Tunas Dayo: 13 members <p>Total 151 members</p> <ul style="list-style-type: none"> • Member • Etc <p>In addition, <i>Perkumpulan Petani Kelapa Sawit Swadaya (PPKSS) Tayo Barokah</i> has been held some training related to palm oil business. Sighted training evidence as follows:</p> <ul style="list-style-type: none"> • Group dynamics training which was conducted on 21-22 February 2019 at the Tapung Jaya Village Hall. Attended by 141 participants. • Training on chemical handling (agrochemical), Prevention and Handling of Forest and Land Fires by the Fertilizer and Pesticide Commission team and the Riau Province Disaster Management Agency which was held on 26 February 2020. Attended by 42 participants. 	
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		<ul style="list-style-type: none"> • Training and socialization for Palm Oil Replanting for Smallholder, worker welfare, Updating SOP, RSPO Independent Smallholder Standard 2019, Determination of FFB Prices based on FFB quality, financial management, member registration, socialization of RSPO premium sharing credit, appeal for prohibition of burning land and prohibition of using paraquat. Presented by the staff of the Rokan Hulu Regency Animal Husbandry and Plantation Service, Group Manager, ICS team and WRI Indonesia team on November 8, 2020. Attended by 128 participants. • Good Agricultural Practices (GAP) training has been conducted in several sessions: <ol style="list-style-type: none"> 1. Sighted the evidence of GAP Training was held in two session on May 3 - 4 2019 at the Tapung Jaya Village Hall and Dayo Village Office and June 22 - 23 2019. This activity was carried out in two session to accommodate the availability of participants and the event venue. The material presented is about the maintenance of producing crops, controlling pests and diseases, crops, harvesting management. The speakers were from ASOFA, Indonesia Oil Palm Research Indonesia, Plantation Agency of Rokan Hulu District and WRI Indonesia. 2. Another session of the GAP training was shown which was held on 26 - 27 February 2020 at the Tapung Jaya Village Office. The material presented was about pesticides usage limitation, hazardous waste management and safe working principles, training on prevention and handling of land fires. The presenters were from WRI Indonesia, Plantation Agency and Health Agency of Riau Province and Regional Disaster Management Agency of Rokan Hulu District. 	
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<p>Milestone B</p>	<p>Smallholder groups are operating in accordance to best management practices for groups, including:</p> <ul style="list-style-type: none"> • Fair and transparent decision-making and governance • Sustainable financial management 	<p><i>Perkumpulan Petani Kelapa Sawit Swadaya (PPKSS) Tayo Barokah</i> has had statutes and bylaws related to transparent decision-making and governance. In chapter XIV clause 20 stated that:</p> <ul style="list-style-type: none"> • A meeting is declared valid if it is attended by more than half of the number of members. • Decision making is carried out by deliberation and consensus. if there is a deadlock, then the decision is taken based on a mechanism approved by the forum but still on an accountable basis. <p>Sighted the evidence of decision making in joint declaration document dated 2 March 2019 which stated:</p> <ul style="list-style-type: none"> • <i>Perkumpulan Petani Kelapa Sawit Swadaya (PPKSS) Tayo Barokah</i> willing to get involved and willing to promote RSPO certified palm oil. • <i>Perkumpulan Petani Kelapa Sawit Swadaya (PPKSS) Tayo Barokah</i> will implement the RSPO principles and criteria. • Appointed Mr. Agus Ariyanto as Group Manager who responsible for implementation of RSPO principles and criteria. • All member of <i>Perkumpulan Petani Kelapa Sawit Swadaya (PPKSS) Tayo Barokah</i> will support all the joint declaration point. <p>Tayo Barokah also has a financial management plan such as estimation of FFB production in the next year (2021) and replanting plan period 2021 – 2025. They projected to produce 7,258 MT FFB.</p> <p>Replanting plan 2021 – 2030:</p> <table border="1" data-bbox="1131 1225 1803 1377"> <thead> <tr> <th>Planting age</th> <th>Replanting year</th> <th>Area (Ha)</th> </tr> </thead> <tbody> <tr> <td>1982 – 1995</td> <td>2021</td> <td>89.03</td> </tr> <tr> <td>1996</td> <td>2022</td> <td>23.46</td> </tr> <tr> <td>1997</td> <td>2023</td> <td>118.2</td> </tr> <tr> <td>1998 – 1999</td> <td>2024</td> <td>61.67</td> </tr> </tbody> </table>	Planting age	Replanting year	Area (Ha)	1982 – 1995	2021	89.03	1996	2022	23.46	1997	2023	118.2	1998 – 1999	2024	61.67	<p>Comply</p>
Planting age	Replanting year	Area (Ha)																
1982 – 1995	2021	89.03																
1996	2022	23.46																
1997	2023	118.2																
1998 – 1999	2024	61.67																

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		<table border="1"> <tr> <td>2000 – 2005</td> <td>2025</td> <td>24.53</td> </tr> <tr> <td>2006 – 2013</td> <td>2030</td> <td>10</td> </tr> <tr> <td>Total</td> <td></td> <td>326,89</td> </tr> </table> <p><i>Note: replanting plan November 2020</i></p>	2000 – 2005	2025	24.53	2006 – 2013	2030	10	Total		326,89	
2000 – 2005	2025	24.53										
2006 – 2013	2030	10										
Total		326,89										
Criteria 1.2												
Smallholders have the capacity to effectively manage their farm.												
Eligibility	Not Applicable	Not Applicable	N/A									
Milestone A	Smallholders complete training on farm business operations, monitoring and planning. The training includes capacity building on record keeping for production, including inputs and yields, transactions, and variety.	<p><i>Perkumpulan Petani Kelapa Sawit Swadaya (PPKSS) Tayo Barokah</i> has been held some training related to palm oil business. Sighted training evidence as follows:</p> <ul style="list-style-type: none"> Group dynamics training which was conducted on 21-22 February 2019 at the Tapung Jaya Village Hall. Attended by 141 participants. Training on chemical handling (agrochemical), Prevention and Handling of Forest and Land Fires by the Fertilizer and Pesticide Commission team and the Riau Province Disaster Management Agency which was held on 26 February 2020. Attended by 42 participants. Training and socialization for Palm Oil Replanting for Smallholder, worker welfare, Updating SOP, RSPO Independent Smallholder Standard 2019, Determination of FFB Prices based on FFB quality, financial management, member registration, socialization of RSPO premium sharing credit, appeal for prohibition of burning land and prohibition of using paraquat. Presented by the staff of the Rokan Hulu Regency Animal Husbandry and Plantation Service, Group Manager, ICS team and WRI Indonesia team on November 8, 2020. Attended by 128 participants. 	Comply									

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		<ul style="list-style-type: none"> • Good Agricultural Practices (GAP) training has been conducted in several sessions: <ol style="list-style-type: none"> 1. Sighted the evidence of GAP Training was held in two session on May 3 - 4 2019 at the Tapung Jaya Village Hall and Dayo Village Office and June 22 - 23 2019. This activity was carried out in two session to accommodate the availability of participants and the event venue. The material presented is about the maintenance of producing crops, controlling pests and diseases, crops, harvesting management. The speakers were from ASOFA, Indonesia Oil Palm Research Indonesia, Plantation Agency of Rokan Hulu District and WRI Indonesia. 2. Another session of the GAP training was shown which was held on 26 - 27 February 2020 at the Tapung Jaya Village Office. The material presented was about pesticides usage limitation, hazardous waste management and safe working principles, training on prevention and handling of land fires. The presenters were from WRI Indonesia, Plantation Agency and Health Agency of Riau Province and Regional Disaster Management Agency of Rokan Hulu District. 	
<p>Milestone B</p>	<p>Smallholders are managing their farms effectively and maintain records of production and transaction data of all FFB sale</p>	<p><i>Perkumpulan Petani Kelapa Sawit Swadaya (PPKSS) Tayo Barokah</i> has conducted GAP training for all their member (see detail in indicator 1.2 milestone A). In addition, board of Tayo Barokah has provided some filling form for each farmer group as follows:</p> <ul style="list-style-type: none"> • Pest and disease control activity • Upkeep monitoring activity • Fertilizer application monitoring • Harvesting record <p>Tayo Barokah has conducted soil and leaf testing in collaboration with CV Susun Bentang Alam. Sampling was conducted on 1 - 2 October</p>	<p>NC #1992265-202011-M1 Closed on 21/02/2021 Comply</p>

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		<p>2019. The test was carried out by an accredited laboratory PT Central Alam Resources Lestari - Pekanbaru (National Accreditation Committee LP-899-IDN). Based on the test results, CV Susun Bentang Alam issued fertilization recommendations for 2019 - 2020 (Document No. 028 / LRP-SBA / X / 2019). The recommended types of fertilizers are Dolomite, NPK 13.8.27.4 + TE, Urea and Rock Phosphate.</p> <p>Based on field observation and interview with smallholder sampling of obtained information that all member has following the fertilizer recommendation especially on right dosage. Previously the smallholder only uses the fertilizer based on other smallholder advices.</p> <p><i>Perkumpulan Petani Kelapa Sawit Swadaya (PPKSS) Tayo Barokah</i> has conducted GAP training for all their member (see detail in indicator 1.2 milestone A). In addition, board of ICS Tayo Barokah has provided some filling form for each farmer group as follows:</p> <ul style="list-style-type: none"> • Pest and disease control activity • Upkeep monitoring activity • Fertilizer application monitoring • Harvesting record <p>Nonconformity found during audit:</p> <p>Individual members have not consistently filled out the form. Records of production and sale of FFB by individual members have not been carried out consistently.</p> <p>PPKSS Tayo Barokah has develop rootcause analysis, correction and corrective action plan to addressed the issue. Audit team has accept the corrective action plan and has been verify the effectiveness of corrective action plan implementation in the field. NC has been closed on 21/02/2021, please refer to Section 3.4 Details of Nonconformities.</p>	
Criteria 1.3			

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Smallholders implement good agricultural practices (GAP) on their farms.			
Eligibility	Smallholders commit to implementing good agricultural practices on their farms. (see appendix 1 for details needed in declaration).	<p>Sighted the evidence of decision making in joint declaration document dated 2 March 2019 which stated:</p> <ul style="list-style-type: none"> • <i>Perkumpulan Petani Kelapa Sawit Swadaya (PPKSS) Tayo Barokah</i> willing to get involved and willing to promote RSPO certified palm oil. • <i>Perkumpulan Petani Kelapa Sawit Swadaya (PPKSS) Tayo Barokah</i> will implement the RSPO principles and criteria. • Appointed Mr. Agus Ariyanto as Group Manager who responsible for implementation of RSPO principles and criteria. • All member of <i>Perkumpulan Petani Kelapa Sawit Swadaya (PPKSS) Tayo Barokah</i> will support all the joint declaration point. <p>In addition, <i>Perkumpulan Petani Kelapa Sawit Swadaya (PPKSS) Tayo Barokah</i> has had Good Agricultural Procedure as follows:</p> <ul style="list-style-type: none"> • SOP Harvesting (No: 1/SOP/UBS/PPKSS-TB/X2019 dated 31 October 2019). • SOP Soil and Leaf Sampling (No: 2/SOP/UBS/PPKSS-TB/X2019 dated 31 October 2019). • SOP Manuring (No: 3/SOP/UBS/PPKSS-TB/X2019 dated 31 October 2019). • SOP Pruning (No: 4/SOP/UBS/PPKSS-TB/X2019 dated 31 October 2019). • SOP Weeding Control (No: 5/SOP/UBS/PPKSS-TB/X2019 dated 31 October 2019). • SOP Agrochemical Usage (No: 6/SOP/UBS/PPKSS-TB/X2019 dated 31 October 2019). • SOP Transplanting (No: 7/SOP/UBS/PPKSS-TB/X2019 dated 31 October 2019). 	Comply

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		<ul style="list-style-type: none"> • SOP Land Preparation and Replanting (No: 8/SOP/UBS/PPKSS-TB/X2019 dated 31 October 2019). • SOP Road Maintenance (No: 9/SOP/UBS/PPKSS-TB/X2019 dated 31 October 2019). • SOP Nursery (No: 10/SOP/UBS/PPKSS-TB/X2019 dated 31 October 2019). • SOP Pest Control (No: 11/SOP/UBS/PPKSS-TB/X2019 dated 31 October 2019). <p>Each of the farmer groups who joined the <i>Perkumpulan Petani Kelapa Sawit Swadaya (PPKSS) Tayo Barokah</i> signed the Farmer Group Declaration on October 1, 2020. In the declaration, the farmers declared the following commitments:</p> <ol style="list-style-type: none"> 1. Continue development in accordance with applicable standards and meet the milestones required for progress. 2. Actively participate in all required activities in groups and institutions. 3. Ensure that there are no forced labor practices in plantation operations and stop the practice of forced labor if it still exists. 4. Pay the minimum wage of workers in accordance with existing regulations at the national level. 5. Respect and facilitate workers' rights to lodge complaints and grievances. 6. Provide safe working conditions and facilities. 7. Ensure that there is no discrimination, harassment or violence in plantation operations. 8. Ensure not to involve children under 17 years in plantation operations and to immediately stop the practice if any. 	
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		<p>9. Do not clear land or acquire land from indigenous peoples, local communities or other users without their FPIC based on a simple FPIC approach.</p> <p>10. Resolve all existing disputes with a mechanism that has been regulated in the <i>Perkumpulan Petani Kelapa Sawit Swadaya (PPKSS) Tayo Barokah</i> and the RSPO.</p> <p>11. Do not carry out new planting or expansion of existing plantations in primary forest, HCV areas, HCS forest, peat areas, riparian areas or steep slopes (more than 25 degrees or as stipulated in the national interpretation).</p> <p>12. Jointly protect HCV areas and HCS forests through a precautionary approach in accordance with the existing regulations in <i>Perkumpulan Petani Kelapa Sawit Swadaya (PPKSS) Tayo Barokah</i> and RSPO.</p> <p>13. Use of Best Management Practices (BMP) in plantation operations.</p> <p>14. Not burning for land preparation, waste management including pest and disease control.</p> <p>15. Pesticide usage such as Parakuat or other kind of extremely hazardous is prohibited in Best Management Practices.</p> <p>16. Minimizing and controlling erosion.</p> <p>During this audit, the auditor teams has taken a number of sampling from each farmer group as follows:</p> <ul style="list-style-type: none"> • Farmer Group of Mekar Jaya, signed by 20 members. • Farmer Group of Maju Jaya, signed by 14 members. • Farmer Group of Makmur Jaya, signed by 20 members. • Farmer Group of Dayo Indah, signed by 13 members. • Farmer Group of Tunas Dayo, signed by 13 members. • Farmer Group of Barokah Dayo, signed by 15 members. 	
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		<p>Based on field visit and interview with respective smallholder obtained information that the smallholders has following the smallholder's declaration above such us zero burning, no longer use parakuat, using proper PPE during agrochemical application, no underage worker etc.</p>	
<p>Milestone A</p>	<p>Smallholders complete training on Good Agriculture Practices (GAP).</p>	<p><i>Perkumpulan Petani Kelapa Sawit Swadaya (PPKSS) Tayo Barokah</i> has been held some training related to palm oil business. Sighted training evidence as follows:</p> <ul style="list-style-type: none"> • Group dynamics training which was conducted on 21-22 February 2019 at the Tapung Jaya Village Hall. Attended by 141 participants. • Training on chemical handling (agrochemical), Prevention and Handling of Forest and Land Fires by the Fertilizer and Pesticide Commission team and the Riau Province Disaster Management Agency which was held on 26 February 2020. Attended by 42 participants. • Training and socialization for Palm Oil Replanting for Smallholder, worker welfare, Updating SOP, RSPO Independent Smallholder Standard 2019, Determination of FFB Prices based on FFB quality, financial management, member registration, socialization of RSPO premium sharing credit, appeal for prohibition of burning land and prohibition of using paraquat. Presented by the staff of the Rokan Hulu Regency Animal Husbandry and Plantation Service, Group Manager, ICS team and WRI Indonesia team on November 8, 2020. Attended by 128 participants. • Good Agricultural Practices (GAP) training has been conducted in several sessions: <ol style="list-style-type: none"> 1. Sighted the evidence of GAP Training was held in two session on May 3 - 4 2019 at the Tapung Jaya Village Hall and Dayo Village Office and June 22 - 23 2019. This activity was carried out in two session to accommodate the availability of 	<p>Comply</p>

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		<p>participants and the event venue. The material presented is about the maintenance of producing crops, controlling pests and diseases, crops, harvesting management. The speakers were from ASOFA, Indonesia Oil Palm Research Indonesia, Plantation Agency of Rokan Hulu District and WRI Indonesia.</p> <p>2. Another session of the GAP training was shown which was held on 26 - 27 February 2020 at the Tapung Jaya Village Office. The material presented was about pesticides usage limitation, hazardous waste management and safe working principles, training on prevention and handling of land fires. The presenters were from WRI Indonesia, Plantation Agency and Health Agency of Riau Province and Regional Disaster Management Agency of Rokan Hulu District.</p>	
Milestone B	Smallholders have adopted GAP on their farms and are tracking productivity through, but not limited to, records of FFB sales.	Board of Tayo Barokah has given directions to the smallholders to follow the harvesting procedure and record their own FFB production regularly and sales. Based on the results of interviews with respective smallholder who was the audit sample obtained information that they were recorded their FFB production. However, there is no official blank form from the board of Tayo Barokah until now.	Comply
<p>Principle 2: Ensure Legality, Respect for Land Rights and Community Wellbeing Comply with the law and respect communities' rights</p>			
<p>Criteria 2.1 Smallholders have legal or customary rights to use the land in accordance with national and local laws, and customary practices</p>			
Eligibility	Smallholders provide the coordinates or maps of their plots and evidence of ownership, or rights to use the land (refer to appendix 1).	Tayo Barokah has provide land ownership database that covered the information of member name and number, land ownership status (private land title/village head letter), total area, coordinate and land status. Its database attached with brief maps.	Comply

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<p>Milestone A</p>	<p>Smallholders can demonstrate legal ownership or native and/or customary rights to use the land or demonstrate that they are in the process of legalisation of that right.</p>	<p>Based on document verification, all smallholders taken as sample can demonstrated their land ownership evidence as follows:</p> <table border="1"> <thead> <tr> <th>No</th> <th>Name</th> <th>Farmer group</th> <th>Persil Number</th> <th>Land legality</th> <th>Area (Ha)</th> <th>Total (Ha)</th> </tr> </thead> <tbody> <tr> <td rowspan="3">1</td> <td rowspan="3">Suwadak</td> <td rowspan="3">Mekar Jaya</td> <td>TJ.014.1</td> <td>54/SKGR</td> <td>1.90</td> <td rowspan="3">3.0035</td> </tr> <tr> <td>TJ.014.2</td> <td>55/ SKGR</td> <td>0.10</td> </tr> <tr> <td>TJ.014.3</td> <td>31.8/SKPT</td> <td>1.00</td> </tr> <tr> <td>2</td> <td>Riyadi</td> <td>Mekar Jaya</td> <td>TJ.017.1</td> <td>487/ SKGR</td> <td>2.00</td> <td>2.00</td> </tr> <tr> <td rowspan="5">3</td> <td rowspan="5">Jaer Renata</td> <td rowspan="5">Maju Jaya</td> <td>TJ.016.1</td> <td>1341</td> <td>0.75</td> <td rowspan="5">5.25</td> </tr> <tr> <td>TJ.016.2</td> <td>82</td> <td>0,75</td> </tr> <tr> <td>TJ.016.3</td> <td>1349</td> <td>0.75</td> </tr> <tr> <td>TJ.016.4</td> <td>253/ SKGR</td> <td>2.00</td> </tr> <tr> <td>TJ.016.5</td> <td>25/ SKGR</td> <td>1.00</td> </tr> <tr> <td rowspan="4">4</td> <td rowspan="4">Mulyadi</td> <td rowspan="4">Maju Jaya</td> <td>TJ.035.1</td> <td>108/ SKGR</td> <td>0.75</td> <td rowspan="4">3.868</td> </tr> <tr> <td>TJ.035.2</td> <td>1418</td> <td>0.75</td> </tr> <tr> <td>TJ.035.3</td> <td>488/ SKGR</td> <td>1.37</td> </tr> <tr> <td>TJ.035.4</td> <td>611</td> <td>1.00</td> </tr> <tr> <td rowspan="5">5</td> <td rowspan="5">Helmi</td> <td rowspan="5">Makmur Jaya</td> <td>TJ.022.1</td> <td>196/ SKGR</td> <td>2.00</td> <td rowspan="5">5.00</td> </tr> <tr> <td>TJ.022.2</td> <td>983</td> <td>0.75</td> </tr> <tr> <td>TJ.022.3</td> <td>622</td> <td>0.75</td> </tr> <tr> <td>TJ.022.4</td> <td>936</td> <td>0.75</td> </tr> <tr> <td>TJ.022.5</td> <td>1307</td> <td>0.75</td> </tr> <tr> <td>6</td> <td>Robiah</td> <td>Makmur Jaya</td> <td>TJ.041.1</td> <td>58</td> <td>0.75</td> <td>0.75</td> </tr> </tbody> </table>	No	Name	Farmer group	Persil Number	Land legality	Area (Ha)	Total (Ha)	1	Suwadak	Mekar Jaya	TJ.014.1	54/SKGR	1.90	3.0035	TJ.014.2	55/ SKGR	0.10	TJ.014.3	31.8/SKPT	1.00	2	Riyadi	Mekar Jaya	TJ.017.1	487/ SKGR	2.00	2.00	3	Jaer Renata	Maju Jaya	TJ.016.1	1341	0.75	5.25	TJ.016.2	82	0,75	TJ.016.3	1349	0.75	TJ.016.4	253/ SKGR	2.00	TJ.016.5	25/ SKGR	1.00	4	Mulyadi	Maju Jaya	TJ.035.1	108/ SKGR	0.75	3.868	TJ.035.2	1418	0.75	TJ.035.3	488/ SKGR	1.37	TJ.035.4	611	1.00	5	Helmi	Makmur Jaya	TJ.022.1	196/ SKGR	2.00	5.00	TJ.022.2	983	0.75	TJ.022.3	622	0.75	TJ.022.4	936	0.75	TJ.022.5	1307	0.75	6	Robiah	Makmur Jaya	TJ.041.1	58	0.75	0.75	<p>Comply</p>
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		7	Wardi	Dayo Indah	D.002.1	4344	0.75	2.75
					D.002.2	2206	2.00	
		8	Mastur Ifas	Dayo Indah	D.009.1	43	0.75	0.75
		9	Wahyono	Tunas Dayo	D.015.1	303	2.00	8.50
					D.015.2	4546	0.75	
					D.015.3	251	0.75	
					D.015.4	253	0.75	
					D.015.5	344	0.75	
					D.015.6	280	0.75	
					D.015.7	288	0.75	
		D.015.8	2054	2.00				
		10	Adi Sumarto	Tunas Dayo	D.038.1	276	2.00	2.00
		11	Sumarno	Barokah Dayo	D.032.1	4291	0.75	3.00
					D.032.2	8145	0.75	
					D.032.3	8142	0.75	
D.032.4	134				0.75			
12	Mudiono	Barokah Dayo	D.042.2	4251	0.75	0.75		
Total							37.62	
Milestone B	Smallholder plots are clearly and visibly demarcated and maintained, and the smallholders are operating only within these boundaries.	Based on field visit and interview with all smallholder samples obtain information that each plot has been demarcated with boundary poles (white pipe or wooden stick). For example, boundary poles of smallholder from: <ul style="list-style-type: none"> Mekar Jaya 	Comply					

