

**RSPO PRINCIPLE AND CRITERIA
PUBLIC SUMMARY REPORT**

- Initial Assessment
- Annual Surveillance Assessment (1)
- Recertification Assessment (Choose an item.)
- Extension of Scope

Client Company name (Parent Company): KUD Marga Jaya
Client company Address: RT. 08 Desa Petaling Jaya, Kec. Sungai Gelam, Kabupaten Muaro Jambi, Jambi 36363, Indonesia
Certification Unit: KUD Marga Jaya Location of Certification Unit: RT. 08 Desa Petaling Jaya, Kec. Sungai Gelam, Kabupaten Muaro Jambi, Jambi 36363, Indonesia
Date of Final Report: 23/06/2021

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Section 1: Scope of the Certification Assessment

1. Company Details			
Parent Company	KUD Marga Jaya		
RSPO Membership Number	1-0277-19-000-00	Membership Approval Date	06/08/2019
Address	RT. 08 Desa Petaling Jaya, Kec. Sungai Gelam, Kabupaten Muaro Jambi, Jambi 36363, Indonesia		
Palm Oil Mill / Group Manager / Estate (Certification Unit)	KUD Marga Jaya		
Location / Address	RT. 08 Desa Petaling Jaya, Kec. Sungai Gelam, Kabupaten Muaro Jambi, Jambi 36363, Indonesia		
Website	-		
Management Representative	Mr. Taufik Hidayat	E-mail	kudmargajaya01@gmail.com
Telephone	+62 812-7436-7004	Facsimile	-

2. Certification Information			
Certificate Number	RSPO 720685	Date of First Certification	03/03/2020
		Certificate Start Date	03/03/2020
		Certificate Expiry Date	02/03/2025
Scope of Certification	Production of Fresh Fruit Bunch of Independent Smallholder Group		
Visit Objectives	<ul style="list-style-type: none"> - Evaluate the capabilities of the management system to ensure the organization conform from the organization's management system, its parts to the audit criteria, applicable statutory, regulatory and contractual requirements. - Extension to Scope (additional new member) and determine the eligibility of the RSPO Independent Smallholder certification unit. 		
Assessment Cycle	<input type="checkbox"/> Initial Assessment <input type="checkbox"/> Recertification Assessment (Choose an item.) <input checked="" type="checkbox"/> Annual Surveillance Assessment (RA Choose an item. ; ASA 1) <input checked="" 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		

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
KUD Marga Jaya (218 old member)	Desa Petaling Jaya	1° 47' 2.22" S	103° 50' 5.38" E
KUD Marga Jaya (42 new additional member)	Desa Petaling Jaya	1° 47' 2.22" S	103° 50' 5.38" E
Note:			

5. Description of Supply Base					
Estate	Total Planted (Mature + Immature) (ha)	HCV (ha)	Infrastructure & Other (ha)	Total Area (ha)	% of Planted
KUD Marga Jaya (218 old member)	486.87	0	0	486.87	100
KUD Marga Jaya (42 new additional member)	123.78	0	0	123.78	100
Total	610.65	0	0	610.65	100

6. Plantings & Cycle							
Estate	Age (Years)					Mature	Immature
	0 - 3	4 - 10	11 - 20	21 - 25	26 - 30		
KUD Marga Jaya (218 old member)	0	0	0	486.87	0	486.87	0
KUD Marga Jaya (42 new additional member)	0	0	0	123.78	0	123.78	0
Total (ha)	0	0	0	610.65	0	610.65	0
Note:							

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7. Certified Tonnage of FFB (Own Certified Scope)				
Estate	Tonnage / year			
	Estimated (Mar 20 – Feb 21)	Actual (Mar 20 – Feb 21)		Forecast (Mar 21 – Feb 22)
KUD Marga Jaya (218 old member)	10,771.12		10,785.75	9,394.00
KUD Marga Jaya (42 new additional member)	-		-	2,388.30
Total	10,771.12		10,785.75	11,782.30
Note:				

8. Certified Tonnage of FFB (from other certified unit(s))				
Estate	Tonnage / year			
	Estimated (Mar 20 – Feb 21)	Actual (Mar 20 – Feb 21)		Forecast (Mar 21 – Feb 22)
Nil	N/A	Previous license period (N/A)	Current license period (Mar 20 – Feb 21)	N/A
Total				
Note:				

9. Non-Certified Tonnage of FFB (outside supplier – excluded from certificate)				
Independent FFB Supplier	Tonnage / year			
	Estimated (Mar 20 – Feb 21)	Actual (Mar 20 – Feb 21)		Forecast (Mar 21 – Feb 22)
		Previous license period (N/A)	Current license period (Mar 20 – Feb 21)	
Nil				
Total				
Note:				

10. Certified Tonnage				
Mill Capacity: - SCC Model: IP	Estimated (Mar 20 – Feb 21)	Actual (Mar 20 – Feb 21)		Forecast (Mar 21 – Feb 22)
		Previous license period (N/A)	Current license period (Mar 20 – Feb 21)	
	FFB	FFB		FFB
	10,771.12		10,785.75	11,782.29
	CPO (OER: 20%)	CPO (OER: 20%)		CPO (OER: 20%)

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	2,154.22	N/A	2,157.15	2,356.46
	PK (KER: 5%)	PK (KER: 5%)		PK (KER: 5%)
	538.56	N/A	539.29	589.12
	PKO (ER: 45%)	PKO (ER: 45%)		PKO (ER: 45%)
	242.35		242.68	265.10
	PKE (ER: 55%)	PKE (ER: 55%)		PKE (ER: 55%)
	296.21	N/A	296.61	324.01
TOTAL	N/A			N/A

Note: Note: There is a slight increase of the FFB production about 14mt (0.13%) as compare to the certified FFB volume. The audit team deem the increase is not significant considering – 1) Oil Palm is a seasonal crop where it could fluctuate; 2) The increase of CPO, PK, PKO and PKE is insignificant. 3) The smallholder group has only sold the available certified credits.

11. Actual Sold Volume (CPO)					
Current License period (Mar 2020 – Feb 2021)					
	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 (Mar 2020 – Feb 2021)					
	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	2,154	Nil
IS-CSPKO	242	Nil
IS-CSPKE	296	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.
Tel +60 (3) 9212 9638 Fax +60 (3) 9212 9639
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 **16 – 19 January 2021**. 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 **13 April 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.

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.

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

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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 including extension to scope, 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)
KUD Marga Jaya	X	X	X	X	X

Tentative Date of Next Visit: January 17, 2022 - January 19, 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

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		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: Nil

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
Saturday, 16/01/2021	08.00 – 08.30	Opening Meeting: <ul style="list-style-type: none"> Presentation by KUD Marga Jaya Presentation by Audit team BSI (Audit detail) 	√	√	√
	08.30 – 12.00	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, A1.3, A1.4 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. D.3.1	√	√	√
	12.00 – 14.00	Break	√	√	√
	14.00 – 17.00	Audit Document Review: Principle 1: Optimise productivity, efficiency, positive impacts and resilience Criteria 1.1, 1.2, 1.3	√	√	√

Date	Time	Activity	MJ	EW	AP
		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 with Local community, Village head, local NGO and previous land owner (if any)		√	
Sunday, 17/01/2021	OFF	OFF	√	√	√
Monday, 18/01/2021	08.00 – 12.00	Field Audit to Smallholder Plot: Sample Number: 15 plots old 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	Field Audit to Smallholder Plot: Sample Number: 8 plots new 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.	√	√	√
Tuesday, 19/01/2021	08.00 – 12.00	Continue Audit Document Review for Smallholder member, ICS and Group Manager Stakeholder Consultation: Local government (Dinas Perkebunan, Dinas Koperasi and Dinas Lingkungan Hidup Kabupaten Muaro Jambi).	√	√	√
	12.00 – 14.00	Break	√	√	√
	14.00 – 15.30	Audit continue for document review	√	√	√
	15.30 – 16.00	Report preparation	√	√	√
	16.00 – 17.00	Closing Meeting	√	√	√
	16.00 – 17.00	Closing Meeting	√	√	√
Wednesday, 20/01/2021	08.00 – 12.00	Flight Jambi - Jakarta	√	√	√

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Assessment plan for NCR Major Close Out

Date	Time	Activity	MJ
Tuesday, 13/04/2021	07.45 – 09.30	Flight Jakarta – Jambi	√
	10.00 – 11.00	Travel to Audit Location	√
	11.00 – 12.00	Break	√
	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 # 2013849-202101-M1, Clause 1.3 MS-B (Major) 2. NCR # 2013849-202101-M2, Clause A.1.4 MS-B (Major) - Closing Meeting 	√

Section 3: Assessment Findings

3.1 Normative requirement applied for this assessment:

- KUD Marga Jaya 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

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

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 2 (two) Major nonconformities and 1 (one) Opportunity For Improvement raised. The KUD Marga Jaya 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 #	2013849-202101-M1	Clause & Category (Critical / Minor)	Criteria 1.3 MS-B Major
Date Issued	19 January 2021	Due Date	19 April 2021
Closed (Yes / No)	Yes	Date of nonconformity Closure	13 April 2021
Statement of Nonconformity:	KUD Marga Jaya has not been able to show that the GAP procedures and training have been implemented properly.		
Requirement Reference:	Smallholders have adopted GAP on their farms and are tracking productivity through, but not limited to, records of FFB sales.		
Objective Evidence:	<p>Based on field visits, it was found that:</p> <ol style="list-style-type: none"> 1. The condition of the plot is poorly maintained (uncontrolled weed growth). For example, plots in the name of Wisma and Nurul Nasrifah (KT Karya Makmur), Sungkowo Widodo (Tri Tunggal Makmur). 2. There are still total spray activities in the plot on behalf of Amat Nawawi (KT Dwi Rezeki), Purwo Utoyo (KT Tri Marga) and Soini (KT Karya Jaya Tri Mukti). This is not in accordance with the SOP for Oil Palm Weed Control No: 17 / SOP-ICS KUD –MJ / II / 2019 issued by the Head of KUD on March 20, 2019 point 1. In addition, it is known that the farmer is using parakuat active ingredients. This is not in accordance with Decree Number: 27 / SK / ICS-KUD-MJ / III / 2020 concerning the Discontinuation of Prohibited Pesticides, point 5. 		
Corrections:	<ul style="list-style-type: none"> • Conduct socialization related to the Upkeeping Plan and urge all RSPO certification members to comply with and implement all agreed rules. • Issued warning letter for smallholder member who conduct the total spraying since this was a violation of SOP Pengendalian Gulma Kelapa Sawit No: 17/SOP-ICS KUD –MJ/II/2019. • ICS KUD Marga Jaya Identify the farmers plots whose GAP implementation has not been optimized/standard and conduct monitoring the implementation of Good Agriculture Practices in all member plots. • Formed a GAP monitoring team as part of ICS KUD Marga Jaya. 		
Root Cause Analysis:	<p>Lack of monitoring and there is no monitoring team that continues to monitor and remind farmers member regarding good agricultural practices.</p> <p>There is no well-programmed for upkeeping and agronomy management Plan for members.</p>		
Corrective Actions:	<ul style="list-style-type: none"> • Monitoring the implementation of the GAP procedure and the implementation of Upkeeping and Management Plan which set by ICS KUD Marga Jaya. • Assigned heads of farmer groups to conduct monitoring their plots member every 4 months and monitoring results will be reported to the Group Manager for follow-up. • Appoint group leaders as the Member Plantation Monitoring team to ensure that GAP is implemented in all member plots. 		

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	<ul style="list-style-type: none"> • Create a one-year Upkeeping and Management Plan and ensure all members implement it. • Making firm actions regarding members who violate the agreed policies, including providing warning letters 1 to 3 and if they do not correct them, they will be terminated as members of the RSPO Certification, in accordance with the existing rules in ICS KUD Marga Jaya.
<p>Assessment Conclusion:</p>	<ul style="list-style-type: none"> • ICS KUD Marga Jaya has issued the invitation letter dated 25 January 2021 for smallholder member on behalf Wisma, Nurul Nasrifah, Sungkowo, Amat Nawawi, Purwo utoyo, and Soini. They invite to have a briefing and socialization regarding the upkeeping and Good Agriculture Practices standard for smallholder member. They also signed the comitment to taken follow up action immediately to control the weeds in their plots as per "Surat Pernyataan Komitmen Perbaikan". Evidence of follow up action monitored by ICS. Interview with smallholder sampled confirmed that they have aware regarding the GAP standard and to implement the upkeeping regularly in their plots. • Warning letter 1 also issued to smallholder member whose conduct the total spraying in their plots. Warning letter issued for the awareness and their correction as per "Surat Peringatan Satu" dated 25 January 2021. Interview with smallholder sampled confirmed that they have aware regarding the prohibition of total spraying in their plots. • ICS KUD Marga Jaya has identify the farmers plots whose GAP implementation has not been optimized/standard and monitor all smallholder member plots on February 2021 and will be programmed until August 2021. Identification and monitoring result presented in "Hasil Monitoring Kegiatan Perawatan Kebun Anggota RSPO KUD Marga Jaya Kec. Sungai Gelam Kab. Muaro Jambi. Evidence of identification and monitoring result can be demonstrated. Findings of identification and monitoring can be shown in "Form Monitoring Perawatan kebun Anggota RSPO KUD Marga Jaya". Findings of identification and monitoring are communicated to head of farmers group and smallholder member to immediately taken action for follow up. • KUD Marga Kaya has develop a team to monitor the implementation of Good Agriculture Practices and plots condition. Monitoring team was part of ICS KUD Marga Jaya. KUD Marga Jaya has develop the monitoring program of GAP implementation and upkeeping program in smallholder plots as per "Program Kerja Monitoring GAP" February 2021. Monitoring item are included fertilizing application monitoring, weeds control monitoring, integrated pest management and pruning. Monitoring are scheduled each month (February – August) to cover all farmer group (Kelompok Tani). • KUD Marga Jaya has conducted the socialization and awareness related to the Upkeeping Plan and urge all RSPO certification members to comply with and implement all agreed rules. The socialization was caried out through Annual member meeting "Rapat Anggota Tahunan" on 20 February 2021. Evidence of Annual meeting can be shown as per "Berita Acara rapat Anggota Tahunan Tahun Buku 2020 Tanggal 20 February 2021". Annual meeting attend by 190 smallholder member. • KUD Marga Jaya also has installed the banner/awareness board regarding how to manage and upkeep palm oil plantation according to Best Management

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	<p>Practices “Cara merawat Sawit Yang Benar”. The banner installed in the main road and strategic places which eye catch by smallholder member.</p> <p>Based on field visit, interview with smallholder member and document verification as above, confirmed that KUD Marga Jaya has implementing correction and corrective action with satisfactory dan effectively. The NC status has been Closed on 13 April 2021.</p>
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Non-conformity			
NCR Ref #	2013849-202101-M2	Clause & Category (Critical / Minor)	Criteria A.1.4 MS-B Major
Date Issued	19 January 2021	Due Date	19 April 2021
Closed (Yes / No)	Yes	Date of nonconformity Closure	13 April 2021
Statement of Nonconformity:	Based on field visits and interviews with farmers, it is known that there are plots of member whose operational management is carried out by other people who are not the owners of the land, however there is no evidence of transfer of management to the plots.		
Requirement Reference:	All members can demonstrate understanding of membership requirements.		
Objective Evidence:	<p>Based on field visits, the auditor team found that:</p> <ul style="list-style-type: none"> • Plots on behalf Nurul Nasrifah and Sukinem (KT Karya Makmur), Alik and Warsito (KT Dwi Rezeki), Maryadi, SE. MM (KT Karya Jaya Tri Mukti) is managed by another person who is not a registered owner member. • Not all representatives of the RSPO ISH KUD Marga Jaya member farmers understand the membership requirements / procedures set by KUD Marga Jaya, the standards set by the RSPO, including their implementation. • The procedures and systems that have been established by KUD Marga Jaya have not clearly accommodated the mechanisms related to land management changes. This includes buying and selling, inheritance and power of attorney for land management. 		
Corrections:	<ol style="list-style-type: none"> 1. Prepare SOPs related to land management change mechanisms 2. Identify land managers who do not own the land, and complete all according to the agreed rules. 		
Root Cause Analysis:	ICS KUD Marga Jaya, does not yet have procedure related to land management change mechanisms whose land is managed by other people, and there are several farmers whose land management is managed by other people due to moving residence.		
Corrective Actions:	Update membership data every 6 months, according to the ICS KUD Marga Jaya rules		
Assessment Conclusion:	<ul style="list-style-type: none"> • KUD Marga Jaya has developed the Procedure related to land management change mechanisms as per “SOP Mekanisme Perubahan Pengelolaan Lahan No: 61/SOP-KUD-MJ/I/2021” dated 24 January 2021. The procedure has been disseminated through Annual Meeting member “Rapat Anggota Tahunan” on 20 		

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	<p>February 2021. Evidence of Annual meeting can be shown as per "Berita Acara rapat Anggota Tahunan Tahun Buku 2020 Tanggal 20 February 2021". Annual meeting attend by 190 smallholder member.</p> <ul style="list-style-type: none"> • KUD Marga Jaya has identify all the land managers who do not own the land, and complete all according to the agreed rules. Based on identification result, there was 97 smallholder member as land owner who handed over the management of his plots to land managers. Based on procedure, land managers shall signed the statement letter and follow the policy and regulation of KUD Marga Jaya including RSPO Certification requirement. Statement letter to follow the regulation the policy and regulation of KUD Marga Jaya including RSPO Certification requirement from land managers can be demonstrated during audit. • KUD Marga Jaya has made the update of smallholder membership data and programmed to be monitored each six month. Update data of smallhodler member and its land owner and land managers are available and can be shown during audit as per "Update Data Anggota RSPO KUD Marga Jaya 2020-2021" <p>Based on field visit, interview with smallholder member and document verification as above, confirmed that KUD Marga Jaya has implementing correction and corrective action with satisfactory dan effectively. The NC status has been Closed on 13 April 2021.</p>
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Opportunity for Improvements	
OFI #	Description
OFI 1	KUD marga Jaya has identify the Ganoderma disease attack. It was indicated that there are additional ganoderma attacks in several locations and preventive measures need to be improved to suppress the addition of new attacks.

Positive Findings	
PF #	Description
PF 1	Nil

3.4.1 Status of Nonconformities Previously Identified and Observations

Non-conformity			
NCR Ref #	1861013-201912-N1	Clause & Category (Critical / Minor)	RSPO Management System Requirement and Guidance for Group Certification of FFB Production, March 2018 indicator 4.1.2 Minor
Date Issued	05 December 2020	Due Date	ASA1
Closed (Yes / No)	Yes	Date of nonconformity Closure	19 January 2021
Statement of Nonconformity:	Internal check to SOP implementation has been performed through internal audit, however there is remain found improper condition of smallholder kavling and not inline with procedure.		
Requirement Reference:	4.1.2 A mechanism to check consistent implementation of procedures shall be in place. Requirement for Group Manager: The Group Manager has regular checks using procedures set at group level for SOP implementation		
Objective Evidence:	During field visit to KT Sumber Usaha Kavling Suyono and KT Bakti Pertiwi Kavling Sukanto found that the kavling condition were not properly upkeep, weeds overgrown and late pruning.		
Corrections:	Give a persuasive warning (CAR) to the smallholder member whose not implementing the best management practices as per procedure. Urge smallholder member to immediately apply fertilizer and weeds control when entering the rainy season.		
Root Cause Analysis:	Currently at KUD Marga Jaya is in the long dry season so that it has not been able to apply fertilizer according to schedule. Prone to land fires, so that smallholder member do not dare to performing spraying activity and pruning.		
Corrective Actions:	Socialization regarding the implementation of Best Management Practices Agronomy including pruning, harvesting, fertilizing and weeds control. Conduct the regular internal audit each year for all smallholder member and focusing to plantation upkeeping and OHS implementation.		
Assessment Conclusion:	It was confirmed during audit that KUD Marga Jaya has give a persuasive warning (CAR) to the smallholder member whose not implementing the best management practices as per procedure. Evidence of persuasive warning can be demonstrated. During field visit to sampled of smallholder kavling shown that best management practices of Agronomy has well implemented according to SOP. There is no more uncontrolled weeds and pruning. Fertilizer application was well implementing according to fertilizer planning and recommendation.		

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	<p>According to the SOP "Program Kerja Audit Internal" No. 50/SOP-ICS-KUD.MJ/III/2019 dated 20 March 2019. The SOP regulates the set and conducts of the internal audit program in KUD Marga Jaya on a quarterly basis.</p> <p>This is because the period 2020 is a period where the Covid-19 pandemic has occurred, so the realization of the internal audit implementation has changed compared to the plan. The actual internal audit at KUD Marga Jaya was conducted from May - July 2020 to 218 farmer members (242 plots) of KUD Marga Jaya, with details:</p> <ul style="list-style-type: none"> - On April 02, 2020, an internal audit was carried out to the Manager of ICS KUD Marga Jaya (Mr. Taufik Hidayat) - In May 2020 there were 91 farmers - In June 2020 there were 111 farmers - In July 2020 there were 40 farmers <p>Record of internal audit were evident in:</p> <ul style="list-style-type: none"> - "Table Checklist Audit Internal Group Manager" dated 7 May 2020; (auditor: Hermanto and Suwondo, petani: Bibit/ID: MJ.01.002, KT Tri Tunggal Makmur; petani: Caslani/ID: MJ.01.003, KT Tri Tunggal makmur; - "Audit Findings Report and Improvement Plan" dated 7 May 2020: finding: harvesters do not use PPE and are not equipped with harvester's work contracts. The findings were followed up on June 7, 2020. <p>Based on field visit, interview with smallholder member and document verification as above, confirmed that KUD Marga Jaya has implementing correction and corrective action with satisfactory dan effectively. The NC status has been Closed on 19 January 2021.</p>
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Non-conformity			
NCR Ref #	1861013-201912-N2	Clause & Category (Critical / Minor)	RSPO Management System Requirement and Guidance for Group Certification of FFB Production, March 2018 indicator 4.1.3 Minor
Date Issued	05 December 2020	Due Date	ASA1
Closed (Yes / No)	Yes	Date of nonconformity Closure	19 January 2021
Statement of Nonconformity:	Record of smallholder SOP implementation related to best management practice agronomy are not available.		
Requirement Reference:	4.1.3 Records of monitoring and any actions taken shall be maintained and available, as appropriate. Requirement for Individual member: Responsibility of individual members to keep record of their own SOP implementation as per defined in group SOPs.		

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Objective Evidence:	Based on field observation and interview with smallholder member of KT Bakti Pertiwi dan KT Sumber Usaha KUD Marga Jaya confirmed that they have not kept the record of activity they have implemented at their plantation, such as: manuring, herbicide application/spraying and harvesting.
Corrections:	<ul style="list-style-type: none"> - Conduct socialization and urge all smallholder member and farmer groups to make notes related to all activities in their block plantation. - ICS monitors each month to farmer groups to collect data created by their smallholder member.
Root Cause Analysis:	All members has kept the fertilization, harvest and spraying records. However, there are some smallholder member who live outside the Petaling Jaya village and do not take notes, but do so by their harvesters.
Corrective Actions:	Group Manager KUD Marga Jaya appointed one of the ICS management to carry out monitoring related to the record of all members activities in their plantation and to recap the results of all activities.
Assessment Conclusion:	<p>KUD Marga Jaya has conduct socialization to smallholder member to make notes related to all activities in their block plantation. KUD Marga Jaya has provided GAP Hand Book namely 'Buku Pintar Untuk Petani Kelapa Sawit Untuk Anggota ICS KUD Marga Jaya'. Those books covering information of structure organization, HCV, list of protected animal potential risk of harvesting activity, monthly harvesting, chemical weeding, manuring and pruning record period 2020 – 2021.</p> <p>During the audit, auditor also check the recapitulation of manuring, chemical weeding and pruning period 2020. Based on that document obtained information related to manuring activity each smallholders. For example, smallholder on behalf of Suwondo has applied fertilizer such as TSP on February 2020, Urea on 18 June 2020 and NPK on 18 October 2020.</p> <p>Based on field visit, interview with smallholder member and document verification as above, confirmed that KUD Marga Jaya has implementing correction and corrective action with satisfactory dan effectively. The NC status has been Closed on 19 January 2021.</p>

Non-conformity			
NCR Ref #	1861013-201912-N3	Clause & Category (Critical / Minor)	RSPO Management System Requirement and Guidance for Group Certification of FFB Production, March 2018 indicator 4.2.2 Minor
Date Issued	05 December 2020	Due Date	ASA1
Closed (Yes / No)	Yes	Date of nonconformity Closure	19 January 2021

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<p>Statement of Nonconformity:</p>	<p>Record of fertilizer provide by ICS KUD Marga Jaya in "Catatan Pemupukan" are not accurate and not inline with the actual application in the field.</p>
<p>Requirement Reference:</p>	<p>4.2.2 Records of fertiliser inputs shall be maintained. Requirement for Individual Member: Responsibility of individual members to maintain fertilizer records. Requirement for Group Manager: Group Manager to provide template to record fertilizer usage and mill by-products usage</p>
<p>Objective Evidence:</p>	<p>Record of fertilizer application in "Catatan Pemupukan" provide by ICS KUD Marga Jaya are not accurate and not inline with the actual application in the field. Sample seen on smallholder kavling:</p> <ul style="list-style-type: none"> • Mursaid ID No. MJ.05.012, Kelompok Tani Usaha Baru, Fertilizer application based on "Catatan Pemupukan KUD Marga Jaya": ZA 600 kg (March 2019), KCl 600 kg (June 2019), Ponska/NPK 600 kg (September 2019). However according to information from Mursaid, actual fertilizer application in the field were: NPK Ponska 300 kg (November 2019), SP36 600 kg (March 2019), KCl 300 kg (November 2019). • Suyono ID No. MJ.05.005, Kelompok Tani Sumber Usaha, Fertilizer application based on "Catatan Pemupukan KUD Marga Jaya": ZA 600 kg (March 2019), KCL 600 kg (June 2019) and NPK Ponska 600 kg (September 2019). However according to information from Suyono, actual fertilizer application in the field were: Urea 300 kg (March 2019), KCl 300 kg (June 2019), Ponska 400 kg and SP36 200 kg (September 2019). • Tugiman, ID No. MJ.05.001, Kelompok Tani Sumber Usaha, Fertilizer application based on "Catatan Pemupukan KUD Marga Jaya": ZA 600 kg (March 2019), NPK Granular 500 kg (Juli 2019). However according to information from Suyono, actual fertilizer application in the field were: Ponska 350 kg (March 2019), KCl 300 kg (June 2019), SP36 600 kg (September 2019). • Sukamto, ID No. MJ.06.002, Kelompok Tani Bakti Pertiwi, Fertilizer application based on "Catatan Pemupukan KUD Marga Jaya": SP36 600 kg (March 2019), KCl 500 kg (June 2019), ZA 600 kg (November 2019). However according to information from Suyono, actual fertilizer application in the field were: Urea 600 kg (June 2019), SP36 600 kg (Oktober 2019), MOP 600 kg (Februari 2019).
<p>Corrections:</p>	<p>ICS distributes fertilizer records forms to all member and asks them to replenish their fertilization records which is applied in their plantation block that are including in the scope of RSPO-certification. Then ICS recap the data related to the use of fertilizers in KUD Marga Jaya.</p>
<p>Root Cause Analysis:</p>	<p>Fertilizer application record are based on the results of fertilizer purchases from KUD Marga Jaya which are recapitulated and made by smallholder and farmer groups, there are differences in notes with during interviews:</p> <ul style="list-style-type: none"> • Member sometimes buy fertilizers outside the KUD and are applied in the plantation block and are not registered.

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	<ul style="list-style-type: none"> Member also have plantations other than plantation block that are incorporated in the RSPO certification
Corrective Actions:	<p>Group Manager monitors the recapitulation of smallholder member activity records such as fertilizing and harvesting so that there is no discrepancy between smallholder member data and KUD.</p> <p>Group Manager also appointed an ICS team that is responsible for monitoring every month for all members activity.</p>
Assessment Conclusion:	<p>KUD Marga Jaya has conducted GAP training for all their member (see detail in indicator 1.2 milestone A). In addition, KUD also provide smallholder guidance in 'Buku Pintar' that provide information of FFB production, manuring, weeding, pruning etc.</p> <p>KUD Marga Jaya has conducted soil sampling and leaf sampling facilitated by Centre de Cooperation Internationale en Recherche Agronomique Pour le Development (CIRAD) dari Perancis. Within February 2020 CIRAD has conduct soil and leaf sampling and sent the sample to Socfin. Parameter test was N-Kjehdahl, P-Total, K-Total, Ca-Total, Mg-Total (Soil) and pH, C-Organic, N-Kjehdahl, Tex-Pasir, Tex-Debu, Tex-Liat, K-exchange, Ca-exchange, Mg-exchange and Na-exchange (leaf). The recommended types of fertilizers are N, P, K and Mg. Each smallholder has his own fertilizer recommendation.</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>KUD Marga Jaya has provided GAP Hand Book namely 'Buku Pintar Untuk Petani Kelapa Sawit Untuk Anggota ICS KUD Marga Jaya'. Those books covering information of structure organization, HCV, list of protected animal potential risk of harvesting activity, monthly harvesting, chemical weeding, manuring and pruning record period 2020 – 2021.</p> <p>During the audit, auditor also check the recapitulation of manuring, chemical weeding and pruning period 2020. Based on that document obtained information related to manuring activity each smallholders. For example, smallholder on behalf of Suwondo has applied fertilizer such as TSP on February 2020, Urea on 18 June 2020 and NPK on 18 October 2020.</p> <p>Based on field visit, interview with smallholder member and document verification as above, confirmed that KUD Marga Jaya has implementing correction and corrective action with satisfactory dan effectively. The NC status has been Closed on 19 January 2021.</p>

Non-conformity			
NCR Ref #	1861013-201912-N4	Clause & Category (Critical / Minor)	RSPO Management System Requirement and Guidance for Group Certification of FFB Production, March

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			2018 indicator 5.4.1 Minor
Date Issued	05 December 2020	Due Date	ASA1
Closed (Yes / No)	Yes	Date of nonconformity Closure	19 January 2021
Statement of Nonconformity:	<p><u>Individual Member:</u> Individual smallholder level did not have record the efficiency of the use of fossil fuels on their activities, such as to carry FFB's from block to fruit collection point, for those use vehicle/motorbikes or slashing machine.</p> <p><u>Group Manager:</u></p> <ul style="list-style-type: none"> • Group Manager of KUD MARGA JAYA have no record and monitoring the efficiency of the use of fossil fuels. • Plan for improving and monitoring the efficiency of fossil fuel are not covers all activities. 		
Requirement Reference:	<p>5.4.1 A plan for improving efficiency of the use of fossil fuels and to optimise renewable energy shall be in place and monitored.</p> <p><u>Requirement for Individual Member:</u> Appropriate to scale, members shall implement the actions as outlined in the Group's plan for improving and monitoring the efficiency of the use of fossil fuels and to optimise renewable energy.</p> <p><u>Requirement for Group Manager:</u> Appropriate to scale, Group Manager shall have a plan for improving and monitoring the efficiency of the use of fossil fuels and to optimise renewable energy.</p>		
Objective Evidence:	<p>Group Manager of KUD MARGA JAYA has "Rencana Peningkatan dan Pemantauan Efisiensi Penggunaan Bahan Bakar Fosil" dated 3 March 2019 as a plan for improving and monitoring the efficiency of the use of fossil fuels and to optimise renewable energy.</p> <p>However, unit of certification cannot demonstrate that record of monitoring the efficiency of the use of fossil fuels in monthly basis is available in place, as mentioned within the plan. Also, the plan was lack to covers all activities related the use of fossil fuels.</p>		
Corrections:	Group Manager asks the ICS management to speed up the process of recapitulating fuel usage records by smallholder member and KUD.		
Root Cause Analysis:	The recording of fuel usage by smallholder member and KUD has not been recorded in KUD Marga Jaya, all records are still kept by members and KUD. The fuel usage document is scheduled to be revised as a whole at the end of December 2019.		
Corrective Actions:	GM Makes socialization persuasively to all heads of farmer groups to record the activity of smallholder member by themselves and recap by farmer groups. The recapitulation of fuel use documents is scheduled every 6 months so monitoring is easy.		

