

**RSPO PRINCIPLE AND CRITERIA –
ANNUAL SURVEILLANCE ASSESSMENT 1-1
Public Summary Report**

PT. Inti Indosawit Subur Tungkal Ulu POM
Client company Address: Jl. MH. Thamrin No. 31, Jakarta 10230 Indonesia
Certification Unit: Tungkal Ulu POM and its Supply Base Location of Certification Unit: Pulau Pauh Village, Penyabungan Village, Merlung Village, Tungkal Ulu District, Tanjung Jabung Regency, Jambi, Indonesia

TABLE of CONTENTS	Page No
Section 1: Scope of the Certification Assessment.....	3
1. Company Details	3
2. Certification Information.....	3
3. Other Certifications.....	3
4. Location(s) of Mill & Supply Bases	4
5. Description of Supply Base	4
6. Plantings & Cycle.....	4
7. Certified Tonnage of FFB (Own Certified Scope).....	5
8. Certified Tonnage of FFB (from other certified unit(s)).....	5
9. Non-Certified Tonnage of FFB (outside supplier – excluded from certificate).....	5
10. Certified Tonnage.....	5
11. Actual Sold Volume (CPO)	6
12. Actual Sold Volume (PK).....	6
13. Actual Group certification Claims	7
Section 2: Assessment Process	7
2.1 Assessment Methodology, Programme, Site Visits	7
2.2 BSI Assessment Team:	8
2.3 Assessment Plan.....	10
Section 3: Assessment Findings	16
3.1 Details of audit results are provided in the following Appendix:	17
3.2 Progress against Time Bound Plan	17
3.3 Progress of scheme smallholders and/or outgrowers.....	17
3.4 Details of findings.....	17
3.4.1 Status of Nonconformities Previously Identified and Observations.....	24
3.4.2 Summary of the Nonconformities and Status.....	30
Formal Signing-off of Assessment Conclusion and Recommendation.....	35
Appendix A: Summary of Findings RSPO P&C Indonesia National Interpretation, September 2016	36
Appendix B: Approved Time Bound Plan	175
Appendix C: GHG Reporting Executive Summary.....	179
Appendix D: General Chain of Custody Requirements for the Supply Chain	178
Appendix E: CPO Mill Supply Chain Assessment Report (Module E - CPO Mills: Mass Balance)	201
Supply Chain Declaration	205
Appendix F: Location Map of Certification Unit and Supply bases	208
Appendix G: Estate Field Map	209
Appendix H: List of Smallholder Sampled	210
Appendix I: List of Abbreviations.....	212

Section 1: Scope of the Certification Assessment

1. Company Details			
RSPO Membership Number	1-0022-06-000-00	Membership Approval Date	6 th February 2006
Parent Company Name	PT. Inti Indosawit Subur		
Address	Head Office: Jl. MH. Thamrin No.31 Jakarta 10230, Indonesia		
Subsidiary (Certification Unit Name)	PT. Inti Indosawit Subur – Tungkal Ulu		
Address	Plantation: Pulau Pauh Village, Penyabungan Village, Merlung Village, Tungkal Ulu District, Tanjung Jabung Regency, Jambi Province, Indonesia		
Contact Name	Mr. Ivan Novrizaldie		
Website	www.asianagri.co.id	E-mail	ivan_novrizaldie@asianagri.com
Telephone	+62 21 230 1119	Facsimile	+62 21 230 1120

2. Certification Information			
Certificate Number	RSPO 594422	Date of First Certification	15 th August 2012
		Certificate Start Date	26 th March 2018
		Certificate Expiry Date	14 th August 2022
Scope of Certification	Production of CPO and PK at Tungkal Ulu Palm Oil Mill with Tungkal Ulu Estate and Scheme Smallholder as supply base. The Palm Oil Mill capacity is 60 tons FFB/hour.		
Applicable Standards	RSPO Principles and Criteria Indonesia National Interpretation September 2016; RSPO Certification System, June 2017; RSPO Supply Chain Certification Standard, June 2017; and RSPO Supply Chain Certification System, June 2017;		

3. Other Certifications			
Certificate Number	Standard(s)	Certificate Issued by	Expiry Date
ID05/65250	ISO 14001:2004	SGS	10 June 2020
EU-ISCC-Cert-DE100-6472016	ISCC EU	SGS	24 September 2019

4. Location(s) of Mill & Supply Bases			
Name (Mill / Supply Base)	Location [Map Reference #]	GPS Coordinates	
		Latitude	Longitude
Tungkal Ulu Mill	Pulau Pauh, Penyabungan, Merlung Village, Tungkal Ulu District, Tanjung Jabung Regency Jambi, Indonesia.	E 102° 58' 53"	S 01° 18' 01"
Tungkal Ulu Estate	Pulau Pauh, Penyabungan, Merlung Village, Tungkal Ulu District, Tanjung Jabung Regency Jambi, Indonesia.	E 102° 56' 54"	S 01° 17' 18"
KUD Bina Usaha	Pulau Pauh, Penyabungan, Merlung Village, Tungkal Ulu District, Tanjung Jabung Regency Jambi, Indonesia.	E 102°55' 03.9"	S 01°20' 23.5"
KUD Sawit Kita	Pulau Pauh, Penyabungan, Merlung Village, Tungkal Ulu District, Tanjung Jabung Regency Jambi, Indonesia.	E 102°56' 58.9"	S 01°19' 01.5"

RSPO Public Summary Report
Revision 6 (December /2017)

KUD Karya Kita	Pulau Pauh, Penyabungan, Merlung Village, Tungkal Ulu District, Tanjung Jabung Regency Jambi, Indonesia.	E 102°58' 16.3"	S 01°20' 40.1"
KUD Karya Jaya	Pulau Pauh, Penyabungan, Merlung Village, Tungkal Ulu District, Tanjung Jabung Regency Jambi, Indonesia.	E 102°00' 35.4"	S 01°20' 34.0"
KUD Panca Mukti	Pulau Pauh, Penyabungan, Merlung Village, Tungkal Ulu District, Tanjung Jabung Regency Jambi, Indonesia.	E 103°04' 01.1"	S 01°19' 09.8"
KUD Sari Bumi	Pulau Pauh, Penyabungan, Merlung Village, Tungkal Ulu District, Tanjung Jabung Regency Jambi, Indonesia.	E 103°02' 39.3"	S 01°21' 50.4"
KUD Manunggal Jaya	Pulau Pauh, Penyabungan, Merlung Village, Tungkal Ulu District, Tanjung Jabung Regency Jambi, Indonesia.	E 103°01' 38.1"	S 01°21' 45.0"
KUD Sawit Mulia	Pulau Pauh, Penyabungan, Merlung Village, Tungkal Ulu District, Tanjung Jabung Regency Jambi, Indonesia.	E 103°05' 38.9"	S 01°20' 36.0"
KUD Argo Makmur	Pulau Pauh, Penyabungan, Merlung Village, Tungkal Ulu District, Tanjung Jabung Regency Jambi, Indonesia.	E 103°07' 40.6"	S 01°19' 16.9"
KUD Harapan Jaya	Pulau Pauh, Penyabungan, Merlung Village, Tungkal Ulu District, Tanjung Jabung Regency Jambi, Indonesia.	E 103°10' 05.0"	S 01°19' 15.9"

5. Description of Supply Base

Estate	Total Planted (Mature + Immature) (ha)	HCV (ha)	Infrastructure & Other (ha)	Total Area (ha)	% of Planted
Tungkal Ulu	4,359	128.32	197	4,556	95.68%
KUD Bina Usaha	910		0	910	100%
KUD Sawit Kita	1,028		0	1,028	100%
KUD Karya Kita	1,168		0	1,168	100%
KUD Karya Jaya	810		0	810	100%
KUD Panca Mukti	792		0	792	100%
KUD Sari Bumi	764		0	764	100%
KUD Manunggal Jaya	208		0	208	100%
KUD Sawit Mulia	1,362		0	1,362	100%
KUD Argo Makmur	1,130		0	1,130	100%
KUD Harapan Jaya	1,130		0	1,130	100%
Total (ha)	13,661	128.32	197	13,858	98.58%

RSPO Public Summary Report
Revision 6 (December /2017)

6. Plantings & Cycle							
Estate	Age (Years)					Mature	Immature
	0 – 3*	4 - 10	11 - 20	21 - 25	26 - 30		
Tungkal Ulu	877	7	43	1,629	1,803	4,359	877
KUD Bina Usaha				910		910	0
KUD Sawit Kita				840	188	1,028	0
KUD Karya Kita				552	616	1,168	0
KUD Karya Jaya				410	400	810	0
KUD Panca Mukti				792		792	0
KUD Sari Bumi				74	690	764	0
KUD Manunggal Jaya				208		208	0
KUD Sawit Mulia				1,362		1,362	0
KUD Argo Makmur				1,130		1,130	0
KUD Harapan Jaya				1,130		1,130	0
TOTAL	877	7	43	9,037	3,697	13,661	877

7. Certified Tonnage of FFB (Own Certified Scope)			
Estate	Tonnage / year		
	Estimated (July 2017 – June 2018)	Actual (July 2017 – June 2018)	Forecast (July 2018 – Jul 2019)
Tungkal Ulu	74,854	71,124	70,779
KUD Bina Usaha	104,232	88,145	95,757
KUD Sawit Kita			
KUD Karya Kita			
KUD Karya Jaya			
KUD Panca Mukti			
KUD Sari Bumi			
KUD Manunggal Jaya			
KUD Sawit Mulia			
KUD Argo Makmur			
KUD Harapan Jaya			
TOTAL	179,086	159,359	166,536

Forecast for next estimated FFB certified is calculated 3% (smallholders) and decreasing 5% (Own Estate) from actual production due to replanting activities.

8. Certified Tonnage of FFB (from other certified unit(s))			
Estate	Tonnage / year		
	Estimated (July 2017 – June 2018)	Actual (July 2017 – June 2018)	Forecast (July 2018 – Jul 2019)
Nil	N/A	-	N/A
Total			

9. Non-Certified Tonnage of FFB (outside supplier – excluded from certificate)			
Independent FFB Supplier	Tonnage / year		
	Estimated (July 2017 – June 2018)	Actual (July 2017 – June 2018)	Forecast (July 2018 – Jul 2019)
Third-party FFB suppliers	150,000	125,379	146,670
Total			

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

10. Certified Tonnage			
Mill Capacity: 60 MT/hr SCC Model: MB	Estimated (July 2017 – June 2018)	Actual (July 2017 – June 2018)	Forecast (July 2018 – Jul 2019)
	FFB	FFB	FFB
	179,086	159,359	166,536
	CPO (OER: 22.40 %)	CPO (OER: 22.40 %)	CPO (OER: 22.27%)
	40,126	35,702	37,877
	PK (KER: 5.34%)	PK (KER: 5.74 %)	PK (KER: 5.35%)
9,581	8,488	8,910	

11. Actual Sold Volume (CPO) - The last license period (from RAV) was activated from 26th March 2018 – 14th August 2018.					
	RSPO Certified	Other Schemes Certified		Conventional	Total
		ISCC	RSB		
CPO (MT)	0	29,690	0		29,690

12. Actual Sold Volume (PK) - The last license period (from RAV) was activated from 26th March 2018 – 14th August 2018.					
	RSPO Certified	Other Schemes Certified		Conventional	Total
		ISCC	RSB		
PK (MT)	7,397.64	0	0		7,397.64

13. Actual Group certification Claims		
	Credit	Physical Volume (MT)
IS-CSPO	Nil	Nil
IS-CSPKO	Nil	Nil
IS-CSPKE	Nil	Nil

Section 2: Assessment Process

Certification Body:

BSI Services Malaysia Sdn Bhd,
(ASI Accreditation Number: RSPO-ACC-67)
Unit 3, Level 10, Tower A
The Vertical Business Suites, Bangsar South
No. 8, Jalan Kerinchi
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BSI is a leading global provider of management systems assessment and certification, with more than 60,000 certified locations and clients in over 100 countries. BSI Standards is the UK's National Standards Body. BSI provides independent, third-party certification of management systems. BSI is ASI Accredited (RSPO-ACC-67) to conduct RSPO assessment since 31/10/2014 with accredited office located at Kuala Lumpur, Malaysia and an office at Singapore, Jakarta, Bangkok and Australia which involve in RSPO Certification Program.

2.1 Assessment Methodology, Programme, Site Visits

The on-site initial assessment was conducted from 7-14 July 2018. The audit programme is included as Appendix D. The approach to the audit was to treat the mill and its supply base as an RSPO Certification Unit. Mill was audited together with the sample estates. A range of environmental and social factors were covered. This includes consideration of topography, palm age, proximity to areas with HCVs, declared conservation areas and local communities.

The methodology for collection of objective evidence included physical site inspections, observation of tasks and processes, interviews of staff, workers and their families and external stakeholders, review of documentation and monitoring data. RSPO Principles & Criterias Indonesia National Interpretation (INA NI) 2016 and RSPO Supply Chain Certification Standard, June 2017 were used to guide the collection of information to assess compliance. The comments made by external stakeholders were also taken into account in the assessment.