		<ul style="list-style-type: none"> • Maju Jaya • Makmur Jaya • Dayo Indah • Tunas Dayo • Barokah Dayo 	
Criteria 2.2 Smallholders have not acquired lands from indigenous peoples, local communities or other users without their free, prior and informed consent, based on a simplified FPIC approach.			
Eligibility	For existing plots, smallholders can demonstrate that they have not acquired land without free, prior and informed consent of indigenous peoples, local communities or other users (refer to appendix 1).	Based on document verification, most plots originated from transmigration land ownership or land purchase from each villager. Through the public consultation with village head and government agencies of Rokan Hulu District obtain information that there is no indigenous people around the smallholder plots.	Comply
Milestone A	For existing plots, smallholders can demonstrate that they have not acquired land without free, prior and informed consent of indigenous peoples, local communities or other users (refer to appendix 1).	Based on document verification, most plots originated from transmigration land ownership or land purchase from each villager. Through the public consultation with village head and government agencies of Rokan Hulu District obtain information that there is no indigenous people around the smallholder plots.	Comply
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Criteria 2.3 The right to use the land is not disputed by indigenous peoples, local communities or other users			

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Eligibility	Smallholders declare any existing disputes on the land commit to resolving said disputes and provide information on the current status of those disputes (if any) (refer to appendix 1).	Each member under <i>Perkumpulan Petani Kelapa Sawit Swadaya (PPKSS) Tayo Barokah</i> has signed smallholder's declaration dated 1 October 2020. Those declaration (point number 9 and 10) stated the commitment to: <i>9. Do not expand the land or acquire land from indigenous peoples, local communities or other users without their FPIC based on a simple FPIC approach.</i> <i>10. Resolve all existing disputes with a mechanism that has been regulated in the PPKSS Tayo Barokah and the RSPO.</i>	Comply
Milestone A	There is an absence of disputes among indigenous peoples, local communities or other users, regarding land, resource-use and access rights; or where there is a dispute, dispute resolution processes are implemented, and the process is accepted by all parties involve	Each member under <i>Perkumpulan Petani Kelapa Sawit Swadaya (PPKSS) Tayo Barokah</i> has signed smallholder's declaration dated 1 October 2020. Those declaration (point number 9 and 10) stated the commitment to: <i>9. Do not expand the land or acquire land from indigenous peoples, local communities or other users without their FPIC based on a simple FPIC approach.</i> <i>10. Resolve all existing disputes with a mechanism that has been regulated in the PPKSS Tayo Barokah and the RSPO.</i> Based on interview with 12 smallholder samples, village head of Tapung Daya and Dayo, and government agencies in Rokan Hulu District obtain information that there are no land disputes until this audit. Most of plot originated from transmigration area on 1982 while some others from land purchase from the villager.	Comply
Milestone B	There is an absence of disputes among indigenous peoples, local communities or other users, regarding land, resource-use and access rights; or where there is a dispute, dispute resolution processes are implemented, and the process is accepted by all parties involve	Each member under <i>Perkumpulan Petani Kelapa Sawit Swadaya (PPKSS) Tayo Barokah</i> has signed smallholder's declaration dated 1 October 2020. Those declaration (point number 9 and 10) stated the commitment to:	Comply

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		<p>9. Do not expand the land or acquire land from indigenous peoples, local communities or other users without their FPIC based on a simple FPIC approach.</p> <p>10. Resolve all existing disputes with a mechanism that has been regulated in the PPKSS Tayo Barokah and the RSPO.</p> <p>Based on interview with 12 smallholder samples, village head of Tapung Daya and Dayo, and government agencies in Rokan Hulu District obtain information that there are no land disputes until this audit. Most of plot originated from transmigration area on 1982 while some others from land purchase from the villager.</p>	
<p>Criteria 2.4 Smallholder plots are located outside of areas classified as national parks or protected areas, as defined by national, regional or local law or as specified in National Interpretation.</p>			
Eligibility	Smallholder plots are located outside of areas classified as national parks or protected areas as defined by national, regional or local law, or as specified in National Interpretations (refer to appendix 1).	Based on document verification, there is no smallholder's area classified as national parks or protected areas.	Comply
Milestone A	Smallholder plots are located outside of areas classified as national parks or protected areas as defined by national, regional or local law, or as specified in National Interpretations (refer to appendix 1).	Based on document verification, there is no smallholder's area classified as national parks or protected areas.	Comply
Milestone B	Smallholder plots are located outside of areas classified as national parks or protected areas as defined by national, regional or local law, or as specified in National Interpretations (refer to appendix 1).	Based on document verification, there is no smallholder's area classified as national parks or protected areas.	Comply
<p>Criteria 2.5 For new planting, smallholders do not clear or acquire any land without obtaining the free, prior and informed consent (FPIC), of indigenous people and/or local communities and/or other users , based on a simplified FPIC approach.</p>			
Eligibility	For new oil palm planting, smallholders commit not to clear or acquire land from indigenous people, local communities, or other users without	Each member under <i>Perkumpulan Petani Kelapa Sawit Swadaya (PPKSS) Tayo Barokah</i> has signed smallholder's declaration dated 1	N/A

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	<p>their free, prior and informed consent, based on a simplified FPIC approach (refer to appendix 1).</p>	<p>October 2020. Those declaration (point number 9 and 10) stated the commitment to:</p> <p><i>9. Do not expand the land or acquire land from indigenous peoples, local communities or other users without their FPIC based on a simple FPIC approach.</i></p> <p><i>10. Resolve all existing disputes with a mechanism that has been regulated in the PPKSS Tayo Barokah and the RSPO.</i></p> <p>Tayo Barokah has had the Dispute Prevention and Resolution Procedure (No. 2/SOP/GM/PPKSS-TB/X/2020 dated 30 October 2020). Based on the procedure, conflict resolution mechanism shall follow:</p> <ol style="list-style-type: none"> 1. Reporting if any conflict/land dispute 2. Planning of conflict/land dispute resolution 3. Conflict/land dispute handling 4. Monitoring and evaluation 	
<p>Milestone A</p>	<p>A Smallholders complete training on how to conduct a simplified FPIC approach.</p>	<p>Based on document verification, WRI Indonesia as sustainable palm oil consultant in in collaboration with ASOFA and plantation agency of Rokan Hulu District has conducted Training of Trainer (ToT) related to capacity building of ICS, FPIC procedure, HCV management and facilitating techniques. This training has been held on 24 – 26 January 2019 in Hotel Alfa Pekanbaru. Attended by 24 ICS board.</p> <p>Each member under <i>Perkumpulan Petani Kelapa Sawit Swadaya (PPKSS) Tayo Barokah</i> has signed smallholder’s declaration dated 1 October 2020. Those declaration (point number 9 and 10) stated the commitment to:</p> <p><i>9. Do not expand the land or acquire land from indigenous peoples, local communities or other users without their FPIC based on a simple FPIC approach.</i></p>	<p>N/A</p>

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		<p><i>10. Resolve all existing disputes with a mechanism that has been regulated in the PPKSS Tayo Barokah and the RSPO.</i></p> <p>Tayo Barokah has had the Dispute Prevention and Resolution Procedure (No. 2/SOP/GM/PPKSS-TB/X/2020 dated 30 October 2020). Based on the procedure, conflict resolution mechanism shall follow:</p> <ol style="list-style-type: none"> 1. Reporting if any conflict/land dispute 2. Planning of conflict/land dispute resolution 3. Conflict/land dispute handling 4. Monitoring and evaluation <p>Through the interview with 12 smallholder samples, village head of Tapung Daya and Dayo, and government agencies in Rokan Hulu District obtain information that there are no land disputes until this audit. Most of plot originated from transmigration area on 1982 while some others from land purchase from the villager.</p> <p>Until this audit, there is no land expansion plan of all Tayo Barokah's member.</p>	
<p>Milestone B</p>	<p>Based on a simplified FPIC approach, smallholders jointly agree on a plan with the affected indigenous peoples and/or local communities and/or other rights holders, including vulnerable groups, for new oil palm developments, if these involve land-use change.</p>	<p>Based on field visit, interview and public consultation with smallholder member, village head and government agencies obtained information that there are no plans for new planting nor land expansion plan of all Tayo Barokah's member.</p> <p>Not Applicable</p>	<p>N/A</p>
<p>Principle 3: Respect human rights, including workers' rights and conditions Safeguard human rights and protect workers' rights, ensuring safe and decent working conditions.</p>			
<p>Criteria 3.1 There is no use of forced labour.</p>			

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<p>Eligibility</p>	<p>Smallholders commit to no use of forced labour and ensure that any use of forced labour on the farm is terminated at Eligibility. They provide information on the source of labour on the farm, including family, contract and hired labour (refer to appendix 1).</p>	<p>The organization already has a decree related to the Prohibition of Discrimination, Forced Labor and Trafficking, SK Group Manager No. 14/SK/GM/PPKSS-TB/X/2019 dated October 31, 2019, explaining:</p> <ol style="list-style-type: none"> 1. Members of PPKSS-Tayo Barokah are prohibited from discriminating (skin color, ethnicity, gender, religion, political affiliation and others) on any basis. 2. It is forbidden to perform forced labor against labor or others under any circumstances. 3. It is forbidden to trade people/labor in any form. <p>This policy was socialized to all farmers and workers on November 8, 2020, this socialization was attended by 106 workers in Tayo Barokah. All workers who work at the PPKSS - Tayo Barokah Plantation are local residents / communities, i.e Tapung Jaya Village and Dayo Village. In terms of hiring workers, the ICS Tayo Barokah Management has made a Work Agreement with workers, which explains the rights and obligations of workers the list of workers are attached, including the determination of workers' wages, for example:</p> <ol style="list-style-type: none"> 1) Work Agreement Letter No. 14.TJ011a/SPK/PPKSS-TB/I/2020 dated January 2, 2020 which was signed by both parties (job provider and recipient). The work agreement between the farmer on behalf of Sutarlim (ID: Tj.011) and Pak Danang as a harvest and fertilizer worker. 2) Work Agreement Letter No. 14.TJ011b/SPK/PPKSS-TB/I/2020 dated January 2, 2020 which was signed by both parties (job provider and recipient). The work agreement between the farmer on behalf of Sutarlim (ID: Tj.011) and Pak Danang as a harvest and fertilizer worker. 3) Work Agreement Letter No. 14.TJ059/SPK/PPKSS-TB/I/2020 dated January 2, 2020 which was signed by both parties (job provider 	<p>Comply</p>
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		<p>and recipient). The work agreement between the farmer on behalf of Ibu Sundari (ID: Tj.059) and Bpk. Junaidi as a harvest and fertilizer worker.</p> <p>In the work agreement it is also explained that if there is a cancellation of the Work Agreement due to death, even though the period of the agreement has not ended, there is a violation or action that is not justified, this Work Agreement will be canceled. If the worker intends to resign, then the worker is obliged to submit his resignation to the plantation owner.</p> <p>Based on the PPKSS - Tayo Barokah employee list for the period 2020, there are a total of 113 workers, consisting of:</p> <ol style="list-style-type: none"> 1) Volunteer workers: 11 people (9.73%) 2) Non-local workers: 102 (90.27%) <p>Meanwhile, there were 109 male workers (96.46%) and 4 female workers (3.54%).</p>	
<p>Milestone A</p>	<p>Smallholders complete training on free and fair labour and implement measures to ensure that all work is voluntary, and the following practices are prohibited:</p> <ul style="list-style-type: none"> • Retention of identity documents including but not limited to passports; • Payment of recruitment fees by workers; • Contract substitution; • Involuntary overtime; • Lack of freedom of workers to resign; • Penalty for termination of employment; • Debt bondage; • Withholding of wages 	<p>PPKS - Tayo Barokah, has provided training to farmers and their workers (Harvesters, fertilizers and sprayers) on November 8, 2020, this training was attended by 106 farmers and workers in Tayo Barokah. The material provided at the training includes:</p> <ol style="list-style-type: none"> 1) Socialization of PSR (Peremajaan Sawit Rakyat) 2) Prohibition of Discrimination, Forced Labor and Trafficking 3) Prohibition of employing minors and prohibition of Using Child Labor as well. 4) Manpower socialization, including: workers' rights, work contracts, standardization of wages, freedom of association, working overtime, termination of employment in accordance with applicable laws and regulations. <p>Providers of the training materials were: Rudi Pasla (Department of Animal Husbandry and Pekarbunan of Rokan Hulu Regency), Bukti</p>	<p>Comply</p>

		Bagja (WRI Indonesia) and Agus Ariyanto (Group Manager of PPKSS Tayo Barokah).	
Milestone B	Workers on the farm, including their families, have unrestricted access to their identity documents, have freedom of movement and can declare that their employment is freely chosen.	All workers in the plot, including their families, have the right of access to obtain the Work Agreement documents. This Agreement Letter is made in 3 (three) copies which can be held by each party, including their family members.	Comply
Criteria 3.2			
Children are not employed or exploited. Work by children is acceptable on family farms, under adult supervision and when not interfering with education programmes. Children are not exposed to hazardous working conditions.			
Eligibility	Smallholders are aware of what defines child labour and ensure that any child labour in the farm operations is terminated at Eligibility. Awareness of child labour and commitment to no child labour includes: <ol style="list-style-type: none"> 1. Compliance with the minimum age of workers and as defined by local, state, or national law, 2. Not exposing children to hazardous work. 3. Providing adult supervision of young people working on the farm. 4. Ensuring the practice of children’s rights to education is unrestricted and respected. (Refer to appendix 1).	PPKSS Tayo Barokah has a policy regarding the prohibition of employing minors through Decree No. 02/SK/GM/ PPKSS-TB/X/2019 dated 31 October 2019 concerning the Prohibition of Using Child Labor, i.e: <ol style="list-style-type: none"> 1. For PPKSS-Tayo Barokah members not to employ children under 17 years of age. 2. And for children aged 13-17 years, if they work in the field with the aim of helping their parents, it must be under parental supervision, and not do risky jobs. This policy refers to the existing laws and regulations in Indonesia; Law No. 13 of 2013 concerning the prohibition of using child labor. This policy was socialized to all smallholder members and workers on November 8, 2020, this socialization was attended by 106 workers in Tayo Barokah.	Comply
Milestone A	Group managers and smallholders implement measures to protect children as follows: <ol style="list-style-type: none"> 1. There are no workers on smallholder farms under the age of 15 or under the minimum age defined by local, state or national law, whichever is higher. 	PPKSS Tayo Barokah has a policy regarding the prohibition of employing minors through Decree No. 02/SK/GM/ PPKSS-TB/X/2019 dated 31 October 2019 concerning the Prohibition of Using Child Labor, i.e:	Comply

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	<ol style="list-style-type: none"> 2. Children are only permitted to help on family farms and are not permitted to perform dangerous, hazardous or heavy work. 3. If young workers are employed, their work is not mentally or physically harmful and does not interfere with their schooling, if applicable. 	<ol style="list-style-type: none"> 1. For PPKSS-Tayo Barokah members not to employ children under 17 years of age. 2. And for children aged 13-17 years, if they work in the field with the aim of helping their parents, it must be under parental supervision, and not do risky jobs. <p>This policy refers to the existing laws and regulations in Indonesia; Law No. 13 of 2013 concerning the prohibition of using child labor.</p> <p>This policy was socialized to all farmer members and workers on November 8, 2020, this socialization was attended by 106 workers in Tayo Barokah.</p> <p>Based on field visits to harvest activities in the plot of Mrs. Sundari (TJ.059) and the harvester on behalf of Junaidi, it was proven that there were no workers under 13 years of age.</p> <p>Based on the Work Agreement Letter, also include personal identity (KTP) to see the age of the worker.</p> <p>Based on the Work Agreement Letter, also include personal identity (KTP) to see the age of the worker.</p> <p>Based on the PPKSS Tayo Barokah Worker List in Tapung Jaya Village, there are 46 workers as harvest, fertilizer and spray workers, the youngest age on the list is Andri Maulana Ramdani (as a worker at Pak Sukirno / TJ.074); Date of birth 11/8/2000 and working on January 2, 2020 or at the age of 19 years and 5 months.</p> <p>Based on field visits to harvest activities in the plot of Mrs. Sundari (TJ.59) and the harvester on behalf of Junaidi, it was proven that there were no workers under 17 years of age.</p> <p>Based on the Work Agreement Letter, also include personal identity (KTP) to see the age of the worker.</p>	
Milestone B	Group managers and smallholders implement measures to protect children as follows:	PPKSS Tayo Barokah has a policy regarding the prohibition of employing minors through Decree No. 02/SK/GM/ PPKSS-TB/X/2019	Comply

	<ol style="list-style-type: none"> 1. There are no workers on smallholder farms under the age of 15 or under the minimum age defined by local, state or national law, whichever is higher. 2. Children are only permitted to help on family farms and are not permitted to perform dangerous, hazardous or heavy work. 3. If young workers are employed, their work is not mentally or physically harmful and does not interfere with their schooling, if applicable. 	<p>dated 31 October 2019 concerning the Prohibition of Using Child Labor, i.e:</p> <ol style="list-style-type: none"> 3. For PPKSS-Tayo Barokah members not to employ children under 17 years of age. 4. And for children aged 13-17 years, if they work in the field with the aim of helping their parents, it must be under parental supervision, and not do risky jobs. <p>This policy refers to the existing laws and regulations in Indonesia; Law No. 13 of 2013 concerning the prohibition of using child labor.</p> <p>This policy was socialized to all farmer members and workers on November 8, 2020, this socialization was attended by 106 workers in Tayo Barokah.</p> <p>Based on field visits to harvest activities in the plot of Mrs. Sundari (TJ.059) and the harvester on behalf of Junaidi, it was proven that there were no workers under 13 years of age.</p> <p>Based on the Work Agreement Letter, also include personal identity (KTP) to see the age of the worker.</p> <p>Based on the Work Agreement Letter, also include personal identity (KTP) to see the age of the worker.</p> <p>Based on the PPKSS Tayo Barokah Worker List in Tapung Jaya Village, there are 46 workers as harvest, fertilizer and spray workers, the youngest age on the list is Andri Maulana Ramdani (as a worker at Pak Sukirno / TJ.074); Date of birth 11/8/2000 and working on January 2, 2020 or at the age of 19 years and 5 months.</p> <p>Based on field visits to harvest activities in the plot of Mrs. Sundari (TJ.59) and the harvester on behalf of Junaidi, it was proven that there were no workers under 17 years of age.</p> <p>Based on the Work Agreement Letter, also include personal identity (KTP) to see the age of the worker.</p>	
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Criteria 3.3 Workers' pay complies with minimum legal requirements, mandatory industry standards as defined by national law or collective bargaining, whichever takes priority in local regulations.			
Eligibility	Smallholders commit to pay workers according to minimum legal requirements or mandatory industry standards (Refer to appendix 1).	<p>Smallholder member has signed the statement letter "Pernyataan Pekebun" which stated at point 4 "Pay of national level minimum wage".</p> <p>PPKS Tayo Barokah has committed in terms of paying workers' wages by establishing policies related to wages through Group Manager Decree No. 12/SK/GM/PPKS-TB/X/2019 dated 31 October 2019 concerning Wage Payments, mentioned: "<i>PPKSS Tayo barokah membayar upah kepada pekerja merujuk pada standar upah minimum propinsi, kabupaten, regional atau peraturan terkait yang sudah ditetapkan oleh pemerintah</i> - PPKSS Tayo barokah pays wages to workers referring to the provincial, district or regional minimum wage standards or related regulations that have been set by the government".</p> <p>The Policy also stipulates that:</p> <ul style="list-style-type: none"> - If the wage is lower than the stipulated, it must be explained by the conversion system of working hours or a special situation - If overtime has to be done, wages can be adjusted based on the duration of overtime work after going through the wage conversion calculation set by the government. - PPKSS - Tayo Barokah or members (farmers) are prohibited from withholding worker's wages - Facilitate the mechanism for making work agreements between farmers and workers that refer to applicable government regulations and RSPO requirements. 	Comply

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		<ul style="list-style-type: none"> - Payment of wages to workers accompanied by notes, slips or 3 duplicate receipts, each for planters (farmers), and workers and archives at PPKS - Tayo Barokah. <p>The government has set the minimum wage in Rokan Hulu Regency through the Governor of Riau Decree No. Kpts.1198/XI/2019 concerning District/City Minimum Wages in Riau Province in 2020 amounting to IDR 2,960,855.02 per month.</p>	
<p>Milestone A</p>	<p>Workers receive payments as expected and agreed in accordance with at least the legal minimum wage rate (excluding overtime premiums) and without discrimination against vulnerable groups, including women.</p>	<p>At the time of this audit conducted a document (pay slip receipt) verification, based on the verification of harvesters' wages/pay slips for the period of September 2020:</p> <ol style="list-style-type: none"> 1) Slip payment of wages for period September 2020: On behalf of: Dedi Suseno Plot owner/Farmer: Mrs. Nurbaiti Amin (TJ.105) Type of Work: Harvest Total yields: 6,070 Kg Working hours: 5 hours Wages received by workers: IDR 730,000 Or per hour as much as IDR 73,000.00 2) August 2020 wage payment slip: On behalf of: Dedi Suseno Plot owner/Farmer: Mrs. Nurbaiti Amin (TJ.105) Type of Work: Harvest Total yields: 5,500 Kg Working hours: 5 hours Wages received by workers: IDR 660,000 Or per hour of IDR 66,000.00 	<p>Comply</p>

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		<p>The payment of harvest wages is in accordance with the agreement in the harvester's employment contract and also has not been identified as discrimination against workers both men and women. Based on the harvester's wage payment slip above, PPKSS Tayo Barokah provides workers wages above the UMK Rokan Hulu Regency in 2020 period.</p>	
<p>Milestone B</p>	<p>Workers receive payments as expected and agreed in accordance with at least the legal minimum wage rate (excluding overtime premiums) and without discrimination against vulnerable groups including women.</p>	<p>At the time of this audit conducted a document (pay slip receipt) verification, based on the verification of harvesters' wages/pay slips for the period of September 2020:</p> <ol style="list-style-type: none"> 1) Slip payment of wages for period September 2020: On behalf of: Dedi Suseno Plot owner/Farmer: Mrs. Nurbaiti Amin (TJ.105) Type of Work: Harvest Total yields: 6,070 Kg Working hours: 5 hours Wages received by workers: IDR 730,000 Or per hour as much as IDR 73,000.00 2) August 2020 wage payment slip: On behalf of: Dedi Suseno Plot owner/Farmer: Mrs. Nurbaiti Amin (TJ.105) Type of Work: Harvest Total yields: 5,500 Kg Working hours: 5 hours Wages received by workers: IDR 660,000 Or per hour of IDR 66,000.00 <p>The payment of harvest wages is in accordance with the agreement in the harvester's employment contract and also has not been identified as discrimination against workers both men and women. Based on the</p>	<p>Comply</p>

		harvester's wage payment slip above, PPKSS Tayo Barokah provides workers wages above the UMK Rokan Hulu Regency in 2020 period.	
Criteria 3.4 Workers understand their rights and freedom to file a complaint/grievance to group manager or relevant third parties, including RSPO.			
Eligibility	Smallholders commit to respect the rights of workers to file a complaint/grievance (Refer to appendix 1).	<p>Smallholder member has signed the statement letter "Pernyataan Pekebun" which stated at point 5 "5. Respecting the rights of workers to file a complaint".</p> <p>PPKSS has a mechanism on External and Internal Complaints - <i>Pengaduan dan keluhan Eksternal Internal</i> No. 1/SOP/UKP/PPKSS-TB/XI/2019 dated November 1, 2019, explaining that: "members or other parties (external) can submit suggestions or complaints submitted to the Approval Committee (Mr. Samsu) in written form, complaints can also be submitted through the Chairman of the Farmer Group (13 farmer groups), than the chairman of the farmer group must submit to the Approval Committee".</p> <p>This procedure has been socialized to all farmers and workers on November 8, 2020, this training was attended by 106 workers in Tayo Barokah.</p> <p>Reports and complaints from members or other parties, must not contain elements of:</p> <ol style="list-style-type: none"> Things that contain elements of SARA, Things that can trigger conflict, Domestic violence, Sexual Harassment that has nothing to do with ICS activities Human Rights Violations, Matters of a criminal nature outside of ICS activities 	Comply