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Assessment Conclusion:	<p>ICS KUD Marga Jaya identify the volume of fossil fuel usage by smallholder member for FFB transportation and made the program to improving the fossil fuel efficiency. The use of fossil fuels by KUD such as:</p> <ul style="list-style-type: none"> - Fossil fuel for FFB transportation - Fossil fuel for motorcycle/generator set. <p>ICS KUD Marga Jaya has conduct the socialization to smallholder regarding the policy of fossil fuel usage efficiency to the smallholder activity. Group Manager has issued the policy "Kebijakan Manager Operasional Efisiensi Penggunaan Bahan Bakar Fossil di Areal Kebun Anggota Sertifikasi RSPO".</p> <p>ICS KUD Marga Jaya monitor the fossil fuel usage by smallholder member each month and recap in "Tabel Identifikasi Penggunaan Bahan Bakar Fossil". The fossil fuel usage for smallholder activity has been identified covering: FFB, Fertilizer and operational transportation by pickup vehicle, Viar vehicle, Truck, car, minibus; operation of weeds control by grass machine. According to recap of fossil fuel usage since November – December 2020, total fossil fuel usage by all smallholder member in each KT was 740 L (November) and 690 L (December).</p> <p>Based on field visit, interview with smallholder member and document verification as above, confirmed that KUD Marga Jaya has implementing correction and corrective action with satisfactory dan effectively. The NC status has been Closed on 19 January 2021.</p>
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Opportunity for Improvement	
OFI#	Description
OFI 1	<p>Consider to complete the Note of First Aid used by the members or workers inside the first aid boxes.</p> <p>Follow up action: KUD MArga Jaya has completed the Note of First Aid used by the members or workers inside the first aid boxes. During field audit to smallholder plots confirmed that first aid boxes managed and monitor by ICS in each Farmers Group and has completed with the note.</p> <p>Consider to ensure the period of summary accident report.</p> <p>Follow up action: KUD MArga Jaya has monitor the accident report each month and recap in summary accident report annually. During audit can be shown the summary accident report Jan – Dec 2020.</p>
OFI 2	<p>Consider to monitor the validity period of waste management agreement is maintained.</p> <p>Follow up action: KUD Marga Jaya has monitor the validity of waste management agreement. Currently KUD has collaboration agreement regarding Hazardous Waste Management with PT. Biuteknika Bina Pratama as per "Perjanjian Kerjasama antara KUD Marga Jaya dengan PT Biuteknika Bina Prima Tentang kerjasama Jasa Pengangkutan dan Pemusnahan Limbah B3 Medis (Padat dan Cair) dan non Medis No. 080/BBP/SPK-KLINIK/VII/2020" dated . This is stated in agreement related Collection of Hazardous Waste, dated 24 July 2020.</p>
OFI 3	<p>Consider the Group Manager of KUD MARGA JAYA to provide the documentation of payment for its members or workers with similar format.</p> <p>Follow up action: KUD Marga Jaya has provide the format for payment record by smallholder member to its workers.</p>

3.4.2 Summary of the Nonconformities and Status

CAR Ref.	Category (Critical / Minor)	P&C Indicator	Issued Date	Status & Date (Closure)
1861013-201912-N1	minor	RSPO Management System Requirement and Guidance for Group Certification of FFB Production, March 2018 indicator 4.1.2	05/12/2020	Closed on 19/01/2021
1861013-201912-N2	minor	RSPO Management System Requirement and Guidance for Group Certification of FFB Production, March 2018 indicator 4.1.3	05/12/2020	Closed on 19/01/2021
1861013-201912-N3	minor	RSPO Management System Requirement and Guidance for Group Certification of FFB Production, March 2018 indicator 4.2.2	05/12/2020	Closed on 19/01/2021
1861013-201912-N4	minor	RSPO Management System Requirement and Guidance for Group Certification of FFB Production, March 2018 indicator 5.4.1	05/12/2020	Closed on 19/01/2021
2013849-202101-M1	Major	Criteria 1.3 MS-B	19/01/2021	Closed on 13/04/2021
2013849-202101-M2	Major	Criteria A.1.4 MS-B	19/01/2021	Closed on 13/04/2021

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 KUD Marga 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

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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, Secretary of Sido Mukti Village Bapak. Kuncoro Muni
Government Departments - Environmental Agency/Department of Muaro Jambi Regency Bpk. Andi (head of Environmental Department) - Agriculture and Plantation Department of Muaro Jambi Regency Bpk. Hendri Agustian (Head of Plantation Division) - Cooperative and Trade Department of Muaro Jambi Regency Bpk. Khariadi (Head Department) Bpk. Yasir (Secretary Department)	NGO - Lembaga Swadaya Masyarakat AHI (Alam Hijau Indonesia) Bapak Ade/Ibu Umi

Stakeholders comment	
1.	Feedbacks: Environmental Agency of Muaro Jambi Regency Bpk. Andi (head of Environmental Department) <ul style="list-style-type: none"> - All of Members of KUD Marga Jaya 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 Muaro Jambi Regency and has conducted a survey to the plantation site for all members of the PPKSS Tayo Barokah. - KUD Marga Jaya has supplementing the administrative requirements of land legality documents and other requirements (map of the farmer's plantation location, the coordinates of each Persil, plant description, planting year and others). - The Environmental Agency of Muaro Jambi Regency has reviewing the social and environmental impact aspects of the farmers who submitted members of the KUD Marga Jaya. Environmental aspects such as erosion, water pollution, soil pollution, waste management, forest fires and land have been included in the statement letter. - The Environmental Agency never received reports of land related complaints and/or environmental pollution that occurred in the area of farmers members of the KUD Marga Jaya. - There is a suggestion: <ul style="list-style-type: none"> ▪ For the KUD Marga Jaya, the Environmental Agency of Muaro Jambi asked to be able to report the environmental management and monitoring activities as a whole, every year according to SPPL document. ▪ Environmental management report especially for chemical/hazardous waste handling (ex chemical container) ▪ Identify the riparian area in the plantation area of KUD Marga Jaya
	Management Responses:

	<ul style="list-style-type: none"> - Related to SPPL that has been agreed between the Environmental Agency of Muaro Jambi and the farmer of KUD Marga Jaya. KUD Marga Jaya has prepared environmental management and monitoring by planning and socializing Management to all members of the KUD Marga Jaya farmer member. Some plan of action to be done, among others: <ul style="list-style-type: none"> ▪ The socialization related to environmental management either in the plantation area or in residential areas. ▪ To provide training related to hazardous waste management to all farmers of the KUD Marga Jaya members. ▪ Performed waste management in the plantation area or in the residential environment also on office of KUD Marga Jaya. ▪ Providing garbage bin in the office of KUD Marga Jaya that has been done separation: organic, Inorganic and hazardous waste. ▪ All environmental management and monitoring activities will be reported every 6 months which is addressed to the Environmental Office of Muaro Jambi Regency. - Hazardous waste management reports have been reported every 3 months, the latest was in the period Oct-Dec 2020. To Environmental Agency of Muaro Jambi Regency. - KUD Marga Jaya will identify the member's lands that have Riparian (<i>Sempadan Sungai</i>) and then will conduct socialization related to Riparian management if any. <p>Audit Team Findings:</p> <p>Audit team found that the SPPL of KUD Marga Jaya has been approved by Encuironmental Agency of Muaro Jambi, for the new member SPPL has been proposed. KUD Marga Jaya has an action plan of Environmental Management and monitoring as per SPPL document. Report of implementation SPPL will be reported each semester.</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 KUD Marga Jaya. 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 KUD Marga Jaya can be shown during audit.</p> <p>KUD Marga Jaya has collaboration agreement regarding Hazardous Waste Management with PT. Biuteknika Bina Pratama as per "Perjanjian Kerjasama antara KUD Marga Jaya dengan PT Biuteknika Bina Prima Tentang kerjasama Jasa Pengangkutan dan Pemusnahan Limbah B3 Medis (Padat dan Cair) dan non Medis No. 080/BBP/SPK-KLINIK/VII/2020" dated . This is stated in agreement related Collection of Hazardous Waste, dated 24 July 2020.</p>
<p>2.</p>	<p>Feedbacks:</p> <p>Agriculture dan Plantation Department of Muaro Jambi Regency</p> <p>Bpk. Hendri Agustian (Head of Plantation Division)</p> <ul style="list-style-type: none"> - The communication between officials and government is good; - All members of the KUD Marga Jaya have been registered as a Letter of Plantation Cultivation List (STD-B: Surat Tanda Daftar Perkebunan) since August 2019. - Farmer of KUD Marga Jaya is located in other areas of use Area/APL: Area Penggunaan Lainnya and there is no overlap in the production forest area and/or protected area. - The area owned by the farmer of the KUD Marga Jaya does not overlap with the area that has been under the rights of business/HGU and/or mining concession.

	<ul style="list-style-type: none"> - Agriculture dan Plantation Department of Muaro Jambi Regency has never received a complaint report related to land and / or environmental pollution that occurred in the area of KUD Marga Jaya member. - Related to replanting program and its funding, the regency officials will continue to assist the issuance process. <p>Management Responses:</p> <ul style="list-style-type: none"> - KUD Marga Jaya has documentary evidence of legal ownership in te form of "Sertifikat Hak Milik". All member joined in the group has a land title of SHM and there is no SKT (Surat Keterangan). The document was kept and controlled by KUD Marga Jaya. - Grievance resolution mechanism regulated under "SOP Pengaduan Anggota" No. No.09/SOP-KUD-MJ/III/2019 as an internal grievance and for external in the form of "<i>SOP Penanganan Perselisihan dan Keluhan untuk Pihak Eksternal</i> No.43/SOP-KUD-MJ/III/2019", dated 20 March. The SOP for internal grievance describe that: <ul style="list-style-type: none"> ▪ Members can make suggestions or complaints (can be published) to the farmer group or directly to the complaint unit KUD Marga Jaya in the form of oral, written, telephone or electronic message (SMS, email etc.). ▪ Complaints through farmer groups; Then the farmer group must convey to the Group Manager KUD Marga Jaya, then the officer appointed by Group manager KUD Marga Jaya will record the complaint in the member's suggestion book. ▪ If the complaint is important and needs to be kept confidential, then the report or complaint from the member will be recorded in the important complaint book member which is not published. <p>Audit Team Findings:</p> <p>Audit team has verify the STDB of Smallholder member and its legality of land ownership. During audit confirmed that there is no land conflict occurred, all land ownership by smallholder member are legally owned. No land of smallholder are included in forest area or overlaps with others land use right.</p> <p>Since previous audit until this audit there is no report and indication of land conflict, complaint and grievance from the stakeholder regarding the plantation operational of KUD Marga Jaya.</p>												
<p>3.</p>	<p>Feedbacks:</p> <p>Cooperative and Trade Department of Muaro Jambi Regency Bpk. Khariadi (Head of Department of Cooperative and Trade of Muaro Jambi Regency) Bpk. Yasir (Secretaries of Department of Cooperative and Trade of Muaro Jambi Regency)</p> <ul style="list-style-type: none"> - Supervision per 3 months and annually has been conducted by Cooperative and Trade Department of Muaro Jambi Regency; With good results for KUD Marga Jaya. - KUD Marga Jaya has a financial report that has been audited by the public accountant. - KUD Marga Jaya has had the NIB: Nomor Induk Berusaha and NIK: Nomor Induk Koperasi. - KUD Marga Jaya has also socialized about membership Manager as a participant of BPJS employment and BPJS healthcare. <p>Management Responses:</p> <p>KUD Marga Jaya has the requirement of legality document, namely:</p> <table border="0"> <tr> <td>▪ Cooperative</td> <td>: KUD Marga Jaya</td> </tr> <tr> <td>▪ Legal Entity number establishment</td> <td>: 847/BH/XV/1988</td> </tr> <tr> <td>▪ Legal Entity date of establishment</td> <td>: 30/11/1988</td> </tr> <tr> <td>▪ Number of basic budget changes (latest)</td> <td>: 001/PAD/KOPERINDAG/I/2002</td> </tr> <tr> <td>▪ Date of the basic budget Change (latest)</td> <td>: 31/01/2002</td> </tr> <tr> <td>▪ Last RAT Date</td> <td>: 22/04/2017</td> </tr> </table>	▪ Cooperative	: KUD Marga Jaya	▪ Legal Entity number establishment	: 847/BH/XV/1988	▪ Legal Entity date of establishment	: 30/11/1988	▪ Number of basic budget changes (latest)	: 001/PAD/KOPERINDAG/I/2002	▪ Date of the basic budget Change (latest)	: 31/01/2002	▪ Last RAT Date	: 22/04/2017
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▪ Date of the basic budget Change (latest)	: 31/01/2002												
▪ Last RAT Date	: 22/04/2017												

	<ul style="list-style-type: none"> ▪ Cooperative parent number (NIK) : 1505080016006 ▪ Status NIK : Already certified <p>The socialization of BPJS Ketenagakerjaan and BPJS Kesehatan was conducted on 18 November 2019, which was attended by 13 members of KUD.</p>
	<p>Audit Team Findings:</p> <p>Audit team has verify the legal of organisation of KUD Marga Jaya. It was found that Marga Jaya has legally formed based on "Akta Perubahan Anggaran Dasar Koperasi on behalf of KUD Marga Jaya, has been registered by Menteri Negara Koperasi Pengusaha Kecil dan Menengah Republik Infonesia as per SK no. 001/PAD/KOPERINDAG/I/2002, dated 31 January 2002.</p> <p>KUD Marga Jaya has had Surat Keputusan Kantor Wilayah Departemen Koperasi Propinsi Jambi as per Decree of Surat Keputusan No. 61/KPTS/KWK.5/XII/1988 dated 21 December 1988 related Pengesahan Koperasi Sebagai badan Hukum on behalf of Koperasi Unit Desa Marga Jaya.</p> <p>No legal issue found during audit.</p>
<p>4.</p>	<p>Feedbacks:</p> <p>NGO – Alam Hijau Indonesia (AHI) and SNV</p> <p>Bpk. Ade (Alam Hijau Indonesia) and Bpk. Tohirin (SNV), interview by Phone</p> <ul style="list-style-type: none"> - SNV (Netherlands Development Organisation) assisted the institutional development of KUD Marga Jaya in the first year in 2019. - AHI was assisted the KUD Marga jaya in field survey and mapping area and provision of plantation map KUD Marga Jaya. - Social aspects: So far both AHI and SNV has never received a report on land conflicts and/or the use of underage manpower and/or social conflicts that occurred in the farmer area of KUD Marga Jaya members. - In the environment aspect: so far AHI and SNV has never received a report of complaints related to environmental pollution that occurred and/or caused by farmers members of KUD Marga Jaya. - By legal aspect: so far AHI and SNV has never received a complaint report related to land conflict. KUD Marga Jaya demonstrates the commitment to complete the legality requirements of SHM, STD-B, SPPL, and mapping using GPS. Furthermore, in general, the farmer area of KUD Marga Jaya does not overlap with forest area, does not overlap with protected area; - In this aspect of cultivation: AHI and SNV never received a report of complaints related to critical pests and diseases that attacked the area of farmers members of the KUD Marga Jaya - Management of integrity and avoiding conflicts of interest should always be controlled. <p>Management Responses:</p> <p>Initial Gap Audit assessed new member eligibility against the Group Management requirement have been carried out by the ICS team, assisted by SNV (Netherlands Development Organisation).</p> <p>KUD Marga Jaya still appreciates the RSPO certification for guidance and supervision from SNV da NGO SETARA.</p> <p>Always establish communication with the social institution of society/NGO (Non Governmnet Organization) both local and international.</p> <p>Audit Team Findings:</p> <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. KUD Marga Jaya has a commitment to manage their smallholder member according to RSPO standard and comply to relevant regulation.</p>
<p>5.</p>	<p>Feedbacks:</p>

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	<p>Public figure, secretary of Sido Mukti Village Bapak Kuncoro Muni</p> <ul style="list-style-type: none"> - Sido Mukti Village is an expansion from original village Petaling Jaya, established in 11 September 2011 and the community was coming in a transmigration program since 1986. - In general, the existence of the KUD Marga Jaya in Petaling Jaya and surrounding Village has made the positive economic impact of surrounding village communities is getting better. In addition the BMP for oil palm plantation was enhance due to training and socialization provided by KUD Marga Jaya and facilitator from SNV/SETARA Jambi. - Sido Mukti Village official fully support the implementation of RSPO by KUD Marga Jaya. - There is no issue occur regarding the land conflict or environmental pollution in the village and KUD Marga Jaya.
	<p>Management Responses:</p> <p>KUD Marga Jaya always establish good communication with surrounding village official and community.</p> <p>KUD Marga Jaya commit to maintain RSPO certification and enhance the knowledge and BMP for oil palm plantation to all smallholder member and surrounding community.</p>
	<p>Audit Team Findings:</p> <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. KUD Marga Jaya has a commitment to manage their smallholder member according to RSPO standard and comply to relevant regulation.</p>

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
Kasman	1986 - 2003	2.00	Yes	Yes	Comply
Sujono	1986 - 2003	2.00	Yes	Yes	Comply
Carmin	1986 - 2003	2.00	Yes	Yes	Comply
Mulyadi	1986 - 2003	2.00	Yes	Yes	Comply
A.Romlah	1986 - 2003	2.00	Yes	Yes	Comply
Previous land owner / user comment					
	<p>Feedbacks:</p> <p>Previous Land Owner:</p> <ul style="list-style-type: none"> • Bpk. Kasman • Bpk. Sujono • Bpk. Carmin • Bpk. Mulyadi • Ibu. A. Romlah <ol style="list-style-type: none"> 1. The process of transferring land ownership is carried out well, there is no coercion and problems related to land. 2. Before buying and selling 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 				



<p>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.</p> <ol style="list-style-type: none"> 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> <ul style="list-style-type: none"> - The process of transferring land ownership rights (land sale and purchase) has not experienced problems or conflicts, either internal or external. - As a member of KUD Marga Jaya, the land sale and purchase process requires a legality document and proof of land sale and purchase (<i>Surat Keterangan Jual Beli Lahan</i>) from the Village Office. - The right as a member of KUD Marga Jaya will be processed freely and voluntarily for the new land owner. The rights of the new land owner (as a member of KUD Marga Jaya) 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 Marga Jaya KUD will confirm with the related parties (sellers, buyers and KUD Marga Jaya 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.
<p>Audit Team Findings:</p> <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. KUD Marga Jaya 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.</p>

3.6 Impartiality and conflict of interest

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

Formal Signing-off of Assessment Conclusion and Recommendation

The audit objectives have been achieved and the certificate scope remains appropriate. Based on the results of this audit, it is concluded that KUD MArga Jaya 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 KUD Marga Jaya is continued.

Report prepared by	Acceptance of Assessment Conclusion
Name: Mujinius Jalaraya	Name: M. Taufik Hidayat
Company Name: on behalf BSI Malaysia Services Sdn Bhd.	Company Name: KUD Marga Jaya
Title: Lead Auditor	Title: Group Manager
Signature: 	Signature: (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.) 
Date: 29 April 2021	Date: 04 May 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: KUD Marga Jaya has had Surat Keputusan Kantor Wilayah Departemen Koperasi Propinsi Jambi as per Decree of Surat Keputusan No. 61/KPTS/KWK.5/XII/1988 dated 21 December 1988 related Pengesahan Koperasi Sebagai badan Hukum on behalf of Koperasi Unit Desa Marga Jaya. Also several legal requirement has had by KUD Marga Jaya, such as:</p> <ul style="list-style-type: none"> • Akta Perubahan Anggaran Dasar Koperasi on behalf of KUD Marga Jaya has been registered by Menteri Negara Koperasi Pengusaha Kecil dan Menengah Republik Indonesia as per SK no. 001/PAD/KOPERINDAG/I/2002, dated 31 January 2002. • Surat Izin Tempat Usaha KUD Marga Jaya, based on Keputusan Kepala Dinas Penanaman Modal dan Pelayanan Terpadu Satu Pintu Kabupaten Muara Jambi, no. 503/09/290/II/DPMPSTP, dated 23 Agustus 2019. • Nomor Induk Berusaha (NIB) : 9120300822239 on behalf of KUD Marga Jaya dated 23 August 2019. • Surat Izin Usaha Perdagangan (SIUP) by Badan Pelayanan Terpadu Satu Pintu Kabupaten Muara Jambi, no. 503/06/BTPSP/2016 dated 24 October 2016 valid until 5 years. • Izin Mendirikan Bangunan (IMB) Gudang on behalf of KUD Marga Jaya based on SK Kepala Dinas Penanaman Modal dan Pelayanan Terpadu Satu Pintu Kabupaten Muara Jambi no. 503/05/394/II/DPMPSTP dated 	<p>complied</p>

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		<p>243 April 2018.</p> <ul style="list-style-type: none"> • Surat Tanda Daftar Perusahaan on behalf of KUD Marga Jaya by Kepala Dinas Penanaman Modal dan Pelayanan Terpadu Satu Pintu Kabupaten Muara Jambi no.503/2G/BTPSP/X/2016 dated 24 October 2016 and valid until 24 October 2021. • Nomor Wajib Pajak on behalf of KUD Marga Jaya Petaling Jaya no. 0`.887.048.5-331.000. • KUD Marga Jaya Nagori has been registered as RSPO member, No.1-0277-19-000-00, with date of membership approval 05 August 2019. • Organization structure is evident, established 29 December 2018. Socialization of organization structure dated 29 December 2018 to 218 smallholder members (242 plots). • The organization structure of ICS (Struktur Bidang RSPO KUD Marga Jaya) has been communicated to the association members. • KUD Marga Jaya has appointed the "Manager Operasional" as the representative of Group Manager as per "Surat Keputusan Pengangkatan Petugas ICS (Representative) ICS KUD Marga Jaya Untuk Implementasi Minyak Sawit Berkelanjutan No. 006/DOK/SOP/KUDM/2019 dated 20 March 2019. The letter appoints Mr. Taufik Hidayat as the "Group Manager ICS" in KUD Marga Jaya. • Sighted the evidence of land legality of each persil. Based on sample taken (23 samples) during this audit obtain information of land legality status as follows: <table border="1" data-bbox="1077 1171 1895 1382"> <thead> <tr> <th>No</th> <th>Name</th> <th>Farmer Group</th> <th>ID</th> <th>SHM</th> <th>STDB</th> <th>SPPL</th> <th>Area (Ha)</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>Surono</td> <td>Tri Tunggal Makmur</td> <td>MJ.01.029</td> <td>1967</td> <td>2854</td> <td>487</td> <td>1.670</td> </tr> <tr> <td>2</td> <td>Sungkowo Widodo</td> <td>Tri Tunggal Makmur</td> <td>MJ.01.030</td> <td>2049</td> <td>2855</td> <td>507</td> <td>2.490</td> </tr> <tr> <td>3</td> <td>Bibit</td> <td>Tri Tunggal Makmur</td> <td>MJ.01.002</td> <td>2974</td> <td>2293</td> <td>134-BUN</td> <td>1.920</td> </tr> </tbody> </table>	No	Name	Farmer Group	ID	SHM	STDB	SPPL	Area (Ha)	1	Surono	Tri Tunggal Makmur	MJ.01.029	1967	2854	487	1.670	2	Sungkowo Widodo	Tri Tunggal Makmur	MJ.01.030	2049	2855	507	2.490	3	Bibit	Tri Tunggal Makmur	MJ.01.002	2974	2293	134-BUN	1.920	
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3	Bibit	Tri Tunggal Makmur	MJ.01.002	2974	2293	134-BUN	1.920																												

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4	Wakidi	Tri Tunggal Makmur	MJ.01.020	2447	2299	138-BUN	1,906
5	Sukanto	Tri Marga	MJ.02.0022	2017	2858	517	2.017
6	Purwo Utoyo	Tri Marga	MJ.02.007	2438	2333	170-BUN	1.903
7	Agung Widodo	Tri Marga	MJ.02.019	2411	2334	169-BUN	2.010
8	Minar	Tri Marga	MJ.02.021	2420	2341	162-BUN	1.902
9	Warsito	Dwi Rezeki	MJ.03.022	2050	2860	542	2.050
10	Sumarjan	Dwi Rezeki	MJ.03.014	2417	2363	129-BUN	1.904
11	Suwondo	Dwi Rezeki	MJ.03.015	2404	2359	119-BUN	1.907
12	Siti Mariah	Dwi Rezeki	MJ.03.016	2415	2346	113-BUN	1.903
13	Alik	Dwi Rezeki	MJ.03.022	2445	2344	114-BUN	1.917
14	Mulyanti	Karya Jaya Tri Mukti	MJ.04.026	2009	2862	479	2.009
15	Turini	Karya Jaya Tri Mukti	MJ.04.027	2072	2863	482	2.072
16	Slamet Riyanto	Karya Jaya Tri Mukti	MJ.04.008	2394	2373	239-BUN	2.007
17	Maryadi, SE, MM	Karya Jaya Tri Mukti	MJ.04.009	2402	2366	223-BUN	2.008
18	Wisma	Karya Makmur	MJ.12.023	2068	2910	472	2.685
19	Jon Efendi	Karya Makmur	MJ.12.024	1955	2911	538	1.955
20	Soini	Karya Makmur	MJ.04.010	2379	2372	240-BUN	2.013
21	Suratman	Karya Makmur	MJ.12.005	2639	2531	199-BUN	2.056
22	Sukinem	Karya Makmur	MJ.12.006	2638	2520	210-BUN	2.054

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		<table border="1"> <tr> <td>23</td> <td>Nurul Nasrifah</td> <td>Karya Makmur</td> <td>MJ.12.007</td> <td>2585</td> <td>2519</td> <td>212-BUN</td> <td>1.958</td> </tr> </table>	23	Nurul Nasrifah	Karya Makmur	MJ.12.007	2585	2519	212-BUN	1.958	
23	Nurul Nasrifah	Karya Makmur	MJ.12.007	2585	2519	212-BUN	1.958				
		<p><i>Auditor note:</i> <i>SHM: Sertifikat Hak Milik (Private Land Owner)</i> <i>STDB: Surat tanda Daftar Budidaya (Palm Oil Cultivation Permit)</i> <i>SPPL: Surat Pernyataan Pengelolaan Lingkungan (Environmental Permit)</i></p> <p>Fair and transparent decision making and governance KUD Marga Jaya has appointed Taufik Hidayat as Group Manager ICS according to appointment letter "Surat Keputusan Pengangkatan Petugas ICS (Representative) ICS KUD Marga Jaya Untuk Implementasi Minyak Sawit Berkelanjutan No. 006/DOK/SOP/KUDM/2019" dated 20 March 2019. Annual financial report of KUD Marga Jaya has been audited by public accountant (Registered Public Accounting Firm on behalf of Armandias – Decree of Finance Minister of Republik Indonesia No. 1012/KM.I/2017 – AP:0943). Based on the last accountant public report No. 00005/1.1012/AU.2/11/0943/0/III/2020 dated 2 March 2020 stated: <i>"In our opinion, the attached financial statements present fairly, in all material respects, the financial position of KUD Marga Jaya as of 31 December 2019, and its financial performance and cash flows for the year ended on that date in accordance with the Entity's Financial Accounting Standards. Without Public Accountability".</i> Based on interview with Group Manager ICS, financial report for financial statement period of December 2020 has been proceeded. However, the report is now on process for finalization and will be used for annual meeting March 2021.</p> <p>Signed or thumb printed Smallholder Declaration from all smallholder members All smallholder members have signed joint declaration document regarding to agree to comply with organizational rules and implementation of RSPO</p>									

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		Independent Smallholder Standard. Sighted the joint declaration document of new member of Warsito, Sukamto, Surono, Jon Alfendi and Mulyanti.	
Milestone A	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>KUD Marga Jaya has appointed the "Manager Operational" as the representative of Group Manager as per "Surat Keputusan Pengangkatan Petugas ICS (Representative) ICS KUD Marga Jaya Untuk Implementasi Minyak Sawit Berkelanjutan No. 006/DOK/SOP/KUDM/2019 dated 20 March 2019. The letter appoints Mr. Taufik Hidayat as the "Group Manager ICS" in KUD Marga Jaya.</p> <p>Group Manager KUD Marga Jaya has set the job description for all level of board of KUD Marga Jaya, committee, staff, admin etc on 28 July 2018. 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: Taufik Hidayat • Secretary: Hartato • Treasurer: Jaenal • Approval Committee: Wahid, Ayi Gandayi, Suwandi • Registration, suggestion and complaint unit: Supriyanti, Jaenal • FFB monitoring unit: Agus Susanto, Maksum, Suparno • Counselling unit: Ayi Gandayi, Andi Santoso, Sidik Pramono • OHS and environmental unit: Suwondo, Budi Purwanto, Maksum • Firefighting unit: Jumadi, Suparno, Sidik Pramono • Internal audit unit: Suwondo, Hartato, Hermanto, M. Tohirin, Ade Ferdiansyah • Farmer Group <ul style="list-style-type: none"> - Tri Tunggal Makmur: 26 members with 32 plots and area of 63.25 Ha - Tri Marga: 22 members with 23 plots and area of 44.92 Ha - Dwi Rezeki: 22 members with 24 plots and area of 47.04 Ha 	complied

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		<ul style="list-style-type: none"> - Karya Jaya Tri Mukti: 26 members with 33 plots and area of 66.85 Ha - Sumber Usaha: 22 members with 25 plots and area of 50.10 Ha - Bakti Pertiwi: 19 members with 22 plots and area of 44.51 Ha - Karya Muda: 17 members with 21 plots and area of 42.34 Ha - Tunas Harapan: 19 members with 24 plots and area of 48.52 Ha - Tunas Muda: 22 members with 28 plots and area of 59.21 Ha - Sumber Rezeki: 18 members with 19 plots and area of 38.67 Ha - Cahaya Tani: 25 members with 25 plots and area of 50.71 Ha - Karya Makmur: 22 members with 27 plots and area of 54.53 Ha <p>Total: 260 members with 303 plots and area of 610.65 Ha Number of old smallholder members were 218 and new additional members were 42.</p>	
<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>Group manager has showed the evidence of:</p> <p>Fair and transparent decision-making and governance</p> <p>Based on minutes of meeting on 2 March 2020 related to RSPO premium sharing '<i>Berita acara kesepakatan penggunaan dan penjualan kredit sertifikasi RSPO KUD Marga Jaya</i>' as follows:</p> <ul style="list-style-type: none"> a. Surveillance audit: 25% b. Operational ICS: 25% c. Memberships sharing: 20% d. Incentives for ICS: 10% e. Social: 2.5% f. Stakeholder: 4.5% <p>Those detail of premium sharing agreement has been signed by all cooperative members (218 members without new members) on August</p>	<p>complied</p>