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

The estates sample were determined based on formula $N = 0.8\sqrt{y}$ where y is the number of estates

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

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

RSPO Public Summary Report
Revision 6 (December /2017)

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 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 (Re- certification)	Year 2 (ASA 1)	Year 3 (ASA 2)	Year 4 (ASA 3)	Year 5 (ASA 4)
Tungkal Ulu Palm Oil Mill	V	V	V	V	V
Tungkal Ulu Estate	V	V	V	V	V
KUD Bina Usaha	V		V		
KUD Sawit Kita		V		V	
KUD Karya Kita		V		V	
KUD Karya Jaya	V		V		
KUD Panca Mukti		V			V
KUD Sari Bumi		V		V	
KUD Manunggal Jaya			V		V
KUD Sawit Mulia	V			V	
KUD Argo Makmur			V		V
KUD Harapan Jaya			V		V

Tentative Date of Next Visit: July 1, 2019 - July 5, 2019
Total No. of Mandays: 29

2.2 BSI Assessment Team:

Team Member Name	Role	Qualifications <i>(Short description of the team members)</i>
Imam Fakhrurozi (IF)	Lead Auditor	Imam holds degree in Agriculture Technology and graduated from Gadjah Mada University, Yogyakarta in 2011. He had 2 (two) years working experienced related to oil palm industries i.e. as a sustainability and HSE in oil palm Plantation Company in Indonesia. Several relevant Training he has completed include ISO 9001 and 14001 Lead Auditor, Lead Auditor of SMK3, RSPO P&C Lead auditor endorsed courses. Currently he works for BSI Group based in Jakarta office. He is one of the BSI qualified RSPO auditor. He had been involved in RSPO auditing since 2016. During this assessment, he assessed on the OHS aspect and social insurance.
Yudwi Wisnu Rahmanto (YW)	Team Member	Bachelor of Forestry with Silviculture background. He worked at professional independent Certification Body as an Auditor for last 8 years and has involved in auditing activities with various certification schemes. Selected training which have been followed, such as RSPO Endorsed Lead Auditor Training Course, RSPO NEXT, ISPO Auditor/Lead Auditor Course, Quality Management System (QMS) ISO 9001:2008 Auditor/Lead Auditor Course, GIS-Basic Mapping and Spatial Analysis, Timber Legality Assurance System

RSPO Public Summary Report
Revision 6 (December /2017)

		(SVLK), Verification Organization Training C.A.F.E Practices (Starbucks), UTZ Programme and others internal training programs. He has involved in auditing activities, such as Sustainable Forest Management by FSC FM/COC Scheme, Sustainable Palm Oil by RSPO and ISPO Scheme, Coffee And Farmer Equity (C.A.F.E Practices) Starbucks, Organic Standard (EU, NOP, JAS) for Coffee Farmers and Organic Exchange for Textile. During the assessment he assigned to verify legal, land dispute and long term aspect.
Eko Purwanto (EP)	Team Member	He graduated as Bachelor of Forestry from Forest Conservation Department, Faculty of Forestry, Bogor Agricultural University (IPB) in 2001. He owned working experience at Oil Palm Plantation in East Kalimantan since 2003 to 2012, the last position was Estate Manager. He has implemented good agricultural practice including integrated pest management and limited pesticides uses. He has experience in auditing ISO 9001, ISPO, RSPO P&C and RSPO SCC with SAI Global since 2012 to 2017 as Lead Auditor and sometimes as Auditor. He joined BSI Group Indonesia in August 2017 as Auditor/Lead Auditor for ISO, ISPO, RSPO P&C and RSPO SCC (Client Manager/Tutor). He has been trained for lead auditor of RSPO P&C (2013), ISO 9001:2008 (2012), ISO 14001:2004 (2013), ISPO (2012) and RSPO SCC (2012). He has received refreshment training of RSPO P&C in May 2018 and RSPO SCC in March 2018. He has also completed training course of ISO 14001 (2012), Minaut (Oil and Automotive) Indonesia (2011) and Introduction to HCV Toolkit HCV (2011). Since October 2012 he has been involved in quality (ISO 9001) management system audits for very broad industrial and involved in Indonesia Sustainable Palm Oil (ISPO) and RSPO P&C audit for several plantations and mills, also RSPO Supply Chain audit for several KCP, Bulking and Refinery.
Edi Widodo (EW)	Team Member	Edy Widodo graduated as bachelor of the Faculty of Agriculture, Department of Agricultural Technology, University of Padjadjaran, Bandung. Earlier he worked as an Assistant Estates Manager in PT SMART Tbk. (1999 to 2005). He is the Lead Auditor for ISO 9001: 2008. He has working experience in the industrial sector and audit Plantation and also the processing industry and agricultural mechanization. He also the ISPO auditor who has obtained a certificate from the ISPO Commission, Ministry of Agriculture of Indonesia, on February 2013. He had got a certificate of training on Understanding ISO 14001: 2004 & Auditing ISO 14001: 2004 in 2013. He also had joined RSPO P&C training (2013) and also Course RSPO Lead Auditor 2016 - RSPO Endorsed RSPO Supply Chain Certification Training Course on April 2016. During this assessment, he assessed on the aspects of transparency, social, labor and stakeholder consultation
Mujinius Jalaraya (MJ)	Team Member	He hold Bachelor degree from Faculty of Forestry, Bogor Agricultural University (IPB) in 2008, Majoring in Forest Resources Conservation and Ecotourism. He has 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 Environmental and HCV management.

RSPO Public Summary Report
Revision 6 (December /2017)

Accompanying Persons:

No.	Name	Role
1	Pratama A Sedayu (PS)	Qualifying Reviewer

2.3 Assessment Plan

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

Date	Time	Subjects	IF	YWR	MJ	EP	EW
			PRSP0-TOHS/TEMS/TSA	PRSP0-LA	PRSP0-LA/PRSP0-OHS/EMS	PRSP0-SCC/OHS/EMS	PRSP0-T OHS/EMS/SA
Friday, 06/07/2018	17.00 – 15.00	Travelling from PT IIS Muara Bulian to Tungkal Ulu	√	√	√	√	√
Saturday, 07/07/2018	08.00 – 09.00	Opening meeting <ul style="list-style-type: none"> Auditee Speech (Introduction of PIC, Profile of Certified Management Unit) Auditor Team Speech (Introduction, Audit Objective, Audit Scope, Audit Plan Discussion, Determine of Audit Sample, Transparency and Confidentiality Clarification) 		√			
	09.00 – 12.00	Document Review in Tungkal Ulu POM and Estate: <ul style="list-style-type: none"> Verification of Basic Information (Mill and supply bases) Best management practices Mill and Estate, OHS, EMS, Social and Labour, Continual improvement, etc. Review of previous assessment findings. 	√	√	√	√	√
End day-1							
Sunday, 08/07/2018	Stay in Site Tungkal Ulu						
Monday, 09/07/2018	08.00 – 12.00	Interview with Stakeholders (statutory bodies): <ul style="list-style-type: none"> Environmental Agency of Tanjung Jabung Barat Regency Labour Agency (Disnakertrans) of Tanjung Jabung Barat Regency National Land Agency (Kantor Pertanahan) of Tanjung Jabung Barat Regency Plantation Agency (Disbun) of Tanjung Jabung Barat Regency 					√

RSPO Public Summary Report
Revision 6 (December /2017)

Date	Time	Subjects	IF	YWR	MJ	EP	EW
			PRSP-TOHS/TEMS/TSA	PRSP-LA	PRSP-LA/PRSP-OHS/EMS	PRSP-SCC/OHS/EMS	PRSP-T OHS/EMS/SA
	09.00 – 12.00	Field observation to Tungkal Ulu Estate: <ul style="list-style-type: none"> Implementation of Agronomy Aspect (Harvesting & Transportation, Manuring, Pesticides Application, Road Maintenance, Biological Control Monitoring, EFB Application) Implementation of Environmental, Conservation and Waste Management Aspect (Inspection to Chemical Storage, Fertilizer Storage, Hazardous Waste Storage, Fire Control Facilities, Waste Management, HCV Area) Implementation of Occupational Health & Safety Aspect Implementation of Legal Aspect (Land Ownership, Legal Boundaries, Land Occupied) Observation of Workers Facilities (Housing complex, School, Worship Place, etc.). 	√	√	√	√	√
	12.00 – 14.00	Lunch Break	√	√	√	√	√
	14.00 – 17.00	Field observation to Tungkal Ulu POM: <ul style="list-style-type: none"> Implementation of Mill Processing Aspect & Supply Chain verification (FFB Receiving, Weighbridge, FFB Sorting, Processing Activity, Dispatch CPO, Data Record) Occupational Health & Safety Aspect (Inspection to Chemical Storage, Hazardous Waste Storage, Fire Control Simulation, Processing Activities) Implementation of Environmental and Waste Management Aspect (POME Pond, Empty Bunch Area, Reservoir/Intake Point, Biogas Plant – <i>if any</i>) Consultation with internal stakeholders (labor union and gender committee) and local contractor for Mill and Estate. 	√	√	√	√	√

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

Date	Time	Subjects	IF	YWR	MJ	EP	EW
			PRSP-TOHS/TEMS/TSA	PRSP-LA	PRSP-LA/PRSP-OHS/EMS	PRSP-SCC/OHS/EMS	PRSP-OHS/EMS/SA
Tuesday, 10/07/2018	08.00 – 12.00	<p>Field observation to Sawit Kita (scheme Smallholders):</p> <ul style="list-style-type: none"> Implementation of Agronomy Aspect (Harvesting & Transportation, Manuring, Pesticides Application, Road Maintenance, Biological Control Monitoring, EFB Application) Implementation of Environmental, Conservation and Waste Management Aspect (Inspection to Chemical Storage, Fertilizer Storage, Hazardous Waste Storage, Fire Control Facilities, Waste Management, HCV Area) Implementation of Occupational Health & Safety Aspect Implementation of Legal Aspect (Land Ownership, Legal Boundaries) Consultation with internal stakeholders (village head, cooperative management), local contractor and local NGO's (if any) <p>*KUD Sawit Kita => KT sample= 6, terdiri dari KT 4, 13, 21, 22, 24 & 25 dengan jumlah sample petani 20 petani</p>	✓	✓	✓	✓	✓
	12.00 – 14.00	Lunch Break	✓	✓	✓	✓	✓
	14.00 – 17.00	<ul style="list-style-type: none"> Continued Field Observation (if any) Verification of field visit and completing checklist 	✓	✓	✓	✓	✓

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

Date	Time	Subjects	IF	YWR	MJ	EP	EW
			PRSP-TOHS/TEMS/TSA	PRSP-LA	PRSP-LA/PRSP-OHS/EMS	PRSP-SCC/OHS/EMS	PRSP-OHS/EMS/SA
Wednesday 11/07/2018	08.00 – 12.00	<p>Field observation to KUD Karya Kita (scheme Smallholders):</p> <ul style="list-style-type: none"> • Implementation of Agronomy Aspect (Harvesting & Transportation, Manuring, Pesticides Application, Road Maintenance, Biological Control Monitoring, EFB Application) • Implementation of Environmental, Conservation and Waste Management Aspect (Inspection to Chemical Storage, Fertilizer Storage, Hazardous Waste Storage, Fire Control Facilities, Waste Management, HCV Area) • Implementation of Occupational Health & Safety Aspect • Implementation of Legal Aspect (Land Ownership, Legal Boundaries) • Consultation with internal stakeholders (village head, cooperative management), local contractor and local NGO's (if any) <p>*KUD Karya Kita => KT sample=6, terdiri dari KT 2, 6, 16, 17, 23 & 27 dengan jumlah sample petani 22 petani</p>	√	√	√	√	√
	12.00 – 14.00	Lunch Break	√	√	√	√	√
	14.00 – 17.00	<ul style="list-style-type: none"> • Continued Field Observation (if any) • Verification of field visit and completing checklist 	√	√	√	√	√

RSPO Public Summary Report
Revision 6 (December /2017)

Date	Time	Subjects	IF	YWR	MJ	EP	EW
			PRSP-TOHS/TEMS/TSA	PRSP-LA	PRSP-LA/PRSP-OHS/EMS	PRSP-SCC/OHS/EMS	PRSP-OHS/EMS/SA
Thursday, 12/07/2018	08.00 – 12.00	<p>Field observation to KUD Panca Mukti (scheme Smallholders):</p> <ul style="list-style-type: none"> Implementation of Agronomy Aspect (Harvesting & Transportation, Manuring, Pesticides Application, Road Maintenance, Biological Control Monitoring, EFB Application) Implementation of Environmental, Conservation and Waste Management Aspect (Inspection to Chemical Storage, Fertilizer Storage, Hazardous Waste Storage, Fire Control Facilities, Waste Management, HCV Area) Implementation of Occupational Health & Safety Aspect Implementation of Legal Aspect (Land Ownership, Legal Boundaries) Consultation with internal stakeholders (village head, cooperative management), local contractor and local NGO's (if any) <p>KUD Panca Mukti => KT sample=5, terdiri KT 3, 10, 11, 12 & 15 dengan jumlah sample petani 15 petani</p>	✓	✓	✓	✓	✓
	12.00 – 14.00	Lunch break	✓	✓	✓	✓	✓
	14.00 – 17.00	<ul style="list-style-type: none"> Continued Field Observation (if any) Verification of field visit and completing checklist 	✓	✓	✓	✓	✓

RSPO Public Summary Report
Revision 6 (December /2017)

Date	Time	Subjects	IF	YWR	MJ	EP	EW
			PRSP-TOHS/TEMS/TSA	PRSP-LA	PRSP-LA/PRSP-OHS/EMS	PRSP-SCC/OHS/EMS	PRSP-OHS/EMS/SA
Friday, 13/07/2018	08.00 – 12.00	<p>Field observation to KUD Sari Bumi (scheme Smallholders):</p> <ul style="list-style-type: none"> Implementation of Agronomy Aspect (Harvesting & Transportation, Manuring, Pesticides Application, Road Maintenance, Biological Control Monitoring, EFB Application) Implementation of Environmental, Conservation and Waste Management Aspect (Inspection to Chemical Storage, Fertilizer Storage, Hazardous Waste Storage, Fire Control Facilities, Waste Management, HCV Area) Implementation of Occupational Health & Safety Aspect Implementation of Legal Aspect (Land Ownership, Legal Boundaries) Consultation with internal stakeholders (village head, cooperative management), local contractor and local NGO's (if any) <p>*KUD Sari Bumi => KT sample= 5, terdiri dari KT 3, 9, 10, 14 & 17 dengan jumlah sample petani 19 petani</p>	√	√	√	√	√
	12.00 – 14.00	Lunch break – Jumuah	√	√	√	√	√
	14.00 – 17.00	<ul style="list-style-type: none"> Continued Field Observation (if any) Verification of field visit and completing checklist 	√	√	√	√	√
				√	√	√	√
Saturday, 14/07/2018	08.00 – 10.00	<ul style="list-style-type: none"> Continue document review in Tungkal Ulu POM and Estate Confirmation of Time Bound Plan (if any changes) 	√	√	√	√	√
	10.00 – 11.00	Report preparation	√	√	√	√	√
	11.00 – 12.00	<p>Closing Meeting</p> <ul style="list-style-type: none"> Presentation of audit findings (Noteworthy Positive Component, Non Conformities, OFI, Timeline of CAR's, Conclusion) Comments, Responses and Questions 	√	√	√	√	√
	12.00 – 15.00	Travel to Jambi	√	√	√	√	√
	17.40 – 19.00	Flight to Jakarta	√	√	√	√	√
				√	√	√	√