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		<p>The confidentiality of the Reporting Person is guaranteed. The Approval Committee is prohibited from disclosing the identity of the reporter to the public or other parties.</p> <p>Resolution of complaints or suggestions through deliberation to reach a consensus.</p> <p>The subject of the complaint which is confidential, if it cannot be resolved internally in the PPKSS-Tayo Barokah, the PPKSS-Tayo Barokah management will submit the matter to the competent authority for further action.</p> <p>Based on interviews with farmer member Tayo Barokah and harvest workers: Andri Maulana Ramdani (as a worker at Pak Sukirno / TJ.074) and also Based on field visits to harvest activities in the plot of Mrs. Sundari (TJ.59) and the harvester on behalf of Junaidi, it was that until now there have been no complaints from either member farmers or workers.</p>	
<p>Milestone A</p>	<p>Smallholders complete training on workers' rights to file a complaints/grievance and communicate to workers the means to file a complaint/grievance.</p>	<p>PPKSS has a mechanism on External and Internal Complaints - <i>Pengaduan dan keluhan Eksternal Internal</i> No. 1/SOP/UKP/PPKSS-TB/XI/2019 dated November 1, 2019, explaining that: "members or other parties (external) can submit suggestions or complaints submitted to the Approval Committee (Mr. Samsu) in written form, complaints can also be submitted through the Chairman of the Farmer Group (13 farmer groups), than the chairman of the farmer group must submit to the Approval Committee".</p> <p>This procedure has been socialized to all farmers and workers on November 8, 2020, this training was attended by 106 workers in Tayo Barokah.</p> <p>PPKS - Tayo Barokah, has provided training to farmers and their workers (Harvesters, fertilizers and sprayers) on November 8, 2020, this training was attended by 106 farmers and workers in Tayo Barokah. The material provided at the training includes:</p>	

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		<ol style="list-style-type: none"> 1) Socialization of PSR (Peremajaan Sawit Rakyat) 2) Prohibition of Discrimination, Forced Labor and Trafficking 3) Prohibition of employing minors and prohibition of Using Child Labor as well. 4) Manpower socialization, including: workers' rights, work contracts, standardization of wages, freedom of association, working overtime, termination of employment in accordance with applicable laws and regulations. <p>Providers of the training materials were: Rudi Pasla (Department of Animal Husbandry and Pekarbunan of Rokan Hulu Regency, Bukti Bagja (WRI Indonesia and Agus Ariyanto (Group Manager of PPKSS Tayo Barokah).</p>	
Milestone B	Workers are aware of and have access to an effective means for filing a complaint/grievance.	PPKSS Tayo Barokah has also provided a suggestion box which is kept in the PPKS office as a medium for submitting suggestions or complaints. This suggestion box will be recorded weekly by the Approval Committee- <i>Komite Persetujuan</i> . PPKS has also provided a suggestion box which is kept in the PPKS office as a medium for submitting suggestions or complaints. This suggestion box will be recorded weekly by the Approval Committee. however, in the period 2020 (until August 2020) no suggestions or complaints were posted through the suggestion box.	Comply
<p>Criteria 3.5 Working conditions and facilities are safe and meet minimum legal requirements.</p>			
Eligibility	Smallholders commit to providing safe working conditions and facilities (Refer to appendix 1).	<p>Smallholder member has signed the statement letter "Pernyataan Pekebun" which stated at point 6 "Menyediakan kondisi dan fasilitas kerja yang aman".</p> <p>PPKS Tayo Barokah provide PPE for workers:</p> <ul style="list-style-type: none"> - Harvester: Safety helmet, Safety boots, Safety glasses 	Comply

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		- Spraying workers: Apron, Masker, Rubber Handgloves, Sfaety glasses Evidence of PPE provision are available as per "List Peminjaman Alat Pelindung Diri (APD) PPKS Tayo Barokah Tahun 2020".	
Milestone A	Smallholders, workers, and family members complete training and aware of health and safety risks associated with farm work, (including that of pesticide use) and how to mitigate them	Training for OHS and safety risk asociated with farm work (including that of pesticide use) and how to mitigate them has been conducted on 26 February 2020 by Komisi Pestisida & Dinas Pemadam Kabupatenn Rokan Hulu. Socialization on safety risk and PPE has been conducted by PPKS Tayo Barokah on 8 November 2020 simultaneous with Labor training.	Comply
Milestone B	Workers, including smallholder family members, have access to safe working conditions and amenities that include: <ul style="list-style-type: none"> • Safe and adequate housing, where applicable, • Access to basic first aid supplies • Health and safety equipment, including minimum personal protective equipment (PPE) if appropriate for the type of work. • Adequate drinking water • Access to toilets 	Workers including smallholder family member have access to safe working conditions and amenities. Each workers and smallholder has their own housing. During field visit to smallholder housing indicated that the housing is standard for health and safety, working equipment for harvesting store in speared place, herbicide/pesticide store in the separate place. First aid equipment provide by PPKS Tayo Barokah for each Smallholder Group. There are 13 smallholder group of PPKS Tayo Barokah has receive first aid kit. During field observation confirmed that first aid kit provide has met with the standard. Evidence of First aid kit provision are available. PPE has been provide by PPKS Tayo Barokah, evidence of PPE provision can be demonstrated during audit.	Comply
Criteria 3.6 There is no discrimination, harassment, or abuse on the farm.			
Eligibility	Smallholders commit to no discrimination, harassment or abuse on the farm (Refer to appendix 1).	Smallholder member has signed the statement letter "Pernyataan Pekebun" which stated at point 7 "No discrimination, harassment or abuse on the farm".	Comply

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		<p>PPKSS Tayo Barokah has policies related to discrimination, violence, forced labor and abuses at work based on Group Manager Decree No. 14/SK/GM/PPKSS/X/2019 dated 31 October 2019. The policy explains: <i>"prohibition of discrimination (skin color, ethnicity, gender, religion, political affiliation and others), prohibition against forced labor, prohibition of detention. workers' wages if the worker resigns and prohibits trafficking in persons / labor in any form"</i>.</p> <p>This policy has been disseminated to farmers and workers at PPKSS Tayo Barokah on March 9 2020 attended by 26 farmers and workers, on 11 March 2020 attended by 25 farmers and workers, on 13 March 2020 attended by 16 farmers and workers and 15 March 2020 attended by 20 farmers and workers, attendance lists and materials can be shown during the audit.</p>													
<p>Milestone A</p>	<p>Smallholders complete training on workplace discrimination, harassment and abuse and are aware of need for a safe workspace.</p>	<p>PPKS Tayo Barokah has policies related to discrimination, violence, forced labor and abuses at work based on Group Manager Decree No. 14/SK/GM/PPKSS/X/2019 dated 31 October 2019. The policy explains: <i>"prohibition of discrimination (skin color, ethnicity, gender, religion, political affiliation and others), prohibition against forced labor, prohibition of detention. workers' wages if the worker resigns and prohibits trafficking in persons / labor in any form"</i>.</p> <p>This policy has been disseminated to farmers and workers at PPKSS Tayo Barokah on March 9 2020 attended by 26 farmers and workers, on 11 March 2020 attended by 25 farmers and workers, on 13 March 2020 attended by 16 farmers and workers and 15 March 2020 attended by 20 farmers and workers, attendance lists and materials can be shown during the audit.</p> <table border="1" data-bbox="1133 1246 1910 1380"> <thead> <tr> <th>Type of Workers</th> <th>Total</th> <th>Percent (%)</th> </tr> </thead> <tbody> <tr> <td>Local</td> <td>11</td> <td>9.73%</td> </tr> <tr> <td>Non Local</td> <td>102</td> <td>90.27%</td> </tr> <tr> <td>Total</td> <td>113</td> <td>100.00%</td> </tr> </tbody> </table>	Type of Workers	Total	Percent (%)	Local	11	9.73%	Non Local	102	90.27%	Total	113	100.00%	<p>Comply</p>
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		<table border="1" data-bbox="1131 371 1910 531"> <tr> <td>Gender</td> <td></td> <td></td> </tr> <tr> <td>Male</td> <td>109</td> <td>96.46%</td> </tr> <tr> <td>Female</td> <td>4</td> <td>3.54%</td> </tr> <tr> <td>Total</td> <td>113</td> <td>100.00%</td> </tr> </table> <p>According to the list of workers PPKSS Tayo barokah above, it appears that PPKSS tayo Barokah does not distinguish the origin of workers (local or non-local) and gender.</p> <p>Although it has been explained above that: Based on the PPKSS Tayo Barokah employee list for the period 2020, there are total of 113 workers (harvester: 54 workers, Fertilizer workers: 21 workers, sprayer: 21 workers, FFB loader: 21 workers dan upkeep-slashing: 17 workers), all workers are people living in villages around PPKSS Tayo Barokah plantations (100% of the villagers around ex-transmigration). All of workers are male (100%).</p> <p>PPKSS tayo barokah has provided PPE to workers in the form of (helmets, safety shoes and masks for spray workers).</p>	Gender			Male	109	96.46%	Female	4	3.54%	Total	113	100.00%	
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Milestone B	Workers freely express that they are working in a place that is free from discrimination, harassment or abuse.	<p>PPKS Tayo Barokah has policies related to discrimination, violence, forced labor and abuses at work based on Group Manager Decree No. 14/SK/GM/PPKSS/X/2019 dated 31 October 2019. The policy explains: <i>"prohibition of discrimination (skin color, ethnicity, gender, religion, political affiliation and others), prohibition against forced labor, prohibition of detention. workers' wages if the worker resigns and prohibits trafficking in persons / labor in any form"</i>.</p> <p>This policy has been disseminated to farmers and workers at PPKSS Tayo Barokah on March 9 2020 attended by 26 farmers and workers, on 11 March 2020 attended by 25 farmers and workers, on 13 March 2020 attended by 16 farmers and workers and 15 March 2020 attended by 20 farmers and workers, attendance lists and materials can be shown during the audit.</p>	Comply												

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Type of Workers	Total	Percent (%)
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Although it has been explained above that: Based on the PPKSS Tayo Barokah employee list for the period 2020, there are total of 113 workers (harvester: 54 workers, Fertilizer workers: 21 workers, sprayer: 21 workers, FFB loader: 21 workers dan upkeep-slashing: 17 workers), all workers are people living in villages around PPKSS Tayo Barokah plantations (100% of the villagers around ex-transmigration). All of workers are male (100%).

Based on interviews during the audit with farmers; Bpk. Sukirno (ID: TJ.074), Bpk. Mulyadi (ID: TJ.035), Bpk. Supardi (ID: TJ.094), Bpk. Sukirman (ID: TJ.064) and Bpk. Musalim (ID: D.020), it is proven that workers in PPKSS Tayo Barokah can freely express their relation to equal rights in doing work and there has never been any practice of work based on coercion (forced labor) which is also related to discrimination.

Principle 4: Protect, conserve and enhance ecosystems and the environment

Protect the environment, conserve biodiversity, enhance ecosystems and ensure sustainable management of natural resources.

Preamble

High Conservation Value (HCVs) and High Carbon Stock (HCS) forests

This Independent Smallholder Standard is pursuing the objective of the RSPO Smallholder Strategy to increase smallholder inclusion, prioritise improved practices which also benefit smallholder livelihoods, whilst also upholding the core sustainability requirements. This includes the protection of areas of HCV and HCS forests. The RSPO has developed a simplified HCV methodology for identifying, protecting and managing HCVs that provides guidance for both existing and new planting (see here).

Aligned with the new HCS requirements in the RSPO 2018 P&Cs, the RSPO, in consultation with the HCSA Steering Group, intends to develop a simplified combined HCV-HCS approach to identify and protect HCS forests. The simplified and combined HCV-HCS approach for independent smallholders will be open to public consultation and will be published no later than November 2020.

In the meantime, independent smallholders are not allowed to clear any primary forests or any areas required to protect or enhance HCVs and HCS forests, as committed by signing the Smallholder Declaration. Until the simplified combined HCV-HCS approach and tool for independent smallholders is available, new plantings will only be permitted in low risk areas. The definition and procedure for identification of low risk areas will be defined by a Smallholder No Deforestation Task Force.

Remediation and Compensation Procedure (RaCP)

Remediation and compensation are required for any clearance since November 2005 without prior HCV assessment (see criterion 4.2) and any clearance since November 2019 without prior HCS assessment.

The requirements as outlined in the RaCP (2015) is not fully applicable for independent smallholders. For independent smallholders, this RSPO ISH Standard is focused on developing an appropriate RaCP mechanism such as on-site remediation (with funding mechanisms to be determined) as this is contextually appropriate to the scale of independent smallholder production and enables independent smallholders to maximise positive environmental impact on-site. The requirement means that quantified liability is disclosed and assessed through a land use change analysis (LUCA) supported by the RSPO Secretariat.

Criteria 4.1

High Conservation Values (HCVs) on the smallholder plot or within the managed area and High Carbon Stock (HCS) forests identified after November 2019 using the simplified combined HCV-HCS approach, are managed to ensure that they are maintained and/or enhanced.

Eligibility	Smallholders commit to protect HCVs and HCS forests through the precautionary practices approach (Refer to appendix 1).	Commitment of smallholder member to protect the HCV and HCF forests also stated in "Surat Pernyataan Pekebun" point 12 "melindungi NKT dan hutan SKT melalui pendekatan praktik kehati-hatian, signed dated 1 October 2020, witnessed by Group Manager PPKS Tayo Barokah. PPKS Tayo Barokah has a commitment to protect the HCV area and maintain HCV area. HCV assessment has been conducted since 2016	Comply
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		assisted by WRI and Unilever. HCV area identified 1.58 ha at 3 plot smallholder member (riparian area of Sungai Tapung`), i.e: Plot Mulyadi S ID No. TJ 10.01 & TJ 10.3 (1.55 ha Kelompok Tani Tani Subur) and Plot Siti Hasanah ID No. D 014.01 (0.03 ha Kelompok Tani Tunas Dayo).	
Milestone A	<p>Smallholders complete training on and are aware of:</p> <ul style="list-style-type: none"> • The importance of maintaining and conserving HCVs and HCS forests • Human-wildlife conflict; and • Rare, threatened and endangered species and important ecosystems. 	<p>Training on maintaining and conserving HCVs and HCS forests, Rare, threatened and endangered species and important ecosystems has been conducted on February – April 2019 by ICS Tayo Barokah.</p> <p>Evidence of training can be demonstrated during audit as per “Laporan kegiatan Training Dinamika Kelompok Untuk Anggota Kelompok pekebun Sawit di Tapung Jaya dan Dayo” dated 21 – 22 February (Batch 1) and 6 – 7 April 2019 (batch 2).</p>	Comply
Milestone B	Smallholders implement precautionary practices and manage and maintain rare, threatened and endangered species, HCVs and HCS forests, where applicable	<p>Based on interview with smallholder member during audit, confirmed that they aware regarding the RTE species protection and animal in the smallholder plots and are prohibited from hunting protected animals; Besides that, the management of the riparian buffer zone has also been understood by farmers by not applying chemicals in the river border area.</p> <p>The management and monitoring program related to HCV has been established by PPKS Tayo Barokah as stated in the HCV Report.</p> <p>The management of riparian zone including:</p> <ul style="list-style-type: none"> - Boundary marking of riparian zone to prohibit spraying and chemical application activity with the distance ± 25 m or one last row of crops from the riverbank. - Installation of river bank protection information boards; - Enrichment with planting planting woody plants - Monitoring of riparian area. 	Comply

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		<p>RTE species monitoring has been performed by smallholder member. Record of monitoring available in "Laporan Kegiatan Pemantauan HCV/Dampak Lingkungan/Dampak Sosial PPKS Tayo Barokah". Sample seen: monitoring form on behalf Muslih, ID No. D.012, dated 10 June 2020, there is no presence of animal in his plot; monitoring at plot Wardi, ID No. D002 dated 8 June 2020 observed presence of Bubut Alang-alang (<i>Centrophus bengalensis</i>), monitoring at plot Sucipto ID No. TJ 068.07 dated 8 June 2020 observed presence of Rangkok (<i>Bucerotidae sp</i>).</p> <p>PPKS Tayo Barokah also has establish the procedure of Conflict prevention between animal and human as per "SOP Pedoman Pananggulangan Konflik Antara Manusia dan Satwa, dated 31 October 2019.</p>	
<p>Criteria 4.2</p>			
<p>Where the existing smallholder plot has been planted and cleared after November 2005 or is on an area identified as HCS forests after November 2019 up to the eligibility period, a RaCP process appropriate for smallholders based on Land Use Change Analysis (LUCA) will be applicable (reference preamble).</p>			
<p>Eligibility</p>	<p>Smallholders provide information on all smallholder plots converted and planted with oil palm after 2005, through use of the simplified combined HCV- HCS approach for Smallholders (Refer to appendix 1).</p>	<p>HCV Assessment has been conducted on 2016 by WRI. HCV assessment was conducted in area of 333.6 ha (151 member) and surrounding area of plantation PPKS Tayo Barokah.</p> <p>For the planted area after 2005, a special analysis was carried out to ensure the planting are not convert the high conservation (HCV) area or primary forest. To better understand the initial conditions in 2005 when the land was cleared, a land cover analysis was carried out using two sources, namely: 1) Landsat 5 imagery of 2005, 2) official land cover maps from the Ministry of Environment and Forestry. The results of the analysis show that all the oil palm plantations of the PPKSS Tayo Barokah in 2005 were in the form of mixed dry land agricultural plantations. There were no areas with forest vegetation in that year. This is confirmed by the land use change analysis and survey sheet</p>	<p>Comply</p>

		<p>from PPKSS member Tayo Barokah which shows that all existing plantation land comes from land cover of non-forest vegetation.</p> <p>The protection of the Tapung River border is 15m- 20 meters on the left and right of the river according to RSPO guidelines, the width of the Tapung River is 4 meters and is categorized as a permanent creek with a width of 5 - 10 meters.</p> <p>Protection of non-permanent trenches or bonca borders with a width proportional to the width of the river or bonca 3-4 meters in the Ulu Kasok, Bonca Bai, Sei Sibuyo, Kedundung, Bonca Mapan, and Sosa Rivers. These areas refer to the RSPO reference for riparian protection areas in the RSPO Principles and Criteria guidance.</p> <ul style="list-style-type: none"> - HCV area identified 1.58 ha at 3 plot smallholder member (riparian area of Sungai Tapung), i.e: Plot Mulyadi S ID No. TJ 10.01 & TJ 10.3 (1.55 ha Kelompok Tani Tani Subur) and Plot Siti Hasanah ID No. D 014.01 (0.03 ha Kelompok Tani Tunas Dayo).Peta HCV dapat ditunjukkan pada saat audit. 	
Milestone A	Group members develop a plan to identify the maximum area for on-site remediation of HCVs lost since 2005 and HCS forests lost since November 2019, through a participatory process and the plan is submitted to RSPO.	RaCP are not applicable since there is no new planting after November 2005. Planting on 2011, 2013 and 2015 are replanting.	Comply
Milestone B	An RSPO-approved plan to remediate for HCVs lost since 2005 and HCS forests lost since November 2019 is implemented.	RaCP are not applicable since there is no new planting after November 2005. Planting on 2011, 2013 and 2015 are replanting.	Comply
<p>Criteria 4.3</p> <p>New planting of independent smallholders, since November 2019:</p> <ul style="list-style-type: none"> • Do not replace any HCVs • Do not replace any HCS forests as defined by the simplified combined HCV-HCS approach • Are not on steep slopes (more than 25 degrees or as in the National Interpretation) 			

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<ul style="list-style-type: none"> Are not on peat areas of any depth. 			
Eligibility	Smallholders provide information on all planned new plantings and commit that no new planting are on HCVs or HCS forests, on steep slopes (more than 25 degrees or as in the National Interpretation) or on peat (Refer to appendix 1).	There is no new planting after November 2005. Based on HCV identification report and planted years information of smallholder plot, confirmed that there is planting year 2005 (2,25 ha), 2011 (2 ha), 2012 (4 ha), 2013 (4 ha), these are replanting and not new planting.	Comply
Milestone A	Before any land preparation commences, group members develop an integrated management plan through a participatory approach to maintain or enhance HCVs as well as HCS forests identified after November 2019, as identified by the simplified combined HCV and HCS approach, before any land preparation commences	Based on interview and document verification, confirmed that there is no planing for PPKSS Tayo Barokah to do the new planting or expansion. All member plantation are existing palm oil plantation.	Comply
Milestone B	Smallholders have an RSPO approved integrated management plan for their planned new planting and share a notice of this plan with those involved in the participatory mapping before any land preparation commences.	Based on interview and document verification, confirmed that there is no planing for PPKSS Tayo Barokah to do the new planting or expansion. All member plantation are existing palm oil plantation. PPKS Tayo Barokah has not planed for new planting. Replanting will be planed on 2024. PPKS Tayo Barokah shown document of Work program as per "Program Kerja PPKS Tayo Barokah 2020 – 2021". Replanting program has included in the work program.	Comply
Criteria 4.4 Where smallholder plots exist on peat, subsidence and degradation of peat soils is minimised by use of best management practices.			
Eligibility	Group manager confirms presence of peat on existing plots within the group and smallholders on peat commit to using best management practices (BMPs), and minimizing subsidence and degradation of peat soils (Refer to appendix 1).	There is no peat land according to field survey and GAP Analysis conducted by ICS PPKS Tayo Barokah. Sample seen GAP Analysis for smallholder member on behalf Dedi S. Certificate Number 339, size area 0.75 ha, GAP analysis date 1 October 2019. Stated that there is no peat swamp/peat soil in the plantation area.	Comply

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		<p>PPKSS Tayo Barokah also has a policy to prohibit land clearing and planting on peat area or peat ecosystem according to "SURAT KEPUTUSAN NOMOR: 13/SK/GM/PPKSS-TB/X/2019 TENTANG LARANGAN BAKAR LAHAN DAN NO PEAT, NO FOREST, NO CONFLICT", dated 13 October 2019.</p> <p>Identification of soil types is carried out using a Land Unit map published by the Center for Soil Research in Bogor, known as the Center for Agricultural Land Resources (BBSLDP). Based on the overlay with the map of the PPKSS Tayo Barokah, it is known that the distribution of soil types in the PPKSS Tayo Barokah plantation is entirely Alluvial land (333.6 Ha). The land is identified as land formed from the sediment of rivers in that location. Alluvial soils include land suitable for development for oil palm plantations. No peatlands were found and in general the soil characteristics were quite suitable for oil palm cultivation.</p> <p>The map of the Tayo Barokah PPKS soil type can be shown in the HCV Assessment document.</p>	
<p>Milestone A</p>	<p>Smallholders complete training on best management practices (BMPs) for peat. The group has an action plan to minimize risk of fire, to apply BMPs for plantings on peat and manage water systems in the certification unit.</p>	<p>Training BMP on peat has not carried out by PPKS Tayo Barokah since there is no peat soil in PPKS Tayo Barokah.</p> <p>BMP training has been carried out by ASOFA (fasilitator) to smallholder member to enhance the knowledge related to best management practices of palm oil plantation including pesticide handling, harvesting, plant upkeep to increase productivity, manuring, pest and disease handling, nursery and planting, etc. Training carried out on 26 – 27 February 2020. Training material and evidence of training are available.</p> <p>During interview with team member they have aware and understand regarding the best management practices in their plantation.</p>	<p>Comply</p>