		<p>2020. Premium sharing agreement also socialized and signed by new members (42 new members) on September 2020.</p> <p>Sustainable financial management</p> <p>KUD Marga Jaya had a supervisory committee that conduct regularly internal audit. They had a schedule to auditing financial report of KUD each semester. Based on audit report namely 'Aliran Kas Dana Kredit RSPO tahun 2020' obtained information of income from the sale of certified products, expenses according to the percentage agreement and details of their use. According to the last financial report on 31 December 2020, KUD Marga Jaya still the financial condition of the KUD is presented fairly.</p>	
<p>Criteria 1.2 Smallholders have the capacity to effectively manage their farm.</p>			
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>KUD Marga Jaya has showed the evidence of training that held within 2020. For example:</p> <p>Board of ICS</p> <ol style="list-style-type: none"> 1. Internal audit training on 14 April 2020, facilitated by SNV. Attended by 10 participants (board of ICS). 2. Zero Burning and alternate of fire usage training on 20 April 2020, facilitated by SNV. Attended by 10 participants (board of ICS). 3. Management of cooperative training on 15 July 2020, facilitated by SNV. Attended by 18 participants (board of ICS). 4. Group dynamics training on 17 – 18 December 2020, facilitated by <i>Fasilitator Daerah</i>. Attended by 14 participants (board of ICS). 5. FPIC training on 14 July 2020 facilitated by SNV. Attended by 14 participants (board of ICS). <p>KUD'S members:</p>	complied

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		<p>1. Soil and leaf sampling training on 29 – 30 October 2019 facilitate by CIRAD. Attended by 2 ICS board.</p> <p>2. SNV as smallholder facilitator in collaboration with Alam Hijau Indonesia has provided training module as follows: Module 1: FFB Grading, Harvesting and Transporting Module 2: Upkeep Module 3: Plantation Assessment Modul 4: Manuring Modul 5: Pest and Disease Control</p> <p>Refreshment training Best Management Practices facilitated by Alam Hijau Indonesia:</p> <ul style="list-style-type: none"> • 12 August 2020 (5 venue attended by 100 smallholders) • 13 August 2020 (6 venue attended by 120 smallholders) • 14 August 2020 (5 venue attended by 100 smallholders) • 15 August 2020 (2 venue attended by 40 smallholders) <p><i>Note: due to Covid 19 pandemic, the training capacity limited to 20 participants.</i></p> <p>Training for new smallholder members were conducted by KUD Marga Jaya in collaboration with SNV and Alam Hijau Indonesia:</p> <ul style="list-style-type: none"> - 15 – 16 September 2020, Training Best Management Practices (Harvesting, Manuring, Upkeeping, Pest and Disease Control). The training also included RSPO Independent Smallholder Standard 2019, FPIC, Terms of employment, and HCV. Training was attended by 42 smallholder member (divided in two venue). 	
<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>KUD Marga Jaya has conducted GAP training for all their member (see detail in indicator 1.2 milestone A). In addition, KUD also provide smallholder</p>	<p>complied</p>

		<p>guidance in 'Buku Pintar' that provide information of FFB production, manuring, weeding, pruning etc.</p> <p>KUD Marga Jaya has conducted soil sampling and leaf sampling facilitated by Centre de Cooperation Internationale en Recherche Agronomique Pour le Development (CIRAD) dari Perancis. Within February 2020 CIRAD has conduct soil and leaf sampling and sent the sample to Socfin. Parameter test was N-Kjehdahl, P-Total, K-Total, Ca-Total, Mg-Total (Soil) and pH, C-Organic, N-Kjehdahl, Tex-Pasir, Tex-Debu, Tex-Liat, K-exchange, Ca-exchange, Mg-exchange and Na-exchange (leaf). The recommended types of fertilizers are N, P, K and Mg. Each smallholder has his own fertilizer recommendation.</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>KUD Marga Jaya has provided GAP Hand Book namely '<i>Buku Pintar Untuk Petani Kelapa Sawit Untuk Anggota ICS KUD Marga Jaya</i>'. Those books covering information of structure organization, HCV, list of protected animal potential risk of harvesting activity, monthly harvesting, chemical weeding, manuring and pruning record period 2020 – 2021.</p> <p>During the audit, auditor also check the recapitulation of manuring, chemical weeding and pruning period 2020. Based on that document obtained information related to manuring activity each smallholders. For example, smallholder on behalf of Suwondo has applied fertilizer such as TSP on February 2020, Urea on 18 June 2020 and NPK on 18 October 2020.</p>	
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Criteria 1.3

Smallholders implement good agricultural practices (GAP) on their farms.

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<p>Eligibility</p>	<p>Smallholders commit to implementing good agricultural practices on their farms. (see appendix 1 for details needed in declaration).</p>	<p>KUD Marga Jaya has set the standard operational procedure for good agricultural practices since 2019. Those procedure covering GAS aspect as follows:</p> <p>KUD Marga Jaya has prepared the procedure to maintain the best management practices agronomy. The procedure covers:</p> <ul style="list-style-type: none"> • SOP Panen No. 14/SOP-KUD-MJ/III/2019, dated 20 March 2019 • SOP Pruning No. 15/SOP-KUD-MJ/III/2019, dated 20 March 2019 • SOP Pemupukan No. 16/SOP-KUD-MJ/III/2019, dated 20 March 2019 • SOP Pengendalian Gulma Kelapa Sawit No. 17/SOP-KUD-MJ/III/2019, dated 20 March 2019 • SOP Monitoring dan Penilaian Anggota No. 18/SOP-KUD-MJ/III/2019, dated 20 March 2019 • SOP Pengelolaan Wadah Bekas Kimia No. 19/SOP-KUD-MJ/III/2019, dated 20 March 2019 • SOP Pembukaan Lahan Kelapa Sawit No. 20/SOP-KUD-MJ/III/2019, dated 20 March 2019 • SOP Pembibitan Kelapa Sawit No. 21/SOP-KUD-MJ/III/2019, dated 20 March 2019 • SOP Pengendalian Hama Penyakit Tanaman (HPT) No. 22/SOP-KUD-MJ/III/2019, dated 20 March 2019 <p>During this audit, the auditor teams has taken 23 smallholder sample from each farmer group as follows:</p> <ul style="list-style-type: none"> • Tri Tunggal Makmur: 4 members • Tri Marga: 4 members • Dwi Rezeki: 5 members • Karya Jaya Tri Mukti: 5 members • Karya Makmur: 5 members 	<p>complied</p>
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		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.	
Milestone A	Smallholders complete training on Good Agriculture Practices (GAP).	<p>KUD Marga Jaya has showed the evidence of training that held within 2020. For example:</p> <p>Board of ICS</p> <ol style="list-style-type: none"> 1. Internal audit training on 14 April 2020, facilitated by SNV. Attended by 10 participants (board of ICS). 2. Zero Burning and alternate of fire usage training on 20 April 2020, facilitated by SNV. Attended by 10 participants (board of ICS). 3. Management of cooperative training on 15 July 2020, facilitated by SNV. Attended by 18 participants (board of ICS). 4. Group dynamics training on 17 – 18 December 2020, facilitated by <i>Fasilitator Daerah</i>. Attended by 14 participants (board of ICS). 5. FPIC training on 14 July 2020 facilitated by SNV. Attended by 14 participants (board of ICS). <p>KUD'S members:</p> <ol style="list-style-type: none"> 1. Soil and leaf sampling training on 29 – 30 October 2019 facilitate by CIRAD. Attended by 2 ICS board. 2. SNV as smallholder facilitator in collaboration with Alam Hijau Indonesia has provided training module as follows: Module 1: FFB Grading, Harvesting and Transporting Module 2: Upkeep Module 3: Plantation Assessment Module 4: Manuring Module 5: Pest and Disease Control 	complied

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		<p>Based on document verification, Alam Hijau Indonesia has conducted GAP refreshment training as follows:</p> <ul style="list-style-type: none"> • 12 August 2020 (5 venue attended by 100 smallholders) • 13 August 2020 (6 venue attended by 120 smallholders) • 14 August 2020 (5 venue attended by 100 smallholders) • 15 August 2020 (2 venue attended by 40 smallholders) <p><i>Note: due to Covid 19 pandemic, the training capacity limited to 20 participants.</i></p>	
<p>Milestone B</p>	<p>Smallholders have adopted GAP on their farms and are tracking productivity through, but not limited to, records of FFB sales.</p>	<p>In general, the smallholders have implemented GAP in accordance with the SOPs and training that has been delivered. The GAP training covering harvesting, fertilization, weed control, monitoring of pest attacks and so on since RSPO preparation on 2018 until this surveillance audit.</p> <p>Based on field visit finds:</p> <ol style="list-style-type: none"> 1. Poor upkeep condition (uncontrolled weed growth). For example, plot on behalf Wisma and Nurul Nasrifah (KT Karya Makmur), Sungkowo Widodo (Tri Tunggal Makmur). 2. There is a sheet spraying in plot of Amat Nawawi (KT Dwi Rezeki), Purwo Utoyo (KT Tri Marga) dan Soini (KT Karya Jaya Tri Mukti). This is not in accordance with weeding control procedure SOP Pengendalian Gulma Kelapa Sawit No: 17/SOP-ICS KUD –MJ/II/2019 that issued by Head of KUD Marga Jaya on 20 March 2019 poin 1. In addition, those members also using paraquat which is not in accordance with Head of KUD Marga Jaya decree No:27/SK/ICS-KUD-MJ/III/2020 related discontinuation of prohibited pesticide point 5. <p>Based on that fact above, this is raised as major nonconformity.</p> <p>Each smallholder members have been recording their own harvesting data on manual book namely 'Buku Pintar Untuk Petani Kelapa Sawit Untuk Anggota ICS KUD Marga Jaya' section Harvesting Record 2020 – 2021. For example, smallholder on behalf of Suwondo has informed his monthly</p>	<p>non-compliance</p>

		production record i.e October 2020 (4.740 MT), November 2020 (5.370 Ha) and December 2020 (4,410 MT).																																																																	
Principle 2: Ensure Legality, Respect for Land Rights and Community Wellbeing Comply with the law and respect communities' rights																																																																			
Criteria 2.1 Smallholders have legal or customary rights to use the land in accordance with national and local laws, and customary practices																																																																			
Eligibility	Smallholders provide the coordinates or maps of their plots and evidence of ownership, or rights to use the land (refer to appendix 1).	KUD Marga Jaya has provide land ownership database that covered the information of ID number, name of member, farmer group, land title status and its number, planting year, cultivation permit data, environmental permit data, location (village, sub district, regency and province). Its database attached with brief maps.	complied																																																																
Milestone A	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.	Based on document verification, all smallholders taken as sample can demonstrated their land ownership. Sighted the evidence of land legality of each persil. Based on sample taken (23 samples) during this audit obtain information of land legality status as follows: <table border="1" data-bbox="1070 938 1917 1362"> <thead> <tr> <th>No</th> <th>Name</th> <th>Farmer Group</th> <th>ID</th> <th>SHM</th> <th>STDB</th> <th>SPPL</th> <th>Area (Ha)</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>Surono</td> <td>Tri Tunggal Makmur</td> <td>MJ.01.029</td> <td>1967</td> <td>2854</td> <td>487</td> <td>1.670</td> </tr> <tr> <td>2</td> <td>Sungkowo Widodo</td> <td>Tri Tunggal Makmur</td> <td>MJ.01.030</td> <td>2049</td> <td>2855</td> <td>507</td> <td>2.490</td> </tr> <tr> <td>3</td> <td>Bibit</td> <td>Tri Tunggal Makmur</td> <td>MJ.01.002</td> <td>2974</td> <td>2293</td> <td>134-BUN</td> <td>1.920</td> </tr> <tr> <td>4</td> <td>Wakidi</td> <td>Tri Tunggal Makmur</td> <td>MJ.01.020</td> <td>2447</td> <td>2299</td> <td>138-BUN</td> <td>1,906</td> </tr> <tr> <td>5</td> <td>Sukamto</td> <td>Tri Marga</td> <td>MJ.02.0022</td> <td>2017</td> <td>2858</td> <td>517</td> <td>2.017</td> </tr> <tr> <td>6</td> <td>Purwo Utoyo</td> <td>Tri Marga</td> <td>MJ.02.007</td> <td>2438</td> <td>2333</td> <td>170-BUN</td> <td>1.903</td> </tr> <tr> <td>7</td> <td>Agung Widodo</td> <td>Tri Marga</td> <td>MJ.02.019</td> <td>2411</td> <td>2334</td> <td>169-BUN</td> <td>2.010</td> </tr> </tbody> </table>	No	Name	Farmer Group	ID	SHM	STDB	SPPL	Area (Ha)	1	Surono	Tri Tunggal Makmur	MJ.01.029	1967	2854	487	1.670	2	Sungkowo Widodo	Tri Tunggal Makmur	MJ.01.030	2049	2855	507	2.490	3	Bibit	Tri Tunggal Makmur	MJ.01.002	2974	2293	134-BUN	1.920	4	Wakidi	Tri Tunggal Makmur	MJ.01.020	2447	2299	138-BUN	1,906	5	Sukamto	Tri Marga	MJ.02.0022	2017	2858	517	2.017	6	Purwo Utoyo	Tri Marga	MJ.02.007	2438	2333	170-BUN	1.903	7	Agung Widodo	Tri Marga	MJ.02.019	2411	2334	169-BUN	2.010	complied
No	Name	Farmer Group	ID	SHM	STDB	SPPL	Area (Ha)																																																												
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8	Minar	Tri Marga	MJ.02.0 21	2420	2341	162- BUN	1.902
9	Warsito	Dwi Rezeki	MJ.03.0 22	2050	2860	542	2.050
10	Sumarjan	Dwi Rezeki	MJ.03.0 14	2417	2363	129- BUN	1.904
11	Suwondo	Dwi Rezeki	MJ.03.0 15	2404	2359	119- BUN	1.907
12	Siti Mariah	Dwi Rezeki	MJ.03.0 16	2415	2346	113- BUN	1.903
13	Alik	Dwi Rezeki	MJ.03.0 22	2445	2344	114- BUN	1.917
14	Mulyanti	Karya Jaya Tri Mukti	MJ.04.0 26	2009	2862	479	2.009
15	Turini	Karya Jaya Tri Mukti	MJ.04.0 27	2072	2863	482	2.072
16	Slamet Riyanto	Karya Jaya Tri Mukti	MJ.04.0 08	2394	2373	239- BUN	2.007
17	Maryadi, SE, MM	Karya Jaya Tri Mukti	MJ.04.0 09	2402	2366	223- BUN	2.008
18	Wisma	Karya Makmur	MJ.12.0 23	2068	2910	472	2.685
19	Jon Efendi	Karya Makmur	MJ.12.0 24	1955	2911	538	1.955
20	Soini	Karya Makmur	MJ.04.0 10	2379	2372	240- BUN	2.013
21	Suratman	Karya Makmur	MJ.12.0 05	2639	2531	199- BUN	2.056
22	Sukinem	Karya Makmur	MJ.12.0 06	2638	2520	210- BUN	2.054
23	Nurul Nasrifah	Karya Makmur	MJ.12.0 07	2585	2519	212- BUN	1.958

Auditor note:

SHM: Sertifikat Hak Milik (Private Land Owner)

STDB: Surat tanda Daftar Budidaya (Palm Oil Cultivation Permit)

SPPL: Surat Pernyataan Pengelolaan Lingkungan (Environmental Permit)

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Milestone B	Smallholder plots are clearly and visibly demarcated and maintained, and the smallholders are operating only within these boundaries.	KUD Marga Jaya has had land demarcated procedure in document "SOP Pemeliharaan Batas dan Patok Kebun Petani Swadaya", SOP No. 42/SOP-KUD-MJ/III/2019 dated 20 March 2019. Based on field visit and interview with all smallholder samples obtain information that each plot has been demarcated with boundary poles (concrete pole). All smallholders sampled can demonstrated their demarcation mark (boundary poles) in each corner.	complied
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 Muaro Jambi Regency obtain information that there are no indigenous people around the smallholder plots.	complied
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 Muaro Jambi Regency obtain information that there are no indigenous people around the smallholder plots.	complied
Milestone B	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 Muaro Jambi Regency obtain information that there are no indigenous people around the smallholder plots.	complied
Criteria 2.3			
The right to use the land is not disputed by indigenous peoples, local communities or other users			

<p>Eligibility</p>	<p>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).</p>	<p>Each member under <i>KUD Marga Jaya</i> has signed smallholder’s Commitment letter. 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 KUD Marga Jaya and the RSPO.</i></p> <p>Based on document verification, most plots originated from transmigration land ownership or land purchase from each villager. Through the public consultation with local village head and government agencies of Muaro Jambi Regency obtain information that there are no indigenous people around the smallholder plots.</p>	<p>complied</p>
<p>Milestone A</p>	<p>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</p>	<p>Each member under <i>KUD Marga Jaya</i> has signed smallholder’s Commitment letter. 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 KUD Marga Jaya and the RSPO.</i></p> <p>Based on document verification, most plots originated from transmigration land ownership or land purchase from each villager. Through the public consultation with local village head and government agencies of Muaro Jambi Regency obtain information that there are no indigenous people around the smallholder plots. In addition there is no disputes occur with the local peoples and surrounding villagers.</p>	<p>complied</p>

		<p>KUD Marga Jaya has a mechanism for disputes resolution as per "Mekanisme Komunikasi dan Konsultasi": complainants -> group manager -> involving third party (if not solved) -> decision. Inside the mechanism has regulated involvement of other interested parties in the spirit of dispute resolution.</p> <p>KUD Marga Jaya also provide the Communication Logbook to record the complaint, grievances and disputes if any from stakeholder or local people. Based on document verification of Communication Logbook confirmed that since Initial certification until this surveillance audit there is no disputes occur with the local peoples and surrounding villagers.</p>	
<p>Milestone B</p>	<p>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</p>	<p>Each member under <i>KUD Marga Jaya</i> has signed smallholder's Commitment letter. 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 KUD Marga Jaya and the RSPO.</i></p> <p>Based on document verification, most plots originated from transmigration land ownership or land purchase from each villager. Through the public consultation with local village head and government agencies of Muaro Jambi Regency obtain information that there are no indigenous people around the smallholder plots, in addition there is no disputes occur with the local peoples and surrounding villagers.</p> <p>KUD Marga Jaya has a mechanism for disputes resolution as per "Mekanisme Komunikasi dan Konsultasi": complainants -> group manager -> involving third party (if not solved) -> decision. Inside the mechanism</p>	<p>complied</p>

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		<p>has regulated involvement of other interested parties in the spirit of dispute resolution.</p> <p>KUD Marga Jaya also provide the Communication Logbook to record the complaint, grievances and disputes if any from stakeholder or local people. Based on document verification of Communication Logbook confirmed that since Initial certification until tis surveillance audit there is no disputes occur with the local peoples and surrounding villagers.</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.	complied
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.	complied
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.	complied
<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>			

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Eligibility	For new oil palm planting, smallholders commit not to clear or acquire land from indigenous people, local communities, or other users without their free, prior and informed consent, based on a simplified FPIC approach (refer to appendix 1).	Based on document verification and interview with Group Manager and ICS board obtained information that there is no new land expansion or new planting. Each member under <i>KUD Marga Jaya</i> has signed smallholder’s Commitment Letter. 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 KUD Marga Jaya and the RSPO.</i>	N/A
Milestone A	A Smallholders complete training on how to conduct a simplified FPIC approach.	Based on document verification and interview with Group Manager and ICS board obtained information that there is no new land expansion or new planting. Based on document verification, FPIC training has been conducted on 14 July 2020 facilitated by SNV. Attended by 14 participants (board of ICS). All new smallholder member of KUD Marga Jaya has been participate in the training of FPIC which delivered by SNV and Alam Hijau Indonesia. Training for mew smallholder member has been conducted on 15 – 16 September 2020. Each member under <i>KUD Marga Jaya</i> has signed smallholder’s Commitment Letter. 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 KUD Marga Jaya and the RSPO.</i>	N/A

		Through the interview with smallholder samples, surrounding community, and government agencies in Muaro Jambi District obtain information that there are no land disputes until this audit. Most of plot originated from transmigration area on 1990 while some others from land purchase from the villager.	
Milestone B	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.	Based on document verification and interview with Group Manager and ICS board obtained information that there is no new land expansion or new planting.	N/A
Principle 3: Respect human rights, including workers’ rights and conditions Safeguard human rights and protect workers’ rights, ensuring safe and decent working conditions.			
Criteria 3.1 There is no use of forced labour.			
Eligibility	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).	Group Manager has established decree as per “Surat Keputusan Nomor: 14/SK/ICS/KUD-MJ/IV/2019”, dated 3 February 2019 related Prohibition of Discrimination, Forced and Trafficked Labour, explaining: <ul style="list-style-type: none"> - “<i>Setiap orang memiliki kesempatan dan hak yang sama terkait hak azasi manusia</i>” – All men are equal in right and obligation related to <i>human rights</i>; - “<i>Anggota KUD Marga Jaya dilarang melakukan tindakan diskriminasi (warna kulit, suku, jenis kelamin, afiliasi politik, dan lain-lain) atas dasar apapun</i>” – smallholder member of KUD Marga Jaya prohibited from discriminative action (skin color, tribe, sex, political affiliation) based on any reason; - “<i>Dilarang melakukan tindakan kerja paksa terhadap tenaga kerja ataupun orang lain dalam situasi apapun</i>” – Prohibit forced labor for worker or other person in any condition; 	complied

		<p>- <i>"Dilarang melakukan tindakan perdagangan orang/tenaga kerja dalam bentuk apapun"</i> - Prohibit to conduct human/worker trafficking in any form;</p> <p>This policy was socialized to all farmers and workers on:</p> <ul style="list-style-type: none"> - 14 March 2020 in farmers group: Tritunggal Makmur, Karya Muda, Sumber Usaha, Dwi Rezeki, Karya Jaya Trimukti, Tunas Muda, Cahaya Tani and Karya Makmur attended by 15 farmers and workers. - Dated 16 March 2020 in farmers group: Tritunggal Makmur, Karya Muda, Sumber Usaha, Dwi Rezeki, Karya Jaya Trimukti, Tunas Muda, Cahaya Tani and Karya Makmur attended by 20 farmers and workers. - Dated 17 March 2020 in Farmers group: Tritunggal Makmur, Karya Muda, Sumber Usaha, Dwi Rezeki, Karya Jaya Trimukti, Tunas Muda, Cahaya Tani and Karya Makmur attended by 20 farmers and workers. - Dated 18 March 2020 in farmer group: Tritunggal Makmur, Karya Muda, Sumber Usaha, Dwi Rezeki, Karya Jaya Trimukti, Tunas Muda, Cahaya Tani and Karya Makmur attended by 20 farmers and workers. - Dated 19 March 2020 in farmer group: Tritunggal Makmur, Karya Muda, Sumber Usaha, Dwi Rezeki, Karya Jaya Trimukti, Tunas Muda, Cahaya Tani and Karya Makmur attended by 16 farmers and workers. - Dated 20 March 2020 in farmer group: Tritunggal Makmur, Karya Muda, Sumber Usaha, Dwi Rezeki, Karya Jaya Trimukti, Tunas Muda, Cahaya Tani and Karya Makmur attended by 19 farmers and workers. - Dated 23 March 2020 in farmer group: Tritunggal Makmur, Karya Muda, Sumber Usaha, Dwi Rezeki, Karya Jaya Trimukti, Tunas Muda, Cahaya Tani and Karya Makmur attended by 15 farmers and workers. - Socialization to all new smallholder member has been conducted on 10 October 2020 together with socialization of other KUD policy and procedure. 	
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		<p>Based on list of member of KUD Marga Jaya period December 2020 has had member of member of 260 smallholder members with number of plots are 303 and area of 610.65 ha; consist of old member as many 218 members and the new member as many 42 (per August 2020). Up to December 2020, a member of the KUD Marga Jaya consists of 186 male members and 74 members of the female.</p> <p>Smallholder of KUD Marga Jaya in term of labour hiring;</p> <p>A worker recruited/hired by smallholder it is the villagers around the estate (Petaling Jaya village), although not cover the possibility of that workers associated as family members. Nevertheless, in this recruitment also remain done professionally done with the signing of cooperation agreement between the land owners (farmers) with workers.</p> <p>All workers who work at the KUD Marga Jaya Plantation are local residents/communities, i.e Petaling Jaya Village, Sidomukti Village, Trimulya Jaya Village, Mingkung Jaya Village and Sungai Gelam Village.</p> <p>In terms of hiring workers, the ICS KUD Marga Jaya 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, discrimination and force labour policy, for example:</p> <ol style="list-style-type: none"> 1) Work Agreement Letter dated 28 February 2020 which was signed by both parties (job provider and recipient). The work agreement between the farmer on behalf of Samini (MJ.01.012) of Tri Tunggal Makmur farmers group) and Solehudin as a harvest, pruning and manuring worker. 2) Work Agreement Letter dated 25 May 2020 which was signed by both parties (job provider and recipient). The work agreement between the farmer on behalf of Hermanto (ID: MJ.07.014) of Cahaya Tani no farmers group) and Pak Sutrisno as a harvest worker. 3) Work Agreement Letter No. 06/PKWT/KUD MJ/IV/2019 dated 1 April 2019 which was signed by both parties (job provider and recipient). The 	
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		<p>work agreement between ICS Manager on behalf of Taufik hidayat and Puji Lestari as a Bagian Simpan Pinjam – Loan Department.</p> <p>4) WorkAgreement Letter TIM TUS dated 28 February 2020 which was signed by both parties (job provider and recipient). The work agreement between the ICS Group Manager on behalf of Taufik Hidayat and Teguh Prasojo as a TIM TUS Sparayer.</p> <p>The work agreement 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 KUD Marga Jaya employee list for the period 2020, there are total of 196 workers (harvester: 152, Timbang TBS: 28 dan Loading TBS: 16), all workers are people living in villages around KUD Marga Jaya plantations (100% of the villagers around ex-transmigration). All of workers are male (100%).</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>KUD Marga Jaya has provided training to farmers and their workers (Harvesters, FFB loader, fertilizers and sprayers) on:</p> <ul style="list-style-type: none"> - Dated 3 June 2020 in farmer group: Tritunggal Makmur, Karya Muda, Sumber Usaha, Dwi Rezeki, Karya Jaya Trimukti, Tunas Muda, Cahaya Tani and Karya Makmur attended by 20 farmers and workers. - Dated 08 June 2020 in farmer group: Tritunggal Makmur, Karya Muda, Sumber Usaha, Dwi Rezeki, Karya Jaya Trimukti, Tunas Muda, Cahaya Tani and Karya Makmur attended by 19 farmers and workers. - Dated 10 June 2020 in farmer group: Tritunggal Makmur, Karya Muda, Sumber Usaha, Dwi Rezeki, Karya Jaya Trimukti, Tunas Muda, Cahaya Tani and Karya Makmur attended by 17 farmers and workers. 	<p>complied</p>

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		<ul style="list-style-type: none"> - Dated 15 June 2020 in farmer group: Tritunggal Makmur, Karya Muda, Sumber Usaha, Dwi Rezeki, Karya Jaya Trimukti, Tunas Muda, Cahaya Tani and Karya Makmur attended by 17 farmers and workers. - Dated 17 June 2020 in farmer group: Tritunggal Makmur, Karya Muda, Sumber Usaha, Dwi Rezeki, Karya Jaya Trimukti, Tunas Muda, Cahaya Tani and Karya Makmur attended by 14 farmers and workers. - Dated 19 June 2020 in farmer group: Tritunggal Makmur, Karya Muda, Sumber Usaha, Dwi Rezeki, Karya Jaya Trimukti, Tunas Muda, Cahaya Tani and Karya Makmur attended by 20 farmers and workers. - Dated 22 June 2020 in farmer group: Tritunggal Makmur, Karya Muda, Sumber Usaha, Dwi Rezeki, Karya Jaya Trimukti, Tunas Muda, Cahaya Tani and Karya Makmur attended by 20 farmers and workers. <p>Dated 15 – 16 September training for all new 42 smallholder member (divided in two venue).The material provided at the training includes:</p> <ol style="list-style-type: none"> 1) Practice of Providing fair work: <ul style="list-style-type: none"> - There is no identity (KTP) holder - No recruitment fees - No voluntary overtime - Members' freedom to resign - There are no penalties for resigning - No bonded work - There is no withholding wages 2) Compliance with the minimum age of workers as regulated by regional, provincial or national regulations (Law No. 13 of 2003) 3) Do not place children in hazardous work 4) Placing adult supervision of young people working in the garden 	
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		<p>5) Ensure that children's rights to education are respected and are not restricted.</p> <p>Providers of the training materials was ICS KUD Marga Jaya (Mr. Taufik Hidayat and Mr. Ayi Gandayi).</p> <p>Where Mr. Taufik Hidayat has competence and experience, including:</p> <ul style="list-style-type: none"> - Arif Palembang Banking services training, 25-29 June 2012 - Top BMP SNV Indonesia master training, 25-30 March 2016 - Cooperative Competency Training and SKKNI KJK competency test, 9-13 December 2019 - Training on RSPO requirements by SNV Indonesia: RSPO P&C, FPIC, HCV and HCS, K3 and First Aid as well as internal audits - Group dynamics training on 15-16 December 2020. 	
<p>Milestone B</p>	<p>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.</p>	<p>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.</p> <p>In the Work Contract between Plantation Owners and Plantation Workers, it explains that workers have the right:</p> <ol style="list-style-type: none"> 1) Receive payment from the first party for his work, 2) Workers can apply for vacation leave and sick leave permits, but workers are required to find replacements in terms of harvest work because they cannot be postponed. <p>Based on field visits to harvest activities in the smallholder plots of KUD Marga Jaya, it was proven that no labor practices were found that were not in accordance with KUD Marga Jaya policies and statements contained in the work agreement.</p>	<p>complied</p>
<p>Criteria 3.2</p>			

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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.