Section 3: Assessment Findings

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

- PT. Inti Indosawit Subur Time Bound Plan
- RSPO Supply Chain Certification Checklist June 2017
- RSPO P&C INA-NIWG 2016 Checklist

3.2 Progress against Time Bound Plan

Time Bound Plan		
Requirement	Remarks	Compliance
Summary of the Time Bound Plan		
Does the plan include all subsidiaries, estates and mills?	PT. Inti Indosawit Subur – Asian Agri Group has explained the certification plan for all of its subsidiaries; indicating all palm oil mills, company-owned estates and scheme smallholder as the supply base.	Comply
Have all the estates and mills certified within five years after obtaining RSPO membership?	Segati Mill (PT Mitra Unggul Pusaka) located in Pelalawan, Riau will planned Re-Audit in year 2018. Status of disclosure PT MUP has been submitted to RSPO by email on 29 November 2017, however there is no feedback from RSPO related to this.	Comply
Is the time bound plan challenging? <ul style="list-style-type: none"> • Age of plantations. • Location. • POM development • Infrastructure. • Compliance with applicable law. 	The time bound plan is challenging. PT. Inti Indosawit Subur – Asian Agri Group demonstrate progress overtime. The age of plantation was generally mature. All of plantation has been incorporated with palm oil mill to process the FFB produced. The location of plantations were covering three provinces in Sumatera Utara Province, Riau Province and Jambi Province – Indonesia.	Comply
Have there been any changes since the last audit? Are they justified?	There is no changes from previous audit	Comply
If there have been changes, what circumstances have occurred?	There is no changes from previous audit	Comply
Have there been any stakeholder comments?	No there is haven't.	Comply
Have there been any newly acquired subsidiaries?	No there is haven't.	Comply
If yes, have the newly acquisitions certified within a three-year timeframe?	No there is haven't.	Comply
Have there been any isolated lapses in implementation of the plan?	No isolated lapse.	Comply
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 	Segati Mill (PT Mitra Unggul Pusaka) located in Pelalawan, Riau will planned Re-Audit in year 2018. Status of disclosure of non-compliant land clearing PT MUP has been submitted to RSPO by email on 29 November 2017, the latest process is	Comply

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

maintain or enhance HCVs in accordance with RSPO P&C criterion 7.3.	waiting final LUC report from external team. There is no feedback from RSPO afterward.	
Any new plantings since January 1 st 2010 shall comply with the RSPO New Plantings Procedure.	Segati Mill (PT Mitra Unggul Pusaka) located in Pelalawan, Riau will planned Re-Audit in year 2018. Status of disclosure of non-compliant land clearing PT MUP has been submitted to RSPO by email on 29 November 2017, the latest process is waiting final LUC report from external team. There is no feedback from RSPO afterward.	Comply
Any Land conflicts are being resolved through a mutually agreed process, such as RSPO Complaints System or Dispute Settlement Facility, in accordance with RSPO P&C criteria 2.2, 6.4, 7.5 and 7.6.	Segati Mill (PT Mitra Unggul Pusaka) located in Pelalawan, Riau will planned Re-Audit in year 2018. Status of disclosure of non-compliant land clearing PT MUP has been submitted to RSPO by email on 29 November 2017, the latest process is waiting final LUC report from external team. There is no feedback from RSPO afterward.	Comply
Any Labor disputes are being resolved through a mutually agreed process, in accordance with RSPO P&C criterion 6.3.	Segati Mill (PT Mitra Unggul Pusaka) located in Pelalawan, Riau will planned Re-Audit in year 2018. Status of disclosure of non-compliant land clearing PT MUP has been submitted to RSPO by email on 29 November 2017, the latest process is waiting final LUC report from external team. There is no feedback from RSPO afterward.	Comply
Any Legal non- compliance is being addressed through measures consistent with the requirements of RSPO P&C criteria 2.1	Segati Mill (PT Mitra Unggul Pusaka) located in Pelalawan, Riau will planned Re-Audit in year 2018. Status of disclosure of non-compliant land clearing PT MUP has been submitted to RSPO by email on 29 November 2017, the latest process is waiting final LUC report from external team. There is no feedback from RSPO afterward.	Comply
Did the company conduct an internal audit? If so, has a positive assurance statement been produced?	Segati Mill (PT Mitra Unggul Pusaka) located in Pelalawan, Riau will planned Re-Audit in year 2018. Status of disclosure of non-compliant land clearing PT MUP has been submitted to RSPO by email on 29 November 2017, the latest process is waiting final LUC report from external team. There is no feedback from RSPO afterward.	Comply

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?	There is only two smallholders: Penarikan KKPA and Gunung Sahilan KKPA that not been certified within three years. It is due to Segati Mill not yet certified and still on progress for Land Use Change.	Comply

3.4 Details of findings

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

During the Continuing Assessment Visit (CAV-1.1) there were Four (4) Major Non-Conformities and Two (2) Minor nonconformities raised. PT Inti Indosawit Subur – Tungkal Ulu POM Certification unit submitted Corrective Action Plans for the nonconformities. 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 Major non-conformities had been conducted on 3rd – 4th September 2018 through NC Major Visit.

While, the implementations of the corrective action plans to address minor non-conformities will be followed up during the next surveillance assessment (CAV-1.2).

Major (4) nonconformities arising from this assessment.

Non-Conformity			
NCR Ref #	1658701-201807-M1	Clause & Category (Major / Minor)	RSPO INA-NI, September 2016; Indicator 2.1.1 (Major)
Date Issued	14 th July 2018	Due date	13 th October 2018
Closed (Yes / No)	Yes	Date of nonconformity Closure	4th September 2018
Statement of Nonconformity:	Management of promote the status of employees from casual worker (Pekerja Harian Lepas) to permanent worker (Pekerja Tetap) in Tungkal Estate and Tungkal Mill are non-compliance against "Keputusan Menteri Tenaga Kerja No.100 Tahun 2004 tentang Ketentuan Pelaksanaan Perjanjian Kerja Waktu Tertentu".		
Requirement Reference:	Evidence of compliance with relevant legal requirements shall be available		
Objective Evidence:	<p>Regarding Kepmenaker no. 100/2004: concerning "Ketentuan Pelaksanaan Perjanjian Kerja Waktu Tertentu (PKWT), Chapter 10; Paragraph 3: "Dalam hal pekerja/buruh bekerja 21 (dua puluh satu) hari atau lebih selama 3 (tiga) bulan berturut-turut atau lebih maka perjanjian kerja harian lepas berubah menjadi PKWTT".</p> <p>Base on document verified on finger print record period January-May 2018, Taken example:</p> <ul style="list-style-type: none"> - Employee at Tugkal Ulu Estate namely Edo Pratama (PHL) that has been worked more than 21 working for 3 months sequence, i.e. on period 2018; January: 22 days, Feb: 22 days, Mar: 24 days, Apr: 24 day and May: 24 days. (Working contract PHL per 1/1/2018 until 31/12/2018). - Employee at Tungkal Ulu Estate namely Setiyo Nugroho (PHL) that has been worked more than 21 working for 3 months sequence, i.e. on period 2018; January: 21 days, Feb: 23 days, Mar : 25 days, Apr: 25 day and May: 24 days. (Working contract PHL per 1/1/2018 until 31/12/2018). - Employee at Tungkal Ulu POM namely Eric Josua (PHL) that has been worked more than 21 working for 3 months sequence, i.e. on period 2018; Jan: 17, Feb: 22, Mar : 25 days, Apr: 24 day and May: 24 days. (Working contract PHL per 1/1/2018 until 31/12/2018). - Employee at Tungkal Ulu POM namely Elyasser (PHL) that has been worked more than 21 working for 3 months sequence, i.e. on period 2018; Jan: 25, Feb: 23, Mar : 24 days, Apr: 24 day and May: 22 days. (Working contract PHL per 2/5/2017 until 30/04/2018 and has been extended per 2 /05/2018). - Employee at Tungkal Ulu POM namely Hern F. (PHL) that has been worked more than 21 working for 3 months sequence, i.e. on period 2018; Jan: 26, Feb: 23, Mar : 22 days, Apr: 22 day and May: 24 days. (Working contract PHL per 		

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

	<p>01/01/2018 until 31/12/2018).</p> <ul style="list-style-type: none"> – Base on working contract “Surat Perjanjian Kerja Harian Lepas” chapter 6, paragraph 1: “Pihak pertama akan memberikan upah sebesar (Rp 91,210.-) setiap hari kehadiran pihak kedua”. <p>In addition, the company has shown the document of “Memorandum no 065/SM-TU/MEMO/IV/2018”, dated 6th April 2018 tentang Usulan Karyawan SKU sejumlah 5 orang and “Memorandum no 089/SM-TU/MEMO/V/2017, dated 3rd May 2017 tentang Usulan Pengangkatan SKU sejumlah 56 orang, however there were no significant realization (until ASA 1-1, there were 5 workers who has promoted to SKU – as per “Memorandum No: /HR-RO03/MEMO/SK/07/2018, dated 2nd July 2018.</p>																		
<p>Corrections:</p>	<p>PT IIS – Tungkal Ulu has demonstrated the document of proposing the promotion for several casual workers to become permanent workers.</p> <p>Report of realization of promotion on 31th August 2018, there were 25 of 142 workers in Tungkal Ulu Estate and 3 of 9 workers in Tungkal Ulu POM who has been promoted. Data verified:</p> <ul style="list-style-type: none"> • Memorandum nomor 077/HR-R)3/MEMO/SK/08/2018 dated 27 Agustus 2018, namely Mr Setyo Nugroho (SKU-H; driver) has promoted to permanent workers effective on 1 September 2018 • Memorandum nomor 076/HR-R)3/MEMO/SK/08/2018 dated 27 Agustus 2018, namely Mr Yusril Nifendi (SKU-H) has promoted to permanent workers effective on 1 September 2018 • Memorandum nomor 075/HR-R)3/MEMO/SK/08/2018 dated 27 Agustus 2018, namely Mr Arda Siahaan (SKU-H) has promoted to permanent workers effective on 1 September 2018 • Memorandum nomor 074/HR-R)3/MEMO/SK/08/2018 dated 27 Agustus 2018, namely Mrs Latri (SKU-H) has promoted to permanent workers effective on 1 September 2018 • Memorandum nomor 073/HR-R)3/MEMO/SK/08/2018 dated 27 Agustus 2018, namely Mr Redeck Bell Aziz (SKU-H) has promoted to permanent workers effective on 1 September 2018 <p>Creating Working Agreement of Certain Workers (PKWT) for continuous job type.</p>																		
<p>Root Cause Analysis:</p>	<p>PT IIS _ Tungkal Ulu POM was classifying the job that done by casual workers is temporary nature and not include as continuous working.</p>																		
<p>Corrective Actions:</p>	<p>PT IIS has prepared the the corrective action, such as:</p> <ol style="list-style-type: none"> 1. Undertake inventory of workers with PHL status for temporary employment and continuous employment 2. Making Monitoring for PKWT workers 3. Make the program of hiring PHL workers for continuous work in phases each year according to the inventory with predetermined targets. <p>Tungkal Ulu Estate: Program of promotion of casual workers (PHL) to be permanent workers (SKU) in year 2018-2021, in detail:</p> <table border="1" data-bbox="496 1805 1051 2009"> <thead> <tr> <th>Year</th> <th>Plan</th> <th>Realization</th> </tr> </thead> <tbody> <tr> <td>2018</td> <td>142</td> <td>25</td> </tr> <tr> <td>2019</td> <td>87</td> <td></td> </tr> <tr> <td>2020</td> <td>168</td> <td></td> </tr> <tr> <td>2021</td> <td>327</td> <td></td> </tr> <tr> <td>Total</td> <td>502</td> <td>25</td> </tr> </tbody> </table> <p>Note: toal of SKU-B (42 workers), SKU-H (188 workers) and PHL(502 workers)</p>	Year	Plan	Realization	2018	142	25	2019	87		2020	168		2021	327		Total	502	25
Year	Plan	Realization																	
2018	142	25																	
2019	87																		
2020	168																		
2021	327																		
Total	502	25																	

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

	<p>Tungkal Ulu POM: Program of promotion of casual workers (PHL) to be permanent workers (SKU) year 2018-2021, in detail:</p> <table border="1"> <thead> <tr> <th>Year</th> <th>Plan</th> <th>Realization</th> </tr> </thead> <tbody> <tr> <td>2018</td> <td>9</td> <td>3</td> </tr> <tr> <td>2019</td> <td>8</td> <td></td> </tr> <tr> <td>2020</td> <td>6</td> <td></td> </tr> <tr> <td>2021</td> <td>4</td> <td></td> </tr> <tr> <td>Total</td> <td>31</td> <td>3</td> </tr> </tbody> </table> <p>Note: total of employee: SKU-B (34 workers), SKU-H (66 worker) dan PHL (31 worker)</p>	Year	Plan	Realization	2018	9	3	2019	8		2020	6		2021	4		Total	31	3
Year	Plan	Realization																	
2018	9	3																	
2019	8																		
2020	6																		
2021	4																		
Total	31	3																	
Assessment Conclusion:	The corrective action made is sufficient and accepted. This NC is closed on 4 th September 2018.																		