<p>Milestone B</p>	<p>Smallholders implement the group's action plan based on BMPs, including fire and water management, and monitoring of subsidence rate for existing planting on peat.</p>	<p>There is no peat land according to field survey and GAP Analysis conducted by ICS PPKS Tayo Barokah. Sample seen GAP Analysis for smallholder member on behalf Dedi S. Certificate Number 339, size area 0.75 ha, GAP analysis date 1 October 2019. Stated that there is no peat swamp/peat soil in the plantation area.</p> <p>PPKS Tayo Barokah also has a policy to prohibit land clearing and planting on peat area or peat ecosystem according to "SURAT KEPUTUSAN NOMOR: 13/SK/GM/PPKSS-TB/X/2019 TENTANG LARANGAN BAKAR LAHAN DAN NO PEAT, NO FOREST, NO CONFLICT", dated 13 October 2019.</p> <p>Water management and monitoring of subsidence rate is not applicable since there is no peat soil identified in area of PPKS Tayo Barokah.</p>	<p>Comply</p>
<p>Criteria 4.5 Plots on peat are replanted only on areas with low risk of flooding or saline intrusion as demonstrated by a risk assessment.</p>			
<p>Eligibility</p>	<p>Smallholders commit to provide information on all plans for replanting and commit that replanting will only be in areas with low risk of flooding or saline intrusion (Refer to appendix 1).</p>	<p>There is no peat land according to field survey and GAP Analysis conducted by ICS PPKS Tayo Barokah. Sample seen GAP Analysis for smallholder member on behalf Dedi S. Certificate Number 339, size area 0.75 ha, GAP analysis date 1 October 2019. Stated that there is no peat swamp/peat soil in the plantation area.</p> <p>there is no planing for PPKSS Tayo Barokah to do the new planting or expansion. All member plantation are existing palm oil plantation. Replanting will be planed on 2024.</p> <p>PPKS Tayo Barokah shown document of Work program as per "Program Kerja PPKS Tayo Barokah 2020 – 2021". Replanting program has included in the work program.</p> <p>PPKS Tayo Barokah have a plan to discuss the replanting plan with ICS and consultation with Dinas Perkebunan regarding the technical and financial cost of replanting.</p>	<p>Comply</p>

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		Based on Soil map and river map shown that plantation of PPKS Tayo Barokah was far from the river and there is no risk of flooding, in addition there is no peat soil in area pf PPKS Tayo Barokah.	
Milestone A	Smallholders with plots on peat complete training on identification of future risks of flooding or saline intrusion and alternate land development strategies.	There is no peat land according to field survey and GAP Analysis conducted by ICS PPKS Tayo Barokah. Sample seen GAP Analysis for smallholder member on behalf Dedi S. Certificate Number 339, size area 0.75 ha, GAP analysis date 1 October 2019. Stated that there is no peat swamp/peat soil in the plantation area.	Comply
Milestone B	Prior to replanting on peat smallholders complete a risk assessment related to flooding or saline intrusion and, where there is high risk, present a plan that includes alternate land development strategies, referencing alternative livelihood planning.	There is no peat land according to field survey and GAP Analysis conducted by ICS PPKS Tayo Barokah. Sample seen GAP Analysis for smallholder member on behalf Dedi S. Certificate Number 339, size area 0.75 ha, GAP analysis date 1 October 2019. Stated that there is no peat swamp/peat soil in the plantation area. PPKS Tayo Barokah also has a policy to prohibit land clearing and planting on peat area or peat ecosystem according to "SURAT KEPUTUSAN NOMOR: 13/SK/GM/PPKSS-TB/X/2019 TENTANG LARANGAN BAKAR LAHAN DAN NO PEAT, NO FOREST, NO CONFLICT", dated 13 October 2019.	Comply
Criteria 4.6			
Fire is not used on the oil palm plot for preparing land or for pest control, nor open fire for waste management on the farm.			
Eligibility	Smallholders commit to no burning for preparing land or for pest control, nor open fire for waste management. Group manager records evidence of prior burning of members joining the group (Refer to appendix 1).	PPKSS Tayo barokah has a policy to prohibit land preparation and pest control by burning as per SURAT KEPUTUSAN NOMOR: 13/SK/GM/PPKSS-TB/X/2019 TENTANG LARANGAN BAKAR LAHAN DAN NO PEAT, NO FOREST, NO CONFLICT, dated 13 October 2019. Socialization of policy and decree letter has been delivered on 13 March 2020. Evidence of socialization can be demonstrated during audit. During interview with smallholder member confirmed that they aware regarding the policy of no burning for lan preparation, pest control and waste management.	Comply

		<p>Record evidence of prior burning before join the group available in "Form Pendataan Survey Perkebunan Rakyat Tahun 2019" sample seen on behalf Radi, No ID: 339, number of planting 110, planting date Mei 1999, area 0.75 ha, land preparation: not burning.</p> <p>PPKS Tayo Barokah has establish the procedure of chemical storage and ex chemical container management as per "SOP Penyimpanan Bahan Kimia dan Pengelolaan Wadah Bekas Kimia Np: 4/SOP/UK3/PPKS-TB/XI/2019" dated 1 October 2020. According to the procedure ex chemical container, no open fire was allowed fot the waste management.</p>	
Milestone A	<p>There is no physical evidence of new burning (after eligibility) for land preparation for oil palm by smallholders. Smallholders complete training on and are aware of:</p> <ul style="list-style-type: none"> • Alternatives to fire for land preparation and farm waste management (where appropriate possible). • Alternatives to fire for pest control. • Fire prevention and how to respond to and manage fires in their plots. 	<p>Training related to zero burning and SOP of PPKSS Tayo Barokah has been conducted on 13 March 2020. Evidence of socialization can be demonstrated during audit. During interview with smallholder member confirmed that they have aware regarding the zero burning policy for all activity in their plantation.</p> <p>Fire prevention and mitigation to respon and manage fires in the smallholder plots has been carried out by PPKSS Tayo Barokah cooperated with Dinas Pemadam Kebakaran Kab. Rokan Hulu</p>	Comply
Milestone B	<p>Smallholders do not use fire or practice burning for land preparation, waste management or pest control on the farm. For pest control, fire may be used only in exceptional circumstances i.e. where no other effective measures exist and with prior approval of relevant authority.</p>	<p>PPKSS Tayo Barokah has a policy to prohibit burning on land preparation according to "SURAT KEPUTUSAN NOMOR: 13/SK/GM/PPKSS-TB/X/2019 TENTANG LARANGAN BAKAR LAHAN DAN NO PEAT, NO FOREST, NO CONFLICT, dated 13 October 2019"</p> <p>The policy has included the prohibition of burning on waste management and pest control.</p> <p>Smallholders do not use fire or practice burning for land preparation, waste management or pest control on the farm. It was confirmed during GAP Analysis by ICS Tayo Barokah before member admission.</p>	Comply
Criteria 4.7			

Riparian buffer zones are identified and managed to ensure they are maintained and/or enhanced.			
Eligibility	Group manager identifies riparian buffer zones within the group and smallholders commit to no new planting in riparian zones (Refer to appendix 1).	<p>Group manager has identifies the riparian buffer zone through HCV Assessment on 2016, assisted by WRI. HCV assessment was conducted in area of 333.6 ha (151 member) and surrounding area of plantation PPKS Tayo Barokah.</p> <p>According to HCV assessment, confirmed that there were riparian buffer zone identified i.e:</p> <ul style="list-style-type: none"> - Protection of the Tapung River border is 15-20 meters in accordance with RSPO guidelines and the Tapung River is 10 meters wide because both rivers are permanent small rivers with a river width of ± 4 meters. - Protection of non-permanent tributary / ditch or bonca borders with a width proportional to the width of the river or bonca, namely 3-4 meters on the Ulu Kasok, Bonca Bai, Sei Sibuyayo, Kedundung, Bonca Mapan, and Sosa Rivers. This area refers to the RSPO reference for riparian protection area in the 2013 RSPO Principles and Criteria guidance. 	Comply
Milestone A	Smallholders complete training on and are aware of riparian buffer zone management, and the group has an action plan to maintain and/or enhance riparian buffer zones.	<p>Training of riparian buffer zone management available as "Pelatihan NKT" dated 3 Desember 2019. Training material and attendance are available. The evidence and verification will be conducted during onsite audit of certification.</p> <ul style="list-style-type: none"> - Riparian buffer zones management plan has been establish by PPKSS Tayo Barokah as per "Rencana PEngelolaan dan Pemantauan HCV". 	Comply
Milestone B	Smallholders maintain and/or enhance riparian buffer zone areas.	<p>PPKSS Tayo Barokah has determined the riparian bufer zone at Tapung River 10 meter from the river.</p> <p>Program pengkayaan sempadan sungai sudah ada sesuai dengan Rencana Pengelolaan dan Pemantauan HCV PPKSS Tayo Barokah.</p>	Comply

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		<p>PPKSS Tayo Barokah has establish the procedure to prohibit chemical application in riparian zone as per "SOP Pengendalian Gulma Kelapa Sawit No: 5/SOP/UBS/PPKSS-TB/X/2019. "Dilarang melakukan pengendalian gulma 1 pokok dari pinggir sungai, danau atau rawa menggunakan bahan kimia"</p> <p>Evidence of Riparian maintaining can be demonstrated during audit such as: boundary marking of riparian area, prohibiting chemical activity on riparian area and placing the warning signboard to campaign the riparian area protection and prohibition of riparian destruction and contamination.</p>	
<p>Criteria 4.8 Pesticides are used in ways that do not endanger health of workers, family, communities or the environment.</p>			
Eligibility	<p>Smallholders commit to phase out paraquat and pesticides categorized as WHO Class 1A or 1B and those listed by the Stockholm or Rotterdam Conventions by:</p> <ul style="list-style-type: none"> • Immediately stopping purchasing of these pesticides • Phasing out use of remaining stock by MS A • Providing information for the group manager to keep record of pesticide purchase and use. <p>(Refer to appendix 1)</p>	<p>Commitment of smallholder member phase out paraquat and pesticides categorized as WHO Class 1A or 1B and those listed by the Stockholm or Rotterdam Conventions confirmed during field audit and interview. All of smallholder member sample interview were no longer use pesticide categorized as WHO Class 1A or 1B.</p> <p>In addition PPKS Tayo Barokah has a Policy to stop and prohibit paraquat usage as per "SOP Penggunaan Bahan Kimia No: 6/SOP/UBS/PPKS-TB/X/2019" dated 14 July 2020.</p>	Comply
Milestone A	<p>Smallholders complete training on BMPs for pesticides including pesticide usage, awareness on risks for pregnant and breastfeeding women and young workers; storage and disposal; paraquat and pesticides listed by WHO Class 1A or 1B, the Stockholm or Rotterdam Conventions (and in compliance with 3.5).</p>	<p>Training on BMPs for pesticides including pesticide usage, awareness on risks for pregnant and breastfeeding women and young workers; storage and disposal; paraquat and pesticides listed by WHO Class 1A or 1B, the Stockholm or Rotterdam Conventions has been conducted on 26 February 2020. Evidence of training can be demonstrated during audit.</p>	Comply
Milestone B	<p>Smallholders implement BMPS for all pesticide use, including prohibiting use of pesticides by pregnant and breastfeeding women</p>	<p>Evidence of implement BMPS for all pesticide use will be verified during onsite audit for certification.</p>	Comply

	and young workers, and exclusion of paraquat and pesticides that are categorized as WHO Class 1A or 1B, or those listed by the Stockholm or Rotterdam Conventions, unless when authorized by relevant authorities for pest outbreaks.	PPKS Tayo Barokah has policy to prohibit use of pesticides by pregnant and breastfeeding women and young workers as per "SURAT KEPUTUSAN NOMOR: 11/SK/GM/PPKSS-TB/X/2019 TENTANG LARANGAN MEMPEKERJAKAN IBU HAMIL DAN MENYUSUI TERKAIT PEKERJAAN PENGELOLAAN BAHAN KIMIA" dated 31 October 2019.	
Criteria 4.9			
The group and smallholders manage pests, diseases, weeds and invasive introduced species using appropriate techniques, including but not limited to Integrated Pest Management (IPM) techniques.			
Eligibility	Not applicable		
Milestone A	Smallholders complete training on and are aware of BMPs, including, but not limited to safe chemical use, IPM, weed and invasive species management.	Training for BMPs, including, but not limited to safe chemical use, IPM, weed and invasive species management has been conducted on 26 February 2020. Evidence of training can be demonstrated. During interview with smallholder member confirmed that they aware with BMPs and well implemented in the field.	Comply
Milestone B	The group and smallholders maximize use of IPM approaches to minimize use of pesticides and herbicides on their farm.	<p>Integrated pest management has been developed by PPKSS Tayo Barokah as per "Program atau Rencana Pengendalian hama Terpadu" tanggal 31 Oktober 2019". Program of integrated pest management are covering:</p> <ul style="list-style-type: none"> - Turnera subulate plantig as a beneficial plants (host of natural enemies of caterpillar) - Pest and disease monitoring each 3 month. - Tyto alba conservation/introduction as an natural enemies of rats. - Prohibiting total spraying/blanket spraying - Integrated pest management training to smallholder members. <p>Another action for integrated pest management are conserving the pest biological enemy such as: Snake as enemy for rats, Eagle and</p>	<p>NC #1992265-202011-M3 Closed on 21/02/2021</p> <p>Comply</p>

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		<p>barn owl as enemy of rats. smallholders maximize use of IPM approaches to minimize use of pesticides and herbicides on their farm. Most of smallholder member using mechanics way to control the weeds and reduce the herbicide usage.</p> <p>Non conformity during audit:</p> <p>An integrated pest control program has been prepared by PPKS Tayo Barokah in the "Integrated Pest Control Program or Plan" on 31 October 2019; including: planting Turnera subulata for the prevention of caterpillar pests, identification and monitoring of pests and plant diseases every 3 months, the use of owls to prevent rats pest, prohibiting total spraying, conducting IPM training for members.</p> <p>However, evidence of the implementation of the above programs cannot be shown during the audit.</p> <p>PPKSS Tayo Barokah has develop rootcause analysis, correction and corrective action plan to addressed the issue. Audit team has accept the corrective action plan and has been verify the effectiveness of corrective action plan implementation in the field. NC has been closed on 21/02/2021, please refer to Section 3.4 Details of Nonconformities.</p>	
Internal Control System requirements for smallholder groups.			
A – ICS: Group entity and group management requirements			
A.1 The Group demonstrates that they are legally formed.			
A.1.1			
Eligibility	The Group has appointed a group manager	Sighted the evidence of decision making in joint declaration document dated 2 March 2019 which stated:	Comply
Milestone A	The Group has appointed a group manager		

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Milestone B	The Group has appointed a group manager	<ul style="list-style-type: none"> • <i>Perkumpulan Petani Kelapa Sawit Swadaya (PPKSS) Tayo Barokah</i> willing to get involved and willing to promote RSPO certified palm oil. • <i>Perkumpulan Petani Kelapa Sawit Swadaya (PPKSS) Tayo Barokah</i> will implement the RSPO principles and criteria. • Appointed Mr. Agus Ariyanto as Group Manager who responsible for implementation of RSPO principles and criteria. • All member of <i>Perkumpulan Petani Kelapa Sawit Swadaya (PPKSS) Tayo Barokah</i> will support all the joint declaration point. 	
A.1.2			
Eligibility	The group manager has evidence of legal identity.	<p>Sighted the evidence of decision making in joint declaration document dated 2 March 2019 which stated:</p> <ul style="list-style-type: none"> • <i>Perkumpulan Petani Kelapa Sawit Swadaya (PPKSS) Tayo Barokah</i> willing to get involved and willing to promote RSPO certified palm oil. • <i>Perkumpulan Petani Kelapa Sawit Swadaya (PPKSS) Tayo Barokah</i> will implement the RSPO principles and criteria. • Appointed Mr. Agus Ariyanto as Group Manager who responsible for implementation of RSPO principles and criteria. • All member of <i>Perkumpulan Petani Kelapa Sawit Swadaya (PPKSS) Tayo Barokah</i> will support all the joint declaration point. 	Comply
Milestone A	The group manager has evidence of legal identity.		
Milestone B	The group manager has evidence of legal identity.		
A1.3			
Eligibility	The group has membership requirements.	<p><i>Perkumpulan Petani Kelapa Sawit Swadaya (PPKSS) Tayo Barokah</i> has had SOP of Criteria and Requirement of Membership (No:</p>	Comply
Milestone A	The group has membership requirements.		

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Milestone B	The group has membership requirements.	3/SOP/UPP/PPKSS-TB/X/2019 dated 31 October 2019). Each member shall fulfil the requirement as follows: <ul style="list-style-type: none"> • Membership criteria • Registering to Unit Penyuluhan dan Pendaftaran • Fill the enrolment form • Complete the requirement. • Unit will check the registration that has been submitted. • Get approval from the approval committee and endorsement of the group manager • Signed the joint declaration and comply with <i>Perkumpulan Petani Kelapa Sawit Swadaya (PPKSS) Tayo Barokah's</i> statute. • Registered in membership of <i>Perkumpulan Petani Kelapa Sawit Swadaya (PPKSS) Tayo Barokah</i>. 	
A.1.4			
Eligibility	All members have signed and acknowledged membership requirements.	Each of the farmer groups who joined the <i>Perkumpulan Petani Kelapa Sawit Swadaya (PPKSS) Tayo Barokah</i> signed the Farmer Group Declaration on October 1, 2020 (see criteria 1.3). In addition, they also fulfil the membership requirement as described in indicator A1.3.	Comply
Milestone A	All members can demonstrate understanding of membership requirements.		
Milestone B	All members can demonstrate understanding of membership requirements.		
A.2 The Group Manager is responsible for managing the Group for certification.			
A.2.1			
Eligibility	The group manager has planned for the implementation of the ICS.	The Group Manager have established plan for the implementation of ICS on the form of " <i>Matrix Tujuan dan Program Group Manager 2020-2021</i> ", it contains: Objectives, activities, achievement indicators, targets, PIC and implementation time targets.	Comply

		<p>Some of the program plans of PPKSS Tayo activities barokan Period 2020-2021, including:</p> <ol style="list-style-type: none"> 1) Institutional, including: <ul style="list-style-type: none"> - Annual Member Meeting: Submission of reports and work accountability for a period of once a year management of PPKSS-Tayo Barokah - Board Meeting: Designing programs to be run and evaluating programs that have been running or not yet implemented 2) Member Services, including: <ul style="list-style-type: none"> - Subsidized fertilizer management: Increase fruit production from member gardens - Cultivation and Production Facilities: procurement of production facilities for members in supporting plantation activities 3) Plantation Management, including: <ul style="list-style-type: none"> - Plantations improvement together: members and administrators are involved in carrying out fields maintenance together - FFB sales: the establishment of a one-door sales and recording system at the farmer group level - Integrated pest control: efforts and plans to control/manage Pests and disease carried out on the basis of findings in the field (carried out every 3 months) 4) Training and counseling, including: <ul style="list-style-type: none"> - Gap assessment: provides training to all members on how to handling of plantations properly - Training on integrated pest management: increasing knowledge of members on Integrated Pest Management 	
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		<ul style="list-style-type: none"> - Training on the quality of FFB: Increase members' knowledge of the FFB quality - Training on estimating the cost of upkeep per year: Efforts to implement best practices in upkeep, harvesting, fertilizer, spraying, pruning etc. <p>5) Internal Audit, including:</p> <ul style="list-style-type: none"> - Controlling and monitoring members in carrying out the procedures and rules that have been made (i.e SOP and work instructions) - Members make corrections on findings from internal audit <p>6) External Audit: establishing a scheme or procedural mechanism used by a Third Party (in this case a Certification Body) to assess the suitability of the application of a requirement/standard in the Grop Manager, including:</p> <ul style="list-style-type: none"> - Main preparation and surveillance of RSPO audits by external certification bodies - Make improvements to external audit findings. <p>7) Management of areas with high conservation value: minimizing negative impacts on the environment</p> <p>8) Organizational management: increase members' knowledge of the rules, governance and management of the organization.</p> <p>9) Plantation extension visits: conduct a visit from the group manager to the member's plantation location every 3 months</p> <p>PPKSS Tayo Barohak PPKS Work Program was disseminated to all its members on November 8, 2019 which was attended by 129 farmers.</p> <ul style="list-style-type: none"> - Based on interviews with farmers during the audit, that farmers have been able to explain the PPKSS Tayo Barokah program plan for the 2020 period including training plans, 	
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		internal audits, replanting plans that will be carried out and others.	
Milestone A	The group manager can demonstrate compliance of the ICS by individual members.	<p>The Group Manager have established plan for the implementation of ICS on the form of "<i>Matrix Tujuan dan Program Group Manager 2020-2021</i>", it contains: Objectives, activities, achievement indicators, targets, PIC and implementation time targets.</p> <p>Some of the program plans of PPKSS Tayo activities barokan Period 2020-2021, including:</p> <ol style="list-style-type: none"> 1) Institutional, including: <ul style="list-style-type: none"> - Annual Member Meeting: Submission of reports and work accountability for a period of once a year management of PPKSS-Tayo Barokah - Board Meeting: Designing programs to be run and evaluating programs that have been running or not yet implemented 2) Member Services, including: <ul style="list-style-type: none"> - Subsidized fertilizer management: Increase fruit production from member gardens - Cultivation and Production Facilities: procurement of production facilities for members in supporting plantation activities 3) Plantation Management, including: <ul style="list-style-type: none"> - Plantations improvement together: members and administrators are involved in carrying out fields maintenance together - FFB sales: the establishment of a one-door sales and recording system at the farmer group level 	Comply
Milestone B	The group manager can demonstrate compliance of the ICS by individual members.		