<p>Eligibility</p>	<p>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:</p> <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. <p>(Refer to appendix 1).</p>	<p>KUD Marga Jaya has a policy regarding the prohibition of employing minors through Decree “Surat Keputusan Nomor: 14/SK/ICS/KUD-MKT/IV/2019”, dated 3 February 2019 related Prohibition of Discrimination, Forced and Trafficked Labour:</p> <ol style="list-style-type: none"> 1. For KUD Marga Jaya 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. Awareness/training has been conducted to all smallholder member, sample seen:</p> <ul style="list-style-type: none"> - 14 March 2020 in farmers group: Tritunggal Makmur, Karya Muda, Sumber Usaha, Dwi Rezeki, Karya Jaya Trimukti, Tunas Muda, Cahaya Tani and Karya Makmur attended by 15 farmers and workers. - Dated 16 March 2020 in farmers group: Tritunggal Makmur, Karya Muda, Sumber Usaha, Dwi Rezeki, Karya Jaya Trimukti, Tunas Muda, Cahaya Tani and Karya Makmur attended by oleh 20 farmers and workers. - Dated 17 March 2020 in Farmers group: Tritunggal Makmur, Karya Muda, Sumber Usaha, Dwi Rezeki, Karya Jaya Trimukti, Tunas Muda, Cahaya Tani and Karya Makmur attended by 20 farmers and workers. - Dated 18 March 2020 in farmer group: Tritunggal Makmur, Karya Muda, Sumber Usaha, Dwi Rezeki, Karya Jaya Trimukti, Tunas Muda, Cahaya Tani and Karya Makmur attended by 20 farmers and workers. 	<p>complied</p>
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		<ul style="list-style-type: none"> - Dated 19 March 2020 in farmer group: Tritunggal Makmur, Karya Muda, Sumber Usaha, Dwi Rezeki, Karya Jaya Trimukti, Tunas Muda, Cahaya Tani and Karya Makmur attended by 16 farmers and workers. - Dated 20 March 2020 in farmer group: Tritunggal Makmur, Karya Muda, Sumber Usaha, Dwi Rezeki, Karya Jaya Trimukti, Tunas Muda, Cahaya Tani and Karya Makmur attended by 19 farmers and workers. - Dated 23 March 2020 in farmer group: Tritunggal Makmur, Karya Muda, Sumber Usaha, Dwi Rezeki, Karya Jaya Trimukti, Tunas Muda, Cahaya Tani and Karya Makmur attended by 15 farmers and workers. - Dated 15 – 16 September training for all new 42 smallholder member (divided in two venue). 	
<p>Milestone A</p>	<p>Group managers and smallholders implement measures to protect children as follows:</p> <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>KUD Marga Jaya has a policy regarding the prohibition of employing minors through Decree "Surat Keputusan Nomor: 14/SK/ICS/KUD-MJ/IV/2019", dated 3 February 2019 related Prohibition of Discrimination, Forced and Trafficked Labour:</p> <ol style="list-style-type: none"> 1. For KUD Marga Jaya 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. Awareness/training has been conducted to all smallholder member, sample seen:</p> <ul style="list-style-type: none"> - 14 March 2020 in farmers group: Tritunggal Makmur, Karya Muda, Sumber Usaha, Dwi Rezeki, Karya Jaya Trimukti, Tunas Muda, Cahaya Tani and Karya Makmur attended by 15 farmers and workers. - Dated 16 March 2020 in farmers group: Tritunggal Makmur, Karya Muda, Sumber Usaha, Dwi Rezeki, Karya Jaya Trimukti, Tunas Muda, 	

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		<p>Cahaya Tani and Karya Makmur attended by oleh 20 farmers and workers.</p> <ul style="list-style-type: none"> - Dated 17 March 2020 in Farmers group: Tritunggal Makmur, Karya Muda, Sumber Usaha, Dwi Rezeki, Karya Jaya Trimukti, Tunas Muda, Cahaya Tani and Karya Makmur attended by 20 farmers and workers. - Dated 18 March 2020 in farmer group: Tritunggal Makmur, Karya Muda, Sumber Usaha, Dwi Rezeki, Karya Jaya Trimukti, Tunas Muda, Cahaya Tani and Karya Makmur attended by 20 farmers and workers. - Dated 19 March 2020 in farmer group: Tritunggal Makmur, Karya Muda, Sumber Usaha, Dwi Rezeki, Karya Jaya Trimukti, Tunas Muda, Cahaya Tani and Karya Makmur attended by 16 farmers and workers. - Dated 20 March 2020 in farmer group: Tritunggal Makmur, Karya Muda, Sumber Usaha, Dwi Rezeki, Karya Jaya Trimukti, Tunas Muda, Cahaya Tani and Karya Makmur attended by 19 farmers and workers. - Dated 23 March 2020 in farmer group: Tritunggal Makmur, Karya Muda, Sumber Usaha, Dwi Rezeki, Karya Jaya Trimukti, Tunas Muda, Cahaya Tani and Karya Makmur attended by 15 farmers and workers. - Dated 15 – 16 September training for all new 42 smallholder member (divided in two venue). <p>Based on field visits to harvest activities in the plot of Jon Alfendi (ID: MJ.07.016 – KT Karya Makmur) and the harvester namely Kabul Budiono, at plot of Sukinem (ID: MJ.12.006 – KT Karya Makmur and the harvester namely Sukimin, 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 KUD Marga Jaya Worker List in period 2020, there are 196 workers as harvest, fertilizer and spray workers, the youngest age on the list is Doni Suseno (as a worker at Wakidi /ID: MJ.01.020 – KT Tri Tunggal</p>	
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		Makmur); Date of birth 14/03/1991 and working on 17/05/2020 or at the age of 29 years and 2 months.	
Milestone B	<p>Group managers and smallholders implement measures to protect children as follows:</p> <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>KUD Marga Jaya has a policy regarding the prohibition of employing minors through Decree "Surat Keputusan Nomor: 14/SK/ICS/KUD-MJ/IV/2019", dated 3 February 2019 related Prohibition of Discrimination, Forced and Trafficked Labour:</p> <ol style="list-style-type: none"> 1. For KUD Marga Jaya 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. <ul style="list-style-type: none"> - This policy refers to the existing laws and regulations in Indonesia; Law No. 13 of 2013 concerning the prohibition of using child labor. Awareness/training has been conducted to all smallholder member, sample seen:14 March 2020 in farmers group: Tritunggal Makmur, Karya Muda, Sumber Usaha, Dwi Rezeki, Karya Jaya Trimukti, Tunas Muda, Cahaya Tani and Karya Makmur attended by 15 farmers and workers. - Dated 16 March 2020 in farmers group: Tritunggal Makmur, Karya Muda, Sumber Usaha, Dwi Rezeki, Karya Jaya Trimukti, Tunas Muda, Cahaya Tani and Karya Makmur attended by oleh 20 farmers and workers. - Dated 17 March 2020 in Farmers group: Tritunggal Makmur, Karya Muda, Sumber Usaha, Dwi Rezeki, Karya Jaya Trimukti, Tunas Muda, Cahaya Tani and Karya Makmur attended by 20 farmers and workers. - Dated 18 March 2020 in farmer group: Tritunggal Makmur, Karya Muda, Sumber Usaha, Dwi Rezeki, Karya Jaya Trimukti, Tunas Muda, Cahaya Tani and Karya Makmur attended by 20 farmers and workers. 	complied

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		<ul style="list-style-type: none"> - Dated 19 March 2020 in farmer group: Tritunggal Makmur, Karya Muda, Sumber Usaha, Dwi Rezeki, Karya Jaya Trimukti, Tunas Muda, Cahaya Tani and Karya Makmur attended by 16 farmers and workers. - Dated 20 March 2020 in farmer group: Tritunggal Makmur, Karya Muda, Sumber Usaha, Dwi Rezeki, Karya Jaya Trimukti, Tunas Muda, Cahaya Tani and Karya Makmur attended by 19 farmers and workers. - Dated 23 March 2020 in farmer group: Tritunggal Makmur, Karya Muda, Sumber Usaha, Dwi Rezeki, Karya Jaya Trimukti, Tunas Muda, Cahaya Tani and Karya Makmur attended by 15 farmers and workers. - Dated 15 – 16 September training for all new 42 smallholder member (divided in two venue). <p>Based on field visits to harvest activities in the plot of Jon Alfendi (ID: MJ.07.016 – KT Karya Makmur) and the harvester namely Kabul Budiono, at plot of Sukinem (ID: MJ.12.006 – KT Karya Makmur and the harvester namely Sukimin, 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 KUD Marga Jaya Worker List in period 2020, there are 196 workers as harvest, fertilizer and spray workers, the youngest age on the list is Doni Suseno (as a worker at Wakidi /ID: MJ.01.020 – KT Tri Tunggal Makmur); Date of birth 14/03/1991 and working on 17/05/2020 or at the age of 29 years and 2 months.</p>	
<p>Criteria 3.3</p>			
<p>Workers' pay complies with minimum legal requirements, mandatory industry standards as defined by national law or collective bargaining, whichever takes priority in local regulations.</p>			
<p>Eligibility</p>	<p>Smallholders commit to pay workers according to minimum legal requirements or mandatory industry standards (Refer to appendix 1).</p>	<p>KUD Marga Jaya has committed in terms of paying workers' wages by establishing policies related to wages through Group Manager Decree No. 12/SK/ICS/KUD-MJ/II/2019 dated 03 February 2019 concerning Wage</p>	<p>complied</p>

		<p>Payments, mentioned: "<i>KUD Marga Jaya membayar upah kepada pekerja merujuk pada standar upah minimum propinsi, kabupaten, regional atau peraturan terkait yang sudah ditetapkan oleh pemerintah</i> – KUD Marga jaya 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. - Upah yang ditetapkan adalah mengacu pada upah minimum propinsi Jambi berdasarkan SK Gubernur No. 1220/Kep.Gub/DISNAKER-3.3/2019 tentang Penetapan Upah Minimum Provinsi Jambi Tahun 2020 sebesar Rp 2.630.162 per bulan - 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. - KUD Marga Jaya 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. - Payment of wages to workers accompanied by notes, slips or 3 duplicate receipts, each for planters (farmers), and workers and archives at KUD Marga Jaya. <p>The stipulated wage refers to the Jambi provincial minimum wage based on the Governor's Decree No. 1220/Kep.Gub/DISNAKER-3.3/ 2019 concerning the Determination of the Jambi Province Minimum Wage in 2020 of IDR 2,630,162 per month or IDR 15,030 per hour</p>	
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		<p>KUD Marga Jaya has determined the amount of wages through the Decree of GM KUD Marga Jaya No. 12/SK/ICS/KUD-MJ/II/2019 dated 3 February 2019 concerning Payment of Wages and ICS SK No. 28/SK /ICS-KUD-MJ/III/2020 concerning Provincial Minimum Wages as follows:</p> <p>For harvesting, fertilizer and spraying (TUS) work, payments are made:</p> <table border="1" data-bbox="1055 539 1836 810"> <thead> <tr> <th>Job Activities</th> <th>Hour per day (hour)</th> <th>Wages</th> <th>Units</th> <th>Remark</th> <th>Wages per Hour (IDR)</th> </tr> </thead> <tbody> <tr> <td>Harvesting</td> <td>5</td> <td>IDR 130</td> <td>per Kg</td> <td>Average per day obtained 750 Kg</td> <td>IDR 19,500</td> </tr> <tr> <td>Pruning</td> <td>28</td> <td>IDR 1,000,000</td> <td>per plot (2 Ha)</td> <td>Piece work per plot (2 Ha)</td> <td>IDR 35,714</td> </tr> <tr> <td>Fertilizer</td> <td>2.5</td> <td>IDR 180,000</td> <td>per sack</td> <td>Average per day obtained 12 sacks for 2.5 hours</td> <td>IDR 72,000</td> </tr> <tr> <td>FFB Loading</td> <td>2</td> <td>IDR 17</td> <td>per Kg</td> <td>Average per day obtained 5000 Kg of FFB</td> <td>IDR 42,500</td> </tr> <tr> <td>Spraying (TUS)</td> <td>3</td> <td>IDR 10,000</td> <td>per cap</td> <td>Average per day obtained 9 caps</td> <td>IDR 30,000</td> </tr> </tbody> </table> <p><small>Notes: Governor Decree No. 1220/Kep.Gub/DISNAKER-3.3/2019 concerning the Determination of the Jambi Province Minimum Wage in 2020 of IDR 2,630,162 per month or IDR 15,030 per hour</small></p> <p>Based on the determination of wages above, that KUD Marga Jaya has set wages in accordance with the statutory regulations regarding wages or Governor Decree No. 1220/Kep.Gub/DISNAKER-3.3/2019 concerning the Determination of the Jambi Province Minimum Wage in 2020 of IDR 2,630,162 per month or IDR 15,030 per hour.</p>	Job Activities	Hour per day (hour)	Wages	Units	Remark	Wages per Hour (IDR)	Harvesting	5	IDR 130	per Kg	Average per day obtained 750 Kg	IDR 19,500	Pruning	28	IDR 1,000,000	per plot (2 Ha)	Piece work per plot (2 Ha)	IDR 35,714	Fertilizer	2.5	IDR 180,000	per sack	Average per day obtained 12 sacks for 2.5 hours	IDR 72,000	FFB Loading	2	IDR 17	per Kg	Average per day obtained 5000 Kg of FFB	IDR 42,500	Spraying (TUS)	3	IDR 10,000	per cap	Average per day obtained 9 caps	IDR 30,000	
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<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 October 2020:</p> <p>1) Slip payment of wages on 10 October 2020: On behalf of: Doni Suseno Plot owner/Farmer: as a worker at Wakidi /ID: MJ.01.020 – KT Tri Tunggal Makmur farmer group. Type of Work: Harvest Total yields: 4.210 Kg (3 rotations)</p>	<p>complied</p>																																				

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		<p>Working hours: 5 hours (at 08.00 – 13.00) Wages received by workers: IDR 631.500 (IDR 150 per kg) for 3 rotations Or per hour as much as IDR 35,083.00 (Above the province minimum wage)</p> <p>2) Slip payment of wages on 10 October 2020: On behalf of: Jamianto (harvester) Plot owner/Farmer: Bibit (ID: MJ.01.002) Tri Tunggal Makmur farmers group. Type of Work: Harvest Total yields: 4.950 Kg (3 rotations) Working hours: 3 hours (at 08.00 – 13.00) Wages received by workers: IDR 742,500 (IDR 150 per kg) Or per hour as much as IDR 41,250.00 (Above the province minimum wage)</p> <p>3) Slip payments of FFB loaing: On behalf of Bpk. Jamhari on 08/12/2020, FFB loading: 9,700 Kg (wages IDR 17 per Kg), total wages IDR 164,900 (for a 4-hour job) or the wages of IDR 41,225 per hour.</p> <p>4) The payment of spray TUS team (unit spray) wage team: Pay slip wage activity by the team tus on behalf of Purwadi period of December 2020, circle spray and path in farmer group of Sidomulyo on Ibu Alomrah farmers plot, wages RP 90,000 farmers group sidomulyo (per Cap IDR 10,000).</p> <p>5) Payment List of KUD Marga Jaya Management and Employees: on behalf of Agus Susanto (KCS: Production Unit - supervisor) in November 2020 amounting to IDR 2,100,000. For working hours of 5 hours per</p>	
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		<p>day (08.00 - 14.00 and rest hours 12.00-13.00), so that the hourly wage is Rp. 16,800 per hour or higher than the UMP wage.</p> <p>The payment of harvest, spraying and FFB loading 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, KUD Marga Jaya provides workers wages above the UMP Jambi Province in 2020 according Governor Decree No. 1220/Kep.Gub/DISNAKER-3.3/2019 concerning the Determination of the Jambi Province Minimum Wage in 2020 of IDR 2,630,162 per month or IDR 15,030 per hour.</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 October 2020:</p> <p>1) Slip payment of wages on 10 October 2020: On behalf of: Doni Suseno Plot owner/Farmer: as a worker at Wakidi /ID: MJ.01.020 – KT Tri Tunggal Makmur farmer group. Type of Work: Harvest Total yields: 4.210 Kg (3 rotations) Working hours: 5 hours (at 08.00 – 13.00) Wages received by workers: IDR 631.500 (IDR 150 per kg) for 3 rotations Or per hour as much as IDR 35,083.00 (Above the province minimum wage)</p> <p>2) Slip payment of wages on 10 October 2020: On behalf of: Jamianto (harvester) Plot owner/Farmer: Bibit (ID: MJ.01.002) Tri Tunggal Makmur farmers group.</p>	<p>complied</p>

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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>KUD Marga Jaya has a mechanism on External and Internal Complaints - <i>Pengaduan dan keluhan Pekerja Petani Anggota dan Pekerja</i> No. 09/SOP-KUD-MJ/III/2019 dated 20 March 2019, explaining that: "members or other parties (external) can submit suggestions or complaints submitted to the "Unit Pendaftaran Saran dan Keluhan" (Supriyanti and Zaenal) in written form, complaints can also be submitted through the Chairman of the Farmer Group (12 farmer groups), than the chairman of the farmer group must submit to the "Unit Pendaftaran Saran dan Keluhan".</p> <p>Reports and complaints from members or other parties, must not contain elements of:</p> <ul style="list-style-type: none"> i. Things that contain elements of SARA, ii. Things that can trigger conflict, iii. Domestic violence, iv. Sexual Harassment that has nothing to do with ICS activities v. Human Rights Violations, vi. Matters of a criminal nature outside of ICS activities <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. 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 KUD Marga Jaya, the KUD Marga Jaya management will submit the matter to the competent authority for further action.</p> <p>This procedure has been socialized or trained to farmers and workers on :</p>	complied

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		<ul style="list-style-type: none"> - Dated 14 March 2020 in farmers group: Tritunggal Makmur, Karya Muda, Sumber Usaha, Dwi Rezeki, Karya Jaya Trimukti, Tunas Muda, Cahaya Tani and Karya Makmur attended by 15 farmers and workers. - Dated 16 March 2020 in farmers group: Tritunggal Makmur, Karya Muda, Sumber Usaha, Dwi Rezeki, Karya Jaya Trimukti, Tunas Muda, Cahaya Tani and Karya Makmur attended by oleh 20 farmers and workers. - Dated 17 March 2020 in Farmers group: Tritunggal Makmur, Karya Muda, Sumber Usaha, Dwi Rezeki, Karya Jaya Trimukti, Tunas Muda, Cahaya Tani and Karya Makmur attended by 20 farmers and workers. - Dated 18 March 2020 in farmer group: Tritunggal Makmur, Karya Muda, Sumber Usaha, Dwi Rezeki, Karya Jaya Trimukti, Tunas Muda, Cahaya Tani and Karya Makmur attended by 20 farmers and workers. - Dated 19 March 2020 in farmer group: Tritunggal Makmur, Karya Muda, Sumber Usaha, Dwi Rezeki, Karya Jaya Trimukti, Tunas Muda, Cahaya Tani and Karya Makmur attended by 16 farmers and workers. - Dated 20 March 2020 in farmer group: Tritunggal Makmur, Karya Muda, Sumber Usaha, Dwi Rezeki, Karya Jaya Trimukti, Tunas Muda, Cahaya Tani and Karya Makmur attended by 19 farmers and workers. - Dated 23 March 2020 in farmer group: Tritunggal Makmur, Karya Muda, Sumber Usaha, Dwi Rezeki, Karya Jaya Trimukti, Tunas Muda, Cahaya Tani and Karya Makmur attended by 15 farmers and workers. - Dated 10 October 2020 to all new 42 smallholder member. 	
<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>KUD Marga Jaya has a mechanism on External and Internal Complaints - <i>Pengaduan dan keluhan Pekerja Petani Anggota dan Pekerja</i> No. 09/SOP-KUD-MJ/III/2019 dated 20 March 2019, explaining that: "members or other parties (external) can submit suggestions or complaints submitted to the "Unit Pendaftaran Saran dan Keluhan" (Supriyanti and Zaenal) in written form, complaints can also be submitted through the Chairman of the Farmer</p>	<p>complied</p>

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		<p>Group (12 farmer groups), than the chairman of the farmer group must submit to the "Unit Pendaftaran Saran dan Keluhan".</p> <p>Reports and complaints from members or other parties, must not contain elements of:</p> <ul style="list-style-type: none"> a) Things that contain elements of SARA, b) Things that can trigger conflict, c) Domestic violence, d) Sexual Harassment that has nothing to do with ICS activities e) Human Rights Violations, f) Matters of a criminal nature outside of ICS activities <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. 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 KUD Marga Jaya, the KUD Marga Jaya management will submit the matter to the competent authority for further action.</p> <p>This procedure has been socialized or trained to farmers and workers on :</p> <ul style="list-style-type: none"> - Dated 14 March 2020 in farmers group: Tritunggal Makmur, Karya Muda, Sumber Usaha, Dwi Rezeki, Karya Jaya Trimukti, Tunas Muda, Cahaya Tani and Karya Makmur attended by 15 farmers and workers. - Dated 16 March 2020 in farmers group: Tritunggal Makmur, Karya Muda, Sumber Usaha, Dwi Rezeki, Karya Jaya Trimukti, Tunas Muda, Cahaya Tani and Karya Makmur attended by oleh 20 farmers and workers. - Dated 17 March 2020 in Farmers group: Tritunggal Makmur, Karya Muda, Sumber Usaha, Dwi Rezeki, Karya Jaya Trimukti, Tunas Muda, Cahaya Tani and Karya Makmur attended by 20 farmers and workers. 	
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Milestone B	Workers are aware of and have access to an effective means for filing a complaint/grievance.	Based on interviews with for several farmers and workers in farmer group of Karya Jaya Tri Mukti, Tri Marga dan Karya Makmur, that both farmers members and workers (harvesters) have understood the mechanism for the delivery of complaints in accordance with the prsedur that have been set, that is through Secretary of the consumer cooperative BMJ by using the form danpengaduan complaints.	complied
Criteria 3.5 Working conditions and facilities are safe and meet minimum legal requirements.			
Eligibility	Smallholders commit to providing safe working conditions and facilities (Refer to appendix 1).	Smallholder member has signed the statement letter "Pernyataan Pekebun" which stated at point 6 "Menyediakan kondisi dan fasilitas kerja yang aman". KUD Marga Jaya has establish h procedure related to risk control and PPE usae as per "SOP Pengendalian Resiko dan Penggunaan APD No: 32/SOP-KUD-MJ/III/2019" dated 20 March 2019. OHS risk and analysis are available in the procedure. OHS risk analysis covering office activity, fertilizer and	complied

		<p>agrochemical warehouse, harvesting, FFB transportation, manuring and upkeeping. OHS risk analysis were evaluated each year by ICS.</p> <p>PPE for workers are provide by smallholder member in accordance with working type. PPE for harvesting are safety helmet, boots, safety glasses; PPE for spraying working are safety glasses, safety helmet, apron, masker, hand gloves. However spraying working are conducted by TUS team.</p> <p>PPE usage monitoring during working are caried out by ICS (Unit K3) to ensure that all workers using appropriate PPE during working. Evidence of monitoring can be demonstrated as per "Format Monitoring Penggunaan APD". Monitoring evidence since January – December 2020 are available.</p> <p>First aid equipment was provide by KUD Marga Jaya for each smallholder Group "Kelompok Tani". First aid equipment provision were evident as per "Tanda Terima Kotak P3K" dated 25 December 2019 for 12 Kelompok Tani consist of: Kelompok Tani Tri Tunggal Makmur, Tri Marga, Dwi Rejeki, Karya Jaya Trimukti, Sumber Usaha, Bakti Pertiwi, Karya Muda, Tunas Harapan, Tunas Muda, Sumber Rejeki, Cahaya Tani, Karya Makmur.</p> <p>Guidance for first aid handling also provide for each Kelompok Tani and were sighted during audit.</p>	
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	<p>Training for OHS and safety risk asociated with farm work (including that of pesticide use) and how to mitigate them has been conducted on 2 – 21 June 2020 by KUD Marga Jaya and ICS team. SNV Netherlands Development organisation as a training fasilitator has been deliver the training of OHS for ICS on 23 June 2020.</p> <p>Evidence of training were available as per "Notulensi Pelatihan K3 dan PPGD". Training attend by all smallholder member from all Kelompok Tani.</p> <p>Training for OHS also conducted for all new 42 smallhoder member on 10 October 2020.</p>	complied
Milestone B	Workers, including smallholder family members, have access to safe working conditions and amenities that include:	Workers including smallholder family member have access to safe working conditions and amenities.	complied

	<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 	<p>Each workers and smallholder has their own housing. During field visit to smallholder housing shown that the housing condition is standard for health and safety, working equipment for harvesting store in speared place, herbicide/pesticide store in the separate place. Adequate drinking water and access to toilet are available in their own housing based on field visit to smallholder and workers housing.</p> <p>First aid equipment provide by KUD Marga Jaya for each Smallholder Group. There are 12 smallholder group of KUD Marga Jaya 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 as per "Tanda Terima Kotak P3K" dated 25 December 2019 for 12 Kelompok Tani.</p> <p>PPE for workers are provide by smallholder member in accordance with working type. PPE for harvesting are safety helmet, boots, safety glasses; PPE for spraying working are safety glasses, safety helmet, apron, masker, hand gloves. However spraying working are conducted by TUS team.</p> <p>PPE usage monitoring during working are caried out by ICS (Unit K3) to ensure that all workers using appropriate PPE during working. Evidence of monitoring can be demonstrated as per "Format Monitoring Penggunaan APD". Monitoring evidence since January – December 2020 are available.</p>	
<p>Criteria 3.6</p>			
<p>There is no discrimination, harassment, or abuse on the farm.</p>			
<p>Eligibility</p>	<p>Smallholders commit to no discrimination, harassment or abuse on the farm (Refer to appendix 1).</p>	<p>Smallholder member of KUD Marga Jaya has signed commitment letter which stated in point 7: <i>No discrimination, harassment or abuse on the farm.</i></p> <p>Group Manager also has established decree as per "Surat Keputusan Nomor: 14/SK/ICS/KUD-MJ/IV/2019", dated 3 February 2019 related Prohibition of Discrimination, Forced and Trafficked Labour, explaining: "prohibition of discrimination (skin), color, ethnicity, sex, religion, political affiliation, etc.), prohibition of forced labor, prohibition of detention,</p>	<p>complied</p>

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		<p>workers' wages if the worker resigns and prohibits trafficking in persons/labor in any form".</p> <p>This policy has been socialized to farmers and workers on 14 – 23 March 2020. Socialization to all new smallholder member has been conducted on 10 October 2020 together with socialization of other KUD policy and procedure.</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>Group Manager has established decree as per "Surat Keputusan Nomor: 14/SK/ICS/KUD-MJ/IV/2019", dated 3 February 2019 related Prohibition of Discrimination, Forced and Trafficked Labour, explaining: "prohibition of discrimination (skin), color, ethnicity, sex, religion, political affiliation, etc.), prohibition of forced labor, prohibition of detention, workers' wages if the worker resigns and prohibits trafficking in persons/labor in any form".</p> <p>This policy has been socialized to farmers and workers on:</p> <ul style="list-style-type: none"> - Dated 14 March 2020 in farmers group: Tritunggal Makmur, Karya Muda, Sumber Usaha, Dwi Rezeki, Karya Jaya Trimukti, Tunas Muda, Cahaya Tani and Karya Makmur attended by 15 farmers and workers. - Dated 16 March 2020 in farmers group: Tritunggal Makmur, Karya Muda, Sumber Usaha, Dwi Rezeki, Karya Jaya Trimukti, Tunas Muda, Cahaya Tani and Karya Makmur attended by oleh 20 farmers and workers. - Dated 17 March 2020 in Farmers group: Tritunggal Makmur, Karya Muda, Sumber Usaha, Dwi Rezeki, Karya Jaya Trimukti, Tunas Muda, Cahaya Tani and Karya Makmur attended by 20 farmers and workers. - Dated 18 March 2020 in farmer group: Tritunggal Makmur, Karya Muda, Sumber Usaha, Dwi Rezeki, Karya Jaya Trimukti, Tunas Muda, Cahaya Tani and Karya Makmur attended by 20 farmers and workers. - Dated 19 March 2020 in farmer group: Tritunggal Makmur, Karya Muda, Sumber Usaha, Dwi Rezeki, Karya Jaya Trimukti, Tunas Muda, Cahaya Tani and Karya Makmur attended by 16 farmers and workers. 	

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<p>Milestone B</p>	<p>Workers freely express that they are working in a place that is free from discrimination, harassment or abuse.</p>	<p>Group Manager also has established decree as per "Surat Keputusan Nomor: 14/SK/ICS/KUD-MJ/IV/2019", dated 3 February 2019 related Prohibition of Discrimination, Forced and Trafficked Labour, explaining: "prohibition of discrimination (skin), color, ethnicity, sex, religion, political affiliation, etc.), prohibition of forced labor, prohibition of detention, workers' wages if the worker resigns and prohibits trafficking in persons/labor in any form".</p> <p>This policy has been socialized to farmers and workers on 14 – 23 March 2020. Socialization to all new smallholder member has been conducted on 10 October 2020 together with socialization of other KUD policy and procedure.</p> <p>Based on field visits to harvest activities in the plot of Jon Alfendi (ID: MJ.07.016 – KT Karya Makmur) and the harvester namely Kabul Budiono, at plot of Sukinem (ID: MJ.12.006 – KT Karya Makmur and the harvester namely Sukimin, it is proven that workers in KUD Marga Jaya 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.</p> <p>Although it has been explained above that: Based on the KUD Marga Jaya employee list for the period 2020, there are total of 196 workers (harvester: 152, Timbang TBS: 28 dan Loading TBS: 16), all workers are people living</p>	<p>complied</p>

		in villages around KUD Marga Jaya plantations (100% of the villagers around ex-transmigration). All of workers are male (100%).	
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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.