Non-Conformity			
NCR Ref #	1658701-201807-M2	Clause & Category (Major / Minor)	RSPO INA-NI, September 2016; Indicator 4.6.1 (Major)
Date Issued	14 th July 2018	Due date	13 th October 2018
Closed (Yes / No)	Yes	Date of nonconformity Closure	4 th September 2018
Statement of Nonconformity:	Tungkal Ulu Smallholder cannot demonstrate that pesticides are used on specific target		
Requirement Reference:	Pesticides are used in ways that do not endanger health or the environment. Documented evidence shall be available to show that pesticide used based on regulations and the use of pesticide is specific to target species with appropriate dosage which have minimal impact on non-target species.		
Objective Evidence:	Based on field observation to Tungkal Ulu Smallholder, it was found plots with blanket spraying, e.g. at KUD Sawit Kita (SP 2), Hamparan 24, Plot 449 and Hamparan 4, Kavling 295, and also at KUD Karya Kita (SP -3), Hamparan 17, Plot 1032.		
Corrections:	<ul style="list-style-type: none"> - Conduct the training on application of pesticides for all sprayer team, subject of training focused on use of pesticide is specific to target species with appropriate dosage which have minimal impact on non-target species. Record of training dated 4th August 2018 was attended by team TUS (Tim Unit Semprot – sparyers team), supervisor in Scheme Smalholders), e.g: Mr Sukino (Mandor SP.6), Mr Yakin Hodayat (mandor SP.7), Mr Irfan Ma (Mandor SP.2), Mr Budi Utama (Mandor SP.3), Mr Johan Siagian (Mandor TUS), Mr Herman (Krani Sustaibanibily). Data verified: attendance list, photograph, minute of meeting, training material. - Controlled the soft wood by manual (non pesticides application). - Based on field visit in KUD Sawit Kita (SP-2) Hamparan 12 and in KUD Karya Kita (SP-3) Hamparan 18, there were shown the application of pesticides are used on specific target. 		
Root Cause Analysis:	<ul style="list-style-type: none"> - Supervisor of TUS was poor of understand - Inconsistent on planning of spraying (RKH – Rencana Kerja Harian) - Controll of soft wood still by pesticides. 		
Corrective Actions:	- Consistent of preparing the planning (RKH – Rencana Kerja Harian) before the		

RSPO Public Summary Report
Revision 6 (December /2017)

	<p>application, data verified:</p> <ul style="list-style-type: none"> • Planning of spraying (Rencana Kerja Harian Tim Semprot) dated 3th August 2018 in KUD Sawit Kita (SP-2) hampanan 12, total area 40 Ha, pesticed (Metafuron, gramaxone, teepoll), target specific: clidemia, pakis-pakistan, melastoma, total workers: 10 sprayers • Record of pesticed request No 13/8/2018: Metafuron (0.37 Kg), gramaxone (7.48 liter), teepoll (0.59 liters). • Planning of spraying (Rencana Kerja Harian Tim Semprot) dated 3th August 2018 in KUD Karya Kita (SP-3) hampanan 18, total area 36 Ha, pesticed (kenlon), target specific: clidemia, pakis-pakistan, melastoma, total workers: 10 sprayers • Record of pesticed request No 14/8/2018, kenlon (1.18liters) <p>– Consistent on documented and monitoring of application of pesticed (PIC: Supervisor in Scheme Smallholders)</p>
Assessment Conclusion:	The corrective action made is sufficient and accepted. This NC is closed on 4 th September 2018.

Non-Conformity			
NCR Ref #	1658701-201807-M3	Clause & Category (Major / Minor)	RSPO INA-NI, September 2016; Indicator 4.7.3 (Major)
Date Issued	14 th July 2018	Due date	13 th October 2018
Closed (Yes / No)	Yes	Date of nonconformity Closure	4th September 2018
Statement of Nonconformity:	Some workers (harvester) at smallholder farmer block did not follow safe working practice in the use of protective equipment, as lined out in risk assessment year 2018, as well as health and safety program.		
Requirement Reference:	Records of Occupational Health and Safety (OHS) program (see 4.8) and Personal Protective Equipment (PPE) training in accordance with the result of hazard identification and risk analysis shall be available to all workers.		
Objective Evidence:	During field visit into smallholder farmer's block in, there were 2 harvester did not use appropriate protective equipment as lined out in risk assessment year 2018, e.g: two harvesters in KUD Panca Mukti, KT12 (Mr. PND cs), did not use helmet when performing harvesting activities;		
Corrections:	<p>The cooperative has carried out the correction, e.g:</p> <ul style="list-style-type: none"> – Providing the PPE for harvester in KUD Panca Mukti (SP-5) for Mr PND cs, date verified: rercord of handover of PPE (helmet), dated 30th July 2018 – Conduct the training on using of PPE and OHS training to harvester, data verified." <ul style="list-style-type: none"> • Attendance list of the training, date 30th July 2018 location in Hampanan 12, was attended by 27 harvester. • Field visit in hampanan 11 SP 5 and interview with harvester (Mr Sukardi and Nurkholis) were using the PPE as required in risk assessment. 		
Root Cause Analysis:	<ul style="list-style-type: none"> – In consistent and poor of conscious thought to using PPE – There is several cooperative (KUD) and contractors did not provide PPE's to harvester in smallholders. 		
Corrective Actions:	<p>The organization has prepare the corrective action, such as:</p> <ul style="list-style-type: none"> – Prepared the checklist to monitoring PPE use prior to work, e.g: Checklist on using PPE in KUD Panca Mukti datel 16/07/2018 and 11/08/2018. PPE: helmet, AP boot, total harvester: 32 persons – Inventory of PPE stock for harvester. – Refresher training related to risk assessment to harvester 		

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

	– Prepared the plasma memorandum related to PIC implementation of HIRAC. data verified: Surat Himbauan Group Manager nomor 006/EXT/KLT/7/2018 dated 26 July 2018, on an appeal on use of PPE
Assessment Conclusion:	The corrective action made is sufficient and accepted. This NC is closed on 4 th September 2018.

Non-Conformity			
NCR Ref #	1658701-201807-M4	Clause & Category (Major / Minor)	RSPO INA-NI, September 2016; Indicator 5.3.2 (Major)
Date Issued	14 th July 2018	Due date	13 th October 2018
Closed (Yes / No)	Yes	Date of nonconformity Closure	4th September 2018
Statement of Nonconformity:	During audit found hazardous waste (used oil, ex chemical container, used grease and used battery) disposed irresponsible as per procedure No.AA-KL-06-EFP.		
Requirement Reference:	There shall be evidence that all chemicals and their empty containers are disposed of responsibly.		
Objective Evidence:	<p>During audit in Tungkal Ulu Palm Oil Mill found hazardous waste (1 ex chemical container and used oil, used grease and 1 used battery) disposed in used scrap storage.</p> <p>PT Inti Indosawit Subur - Tungkal Ulu has defined the procedure "Prosedur Penanganan Limbah B3" No.AA-KL-06-EFP. Procedure state that hazardous waste (including ex chemical container, used oil, used grease and used battery) shall be disposed in to licensed temporary hazardous waste storage</p>		
Corrections:	<ul style="list-style-type: none"> – Disposed the hazardous waste (used oil, ex chemical container, used grease and used battery) to temporary hazardous waste storage. Data verified: record of handover the hazardous waste dated 16th July 2018. – Conducting the awareness training on handling of hazardous waste, dated 3rd August 2018 was attended by 12 operator in POM, e.g: Mr. Paiman P (machinery room), Mr Mudarius (warehouse), Mr Perdana (warehouse) and Mr Andi Saputra (workshop) 		
Root Cause Analysis:	There was no checking the record of chemical material from warehouse against the ex chemical container that delivered to temporary hazardous waste.		
Corrective Actions:	<ul style="list-style-type: none"> – Appointed the PIC to monitor and handling hazardous waste in Tungkal Ulu POM, data verified: Memorandum nomor 130/MGR-PTU/MEMO/VII/18 dated 27 July 2018 tentang Penunjukan PIC Limbah B3 di Sekitar Pabrik. – Consistent in monitoring of hazardous waste in Tungkal Ulu POM. – Consistent in implementation the environmental program, such as: EHS inspection in POM. 		
Assessment Conclusion:	The corrective action made is sufficient and accepted. This NC is closed on 4 th September 2018.		

RSPO Public Summary Report
Revision 6 (December /2017)

Minor (2) nonconformities arising from this assessment.

Non-Conformity			
NCR Ref #	1658701-201807-N1	Clause & Category (Major / Minor)	RSPO INA-NI, September 2016; Indicator 2.2.2 (minor)
Date Issued	14th July 2018	Due date	Next Surveillance (ASA 1_2)
Closed (Yes / No)	No	Date of nonconformity Closure	14th July 2018
Statement of Nonconformity:	Legal boundaries in sample of smallholder's plot are not found.		
Requirement Reference:	Legal boundaries are demonstrated clearly and maintained.		
Objective Evidence:	During site visit at sample of smallholder's plot as follow: <ul style="list-style-type: none"> - KUD Sawit Kita (SP-2): Block/Hamparan 4 Plot No. 295. - KUD Panca Mukti (SP-5): Block/Hamparan 10 Plot No. 3301 and 3298 - Auditor did not found that boundary poles are in place. 		
Corrections:	Replacing the missing boundary pole, for example in KUD Sawit Kita (SP-2), Hamparan 4 Plot No. 295 and in KUD Panca Mukti (SP-5) Hamparan 10 Plots No. 3301 and 3298		
Root Cause Analysis:	<ul style="list-style-type: none"> - Routine monitoring has not been carried out - Maintenance of plot boundary has not been implemented according to schedule. 		
Corrective Actions:	<ul style="list-style-type: none"> - Create an inventory of farmers' boundaries - Make monitoring and checklist for maintenance of boundary pole in plots every 6 months. 		
Assessment Conclusion:	To be verified during subsequent visit - Next Surveillance (ASA 1_2)		

Non-Conformity			
NCR Ref #	1658701-201807-N2	Clause & Category (Major / Minor)	RSPO INA-NI, September 2016; Indicator 5.1.3 (minor)
Date Issued	14th July 2018	Due date	Next Surveillance (ASA 1_2)
Closed (Yes / No)	No	Date of nonconformity Closure	14th July 2018
Statement of Nonconformity:	Environmental monitoring was not implemented as per RPL (Rencana Pemantauan Lingkungan) document.		
Requirement Reference:	Environment monitoring plan document, its implementation report, and the corrective plan (if non-conformance arised from the monitoring result) shall be available. This plan is reviewed on two yearly basis.		
Objective Evidence:	PT Inti Indosawit Subur - Tungkal Ulu has Environmental monitoring plan document presented in RPL (Rencana Pemantuan Lingkungan) Document and has been approved through "Keputusan Bupati Tanjung Jabung Barat Nomor 309 Tahun 2009 tentang Persetujuan Analisis Dampak Lingkungan, Rencana Pengelolaan Lingkungan dan Rencana Pemantauan Lingkungan Kegiatan PMKS PT Inti Indosawit Subur di Kecamatan Merlung Kab. Tanjung Jabung Barat" dated 6 July 2009.		
	As per environment monitoring plan stated that company shall be perform soil analysis twice a year, however soil analysis performed once a year.		

RSPO Public Summary Report
Revision 6 (December /2017)

	Soil analysis in 2017 was conducted on 5 May 2017 by BINALAB certificate No. 052-2/T/BINA/VI/2017. Soil sampling analysis in 2018 conducted on 23 April 2018 (the result has not been issued by BINALAB).
Corrections:	Prepared the schedule on program of soil analysis sampling schedule
Root Cause Analysis:	<ul style="list-style-type: none"> - There has not yet been monitoring the soil analysis sampling schedule for 2nd semester year 2017 - No PIC has been appointed who is responsible for monitoring the schedule and implementation of soil sampling.
Corrective Actions:	<ul style="list-style-type: none"> - To file the soil analysis sampling schedule - Appoint a PIC to monitor the schedule and implementation of soil sampling.
Assessment Conclusion:	To be verified during subsequent visit - Next Surveillance (ASA 1_2)

Opportunity for Improvements	
OFI #	Description
OFI 1	Nil

Positive Findings	
PF #	Description
PF	Nil

3.4.1 Status of Nonconformities Previously Identified and Observations

Non-Conformity			
NCR Ref #	1509721-201707-N4	Clause & Category (Major / Minor)	RSPO INA-NI, September 2016; Indicator 4.7.5 (minor)
Closed (Yes / No)	Yes	Date of nonconformity Closure	14 July 2018
Statement of Nonconformity:	Safety action plans for several workplaces in Tungkal Ulu Mill are not well implemented		
Requirement Reference:	A procedure for emergency and work accident shall be available in Indonesian Language; and the workers, who have attended First Aids training, are available in the working areas.		
Objective Evidence:	Sighted during field visit at Tungkal Ulu Mill that several work places are not equipped with appropriate and adequate safety such as: <ul style="list-style-type: none"> - First aid box in workshop is not completed with appropriate and standard item - Eye washer in temporary hazardous storage is not ready to use 		
Corrective Actions:	<p>Root cause: There was no personal in charge to monitoring the first aid kit.</p> <p>Correction / containment:</p> <ul style="list-style-type: none"> - Based on field visit to temporary hazardous waste storage in Tungkal Ulu POM and Estate, there were found the eyes washer and shower has ready to use (fresh water flow accordingly). - PT Inti Indosawit Subur - Tungkal Ulu has completed the First Aid Kit Workshop, the medicine e.g: providen iodine 30mL, aquabides, kasa hydrophile, revanol, pembalut siku, etc. The First Aid Box also provided in fertilizer warehouse, fuel station, hazardous waste storage. <p>Corrective Actions:</p>		

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

	PT Inti Indosawit Subur - Tungkal Ulu has also prepared the checklist to monitor the emergency equipment (first aid, eye wash). Monitoring performed monthly to check the proper function of APAR, Alarm, Eye washer and Shower.
Assessment Conclusion:	The corrective action made is sufficient and accepted. This NC is Closed.

Non-Conformity			
NCR Ref #	1509721-201707-N1	Clause & Category (Major / Minor)	Group Certification Requirements Indicator 4.6.2 (minor)
Closed (Yes / No)	Yes	Date of nonconformity Closure	14 July 2018
Statement of Nonconformity:	Individual member of Plasma Tungkal Ulu was not keep records of pesticides use in their kavling		
Requirement Reference:	Records of pesticides use (including active ingredients used and their LD50, area treated, amount of active ingredients applied per ha and number of applications) shall be provided.		
Objective Evidence:	<ul style="list-style-type: none"> - During audit with individual member all of them was not kept the records of pesticide use in their kavling, though the application was carried out by TUS - The amount of active ingredients applied per ha was not included in the monitoring of pesticide use for all the farmers. 		
Corrective Actions:	<p>Root cause: NOT APPLICABLE; however, the record of pesticide usage has provided in BUKU PINTAR PETANI</p> <p>Correction / containment: NOT APPLICABLE; however, the record of pesticide usage has provided in BUKU PINTAR PETANI.</p> <p>Corrective Actions: NOT APPLICABLE; however, the record of pesticide usage has provided in BUKU PINTAR PETANI</p>		
Assessment Conclusion:	NOT APPLICABLE; however, the record of pesticide usage has provided in BUKU PINTAR PETANI. This NC is Closed.		