		<ul style="list-style-type: none"> - Integrated pest control: efforts and plans to control/manage Pests and disease carried out on the basis of findings in the field (carried out every 3 months) 4) Training and counseling, including: <ul style="list-style-type: none"> - Gap assessment: provides training to all members on how to handling of plantations properly - Training on integrated pest management: increasing knowledge of members on Integrated Pest Management - Training on the quality of FFB: Increase members' knowledge of the FFB quality - Training on estimating the cost of upkeep per year: Efforts to implement best practices in upkeep, harvesting, fertilizer, spraying, pruning etc. 5) Internal Audit, including: <ul style="list-style-type: none"> - Controlling and monitoring members in carrying out the procedures and rules that have been made (i.e SOP and work instruktions) - Members make corrections on findings from internal audit 6) External Audit: establishing a scheme or procedural mechanism used by a Third Party (in this case a Certification Body) to assess the suitability of the application of a requirement/standard in the Grop Manager, including: <ul style="list-style-type: none"> - Main preparation and surveillance of RSPO audits by external certification bodies - Make improvements to external audit findings. 7) Management of areas with high conservation value: minimizing negative impacts on the environment 	
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		<p>8) Organizational management: increase members' knowledge of the rules, governance and management of the organization.</p> <p>9) Plantation extension visits: conduct a visit from the group manager to the member's plantation location every 3 months</p> <p>PPKSS Tayo Barohak PPKS Work Program was disseminated to all its members on November 8, 2019 which was attended by 129 farmers.</p> <p>Based on interviews with farmers during the audit, that farmers have been able to explain the PPKSS Tayo Barokah program plan for the 2020 period including training plans, internal audits, replanting plans that will be carried out and others.</p>	
A.2.2			
Eligibility	The group manager demonstrates understanding of the ISH Standard, group certification and related topics and has sufficient resources to manage the group.	<p>Group Manager on behalf of Agus Ariyanto, has competency regarding ISH Standard. The Group Manager has attended the Training of Trainer for Smallholder Facilitators on March 20-24 March 2017 and has received a certificate from the RSPO.</p> <p>Several certificates from the training that the Group Manager has participated in, including:</p> <ul style="list-style-type: none"> - Sustainability training certificate for group management / ICS at Taping Jaya and Dayo, on 24-26 January 2019 organized by a collaboration between Fortasbi, WRI Indonesia, ASOFA-SKE and RSPO related to the "<i>Pelatihan Dinamika Kelompok bagi ICS Desa Tapung jaya dan Desa Dayo</i>". - Certificate of Group Dynamics Training for ICS (Internal Control System) in Dayo and Tapung Jaya Villages organized by ASOFA on 10 - 11 December 2018. - Certificate of Compliance – Training of Trainer fo Smallholder Facilitator on 20 – 24 March 2017 in Bogor. 	Comply

		<ul style="list-style-type: none"> - Certificate of Compliance – Program Alumni Training of Trainers RSPO on 30 October – 1 November 2017 <p>The group manager has managed sufficient resources to manage the PPKS Tayo Barokah. Existing resources are managed based on the Organizational Structure of the Independent Oil Palm Farmer Association Tayo Barokah based on the Decree of the Group Manager No. 17/SK/GM/PPKSS-TB/X/2019 dated 31 October 2019, concerning the Formation of Work Units in the PPKSS Tayo Barokah ICS Structure, as follows:</p> <ol style="list-style-type: none"> a. <i>Komite Persetujuan</i> - The Approval Committee is the unit responsible for examining and approving candidate members b. <i>Unit Budidaya dan Saprodi</i> - Cultivation Unit and Saprodi are the units responsible for planning production, replanting and the best cultivation techniques for oil palm plantations, planning fertilization and providing production facilities for members. c. <i>Unit Penyuluh dan Pendaftaran</i> - Extension and Registration Unit is a unit that is responsible for socialization and field extension related to Oil Palm Cultivation and certification regulations and field implementation, this unit is also in charge of implementing new recruits. d. <i>Unit Penilai Internal</i> - Internal Assessment Unit is a unit that is responsible for assessing members in the application of the P&C standard for sustainable palm oil, both documents and plantation application. e. <i>Unit K3</i> – Occupational Health and Safety Unit is the unit responsible for identifying risks of work in the garden, office. Conducting outreach on the use of Personal Protective Equipment and B3 waste management f. <i>Unit NKT/HCV dan Praktek Kerja Lapangan</i> - HCV and Field Practices units are units responsible for identifying High 	
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		<p>Conservation Values in the PPKSS-Tayo Barokah management area, carrying out management and monitoring and disseminating the importance of maintaining and protecting HCV.</p> <p>g. <i>Unit Pemasaran</i> - Marketing Unit is a unit that is responsible for marketing FFB members and documenting the amount of production on a regular basis.</p> <p>h. <i>Unit Administrasi</i> – Administrations units is a unit that is responsible for data and documents in the institution.</p> <p>Furthermore, the fields mentioned above are in charge of the 9 farmer groups in PPKSS Tayo Barokah, namely:</p> <ol style="list-style-type: none"> 1. Jaya Mandiri Farmer Group 2. Jaya Bersama Farmer Group 3. Harapan Kita Farmer Group 4. Farmers Group Bina Jaya 5. Makmur Jaya Farmer Group 6. Subur Farmer Group 7. Barokah Dayo Farmer Group 8. Maju Cerah Dayo Farmer Group 9. Dayo Indah Farmer Group <p>To manage programs and activities in PPKS Tayo Barokah according to the organizational structure, PPKS Barokah has set TUPOKSI (Main Duties and Functions – <i>Tugas Pokok dan Fungsi</i>).</p>	
Milestone A	The group manager can demonstrate capacity to manage and operate group certification and certification requirements.	Group Manager on behalf of Agus Ariyanto, has competency regarding ISH Standard. The Group Manager has attended the Training of Trainer for Smallholder Facilitators on March 20-24 March 2017 and has received a certificate from the RSPO.	Comply
Milestone B	The group manager can demonstrate capacity to manage and operate group certification and certification requirements.		

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		<p>Several certificates from the training that the Group Manager has participated in, including:</p> <ul style="list-style-type: none"> - Sustainability training certificate for group management / ICS at Taping Jaya and Dayo, on 24-26 January 2019 organized by a collaboration between Fortasbi, WRI Indonesia, ASOFA-SKE and RSPO related to the "<i>Pelatihan Dinamika Kelompok bagi ICS Desa Tapung jaya dan Desa Dayo</i>". - Certificate of Group Dynamics Training for ICS (Internal Control System) in Dayo and Tapung Jaya Villages organized by ASOFA on 10 - 11 December 2018. - Certificate of Compliance – Training of Trainer fo Smallholder Facilitator on 20 – 24 March 2017 in Bogor. - Certificate of Compliance – Program Alumni Training of Trainers RSPO on 30 October – 1 Novemeber 2017 <p>The group manager has managed sufficient resources to manage the PPKS Tayo Barokah. Existing resources are managed based on the Organizational Structure of the Independent Oil Palm Farmer Association Tayo Barokah based on the Decree of the Group Manager No. 17/SK/GM/PPKSS-TB/X/2019 dated 31 October 2019, concerning the Formation of Work Units in the PPKSS Tayo Barokah ICS Structure. PPKSS farmer member Tayo Barokah is the majority of the ex-transmigration community with a relatively homogeneous culture and background, and has the same culture and culture with the group manager, making it easier to manage.</p>	
A.2.3			
Eligibility	A group annual training plan is available covering the RSPO Independent Smallholder Standard, group management (which includes group objectives, structure, relevant procedures and the certification process) and other topics as outlined in the ISH Standard.	<p>PPKSS Tayo Barokah has determined the 2020 Training Plan program, it contains: Objectives, activities, achievement indicators, targets, PIC and implementation time targets, as follows:</p> <ul style="list-style-type: none"> - Job Training for Workers & Farmers 	Comply

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		<ul style="list-style-type: none"> - Limited use of pesticides - Hazardous Waste Management - Prevention and Handling of Forest and Forestry - Financial Management Training - Internal Audit Training - Oil palm plantation best practice field school and sustainability training for members, including: limited pesticide use training, B3 and K3 as well as fire prevention and control training - Training on RSPO Principles and Criteria 2019, SOP, Policies and PPKSS changes decision by Tayo Barokah. <p>The training volunteers up to November 20, 2020 are as follows:</p> <ul style="list-style-type: none"> - Training through oil palm plantation best practice field schools and sustainability training for members, including: limited pesticide use training, B3 and K3 as well as fire prevention and control training, held in February 2020 which was attended by 114 participants (member farmers). This training is in collaboration with ASOFA, the District Agriculture Office. Rokan Hulu - Training on RSPO Principles and Criteria 2019, SOP, Policies and PPKSS changes decision by Tayo Barokah. The training was carried out in collaboration with the District Agriculture Office of Rpan Hulu and WRI Indonesia in November 2020 attended by 106 participants (member farmers) - Training related to employment was carried out by PPKSS Tayo Barokah in November 2020 and was attended by 106 farmer member participants. 	
Milestone A	The group manager implements a phased approach to ensure members have progressively attended training on the ISH Standard, group management and other topics as outlined in the ISH Standard	PPKSS Tayo Barokah has determined the 2020 Training Plan program, it contains: Objectives, activities, achievement indicators, targets, PIC and implementation time targets, as follows:	Comply

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	<p>according to the group annual training plan.</p>	<ul style="list-style-type: none"> - Job Training for Workers & Farmers - Limited use of pesticides - Hazardous Waste Management - Prevention and Handling of Forest and Forestry - Financial Management Training - Internal Audit Training - Oil palm plantation best practice field school and sustainability training for members, including: limited pesticide use training, B3 and K3 as well as fire prevention and control training - Training on RSPO Principles and Criteria 2019, SOP, Policies and PPKSS changes decision by Tayo Barokah. <p>The training volunteers up to November 20, 2020 are as follows:</p> <ul style="list-style-type: none"> - Training through oil palm plantation best practice field schools and sustainability training for members, including: limited pesticide use training, B3 and K3 as well as fire prevention and control training, held in February 2020 which was attended by 114 participants (member farmers). This training is in collaboration with ASOFA, the District Agriculture Office. Rokan Hulu - Training on RSPO Principles and Criteria 2019, SOP, Policies and PPKSS changes decision by Tayo Barokah. The training was carried out in collaboration with the District Agriculture Office of Rpan Hulu and WRI Indonesia in November 2020 attended by 106 participants (member farmers) - Training related to employment was carried out by PPKSS Tayo Barokah in November 2020 and was attended by 106 farmer member participants. 	
<p>Milestone B</p>	<p>All members attended training and can demonstrate understanding of the ISH Standard, group management and certification requirements</p>	<p>All member smallholder has attended the training of the ISH Standard, group management and certification requirements including</p>	<p>Comply</p>

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	<p>including awareness on BMPs, HCV, environmental protection, social welfare of workers and business operations.</p>	<p>awareness on BMPs, HCV, environmental protection, social welfare of workers and business operation. Evidence of series training can be demonstrated during audit, sample seen:</p> <ul style="list-style-type: none"> - Training Praktek Terbaik Perkebunan Kelapa Sawit Untuk Anggota kelompok Pekebun Sawit di tapung jaya dan Dayo, by ASOFA (Fasilitator) dated 3 – 4 May and 22 – 23 June 2019, attend by 144 smallholder member. - Sosialisasi Kegiatan Registrasi STDB Tapung Jaya, Dayo Bonotapung dan Bencah Kusuma Tandun, dated 6 August – 11 September 2018, attend by all smallholder member. - Sekolah lapang budidaya terbaik danberkelanjutan sesi ke – 2 untuk anggota pekebun di Desa Tapung Jaya dan Dayo, by ASOFA (Fasilitator), dated 21 – 22 June and 6 – 7 July 2019, attend by 44 smallholder member. - Internal audit raining on 22 August 2020 via Zoom by Fortasbi and Tuv Rheinland - Training Dinamika Kelompok untuk anggota pekebun sawit di Tapung Jaya & Dayo, by ASOFA dated 21 – 22 Feburary and 6 – 7 April 2019, attend by 141 smallholder member. - Training penggunaan pestisida terbatas, LB3 dan K3 (Pencegahan dan Penanggulangan kebakaran) Tahap II dated 26 – 27 February 2020 by Dinas TPH provinsi Riau (Komisi Pengawas Pupuk & Pestisida), Dinas Kesehatan Provinsi Riau and BPBD Kabupaten Rokan Hulu, attend by 71 & 43 smallholder member. - Training Keberlanjutan untuk Managemen Group/ICS Tapung jaya dan Dayo, by ASOFA (Fasilitator) dated 24 – 26 January 2019, attend by 28 personel ICS PPKS Tayo Barokah 	
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		<ul style="list-style-type: none"> - Training SOP, Kebijakan, AD ART, Lingkungan, Sosial, K3, NKT (HCV) dan Kelembagaan by Group Manager on 9 - 15 March 2020 attend by all smallholder member. - Training PSR, ketenagakerjaan, SOP perubahan, RISS 2019, Mekanisme Harga TBS, Premium Sharing, Larangan Membakar dan penggunaan paraquat, by Group Manager dated 8 November 2020 attend by 106 members. 	
B – ICS: Policies and management			
B.1 The group Internal Control System contains documented policies and procedures for operational management.			
B.1.1			
Eligibility	A group Internal Control System is available for operational management including procedures of expulsion and sanctions for members who fail to comply, and a procedure to conduct internal audits	<p>PPKSS Tayo Barokah has established an internal audit implementation mechanism based on Procedure No. 1/SOP/UPI/PPKSS-TB/XI/2019 Rev.01 dated 30 October 2020 concerning Assessment. The procedure explains that: <i>"Internal assessment is a systemic and documented process, carried out by an internal assessment without having a relationship with the subject of the assessment (clear of conflicts of interest), to assess the performance of group members and determine the effectiveness of the ICS system implemented by the Group"</i>.</p> <p>The sample study should always include interviews of Group members whose locations are being studied. Based on the results of the risk assessment of PPKSS-Tayo Barokah is the High-risk level. Audit sampling, for the latest procedure is 100% members and the audit is carried out once a year. Internal audit is carried out by means of a 50% member being audited in the first semester and the remaining 50% of the members being audited in the second semester of the current year.</p> <p>PPKSS Tayo Barokah has also established procedures related to improvements to internal audit findings, SOP No: 2/SOP/UPI/PPKSS-TB/XI/2019 dated November 1, 2019 and SOP No. 6/SOP/UPP/PPKSS-</p>	Comply

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		<p>TB/X/2019 dated 31 October 2019 related to giving warnings and sanctions - <i>Pemberian Peringatan dan Sanksi</i>, explaining that:</p> <ul style="list-style-type: none"> - Members are required to meet or correct the findings of the Assessment within a predetermined time limit. - Group Manager has the right to give a warning, if a member does not attempt to correct the findings. - Furthermore, the Group Manager has the right to provide a warning letter 1 or 2 or 3 (<i>Surat Peringatan-SP</i>), then also has the right to remove members if they do not heed or correct the findings of the Assessment. (set in SOP Warning and Sanctions for Members) - If the member does not correct the findings, it will have implications for ICS such as the certification will be pending, then the Group Manager has the right to exclude the member from the RSPO certification process. - The repair period is carried out by members for 90 days after the findings are reported. - If there are findings that are not carried out by members, the sanctions will return to the SOP for Warning and Sanctions. - Internal assessors can go through a return visit after 90 days, to ensure the findings have been completed by the members. 	
Milestone A	The ICS is implemented and an internal audit is conducted for at least half of the group members and all audit findings are closed	<p>PPKSS Tayo Barokah has established an internal audit implementation mechanism based on Procedure No. 1/SOP/UPI/PPKSS-TB/XI/2019 Rev.01 dated 30 October 2020 concerning Assessment. The procedure explains that: <i>"Internal assessment is a systemic and documented process, carried out by an internal assessment without having a relationship with the subject of the assessment (clear of conflicts of interest), to assess the performance of group members and determine the effectiveness of the ICS system implemented by the Group"</i>.</p>	Comply
Milestone B	The ICS is implemented and an annual internal audit of the group is conducted for all group members and all audit findings are resolved.		

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		<p>The sample study should always include interviews of Group members whose locations are being studied. Based on the results of the risk assessment of PPKSS-Tayo Barokah is the High-risk level. Audit sampling, for the latest procedure is 100% members and the audit is carried out once a year. Internal audit is carried out by means of a 50% member being audited in the first semester and the remaining 50% of the members being audited in the second semester of the current year.</p> <p>The internal audit was carried out on 24-29 August 2020, carried out by 7 auditors (Mulyadi S., Sigit Sugianto, D. Rusmana, Wahyono, Supardi, Suwandi and Agus Suyono).</p> <p>The number of audit samples was 151 farmer members. There are 8 findings and all of them have been corrected as of October 10, 2020.</p>	
B.1.2			
Eligibility	Basic information, farm information, production data, legal documentation of group members and signed Smallholder Declarations are available to the group manager	<p>PPKSS Tayo Barokah has recorded all plantations information including production data for each farmer per month, recorded legality documents (Copy of SHM and SKGR documents) and a copy of the declaration of farmer membership in PPKSS Tayo Barokah, which includes: no. Farmer ID (KTP), date of birth, address, total area and membership number (attached).</p> <p>Example of a declaration for a grower:</p> <ol style="list-style-type: none"> 1. Statement on behalf of farmer Luyati (ID: TJ.104), date of birth 7/12/1955, gender: Female, address: Jl. Pelita VI Tapung Jaya Village, SHM No. 873 covering an area of 0.75 ha. 2. Statement on behalf of farmer Khamidin (ID: TJ.104), date of birth 7/12/1955, gender: Male, address: Jl. Pelita VI Tapung Jaya Village, SHM No. 873 covering an area of 0.75 ha. <p>Tayo Barokah ICS Management records and documents the production or production of FFB per month for each farmer, as follows:</p>	Comply
Milestone A	Basic information, farm information, production data, legal documentation of group members and signed Smallholder Declarations are available to the group manager		
Milestone B	Basic information, farm information, production data, legal documentation of group members and signed Smallholder Declarations are available to the group manager		

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Farmer's Name	: Parino		
Farmre's Code	: D.011		
Period	: May 2019 - Sept 2020		
Month	Persil/Plot Codes	Persil/Plot Codes	Persil/Plot Codes
	D.011.1	D.011.2	D.011.3
Planting Year	2001	2001	2001
Areas (Ha)	0.75	0.75	0.75
Number of Plant	101	101	101
May-19	1,000	900	1,200
Jun-19	1,000	900	1,200
Jul-19	900	1,000	1,200
Aug-19	900	1,100	1,100
Sep-19	800	1,000	1,000
Oct-19	1,000	1,000	1,533
Nov-19	1,100	1,000	1,300
Dec-19	1,200	1,100	1,200
Total	7,900	8,000	9,733
Jan-20	1,100	1,000	1,200
Feb-20	1,000	1,000	1,400
Mar-20	1,100	1,300	1,200
Apr-20	1,000	1,080	1,100
May-20	1,232	1,210	1,125
Jun-20	975	1,160	1,595
Jul-20	1,050	775	1,047
Aug-20	1,061	1,162	1,060
Sep-20	1,100	1,345	1,500
Oct-20			
Nov-20			
Dec-20			
Total	9,618	10,032	11,227

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		Farmer's Name	: Luyati		
		Farmre's Code	: TJ.104.8		
		Period	: May 2019 - Sept 2020		
		Month	Persil/Plot Codes	Persil/Plot Codes	Persil/Plot Codes
			TJ.104.6	TJ.104.7	TJ.104.8
		Planting Year	1997	1997	1997
		Areas (Ha)	0.75	0.75	0.75
		Number of Plant	101	101	101
		May-19	2,600	2,600	2,800
		Jun-19	2,200	2,500	2,700
		Jul-19	2,850	2,450	2,550
		Aug-19	2,820	2,450	2,620
		Sep-19	2,870	2,400	2,650
		Oct-19	2,900	3,400	3,300
		Nov-19	3,500	3,860	4,080
		Dec-19	3,550	3,800	4,310
		Total	23,290	23,460	25,010
		Jan-20	4,420	3,420	3,970
		Feb-20	3,660	3,460	3,700
		Mar-20	3,300	3,870	4,205
		Apr-20	3,750	3,960	3,550
		May-20	3,300	4,000	3,800
		Jun-20	5,620	4,970	5,410
		Jul-20	5,080	4,700	4,790
		Aug-20	5,710	5,300	5,830
		Sep-20	5,830	5,420	5,350
		Oct-20			
		Nov-20			
		Dec-20			
		Total	40,670	39,100	40,605

C – ICS: Group Business planning			
C.1 The group has a Business Plan prepared with the participation and contributions of all group members			
C.1.1			
Eligibility	An annual group business plan is available, which includes <ul style="list-style-type: none"> • Production and income forecasting based on historical records • Plans for expansion 	<i>Perkumpulan Petani Kelapa Sawit Swadaya (PPKSS) Tayo Barokah</i> has set the annual business plan. That document informed of estimate of FFB production, replanting area, FFB price etc. Based on interview with group manager during this audit, there is no expansion plan in the next year ahead.	Comply
Milestone A	The group business plan is implemented and reviewed at least annually.	Board of Tayo Barokah has showed the annual review of management plan period 2020 – 2021 on document namely " <i>Laporan Evaluasi Sementara Program Kerja PPKSS Tayo Barokah 2020-2021</i> ". Those documents contain information related to: <ul style="list-style-type: none"> • Organizational (annual report of Group Manager, management plan period 2021 – 2022, management HCV etc). • Membership services (fertilizer purchase, facilitating member with appropriate PPE, ensuring all land has had private right • Best management practices (manuring, pesticide application, pest and disease monitoring, ensuring zero land conflict, FFB pricing etc). • Training and socialization related to best management practices, pest and disease, FFB quality and grading, minimizing environmental impact, FFB traceability, zero burning, Group Manager visit, improving smallholders understanding related to RSPO ISH standard and organizational procedures. • Replanting (replacing old palms with best clone of planting material, monitoring of replanting procedure). • Internal audit (internal member assessments and close the findings) 	Comply

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		<ul style="list-style-type: none"> External audit (conducted external audit to assessing RSPO ISH compliance). <p>Based on field visit and interview with respective smallholders sampled obtain information that board of Tayo Barokah has conducted regularly meeting to be monitoring of annual management plan achievement. For example, there was a management plan for period 2020 that signed by Group Manager on 25 January 2020, signboard installation (HCV, best management practices etc), PPE purchase and distribution on 30 April 2020 etc.</p>	
<p>Milestone B</p>	<p>The group demonstrates financial stability and growth, and is able to support itself financially.</p>	<p><i>Perkumpulan Petani Kelapa Sawit Swadaya (PPKSS) Tayo Barokah</i> has provided several forms related to the best plantation management activities, such as:</p> <ul style="list-style-type: none"> Fertilization recommendations Production result Pest and disease control activity forms Plant upkeeping activity form Fertilization activity form <p>However, these documents have not been well managed and filled out consistently by group members so that it cannot describe the financial condition and financial growth of the organization.</p> <p>During this audit, Group manager cannot show the records of production and transaction data of all FFB sale. This fact raised as nonconformity.</p> <p>PPKSS Tayo Barokah has develop rootcause analysis, correction and corrective action plan to addressed the issue. Audit team has accept the corrective action plan and has been verify the effectiveness of corrective action plan implementation in the field. NC has been closed on 21/02/2021, please refer to Section 3.4 Details of Nonconformities.</p>	<p>NC #1992265-202011-M2 Closed on 21/02/2021</p> <p>Comply</p>

C.2 The ICS of the group is integrated with the group's management plan.			
C.2.1			
Eligibility	<p>A group management plan is available which includes:</p> <ul style="list-style-type: none"> • Training/capacity building plans to improve productivity of group members. • An approach to strengthen links within the supply chain. • Plan for continuous improvement projects (i.e. on waste, soil, etc.), if any. 	<p>An Annual Group Management Plan is available as per "Program Kerja Group Manager 2019 – 2020 PPKS Tayo Barokah, which includes:</p> <ul style="list-style-type: none"> • Training/capacity building plans to improve productivity of group members. • An approach to strengthen links within the supply chain, available as "Kelembagaan Program" • Plan for continuous improvement projects (i.e. on waste, soil, etc.), if any. <p>Management plan was including 15 programs of Kelembagaan, GAP Analysis for new member admission, Training ICS Staff, Training Smallholder member, Monitoring, Internal Audit, External audit.</p>	Comply
Milestone A	<p>The group management plan is implemented and reviewed at least annually.</p>	<p>Board of Tayo Barokah has showed the annual review of management plan period 2020 – 2021 on document namely "<i>Laporan Evaluasi Sementara Program Kerja PPKSS Tayo Barokah 2020-2021</i>". Those documents contain information related to:</p> <ul style="list-style-type: none"> • Organizational (annual report of Group Manager, management plan period 2021 – 2022, management HCV etc). • Best management practices (manuring, pesticide application, pest and disease monitoring, ensuring zero land conflict, FFB pricing etc). • Training and socialization related to best management practices, pest and disease, FFB quality and grading, minimizing environmental impact, FFB traceability, zero burning, Group Manager visit, improving smallholders understanding related to RSPO ISH standard and organizational procedures. 	Comply