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<p>Eligibility</p>	<p>Smallholders commit to protect HCVs and HCS forests through the precautionary practices approach (Refer to appendix 1).</p>	<p>KUD Marga Jaya and all smallholder member has a commitment to protect the HCV area and maintain HCV area. HCV assessment has been conducted by SNV cooperated with KUD Marga Jaya on January - May 2019.</p> <p>Report of HCV assessment were available in "Laporan Penilaian NKT di Areal Usaha Perkebunan Sawit Petani Swadaya" May 2019. Individual member of smallholder were involved in the HCV assessment process. The involvement of HCV assessment can be demonstrated according to "Daftar Identifikasi Awal Keberadaan Sumber dan Layanan Ekosistem Alami". The checklist contain information of plantation detail information of smallholder member, social and environment information, summary of identification result of HCV, questionare regarding HCV assessment.</p> <p>HCV Assessment for all new smallholder member has been conducted since the new member joined on August and September 2020. HCV Assessment was conducted by ICS KUD Marga Jaya in cooperation with SNV and Alam Hijau Indonesia as a facilitator. Record of summary HCV Assessment present in "Reklapitulasi Hasil Pengisian Lembar Validasi HCV Petani". The Summary are available for each Kelompok Tani (12 KT). Based on HCV assessment conclude that there is no HCV area identified at KUD Marga Jaya, most of the area are Palm Oil Plantation.</p> <p>Based on HCV assessment conclude that there is no HCV area identified at KUD Marga Jaya, most of the area are Palm Oil Plantation. There is also no RTE species identified, animal species identified such as: <i>Phyton reticulatus</i>, <i>Naja sumatrana</i>, <i>Tyto alba</i>, <i>Geopelia striata</i>.</p> <p>Based on HCV and HCS identification, there is no forest identified and area with high carbon stock at smallholder plot.</p> <p>Commitment of smallholder member to protect the HCV and HCS forets also stated in "Surat Pernyataan Pekebun" point 12 "melindungi NKT dan hutan SKT melalui pendekatan praktik kehati-hatian, signed and witnessed by Group Manager KUD Marga Jaya.</p>	<p>complied</p>
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<p>Milestone A</p>	<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 23 – 31 October 2020 and 2 – 12 November 2020 by ICS to all Kelompok Tani and its member. HCV Training for ICS team has been conducted by SNV Netherlands Development Organisation on 20 July 2020.</p> <p>Evidence of training can be demonstrated during audit as per “Notulensi Sosialisasi P&C, FPIC, Buku pintar dan NKT/HCV” dated 23 – 31 October 2020 and 2 – 12 November 2020. Training deliver by ICS team and facilitator from SNV Netherlands Development Organisation. Training attend by all smallholder member.</p> <p>During field visit to smallholder plot and interview with smallholder member, confirmed that they have follow the training of HCV by ICS team and SNV Netherlands Development Organisation.</p>	<p>complied</p>
<p>Milestone B</p>	<p>Smallholders implement precautionary practices and manage and maintain rare, threatened and endangered species, HCVs and HCS forests, where applicable</p>	<p>Based on interview with smallholder member during audit, confirmed that they aware regarding the RTE species protection and animal in the smallholder plots. Animal hunting is prohibit by the policy of KUD Marga Jaya and also regulation. KUD Marga Jaya has establish the procedure for animal protection and conflict prevention between human and animal as per “SOP Penanganan Konflik Manusia dan Satwa Liar No: 36/SOP-KUD-MJ/III/2019” dated 20 March 2019.</p> <p>Report of HCV assessment were available in “Laporan Penilaian NKT di Areal Usaha Perkebunan Sawit Petani Swadaya” May 2019.</p> <p>Based on HCV assessment conclude that there is no HCV area identified at KUD Marga Jaya, most of the area are Palm Oil Plantation. There is also no RTE species identified, animal species identified such as: <i>Phyton reticulatus</i>, <i>Naja sumatrana</i>, <i>Tyto alba</i>, <i>Geopelia striata</i>.</p> <p>Based on HCV and HCS identification, there is no forest identified and area with high carbon stock at smallholder plot.</p>	<p>complied</p>

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		<p>RTE species monitoring has been performed by each Smallholder Group in their smallholder member plots. Record of monitoring available in "Monitoring Area HCV KUD Marga Jaya tahun 2020". Sample seen: monitoring form at smallholder group plot Kelompok Tani Tritunggal makmur, dated 21 November 2020 there is a presence of animal such as: <i>Naja sumatrana</i>, <i>Phyton reticulatus</i>, <i>Geopelia striata</i>; Monitoring at kelompok Tani Karya Makmur, dated 2 October 2020 observed presence of <i>Geopelia striata</i>, <i>Tyto alba</i>, <i>Naja sumatrana</i>, <i>Phyton reticulatus</i>.</p> <p>KUD Marga Jaya has establish the procedure of animal protection and conflict prevention between animal and human as per "SOP Perindungan Satwa Liar No: 38/SOP-KUD-MJ/III/2019 and "SOP Penanganan Konflik Manusia dan Satwa Liar No: 36/SOP-KUD-MJ/III/2019" dated 20 March 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>KUD Marga Jaya has a commitment to protect the HCV area and maintain HCV area. HCV assessment has been conducted by SNV cooperated with KUD Marga Jaya on January - May 2019.</p> <p>Report of HCV assessment were available in "Laporan Penilaian NKT di Areal Usaha Perkebunan Sawit Petani Swadaya" May 2019. Individual member of smallholder were involved in the HCV assessment process. The involvement of HCV assessment can be demonstrated according to "Daftar Identifikasi Awal Keberadaan Sumber dan Layanan Ekosistem Alami". The checklist contain information of plantation detail information of smallholder member, social and environment information, summary of identification result of HCV, questionnaire regarding HCV assessment.</p> <p>Based on HCV and HCS identification, there is no forest identified and area with high carbon stock at smallholder plot.</p>	<p>complied</p>

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		According to planting year date of all smallholder member, confirmed that there is no planting after November 2005. All planting year of smallholder member are since 1996.	
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.	<p>According to reporting template for Disclosure of areas cleared without HCV assessment since November 2005 (Independent Smallholder) for smallholder member of KUD Marga Jaya, confirmed that there is no non compliant land clearance. It was reported by KUD Marga Jaya to RSPO on 11 September 2020. Based on review result by RSPO confirmed on 14 September 2020 that "According to disclosure form, all the new smallholder member (61 plots, 122.73 ha) have disclosed no liability, Therefore LUCA will not be applicable and they may proceed with certification".</p> <p>There is no new planting after November 2005 at KUD Marga Jaya. According to planting year date of all smallholder member, confirmed that there is no planting after November 2005. All planting year of smallholder member are since 1996.</p>	complied
Milestone B	An RSPO-approved plan to remediate for HCVs lost since 2005 and HCS forests lost since November 2019 is implemented.	<p>According to reporting template for Disclosure of areas cleared without HCV assessment since November 2005 (Independent Smallholder) for smallholder member of KUD Marga Jaya, confirmed that there is no non compliant land clearance. It was reported by KUD Marga Jaya to RSPO on 11 September 2020. Based on review result by RSPO confirmed on 14 September 2020 that "According to disclosure form, all the new smallholder member (61 plots, 122.73 ha) have disclosed no liability, Therefore LUCA will not be applicable and they may proceed with certification".</p> <p>There is no new planting after November 2005 at KUD Marga Jaya. According to planting year date of all smallholder member, confirmed that there is no planting after November 2005. All planting year of smallholder member are since 1996.</p>	complied
<p>Criteria 4.3 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) • 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).	<p>Group manager KUD Marga Jaya has develops the procedure for planting in slopes as defined in "SOP Pengendalian Erosi Tanah No: 25/SOP-KUD-MJ/III/2019 dated 20 March 2019 and "SOP Persiapan Lahan, Penanaman Ulang Kebun Kelapa Sawit No: 35/SOP-KUD-MJ/III/2019 dated 20 March 2019".</p> <p>According to procedure, sloping area are managed by terracing (individual terrace), prohibiting to conduct blanket chemical spraying to prevent soil erosion and palm frond stacking. Terracing are made for the sloping $\geq 12^\circ$.</p> <p>All smallholder member of KUD Marga Jaya has signed the commitment letter which stated in point 11 that "No new planting or no expansion of existing farms in primary forests, HCV areas, HCS forests, in riparian areas, or on steep slopes (more than 25 degrees or as in National Interpretation)".</p>	complied
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 KUD Marga Jaya to do the new planting or expansion. All member plantation are existing palm oil plantation.	complied
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.	<p>Based on interview and document verification, confirmed that there is no planing for KUD Marga Jaya to do the new planting or expansion. All member plantation are existing palm oil plantation..</p> <p>There is no new planting after November 2005 at KUD Marga Jaya. According to planting year date of all smallholder member, confirmed that</p>	complied

		there is no planting after November 2005. All planting year of smallholder member are since 1996.	
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).	<p>There is no peat land according to field survey, Soil Maps overlay and and GAP Analysis conducted by ICS KUD Marga Jaya. GAP Analysis for new smallholder member conducted since first admission of member.</p> <p>There is no peat land over the land of KUD Marga Jaya. It was confirmed during field visit and soil maps overlay using a Land Unit map published by SNV Netherlands Development Organisation. Generally the soil type of KUD Marga Jaya consist of:</p> <ul style="list-style-type: none"> - Kandiudults (25%), Dystropepts (20%), Tropaquepts (50%), Haploperox (5%). <p>No peatlands were found and in general the soil characteristics were quite suitable for oil palm cultivation.</p> <p>All smallholder member of KUD Marga Jaya has signed the commitment letter which stated in point 13 that "No new planting on peat and replanting on peat only in areas with low risk of flooding and saline intrusion" and point 14 "Use of best management practices for oil palm on peat".</p>	complied
Milestone A	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>Training BMP on peat has not carried out by KUD Marga Jaya since there is no peat soil identified.</p> <p>BMP training has been carried out by Alam Hijau Indonesia and SNV Netherlands Development Organisation (Facilitator) 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 12 – 14 August 2020. Training material and evidence of training are available. Training for all new smallholder member regarding the BMP on peat has been conducted on 15 – 16</p>	complied

		<p>September 2020 by KUD Marga Jaya in collaboration with SNV and Alam Hijau Indonesia.</p> <p>During interview with team member they have aware and understand regarding the best management practices in their plantation.</p>	
Milestone B	<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, Soil Maps overlay and and GAP Analysis conducted by ICS KUD Marga Jaya. GAP Analysis for new smallholder member conducted since first admission of member.</p> <p>There is no peat land over the land of KUD Marga Jaya. It was confirmed during field visit and soil maps overlay using a Land Unit map published by SNV Netherlands Development Organisation. Generally the soil type of KUD Marga Jaya consist of:</p> <ul style="list-style-type: none"> - Kandiudults (25%), Dystropepts (20%), Tropaquepts (50%), Haploperox (5%). <p>No peatlands were found and in general the soil characteristics were quite suitable for oil palm cultivation.</p> <p>All smallholder member of KUD Marga Jaya has signed the commitment letter which stated in point 13 that "No new planting on peat and replanting on peat only in areas with low risk of flooding and saline intrusion" and point 14 "Use of best management practices for oil palm on peat".</p> <p>KUD Marga Jaya has a policy to prohibit planting in the peat soil as explain in "Surat Keputusan No: 13/SK/ICS/KUD-MJ/II/2019 Tentang Larangan bakar lahan, No peat, No Forest, No Conflict", dated 8 April 2019.</p> <p>Water management and monitoring of subsidence rate is not applicable since there is no peat soil identified in area of KUD Marga Jaya.</p>	<p>complied</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>			
Eligibility	<p>Smallholders commit to provide information on all plans for replanting and commit that replanting will only be in areas with</p>	<p>There is no peat land according to field survey, soil maps overlay and GAP Analysis conducted by ICS KUD Marga Jaya.</p>	<p>complied</p>

	low risk of flooding or saline intrusion (Refer to appendix 1).	Based on Soil map and river map shown that generally plantation of KUD Marga Jaya was far from the river or sea and there is no risk of flooding, in addition there is no peat soil in area of KUD Marga Jaya. All smallholder member of KUD Marga Jaya has signed the commitment letter which stated in point 13 that "No new planting on peat and replanting on peat only in areas with low risk of flooding and saline intrusion".	
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, soil maps overlay and GAP Analysis conducted by ICS KUD Marga Jaya. Based on Soil map and river map shown that generally plantation of KUD Marga Jaya was far from the river or sea and there is no risk of flooding, in addition there is no peat soil in area of KUD Marga Jaya. All smallholder member of KUD Marga Jaya has signed the commitment letter which stated in point 13 that "No new planting on peat and replanting on peat only in areas with low risk of flooding and saline intrusion".	
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, soil map overlay and GAP Analysis conducted by ICS KUD Marga Jaya. Soil maps are available in KUD Office. According to soil maps overlay, soil type identified in KUD Marga Jaya consist of: Kandiodults (25%), Dystropepts (20%), Tropaquepts (50%), Haploperox (5%). All smallholder member of KUD Marga Jaya has signed the commitment letter which stated in point 13 that "No new planting on peat and replanting on peat only in areas with low risk of flooding and saline intrusion" and point 14 "Use of best management practices for oil palm on peat". KUD Marga Jaya also has a policy to prohibit land clearing and planting on peat area or peat ecosystem according to "Surat Keputusan No: 13/SK/ICS/KUD-MJ/II/2019 Tentang Larangan bakar lahan, No peat, No Forest, No Conflict", dated 8 April 2019.	complied
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).	<p>KUD Marga Jaya has a policy to prohibit land preparation and pest control by burning as per "Surat Keputusan No: 13/SK/ICS/KUD-MJ/II/2019 Tentang Larangan bakar lahan, No peat, No Forest, No Conflict", dated 8 April 2019.</p> <p>Socialization of policy and decree letter has been carried out on 14 – 23 March 2020 to all smallholder member. Socialization to all new smallholder member also has been conducted on 10 October 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 land preparation, pest control and waste management.</p> <p>All smallholder member of KUD Marga Jaya has signed the commitment letter which stated in point 15 that "No burning for preparing land or pest control".</p> <p>KUD Marga Jaya has establish the procedure for wate management including domestic waste and hazardous waste as per "Prosedur Pengelolaan Limbah Plastik di Kebun No: 52/SOP-KUD-MJ/III/2109" and "SOP Tentang Penggunaan Pestisida No: 59/SOP-ICS-KUD.MJ/II/2020". According to the procedure, waste manage without burning and no open fire was allowed for the waste management.</p>	complied
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>During field visit to smallholder plots, there is no evidence of new burning for land preparation for oil palm by smallholders.</p> <p>Training and socialization related to zero burning and SOP of KUD Marga Jaya has been conducted on 14 – 23 March 2020 to all smallholder member. Socialization to all new smallholder member also has been conducted on 10 October 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>	complied

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		<p>Training for Fire prevention and mitigation to respon and manage fires in the smallholder plots has been carried out by KUD Marga Jaya on 2 – 23 June 2020 by KUD Marga Jaya and ICS team to all smallholder member from each Kelompok Tani.</p> <p>KUD Marga Jaya has establish the procedure for fire prevention and mitigation as per "SOP Pemadaman Kebakaran Lahan No: 26/SOP-KUD-MJ/III/2019". Socialization of procedure has been caried out during training on 14 – 23 March 2020.</p>	
<p>Milestone B</p>	<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>KUD Marga Jaya has a policy to prohibit land preparation and pest control by burning as per "Surat Keputusan No: 13/SK/ICS/KUD-MJ/II/2019 Tentang Larangan bakar lahan, No peat, No Forest, No Conflict", dated 8 April 2019.</p> <p>Socialization of policy and decree letter has been carried out on 14 – 23 March 2020 to all smallholder member. Socialization to all new smallholder member also has been conducted on 10 October 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 land preparation, pest control and waste management.</p> <p>All smallholder member of KUD Marga Jaya has signed the commitment letter which stated in point 15 that "No burning for preparing land or 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 KUD Marga Jaya before member admission.</p> <p>KUD Marga Jaya has establish the procedure for fire prevention and mitigation as per "SOP Pemadaman Kebakaran Lahan No: 26/SOP-KUD-MJ/III/2019". Socialization of procedure has been caried out during training on 14 – 23 March 2020.</p> <p>KUD Marga Jaya has establish the procedure for wate management including domestic waste and hazardous waste as per "Prosedur</p>	<p>complied</p>

		<p>Pengelolaan Limbah Plastik di Kebun No: 52/SOP-KUD-MJ/III/2109” and “SOP Tentang Penggunaan Pestisida No: 59/SOP-ICS-KUD.MJ/II/2020”. According to the procedure, waste manage without burning and no open fire was allowed for the waste management.</p> <p>KUD Marga Jaya has collaboration agreement regarding Hazardous Waste Management with PT. Biuteknika Bina Pratama as per “Perjanjian Kerjasama antara KUD Marga Jaya dengan PT Biuteknika Bina Prima Tentang kerjasama Jasa Pengangkutan dan Pemusnahan Limbah B3 Medis (Padat dan Cair) dan non Medis No. 080/BBP/SPK-KLINIK/VII/2020” dated 24 July 2020. This is stated in agreement related Collection of Hazardous Waste, dated 24 July 2020.</p> <p>KUD Marga Jaya already has a temporary hazardous waste storage before deliver to authorized collectors.</p>	
<p>Criteria 4.7 Riparian buffer zones are identified and managed to ensure they are maintained and/or enhanced.</p>			
<p>Eligibility</p>	<p>Group manager identifies riparian buffer zones within the group and smallholders commit to no new planting in riparian zones (Refer to appendix 1).</p>	<p>Group manager has identifies the riparian buffer zone through HCV Assessment, confirmed that there were no riparian buffer zone identified in KUD Marga Jaya plantation. HCV assessment has been conducted since January 2019 by SNV Netherlands Development Organisation; for new smallholder member, HCV assessment and validation has been conducted since first admission of new member.</p> <p>Report of HCV assessment were available in “Laporan Penilaian NKT di Areal Usaha Perkebunan Sawit Petani Swadaya” May 2019. Individual member of smallholder were involved in the HCV assessment process. The involvement of HCV assessment can be demonstrated according to “Daftar Identifikasi Awal Keberadaan Sumber dan Layanan Ekosistem Alami”. The checklist contain information of plantation detail information of smallholder member, social and environment information, summary of identification result of HCV, questionnaire regarding HCV assessment.</p>	<p>complied</p>

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		<p>Record of summary HCV Assessment present in "Reklapitulasi Hasil Pengisian Lembar Validasi HCV Petani". The Summary are available for each Kelompok Tani (12 KT). Based on HCV assessment conclude that there is no HCV area identified at KUD Marga Jaya, most of the area are Palm Oil Plantation.</p> <p>All smallholder member of KUD Marga Jaya has signed the commitment letter which stated in point 11 that "No new planting or no expansion of existing farms in primary forests, HCV areas, HCS forests, in riparian areas, or on steep slopes (more than 25 degrees or as in National Interpretation)".</p>	
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 on maintaining and conserving HCVs and HCS forests, Rare, threatened and endangered species and important ecosystems has been conducted on 23 – 31 October 2020 and 2 – 12 November 2020 by ICS to all Kelompok Tani and its member. HCV Training for ICS team has been conducted by SNV Netherlands Development Organisation on 20 July 2020.</p> <p>Evidence of training can be demonstrated during audit as per "Notulensi Sosialisasi P&C, FPIC, Buku pintar dan NKT/HCV" dated 23 – 31 October 2020 and 2 – 12 November 2020. Training deliver by ICS team and facilitator from SNV Netherlands Development Organisation. Training attend by all smallholder member.</p> <p>During field visit to smallholder plot and interview with smallholder member, confirmed that they have follow the training of HCV by ICS team and SNV Netherlands Development Organisation.</p> <p>According to HCV assessment result confirmed that there is no riparian buffer zone identified in area plantation of KUD Marga Jaya.</p>	complied
Milestone B	Smallholders maintain and/or enhance riparian buffer zone areas.	<p>Report of HCV assessment were available in "Laporan Penilaian NKT di Areal Usaha Perkebunan Sawit Petani Swadaya" May 2019. Individual member of smallholder were involved in the HCV assessment process. The involvement of HCV assessment can be demonstrated according to "Daftar Identifikasi Awal Keberadaan Sumber dan Layanan Ekosistem Alami". The checklist</p>	complied

		<p>contain information of plantation detail information of smallholder member, social and environment information, summary of identification result of HCV, questionnaire regarding HCV assessment.</p> <p>Record of summary HCV Assessment present in "Rekapitulasi Hasil Pengisian Lembar Validasi HCV Petani". The Summary are available for each Kelompok Tani (12 KT). Based on HCV assessment conclude that there is no HCV area identified at KUD Marga Jaya, most of the area are Palm Oil Plantation.</p> <p>KUD Marga Jaya has a policy to protect the water source including riparian as per "SOP Pengelolaan Air dan Sumber Air No: 24/SOP-KUD-MJ/III/2019" dated 20 March 2019. According to policy, riparian protection carried out by planting woody plants, prohibit to throw the garbage into the river, prohibit to spraying chemical activity in riparian zone (3 rows of palm trees from the river).</p> <p>KUD Marga Jaya also has a procedure to manage HCV as per "SOP Pengelolaan Nilai Konservasi Tinggi No: 73/SOP-KUD-MKRSM/XI/2020".</p>	
<p>Criteria 4.8 Pesticides are used in ways that do not endanger health of workers, family, communities or the environment.</p>			
<p>Eligibility</p>	<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>KUD Marga Jaya has a Policy to stop and prohibit paraquat and pesticides categorized as WHO Class 1A or 1B usage as per "Surat Keputusan Nomor: 27/SK/ICS-KUD-MJ/III/2020 Tentang Penghentian Pestisida Yang Dilarang" dated 14 March 2020.</p> <p>During field visit to smallholder plots and interview with smallholder member confirmed that they aware to stop purchase paraquat and no longer use paraquat for weeds control.</p> <p>Currently spraying activity and pesticide/herbicide application was control by ICS and performed by TUS team KUD Marga Jaya. All smallholder member has signed agreement to use TUS team with KUD Marga Jaya as per "Surat Pernyataan".</p>	<p>complied</p>

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		<p>TUS team for spraying activity has been formed as per "Surat Keputusan Pembentukan dan Pengangkatan Tim TUS No: 25/SK-ICSA/KUD/MJ/III/2020 dated 10 November 2020.</p> <p>Record of pesticide usage are provide and record as per "Buku Pintar - Catatan Semprot". ICS KUD Marga Jaya recap all pesticide/herbicide usage by smallholder member and kept the record in the office. According to record of pesticide usage there is no pesticide categorized as WHO Class 1A or 1B. Pesticied usage consist of: RoundUp, Solo, Rindom (Isopropil Amina Glifosat). Sample seen: Kelompok Tani Tri Tunggal Makmur pesticide usage:</p> <ul style="list-style-type: none"> - Arman, apply Roundup 4 litre on 15 January 2020 - Bibit, apply Solo 3 litre on 6 February 2020 - Slamet Budiyo, apply Roundup 2 litre On 2 April 2020 <p>All herbicide usage are for weeds control.</p>	
Milestone A	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>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 12 – 14 August 2020. Training to all new smallholder member also has been conducted on 10 October 2020. Evidence of training can be demonstrated during audit.</p> <p>During field visit to smallholder plots and interview with member confirmed that they have aware regarding the BMP on pesticide usage including the risks for pregnant and breastfeeding women and young workers; storage and disposal; paraquat restriction usage.</p>	complied
Milestone B	Smallholders implement BMPS for all pesticide use, including prohibiting use of pesticides by pregnant and breastfeeding women and young workers, and exclusion of paraquat and pesticides that are categorized as WHO Class 1A or 1B, or	KUD Marga Jaya has establish the policy and decree letter to prohibit pregnant and breastfeeding women to perform chemical handling including herbicide/pesticide. Decree letter as per "Surat Keputusan Nomor: 11/SK/ICS/KUD-MJ/II/2019 Tentang Larangan Mempekerjakan Ibu Hamil	complied

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	those listed by the Stockholm or Rotterdam Conventions, unless when authorized by relevant authorities for pest outbreaks.	dan Menyusui Terkait Pekerjaan Pengelolaan Bahan Kimia” dated 3 February 2019. Currently spraying activity and pesticide/herbicide application was control by ICS and performed by TUS team KUD Marga Jaya as per “Surat Keputusan Koperasi Unit Desa Makarti Tentang Pengangkatan Tim Unit Semprot No: 25/SK-ICS/KUD/MJ/III/2020 dated 10 November 2020. All spraying workers are male and no female workers handling pesticide.	
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 12 – 14 August 2020. Training to all new smallholder member also has been conducted on 10 October 2020. Evidence of training can be demonstrated. During interview with smallholder member confirmed that they aware with BMPs and well implemented in the field.	complied
Milestone B	The group and smallholders maximize use of IPM approaches to minimize use of pesticides and herbicides on their farm.	KUD Marga Jaya has establish “SOP Pengendalian Hama Terpadu (PHT) No: 22/SOP-KUD-MJ/III/2019, dated 20 March 2019. Integrated pest management has been developed by KUD Margajaya as per “Rencana Kerja Sensus Hama dan Penyakit Tahun 2020”. Evidence of program implementation can be demonstrated as per “Formulir Sensus Hama dan Penyakit No: 03/Sensus hama dan Penyakit/KUD-MJ/2020” and “Laporan Kegiatan Sensus Hama dan Penyakit”. Pest and disease monitoring and census conducted twice a year. Based on pest and disease monitoring semester I and II 2020, there were pest attack such as: rats and caterpillar, however the attack intensity is still far below 5%. Another action for integrated pest management are conserving the pest biological enemy such as: Snake as enemy for rats, Eagle and barn owl as	complied

		<p>enemy of rats. smallholders maximize use of IPM approaches to minimize use of pesticides and herbicides on their farm.</p> <p>Most of smallholder member using mechanics way to control the weeds and reduce the herbicide usage.</p> <p>Opportunity For Improvement:</p> <p>KUD marga Jaya has identify the Ganoderma disease attack. It was indicated that there are additional ganoderma attacks in several locations and preventive measures need to be improved to suppress the addition of new attacks.</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	<p>Group of Smallholder has appointed KUD Marga Jaya as a Group Manager. Taufik Hidayat appointed as Manager ICS according to appointment letter "Surat Keputusan Pengangkatan Petugas ICS (Representative) ICS KUD Marga Jaya Untuk Implementasi Minyak Sawit Berkelanjutan No. 006/DOK/SOP/KUDM/2019" dated 20 March 2019. Manager ICS has a responsibility to manage ICS and all the group member of smallholder.</p> <p>Based on organizational statute, Group Manager and ICS Manager elected every 5 years during the annual meeting on that year.</p>	complied
Milestone A	The Group has appointed a group manager		
Milestone B	The Group has appointed a group manager		
A.1.2			
Eligibility	The group manager has evidence of legal identity.	<p>Group of Smallholder has appointed KUD Marga Jaya as a Group Manager. Taufik Hidayat appointed as Manager ICS according to appointment letter "Surat Keputusan Pengangkatan Petugas ICS (Representative) ICS KUD</p>	complied
Milestone A	The group manager has evidence of legal identity.		

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Milestone B	The group manager has evidence of legal identity.	<i>Marga Jaya Untuk Implementasi Minyak Sawit Berkelanjutan No. 006/DOK/SOP/KUDM/2019</i> ” dated 20 March 2019. Manager ICS has a responsibility to manage ICS and all the group member of smallholder. Based on organizational statute, Group Manager and ICS Manager elected every 5 years during the annual meeting on that year.	
A1.3			
Eligibility	The group has membership requirements.	KUD Marga Jaya has provide membership requirements procedure in document Standard Operational Procedure Criteria and Requirements for New Member (No: 01/SOP-KUD–MJ/III/2019) that signed by Group Manager on 20 March 2019.	complied
Milestone A	The group has membership requirements.		
Milestone B	The group has membership requirements.		
		<ol style="list-style-type: none"> 1. Criteria for Prospective New Members <ul style="list-style-type: none"> • Owns Oil Palm Plantation in Sungai Gelam District • Have a clear land legality proven by a land title • No Land in peat areas, forest areas or in land dispute status. • Well managed plots. 2. Register to the Group Manager 3. Fill the registration form 4. Complete the registration requirements: <ul style="list-style-type: none"> • Copy of ID Card • Photograph • Copy of land title • Fill the membership registration • Signed the RSPO independent smallholder declaration 5. Group Manager will conduct the gap analysis. 6. Prospective new member will acknowledge as new member if all requirements has been fulfilled. 	

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		Based on interview with smallholder sampling obtained information that they have been understanding in new membership requirements. Sighted new member registration document on behalf of Warsito, Sukamto, Surono, Jon Alfendi and Mulyanti.	
A.1.4			
Eligibility	All members have signed and acknowledged membership requirements.	All members have been fulfilled and submitted the requirement to be a smallholder's member of KUD Marga Jaya. For example, new member document on behalf of Warsito, Sukamto, Surono, Jon Alfendi and Mulyanti. Based on interview with smallholder sampling obtained information that they have been understand in membership requirement in accordance to the new membership requirements procedure. They can demonstrate the document that shall fulfilled to be a new RSPO independent smallholder standard of KUD Marga Jaya. Based on field visit, auditor teams obtained information as follows: <ul style="list-style-type: none"> • Plots on behalf of Nurul Nasrifah and Sukinem (KT Karya Makmur), Alik and Warsito (KT Dwi Rezeki), Maryadi, SE. MM (KT Karya Jaya Tri Mukti) managed by other person who is not registered as independent smallholder members. • Not all representatives of the RSPO ISH KUD Marga Jaya member understand the membership requirements / procedures that have been established by KUD Marga Jaya, the standards set by the RSPO, including their implementation. • The procedures and systems that have been established by KUD Marga Jaya have not clearly accommodated the mechanisms related to land management changes. This includes buying and selling, inheritance and power of attorney for land management. Based on field visits and interviews with smallholders sampling, obtained information that there are smallholder plots whose operated by other	non-compliance NC #2013849-202101-M2 Closed on 13/04/2021
Milestone A	All members can demonstrate understanding of membership requirements.		
Milestone B	All members can demonstrate understanding of membership requirements.		

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		people who are not the smallholder members as registered. However, there is no evidence of power of attorney for the plots. This is raised as major nonconformity.	
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.	<p>The Group Manager have established plan for the implementation of ICS on the form of "<i>Program Kerja Manager Operasional ICS 2020-2021 has been reviewed on 21 March 2020</i>, that are contains:</p> <ol style="list-style-type: none"> 1) Training for ICS: <ul style="list-style-type: none"> - RSPO Smallholder P&C 2019 Training - Group Dynamics Training - HCV and HCS training - K3 and PPGD training - FPIC training 2) Training for members: <ul style="list-style-type: none"> - BMP Refreshment Training - K3 and Fire Fighting Training - Socialization of RSPO P&C and FPIC - HCV and HCS training - Socialization of the prohibition of discrimination and child labor 3) Membership: <ul style="list-style-type: none"> - New Member Recruitment - Mapping of members' land, especially new members - Submission of STDB and SPPL for new members - Installation of stake boundary for farmer area 	complied

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		<ul style="list-style-type: none"> - Health check - Socialization of Agronomy Procedures / SOPs <p>4) Monitoring and implementation of the RSPO P&C 5) Carry out a census of plant pests and diseases 6) Making owl's nest (tyto alba) 7) Farmers' records (harvest, fertilizer and pruning) 8) Review of SOP, SK and Policy 9) Internal Audit to 100% of members 10) Correction of audit findings 11) External surveillance audit by BSI Indonesia</p> <p>Separately, KUD Marga Jaya has a program/Replanting Plan for 2019-2028, including a plan for registration of replanting activities to the Muaro Jambi District Plantation Office and a plan to implement replanting in 2027-2028 for all farmer groups (12 farmer groups).</p> <p>Some of the ICS work program by 2020 has been implemented, including: For several training for the old and new members, BMP training include pest control and plant disease and do internal audit in the period 2020 to 218 members and do initial gap audit to 42 new members.</p>	
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>Program Kerja Manager Operasional ICS 2020-2021 has been reviewed on 21 March 2020</i>", that are contains:</p> <p>1) Training for ICS:</p> <ul style="list-style-type: none"> - RSPO Smallholder P&C 2019 Training - Group Dynamics Training - HCV and HCS training - K3 and PPGD training - FPIC training 	complied
Milestone B	The group manager can demonstrate compliance of the ICS by individual members.		