Non-Conformity			
NCR Ref #	1509721-201707-N2	Clause & Category (Major / Minor)	RSPO INA-NI, September 2016; Indicator 5.3.3 (minor)
Closed (Yes / No)	Yes	Date of nonconformity Closure	14 July 2018
Statement of Nonconformity:	Adequate Waste management plan were not available either implemented		
Requirement Reference:	A documented waste management plan to avoid or reduce pollution and its implementation shall be available.		
Objective Evidence:	<ul style="list-style-type: none"> - There is no adequate waste management plan as official guidance handling waste since generated till disposed - Illegal Waste disposed around afdeling-1 housing. - Bad organizing in waste final disposal. - Domestic wastewater puddles around "traksi" housing at division-1 		
Corrective Actions:	Root cause:		

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

	<ul style="list-style-type: none"> - The mechanism of waste management was not updated - There is activity of maintenance in the housing area which generated the hazardous waste in housing in division-1. - Waste disposal by resident in housing area was not consistent. - Housing resident were not disposed the domestic waste in to the specific place provided but disposed to waterways behind their house thereby clogging the waterways. <p>Correction / containment: Waste management plan is documented in "Rencana Pengelolaan Limbah". Waste management consists of medical waste, domestic waste, and hazardous waste to reduce pollution into the environment. Company also prepare waste management plan according to procedure such as:</p> <ul style="list-style-type: none"> - Domestic waste, managed by segregation of organic and inorganic waste, transport the waste to sanitary landfill - Liquid domestic waste, managed by providing septic tank and trench each house - Solid waste resulted from mill such as: shell and fiber used as boiler fuel, EFB applied to plantation used as mulched and organic fertilizer - Liquid waste from mill managed by application to plantation as fertilizer (Land application) - Hazardous waste resulted from mill and estate managed by store in the temporary storage which has licensed and delivered to licensed transporter and collector. - Waste of used goods/scrap, collect and sell to vendors - Air emission, water and soil pollutant managed by dust collector installation <p>The company has socialized to the workers and their families who are at stay in housing complex to aware disposed domestic waste to the separate waste bin (organic and an-organic). Based on field visit in estate and mill housing complex, it was found that organic and an-organic waste is separated in waste bin and also found no scattered waste. All domestic waste is disposed to the final waste discharge (Tempat Pengumpulan Akhir Sampah), company has create the adequate TPSA.</p> <p>Corrective Actions: PT Inti Indosawit Subur - Tungkal Ulu has monitored the waste management implementation according to procedure. During audit can be demonstrated that waste monitoring was continuously performed. Sample seen in Tungkal Ulu Estate Housing 1 area and POM housing area. The company also monitored all waste and pollution source and its control by "Evaluasi Aspek Dampak Lingkungan EMS-431-002-LT" updated on 1 February 2018.</p>
Assessment Conclusion:	The corrective action made is sufficient and accepted. This NC is Closed.

Non-Conformity			
NCR Ref #	1509721-201707-N3	Clause & Category (Major / Minor)	RSPO INA-NI, September 2016; Indicator 5.4.1 (minor)
Closed (Yes / No)	Yes	Date of nonconformity Closure	14 July 2018
Statement of Nonconformity:	ICS Kebun Plasma Tungkal Ulu has prepared a plan for improving efficiency of the use of fossil fuels and to optimize renewable energy, under document of "Program Efisiensi Penggunaan Bahan Bakar Fosil dan Energi Terbarukan", However, the plan for monitoring of usage bio-solar is not implemented		

RSPO Public Summary Report
Revision 6 (December /2017)

Requirement Reference:	A plan for improving efficiency of the use of fossil fuels and to optimize renewable energy shall be in place and monitored.
Objective Evidence:	<p>Kebun Plasma Tungkal Ulu has prepared a plan for improving efficiency of the use of fossil fuels and to optimise renewable energy, under document of "Program Efisiensi Penggunaan Bahan Bakar Fosil dan Energi Terbarukan", updated on 25 January 2017, such as:</p> <ul style="list-style-type: none"> - to reduce usage of fossil fuel of fleet FFB transport. - to identify efficiency usage of fossil fuel for fleet FFB transport. - to increase usage of Biodiesel on fleet FFB transport <p>However, the plan for monitoring usage of usage Biodiesel not implemented</p>
Corrective Actions:	<p>Root cause: Monitoring of bio-solar usage has not been planed</p> <p>Correction / containment: Kebun Plasma Tungkal Ulu has prepared a plan for improving efficiency of the use of fossil fuels and to optimise renewable energy, under document "Program Efisiensi Penggunaan Bahan Bakar Fosil dan Energi Terbarukan", following plan to enhance fossil fuel efficiency, i.e:</p> <ul style="list-style-type: none"> - Optimizing FFB transportation by designed the TPH (FFB collecting place) in one way at collection road - Fossil fuel efficiency by test run and regular service of dump truck - During audit can be demonstrated that Plasma Tungkal Ulu has implementing the TPH design in one way at collection road. Sample seen in KUD Sawit Kita, KUD Karya Kita, KUD Panca Mukti and KUD Sari Bumi. - Test run for Dump truck and regular service also has performed by Plasma Tungkal Ulu, sample seen in KUD Karya Kita, KUD Sawit Kita, KUD Panca Mukti and KUD Sari Bumi. Plasma Tungkal Ulu also monitor the fossil fuel usage regularly and monitoring the trip of dump truck <p>Corrective Actions: Updating the plan and program of monitoring fossil fuel efficiency. Plasma Tungkal Ulu has updated the fossil fuel efficiency under document "Program Efisiensi Penggunaan Bahan Bakar Fosil dan Energi Terbarukan" updated on February 2018. Evaluation of program has been performed by KUD to enhance the fossil fuel efficiency.</p>
Assessment Conclusion:	The corrective action made is sufficient and accepted. This NC is Closed.

The effectiveness of previous Major (2) Nonconformities close during this audit

Non-Conformity			
NCR Ref #	1509721-201707-M1	Clause & Category (Major / Minor)	RSPO INA-NI, September 2016; Indicator 4.7.1 amjor)
Closed (Yes / No)	Yes	Date of nonconformity Closure	22 September 2017.
Statement of Nonconformity:	A health and safety plan covering all activities documented but not fully implemented, not either effectiveness monitored.		
Requirement Reference:	RSPO P&C Indonesia National Interpretation, September 2016 - Indicator 4.7.1 A health and safety policy shall be in place. A health and safety plan covering all activities shall be documented and implemented, and its effectiveness monitored.		

RSPO Public Summary Report
Revision 6 (December /2017)

<p>Objective Evidence:</p>	<p>Evidence of Nonconformity:</p> <ul style="list-style-type: none"> - Irrational Objective, Increase rather supposedly decreased; - Effectiveness of OHS target not monitored, e.g: emergency drill twice a year, actually not even once for the last 2 years (latest emergency simulation 28th May 2015); - There is no monitoring for subcontractor safety performance; - Most of farmers member was not using boots during audit visit; - No accident investigation regarding any accident, aside from "rekaman kecelakaan" – accident record.
<p>Corrections:</p>	<ul style="list-style-type: none"> - Changing OHS target from the number of incidents to minimum cost and targeting zero accident (fatality, LTI, Medical aid and all nearmiss reports recorded/reported); - Change OHS Program from 2 fire simulations per year to 1 fire/fire training and 1 fire simulation per year (drill); - Assigned Safety officer for Tungkal ulu Palm Oil Mill site where construction activities are located; - Providing socialization to farmers related to the use of PPE in every activities on the plantation operations; <p>The investigation conducted refers to the SOP of an accident investigation;</p>
<p>Root Cause Analysis:</p>	<ul style="list-style-type: none"> - Lack of understanding related to OHS targets; - Misunderstandings related to fire training and simulations conducted annually; - Non-compliance of contractor workers against applicable OHS regulations at the POM; - Farmers still understand the concept of use of PPE only when working in the plantation area; - Accident investigation/recording has not been in accordance with SOP;
<p>Corrective Actions:</p>	<ul style="list-style-type: none"> - The company has revised the OHS target and change from the number of incidents to the minimum cost and targeted the zero accident (fatality, LTI, Medical aid and all reported Near Mis recorded / reported). OHS target is documented in "Objective and program - 2017 PT Inti Indosawit Subur PMKS Tungkal Ulu. OHS objective: <ul style="list-style-type: none"> ✓ Minimize the number of work accidents in the mill, target 2017: Fatality 0, permanent disabled 0, LTI 0, Fire 0, Property damage 0, medical aid 0, first aid 0 and all nearmiss report are reported for each incident. ✓ Create a safe culture in the workplace <p>The company has discussed the changes of the OHS target in the P2K3 meeting in August 2017.</p> - The company has appointed "safety field man" to monitor OHS performance of KCP construction by contractor in Tungkal Ulu Palm Oil Mill and inspect OHS contractors working for PMKS Tungkal Ulu. Appointment was based on Memorandum No. 137/MI-PTU/MEMO/06/2017 dated 28 June 2017 on behalf M. Lofie Rudolf assigned by AK3U and approve by Manager of Tungkal Ulu Palm Oil Mill. The Company has conducted a briefing and dissemination of the company's OHS policy to contractors in February 2017, to ensure contractor compliance, the company also conducts safety briefings of each morning muster to emphasize that contractors must comply with the OSH regulations in the company. The proof for safety briefing is documented in the minutes of "Briefing Books" - Company has set the programme of Fire drill/simulation once a year and basic fire training once year for emergency response team and operator mill. Programme monitored in "Time schedule Programme management K3 Tungkal Ulu Mill 2017". Company has performed emergency fire drill on 10 September 2017. - The Company has made improvements with the revision accident investigation form AA-OP-SMK3-07-FM Revision 1 (attached in SOP AA-SMK3-01-R0 Accident

RSPO Public Summary Report
Revision 6 (December /2017)

	<p>Investigation SOP, August 3, 2017). In the accident investigation form include: Event data, details of injury/(pre-contact, contact, post-contact), incident type, cause of accident (unsafe act, unsafe condition), incident, accident, Causes of accidents (personal and work factors), corrective and preventive actions, investigation team</p> <ul style="list-style-type: none"> - The company has made a remedial effort by refreshment awareness for the use of PPE to farmers member. Example of socialization to farmers in KUD SP1 Bina Usaha conducted on August 5, 2017 and to farmers KUD SP4 Karya Jaya on August 4, 2017. Evidence of the implementation of socialization and awareness can be shown at the time of the audit. The auditor also conducted a field visit on September 22, 2017 to KUD Bina Usaha Hampanan 1, 3 and 9 and it can be proven that farmers are aware of the appropriate use of PPE when working in the field such as the use of helmets, rubber boots and glasses on harvesting activities. The Company also issued a notification letter to the Chairman of KUD regarding the obligation to use appropriate PPE for every farmer who visited the plasma area. Example letter No. 057/ES-KLT/EXT/08/2017 dated 2 August 2017 to KUD Karya Jaya SP4 KUD Bina Usaha SP1.
<p>Assessment Conclusion:</p>	<p>Audit team has reviewed and accepted the corrective action plan prepared by company. Audit team has reviewed and accepted the evidence provided by the company, i.e. revised OHS programme, appointment fo safety field man to monitor contractor's safety performance, implementation of emergency fire simulation, utilization of accident investigation form, awareness session to emphasize PPE use for smallholder members. Furthermore audit team review the monitoring of new/latest/updated OHS performance as part of OHS programme. Audit team concluded that the correction, corrective action and evidences are sufficient. NC Major closed on 22 September 2017.</p> <p>RAV – 2018 The effectiveness of Major NC close has been verified, the result provided in indicator checklist.</p>

Non-Conformity			
NCR Ref #	1509721-201707-M2	Clause & Category (Major / Minor)	RSPO INA-NI, September 2016; Indicator 4.7.2 (major)
Closed (Yes / No)	Yes	Date of nonconformity Closure	22 September 2017.
Statement of Nonconformity:	A documented risk assessment mechanism was available, however implementation not adequate proven either.		
Requirement Reference:	All operations where health and safety is an issue shall be risk assessed, and procedures and actions shall be documented and implemented to address the identified issues. All precautions attached to products shall be properly observed and applied to the workers		
Objective Evidence:	<ul style="list-style-type: none"> - Gasoline kiosk and garage activities at housing not recorded in the risk assessment; - No risk assessment for construction activities in Tungkal Ulu POM; 		
Corrections:	<ul style="list-style-type: none"> - Conduct a risk analysis in housing related to the sales activities of gasoline & workshop; - Conduct a risk analysis of the contractor's work at the Tungkal Ulu POM; 		
Root Cause Analysis:	Risk assessment for Gasoline kios and garage activities at housing and construction activities in Tungkal Ulu POM has not been available.		
Corrective Actions:	<ul style="list-style-type: none"> - Company has conduct a risk analysis in housing related to the sales activities of gasoline & workshop, updated on 8 August 2017. In addition, company issued the 		

RSPO Public Summary Report
Revision 6 (December /2017)

	<p>regulation and standard of gasoline sales activities and workshop activities in housing area according to safety regulation to prevent the damage from the fire risk.</p> <ul style="list-style-type: none"> - Company has conduct a risk analysis in housing related to contractor's work at the Tungkal Ulu POM, updated on 8 August 2017. In addition, company issued the regulation and standard of contractor's work at the Tungkal Ulu POM. Contractor must obey the regulation and company regularly check the contractor activity by safety field man assigned by company.
<p>Assessment Conclusion:</p>	<p>Audit team has reviewed and accepted the corrective action plan prepared by company. Audit team has reviewed and accepted the evidence provided by the company, i.e. reviewed and revised risk assessment. Furthermore audit team review the monitoring of new risk and appointment of safety field man to monitor the contractor performanc as part of OHS programme. Audit team concluded that the correction, corrective action and evidences are sufficient. NC Major closed on 22 September 2017.</p> <p>RAV – 2018 The effectiveness of Major NC close has been verified, the result provided in indicator checklist.</p>