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		<ul style="list-style-type: none"> • Replanting (replacing old palms with best clone of planting material, monitoring of replanting procedure). • External audit (conducted external audit to assessing RSPO ISH compliance). 	
<p>Milestone B</p>	<p>The group manager demonstrates the group’s compliance with this ISH Standard.</p>	<p>Board of Tayo Barokah has showed the annual review of management plan period 2020 – 2021 on document namely "<i>Laporan Evaluasi Sementara Program Kerja PPKSS Tayo Barokah 2020-2021</i>". Those documents contain information related to:</p> <ul style="list-style-type: none"> • Organizational (annual report of Group Manager, management plan period 2021 – 2022, management HCV etc). • Membership services (fertilizer purchase, facilitating member with appropriate PPE, ensuring all land has had private right • Best management practices (manuring, pesticide application, pest and disease monitoring, ensuring zero land conflict, FFB pricing etc). • Training and socialization related to best management practices, pest and disease, FFB quality and grading, minimizing environmental impact, FFB traceability, zero burning, Group Manager visit, improving smallholders understanding related to RSPO ISH standard and organizational procedures. • Replanting (replacing old palms with best clone of planting material, monitoring of replanting procedure). • Internal audit (internal member assessments and close the findings) • External audit (conducted external audit to assessing RSPO ISH compliance). <p>Based on field visit and interview with respective smallholders sampled obtain information that board of Tayo Barokah has conducted regularly meeting to be monitoring of annual management plan achievement.</p>	<p>Comply</p>

		For example, there was a management plan for period 2020 that signed by Group Manager on 25 January 2020, signboard installation (HCV, best management practices etc), PPE purchase and distribution on 30 April 2020 etc.	
D – ICS: Group trading system for certified volumes			
D.1 The group has a procedure and system in place for the tracking of FFB.			
D.1.1			
Eligibility	Record sheets to track the annual production and sales of certified volumes, covering traceability of producers and/or traders are available.	<p>PPKS Tayo Barokah's annual production data is monitored and recorded in the "Production Data Recapitulation". Sales of FFB are carried out by each farmer/smallholder group and farmer/smallholder members both to traders (FFB collectors), loading ramps and other FFB buyers. Documents are recapitulated by the chairman of the KT and ICS.</p> <p>Production records are carried out per parcel/plots.</p> <p>Evidence of recording of FFB sales is available in the Recapitulation of Farmers Production document; This document states the amount of FFB production per farmer plot and the purpose for selling the FFB of the farmers.</p> <p>PPKS Tayo Barokah has develop the procedure of traceability as per "SOP Pendokumentasian Penjualan TBS Anggota No: 6/SOP/Sekretaris/PPKS-TB/XI/2019" Rev.1 dated 26 November 2020.</p> <p>FFB produce by smallholder member are record by each member and head of KT including: FFB nett weight, name of smallholder member, ID number, year planted, area, price and buyer name.</p>	Comply

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<p>Milestone A</p>	<p>Group manager maintains annual production records and sales of certified volumes.</p>	<p>FFB annual production data and FFB sales were recapitulated by farmer groups and PPKSS Tayo Barokah. Below are the data of FFB production volume record since November 2019 – October 2020:</p> <table border="1" data-bbox="1131 475 1937 1125"> <thead> <tr> <th>Smallholder Group</th> <th>Area (ha)</th> <th>FFB Production (MT)</th> </tr> </thead> <tbody> <tr><td>Kelompok Tani Barokah Dayo</td><td>18,76</td><td>442,7</td></tr> <tr><td>Kelompok Tani Bina jaya</td><td>19,26</td><td>460,6</td></tr> <tr><td>Kelompok Tani Dayo Indah</td><td>28,75</td><td>534,0</td></tr> <tr><td>Kelompok Tani Harapan Kita</td><td>24,00</td><td>497,8</td></tr> <tr><td>Kelompok Tani Jaya Bersama</td><td>24,00</td><td>542,5</td></tr> <tr><td>Kelompok Tani Jaya Mandiri</td><td>13,65</td><td>342,0</td></tr> <tr><td>Kelompok Tani Maju Cerah Dayo</td><td>20,00</td><td>465,4</td></tr> <tr><td>Kelompok Tani Maju Jaya</td><td>16,79</td><td>452,2</td></tr> <tr><td>Kelompok Tani Makmur Jaya</td><td>26,79</td><td>559,8</td></tr> <tr><td>Kelompok Tani Mekar Jaya</td><td>39,10</td><td>808,6</td></tr> <tr><td>Kelompok Tani Tani Subur</td><td>55,04</td><td>1123,1</td></tr> <tr><td>Kelompok Tani Tunas Dayo</td><td>23,25</td><td>632,0</td></tr> <tr><td>Kelompok Tani Tunas Jaya</td><td>17,25</td><td>397,9</td></tr> <tr> <td>Total</td> <td>326,64</td> <td>7258,6</td> </tr> </tbody> </table> <p>All FFB production physical was sold as non certified product since this is the initial certification and PPKSS Tayo Barokah has not been certified yet.</p>	Smallholder Group	Area (ha)	FFB Production (MT)	Kelompok Tani Barokah Dayo	18,76	442,7	Kelompok Tani Bina jaya	19,26	460,6	Kelompok Tani Dayo Indah	28,75	534,0	Kelompok Tani Harapan Kita	24,00	497,8	Kelompok Tani Jaya Bersama	24,00	542,5	Kelompok Tani Jaya Mandiri	13,65	342,0	Kelompok Tani Maju Cerah Dayo	20,00	465,4	Kelompok Tani Maju Jaya	16,79	452,2	Kelompok Tani Makmur Jaya	26,79	559,8	Kelompok Tani Mekar Jaya	39,10	808,6	Kelompok Tani Tani Subur	55,04	1123,1	Kelompok Tani Tunas Dayo	23,25	632,0	Kelompok Tani Tunas Jaya	17,25	397,9	Total	326,64	7258,6	<p>Comply</p>
Smallholder Group	Area (ha)	FFB Production (MT)																																														
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<p>Milestone B</p>	<p>Group Manager maintains annual production records and sales of certified volumes of all FFB sources.</p>	<p>FFB annual production data and FFB sales were recapitulated by farmer groups and PPKSS Tayo Barokah. Below are the data of FFB production volume record since November 2019 – October 2020:</p> <table border="1" data-bbox="1131 475 1935 1126"> <thead> <tr> <th>Smallholder Group</th> <th>Area (ha)</th> <th>FFB Production (MT)</th> </tr> </thead> <tbody> <tr><td>Kelompok Tani Barokah Dayo</td><td>18.76</td><td>442.70</td></tr> <tr><td>Kelompok Tani Bina jaya</td><td>19.26</td><td>460.60</td></tr> <tr><td>Kelompok Tani Dayo Indah</td><td>28.75</td><td>534.00</td></tr> <tr><td>Kelompok Tani Harapan Kita</td><td>24.00</td><td>497.80</td></tr> <tr><td>Kelompok Tani Jaya Bersama</td><td>24.00</td><td>542.50</td></tr> <tr><td>Kelompok Tani Jaya Mandiri</td><td>13.65</td><td>342.00</td></tr> <tr><td>Kelompok Tani Maju Cerah Dayo</td><td>20.00</td><td>465.40</td></tr> <tr><td>Kelompok Tani Maju Jaya</td><td>16.79</td><td>452.20</td></tr> <tr><td>Kelompok Tani Makmur Jaya</td><td>26.79</td><td>559.80</td></tr> <tr><td>Kelompok Tani Mekar Jaya</td><td>39.10</td><td>808.60</td></tr> <tr><td>Kelompok Tani Tani Subur</td><td>55.04</td><td>1,123.10</td></tr> <tr><td>Kelompok Tani Tunas Dayo</td><td>23.25</td><td>632.00</td></tr> <tr><td>Kelompok Tani Tunas Jaya</td><td>17.25</td><td>397.90</td></tr> <tr> <td>Total</td> <td>326,64</td> <td>7,258.6</td> </tr> </tbody> </table> <p>All FFB production physical was sold as non certified product since this is the initial certification and PPKSS Tayo Barokah has not been certified yet.</p>	Smallholder Group	Area (ha)	FFB Production (MT)	Kelompok Tani Barokah Dayo	18.76	442.70	Kelompok Tani Bina jaya	19.26	460.60	Kelompok Tani Dayo Indah	28.75	534.00	Kelompok Tani Harapan Kita	24.00	497.80	Kelompok Tani Jaya Bersama	24.00	542.50	Kelompok Tani Jaya Mandiri	13.65	342.00	Kelompok Tani Maju Cerah Dayo	20.00	465.40	Kelompok Tani Maju Jaya	16.79	452.20	Kelompok Tani Makmur Jaya	26.79	559.80	Kelompok Tani Mekar Jaya	39.10	808.60	Kelompok Tani Tani Subur	55.04	1,123.10	Kelompok Tani Tunas Dayo	23.25	632.00	Kelompok Tani Tunas Jaya	17.25	397.90	Total	326,64	7,258.6	<p>Comply</p>
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<p>D.2 The group documents and implements a system for the tracking of FFB</p>																																																
<p>D.2.1</p>																																																
<p>Eligibility</p>	<p>Not Applicable</p>																																															

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Milestone A	The group manager maintains annual production data and sales of certified volumes through Book and Claim for the group based on actual receipts for and sales by all members	Curently PPKS Tayo Barolkah has not been certified and Book and Claim will be performed by ICS Unit Penjualan & Pemasaran.	Comply
Milestone B	The group manager maintains annual production data and sales of certified volumes through physical or Book and Claim for the group based on actual receipts and sales for all members and 100% all certified volumes.	<p>PPKS Tayo Barokah's annual production data is monitored and recorded in the "Production Data Recapitulation". Sales of FFB are carried out by each farmer group and farmer members both to traders (FFB collectors), loading ramps and other FFB buyers. Documents are recapitulated by the chairman of the KT and ICS.</p> <p>Actual production year 2019/2020 (November 2019 - October 2020) was 7,258.6 MT.</p> <p>FFB production Estimation January - December 2021 was 7,258 MT.</p> <p>Evidence of recording of FFB sales is available in the Recapitulation of Farmers Production document; This document states the amount of FFB production per farmer plot and the purpose for selling the FFB of the farmers.</p> <p>Currently, PPKSS Tayo Barokah is not certified and no certified product sales transactions have been made at Palmtrace.</p> <p>PPKS Tayo Barokah has registered as RSPO membership since 28 February 2020 with membership Number: 1-0293-20-000-00, membership period Feb 2020 – Jan 2022.</p> <p>PPKS Tayo Barokah also has registered in Palmtrace with Member ID : RSPO_PO1000011295.</p>	Comply
D.3 The group has a procedure and system for premium distribution.			
D.3.1			
Eligibility	The group and group manager have agreed on how the premiums should be used and the agreement is recorded and communicated to the group members. Prices, premiums, and timing of premium payment are clearly communicated and transparent to all group	Group and group manager have agreed on how the premiums should be used and the agreement is recorded as per "Surat Keputusan Nomor: 19/SK/GM/PPKSS-TB/IX/2020 Tentang Pengelolaan Dana Kredit RSPO" dated 7 September 2020. The premium sharing term and	Comply

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	members. Premiums disbursed to members at all stages are recorded and the premiums are paid in a timely and convenient manner.	mechanism has communicated to the group members on 8 November 2020. Evidence of socialization can be demonstrated during audit. Interview with smallholder member confirmed that all smallholder member sampled aware and understand regarding the premium sharing mechanism.	
Milestone A	The disbursement of premiums, including price and timing of the disbursement to group members is clearly recorded.	Curently there is no premium price from RSPO certification obtain by PPKS Tayo Barokah as this is the initial certification. Premium sharing term and mechanism has been agreed by Group according to "Surat Keputusan Nomor: 19/SK/GM/PPKSS-TB/IX/2020 Tentang Pengelolaan Dana Kredit RSPO" dated 7 September 2020.	Comply
Milestone B	The disbursement of premiums, including price and timing of the disbursement to group members is clearly recorded.		

Appendix B: Approved Time Bound Plan

Not applicable.

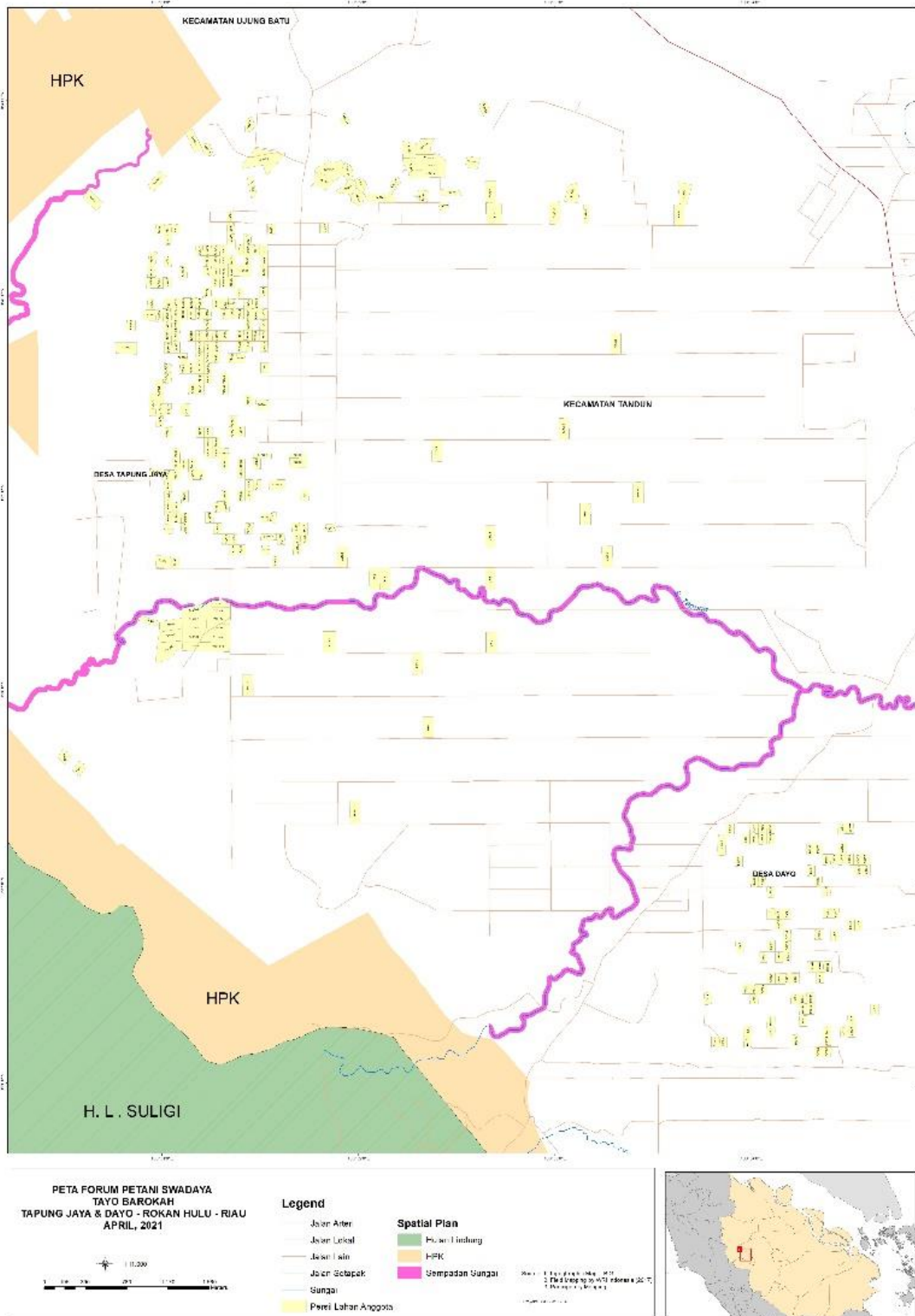
Appendix C: GHG Reporting Executive Summary

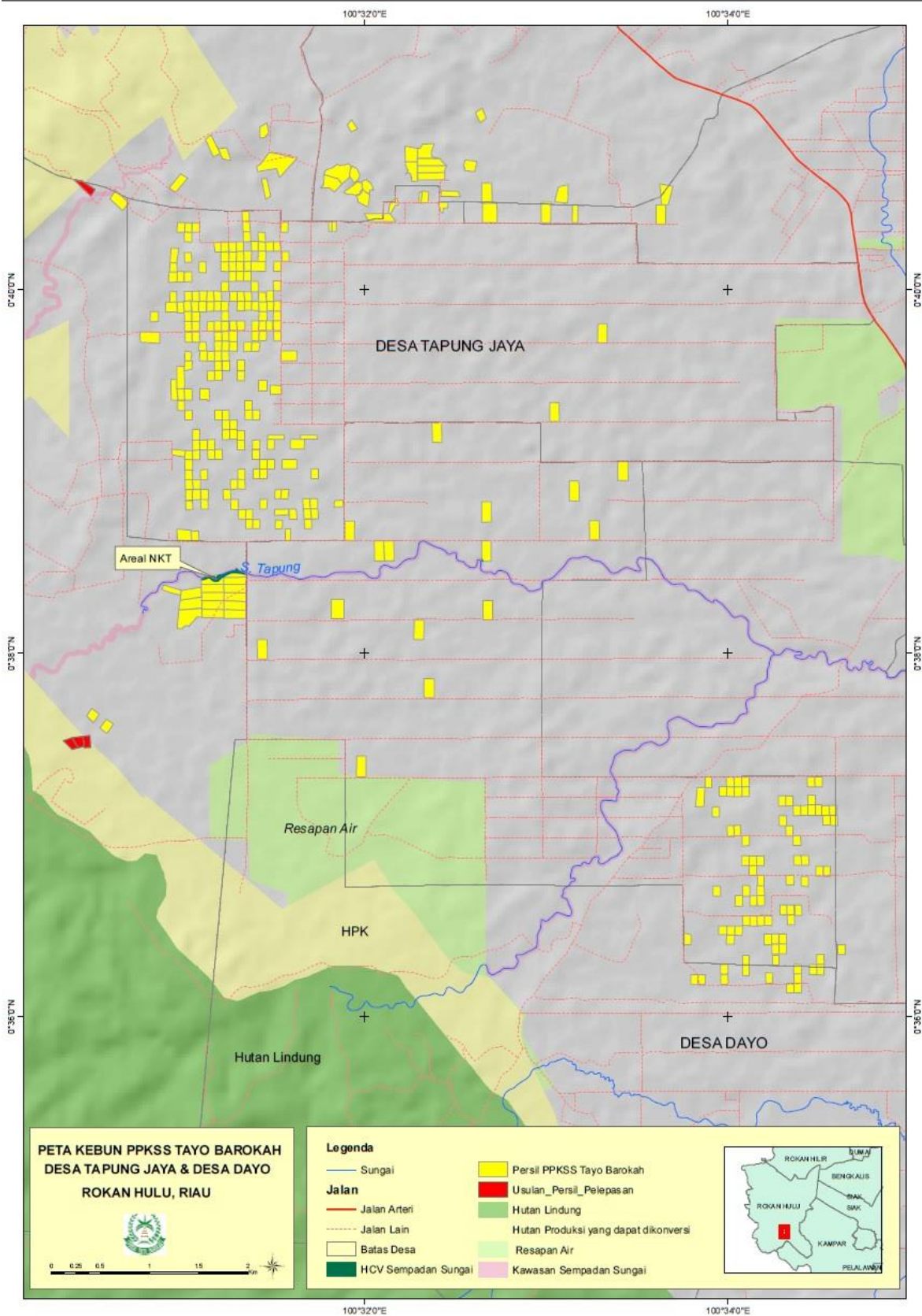
Not applicable.

Appendix D: Supply Chain Declaration

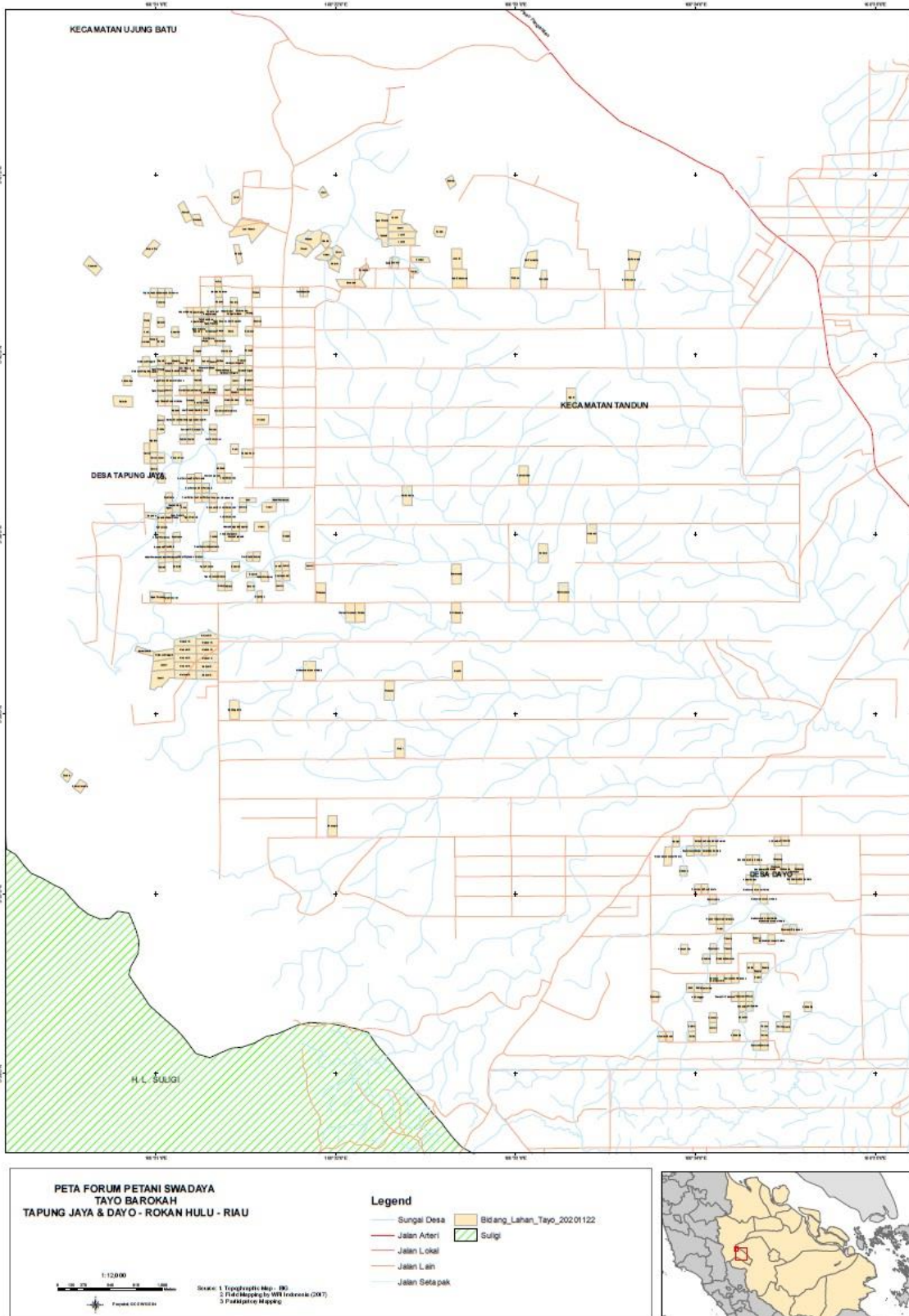
Not applicable.