		<p>2) Training for members:</p> <ul style="list-style-type: none"> - BMP Refreshment Training - K3 and Fire Fighting Training - Socialization of RSPO P&C and FPIC - HCV and HCS training - Socialization of the prohibition of discrimination and child labor <p>3) Membership:</p> <ul style="list-style-type: none"> - New Member Recruitment - Mapping of members' land, especially new members - Submission of STDB and SPPL for new members - Installation of stake boundary for farmer area - Health check - Socialization of Agronomy Procedures / SOPs <p>4) Monitoring and implementation of the RSPO P&C</p> <p>5) Carry out a census of plant pests and diseases</p> <p>6) Making owl's nest (tyto alba)</p> <p>7) Farmers' records (harvest, fertilizer and pruning)</p> <p>8) Review of SOP, SK and Policy</p> <p>9) Internal Audit to 100% of members</p> <p>10) Correction of audit findings</p> <p>11) External surveillance audit by BSI Indonesia</p> <p>Separately, KUD Marga Jaya has a program / Replanting Plan for 2019-2028, including a plan for registration of replanting activities to the Muaro Jambi District Plantation Office and a plan to implement replanting in 2027-2028 for all farmer groups (12 farmer groups).</p>	
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		<p>This ICS Program including replanting program has been socialized to farmers and workers on 23 March 2020 was attended by 131 member and workers at KT Karya Makmur, KT Tri Marga, KT Tri Tunggal Makmur.</p> <p>At KT Dwi Rejeki and Karya Jaya Tri Mukti on 30 December 2020 attended by 85 participants (mfarmers and workers).</p> <p>Repalnting program is planned to be socialized again in February 2021, including socialization about government funding assistance from BDPKKS from Muaro Jambi Regency.</p> <p>Based on field visits to harvest activities in the plot of Jon Alfendi (ID: MJ.07.016 – KT Karya Makmur) and the harvester namely Kabul Budiono, at plot of Sukinem (ID: MJ.12.006 – KT Karya Makmur and the harvester namely Sukimin, it is proven that farmers have been able to explain the KUD program plan for the 2020 -2021 period including training plans, internal audits, replanting plans and others.</p>	
A.2.2			
Eligibility	<p>The group manager demonstrates understanding of the ISH Standard, group certification and related topics and has sufficient resources to manage the group.</p>	<p>The designation of the group manager ICS on behalf of Taufik Hidayat through Surat Keputusan Pengangkatan Petugas ICS (Representative) ICS KUD Marga Jaya Untuk Implementasi Minyak Sawit Berkelanjutan No. 006/DOK/SOP/KUDM/2019” dated 20 March 2019.</p> <p>Group manager ICS have managed sufficient resources to manage KUD Marga Jaya. The Group Manager and Internal Control System has established structure: “Struktur Internal Control Sistem KUD Marga Jaya”. Group Manager: Taufik Hidayat. FFB Monitoring: Agus Susanto. Registration and Membership: Supriyanti, Jaenal. Counseling unit-I: Ayik Gandayai, Andi Santoso and Sidik Pramono. K3 and environment unit: Suwondo, Budi Purwanto and Maksum, Fire Fighting Unit: Jumadi, Suparno dan Sidik Pramono.</p> <p>Furthermore, the fields mentioned above are in charge of 12 farmer groups in the KUD Marga Jaya:</p>	<p>complied</p>

		<ol style="list-style-type: none"> 1. Farmer Group Tri Tunggal makmur 2. Farmer Group Tri Marga 3. Farmer Group Dwi Rejeki 4. Farmer Group Karya Jaya Trimukti 5. Farmer Group Sumber Usaha 6. Farmer Group Bakti Pertiwi 7. Farmer Group Karya Muda 8. Farmer Group Tunas Harapan 9. Farmer Group Tunas Muda 10. Farmer Group Sumber Rejeki 11. Farmer Group Cahaya Tani 12. Farmer Group Karya Makmur <p>To manage programs and activities in the Makmur Jaya United Consumer Cooperative in accordance with the organizational structure, also establish TUPOKSI (<i>Tugas Pokok dan Fungsi</i> - Main Duties and Functions).</p>	
Milestone A	The group manager can demonstrate capacity to manage and operate group certification and certification requirements.	Group manager have managed sufficient resources to manage KUD Marga Jaya.	complied
Milestone B	The group manager can demonstrate capacity to manage and operate group certification and certification requirements.	Group manager ICS have managed sufficient resources to manage KUD Marga Jaya. The Group Manager and Internal Control System has established structure: "Struktur Internal Control Sistem KUD Marga Jaya". Group Manager: Taufik Hidayat. FFB Monitoring: Agus Susanto. Registration and Membership: Supriyanti, Jaenal. Counseling unit-I: Ayik Gandayai, Andi Santoso and Sidik Pramono. K3 and environment unit: Suwondo, Budi Purwanto and Maksum, Fire Fighting Unit: Jumadi, Suparno dan Sidik Pramono.	

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		<p>To manage programs and activities in the KUD Marga Jaya in accordance with the organizational structure, also establish TUPOKSI (<i>Tugas Pokok dan Fungsi</i> - Main Duties and Functions).</p> <p>The Group Manager of the KUD Marga Jaya, has the competence and experience in managing an organization as evidenced by several trainings that have been followed and the experience he has.</p> <p>Some certificates from training ever followed by the group manager - Mr. Taufik Hidayat has competence and experience, including:</p> <ul style="list-style-type: none"> - Arif Palembang Banking services training, 25-29 June 2012 - Top BMP SNV Indonesia master training, 25-30 March 2016 - Cooperative Competency Training and SKKNI KJK competency test, 9-13 December 2019 - Training on RSPO requirements by SNV Indonesia: RSPO P&C, FPIC, HCV and HCS, K3 and First Aid as well as internal audits - Group dynamics training on 15-16 December 2020 provided by SNV Indonesia. - Training for RSPO Independent Smallholder Standard 2019 on 10 October 2020, provided by SNV Indonesia and Alam hijau Indonesia. 	
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>KUD Marga Jaya has established a Training Plan program for the period 2020-2021, as follows:</p> <ul style="list-style-type: none"> - Training for the TUS Team - K3 training and socialization of spray PPE - BMP training - K3 and P3K training - Cooperative management training - Internal Audit Training 	complied

		<ul style="list-style-type: none"> - FPIC training - HCV and HCS (High Carbon Stock) training - Fire fighting training and alternative use of fire - RSPO P&C training (ISH Standard) - Group Dynamics Training 	
<p>Milestone A</p>	<p>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 according to the group annual training plan.</p>	<p>KUD Marga Jaya has established a Training Plan program for the period 2020-2021, as follows:</p> <ul style="list-style-type: none"> - Training for the TUS Team - K3 training and socialization of spray PPE - BMP training - K3 and P3K training - Cooperative management training - Internal Audit Training - FPIC training - HCV and HCS (High Carbon Stock) training - Fire fighting training and alternative use of fire - RSPO P&C training (ISH Standard) - Group Dynamics Training <p>The training plans implementation for the 2019 - 2020 period are as follows:</p> <ul style="list-style-type: none"> - Best Management Practices for Agronomy including IPM training, for example on 26-28 January 2019 was attended by ICS and KT (Kelompok Tani), total 33 Individual members, dated 23 – 25 January 2019 was attended by 38 individual member, dated 20th – 22nd January 2019 was attended by 32 individual member and dated - Training on integrated pest management has been held by Group Manager of KUD Mekarti, record of training is evident, for example 	

		<p>dated 26-28 January 2019, was attended by 33 farmer group representatives and farmer member.</p> <ul style="list-style-type: none"> - OHS training, dated 23 – 25 January 2019 was attended by 38 individual members, dated 20th – 22nd January 2019 was attended by 32 individual member and dated 13 – 15 January 2019 was attended by 30 individual members - Training of first aid dated 12 October 2019, was attended by 17 Group Farmers. - Training for all new smallholder member has been conducted on 15 – 16 September 2020. Training are covering Best Management Practices (Harvesting, Manuring, Upkeeping, Pest and Disease Control), RSPO Independent Smallholder Standard 2019, FPIC, Terms of employment, and HCV. Training was attended by 42 smallholder member (divided in two venue). <p>The realization of the training program in the period of 2020 is constrained by the covid-19 pandemic, however, some training has been carried out with due regard to health protocols that have been established by the Indonesian government through the ministry of health. Some of the trainings that have been carried out include:</p> <ul style="list-style-type: none"> - Group dynamics training on 15-16 December 2020 provided by SNV Indonesia. - Training on RSPO requirements by SNV Indonesia: RSPO P&C, FPIC, HCV and HCS, K3, P3K as well as internal audits and Group Dynamics Training on 15-16 December 2020. - OHS Training and Socialization of the Spraying Unit Team (TUS) have been carried out by KUD Marga Jaya in collaboration with PT. Bahari Gembira Ria as the FFB receiver and holds an OHS license. The training was held on 5 February 2020 with 24 smallholder members attending. 	
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<p>Milestone B</p>	<p>All members attended training and can demonstrate understanding of the ISH Standard, group management and certification requirements including awareness on BMPs, HCV, environmental protection, social welfare of workers and business operations.</p>	<p>All member smallholder has attended the training of the ISH Standard, group management and certification requirements including 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 SOP, SK, Kebijakan on 14 – 23 March 2020 to all Kelompok Tani. - Training Kesehatan, Keselamatan Kerja (OHS) and Fire prevention on 2 – 21 June 2020 and 12 August 2020 to all smallholder member from each Kelompok Tani. - Training refreshment BMP’s on 13 – 15 August 2020 to all Kelompok Tani and its member. - Training RSPO P&C, FPIC and Buku pintar including HCV on 23 – 31 october 2020 and 1 – 12 November 2020 to all Kelompok Tani and its member. - Socialization on policy of child workers prohibition, anti discrimination, fair employment, minimum wages and work programme on 3 – 27 July 2020 to all Kelompok Tani. - Training for all new smallholder member has been conducted on 15 – 16 September 2020. Training are covering Best Management Practices (Harvesting, Manuring, Upkeeping, Pest and Disease Control), RSPO Independent Smallholder Standard 2019, FPIC, Terms of employment, and HCV. Training was attended by 42 smallholder member (divided in two venue). 	<p>complied</p>
<p>B – ICS: Policies and management</p>			
<p>B.1 The group Internal Control System contains documented policies and procedures for operational management.</p>			
<p>B.1.1</p>			

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<p>Eligibility</p>	<p>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>	<p>KUD Marga Jaya has established an ICS implementation mechanism based on Procedure:</p> <p>SOP "Standar Operasional Prosedur Kriteria dan Syarat Anggota Baru No.01/SOP-KUD-MJ/III/2019" dated 20 March 2019. The SOP regulates the documentary requirement for the membership application.</p> <p>SOP "Prosedur Keluar Masuk Anggota" No. 03/SOP-KUD-MJ/III/2019, dated 20 March 2019.</p> <p>SOP "Program Kerja Audit Internal" No. 50/SOP-ICS-KUD.MJ/III/2019 dated 20 March 2019. The SOP regulates to set and conducts of program internal audit and initial gap audits.</p> <p>SOP "Standar Operasional Prosedur Keluar Masuk Anggota No.03/SOP-KUD-MKRSM/IV/2019" dated 3 April 2019. The SOP regulates type of violation by member which may lead to sanction/expulsion, stipulates:</p> <ul style="list-style-type: none"> - If there is a minor violation, for example administrative disorder, then the sanction will be given in the form of a warning in the form of Warning Letter 1 by the Operations manager. - If the time period given in warning 1 has expired to make repairs, then it will be continued with the issuance of Warning Letter 2. If the repair has not been done after the period given in warning 2, a Warning Letter 3 will be issued. - If there is a serious violation that creates a risk of defamation of the organization's reputation, financial embezzlement, manipulation, the operational manager has the right to remove members from membership. <p>The procedures has been socialized to farmers and workers on:</p> <ul style="list-style-type: none"> - Dated 14 March 2020 in farmers group: Tritunggal Makmur, Karya Muda, Sumber Usaha, Dwi Rezeki, Karya Jaya Trimukti, Tunas Muda, Cahaya Tani and Karya Makmur attended by 15 farmers and workers. 	<p>complied</p>
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		<ul style="list-style-type: none"> - Dated 16 March 2020 in farmers group: Tritunggal Makmur, Karya Muda, Sumber Usaha, Dwi Rezeki, Karya Jaya Trimukti, Tunas Muda, Cahaya Tani and Karya Makmur attended by oleh 20 farmers and workers. - Dated 17 March 2020 in Farmers group: Tritunggal Makmur, Karya Muda, Sumber Usaha, Dwi Rezeki, Karya Jaya Trimukti, Tunas Muda, Cahaya Tani and Karya Makmur attended by 20 farmers and workers. - Dated 18 March 2020 in farmer group: Tritunggal Makmur, Karya Muda, Sumber Usaha, Dwi Rezeki, Karya Jaya Trimukti, Tunas Muda, Cahaya Tani and Karya Makmur attended by 20 farmers and workers. - Dated 19 March 2020 in farmer group: Tritunggal Makmur, Karya Muda, Sumber Usaha, Dwi Rezeki, Karya Jaya Trimukti, Tunas Muda, Cahaya Tani and Karya Makmur attended by 16 farmers and workers. - Dated 20 March 2020 in farmer group: Tritunggal Makmur, Karya Muda, Sumber Usaha, Dwi Rezeki, Karya Jaya Trimukti, Tunas Muda, Cahaya Tani and Karya Makmur attended by 19 farmers and workers. - Dated 23 March 2020 in farmer group: Tritunggal Makmur, Karya Muda, Sumber Usaha, Dwi Rezeki, Karya Jaya Trimukti, Tunas Muda, Cahaya Tani and Karya Makmur attended by 15 farmers and workers. - Dated 10 October 2020 to all new 42 smallholder member. <p>Identification of gegprahical area: All smallholder member's plantation located in Petaling Jaya Village, Sungai Gelam District, Muaro Jambi Regency, Jambi Province.</p> <p>Audit programme has been determined by ICS as per "Rencana Kerja Audit Internal KUD Marga Jaya 2020", determined on quarterly basis, for 218 members with 242 plots in each quarter. The purpose is to complete coverage of 218 smallholder member by 12 month/annual period of January – Desember 2020. With the implementation plan in February 2020: 60</p>	
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		<p>members, May 2020: 60 members, August 2020: 60 members and November 2020 with 38 members.</p> <p>In August & September 2020, there were the addition of 42 new members, bringing the total number of KUD Marga Jaya member farmers as of December 2020 to 260 members with 303 plots and area of 610.65 ha.</p> <p>There are revisions to the internal audit program in 2021 for 260 members of KUD Marga Jaya: the implementation plan in February 2021: 70 members, May 2021: 70 members, August 2021: 70 members and November 2021 with 50 members.</p> <p>Based on field visits to harvest activities in the plot of Jon Alfendi (ID: MJ.07.016 – KT Karya Makmur) and the harvester namely Kabul Budiono, at plot of Sukinem (ID: MJ.12.006 – KT Karya Makmur and the harvester namely Sukimin, that farmers have been able to explain the KUD Marga Jaya plan for the 2020 -2021 period including training plans, internal audits, replanting plans and others.</p>	
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	According to the SOP "Program Kerja Audit Internal" No. 50/SOP-ICS-KUD.MJ/III/2019 dated 20 March 2019. The SOP regulates the set and conducts of the internal audit program in KUD Marga Jaya on a quarterly basis.	complied
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.	<p>This is because the period 2020 is a period where the Covid-19 pandemic has occurred, so the realization of the internal audit implementation has changed compared to the plan. The actual internal audit at KUD Marga Jaya was conducted from May - July 2020 to 218 farmer members of KUD Marga Jaya, with details:</p> <ul style="list-style-type: none"> - On April 02, 2020, an internal audit was carried out to the Manager of ICS KUD Marga Jaya (Mr. Taufik Hidayat) - In May 2020 there were 82 farmers - In June 2020 there were 100 farmers - In July 2020 there were 36 farmers 	

		<p>In the 2020 period, there were additional 42 new members with 61 plots of new members. New members have conducted an initial gap audit accompanied by the SNV Netherland Development Organization in August</p> <p>- October 2020:</p> <ul style="list-style-type: none"> - August 2020: 16 new members - September 2020: 19 new members - October 2020: 7 new members <p>Samples are taken from the initial gap audit assessment:</p> <ul style="list-style-type: none"> - On 27 August 2020, the initial gap audit was on behalf of farmers Surono, the Tri Tunggal Makmur farmer group - On 27 August 2020, the initial gap audit was on behalf of farmers Sungkowo Widodo, the Tri Tunggal Makmur farmer group - On 26 September 2020, the initial gap audit was on behalf of farmers Warsito, the Dwi Rejeki farmer group - On 14 October 2020, the initial gap audit was on behalf of farmers Gimán, the Bakti Pertiwi farmer group - On 24 October 2020, the initial gap audit was on behalf of farmers Payuti, the Baktri Pertiwi farmer group <p>Record of internal audit were evident in:</p> <ul style="list-style-type: none"> - "Table Checklist Audit Internal Group Manager" dated 7 May 2020; (auditor: Hermanto and Suwondo, petani: Bibit/ID: MJ.01.002, KT Tri Tunggal Makmur; petani: Caslani/ID: MJ.01.003, KT Tri Tunggal makmur; <p>"Audit Findings Report and Improvement Plan" dated 7 May 2020: finding: harvesters do not use PPE and are not equipped with harvester's work contracts. The findings were followed up on June 7, 2020.</p>	
<p>B.1.2</p>			

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Eligibility	Basic information, farm information, production data, legal documentation of group members and signed Smallholder Declarations are available to the group manager	<p>KU Marga Jaya has been recorded all plantations information including production data for each farmer per month, legality documents (copy of SHM and SKT/SKTC documents) and a copy of the declaration of farmer membership in the KUD Marga Jaya, which includes: no. Farmer ID (KTP), date of birth, address, total area and membership number (attached).</p> <p>Example of a declaration for a Smallholder (Pekebun/Petani) statement:</p> <p><u>Old Farmer Member:</u></p> <ol style="list-style-type: none"> 1. Surat Pernyataan Kesediaan Ikut Sertifikasi RSPO or a declaration on behalf of Maryadi’s farmer (ID: MJ.04.009-KT Karya Jaya Tri Mukti) dated 27 October 2018, date of birth 12 March 1967, gender: male, address: Komplek Puri Cicaheum, Kiara Condong, Certificate SHM No. 2402 covering an area of 2.008 Ha. 2. Surat Pernyataan Kesediaan Ikut Sertifikasi RSPO or a declaration on behalf of Minar’s farmers (ID: MJ.02.021-KT Tri Marga V) dated March 6, 2018, date of birth 31/12/1960, gender: female, address: Petaling Jaya, SHM Certificate No. 2420 covering an area of 1.902 Ha. <p><u>New member farmers:</u></p> <ol style="list-style-type: none"> 1. Surat Pernyataan Kesediaan Ikut Sertifikasi RSPO or a declaration on behalf of Jon Alfendi’s farmers (ID: still does not have an ID number (because it is still waiting for the results of the external audit and registration with RSPO), KT Karya Muda) dated 15 August 2020, date of birth 27/09/1970, gender: male, address: Simpang 4 Sipin, SHM Certificate No. 2318 covering an area of 1.975 Ha. Initial gap audit was conducted on 13 October 2020. 2. Surat Pernyataan Kesediaan Ikut Sertifikasi RSPO or a declaration on behalf of Jon Sukamto’s farmers (ID: still does not have an ID number (because it is still waiting for the results of the external audit and registration with RSPO), KT Tri Marga) dated 15 August 2020, date of birth 25/03/1965, gender: male, address: Simpang 4 Sipin, SHM 	complied
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		

		<p>Certificate No. 2437 covering an area of 2.017 Ha. Initial gap audit was conducted on 25 October 2020.</p> <p>The ICS Management of the KUD Marga Jaya has recorded and documented the production or acquisition of FFB per month for each farmer for 2020 period, as follows:</p> <table border="1"> <tr> <td>Farmer's Name</td> <td>: Pruwo Utoyo</td> <td>: Minar</td> <td>Farmer's Name</td> <td>: Maryadi SE, MM</td> <td>: Soini</td> </tr> <tr> <td>Farmers Group</td> <td>: Tri Marga</td> <td>: Tri Marga</td> <td>Farmers Group</td> <td>: Karya Jaya Tri Mukti</td> <td>: Karya Jaya Tri Mukti</td> </tr> <tr> <td>Persil/Plot</td> <td>MJ.02.007</td> <td>MJ.02.021</td> <td>Persil/Plot</td> <td>MJ.04.009</td> <td>MJ.04.010</td> </tr> <tr> <td>Planting Year</td> <td>1996</td> <td>1996</td> <td>Planting Year</td> <td>1996</td> <td>1996</td> </tr> <tr> <td>Areas (Ha)</td> <td>1.903</td> <td>1.902</td> <td>Areas (Ha)</td> <td>2,008</td> <td>2,013</td> </tr> <tr> <td>Number of Plant</td> <td>247</td> <td>245</td> <td>Number of Plant</td> <td>260</td> <td>259</td> </tr> <tr> <td>Month</td> <td colspan="2">Production (Kg)</td> <td>Month</td> <td colspan="2">Production (Kg)</td> </tr> <tr> <td>Jan</td> <td>4,310</td> <td>3,200</td> <td>Jan</td> <td>3,150</td> <td>3,335</td> </tr> <tr> <td>Feb</td> <td>3,060</td> <td>1,800</td> <td>Feb</td> <td>2,890</td> <td>3,320</td> </tr> <tr> <td>Mar</td> <td>4,000</td> <td>3,075</td> <td>Mar</td> <td>2,745</td> <td>3,795</td> </tr> <tr> <td>Apr</td> <td>4,240</td> <td>3,700</td> <td>Apr</td> <td>2,800</td> <td>3,370</td> </tr> <tr> <td>May</td> <td>4,665</td> <td>4,080</td> <td>May</td> <td>2,585</td> <td>3,550</td> </tr> <tr> <td>Jun</td> <td>3,560</td> <td>4,355</td> <td>Jun</td> <td>4,175</td> <td>4,505</td> </tr> <tr> <td>Jul</td> <td>3,000</td> <td>4,405</td> <td>Jul</td> <td>2,785</td> <td>3,305</td> </tr> <tr> <td>Aug</td> <td>3,700</td> <td>3,070</td> <td>Aug</td> <td>1,840</td> <td>3,300</td> </tr> <tr> <td>Sep</td> <td>4,540</td> <td>3,980</td> <td>Sep</td> <td>3,500</td> <td>4,170</td> </tr> <tr> <td>Oct</td> <td>4,525</td> <td>3,820</td> <td>Oct</td> <td>2,880</td> <td>3,920</td> </tr> <tr> <td>Nov</td> <td>4,790</td> <td>4,235</td> <td>Nov</td> <td>4,330</td> <td>4,505</td> </tr> <tr> <td>Dec</td> <td>4,650</td> <td>4,310</td> <td>Dec</td> <td>4,400</td> <td>4,760</td> </tr> <tr> <td>Total</td> <td>49,040</td> <td>44,030</td> <td>Total</td> <td>38,080</td> <td>45,835</td> </tr> </table>	Farmer's Name	: Pruwo Utoyo	: Minar	Farmer's Name	: Maryadi SE, MM	: Soini	Farmers Group	: Tri Marga	: Tri Marga	Farmers Group	: Karya Jaya Tri Mukti	: Karya Jaya Tri Mukti	Persil/Plot	MJ.02.007	MJ.02.021	Persil/Plot	MJ.04.009	MJ.04.010	Planting Year	1996	1996	Planting Year	1996	1996	Areas (Ha)	1.903	1.902	Areas (Ha)	2,008	2,013	Number of Plant	247	245	Number of Plant	260	259	Month	Production (Kg)		Month	Production (Kg)		Jan	4,310	3,200	Jan	3,150	3,335	Feb	3,060	1,800	Feb	2,890	3,320	Mar	4,000	3,075	Mar	2,745	3,795	Apr	4,240	3,700	Apr	2,800	3,370	May	4,665	4,080	May	2,585	3,550	Jun	3,560	4,355	Jun	4,175	4,505	Jul	3,000	4,405	Jul	2,785	3,305	Aug	3,700	3,070	Aug	1,840	3,300	Sep	4,540	3,980	Sep	3,500	4,170	Oct	4,525	3,820	Oct	2,880	3,920	Nov	4,790	4,235	Nov	4,330	4,505	Dec	4,650	4,310	Dec	4,400	4,760	Total	49,040	44,030	Total	38,080	45,835	
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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	<p>An annual group business plan is available, which includes</p> <ul style="list-style-type: none"> • Production and income forecasting based on historical records • Plans for expansion 	<p>KUD Marga Jaya has set the annual business plan for period 2020 - 2023. 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.</p> <p>KUD Marga Jaya also has a financial management plan such as estimation of FFB production in the next year (2021). They projected to produce 11,783 MT FFB on 2021.</p>	
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		<p>The detail of long-term business plan period 2020 – 2022 as follows:</p> <ul style="list-style-type: none"> • 2020: Realization of FFB Production: 10,700 MT • 2021: Estimation of FFB Production: 11,783 MT • 2022: Estimation of FFB Production: 10.840 MT • 2023: Estimation of FFB Production: 9,756 MT <p>Based on interview with group manager during this audit, there is no new planting or land expansion plan in the next year ahead.</p>	
Milestone A	The group business plan is implemented and reviewed at least annually.	<p>KUD Marga Jaya has had annual review meeting schedule. During that meeting, Head of KUD will presenting annual report (financial, achievement and next year’s work plan). The last annual review conducted on 30 December 2020 (has been verified by auditor).</p> <p>The result of annual review meeting will be bringing to the annual meeting that involving all of smallholders member. Usually in March.</p>	complied
Milestone B	The group demonstrates financial stability and growth, and is able to support itself financially.	<p>KUD Marga Jaya was RSPO Independent Smallholder certified since 3 March 2020. KUD Marga Jaya has received the profit from certified product sales via RSPO palmtrace. This premium sharing has been acknowledged by all smallholders member. Based on interview with smallholder sampled obtained information that all smallholder has received those RSPO premium sharing.</p> <p>Annual financial report of KUD Marga Jaya has been audited by public accountant (Registered Public Accounting Firm on behalf of Armandias – Decree of Finance Minister of Republik Indonesia No. 1012/KM. I/2017 – AP:0943). Based on the last accountant public report No. 00005/1.1012/AU.2/11/0943/0/III/2020 dated 2 March 2020 stated:</p> <p><i>"In our opinion, the attached financial statements present fairly, in all material respects, the financial position of KUD Marga Jaya as of 31 December 2019, and its financial performance and cash flows for the year</i></p>	complied

		<p><i>ended on that date in accordance with the Entity's Financial Accounting Standards. Without Public Accountability".</i></p> <p>Based on interview with Group Manager ICS, financial report for financial statement period of December 2020 has been proceeded. However, the report is now on process for finalization and will be used for annual meeting March 2021.</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>KUD Marga Jaya has showed the evidence of training that held within 2020. For example:</p> <p>Board of ICS</p> <ol style="list-style-type: none"> 1. Internal audit training on 14 April 2020, facilitated by SNV. Attended by 10 participants (board of ICS). 2. Zero Burning and alternate of fire usage training on 20 April 2020, facilitated by SNV. Attended by 10 participants (board of ICS). 3. Management of cooperative training on 15 July 2020, facilitated by SNV. Attended by 18 participants (board of ICS). 4. Group dynamics training on 17 – 18 December 2020, facilitated by <i>Fasilitator Daerah</i>. Attended by 14 participants (board of ICS). 5. FPIC training on 14 July 2020 facilitated by SNV. Attended by 14 participants (board of ICS). <p>KUD'S members:</p> <ol style="list-style-type: none"> 1. Soil and leaf sampling training on 29 – 30 October 2019 facilitate by CIRAD. Attended by 2 ICS board. 2. SNV as smallholder facilitator in collaboration with Alam Hijau Indonesia has provided training module as follows: Module 1: FFB Grading, Harvesting and Transporting 	complied

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		<p>Module 2: Upkeep Module 3: Plantation Assessment Module 4: Manuring Module 5: Pest and Disease Control</p> <p>Based on document verification, Alam Hijau Indonesia has conducted GAP refreshment training as follows:</p> <ul style="list-style-type: none"> • 12 August 2020 (5 venue attended by 100 smallholders) • 13 August 2020 (6 venue attended by 120 smallholders) • 14 August 2020 (5 venue attended by 100 smallholders) • 15 August 2020 (2 venue attended by 40 smallholders) <p><i>Note: due to Covid 19 pandemic, the training capacity limited to 20 participants.</i></p> <p>Through the work plan 2021, obtained information that KUD Marga Jaya has had continuous improvement plan as follows:</p> <ul style="list-style-type: none"> • Adding 7 barn owl box to fulfill the requirement on 'one farmer group one barn owl box'. During this audit, there is 5 barn owl boxes exist. • adding beneficial plants in each farmer group to improve early warning systems against caterpillar attacks. 	
Milestone A	The group management plan is implemented and reviewed at least annually.	<p>KUD Marga Jaya has had annual review meeting schedule. During that meeting, Head of KUD will presenting annual report (financial, achievement and next year's work plan). The last annual review conducted on 30 December 2020 (has been verified by auditor).</p> <p>The result of annual review meeting will be bringing to the annual meeting that involving all of smallholders member. Usually in March.</p>	complied
Milestone B	The group manager demonstrates the group's compliance with this ISH Standard.	<p>The internal audit was carried out by a team of internal auditors who had attended internal auditor training on April 14, 2020, facilitated by SNV. Attended by 10 internal auditors.</p>	complied

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		To accommodate the large number of farmers, internal audits are carried out every month for each farmer group. Based on the 2020 internal audit report, issues related to the implementation of RSPO ISH were found, including the implementation of OHS, availability of boundary markers, work contracts for members with harvest workers and so on. However, the non-conformity has been corrected in December 2020.	
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>Smallholder member maintain annual production data in "Catatan Panen". Sample seen:</p> <ul style="list-style-type: none"> - Alfi Udin Mujahid, ID No. MJ.03.001, Kelompok Tani Dwi Rejeki, FFB production January – December 2020: 58,680 kg; - Suwondo, ID No. MJ.03.015, Kelompok Tani Dwi Rejeki, FFB production January – December 2020: 39,600 kg. - Bibit, ID No. MJ.01.002, Kelompok Tani Sumber Tani A, FFB production January – December 2020: 53,870 kg. <p>Annual production and sales of certified volumes are available at KUD Marga Jaya Office. Unit Produksi (Mr. Agus Susanto) are responsible to record the production and sales volume.</p> <p>Record of FFB production presented in "Rekapitulasi Produksi TBS Anggota Tahun 2020".</p> <p>Record of FFB sales to traders are presented in:</p> <ul style="list-style-type: none"> - Rekapitulasi Pembelian Pembayaran TBS Petani Plasma Konversi Tahap III.A PJE. Sample see: for payment period 1 – 31 December 2020 from PT Bahagi Gembira Ria - . FFB sales from Kelompok Tani tri Tunggal Makmur, Tri Marga, Dwi Rejeki, Karya jaya Tri Mukti, Sumber Usaha, Bakti Pertiwi, Karya Muda, Tunas Harapan, Tunas Muda, Sumber 	complied