Opportunity for Improvement	
OFI#	Description
	Null

3.4.2 Summary of the Nonconformities and Status

CAR Ref.	CLASS	ISSUED	STATUS
A824193/1	Major NC	14/12/2012	10/02/2013
A824193/1	Minor NC	14/12/2012	30/06/2014
A824193/3	Minor NC	14/12/2012	30/06/2014
A824193/2	Minor NC	14/12/2012	30/06/2014
1055357M17	Major NC	30/06/2014	25/08/2014
1055357N15	Minor NC	30/06/2014	16/08/2015
1055357N6	Minor NC	30/06/2014	23/06/2015
1055357N16	Minor NC	30/06/2014	23/06/2015
1055357N18	Minor NC	30/06/2014	23/06/2015
1202625M1	Major NC	23/06/2015	16/08/2015
1202625M2	Major NC	23/06/2015	16/08/2015
1202625M3	Major NC	23/06/2015	16/08/2015
1202625M4	Major NC	23/06/2015	16/08/2015
1202625N1	Minor NC	23/06/2015	17/06/2016
1202625N2	Minor NC	23/06/2015	17/06/2016
1202625N3	Minor NC	23/06/2015	17/06/2016
1202625N4	Minor NC	23/06/2015	17/06/2016
1338577M2	Major NC	18/06/2016	15/08/2016
1207373N3	Major NC	18/06/2016	15/08/2016
1338577N1	Minor NC	18/06/2016	Closed 1/08/2017
1338577N2	Minor NC	18/06/2016	Closed 1/08/2017
1338577N3	Minor NC	18/06/2016	Closed 1/08/2017
1338577N4	Minor NC	18/06/2016	Closed 1/08/2017
1338577N5	Minor NC	18/06/2016	Closed 1/08/2017
1509721-201707-M1	Major NC	1/08/2017	Closed 22/09/2017
1509721-201707-M2	Major NC	1/08/2017	Closed 22/09/2017

RSPO Public Summary Report
Revision 6 (December /2017)

1509721-201707-N1	Minor NC	1/08/2017	Closed 14/07/2018
1509721-201707-N2	Minor NC	1/08/2017	Closed 14/07/2018
1509721-201707-N3	Minor NC	1/08/2017	Closed 14/07/2018
1509721-201707-N4	Minor NC	1/08/2017	Closed 14/07/2018
1658701-201807-M1	Major NC	14/07/2018	Closed 04/09/2018
1658701-201807-M2	Major NC	14/07/2018	Closed 04/09/2018
1658701-201807-M3	Major NC	14/07/2018	Closed 04/09/2018
1658701-201807-M4	Major NC	14/07/2018	Closed 04/09/2018
1658701-201807-N1	Minor NC	14/07/2018	Open
1658701-201807-N1	Minor NC	14/07/2018	Open

3.5. Stakeholders Consultation

Stakeholder consultation involved internal and external stakeholders. External stakeholders were contacted by direct visit and telephone to discuss Tungkal Ulu Palm Oil Mill Certification Unit’s environmental and social performance, legal and any known dispute issues.

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

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

List of Stakeholders Contacted	
<p>Internal Stakeholders</p> <ul style="list-style-type: none"> - Workers in Estate, Mill and KUD - 73 smallholders, such as: <ul style="list-style-type: none"> • KUD Sawit Kita => KT sample= 6, terdiri dari KT 4, 13, 21, 22, 24 & 25 dengan jumlah sample petani 20 petani • KUD Karya Kita => KT sample=6, terdiri dari KT 2, 6, 16, 17, 23 & 27 dengan jumlah sample petani 22 petani • KUD Panca Mukti => KT sample=5, terdiri KT 3, 10, 11, 12 & 15 dengan jumlah sample petani 15 petani • KUD Sari Bumi => KT sample= 5, terdiri dari KT 3, 9, 10, 14 & 17 dengan jumlah sample petani 19 petani 	<p>Union/Contractors/Local Communities</p> <ul style="list-style-type: none"> - Kepala Desa dan Ketua KUD, e.g: <ul style="list-style-type: none"> • Kepala Desa Lampisi, • Kepala Desa Pinang Gading, • Kepala Desa Adipurwa, • Ketua KUD Karya Kita, • KUD Sawit Kita, • KUD Sari Bumi, • KUD Panca Mukti. - Gender Committee & Worker Union– Worker union from Tungkal Ulu Estate and POM
<p>Government Departments</p> <ul style="list-style-type: none"> - Badan Pertanahan Kabupaten Tanjung Jabung Barat - National Land Tanjung Jabung Barat Regency 	<p>NGO</p> <ul style="list-style-type: none"> - Yayasan SETARA Jambi - WARSI Jambi

<ul style="list-style-type: none"> - Dinas Tenaga Kerja dan Transmigrasi Kabupaten Tanjung Jabung Barat – Manpower office Tanjung Jabung Barat Regency (interview via phone call). - Dinas Lingkungan Hidup Kabupaten Tanjung Jabung Barat 	
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Issues raised by Stakeholders	
IS #	Description
1	<p>Issues Badan Pertanahan Kabupaten Tanjung Jabung Barat – National Land Tanjung Jabung Barat Regency No issue is recorded</p> <p>There are suggestions:</p> <ul style="list-style-type: none"> - Maintenance of HGU stakes are routinely done by making the maintenance program of the stakes every year. - Land occupies by the community of ± 10 Ha (location around Tungkal Ulu POM), to immediately search for information and can be immediately reported to the Office of BPN Kab. Tanjung Jabung Barat. <p>Management Responses The periodic maintenance program is conducted twice a year, for the period of January - June 2018 (first semester) and the period of June - December 2018 (Semester II) and as the person responsible is PR based on the Boundary Maintenance procedure no. KTU-WI-001, dated 1/12/2016 In relation to the enclave area of 10 Ha, the company has approached the landowner and until now there is no social problem related to it. Currently the company is still doing data collection and collecting information related to the land, after getting complete information and enough companies will mediate with BPN Tanjung Jabung Barat regency.</p> <p>Audit Team Findings Based on documents verification and field visits, it can be shown that upon this time of the audit there is no land disputes have occurred, the company has conducted regular checks of HGU stakes regularly and river border (conservation area) and no community land tenure activities. However, maintenance of the HGU pegs must be maintained consistently.</p>
2	<p>Issues Dinas Tenaga Kerja dan Transmigrasi Kabupaten Tanjung Jabung Barat – Manpower office Tanjung Jabung Barat Regency (interview via phone call).</p> <p>1. Working Norms;</p> <ul style="list-style-type: none"> - The Company has complied with the minimum wage payment in accordance with the applicable regulations for based on UMP of Jambi Province 2018. - The company has determined minimum wages based on the Government regulation every year. The minimum wages in 2018 as regulated in "Surat Decree of Governor of Jambi no. 1345/KEP.GUB/DISSOSNAKERTRANS/2017, dated 24 November 2017 is Rp. 2,280,249.66,-/month concerning "Penetapan Upah Minimum Kabupaten/Kota di Provinsi Jambi Tahun 2018". And also Memorandum Head HR of PT IIS No. 01/HR-R03/MEMO/01/2018, dated 8 January 2018 and no. 013/HR-AAS/MEMO/05/18 dated 4 May 2018, concerning the Increase of Worker's Wages 2018. - All employees in PT Inti Indosawit Subur Muara Bulian have been registered to the BPJS ketenagakerjaan programme.

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

Issues raised by Stakeholders	
IS #	Description
	<ul style="list-style-type: none"> - Report of Labor for the Period of 2016-2017, has been reported to Manpower and Transmigration Office – Tanjung Jabung Barat Regency - There is no report related to the use of female laborers at night or the use of child labor/forced labor by company (The plantation sector is the worst sector against the use of female laborers at night and the use of child labor). - Worker Agreement (PKB) between company and labor union is referred in working regulation. - Worker Agreement was registered by Dirjen Pembinaan Hubungan Industrial dan Jaminan Sosial Tenaga Kerja No. Kep. 88/PHIJSK-PKKAD/PKB/VI/2015, dated 18th June 2015 (Valid 21st April 2015 - 20th April 2017). Base on latter from BKS PPS (Badan Kerja Sama Perusahaan Perkebunan Sumatera) no. 72/BKS-PPS/2017, on 12 July 2017 concerning validation of PKB, describe that: discusses about PKB period 2017-2019 is still on discusses. <p>2. K3/health and safety occupation Norms;</p> <ul style="list-style-type: none"> - The Company has compiled the organizational structure of P2K3 and has been authorized by Dinas Tenaga Kerja Kabupaten Tanjung Jabung Barat. - The company has realized the provision of PPE for its employees but the consistency of the use of PPE by the workers needs to be improved. - The Company has handled the case of accidents well related to the reporting and handling of BPJS claims of employment. - The Company has compiled and submitted the P2K3 Periodical Report to the Department of Manpower. - The Company has conducted periodic health checks for all workers, especially workers who working at hazardous stations including sprayers and fertilizers. - Heavy equipment operators, conveyances, levers, steamers and others have licenses as operators (SIOs). - The Company has conducted periodic checks on the special equipment used (Steam Bucket, Pressure Vessel) in accordance with applicable regulations. Company has performed LKS Bipartite report which aims to resolve industrial relations disputes if they occur before the mediation level of the Office of Manpower and the level of Industrial Relief Courts. - The Company already has a Collective Labor Agreement that regulates the industrial cooperation between the company and the permanent worker, while for the PHL workers the company uses the relevant legislation. - Disputes: Until the audit is conducted, there are no reports related to disputes. - The company has provided infrastructure that aims to improve the welfare of employees for example, housing, electricity, clean water, health facilities, educational facilities, etc. <p>Suggestions:</p> <ul style="list-style-type: none"> - Every employee of BHL/PHL and PKWT must have a Contract of Work Agreement signed by the employee concerned on "stamp/Materai" and always update and reported to the Disnaker Office. - Compulsory labor reports should also be reported to the District Manpower Office. The contents of the report should also include all employees who work including permanent and non permanent employees. - P2K3 reports that should be reported per 3 months have not been reported to the Manpower Office Batang Hari Regency. <p>Management Responses</p> <ul style="list-style-type: none"> - Required mandatory employee reports were reported for the period Semester I 2018 dated 20 February 2018.

Issues raised by Stakeholders	
IS #	Description
	<ul style="list-style-type: none"> - Worker Agreement was registered by Dirjen Pembinaan Hubungan Industrial dan Jaminan Sosial Tenaga Kerja No. Kep. 88/PHIJSK-PKKAD/PKB/VI/2015, dated 18th June 2015 (Valid 21st April 2015 - 20th April 2017). Base on latter from BKS PPS (Badan Kerja Sama Perusahaan Perkebunan Sumatera) no. 72/BKS-PPS/2017, on 12 July 2017 concerning validation of PKB, describe that: discusses about PKB period 2017-2019 is still on discuses. - Company has been implementing OHS management both in mill and estate according to regulation. HIRADC has been determined and the control of hazard and risk has been implemented and improve each year. And also reporting P2K3 per 3 monthly has been reported, the last for period of January-March 2018. - The use of PPE has been consistently applied and monitored by company. - The Company has also requested training to get the Operator License (SIO) to all operators' heavy equipment in estate and Boiler operator in mill. - Labor union SBSI (Serikat Buruh Sejahtera Indonesia) was corporative with PT IIS-Tungkal Ulu, reporting is responsible by chairman Mr. S. Sitorus and also the report was regarly sent as 6 month per year to Disnakertran. <p>Audit Team Findings Based on interview with management that company has taken action in accordance with well-established procedures and persuasive approach, so there is no issue occurs. With respect to wages, the use of PPE and SIO, the company has implemented in accordance with relevant law and regulations. Company has implementing OHS management both in mill and estate according to regulation.</p>
3.	<p>Issues Kepala Desa dan Ketua KUD (Kepala Desa Lampisi, Kepala Desa Pinang Gading, Kepala Desa Adipurwa; Ketua KUD Karya Kita, KUD Sawit Kita, KUD Sari Bumi, Panca Mukti.)</p> <p>Issue:</p> <ul style="list-style-type: none"> - FFB pricing at farm level is not fully understood by the Farmers and Farmer Group Leaders, raising questions at farmers' level why the price of TBS bias is decreasing and even lower than other palm oil mills around. - Information related to the replanting program that is still lacking, such as: the amount of assistance from the government, the partnership pattern will be applied. - Given the replanting program should have started (from 2017), so it can be rearranged that the replanting program and socialized back to farmers each KUD. - Information related to positive benefits / impacts in the presence of RSPO certification for farmers one of which has questions related to the RSPO certification premium fund. - There is still a certificate SHM of plasma farmers that is done "Behind the Name" (> 60%), the problem is expensive and the SHM documents of farmers are still in the Bank as collateral of bank debt. <p>Management Responses</p> <ul style="list-style-type: none"> - The pricing of plasma FFB is determined through a Price Meeting mechanism conducted every Thursday and is attended by representatives from relevant government agencies (Disbun), farmers associations and oil palm plantation companies. This mechanism has been informed through sign boards in each KUD. The price of the pricing meeting has been informed every week posted on the KUD price information boards. - The difference in prices elsewhere is not the same as the price set by the TBS pricing meeting, this is due to the price setting outside the plasma following the market development around the plantation.