Appendix E: Location Map of Certification Unit and Supply bases





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Appendix F: List of Smallholder member

No.	Name of farmer	Location	GPS Reference		Area Summary (Ha)		Forecasted annual FFB Production (MT)	Date of joining
			Latitude (N)	Longitude (E)	Total Certified Area	Planted Area		
1	Triyanto	Dayo Village	0°36'45.10"	100°34'12.00"	0.75	0.75	18.08	21 June 2019
		Dayo Village	0°36'41.74"	100°34'12.00"	0.75	0.75	15.89	21 June 2019
2	Wardi	Dayo Village	0°36'25.78"	100°34'19.20"	0.75	0.75	14.59	21 June 2019
		Dayo Village	0°37'48.58"	100°32'20.40"	2.00	2.00	36.14	21 June 2019
3	Mulyono	Dayo Village	0°38'53.71"	100°33'10.80"	2.00	2.00	45.58	21 June 2019
4	Uji Samboro	Dayo Village	0°36'25.75"	100°34'15.60"	0.75	0.75	14.53	21 June 2019
5	Ika Wulandari	Dayo Village	0°36'31.82"	100°34'12.00"	0.75	0.75	16.27	21 June 2019
6	Suseto	Dayo Village	0°36'35.41"	100°34'19.20"	0.75	0.75	14.89	21 June 2019
		Dayo Village	0°36'35.35"	100°34'22.80"	0.75	0.75	11.74	21 June 2019
7	Warso Haryono	Dayo Village	0°38'33.90"	100°32'6.00"	2.00	2.00	36.63	21 June 2019
8	Nurholis	Dayo Village	0°39'0.28"	100°33'25.20"	2.00	2.00	57.67	21 June 2019
9	Mastur Ifas	Dayo Village	0°36'28.55"	100°34'4.80"	0.75	0.75	15.31	21 June 2019
10	Syamsuari	Dayo Village	0°36'25.69"	100°33'46.80"	0.75	0.75	19.60	21 June 2019
		Dayo Village	0°36'41.71"	100°34'4.80"	0.75	0.75	19.09	21 June 2019
		Dayo Village	0°36'48.11"	100°34'30.00"	0.75	0.75	12.54	21 June 2019

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No.	Name of farmer	Location	GPS Reference		Area Summary (Ha)		Forecasted annual FFB Production (MT)	Date of joining
			Latitude (N)	Longitude (E)	Total Certified Area	Planted Area		
		Dayo Village	0°36'48.09"	100°34'33.60"	0.75	0.75	12.09	21 June 2019
11	Parino	Dayo Village	0°36'12.79"	100°34'22.80"	0.75	0.75	14.49	21 June 2019
		Dayo Village	0°36'15.83"	100°34'22.80"	0.75	0.75	13.58	21 June 2019
		Dayo Village	0°36'15.64"	100°34'26.40"	0.75	0.75	13.64	21 June 2019
		Dayo Village	0°36'35.40"	100°34'19.20"	2.00	2.00	27.27	21 June 2019
12	Muslih	Dayo Village	0°36'15.61"	100°34'30.00"	0.75	0.75	12.56	21 June 2019
		Dayo Village	0°38'14.42"	100°32'42.00"	0.75	0.75	27.90	21 June 2019
		Dayo Village	0°36'25.70"	100°34'12.00"	0.75	0.75	14.82	21 June 2019
13	Pamuji Tri Prasetyo	Dayo Village	0°38'33.88"	100°32'38.40"	2.00	1.97	30.49	21 June 2019
14	Siti Hasanah	Dayo Village	0°38'40.63"	100°31'55.20"	2.00	2.00	36.71	21 June 2019
15	Wahyono	Dayo Village	0°37'11.58"	100°34'26.40"	0.75	0.75	14.93	21 June 2019
		Dayo Village	0°37'8.22"	100°34'26.40"	0.75	0.75	15.18	21 June 2019
		Dayo Village	0°37'8.22"	100°34'26.40"	0.75	0.75	14.34	21 June 2019
		Dayo Village	0°37'8.22"	100°34'30.00"	0.75	0.75	14.84	21 June 2019
		Dayo Village	0°37'8.22"	100°34'33.60"	0.75	0.75	16.84	21 June 2019
		Dayo Village	0°37'8.23"	100°34'33.60"	0.75	0.75	16.35	21 June 2019
		Dayo Village	0°38'7.87"	100°32'16.80"	2.00	2.00	39.81	21 June 2019

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No.	Name of farmer	Location	GPS Reference		Area Summary (Ha)		Forecasted annual FFB Production (MT)	Date of joining
			Latitude (N)	Longitude (E)	Total Certified Area	Planted Area		
16	Suwandi	Dayo Village	0°36'18.73"	100°34'4.80"	0.75	0.75	19.79	21 June 2019
		Dayo Village	0°36'31.80"	100°34'12.00"	0.75	0.75	17.06	21 June 2019
17	Rusito	Dayo Village	0°36'51.56"	100°34'4.80"	0.75	0.75	14.53	21 June 2019
18	Jumari	Dayo Village	0°36'15.39"	100°34'4.80"	0.75	0.75	17.83	21 June 2019
19	Memed	Dayo Village	0°37'17.48"	100°33'54.00"	0.75	0.75	25.66	21 June 2019
		Dayo Village	0°36'12.39"	100°33'50.40"	0.75	0.75	26.80	21 June 2019
20	Musalim	Dayo Village	0°36'12.40"	100°33'50.40"	0.75	0.75	14.62	21 June 2019
		Dayo Village	0°36'18.83"	100°34'15.60"	0.75	0.75	15.59	21 June 2019
		Dayo Village	0°36'31.81"	100°34'4.80"	0.75	0.75	14.65	21 June 2019
21	Sigit Sugianto	Dayo Village	0°38'1.44"	100°31'26.40"	2.00	2.00	40.73	21 June 2019
22	Sutarmo	Dayo Village	0°36'51.52"	100°34'8.40"	0.75	0.75	14.64	21 June 2019
23	H. Sarjono	Dayo Village	0°38'33.91"	100°32'9.60"	2.00	2.00	28.27	21 June 2019
24	Hariyanto	Dayo Village	0°36'51.53"	100°34'12.00"	0.75	0.75	14.57	21 June 2019
25	Ali Sodikin	Dayo Village	0°37'17.57"	100°34'26.40"	0.75	0.75	16.94	21 June 2019
		Dayo Village	0°37'17.66"	100°34'30.00"	0.75	0.75	18.28	21 June 2019
		Dayo Village	0°36'12.84"	100°34'12.00"	0.75	0.75	20.46	21 June 2019
		Dayo Village	0°36'22.48"	100°34'15.60"	0.75	0.75	17.55	21 June 2019

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No.	Name of farmer	Location	GPS Reference		Area Summary (Ha)		Forecasted annual FFB Production (MT)	Date of joining
			Latitude (N)	Longitude (E)	Total Certified Area	Planted Area		
		Dayo Village	0°36'22.32"	100°34'37.20"	0.75	0.75	14.69	21 June 2019
		Dayo Village	0°36'22.50"	100°34'19.20"	0.75	0.75	13.20	21 June 2019
26	Sukarjo	Dayo Village	0°36'45.21"	100°34'19.20"	0.75	0.75	15.62	21 June 2019
27	Sulkin	Dayo Village	0°36'15.76"	100°33'57.60"	0.75	0.75	17.96	21 June 2019
28	Sulkin	Dayo Village	0°36'12.47"	100°33'57.60"	0.75	0.75	15.92	21 June 2019
29	Muhammad Jaenal Abidin	Dayo Village	0°37'12.56"	100°33'50.40"	1.51	1.51	23.73	21 June 2019
		Dayo Village	0°37'1.47"	100°34'19.20"	0.75	0.75	20.94	21 June 2019
		Dayo Village	0°38'14.63"	100°31'51.60"	2.00	2.00	37.19	21 June 2019
		Dayo Village	0°36'58.26"	100°34'22.80"	0.75	0.75	21.99	21 June 2019
		Dayo Village	0°36'51.81"	100°34'22.80"	0.75	0.75	21.95	21 June 2019
		Dayo Village	0°36'51.83"	100°34'26.40"	0.75	0.75	20.99	21 June 2019
		Dayo Village	0°36'44.79"	100°34'26.40"	0.75	0.75	22.32	21 June 2019
30	Eko Subroto	Dayo Village	0°37'11.37"	100°34'19.20"	0.75	0.75	9.63	21 June 2019
		Dayo Village	0°37'11.35"	100°34'19.20"	0.75	0.75	9.30	21 June 2019
		Dayo Village	0°37'8.14"	100°34'22.80"	0.75	0.75	9.71	21 June 2019
		Dayo Village	0°37'4.92"	100°34'33.60"	0.75	0.75	8.53	21 June 2019
		Dayo Village	0°37'4.89"	100°34'33.60"	0.75	0.75	8.82	21 June 2019

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No.	Name of farmer	Location	GPS Reference		Area Summary (Ha)		Forecasted annual FFB Production (MT)	Date of joining
			Latitude (N)	Longitude (E)	Total Certified Area	Planted Area		
		Dayo Village	0°37'14.42"	100°34'4.80"	0.75	0.75	9.01	21 June 2019
		Dayo Village	0°37'17.64"	100°34'4.80"	0.75	0.75	9.32	21 June 2019
		Dayo Village	0°37'17.56"	100°34'4.80"	0.75	0.75	9.53	21 June 2019
31	Sumaryanto	Dayo Village	0°37'14.39"	100°33'57.60"	0.75	0.75	16.82	21 June 2019
		Dayo Village	0°36'58.21"	100°34'4.80"	0.75	0.75	17.40	21 June 2019
		Dayo Village	0°37'1.51"	100°34'1.20"	0.75	0.75	17.04	21 June 2019
		Dayo Village	0°38'46.80"	100°32'42.00"	2.00	2.00	42.68	21 June 2019
		Dayo Village	0°38'40.71"	100°33'14.40"	2.00	2.00	43.21	21 June 2019
		Dayo Village	0°37'1.58"	100°34'4.80"	0.75	0.75	16.96	21 June 2019
32	Radi	Dayo Village	0°36'48.36"	100°34'8.40"	0.75	0.75	13.49	21 June 2019
33	Sumarno	Dayo Village	0°36'9.39"	100°34'19.20"	0.75	0.75	16.70	21 June 2019
		Dayo Village	0°36'9.39"	100°34'22.80"	0.75	0.75	17.09	21 June 2019
		Dayo Village	0°36'38.34"	100°34'4.80"	0.75	0.75	16.89	21 June 2019
		Dayo Village	0°36'38.43"	100°34'12.00"	0.75	0.75	17.37	21 June 2019
34	Rusito	Dayo Village	0°36'19.00"	100°34'30.00"	0.75	0.75	15.66	21 June 2019
35	Sutiyo	Dayo Village	0°37'17.58"	100°34'1.20"	0.75	0.75	16.19	21 June 2019
		Dayo Village	0°37'14.37"	100°34'4.80"	0.75	0.75	16.29	21 June 2019

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No.	Name of farmer	Location	GPS Reference		Area Summary (Ha)		Forecasted annual FFB Production (MT)	Date of joining
			Latitude (N)	Longitude (E)	Total Certified Area	Planted Area		
		Dayo Village	0°37'14.39"	100°34'1.20"	0.75	0.75	16.19	21 June 2019
36	Salam	Dayo Village	0°36'32.08"	100°34'19.20"	0.75	0.75	15.47	21 June 2019
37	Miskiyah	Dayo Village	0°37'7.69"	100°33'57.60"	0.75	0.75	17.32	21 June 2019
38	Jepi Damanik	Dayo Village	0°36'31.72"	100°34'8.40"	0.75	0.75	15.01	21 June 2019
39	Adi Sumarto	Dayo Village	0°39'13.04"	100°32'24.00"	2.00	2.00	35.54	21 June 2019
40	Adnan Arifin	Dayo Village	0°36'41.55"	100°33'57.60"	0.75	0.75	18.40	21 June 2019
41	Abdul Rohim	Dayo Village	0°37'4.79"	100°34'19.20"	0.75	0.75	20.69	21 June 2019
42	Ali Sanggar	Dayo Village	0°36'25.55"	100°34'1.20"	0.75	0.75	22.65	21 June 2019
43	Mudiono	Dayo Village	0°36'38.37"	100°34'8.40"	0.75	0.75	17.82	21 June 2019
44	Sukir	Dayo Village	0°36'28.65"	100°33'57.60"	0.75	0.75	17.07	21 June 2019
		Dayo Village	0°36'28.60"	100°34'1.20"	0.75	0.75	16.94	21 June 2019
45	Bonangin	Dayo Village	0°37'22.66"	100°31'58.80"	2.00	2.00	30.07	21 June 2019
46	Wijiono	Tapung Jaya Village	0°40'20.77"	100°31'33.60"	0.75	0.75	17.90	21 June 2019
		Tapung Jaya Village	0°40'25.66"	100°32'60.00"	1.32	1.32	24.02	21 June 2019
		Tapung Jaya Village	0°40'38.86"	100°31'51.60"	1.84	1.84	30.65	21 June 2019
47	Arifin	Tapung Jaya Village	0°40'24.35"	100°31'19.20"	0.75	0.75	18.20	21 June 2019
48	Teja Sukmana	Tapung Jaya Village	0°40'20.71"	100°30'57.60"	0.75	0.75	17.24	21 June 2019

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No.	Name of farmer	Location	GPS Reference		Area Summary (Ha)		Forecasted annual FFB Production (MT)	Date of joining
			Latitude (N)	Longitude (E)	Total Certified Area	Planted Area		
		Tapung Jaya Village	0°40'11.12"	100°31'19.20"	0.75	0.75	15.68	21 June 2019
49	Saiful Anwar	Tapung Jaya Village	0°40'14.40"	100°31'30.00"	0.75	0.75	15.40	21 June 2019
		Tapung Jaya Village	0°40'20.67"	100°31'4.80"	0.75	0.75	17.78	21 June 2019
50	Mulyadi	Tapung Jaya Village	0°39'41.39"	100°31'4.80"	0.75	0.75	19.04	21 June 2019
		Tapung Jaya Village	0°39'57.93"	100°31'4.80"	0.75	0.75	15.58	21 June 2019
51	Dede Yusuf	Tapung Jaya Village	0°40'14.38"	100°31'19.20"	0.75	0.75	16.71	21 June 2019
52	Oong Herdiana	Tapung Jaya Village	0°40'14.38"	100°31'26.40"	0.75	0.75	15.64	21 June 2019
53	Rusman	Tapung Jaya Village	0°40'29.62"	100°30'39.60"	0.75	0.75	20.22	21 June 2019
		Tapung Jaya Village	0°40'11.16"	100°31'33.60"	1.43	1.43	24.57	21 June 2019
54	Mulyadi S.	Tapung Jaya Village	0°38'26.20"	100°31'15.60"	1.13	1.90	28.16	21 June 2019
		Tapung Jaya Village	0°38'15.88"	100°31'15.60"	1.90	1.90	27.70	21 June 2019
		Tapung Jaya Village	0°38'16.02"	100°31'8.40"	1.90	1.90	27.19	21 June 2019
		Tapung Jaya Village	0°38'13.05"	100°31'15.60"	1.90	1.90	28.69	21 June 2019
		Tapung Jaya Village	0°38'13.24"	100°31'8.40"	1.13	1.90	29.43	21 June 2019
		Tapung Jaya Village	0°38'23.97"	100°31'15.60"	1.90	1.90	29.50	21 June 2019
		Tapung Jaya Village	0°38'24.26"	100°31'8.40"	1.90	1.90	27.90	21 June 2019
		Tapung Jaya Village	0°38'21.48"	100°31'15.60"	1.90	1.90	27.96	21 June 2019

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No.	Name of farmer	Location	GPS Reference		Area Summary (Ha)		Forecasted annual FFB Production (MT)	Date of joining
			Latitude (N)	Longitude (E)	Total Certified Area	Planted Area		
		Tapung Jaya Village	0°38'21.51"	100°31'8.40"	1.90	1.90	27.71	21 June 2019
		Tapung Jaya Village	0°38'18.72"	100°31'15.60"	1.90	1.90	25.70	21 June 2019
		Tapung Jaya Village	0°38'18.81"	100°31'8.40"	1.90	1.90	27.00	21 June 2019
55	Sutarlim	Tapung Jaya Village	0°39'44.41"	100°30'50.40"	2.00	2.00	34.63	21 June 2019
56	Buardjo	Tapung Jaya Village	0°40'17.54"	100°31'26.40"	1.58	1.58	19.37	21 June 2019
57	Amri	Tapung Jaya Village	0°40'7.50"	100°30'57.60"	0.75	0.75	19.03	21 June 2019
58	Suwadak	Tapung Jaya Village	0°40'27.99"	100°32'9.60"	1.90	1.90	25.93	21 June 2019
		Tapung Jaya Village	0°40'23.94"	100°32'6.00"	0.10	0.10	6.42	21 June 2019
		Tapung Jaya Village	0°40'25.23"	100°33'10.80"	1.00	1.00	20.82	21 June 2019
59	Suparno	Tapung Jaya Village	0°40'7.76"	100°31'15.60"	0.75	0.75	15.80	21 June 2019
		Tapung Jaya Village	0°39'6.29"	100°30'57.60"	0.75	0.75	15.59	21 June 2019
		Tapung Jaya Village	0°39'5.54"	100°31'1.20"	0.75	0.75	14.84	21 June 2019
		Tapung Jaya Village	0°38'49.34"	100°31'26.40"	0.75	0.75	17.40	21 June 2019
60	Jaer Renata	Tapung Jaya Village	0°39'41.58"	100°31'12.00"	0.75	0.75	18.63	21 June 2019
		Tapung Jaya Village	0°39'44.46"	100°31'1.20"	0.75	0.75	18.20	21 June 2019
		Tapung Jaya Village	0°39'54.73"	100°31'12.00"	0.75	0.75	17.58	21 June 2019
		Tapung Jaya Village	0°40'41.94"	100°31'30.00"	2.00	2.00	53.82	21 June 2019

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No.	Name of farmer	Location	GPS Reference		Area Summary (Ha)		Forecasted annual FFB Production (MT)	Date of joining
			Latitude (N)	Longitude (E)	Total Certified Area	Planted Area		
		Tapung Jaya Village	0°39'54.73"	100°31'12.00"	1.00	1.00	18.28	21 June 2019
61	Riyadi	Tapung Jaya Village	0°40'35.35"	100°31'48.00"	2.00	2.00	48.67	21 June 2019
62	Kholis	Tapung Jaya Village	0°40'7.89"	100°31'22.80"	0.75	0.75	17.11	21 June 2019
		Tapung Jaya Village	0°40'7.87"	100°31'26.40"	0.75	0.75	15.88	21 June 2019
63	Taslim	Tapung Jaya Village	0°40'27.79"	100°32'27.60"	0.25	0.25	8.32	21 June 2019
64	Sukron	Tapung Jaya Village	0°40'41.13"	100°32'34.80"	0.93	0.93	26.71	21 June 2019
		Tapung Jaya Village	0°40'57.71"	100°32'38.40"	1.00	1.00	36.60	21 June 2019
65	Abdul Muhni	Tapung Jaya Village	0°40'14.50"	100°31'22.80"	0.75	0.75	15.67	21 June 2019
		Tapung Jaya Village	0°40'14.27"	100°31'15.60"	0.75	0.75	18.00	21 June 2019
		Tapung Jaya Village	0°40'14.22"	100°31'12.00"	0.75	0.75	17.53	21 June 2019
		Tapung Jaya Village	0°40'14.25"	100°31'12.00"	0.75	0.75	15.05	21 June 2019
		Tapung Jaya Village	0°40'11.00"	100°31'15.60"	0.75	0.75	16.88	21 June 2019
66	Helmi	Tapung Jaya Village	0°39'9.14"	100°31'37.20"	2.00	2.00	16.66	21 June 2019
		Tapung Jaya Village	0°39'2.58"	100°31'33.60"	0.75	0.75	16.93	21 June 2019
		Tapung Jaya Village	0°40'34.28"	100°32'2.40"	0.75	0.75	38.91	21 June 2019
		Tapung Jaya Village	0°40'33.34"	100°31'55.20"	0.75	0.75	21.70	21 June 2019
		Tapung Jaya Village	0°40'52.56"	100°31'26.40"	0.75	0.75	18.66	21 June 2019

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No.	Name of farmer	Location	GPS Reference		Area Summary (Ha)		Forecasted annual FFB Production (MT)	Date of joining
			Latitude (N)	Longitude (E)	Total Certified Area	Planted Area		
67	Untung	Tapung Jaya Village	0°40'14.42"	100°31'30.00"	0.75	0.75	15.96	21 June 2019
68	Sukidi	Tapung Jaya Village	0°40'30.59"	100°32'16.80"	0.25	0.25	7.14	21 June 2019
69	Yanti	Tapung Jaya Village	0°40'54.12"	100°31'55.20"	0.94	0.94	18.88	21 June 2019
70	Hendra	Tapung Jaya Village	0°40'38.25"	100°31'55.20"	1.81	1.81	34.90	21 June 2019
71	Samsu	Tapung Jaya Village	0°40'4.45"	100°31'1.20"	0.75	0.75	15.60	21 June 2019
		Tapung Jaya Village	0°38'46.15"	100°31'40.80"	0.75	0.75	16.66	21 June 2019
		Tapung Jaya Village	0°38'52.62"	100°31'33.60"	0.75	0.75	17.78	21 June 2019
		Tapung Jaya Village	0°39'35.15"	100°31'1.20"	0.75	0.75	17.50	21 June 2019
72	Samsul Hadi	Tapung Jaya Village	0°39'19.76"	100°33'3.60"	2.00	2.00	40.95	21 June 2019
73	Trimo	Tapung Jaya Village	0°40'20.99"	100°31'48.00"	0.25	0.25	6.47	21 June 2019
74	Herman	Tapung Jaya Village	0°40'4.31"	100°30'57.60"	0.75	0.75	15.81	21 June 2019
75	Sahudi	Tapung Jaya Village	0°39'54.65"	100°31'4.80"	0.75	0.75	13.07	21 June 2019
		Tapung Jaya Village	0°39'54.65"	100°31'4.80"	0.75	0.75	13.46	21 June 2019
76	Maman Saiman	Tapung Jaya Village	0°40'20.99"	100°31'19.20"	0.75	0.75	14.73	21 June 2019
77	Saman Ichwan	Tapung Jaya Village	0°39'44.57"	100°31'4.80"	0.75	0.75	16.93	21 June 2019
78	Suyarto	Tapung Jaya Village	0°38'42.65"	100°31'30.00"	0.75	0.75	19.37	21 June 2019
		Tapung Jaya Village	0°38'46.68"	100°31'33.60"	0.75	0.75	19.87	21 June 2019

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No.	Name of farmer	Location	GPS Reference		Area Summary (Ha)		Forecasted annual FFB Production (MT)	Date of joining
			Latitude (N)	Longitude (E)	Total Certified Area	Planted Area		
79	Mulyadi	Tapung Jaya Village	0°40'10.81"	100°31'1.20"	0.75	0.75	17.45	21 June 2019
		Tapung Jaya Village	0°40'17.64"	100°31'22.80"	0.75	0.75	18.04	21 June 2019
		Tapung Jaya Village	0°40'33.65"	100°31'26.40"	0.75	0.75	22.01	21 June 2019
80	Suwandi R.	Tapung Jaya Village	0°39'35.02"	100°31'12.00"	2.00	2.00	24.03	21 June 2019
		Tapung Jaya Village	0°39'38.28"	100°31'15.60"	0.75	0.75	15.65	21 June 2019
		Tapung Jaya Village	0°39'35.09"	100°31'15.60"	0.75	0.75	16.48	21 June 2019
81	Samsul	Tapung Jaya Village	0°40'31.77"	100°32'27.60"	1.01	1.01	16.69	21 June 2019
82	Suwono	Tapung Jaya Village	0°40'30.71"	100°32'20.40"	0.75	0.75	15.20	21 June 2019
83	Tatik	Tapung Jaya Village	0°39'41.44"	100°31'15.60"	0.75	0.75	14.78	21 June 2019
		Tapung Jaya Village	0°39'44.83"	100°31'15.60"	0.75	0.75	15.59	21 June 2019
84	Suyatmi	Tapung Jaya Village	0°40'21.02"	100°31'51.60"	0.25	0.25	7.44	21 June 2019
85	Robiah	Tapung Jaya Village	0°38'59.37"	100°31'44.40"	0.75	0.75	20.08	21 June 2019
86	Ade M. Sholehuddin	Tapung Jaya Village	0°39'12.21"	100°31'19.20"	0.75	0.75	16.85	21 June 2019
87	Ngadi	Tapung Jaya Village	0°39'8.86"	100°31'4.80"	0.75	0.75	18.32	21 June 2019
		Tapung Jaya Village	0°39'45.73"	100°33'18.00"	2.00	2.00	26.51	21 June 2019
88	Tri Utari	Tapung Jaya Village	0°39'38.30"	100°31'33.60"	0.75	0.75	18.85	21 June 2019
		Tapung Jaya Village	0°39'44.78"	100°31'30.00"	0.75	0.75	19.35	21 June 2019