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		<p>Rezeki, Cahaya Tani, Karya Makmur. Total FFB sales on December 2020 was 1,518.280 MT with FFB price average IDR 2,070.89 and transaction value IDR 2,566,*****. Payment receipt were evident.</p> <ul style="list-style-type: none"> - Payment receipt from KUD Marga Jaya to each Smallholder member are available in Nominatif Pembayaran Kelompok Tani KUD Marga Jaya from KUD Marga Jaya to each Smallholder Group. Sample seen: Payment receipt dated 13 January 2021 from KUD Marga Jaya to Kelompok Tani Tri Tunggal Makmur with IDR 210,*****, to Kelompok Tani Trimarga with IDR 160,*****. - FFB delivery record in Surat Pengantar TBS and Weighbridge card from Palm Oil Mill. Sample seen: Surat Pengantar TBS No. 129/KT/DR/12/2020 dated 28/12/2020, Kelompok Tani Dwi Rejeki, Vehicle Number: BH88158GJ, Buyer: PKS Ladang Panjang (PT Bahari Gembira Ria), FFB amount: 442 bunches, quantity: 8,830 kg, Driver: Sugene; Weghbridge Ticket No. 144/KT/KMM/2, dated 30/12/2020, Supplier KUD Margajaya, amount: 423 bunches, netto 8,380 kg, Vehicle Number: BH8542HL, Dirver: Wawan, DO No. 50720120144. <p>FFB produce and sold by smallholder member are record by each member and head of KT including: date of transaction, FFB nett weight, name of smallholder member, ID number, vehicle number, FFB price and buyer name.</p> <p>KUD Marga Jaya has develop the procedure of traceability as per "SOP Penjualan TBS Anggota No: 10/SOP-KUD-MJ/III/2019" dated 20 March 2019. The procedure explain the process of FFB sales since harvesting from smallholder plot until transport and sold to buyer (Palm oil mill).</p>							
<p>Milestone A</p>	<p>Group manager maintains annual production records and sales of certified volumes.</p>	<p>Annual production record and sales of certified volume are recap by Group Manager. Below are the data of FFB production and certified sales volume record since January – December 2020:</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 50%;">Smallholder Group</th> <th style="width: 20%;">Area (ha)</th> <th style="width: 30%;">FFB Production (MT)</th> </tr> </thead> <tbody> <tr> <td> </td> <td> </td> <td> </td> </tr> </tbody> </table>	Smallholder Group	Area (ha)	FFB Production (MT)				<p>complied</p>
Smallholder Group	Area (ha)	FFB Production (MT)							

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		<table border="1"> <tr><td>Kelompok Tani Tri Tunggal Makmur</td><td>63,25</td><td>1,289.77</td></tr> <tr><td>Kelompok Tani Tri Marga</td><td>44,92</td><td>890.24</td></tr> <tr><td>Kelompok Tani Dwi Rejeki</td><td>47,04</td><td>1,002.55</td></tr> <tr><td>Kelompok Tani Karya Jaya Tri Mukti</td><td>66,85</td><td>1,104.83</td></tr> <tr><td>Kelompok Tani Sumber Usaha</td><td>50,10</td><td>758.30</td></tr> <tr><td>Kelompok Tani Bakti Pertiwi</td><td>44,51</td><td>615.35</td></tr> <tr><td>Kelompok Tani Karya Muda</td><td>42,34</td><td>616.99</td></tr> <tr><td>Kelompok Tani Tunas Harapan</td><td>48,52</td><td>696.91</td></tr> <tr><td>Kelompok Tani Tunas Muda</td><td>59,21</td><td>1,144.13</td></tr> <tr><td>Kelompok Tani Sumber Rejeki</td><td>38,67</td><td>609.44</td></tr> <tr><td>Kelompok Tani Cahaya Tani</td><td>50,71</td><td>997.15</td></tr> <tr><td>Kelompok Tani Karya Makmur</td><td>54,53</td><td>975.37</td></tr> <tr><td>Total</td><td>610,65</td><td>10,700.99</td></tr> </table> <p>All FFB production physical was sold as non certified product KUD Marga Jaya was sold the certified product as Credit claims. Total credit sold since January – December 2020:</p> <ul style="list-style-type: none"> - IS-CSPO: 2,154 MT - IS – CSPKO: 242 MT - IS – CSPKE: 296 MT 	Kelompok Tani Tri Tunggal Makmur	63,25	1,289.77	Kelompok Tani Tri Marga	44,92	890.24	Kelompok Tani Dwi Rejeki	47,04	1,002.55	Kelompok Tani Karya Jaya Tri Mukti	66,85	1,104.83	Kelompok Tani Sumber Usaha	50,10	758.30	Kelompok Tani Bakti Pertiwi	44,51	615.35	Kelompok Tani Karya Muda	42,34	616.99	Kelompok Tani Tunas Harapan	48,52	696.91	Kelompok Tani Tunas Muda	59,21	1,144.13	Kelompok Tani Sumber Rejeki	38,67	609.44	Kelompok Tani Cahaya Tani	50,71	997.15	Kelompok Tani Karya Makmur	54,53	975.37	Total	610,65	10,700.99	
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Milestone B	Group Manager maintains annual production records and sales of certified volumes of all FFB sources.	<p>FFB annual production data and FFB sales were recapitulated by farmer groups and KUD Marga Jaya. Below are the data of FFB production volume record since January – December 2020:</p> <table border="1"> <thead> <tr> <th>Smallholder Group</th> <th>Area (ha)</th> <th>FFB Production (MT)</th> </tr> </thead> <tbody> <tr><td>Kelompok Tani Tri Tunggal Makmur</td><td>63,25</td><td>1,289.77</td></tr> <tr><td>Kelompok Tani Tri Marga</td><td>44,92</td><td>890.24</td></tr> <tr><td>Kelompok Tani Dwi Rejeki</td><td>47,04</td><td>1,002.55</td></tr> </tbody> </table>	Smallholder Group	Area (ha)	FFB Production (MT)	Kelompok Tani Tri Tunggal Makmur	63,25	1,289.77	Kelompok Tani Tri Marga	44,92	890.24	Kelompok Tani Dwi Rejeki	47,04	1,002.55	complied																											
Smallholder Group	Area (ha)	FFB Production (MT)																																								
Kelompok Tani Tri Tunggal Makmur	63,25	1,289.77																																								
Kelompok Tani Tri Marga	44,92	890.24																																								
Kelompok Tani Dwi Rejeki	47,04	1,002.55																																								

		Kelompok Tani Karya Jaya Tri Mukti	66,85	1,104.83	
		Kelompok Tani Sumber Usaha	50,10	758.30	
		Kelompok Tani Bakti Pertiwi	44,51	615.35	
		Kelompok Tani Karya Muda	42,34	616.99	
		Kelompok Tani Tunas Harapan	48,52	696.91	
		Kelompok Tani Tunas Muda	59,21	1,144.13	
		Kelompok Tani Sumber Rejeki	38,67	609.44	
		Kelompok Tani Cahaya Tani	50,71	997.15	
		Kelompok Tani Karya Makmur	54,53	975.37	
		Total	610,65	10,700.99	
All FFB production physical was sold as non certified product KUD Marga Jaya was sold the certified product as Credit claims.					

D.2 The group documents and implements a system for the tracking of FFB

D.2.1

Eligibility	Not Applicable		
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	Smallholder member maintain annual production data in "Catatan Panen". Sample seen: - Alfi Udin Mujahid, ID No. MJ.03.001, Kelompok Tani Dwi Rejeki, FFB production January – December 2020: 58,680 kg; - Suwondo, ID No. MJ.03.015, Kelompok Tani Dwi Rejeki, FFB production January – December 2020: 39,600 kg. - Bibit, ID No. MJ.01.002, Kelompok Tani Sumber Tani A, FFB production January – December 2020: 53,870 kg.	complied
Milestone B	The group manager maintains annual production data and sales of certified volumes through physical or Book and Claim	KUD Marga Jaya annual production data is monitored and recorded in the "Production Data Recapitulation". Sales of FFB are carried out by KUD	complied

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	<p>for the group based on actual receipts and sales for all members and 100% all certified volumes.</p>	<p>Marga Jaya to Palm Oil Mill (PT Bahari Gembira Ria). Documents are recapitulated by the chairman of the KT and ICS.</p> <p>Actual production year 2020 (January - December 2020) was 10,700.99 MT. FFB production Estimation January - December 2021 was 12,841.88 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>KUD Marga Jaya certified volumes sold as Book and Claim based on actual receipts and sales for all members and 100% all certified volumes. Since March – December 2020, total credit sold as RSPO certified are:</p> <ul style="list-style-type: none"> - IS-CSPO: 2,154 MT - IS-CSPKO: 242 MT - IS-CSPKE: 296 MT <p>KUD Marga Jaya has registered as RSPO membership since 6 August 2019 with membership Number: 1-0277-19-000-00, and Palmtrace ID Number RSPO_PO1000010154.</p>	
<p>D.3 The group has a procedure and system for premium distribution.</p>			
<p>D.3.1</p>			
<p>Eligibility</p>	<p>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 members. Premiums disbursed to members at all stages are recorded and the premiums are paid in a timely and convenient manner.</p>	<p>Group and group manager have agreed on how the premiums should be used and the agreement is recorded as per "Berita Acara Kesepakatan Penggunaan Dana Penjualan Kredit Sertifikasi RSPO KUD Marga Jaya" dated 2 March 2020. The premium sharing term and mechanism also has been communicated to the group members through "Rapat Anggota Tahunan" on 14 March 2020 before agreement were signed. 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.</p>	<p>complied</p>

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		<p>Procedure for premium sharing has been develop as per "SOP Penggunaan Dana Penjualan Kredit RSPO No: 60/SOP-KUD-MJ/III/2020 dated 14 Maret 2020". According to procedure, premium sharing was obtained from sales of RSPO certificate, percentage of premium sharing are as below:</p> <ul style="list-style-type: none"> - 20% for smallholder member - 25% for certification/audit cost - 25% for ICS operational - 10% for ICS incentive - 2.5% for social charity - 3.5% for stakeholder - 4% fee KUD - 10 % reserved fund. 	
Milestone A	The disbursement of premiums, including price and timing of the disbursement to group members is clearly recorded.	Evidence of premium sharing can be demonstrated during audit as per "Aliran Kas Dana Kredit RSPO Tahun 2020". According to financial report, there was cash flow for premium sharing as much as 20% for individual smallholder member, dated June 2020. The premium sharing obtained by smallholder member in the form of saving for replanting. Saving book for each smallholder member can be shown during audit. Recap of smallholder member saving are present in "Daftar Simpanan Anggota Petani RSPO KUD Marga Jaya".	
Milestone B	The disbursement of premiums, including price and timing of the disbursement to group members is clearly recorded.	<p>Detail of premium sharing can be demonstrated during audit, with allocation as bellow:</p> <ul style="list-style-type: none"> - 20% for smallholder member - 25% for certification/audit cost - 25% for ICS operational - 10% for ICS incentive - 2.5% for social charity 	

		<ul style="list-style-type: none">- 3.5% for stakeholder- 4% fee KUD- 10 % reserved fund.	
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Appendix B: Approved Time Bound Plan

Not applicable.

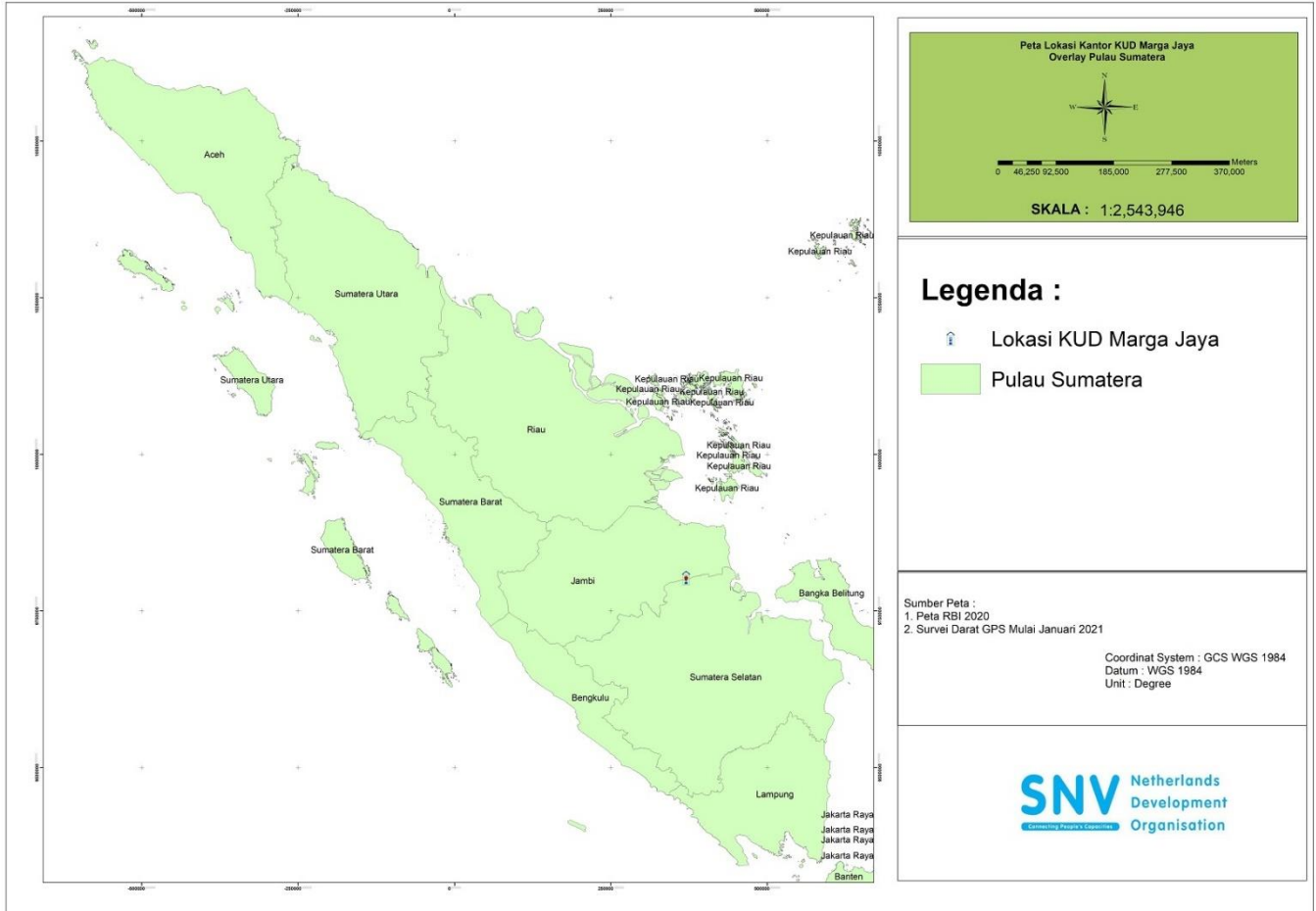
Appendix C: GHG Reporting Executive Summary

Not applicable.

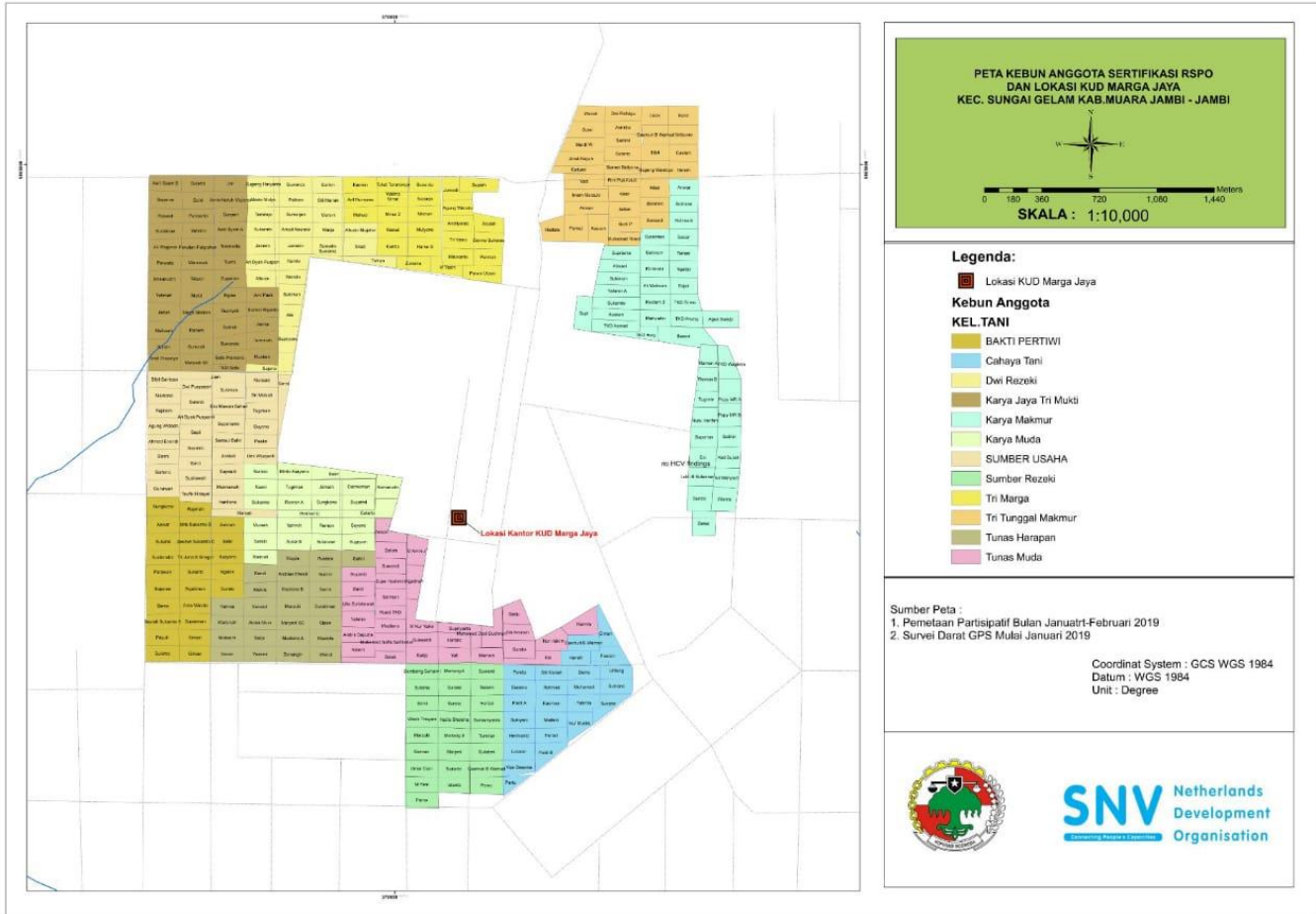
Appendix D: Supply Chain Declaration

Not applicable.

Appendix E: Location Map of Certification Unit and Supply bases



Appendix F: Estate Field Map



Appendix G: List of Smallholder member and member sampled

No.	Name of farmer	Location	GPS Reference		Area Summary (Ha)		Forecasted annual FFB Production (MT)	Date of joining
			Latitude (S)	Longitude (E)	Total Certified Area	Planted Area		
1	Abrowi	Petaling Jaya Village	1° 46' 10.60"	103° 50' 38.11"	2.07	2.07	37.05	30/10/2018
2	Agung Widodo*	Petaling Jaya Village	1° 45' 58.72"	103° 50' 05.28"	2.01	2.01	37.51	08/11/2018
		Petaling Jaya Village	1° 46' 43.15"	103° 49' 05.58"	1.99	1.99	45.98	20/10/2018
3	Agus Suwarjo	Petaling Jaya Village	1° 46' 21.44"	103° 50' 58.57"	1.83	1.83	60.41	30/10/2018
4	Alfiudin Mujahid	Petaling Jaya Village	1° 46' 03.26"	103° 49' 45.62"	1.96	1.96	60.41	25/11/2018
5	Ali Maksum	Petaling Jaya Village	1° 46' 14.62"	103° 50' 45.24"	2.01	2.01	40.54	15/11/2018
6	Alik*	Petaling Jaya Village	1° 46' 20.57"	103° 49' 31.28"	1.92	1.92	43.30	12/11/2018
7	Alviah	Petaling Jaya Village	1° 47' 30.48"	103° 50' 29.12"	2.00	2.00	33.57	25/08/2020
8	Amat Nawawi	Petaling Jaya Village	1° 46' 03.11"	103° 49' 32.44"	1.90	1.90	40.03	25/11/2018
9	Amn Kukuh Mujiono	Petaling Jaya Village	1° 45' 57.07"	103° 49' 19.16"	2.00	2.00	42.95	29/10/2018
10	Aminah	Petaling Jaya Village	1° 47' 03.32"	103° 49' 18.56"	2.06	2.06	25.37	15/11/2018
11	Andi Prasetyo	Petaling Jaya Village	1° 46' 29.38"	103° 49' 05.37"	2.12	2.12	43.12	25/11/2018
12	Andri Saputra	Petaling Jaya Village	1° 47' 25.74"	103° 49' 44.98"	2.01	2.01	38.16	08/11/2018
13	Andrias Efendi	Petaling Jaya Village	1° 47' 13.36"	103° 49' 31.81"	2.03	2.03	38.89	25/10/2018
14	Andriyanto	Petaling Jaya Village	1° 46' 01.91"	103° 50' 05.41"	2.03	2.03	35.13	22/11/2018
15	Ansori	Petaling Jaya Village	1° 47' 04.82"	103° 49' 50.99"	2.25	2.25	34.96	23/10/2018
16	Anwar	Petaling Jaya Village	1° 45' 54.58"	103° 50' 51.10"	1.98	1.98	47.23	30/10/2018
		Petaling Jaya Village	1° 47' 03.27"	103° 49' 05.48"	2.02	2.02	41.05	02/08/2020
17	Ari Diyah Pusporini	Petaling Jaya Village	1° 46' 09.77"	103° 49' 25.72"	2.00	2.00	46.63	25/11/2018
		Petaling Jaya Village	1° 46' 41.36"	103° 49' 12.23"	1.99	1.99	38.14	20/10/2018
18	Ari Wahyudi	Petaling Jaya Village	1° 46' 53.80"	103° 50' 59.76"	1.94	1.94	25.47	12/10/2018
19	Afri Purnomo	Petaling Jaya Village	1° 45' 57.05"	103° 49' 45.56"	1.94	1.94	34.69	08/11/2018
20	Arman	Petaling Jaya Village	1° 45' 58.74"	103° 50' 31.29"	1.95	1.95	50.01	23/10/2018
21	Asril Syam	Petaling Jaya Village	1° 45' 42.33"	103° 50' 38.86"	1.91	1.91	45.28	20/10/2018
		Petaling Jaya Village	1° 46' 03.09"	103° 49' 19.16"	2.01	2.01	42.00	29/10/2018
		Petaling Jaya Village	1° 45' 53.63"	103° 49' 06.06"	2.00	2.00	42.62	25/11/2018
22	Banimen	Petaling Jaya Village	1° 45' 57.89"	103° 50' 45.23"	2.01	2.01	39.00	23/10/2018
23	Basori	Petaling Jaya Village	1° 46' 24.92"	103° 50' 51.35"	1.98	1.98	48.29	25/10/2018
24	Betak	Petaling Jaya Village	1° 47' 30.51"	103° 49' 49.32"	2.01	2.01	37.75	23/10/2018
25	Bibit*	Petaling Jaya Village	1° 45' 47.45"	103° 50' 45.30"	1.92	1.92	50.37	20/10/2018
26	Bonangin	Petaling Jaya Village	1° 47' 29.73"	103° 49' 31.86"	2.01	2.01	37.07	25/10/2018
27	Budi Purwanto	Petaling Jaya Village	1° 46' 02.05"	103° 50' 39.29"	1.96	1.96	44.37	23/10/2018
28	Casbari	Petaling Jaya Village	1° 45' 55.87"	103° 50' 39.09"	1.96	1.96	46.75	20/10/2018
29	Caslani	Petaling Jaya Village	1° 45' 47.53"	103° 50' 51.08"	2.01	2.01	42.60	20/10/2018
30	Casmuri B Mamad	Petaling Jaya Village	1° 45' 43.83"	103° 50' 45.35"	1.99	1.99	43.05	25/10/2018
		Petaling Jaya Village	1° 47' 53.11"	103° 50' 11.04"	2.02	2.02	44.63	25/10/2018

31	Darmo Suharsono	Petaling Jaya Village	1° 46' 05.35"	103° 50' 11.51"	2.01	2.01	38.87	25/10/2018
32	Domo	Petaling Jaya Village	1° 47' 33.45"	103° 50' 30.78"	2.01	2.01	32.39	14/11/2018
33	Durahman	Petaling Jaya Village	1° 47' 19.97"	103° 49' 38.36"	2.02	2.02	41.73	25/10/2018
34	Dwi Puspa Sari	Petaling Jaya Village	1° 46' 35.16"	103° 49' 12.32"	1.98	1.98	49.40	25/10/2018
		Petaling Jaya Village	1° 46' 16.50"	103° 49' 05.76"	2.03	2.03	36.24	06/08/2020
35	Dwi Rahayu	Petaling Jaya Village	1° 45' 39.49"	103° 50' 38.82"	1.90	1.90	29.61	23/10/2018
36	Eka Mawan Sahari	Petaling Jaya Village	1° 46' 39.16"	103° 49' 18.83"	2.02	2.02	40.90	25/10/2018
37	Gimah	Petaling Jaya Village	1° 45' 51.06"	103° 50' 51.10"	2.06	2.06	47.70	23/10/2018
38	Giman (A)	Petaling Jaya Village	1° 47' 25.02"	103° 50' 35.15"	2.01	2.01	39.57	30/11/2018
39	Giman (B)	Petaling Jaya Village	1° 47' 29.61"	103° 49' 11.97"	2.00	2.00	29.07	01/09/2020
40	Gunawan	Petaling Jaya Village	1° 46' 55.93"	103° 49' 05.49"	2.00	2.00	34.50	13/08/2020
41	H. Ahmad Efendi	Petaling Jaya Village	1° 46' 46.34"	103° 49' 5.54"	1.98	1.98	40.04	10/08/2020
42	Hardiono	Petaling Jaya Village	1° 46' 58.69"	103° 49' 18.69"	2.23	2.23	35.41	11/08/2020
43	Harno Sumarto	Petaling Jaya Village	1° 46' 06.66"	103° 49' 58.63"	1.93	1.93	36.48	08/11/2018
44	Hartati (A)	Petaling Jaya Village	1° 47' 39.76"	103° 50' 11.13"	2.00	2.00	42.43	25/10/2018
45	Hartati (B)	Petaling Jaya Village	1° 47' 46.30"	103° 50' 24.18"	2.06	2.06	41.44	25/10/2018
46	Hartano	Petaling Jaya Village	1° 46' 03.19"	103° 50' 24.61"	2.00	2.00	37.93	23/10/2018
		Petaling Jaya Village	1° 47' 26.87"	103° 50' 04.53"	2.10	2.10	51.55	23/10/2018
47	Hermanto (A)	Petaling Jaya Village	1° 47' 1.02"	103° 49' 35.13"	2.02	2.02	28.93	21/12/2018
48	Hermanto (B)	Petaling Jaya Village	1° 47' 46.37"	103° 50' 17.71"	2.01	2.01	37.81	25/10/2018
49	Iin	Petaling Jaya Village	1° 47' 23.24"	103° 49' 18.45"	2.04	2.04	35.90	19/08/2020
50	Iksanudin	Petaling Jaya Village	1° 46' 13.19"	103° 49' 05.86"	2.03	2.03	24.79	27/10/2018
51	Ir Imam Marjuki	Petaling Jaya Village	1° 45' 56.11"	103° 50' 31.35"	1.96	1.96	33.91	20/10/2018
52	Istanto	Petaling Jaya Village	1° 47' 56.40"	103° 50' 04.51"	2.01	2.01	49.87	16/12/2018
53	Jainem	Petaling Jaya Village	1° 46' 06.39"	103° 49' 25.71"	2.01	2.01	40.62	25/10/2018
54	Jaitun	Petaling Jaya Village	1° 45' 59.01"	103° 50' 39.10"	1.94	1.94	47.35	20/10/2018
		Petaling Jaya Village	1° 46' 19.98"	103° 49' 05.69"	2.03	2.03	43.07	24/11/2018
55	Jenal	Petaling Jaya Village	1° 46' 22.42"	103° 49' 25.60"	2.01	2.01	48.68	22/11/2018
56	Jiar	Petaling Jaya Village	1° 45' 53.72"	103° 49' 19.23"	2.00	2.00	51.58	25/10/2018
57	Jon Alfendi**	Petaling Jaya Village	1° 47' 3.49"	103° 49' 38.69"	1.98	1.98	36.22	28/08/2020
		Petaling Jaya Village	1° 46' 29.06"	103° 50' 56.08"	1.96	1.96	57.83	22/08/2020
58	Juan	Petaling Jaya Village	1° 46' 33.08"	103° 49' 15.87"	1.96	1.96	24.47	03/09/2020
59	Jumadi	Petaling Jaya Village	1° 45' 55.08"	103° 50' 04.48"	2.01	2.01	65.64	08/11/2018
60	Jumatin*	Petaling Jaya Village	1° 46' 06.39"	103° 49' 32.40"	1.90	1.90	45.92	25/11/2018
61	Jumiati	Petaling Jaya Village	1° 46' 49.26"	103° 49' 18.63"	1.98	1.98	49.19	20/10/2018
		Petaling Jaya Village	1° 47' 13.40"	103° 49' 45.13"	2.01	2.01	34.55	11/08/2020
62	Kadiyem	Petaling Jaya Village	1° 46' 55.56"	103° 49' 45.22"	1.96	1.96	20.73	11/09/2020
63	Karmin (A)	Petaling Jaya Village	1° 45' 53.99"	103° 49' 45.44"	2.00	2.00	33.53	08/11/2018
64	Karmin (B)	Petaling Jaya Village	1° 47' 23.67"	103° 50' 30.76"	2.08	2.08	59.10	23/10/2018
65	Kartumi	Petaling Jaya Village	1° 45' 50.94"	103° 50' 29.86"	1.94	1.94	33.92	20/10/2018
66	Karyono	Petaling Jaya Village	1° 47' 09.85"	103° 49' 18.59"	2.00	2.00	27.41	15/11/2018
67	Kasimun	Petaling Jaya Village	1° 47' 39.78"	103° 50' 24.21"	2.01	2.01	50.17	24/11/2018