Issues raised by Stakeholders	
IS #	Description
	<ul style="list-style-type: none"> - Farmers who have not fully understood the pricing mechanism of FFB will be proposed to farmers 'associations', so farmers representatives may be included in the TBS pricing meeting in the province. - The company together with Disbun of Tanjung Jabung Barat Regency and Disbun of Jambi Province, in April 2017 has socialized the Replanting Program with the assistance of BPDPKS Fund (Dana Batuan Perkebunan Kelapa Sawit) and received government aid amounting to Rp 25 million per Ha, but up to now disbursement of such funding aid has not been realized. - The use of benefit of positive damages RSPO certification for farmers has been realized for activities related to RSPO activities and preparing for replanting, including: <ul style="list-style-type: none"> • Sustainability: PPE procurement for farmers and harvests, including: safety helmets, safety shoes and gloves. • Maintenance and procurement of HGU stakes for each plot. • Co-operative training of representatives of farmers to face replanting, training for farmers related to alternative income other than oil palm. • Pilot alternative income for facing replanting by conducting training for duck and goat farm entrepreneurship. <p>Audit Team Findings The company especially Plasma Muara Bulian in order to further improve again related to information mechanism and can more closer communication with KUD, "Kelompok Tani" farmers group and farmers. Socialization is linked to the mechanism of providing information to be fully informed by the head of farmer groups and farmers. The big issue is related to Plasma replanting program, so that the established program can be applied, for this in future audit will be verified again.</p>
4	<p>Issues</p> <p>Gender Committee & Worker Union– Worker union from Tungkal Ulu Estate and POM</p> <ul style="list-style-type: none"> - Proposed increase in assistance for PLN fees that have been proposed, but there is no realization yet - There are differences for security work wages between security guards and garden border guards ("check") - Safety factor for the use of spare dump truck parts that are not good, for example: Master brake (not original) so that it is often problematic, axles and shaft (not original), not balanced with the workload received so that it endangers the driver - Traction safety shoes experience delays while conditions are not feasible, for the period 2017 - 2018 there has been no replacement. - Waste management in employee housing is still not consistent; transporting garbage which is usually done every day, but in the last few months domestic waste disposal has been carried out for up to two weeks. This resulted in a poor housing environment (causing unpleasant odors). <p>Management Responses</p> <ul style="list-style-type: none"> - The proposed increase in assistance for PLN costs has been proposed to management, although there has been no realization. The proposal continues to be carried out as long as it is within reasonable limits; the plantation management still proposes the assistance and will be proposed through the 2019 budget. - The difference in wages for security guards and night guards (check), this is due to different tasks and functions, where security guards: duty at a predetermined location and time, while the task is "Centeng/jaga malam": assignments to locations and times that are not certain are very tentative, so cannot be measured based on work time but more on the level of security of the area.

Issues raised by Stakeholders	
IS #	Description
	<ul style="list-style-type: none"> - Safety factor on the use of spare parts that are not genuine (original) on heavy equipment / tractors / trucks: in the Purchase Request (PP) spare parts are always requested with good quality and if the spare parts from the purchase have poor quality, it will be returned to the vendor / supplier concerned. - Traction shoes that are late in procurement will be followed up soon. - Schedule for transporting garbage has been made, which is the current problem for weather conditions and the availability of truck units (DT) and this will be a management concern by assigning responsible areas and officers. <p>Audit Team Findings</p> <ul style="list-style-type: none"> - A company has provided an adequate facility for employee and complies with the labor regulations. Company also has the commitment to improve the employee welfare follow to company ability. - At the time of the next audit visit will be re-verify these related issues.
5.	<p>Issues</p> <p>Dinas Lingkungan Hidup Kabupaten Tanjung Jabung Barat</p> <ul style="list-style-type: none"> - The Company already has environmental document in the form of AMDAL and has reported the implementation of RKL-RPL periodically to Dinas Lingkungan of Tanjung Jabung Barat Regency. Latest reported in April 2017. - Company has managed hazardous waste according to regulation, Muara Bulian POM and Estate has permit issued by Environmental Agency Tanjung Jabung Barat Regency and sign by Regent of Tanjung Jabung Barat Regency. Each quarter company has reported the hazardous waste management. - PT IIS Tungkal Ulu has permit for land application to apply waste water from mill to plantation as an organic fertilizer. Each quarter company has reported the implementation of waste water application as well as the waste water quality monitoring, for example: Land Application (LA) PF441 utilization permit and LA measurement for 3 months. - Good environmental management has performed by companies, eg: pollution and emissions management in plantation environment (still below the quality standard), for example: waste water and air emissions. - There are no reports from stakeholders related to environmental pollution caused by the operation of the garden or the PKS. - There is no land fire in the area of Tungkal Ulu Estate. Fire monitoring and firefighting reported routinely to environmental office. - Upon this time there are no environmental issues, either from the community or from NGOs. <p>Suggestions: The Bio Gas Project which has been inaugurated by the Minister of Energy and Mineral Resources, so that cooperation can be made immediately with the PLN.</p> <p>Management Responses</p> <ul style="list-style-type: none"> - Company management has positive response, in regards with the BLH Tanjung Jabung Barat views of the company. - Company will be committed to improve and enhance the environmental management and monitoring implementation to realize an environmentally friendly company. - At the time of peak crop, there is more activity to handle the processing of FFB, so that concentration is only intended for production and other things less attention. Advice from the District Environmental Office will be followed up immediately by fixing the area around the factory by taking into account the environmental impact aspect.

Issues raised by Stakeholders	
IS #	Description
	<ul style="list-style-type: none"> - The plant already has a storage warehouse of hazardous waste that already has the permission of the relevant agencies and will be optimized in its utilization. - In relation to the Bio Gas Project, the Company will cooperate with PLN, at the moment the work contract / KDU is being processed to buy and sell with PLN. Cooperation plan with the generated power of 1.1 MWH <p>Audit Team Findings</p> <ul style="list-style-type: none"> - Based on field visit and document review indicated that company has implementing the environmental management and monitoring plan according to RKL-RPL document and reported regularly to BLH Tanjung Jabung Barat Regency. - Hazardous waste management and monitoring has been well done by the company according to regulation. Land application has implemented well according to permit and regulation. - Environmental control programs around the plantation area (surrounding villages) have been conducted to continue.
6	<p>Feedbacks: Yayasan SETARA Jambi – Local NGO Communication with SETARA conducted by phone on 4th July 2018 (in same time with PT IIS - Muara Bulian POM). Several information as follow:</p> <ul style="list-style-type: none"> - Program which developed by this organization is more concern for FFB sources traceability that supplied to Tungkal Ulu POM. The program commences by assisting independent smallholders where located surrounding the plantation company using tracking system with several criteria, such as: palm which planted by smallholder’s are not from the land burning, FFB source not from forest area or illegal area and preparing to comply with RSPO standard. Each area of independent smallholders is verified by pointing the coordinates, which aims that all FFB that supplied to Mill are traceable. - Partnership program between Yayasan SETARA Jambi and Tungkal Ulu POM as Certificate Holder has been conducted since 2016 with 500 independent smallholders under Community Shared Value (CSV) program. - We as an NGO’s have been assigned to assist an independent smallholder that supplied FFB’s to Tungkal Ulu POM should be following the company rules and also comply with applicable laws (i.e.: helping the process of registration for smallholder’s land to government or known as STDB). - FFB price for independent smallholder’s is following the applicable price which determined by Plantation agency. - SETARA Jambi only focused on independent smallholder’s development, for smallholder’s scheme (Plasma) are responsible of the company. <p>Management Responses:</p> <ul style="list-style-type: none"> - PT Inti Indosawit Subur – Tungkal Ulu has a commitment in involving the independent smallholder’s through Community Shared Value (CSV) Program. This program aims to provide access for independent smallholder’s in order to manage of their oil palm responsibly. This program by assisting the seed sourced that will be replanted. - Also an independent smallholder’s area shall not source from illegal area, land burnt, forest area, and the farmers/group must be allowed to provide the traceability of their FFB’s. <p>Audit Team Findings:</p> <ul style="list-style-type: none"> - During field observation on Mill, all the FFB’s from third parties sources including independent smallholder are proven traceable. - There is no significant issue raised against independent smallholder.
7	<p>Feedbacks: WARSI – Local NGO Contacted by phone on 4 and 5 July 2018, but there is no response/feedback ((in same time with PT IIS – Muara Bulian POM)</p>

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

Issues raised by Stakeholders	
IS #	Description
	<p>Management Responses: The auditor has been try to communicate with the local NGO (WARSI) by phone during the audit. However there was no response. So the management response is none.</p> <p>Audit Team Findings: The auditor has been try to communicate with the local NGO (WARSI) by phone during the audit. However there was no response. So the management response is none.</p>

Formal Signing-off of Assessment Conclusion and Recommendation	
<p>The audit objectives have been achieved and the certificate scope remains appropriate. Based on the results of this audit, it is concluded that PT. Inti Indosawit Subur – Tungkal Ulu POM has complied with the RSPO P&C Indonesia National Interpretation, September 2016 and RSPO Supply Chain Certification Standard, June 2017 and audit criteria identified within the audit report. It is deemed that the management system continues to achieve its intended outcomes. Therefore, it is recommended that the certification of PT. Inti Indosawit Subur – Tungkal Ulu POM is continued.</p>	
Report prepared by	Acceptance of Assessment Conclusion
<p>Name: Imam Fakhrurozi</p> <p>Company Name: on behalf BSI Malaysia Services Sdn Bhd.,</p> <p>Title: Lead Auditor</p>	<p>Name: Ir. Welly Pardede</p> <p>Company Name: PT Inti Indosawit Subur – Tungkal Ulu POM</p> <p>Title: Environment & Sustainability</p>
<p>Signature: </p>	<p></p>
<p>Date: 10 October 2018</p>	<p>Date: 16 October 2018</p>

Appendix A: Summary of Findings RSPO P&C Indonesia National Interpretation, September 2016

Criterion / Indicator	Assessment Findings	Compliance
Principle 1: Commitment to Transparency		
Criterion 1.1: Growers and millers provide adequate information to relevant stakeholders on environmental, social and legal issues relevant to RSPO Criteria, in appropriate languages and forms to allow for effective participation in decision making.		
1.1.1 List of information related to criterion 1.2 that can be accessed by relevant stakeholders shall be available. - Minor compliance -	Mill and Estate: PT Inti Indosawit Subur – Tungkal Ulu has made a mechanism for request information no: AA-GL-5008.1- R1 dated on 22nd August 2011. The company has also owned some policies for documents created by the public relations department in the company and acknowledged by plantation manager that can be accessed by public year 2018, the list comprise of 32 document, that covered: <ul style="list-style-type: none"> • Legal Documents <ul style="list-style-type: none"> – a copy of SK HGU (Land Title) – a copy of AMDAL (Social and Environmental Impact Assessment) • Environment Documents <ul style="list-style-type: none"> – Waste management plans – Report of waste water – Report of water management – Report of river water quality – Report of air quality. – Report of RKL (Environmental Management Plan) – RPL (Environmental Monitoring Plan). – Report of Hazardous Waste • Social Activity Documents • Employment Documents <ul style="list-style-type: none"> – Jamsostek and also BPJS Kesehatan – HSE management programs 	Comply

Criterion / Indicator	Assessment Findings	Compliance
	<p>Smallholders: During audit and interviewed with the farmer and confirmed that all visitors and all requests for information are referred to the Plasma Manager Edward Hutauruk and or Askep Mr. Nirwan Ginting and Field assistant, there are 5 Field Assistant (Mr. M. Ardiansyah I.T., Mr. Rudy J., MR. M. Azan, A.Y., Mr. Muh. Junaedi and Mr. Pahala, R. G.) and forward will report to Group Manager. Procedure Komunikasi internal Group Sertifikasi, no. 007/DOK/SOP/AA/2016.</p> <p>Scheme Manager cooperated with scheme smallholders has provide list of documents able to access by their stakeholders up to date on 2 January 2018, the list comprise of 6 documents that covered, such as:</p> <ul style="list-style-type: none"> - Copy of land rights (SHM) - Akte Pendirian Koperasi - deed of establishment, - Tanda Daftar Perusahaan/TDP (Registered KUDs permit), - Rencana Kerja KUD (KUDs budget) consist of projection FFB and operational cost), - Monitoring of IPM, fertilizing and harvesting, - Accident record and OHS Manual. 	
<p>1.1.2 Records of requests for information and responses to the information requested shall be available. - Major compliance -</p>	<p>Mill and Estate: Request Information and response from Stakeholder has been documented into a log book "Agenda Surat Masuk" and the response is documented in "Log Book Stakeholders – Out". Up to June 2018 there were 11 information request noted from Stakeholder, sample seen:</p> <ul style="list-style-type: none"> - On 11/4/2018 request information from Universitas Jambi (Fakultas Teknik), related permohonan kunjungan, has been responded on 17/4/2018 by send email to RO III for approval. - On 6/6/2018 request information from Karang Taruna Lingkaran Naga di Desa Lubuk Terap , related permohonan bantuan dana untuk perayaan hari raya Idul Fitri and has been responded on 11/6/2018 degan pemberian bantuan sebesar Rp 500.000. - On 23/5/2018 request information from Karang Taruna Desa Merlung, terkait dengan proposal usulan dana lebaran, telah di respond pada tanggal 11/6/2018 dengan bantuan dana Rp 500.000,-. <p>Smallholder Request of information from stakeholder is documented into a log book "Permintaan Informasi", up to June 2018 was noted 6 request for information, such as:</p>	<p>Comply</p>

Criterion / Indicator		Assessment Findings	Compliance
		<p>KUD Sawit Kita, comprises 7 requests from farmer and other interested parties:</p> <ul style="list-style-type: none"> - On 17 April 2018 request from Mr. M. Yahri (Pengurus Mesjid-SP2), related invitation for Isra Miraj day, has been responded on 17 April 2018 - On 15 May 2018 request from Mr. Irfan, M. (Foreman in Plasma Tungkal Ulu), related information about Safary Ramadahan scheduling in PT IIS, has been responded on 15 June 2018 by Chairman of KUD Sawit Kita. - 4 July 2018 request from Mr. Irfan M. (Foreman in Plasma Tungkal Ulu) related announcement regarding conducting of audit external of RSPO, has been responded on 4 July 2018 by Chairman of KUD Sawit Kita. 	
<p>Criterion 1.2: Management documents are publicly available, except where this is prevented by commercial confidentiality or where disclosure of information would result in negative environmental or social outcomes.</p>			
1.2.1	<p>Publicly available documents shall include, but are not necessarily limited to:</p> <ul style="list-style-type: none"> a) Land titles/user rights (Criterion 2.2) b) Occupational health and safety plans (Criterion 4.7) c) Plans and impact assessments relating to environmental and social impacts (Criteria 5.1, 6.1, 7.1 and 7.8) d) HCV documentation (Criteria 5.2 and 7.3) e) Pollution prevention and reduction plans (Criterion 5.6) f) Details of complaints and grievances (Criterion 6.3) g) Negotiation procedures 	<p>Mill and Estate: Base on procedure "Menerima dan Merespon Permintaan Informasi Stakeholder" (SOP. No.: AA-GL-5008.1-R1 dated 22 August 2011) which is manage and monitoring information request from stakeholder. The Company has also established a Matrix of Provision of Information to Stakeholders, describing the types of information that can be provided to stakeholders, including legal basis, type of information and relationships with relevant agencies. All information requests from stakeholder will be handled by relevant department. For example: CSR department responsible for inquiry from local community, media, NGO including dispute or complaint; Human Resources Department responsible for worker consultation, worker union or government authorities related to manpower/labor issue; Purchasing Department responsibility to communicate regulation's, environment's, health and safety and social's requirement to all supplier. PT Inti Indosawit Subur – Tungkal Ulu POM and Estate has made a list of documents that are publicly accessible recorded in "Formulir Distribusi Informasi" (Open to Public) and is updated on 01 January 2018, such as:</p> <ul style="list-style-type: none"> - Laws and regulation document: Permit and license (Izin Lokasi, Izin Usaha Perkebunan, Hak Guna Usaha, etc.); - Environmental document: AMDAL document (SEIA), RKL-RPL document (environmental management and monitoring report), permit for temporary hazardous waste storage, waste 	Comply