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No.	Name of farmer	Location	GPS Reference		Area Summary (Ha)		Forecasted annual FFB Production (MT)	Date of joining
			Latitude (N)	Longitude (E)	Total Certified Area	Planted Area		
89	Kasupin	Tapung Jaya Village	0°40'1.43"	100°31'30.00"	0.75	0.75	16.11	21 June 2019
		Tapung Jaya Village	0°39'54.85"	100°31'22.80"	0.75	0.75	16.24	21 June 2019
		Tapung Jaya Village	0°39'54.86"	100°31'22.80"	0.75	0.75	16.46	21 June 2019
		Tapung Jaya Village	0°39'54.66"	100°31'8.40"	0.75	0.75	16.97	21 June 2019
		Tapung Jaya Village	0°39'58.00"	100°31'4.80"	0.75	0.75	16.69	21 June 2019
		Tapung Jaya Village	0°39'57.96"	100°31'8.40"	0.75	0.75	15.75	21 June 2019
		Tapung Jaya Village	0°40'4.44"	100°30'57.60"	0.75	0.75	17.45	21 June 2019
90	Asef Safarudin	Tapung Jaya Village	0°39'44.75"	100°31'15.60"	0.75	0.75	16.34	21 June 2019
		Tapung Jaya Village	0°39'48.19"	100°31'15.60"	0.75	0.75	15.06	21 June 2019
91	Sugiono	Tapung Jaya Village	0°39'38.30"	100°31'12.00"	0.75	0.75	16.71	21 June 2019
92	Atmari	Tapung Jaya Village	0°39'44.88"	100°31'22.80"	0.75	0.75	15.31	21 June 2019
93	Supardi	Tapung Jaya Village	0°39'2.57"	100°31'30.00"	0.75	0.75	18.52	21 June 2019
		Tapung Jaya Village	0°39'57.97"	100°31'1.20"	0.75	0.75	14.94	21 June 2019
		Tapung Jaya Village	0°39'54.29"	100°30'57.60"	0.75	0.75	13.45	21 June 2019
94	Siswoyo	Tapung Jaya Village	0°39'48.29"	100°31'19.20"	0.75	0.75	15.69	21 June 2019
		Tapung Jaya Village	0°39'44.74"	100°31'12.00"	0.75	0.75	16.40	21 June 2019
		Tapung Jaya Village	0°40'45.02"	100°31'12.00"	1.03	1.03	24.60	21 June 2019

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No.	Name of farmer	Location	GPS Reference		Area Summary (Ha)		Forecasted annual FFB Production (MT)	Date of joining
			Latitude (N)	Longitude (E)	Total Certified Area	Planted Area		
95	Sringah	Tapung Jaya Village	0°39'54.76"	100°31'30.00"	0.75	0.75	17.61	21 June 2019
		Tapung Jaya Village	0°39'58.03"	100°31'12.00"	0.75	0.75	17.06	21 June 2019
		Tapung Jaya Village	0°40'1.20"	100°31'12.00"	0.75	0.75	17.45	21 June 2019
96	Kaiman	Tapung Jaya Village	0°39'54.73"	100°31'30.00"	0.75	0.75	15.89	21 June 2019
		Tapung Jaya Village	0°39'58.03"	100°31'30.00"	0.75	0.75	15.34	21 June 2019
97	Sunarti	Tapung Jaya Village	0°39'57.93"	100°31'19.20"	0.75	0.75	15.21	21 June 2019
		Tapung Jaya Village	0°39'57.90"	100°31'15.60"	0.75	0.75	15.59	21 June 2019
98	Slamet Mulyono	Tapung Jaya Village	0°39'54.80"	100°31'19.20"	0.75	0.75	18.85	21 June 2019
		Tapung Jaya Village	0°39'51.32"	100°31'4.80"	0.75	0.75	19.26	21 June 2019
99	Supijan	Tapung Jaya Village	0°39'31.80"	100°31'12.00"	0.75	0.75	19.18	21 June 2019
		Tapung Jaya Village	0°39'31.79"	100°31'8.40"	0.75	0.75	17.38	21 June 2019
100	Supartin	Tapung Jaya Village	0°40'7.59"	100°31'4.80"	0.75	0.75	17.69	21 June 2019
101	Munasir	Tapung Jaya Village	0°39'51.47"	100°31'30.00"	0.75	0.75	14.33	21 June 2019
		Tapung Jaya Village	0°39'48.30"	100°31'30.00"	0.75	0.75	15.51	21 June 2019
102	Suwandi (B)	Tapung Jaya Village	0°39'9.00"	100°31'19.20"	0.75	0.75	13.82	21 June 2019
103	Sundari	Tapung Jaya Village	0°39'48.33"	100°31'26.40"	0.75	0.75	16.73	21 June 2019
		Tapung Jaya Village	0°39'48.27"	100°31'30.00"	0.75	0.75	15.28	21 June 2019

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No.	Name of farmer	Location	GPS Reference		Area Summary (Ha)		Forecasted annual FFB Production (MT)	Date of joining
			Latitude (N)	Longitude (E)	Total Certified Area	Planted Area		
104	Kastubi	Tapung Jaya Village	0°39'48.18"	100°31'12.00"	0.75	0.75	27.69	21 June 2019
		Tapung Jaya Village	0°39'51.44"	100°31'15.60"	0.75	0.75	23.41	21 June 2019
		Tapung Jaya Village	0°39'48.12"	100°31'15.60"	0.75	0.75	23.20	21 June 2019
105	Nuribat	Tapung Jaya Village	0°39'44.87"	100°31'26.40"	0.75	0.75	17.02	21 June 2019
		Tapung Jaya Village	0°39'48.09"	100°31'8.40"	0.75	0.75	15.46	21 June 2019
		Tapung Jaya Village	0°39'38.30"	100°31'8.40"	0.75	0.75	16.51	21 June 2019
106	Waijin	Tapung Jaya Village	0°40'4.54"	100°31'15.60"	0.75	0.75	22.94	21 June 2019
		Tapung Jaya Village	0°40'11.49"	100°30'57.60"	0.75	0.75	21.20	21 June 2019
107	Andi Setiyawan	Tapung Jaya Village	0°39'18.86"	100°31'22.80"	0.75	0.75	17.74	21 June 2019
		Tapung Jaya Village	0°39'8.99"	100°31'22.80"	0.75	0.75	19.54	21 June 2019
		Tapung Jaya Village	0°39'5.83"	100°31'22.80"	0.75	0.75	19.28	21 June 2019
		Tapung Jaya Village	0°39'12.29"	100°31'15.60"	0.75	0.75	18.58	21 June 2019
		Tapung Jaya Village	0°39'12.28"	100°31'15.60"	0.75	0.75	17.83	21 June 2019
		Tapung Jaya Village	0°39'31.77"	100°31'19.20"	0.75	0.75	17.09	21 June 2019
		Tapung Jaya Village	0°40'25.49"	100°32'42.00"	1.00	1.00	23.41	21 June 2019
108	Sukirman	Tapung Jaya Village	0°38'39.25"	100°31'33.60"	0.75	0.75	19.77	21 June 2019
109	Musfiroh	Tapung Jaya Village	0°39'22.06"	100°31'22.80"	0.75	0.75	17.86	21 June 2019

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No.	Name of farmer	Location	GPS Reference		Area Summary (Ha)		Forecasted annual FFB Production (MT)	Date of joining
			Latitude (N)	Longitude (E)	Total Certified Area	Planted Area		
		Tapung Jaya Village	0°38'49.29"	100°31'8.40"	0.75	0.75	19.03	21 June 2019
110	Warsim	Tapung Jaya Village	0°39'35.10"	100°31'19.20"	0.75	0.75	15.73	21 June 2019
111	Jumari	Tapung Jaya Village	0°38'42.85"	100°31'40.80"	0.75	0.75	17.05	21 June 2019
		Tapung Jaya Village	0°38'49.49"	100°31'51.60"	0.75	0.75	19.47	21 June 2019
112	Sucipto	Tapung Jaya Village	0°37'39.59"	100°30'28.80"	2.00	2.00	24.10	21 June 2019
113	Edi Purwanto	Tapung Jaya Village	0°40'31.59"	100°33'3.60"	1.95	1.95	31.27	21 June 2019
		Tapung Jaya Village	0°39'15.50"	100°31'15.60"	0.75	0.75	16.02	21 June 2019
		Tapung Jaya Village	0°39'15.50"	100°31'15.60"	0.75	0.75	16.09	21 June 2019
		Tapung Jaya Village	0°39'18.73"	100°31'15.60"	1.00	1.00	17.34	21 June 2019
		Tapung Jaya Village	0°39'18.71"	100°31'12.00"	1.58	1.58	25.37	21 June 2019
		Tapung Jaya Village	0°40'24.98"	100°33'39.60"	1.91	1.91	33.07	21 June 2019
		Tapung Jaya Village	0°40'31.81"	100°33'39.60"	2.00	2.00	32.86	21 June 2019
114	Mujiyat	Tapung Jaya Village	0°38'52.57"	100°31'15.60"	0.75	0.75	22.02	21 June 2019
		Tapung Jaya Village	0°38'46.00"	100°31'22.80"	0.75	0.75	19.54	21 June 2019
		Tapung Jaya Village	0°38'42.76"	100°31'22.80"	0.75	0.75	22.10	21 June 2019
		Tapung Jaya Village	0°38'42.78"	100°31'22.80"	0.75	0.75	20.99	21 June 2019
115	Sasa	Tapung Jaya Village	0°39'9.00"	100°31'8.40"	0.75	0.75	12.56	21 June 2019

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No.	Name of farmer	Location	GPS Reference		Area Summary (Ha)		Forecasted annual FFB Production (MT)	Date of joining
			Latitude (N)	Longitude (E)	Total Certified Area	Planted Area		
116	Budi	Tapung Jaya Village	0°39'28.45"	100°31'26.40"	0.75	0.75	19.82	21 June 2019
		Tapung Jaya Village	0°39'11.47"	100°31'30.00"	0.75	0.75	15.34	21 June 2019
117	Nur Sobirin	Tapung Jaya Village	0°38'52.62"	100°31'30.00"	0.75	0.75	16.61	21 June 2019
118	Yamidi	Tapung Jaya Village	0°38'59.25"	100°31'19.20"	0.75	0.75	15.73	21 June 2019
119	Jumal	Tapung Jaya Village	0°38'49.44"	100°31'40.80"	0.75	0.75	18.54	21 June 2019
		Tapung Jaya Village	0°38'49.50"	100°31'44.40"	0.75	0.75	19.11	21 June 2019
		Tapung Jaya Village	0°38'46.18"	100°31'44.40"	0.75	0.75	18.84	21 June 2019
120	Narwin	Tapung Jaya Village	0°39'21.89"	100°30'57.60"	0.75	0.75	18.37	21 June 2019
		Tapung Jaya Village	0°39'25.62"	100°30'57.60"	0.75	0.75	17.35	21 June 2019
		Tapung Jaya Village	0°39'27.04"	100°30'57.60"	1.43	1.43	21.94	21 June 2019
121	Agus Suyono	Tapung Jaya Village	0°38'46.02"	100°31'19.20"	0.75	0.75	19.12	21 June 2019
		Tapung Jaya Village	0°38'49.27"	100°31'15.60"	0.75	0.75	18.18	21 June 2019
		Tapung Jaya Village	0°40'11.19"	100°31'22.80"	0.75	0.75	19.83	21 June 2019
122	Nuraini	Tapung Jaya Village	0°40'30.31"	100°31'58.80"	1.49	1.49	34.69	21 June 2019
123	Ngateno	Tapung Jaya Village	0°39'31.18"	100°30'57.60"	2.00	2.00	41.86	21 June 2019
124	Dedi Sumarlin	Tapung Jaya Village	0°38'55.92"	100°31'15.60"	0.75	0.75	21.71	21 June 2019
125	Syaefudin	Tapung Jaya Village	0°38'55.94"	100°31'19.20"	0.75	0.75	19.75	21 June 2019

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No.	Name of farmer	Location	GPS Reference		Area Summary (Ha)		Forecasted annual FFB Production (MT)	Date of joining
			Latitude (N)	Longitude (E)	Total Certified Area	Planted Area		
		Tapung Jaya Village	0°38'59.15"	100°31'8.40"	0.75	0.75	18.54	21 June 2019
		Tapung Jaya Village	0°38'55.94"	100°31'4.80"	0.75	0.75	20.44	21 June 2019
		Tapung Jaya Village	0°38'55.81"	100°31'1.20"	0.75	0.75	18.18	21 June 2019
		Tapung Jaya Village	0°39'12.29"	100°31'4.80"	0.75	0.75	19.42	21 June 2019
		Tapung Jaya Village	0°39'18.75"	100°31'1.20"	0.75	0.75	20.71	21 June 2019
126	Ahmad Roni	Tapung Jaya Village	0°39'27.11"	100°31'30.00"	0.75	0.75	15.51	21 June 2019
		Tapung Jaya Village	0°39'8.94"	100°31'8.40"	0.75	0.75	16.55	21 June 2019
		Tapung Jaya Village	0°39'25.59"	100°31'8.40"	0.75	0.75	16.58	21 June 2019
127	Agus Taryana	Tapung Jaya Village	0°38'39.10"	100°31'1.20"	3.64	3.64	30.13	21 June 2019
128	Ahmad Apipudin	Tapung Jaya Village	0°39'18.85"	100°31'22.80"	0.75	0.75	17.92	21 June 2019
		Tapung Jaya Village	0°39'2.58"	100°31'26.40"	0.75	0.75	18.91	21 June 2019
		Tapung Jaya Village	0°38'59.33"	100°31'26.40"	0.75	0.75	19.29	21 June 2019
		Tapung Jaya Village	0°38'59.33"	100°31'22.80"	0.75	0.75	20.30	21 June 2019
129	Agus Ariyanto	Tapung Jaya Village	0°40'7.80"	100°31'15.60"	0.75	0.75	19.18	21 June 2019
		Tapung Jaya Village	0°40'11.02"	100°31'15.60"	0.75	0.75	19.05	21 June 2019
		Tapung Jaya Village	0°39'5.76"	100°31'12.00"	0.75	0.75	17.26	21 June 2019
		Tapung Jaya Village	0°39'5.71"	100°31'8.40"	0.75	0.75	16.05	21 June 2019

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No.	Name of farmer	Location	GPS Reference		Area Summary (Ha)		Forecasted annual FFB Production (MT)	Date of joining
			Latitude (N)	Longitude (E)	Total Certified Area	Planted Area		
130	Junaidi	Tapung Jaya Village	0°40'32.08"	100°32'42.00"	2.00	2.00	31.74	21 June 2019
131	Aji Santoso	Tapung Jaya Village	0°39'2.34"	100°31'1.20"	0.75	0.75	25.79	21 June 2019
		Tapung Jaya Village	0°39'51.29"	100°30'50.40"	0.75	0.75	23.50	21 June 2019
		Tapung Jaya Village	0°40'7.84"	100°31'19.20"	0.75	0.75	21.96	21 June 2019
132	Agus Riyanto	Tapung Jaya Village	0°39'48.00"	100°31'1.20"	0.75	0.75	15.05	21 June 2019
		Tapung Jaya Village	0°40'44.85"	100°32'16.80"	1.78	1.78	45.75	21 June 2019
		Tapung Jaya Village	0°39'54.75"	100°31'1.20"	0.75	0.75	16.22	21 June 2019
		Tapung Jaya Village	0°39'51.36"	100°31'1.20"	0.75	0.75	16.31	21 June 2019
133	Turinah	Tapung Jaya Village	0°40'39.71"	100°32'16.80"	1.91	1.91	37.76	21 June 2019
134	Sudarso	Tapung Jaya Village	0°40'20.64"	100°31'1.20"	0.75	0.75	18.58	21 June 2019
		Tapung Jaya Village	0°40'17.50"	100°31'1.20"	0.75	0.75	17.23	21 June 2019
135	Kusdi	Tapung Jaya Village	0°39'25.60"	100°31'1.20"	0.75	0.75	20.19	21 June 2019
136	Sidi Darmo	Tapung Jaya Village	0°39'41.31"	100°31'22.80"	0.75	0.75	16.77	21 June 2019
		Tapung Jaya Village	0°39'41.27"	100°31'22.80"	0.75	0.75	14.62	21 June 2019
		Tapung Jaya Village	0°40'1.15"	100°31'22.80"	0.75	0.75	15.63	21 June 2019
		Tapung Jaya Village	0°40'4.58"	100°31'22.80"	0.75	0.75	14.63	21 June 2019
		Tapung Jaya Village	0°40'4.61"	100°31'19.20"	0.75	0.75	15.47	21 June 2019

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No.	Name of farmer	Location	GPS Reference		Area Summary (Ha)		Forecasted annual FFB Production (MT)	Date of joining
			Latitude (N)	Longitude (E)	Total Certified Area	Planted Area		
137	Asmari	Tapung Jaya Village	0°39'38.20"	100°31'1.20"	0.75	0.75	15.10	21 June 2019
		Tapung Jaya Village	0°39'48.09"	100°31'4.80"	0.75	0.75	16.38	21 June 2019
138	Solihun	Tapung Jaya Village	0°39'57.94"	100°31'22.80"	0.75	0.75	12.78	21 June 2019
139	Hamidin	Tapung Jaya Village	0°39'41.52"	100°31'15.60"	0.75	0.75	18.16	21 June 2019
140	Abdul Halim	Tapung Jaya Village	0°39'5.60"	100°31'4.80"	0.75	0.75	17.89	21 June 2019
141	Dedi Supriadi	Tapung Jaya Village	0°40'11.12"	100°31'26.40"	0.75	0.75	22.46	21 June 2019
142	Sutrisno	Tapung Jaya Village	0°40'7.87"	100°31'30.00"	0.75	0.75	17.34	21 June 2019
143	Slamet Iswanto	Tapung Jaya Village	0°37'35.98"	100°30'36.00"	2.00	2.00	28.99	21 June 2019
144	Rosidin	Tapung Jaya Village	0°38'49.01"	100°31'1.20"	0.75	0.75	19.92	21 June 2019
145	Sumarji	Tapung Jaya Village	0°40'47.54"	100°31'8.40"	0.75	0.75	44.59	21 June 2019
		Tapung Jaya Village	0°39'9.10"	100°31'30.00"	1.54	1.54	34.30	21 June 2019
146	Luyati	Tapung Jaya Village	0°39'48.21"	100°31'22.80"	0.75	0.75	21.54	21 June 2019
		Tapung Jaya Village	0°39'51.40"	100°31'26.40"	0.75	0.75	21.47	21 June 2019
		Tapung Jaya Village	0°40'37.68"	100°32'20.40"	2.00	2.00	55.84	21 June 2019
		Tapung Jaya Village	0°40'40.01"	100°32'20.40"	1.95	1.95	51.19	21 June 2019
		Tapung Jaya Village	0°40'42.27"	100°32'20.40"	2.00	2.00	54.49	21 June 2019
		Tapung Jaya Village	0°40'45.78"	100°32'20.40"	2.00	2.00	54.89	21 June 2019

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No.	Name of farmer	Location	GPS Reference		Area Summary (Ha)		Forecasted annual FFB Production (MT)	Date of joining
			Latitude (N)	Longitude (E)	Total Certified Area	Planted Area		
		Tapung Jaya Village	0°38'16.44"	100°31'1.20"	2.00	2.00	51.06	21 June 2019
		Tapung Jaya Village	0°38'12.05"	100°31'1.20"	2.00	2.00	52.77	21 June 2019
147	Nurbaiti Amin	Tapung Jaya Village	0°39'38.28"	100°31'8.40"	0.75	0.75	18.76	21 June 2019
		Tapung Jaya Village	0°38'20.99"	100°30'57.60"	1.00	1.00	32.20	21 June 2019
148	Nurhayati Ningsih	Tapung Jaya Village	0°39'54.55"	100°31'26.40"	0.75	0.75	17.64	21 June 2019
		Tapung Jaya Village	0°39'57.75"	100°31'26.40"	0.75	0.75	15.80	21 June 2019
		Tapung Jaya Village	0°39'54.43"	100°30'57.60"	2.00	2.00	17.98	21 June 2019
		Tapung Jaya Village	0°39'57.76"	100°30'57.60"	0.90	0.90	16.26	21 June 2019
		Tapung Jaya Village	0°38'19.78"	100°31'1.20"	2.00	2.00	25.30	21 June 2019
149	Sucipto Pio	Tapung Jaya Village	0°40'35.39"	100°30'57.60"	1.00	1.00	40.04	21 June 2019
150	Abdul Warisman	Tapung Jaya Village	0°39'11.52"	100°31'40.80"	0.75	0.75	18.99	21 June 2019
		Tapung Jaya Village	0°38'59.03"	100°31'1.20"	0.75	0.75	18.86	21 June 2019
		Tapung Jaya Village	0°38'52.54"	100°31'8.40"	0.75	0.75	18.99	21 June 2019
		Tapung Jaya Village	0°38'52.47"	100°31'4.80"	0.75	0.75	19.47	21 June 2019
		Tapung Jaya Village	0°38'52.41"	100°31'1.20"	0.75	0.75	19.45	21 June 2019
		Tapung Jaya Village	0°38'46.01"	100°31'37.20"	0.75	0.75	20.94	21 June 2019
151	Apip Munawar	Tapung Jaya Village	0°38'38.83"	100°31'4.80"	0.75	0.75	21.69	21 June 2019

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No.	Name of farmer	Location	GPS Reference		Area Summary (Ha)		Forecasted annual FFB Production (MT)	Date of joining
			Latitude (N)	Longitude (E)	Total Certified Area	Planted Area		
			Total		326.64 Ha	325.06 Ha	6,968.81	

Appendix G. List of Smallholder Sampled

No.	Smallholder Group Name	Smallholder Block ID	Individual Member Name	Area (ha)
1	Barokah Dayo	D.032.3	Sumarno	0.75
		D.032.4		0.75
2	Barokah Dayo	D.042.2	Mudiono	0.75
3	Dayo Indah	D.015.1	Wahyono	2.0
		D.015.8		2.0
4	Dayo Indah	D.038.1	Adi Sumarto	2.0
5	Maju Jaya	TJ.016.4	Jaer Renata	2.0
6	Maju Jaya	TJ.035.2	Mulyadi	0.75
		TJ.035.4		0.75
7	Makmur Jaya	TJ.022.1	Helmi	2.00
		TJ.022.2		0.75
8	Makmur Jaya	TJ.041.1	Robiah	0.75
9	Mekar Jaya	TJ.014.1	Suwadak	1.90
		TJ.014.2		0.10
		TJ.014.3		1.00
10	Mekar Jaya	TJ.017.1	Riyadi	2.00
11	Tunas Dayo	D.002.1	Wardi	0.75
12	Tunas Dayo	D.009.1	Mastur Ifas	0.75

Appendix H: List of Abbreviations

a.i	Active Ingredient
BMJ	Bersatu Makmur Jaya
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
KBMJ	Koperasi Bersatu Makmur Jaya
KT	Kelompok Tani
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
PPKSS	Perkumpulan Petani Kelapa Sawit Swadaya
RSPO	Roundtable on Sustainable Palm Oil
RTWK	regency Spatial Planning
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