68	Kari Sujiati	Petaling Jaya Village	1° 46' 49.67"	103° 51' 00.12"	1.95	1.95	53.75	15/12/2018
69	Katijo	Petaling Jaya Village	1° 47' 29.94"	103° 49' 58.03"	2.14	2.14	44.03	23/10/2018
70	Kili	Petaling Jaya Village	1° 47' 30.71"	103° 50' 21.48"	2.45	2.45	45.87	23/10/2018
71	Komarudin	Petaling Jaya Village	1° 46' 55.63"	103° 49' 51.06"	2.05	2.05	29.16	15/12/2018
72	Kursin	Petaling Jaya Village	1° 46' 27.02"	103° 49' 05.62"	2.12	2.12	33.63	15/08/2020
73	Kusni	Petaling Jaya Village	1° 46' 55.62"	103° 49' 25.29"	2.01	2.01	36.30	15/12/2018
74	Lilis Sulistiowati	Petaling Jaya Village	1° 47' 19.46"	103° 49' 45.08"	2.01	2.01	39.93	23/10/2018
75	Luckli B Sulaiman	Petaling Jaya Village	1° 46' 53.57"	103° 50' 54.59"	2.02	2.02	45.33	15/12/2018
76	M Amin	Petaling Jaya Village	1° 47' 08.58"	103° 49' 56.83"	1.97	1.97	32.54	23/10/2018
77	M Dedy Budiman	Petaling Jaya Village	1° 47' 25.17"	103° 50' 12.50"	2.77	2.77	46.19	23/10/2018
78	M Nuryakin	Petaling Jaya Village	1° 47' 22.78"	103° 49' 57.06"	2.02	2.02	47.39	23/10/2018
79	M Rosid	Petaling Jaya Village	1° 46' 05.08"	103° 50' 39.04"	1.94	1.94	36.79	23/10/2018
80	Muhamad Shofa SF	Petaling Jaya Village	1° 47' 13.36"	103° 49' 31.81"	2.03	2.03	21.86	14/09/2020
		Petaling Jaya Village	1° 47' 27.26"	103° 49' 51.58"	2.01	2.01	31.86	23/10/2018
81	M Yani	Petaling Jaya Village	1° 47' 56.28"	103° 49' 57.88"	2.02	2.02	26.08	16/08/2020
82	M Yasin	Petaling Jaya Village	1° 46' 10.85"	103° 50' 03.03"	1.90	1.90	29.13	15/12/2018
83	Mahudi	Petaling Jaya Village	1° 46' 00.14"	103° 49' 45.64"	1.90	1.90	40.48	15/12/2018
84	Mahyudin Daulai	Petaling Jaya Village	1° 46' 21.25"	103° 50' 45.37"	1.96	1.96	23.79	16/08/2020
85	Maksum	Petaling Jaya Village	1° 46' 23.71"	103° 49' 05.65"	2.03	2.03	38.57	24/11/2018
		Petaling Jaya Village	1° 47' 26.34"	103° 49' 18.49"	2.00	2.00	46.44	25/10/2018
86	Manisih	Petaling Jaya Village	1° 46' 50.75"	103° 49' 12.07"	2.11	2.11	41.23	25/10/2018
87	Marjoni	Petaling Jaya Village	1° 47' 49.66"	103° 50' 04.49"	2.01	2.01	44.05	15/11/2018
88	Marjuki	Petaling Jaya Village	1° 47' 19.95"	103° 49' 31.77"	2.03	2.03	48.99	25/10/2018
89	Marleni	Petaling Jaya Village	1° 47' 43.16"	103° 50' 24.15"	2.09	2.09	49.81	22/10/2018
90	Marsini	Petaling Jaya Village	1° 46' 00.14"	103° 49' 39.07"	1.90	1.90	25.41	12/11/2018
91	Marsono	Petaling Jaya Village	1° 46' 36.97"	103° 49' 05.70"	2.00	2.00	31.87	20/10/2018
92	Marto Mulyo	Petaling Jaya Village	1° 45' 57.02"	103° 49' 25.81"	1.99	1.99	47.82	25/11/2018
93	Maryadi SE.MM*	Petaling Jaya Village	1° 46' 30.27"	103° 49' 12.29"	2.01	2.01	45.86	27/10/2018
		Petaling Jaya Village	1° 47' 23.33"	103° 49' 31.80"	2.01	2.01	31.42	17/08/2020
94	Minar*	Petaling Jaya Village	1° 45' 56.92"	103° 49' 52.16"	1.90	1.90	35.23	25/10/2018
95	Minto Karyono	Petaling Jaya Village	1° 46' 52.46"	103° 49' 31.99"	1.94	1.94	35.28	11/08/2020
96	Misdiono	Petaling Jaya Village	1° 47' 23.99"	103° 49' 51.51"	2.01	2.01	37.60	23/10/2018
97	Misran	Petaling Jaya Village	1° 46' 13.08"	103° 49' 25.66"	1.99	1.99	42.55	25/11/2018
98	Misti	Petaling Jaya Village	1° 45' 54.67"	103° 50' 45.25"	2.01	2.01	39.52	23/10/2018
99	Miswanto	Petaling Jaya Village	1° 46' 08.72"	103° 50' 05.34"	2.01	2.01	34.52	30/10/2018
100	Mudiono	Petaling Jaya Village	1° 47' 26.46"	103° 49' 31.81"	2.01	2.01	23.43	09/08/2020
		Petaling Jaya Village	1° 47' 16.46"	103° 49' 31.77"	2.12	2.12	20.27	07/09/2020
101	Mugini	Petaling Jaya Village	1° 47' 10.13"	103° 49' 31.81"	1.98	1.98	34.14	25/10/2018
102	Muhamad Basir	Petaling Jaya Village	1° 45' 39.91"	103° 50' 51.06"	2.01	2.01	35.68	23/10/2018
103	Muhammad	Petaling Jaya Village	1° 47' 36.44"	103° 50' 30.84"	2.00	2.00	33.84	29/10/2018
104	Muinah	Petaling Jaya Village	1° 47' 03.39"	103° 49' 25.21"	2.03	2.03	39.71	24/10/2018
105	Muklis	Petaling Jaya Village	1° 47' 16.58"	103° 49' 25.19"	2.01	2.01	28.50	04/08/2020

106	Mulyanti**	Petaling Jaya Village	1° 46' 19.66"	103° 49' 18.96"	2.01	2.01	34.43	14/08/2020
107	Mulyono	Petaling Jaya Village	1° 46' 03.16"	103° 49' 58.65"	1.92	1.92	37.05	30/10/2018
108	Mursaid	Petaling Jaya Village	1° 46' 33.84"	103° 49' 25.56"	2.00	2.00	36.01	20/10/2018
109	Mustofa	Petaling Jaya Village	1° 47' 26.49"	103° 49' 38.42"	2.00	2.00	54.40	25/10/2018
110	Mutmainah	Petaling Jaya Village	1° 46' 55.62"	103° 49' 18.68"	2.01	2.01	43.24	11/08/2020
111	Nailis Sholehah	Petaling Jaya Village	1° 47' 43.08"	103° 50' 04.55"	2.01	2.01	46.53	25/10/2018
112	Nanik Setyowati	Petaling Jaya Village	1° 46' 06.61"	103° 49' 52.11"	1.90	1.90	29.18	27/08/2020
113	Ngatidjo	Petaling Jaya Village	1° 46' 11.23"	103° 50' 51.02"	1.98	1.98	32.50	24/10/2018
114	Ngatiman	Petaling Jaya Village	1° 47' 16.34"	103° 49' 12.05"	2.02	2.02	31.21	15/11/2018
115	Ngatinah	Petaling Jaya Village	1° 47' 14.82"	103° 49' 56.32"	1.98	1.98	48.77	23/10/2018
116	Ngatini	Petaling Jaya Village	1° 47' 12.90"	103° 49' 18.59"	2.02	2.02	25.57	15/11/2018
117	Nur Muklis	Petaling Jaya Village	1° 47' 43.84"	103° 50' 29.69"	2.20	2.20	35.31	06/11/2018
118	Nurdn	Petaling Jaya Village	1° 47' 13.42"	103° 49' 38.35"	2.05	2.05	37.24	25/10/2018
119	Nurkhamin	Petaling Jaya Village	1° 47' 27.19"	103° 50' 24.57"	2.08	2.08	45.66	23/10/2018
120	Nurul Nasrifah*	Petaling Jaya Village	1° 46' 41.47"	103° 50' 55.39"	1.96	1.96	50.46	05/11/2018
121	Paeran	Petaling Jaya Village	1° 47' 30.11"	103° 50' 36.18"	1.98	1.98	34.82	22/10/2018
122	Paidi (A)	Petaling Jaya Village	1° 47' 39.71"	103° 50' 17.73"	2.01	2.01	55.45	22/10/2018
123	Paidi (B)	Petaling Jaya Village	1° 47' 49.78"	103° 50' 23.36"	2.02	2.02	45.33	06/11/2018
124	Paino	Petaling Jaya Village	1° 47' 59.49"	103° 49' 57.92"	2.01	2.01	28.71	22/11/2018
125	Pajumi	Petaling Jaya Village	1° 46' 02.88"	103° 50' 29.29"	2.01	2.01	51.27	20/10/2018
126	Pandu	Petaling Jaya Village	1° 47' 33.39"	103° 50' 17.70"	2.01	2.01	52.45	24/10/2018
127	Parawan	Petaling Jaya Village	1° 47' 12.94"	103° 49' 05.39"	2.01	2.01	29.91	15/11/2018
128	Pariyanto	Petaling Jaya Village	1° 46' 00.29"	103° 49' 12.68"	2.05	2.05	39.24	24/11/2018
129	Partu	Petaling Jaya Village	1° 47' 55.93"	103° 50' 16.38"	2.00	2.00	50.59	22/10/2018
130	Parulian Pakpahan	Petaling Jaya Village	1° 46' 06.74"	103° 49' 12.62"	2.05	2.05	39.82	24/11/2018
131	Payuti	Petaling Jaya Village	1° 47' 26.27"	103° 49' 5.33"	2.02	2.02	19.05	11/09/2020
132	Purwo Utoyo*	Petaling Jaya Village	1° 46' 12.06"	103° 50' 10.44"	1.90	1.90	54.73	08/11/2018
133	Rahinem	Petaling Jaya Village	1° 46' 40.02"	103° 49' 05.68"	1.97	1.97	31.59	23/10/2018
134	Ramiati	Petaling Jaya Village	1° 47' 09.88"	103° 49' 25.26"	2.00	2.00	28.06	21/10/2018
135	Ranem	Petaling Jaya Village	1° 46' 23.67"	103° 49' 12.29"	2.12	2.12	14.64	09/08/2020
136	Rini Puji Astuti	Petaling Jaya Village	1° 45' 53.07"	103° 50' 38.71"	1.97	1.97	38.43	23/10/2018
137	Rohmad	Petaling Jaya Village	1° 47' 36.52"	103° 50' 24.27"	2.05	2.05	58.78	22/10/2018
138	Rohmadi	Petaling Jaya Village	1° 46' 01.29"	103° 50' 51.08"	2.06	2.06	38.20	15/12/2018
139	Rosmaida Siahaan	Petaling Jaya Village	1° 46' 06.50"	103° 49' 19.15"	1.98	1.98	43.66	24/11/2018
140	Rupinah	Petaling Jaya Village	1° 47' 00.11"	103° 49' 12.03"	2.03	2.03	33.55	15/11/2018
141	Rustam	Petaling Jaya Village	1° 46' 02.93"	103° 50' 33.84"	2.09	2.09	52.16	20/10/2018
		Petaling Jaya Village	1° 47' 10.21"	103° 49' 38.46"	1.99	1.99	43.83	25/10/2019
		Petaling Jaya Village	1° 46' 20.49"	103° 50' 37.39"	2.01	2.01	49.40	24/10/2018
		Petaling Jaya Village	1° 46' 20.49"	103° 50' 37.39"	2.11	2.11	42.99	24/10/2018
		Petaling Jaya Village	1° 47' 46.26"	103° 49' 57.90"	2.02	2.02	37.55	06/08/2020
142	Ruswati	Petaling Jaya Village	1° 46' 00.31"	103° 49' 06.02"	2.03	2.03	38.85	25/11/2018
143	Safii	Petaling Jaya Village	1° 46' 44.43"	103° 49' 12.16"	1.98	1.98	31.07	16/08/2020

144	Sahri	Petaling Jaya Village	1° 47' 06.72"	103° 49' 18.54"	2.03	2.03	36.97	15/11/2018
145	Saliah	Petaling Jaya Village	1° 47' 08.56"	103° 49' 51.65"	2.00	2.00	44.06	23/10/2018
146	Samin	Petaling Jaya Village	1° 47' 29.66"	103° 49' 18.49"	2.02	2.02	41.94	25/10/2018
147	Samini	Petaling Jaya Village	1° 45' 44.97"	103° 50' 38.78"	1.91	1.91	38.87	23/10/2018
148	Samsul Bahri	Petaling Jaya Village	1° 46' 46.10"	103° 49' 18.72"	2.00	2.00	33.07	20/10/2018
149	Sandi	Petaling Jaya Village	1° 47' 13.18"	103° 49' 25.08"	2.01	2.01	40.80	25/10/2018
150	Sardi	Petaling Jaya Village	1° 47' 16.41"	103° 49' 45.07"	2.02	2.02	28.31	25/10/2018
151	Sarijem	Petaling Jaya Village	1° 47' 36.48"	103° 50' 11.09"	2.00	2.00	28.75	09/08/2020
152	Sariman	Petaling Jaya Village	1° 47' 18.09"	103° 49' 51.58"	2.01	2.01	38.70	23/10/2018
153	Sarini	Petaling Jaya Village	1° 47' 16.51"	103° 49' 38.40"	2.00	2.00	26.35	25/10/2018
154	Sarju	Petaling Jaya Village	1° 47' 26.39"	103° 49' 25.09"	2.00	2.00	36.61	25/10/2018
		Petaling Jaya Village	1° 47' 21.57"	103° 50' 16.85"	2.31	2.31	47.70	25/10/2018
155	Sarmi	Petaling Jaya Village	1° 46' 49.35"	103° 49' 05.49"	1.96	1.96	28.63	06/09/2020
156	Sarno	Petaling Jaya Village	1° 47' 19.86"	103° 49' 05.40"	2.02	2.02	30.47	15/12/2018
157	Sarsiti	Petaling Jaya Village	1° 47' 06.71"	103° 49' 25.22"	2.03	2.03	36.67	25/10/2018
158	Semi	Petaling Jaya Village	1° 47' 39.76"	103° 49' 57.99"	2.00	2.00	44.75	20/10/2018
159	Setiyono	Petaling Jaya Village	1° 45' 43.81"	103° 50' 51.07"	2.01	2.01	52.25	23/10/2018
160	Sidik Pramono	Petaling Jaya Village	1° 46' 29.29"	103° 49' 19.20"	2.02	2.02	37.55	25/11/2018
161	Siman	Petaling Jaya Village	1° 47' 26.32"	103° 49' 11.94"	2.02	2.02	31.98	15/12/2018
162	Sipan	Petaling Jaya Village	1° 47' 23.34"	103° 49' 38.42"	2.02	2.02	35.30	25/10/2018
163	Siti Aminah	Petaling Jaya Village	1° 47' 25.35"	103° 50' 17.41"	2.21	2.21	42.91	23/10/2018
164	Siti Mariah*	Petaling Jaya Village	1° 45' 57.16"	103° 49' 39.02"	1.90	1.90	34.07	25/11/2018
165	Siti Mutiah	Petaling Jaya Village	1° 47' 33.47"	103° 50' 24.25"	2.00	2.00	37.34	22/10/2018
166	Selamet Budianto	Petaling Jaya Village	1° 45' 50.48"	103° 50' 38.64"	1.91	1.91	38.80	23/10/2018
167	Selamet Riyanto*	Petaling Jaya Village	1° 46' 19.48"	103° 49' 25.71"	2.01	2.01	38.52	25/11/2018
168	Soiman	Petaling Jaya Village	1° 47' 49.62"	103° 49' 57.89"	2.01	2.01	26.05	21/08/2020
169	Soini*	Petaling Jaya Village	1° 45' 57.10"	103° 49' 12.64"	2.01	2.01	29.66	24/11/2018
170	Solihin (A)	Petaling Jaya Village	1° 45' 53.99"	103° 49' 38.94"	2.00	2.00	43.40	25/11/2018
171	Solihin (B)	Petaling Jaya Village	1° 46' 45.42"	103° 51' 00.28"	1.94	1.94	45.79	15/12/2018
172	Sopiati	Petaling Jaya Village	1° 46' 01.95"	103° 50' 11.44"	2.08	2.08	34.91	08/11/2018
173	Sriyati	Petaling Jaya Village	1° 46' 06.63"	103° 49' 45.43"	1.91	1.91	41.88	27/10/2018
174	Subayigo	Petaling Jaya Village	1° 47' 27.45"	103° 50' 30.74"	2.00	2.00	24.84	16/08/2020
175	Sucipto	Petaling Jaya Village	1° 47' 40.11"	103° 50' 35.65"	2.01	2.01	32.47	25/10/2018
176	Sugeng Haryanto	Petaling Jaya Village	1° 45' 53.86"	103° 49' 25.85"	2.01	2.01	43.43	25/11/2018
177	Sugent Wardoyo	Petaling Jaya Village	1° 45' 51.01"	103° 50' 45.25"	2.07	2.07	40.10	23/10/2018
178	Sugiyem	Petaling Jaya Village	1° 47' 06.84"	103° 49' 45.19"	2.03	2.03	49.98	15/10/2018
179	Sujono	Petaling Jaya Village	1° 46' 30.79"	103° 49' 28.47"	1.94	1.94	40.69	25/11/2018
180	Sukamto**	Petaling Jaya Village	1° 46' 03.08"	103° 49' 25.78"	2.00	2.00	48.67	08/11/2018
		Petaling Jaya Village	1° 46' 58.74"	103° 49' 25.28"	2.01	2.01	40.58	08/11/2018
		Petaling Jaya Village	1° 46' 18.14"	103° 50' 37.49"	1.95	1.95	45.33	08/11/2018
		Petaling Jaya Village	1° 46' 08.77"	103° 50' 11.44"	2.02	2.02	39.09	14/08/2020
		Petaling Jaya Village	1° 46' 9.53"	103° 49' 33.44"	1.95	1.95	38.86	06/08/2020

		Petaling Jaya Village	1° 47' 23.06"	103° 49' 05.49"	2.01	2.01	33.23	08/11/2018
		Petaling Jaya Village	1° 47' 03.27"	103° 49' 12.04"	2.15	2.15	39.85	08/11/2018
		Petaling Jaya Village	1° 47' 06.74"	103° 49' 12.08"	2.01	2.01	35.58	08/11/2018
181	Sukatmi	Petaling Jaya Village	1° 47' 49.66"	103° 50' 11.07"	2.01	2.01	52.86	22/11/2018
182	Sukatni	Petaling Jaya Village	1° 47' 06.75"	103° 49' 05.49"	2.02	2.02	24.39	25/11/2018
183	Sukinem*	Petaling Jaya Village	1° 46' 07.88"	103° 50' 45.17"	2.05	2.05	42.59	15/12/2018
184	Sujirno	Petaling Jaya Village	1° 47' 29.58"	103° 49' 05.33"	2.01	2.01	31.60	23/10/2018
185	Sukiyem	Petaling Jaya Village	1° 47' 43.16"	103° 50' 17.63"	2.01	2.01	42.71	25/10/2018
186	Sumardi (A)	Petaling Jaya Village	1° 46' 01.27"	103° 50' 45.23"	2.02	2.02	47.92	23/10/2018
187	Sumardi (B)	Petaling Jaya Village	1° 46' 27.00"	103° 49' 12.27"	2.08	2.08	34.11	24/11/2018
188	Sumarjan	Petaling Jaya Village	1° 46' 00.03"	103° 49' 32.48"	1.90	1.90	43.45	08/11/2018
189	Sumaryanto	Petaling Jaya Village	1° 47' 43.17"	103° 50' 11.13"	2.00	2.00	35.15	11/09/2020
190	Sunanto	Petaling Jaya Village	1° 45' 53.97"	103° 49' 58.58"	1.90	1.90	39.04	25/10/2018
191	Sunarto	Petaling Jaya Village	1° 47' 12.93"	103° 49' 12.03"	2.01	2.01	33.28	15/12/2018
		Petaling Jaya Village	1° 47' 53.11"	103° 50' 04.42"	2.02	2.02	42.09	20/12/2018
192	Sungkono	Petaling Jaya Village	1° 46' 58.72"	103° 49' 38.68"	2.02	2.02	24.96	15/11/2018
		Petaling Jaya Village	1° 46' 59.58"	103° 49' 05.52"	2.00	2.00	30.58	11/11/2018
193	Sungkowo Widodo**	Petaling Jaya Village	1° 45' 45.87"	103° 50' 30.81"	2.49	2.49	25.06	10/08/2020
194	Suparjo	Petaling Jaya Village	1° 45' 56.87"	103° 49' 58.58"	1.90	1.90	29.53	25/10/2018
195	Suparlan (A)	Petaling Jaya Village	1° 46' 13.09"	103° 49' 19.05"	1.99	1.99	47.21	25/11/2018
196	Suparlan (B)	Petaling Jaya Village	1° 46' 45.49"	103° 50' 55.14"	1.99	1.99	45.82	25/10/2018
197	Suparmi	Petaling Jaya Village	1° 47' 16.37"	103° 49' 18.52"	2.00	2.00	32.39	06/08/2020
198	Suparno	Petaling Jaya Village	1° 47' 16.35"	103° 49' 05.39"	2.02	2.02	26.35	15/11/2018
199	Supi	Petaling Jaya Village	1° 46' 20.33"	103° 50' 30.81"	2.00	2.00	55.91	30/10/2018
200	Supiah	Petaling Jaya Village	1° 45' 54.04"	103° 50' 09.51"	1.90	1.90	31.45	30/10/2018
201	Supriadi	Petaling Jaya Village	1° 46' 52.47"	103° 49' 18.65"	2.03	2.03	45.71	20/10/2018
202	Surpriono	Petaling Jaya Village	1° 46' 25.41"	103° 49' 30.81"	1.91	1.91	24.48	25/11/2018
203	Suratman*	Petaling Jaya Village	1° 46' 04.64"	103° 50' 45.22"	2.06	2.06	55.97	15/12/2018
204	Suratno	Petaling Jaya Village	1° 47' 36.49"	103° 50' 17.70"	2.02	2.02	34.61	14/11/2018
205	Surono**	Petaling Jaya Village	1° 45' 39.91"	103° 50' 45.29"	1.67	1.67	29.83	16/08/2020
206	Suroso	Petaling Jaya Village	1° 46' 52.44"	103° 49' 25.25"	2.01	2.01	29.10	25/12/2018
207	Suroto (A)	Petaling Jaya Village	1° 47' 28.74"	103° 50' 17.69"	2.44	2.44	41.16	23/10/2018
		Petaling Jaya Village	1° 47' 39.79"	103° 50' 04.59"	2.44	2.44	46.30	22/11/2018
208	Suroto (B)	Petaling Jaya Village	1° 46' 57.99"	103° 50' 54.29"	2.02	2.02	48.64	21/10/2018
209	Surtrisno	Petaling Jaya Village	1° 47' 36.28"	103° 50' 37.40"	2.01	2.01	41.12	06/11/2018
210	Suryano	Petaling Jaya Village	1° 46' 00.05"	103° 49' 19.20"	1.98	1.98	34.55	27/11/2018
211	Suryi	Petaling Jaya Village	1° 45' 42.80"	103° 50' 31.47"	1.95	1.95	35.81	23/10/2018
212	Susilawati	Petaling Jaya Village	1° 46' 53.79"	103° 49' 12.05"	1.98	1.98	39.94	25/10/2018
213	Sutardi	Petaling Jaya Village	1° 46' 38.26"	103° 49' 12.26"	1.98	1.98	38.46	25/10/2018
214	Sutardo	Petaling Jaya Village	1° 45' 47.72"	103° 50' 38.68"	1.92	1.92	47.82	25/10/2018
		Petaling Jaya Village	1° 45' 53.67"	103° 49' 12.54"	1.96	1.96	58.61	27/11/2018
		Petaling Jaya Village	1° 47' 00.33"	103° 49' 48.43"	2.17	2.17	49.38	21/11/2018

		Petaling Jaya Village	1° 47' 00.33"	103° 49' 48.43"	2.01	2.01	32.61	03/09/2020
215	Sutarwan	Petaling Jaya Village	1° 47' 06.81"	103° 49' 38.54"	2.01	2.01	45.77	25/10/2018
		Petaling Jaya Village	1° 47' 06.77"	103° 49' 32.02"	2.00	2.00	24.97	07/08/2020
216	Sutini	Petaling Jaya Village	1° 47' 10.24"	103° 49' 45.12"	2.00	2.00	38.17	25/10/2018
217	Sutirah	Petaling Jaya Village	1° 46' 22.99"	103° 49' 19.03"	2.02	2.02	38.41	09/11/2018
218	Sutomo	Petaling Jaya Village	1° 47' 36.55"	103° 49' 57.99"	2.00	2.00	32.12	13/09/2020
219	Sutrisno	Petaling Jaya Village	1° 45' 57.93"	103° 50' 51.13"	2.09	2.09	39.04	21/08/2020
220	Suwandi (A)	Petaling Jaya Village	1° 47' 11.75"	103° 49' 51.57"	2.04	2.04	46.38	23/10/2018
221	Suwandi (B)	Petaling Jaya Village	1° 47' 26.82"	103° 49' 57.99"	2.01	2.01	44.66	23/10/2018
222	Suwandi (C)	Petaling Jaya Village	1° 47' 33.22"	103° 50' 11.10"	2.08	2.08	32.26	16/09/2020
223	Suwarno	Petaling Jaya Village	1° 46' 06.49"	103° 49' 38.99"	1.95	1.95	40.07	27/10/2018
224	Suwondo*	Petaling Jaya Village	1° 45' 53.94"	103° 49' 32.46"	1.91	1.91	40.51	25/11/2018
		Petaling Jaya Village	1° 46' 26.39"	103° 49' 19.07"	2.02	2.02	34.46	27/10/2018
225	Suyadi	Petaling Jaya Village	1° 45' 53.34"	103° 50' 30.91"	1.91	1.91	21.37	11/08/2020
226	Suyanto	Petaling Jaya Village	1° 46' 47.65"	103° 49' 12.09"	2.01	2.01	47.59	20/10/2018
227	Suyatmi	Petaling Jaya Village	1° 46' 58.72"	103° 49' 45.12"	2.03	2.03	39.00	21/11/2018
228	Suyono	Petaling Jaya Village	1° 47' 03.46"	103° 49' 45.05"	2.00	2.00	46.29	15/12/2018
229	Suyonh/Tumijo	Petaling Jaya Village	1° 46' 43.31"	103° 49' 25.44"	2.01	2.01	50.02	20/10/2018
230	Tamiarjo	Petaling Jaya Village	1° 46' 00.03"	103° 49' 32.48"	1.99	1.99	47.41	25/11/2018
231	Tarminah	Petaling Jaya Village	1° 46' 25.71"	103° 49' 25.71"	2.00	2.00	45.18	24/11/2018
232	Taufik Hidayat	Petaling Jaya Village	1° 46' 57.02"	103° 49' 12.14"	2.00	2.00	37.37	20/10/2018
233	Tekat Taruno Rejo	Petaling Jaya Village	1° 45' 53.95"	103° 49' 52.13"	1.91	1.91	69.03	30/10/2018
234	Tomas J	Petaling Jaya Village	1° 46' 07.99"	103° 50' 51.00"	1.93	1.93	34.30	08/11/2018
235	Tri Junaidi Siregar	Petaling Jaya Village	1° 47' 09.91"	103° 49' 12.05"	2.01	2.01	30.72	15/11/2018
236	Triyatno	Petaling Jaya Village	1° 46' 05.24"	103° 50' 05.41"	2.04	2.04	37.69	30/10/2018
237	Tuginam (A)	Petaling Jaya Village	1° 46' 55.62"	103° 49' 32.07"	2.02	2.02	43.81	15/11/2018
238	Tuginam (B)	Petaling Jaya Village	1° 46' 55.62"	103° 49' 32.07"	1.98	1.98	35.01	03/11/2018
239	Tukimah/Suparno	Petaling Jaya Village	1° 45' 57.05"	103° 49' 05.99"	2.03	2.03	34.32	24/11/2018
240	Tukiyem	Petaling Jaya Village	1° 46' 16.49"	103° 49' 19.04"	2.02	2.02	30.49	09/08/2020
241	Tukiyo	Petaling Jaya Village	1° 46' 09.45"	103° 49' 48.18"	2.00	2.00	41.81	25/11/2018
242	Tumiran	Petaling Jaya Village	1° 47' 46.40"	103° 50' 11.09"	2.01	2.01	40.45	15/11/2018
243	Tumiyem	Petaling Jaya Village	1° 47' 49.59"	103° 50' 17.59"	2.00	2.00	30.20	11/08/2020
244	Turini**	Petaling Jaya Village	1° 46' 09.76"	103° 49' 19.08"	2.07	2.07	39.85	14/08/2020
245	Umar Dani	Petaling Jaya Village	1° 47' 53.05"	103° 49' 57.88"	2.02	2.02	37.47	24/11/2018
246	Uni Wijianti	Petaling Jaya Village	1° 46' 49.31"	103° 49' 25.35"	2.02	2.02	39.79	20/10/2018
247	Umul Asiah	Petaling Jaya Village	1° 45' 48.71"	103° 50' 30.08"	1.96	1.96	20.37	19/08/2020
248	Untung	Petaling Jaya Village	1° 47' 33.10"	103° 50' 36.89"	2.17	2.17	33.91	24/10/2018
249	Wahid	Petaling Jaya Village	1° 47' 29.81"	103° 49' 38.39"	2.00	2.00	39.03	25/10/2018
250	Wakidi*	Petaling Jaya Village	1° 45' 39.54"	103° 50' 32.12"	1.91	1.91	44.56	20/10/2018
		Petaling Jaya Village	1° 46' 03.21"	103° 49' 52.11"	1.91	1.91	38.09	08/11/2018
251	Warjo	Petaling Jaya Village	1° 46' 03.18"	103° 49' 38.99"	2.05	2.05	43.06	12/11/2018
252	Warsito**	Petaling Jaya Village	1° 46' 12.79"	103° 49' 31.96"	2.05	2.05	40.50	10/08/2020

253	Wisma**	Petaling Jaya Village	1° 46' 58.19"	103° 50' 59.26"	2.69	2.69	38.38	15/08/2020
254	Wiwik Trisyani	Petaling Jaya Village	1° 47' 42.97"	103° 49' 57.99"	2.01	2.01	43.83	25/10/2018
255	Yahmin	Petaling Jaya Village	1° 47' 39.69"	103° 50' 30.64"	2.00	2.00	41.46	22/10/2018
		Petaling Jaya Village	1° 46' 09.87"	103° 49' 12.58"	2.02	2.02	35.92	11/08/2020
		Petaling Jaya Village	1° 46' 03.33"	103° 49' 12.63"	2.06	2.06	39.47	09/08/2020
		Petaling Jaya Village	1° 47' 19.99"	103° 49' 18.55"	2.05	2.05	34.14	16/08/2020
		Petaling Jaya Village	1° 47' 22.59"	103° 49' 45.08"	2.02	2.02	25.59	21/08/2020
		Petaling Jaya Village	1° 47' 03.44"	103° 49' 32.10"	2.03	2.03	23.63	19/08/2020
		Petaling Jaya Village	1° 47' 39.69"	103° 50' 30.64"	2.04	2.04	33.37	13/08/2020
256	Yasemi	Petaling Jaya Village	1° 47' 29.68"	103° 49' 25.09"	2.12	2.12	19.60	16/08/2020
257	Yati	Petaling Jaya Village	1° 47' 29.94"	103° 50' 04.49"	2.13	2.13	40.24	15/11/2018
258	Yopi Deswira	Petaling Jaya Village	1° 47' 52.79"	103° 50' 17.46"	2.03	2.03	38.83	15/11/2018
259	Yunina Ariani	Petaling Jaya Village	1° 46' 58.74"	103° 49' 32.12"	2.03	2.03	34.85	02/08/2020
		Petaling Jaya Village	1° 46' 33.75"	103° 50' 55.91"	2.01	2.01	36.58	22/08/2020
260	Zunaina	Petaling Jaya Village	1° 46' 10.01"	103° 49' 56.46"	1.90	1.90	24.06	30/10/2018
Total					610.65	610.65	11,782.29	
Note: * sampled smallholders ** sampled new smallholders								

Appendix H: List of Abbreviations

a.i	Active Ingredient
CB	Certification Bodies
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
KT	Kelompok Tani
KUD	Koperasi Unit Desa (Village Unit Cooperative)
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
PPE	Personal Protective Equipment
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
SNV	Stichting Nederlandse Vrijwilligers (Netherlands Development Organisation)
SPPL	Surat Pernyataan Pengelolaan Lingkungan (Statement Letter of Commitment to environmental management and monitoring)
SOP	Standard Operating Procedure
STDB	Surat Tanda Daftar Budidaya (Cultivation Registration Letter/Certificate)
TUS	Tim Unit Semprot (Spraying Team)