Criterion / Indicator	Assessment Findings	Compliance
<p>(Criterion 6.4) h) Continual improvement plans (Criterion 8.1) i) Public summary of certification assessment report j) Human Rights Policy (Criterion 6.13). - Major Compliance -</p>	<p>management plan, environmental policy, HCV identification document, pollution management plan etc.</p> <ul style="list-style-type: none"> - Social document: Social Impact Assessment (SIA) "Study Evaluasi Lingkungan" which covering social impact assessment. This SEL has been approved by Ministry Agriculture no. 220/687/B/IV/1994, Social program, Community development program, company policies, etc. - Human rights policy that has been published No.298/ES-KTS/Memo/08/14 dated 26th August 2014 which also covering ethics in business that stated that "ethical behavior, Prohibition of all forms of corruption, bribery in the conduct or transaction of business practices and fraudulent use of funds". <p>Smallholders: Plasma Tungkal Ulu has list of document that can be access by stakeholder updated on 23rd January 2018 consist of 20 type of document, such as:</p> <ul style="list-style-type: none"> - Copy of land rights, - "Akte Pendirian Koperasi", - Tanda Daftar Perusahaan/TDP (Registered KUDs permit), - Rencana Kerja KUD (KUDs budget) consist of projection FFB and operational cost), - monitoring of IPM, fertilizing and harvesting), - Accident record, - OHS Manual. - Etc. <p>Notice board onsite contain information such as legal register, list of HCV and RTE, OSHA and environmental plan, policies and consultation, communication procedure and etc.</p>	
<p>Criteria 1.3: Growers and millers commit to ethical conduct in all business operations and transactions.</p>		
<p>1.3.1</p>	<p>There shall be a written policy committing to a code of ethical conduct and integrity in all operations and transactions along with the documentation of socialisation process of the policy</p> <p>Mill and Estate: The company has a written policy committing to a code of ethical conduct and integrity in all operations and transactions presented in "Kebijakan Perusahaan signed 1st December 2014" which also covering ethics in business which stated that "ethical behavior, Prohibition of all forms of corruption, bribery in the conduct or transaction of business practices and fraudulent use of funds "(Perusahaan berkomitmen berperilaku etis dalam berbisnis pada seluruh transaksi dan operasi bisnis, pelarangan seluruh bentuk</p>	<p>Comply</p>

Criterion / Indicator	Assessment Findings	Compliance
<p>to all levels of the workers and operations. - Minor compliance –</p>	<p>korupsi, penyuapan dan penipuan dalam penggunaan dana dan sumber daya)”. That policy has been informed to all employees and it also has been posted in public area as well as been socialized in every morning briefing so that it can be accessed by all employees. The policy has been disseminated to all level, on 26 February 2018 to all workers in Tungkal Ulu Estate and on 14 March 2018 for contractor in Tungkal Ulu Estate. While at Tungkal Ulu POM the policy has socialized on 12 April 2018 to all workers and on 17 April 2018 to 3 contractors.</p> <p>Smallholders: The KUDs have policy ethical conduct in “Kebijakan Koperasi” dated 2nd October 2017: Berkomitmen berperilaku etis pada seluruh transaksi dan operasi, pelarangan seluruh bentuk korupsi, penyuapan dan penipuan dalam penggunaan dana dan sumber daya (commitment to implement code of ethical conduct and integrity in all operation, no corruption, bribery and fraudulent use of fund and resources). The policy has been socialized to all operation on 14 January 2018 including employees, farmers KUD officer and several road maintenance contractors/supplier. Base on verified on document “Buku Pintar” that socialization of group’s policy on ethical conduct to all farmers has been conducted on 14 January 2018.</p>	
<p>Principle 2: Compliance with applicable laws and regulations</p>		
<p>Criterion 2.1:</p>		
<p>There is compliance with all applicable local, national and ratified international laws and regulations.</p>		
<p>2.1.1</p>	<p>Evidence of compliance with relevant legal requirements shall be available. - Major compliance –</p> <p>Mill and Estate: All legal requirements comply with the regulations and laws, including those related to land status, occupational health and safety, environmental, labour, agricultural practice, and mill operation, such as: – Izin Prinsip (Principle permit) No. KB.320/859/ Mentan/XI/1983, dated 7 November 1983, approved by Agriculture Ministry for PT. IIS – PIR Trans (+ 65,000 ha) and Izin Lokasi No.746, year 2006 for 1,111 ha in Kecamatan Merlung, Kabupaten Tanjung Jabung Barat, issued by Bupati Tanjung Jabung Barat. – Izin Usaha Perkebunan – Surat Pendaftaran Usaha Perkebunan/SPUP (Plantation Operational permit) No.187/Mentanhut/VII/2000, dated 3 November 2000 (±4,759.20 ha). – Izin Usaha Perkebunan Budidaya/IUP B (Plantation operational permit) No.625, year 2008, dated 26 September 2008 (± 1,111 ha).</p>	<p>Major NC Comply</p>

Criterion / Indicator	Assessment Findings	Compliance
	<ul style="list-style-type: none"> - Forest area release through "Surat Keputusan Menteri Kehutanan No.494/Kpts-II/1991 tentang Pelepasan areal hutan seluas 17,500 Ha terletak di Kelompok Hutan S. Lampisi-S. Palik-palik Kabupaten Dati II Tanjung Jabung dan Seluas 9,356Ha terletak di Kelompok Hutan S. Kehidupan-S. Singoan, Kabupaten Batanghari, Provinsi Jambi untuk Usaha Budidaya perkebunan dengan pola PIR-TRANS atas nama PT. Inti Indosawit Subur" dated 7 August 1991. - Renewal HGU No.61/HGU/BPN/2005, dated 2 June 2005, approved by BPN (3,503.02 ha). - HGU No.82/HGU/BPN RI/2014, dated 15 May 2014 (1,053.34 ha). - Land Application Permit: No.503.8/01/KPPT/2012 dated 17 September 2013. - Surface water use permit No.503.30/01/KPPT/2011, dated 5 July 2011. <p>Pesticide Store permit No.560/386/4.3/ DSTKT. 10. Izin operational pabrik (Mill operation permit) No.532/T/Industri/2005</p> <p>The Company has presented proof of promotion / appointment through Memorandum no. 089 / SM-TU / MEMO / V / 2017 dated May 3, 2017 signed by SM to 56 BHL workers and by mail (mail) from HRD on July 13, 2017; that some are already approved and others are still in process. However, there is insufficient evidence that some of these proposals have been realized.</p> <p>Base on Memorandum 041-045/HR-RO3/MEMO/SK/07/2018, dated 02 July 2018 concerning employee promotion, there are 5 employees has been promoted as permanent labor, namely:</p> <ul style="list-style-type: none"> - Kariyanto (Harvester) - Agus Salim (Harvester) - Amad (Harvester) - Abdul Wahab Naasution (Harvester) - Rofi I. (FFB loading worker) <p><u>Statement of Nonconformity:</u> Management of promote the status of employees from casual worker (Pekerja Harian Lepas) to permanent worker (Pekerja Tetap) in Tungkal Estate and Tungkal Mill are non-compliance against "Keputusan Menteri Tenaga Kerja No.100 Tahun 2004 tentang Ketentuan Pelaksanaan Perjanjian Kerja Waktu Tertentu".</p> <p><u>Correction:</u></p>	

Criterion / Indicator	Assessment Findings	Compliance									
	<p>– PT IIS – Tungkal Ulu has demonstrated the document of proposing the promotion for several casual workers to be permanent workers. Report of realization of promotion on 31th August 2018, there were 25 of 141 workers who has promoted. Data verified:</p> <ul style="list-style-type: none"> • Memorandum nomor 077/HR-R)3/MEMO/SK/08/2018 dated 27 Agustus 2018, namely Mr Setyo Nugroho (SKU-H; driver) has promoted to permanent workers effective on 1 September 2018 • Memorandum nomor 076/HR-R)3/MEMO/SK/08/2018 dated 27 Agustus 2018, namely Mr Yusril Nifendi (SKU-H) has promoted to permanent workers effective on 1 September 2018 • Memorandum nomor 075/HR-R)3/MEMO/SK/08/2018 dated 27 Agustus 2018, namely Mr Arda Siahaan (SKU-H) has promoted to permanent workers effective on 1 September 2018 • Memorandum nomor 074/HR-R)3/MEMO/SK/08/2018 dated 27 Agustus 2018, namely Mrs Lastri (SKU-H) has promoted to permanent workers effective on 1 September 2018 • Memorandum nomor 073/HR-R)3/MEMO/SK/08/2018 dated 27 Agustus 2018, namely Mr Redeck Bell Aziz (SKU-H) has promoted to permanent workers effective on 1 September 2018 <p>– Creating Working Agreement of Certain Workers (PKWT) for continuous job type</p> <p><u>Corrective Actions:</u> PT IIS has prepared the the corrective action, such as:</p> <ul style="list-style-type: none"> – Undertake inventory of workers with PHL status for temporary employment and continuous employment – Making Monitoring for PKWT workers – Make the program of hiring PHL workers for continuous work in phases each year according to the inventory with predetermined targets. <p>Tungkal Ulu Estate: Program of promotion of casual workers (PHL) to be permanent workers (SKU) year 2018-2021, in detail:</p> <table border="1" data-bbox="763 1273 1317 1369"> <thead> <tr> <th>Year</th> <th>Plan</th> <th>Realization</th> </tr> </thead> <tbody> <tr> <td>2018</td> <td>142</td> <td>25</td> </tr> <tr> <td>2019</td> <td>87</td> <td></td> </tr> </tbody> </table>	Year	Plan	Realization	2018	142	25	2019	87		
Year	Plan	Realization									
2018	142	25									
2019	87										

Criterion / Indicator		Assessment Findings			Compliance																										
		<table border="1"> <tr> <td>2020</td> <td>168</td> <td></td> </tr> <tr> <td>2021</td> <td>327</td> <td></td> </tr> <tr> <td>Total</td> <td>502</td> <td>25</td> </tr> </table> <p>Note: total of SKU-B (42 workers), SKU-H (188 workers) and PHL(502 workers)</p> <p>Tungkal Ulu POM: Program of promotion of casual workers (PHL) to be permanent workers (SKU) year 2018-2021, in detail:</p> <table border="1"> <thead> <tr> <th>Year</th> <th>Plan</th> <th>Realization</th> </tr> </thead> <tbody> <tr> <td>2018</td> <td>9</td> <td>3</td> </tr> <tr> <td>2019</td> <td>8</td> <td></td> </tr> <tr> <td>2020</td> <td>6</td> <td></td> </tr> <tr> <td>2021</td> <td>4</td> <td></td> </tr> <tr> <td>Total</td> <td>31</td> <td>3</td> </tr> </tbody> </table> <p>Note: total of employee: SKU-B (34 workers), SKU-H (66 worker) dan PHL (31 worker)</p> <p><u>Conclusion:</u> The corrective action made is sufficient and accepted. This NC is closed on 4th September 2018.</p>	2020	168		2021	327		Total	502	25	Year	Plan	Realization	2018	9	3	2019	8		2020	6		2021	4		Total	31	3		
2020	168																														
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2020	6																														
2021	4																														
Total	31	3																													
2.1.2	A documented system, which includes written information on legal requirements, shall be maintained. - Minor compliance –	<p>Mill and Estate: The certificate holder has a mechanism to identify and evaluate compliance with applicable laws and regulation. It is documented on procedure "SOP Pemenuhan Peraturan Perundang-undangan dan Perubahannya" (No. SOP; AA-GL-5001.1-RO) dated 5th December 2009). Personnel in charge to manage legal requirements is "HUMAS" officer and Administration Head or "KTU". Set of legal documents are recorded and available in list of national and regional laws.</p> <p>Smallholder: The documented system is same with the own estate, but the list of applicable laws are only applied for smallholders organization.</p>			Comply																										
2.1.3	A mechanism for ensuring compliance shall be implemented.	<p>Mill and Estate: Internal audit is one of mechanism for ensuring compliance with the laws. An internal audit for Tungkal</p>			Comply																										

Criterion / Indicator		Assessment Findings	Compliance
	- Minor compliance –	<p>Ulu Estate and Mill has been conducted on 16 April 2018. Methodology to cross-checking the compliance is by using form tools "Evaluasi Kepatuhan Hukum".</p> <p>Smallholders: Internal audit for smallholders is performed on 18 April 2018 and its covers all smallholders within the scope of certificate. The format used is same with the estate but the reference of legal requirements are different, it is only for smallholder's/cooperative scale. HUMAS officer responsible to conduct evaluation of legal compliance that relevant for Cooperative or smallholder's organization.</p>	
2.1.4	<p>A system for tracking any changes in the law shall be available and implemented.</p> <p>- Minor compliance –</p>	<p>Mill and Estate: Internal audit is one of mechanism for ensuring compliance with the laws. An internal audit for Tungkal Ulu Estate and Mill has been conducted on 16 April 2018. Methodology to cross-checking the compliance is by using form tools "Evaluasi Kepatuhan Hukum".</p> <p>Smallholders: Internal audit for smallholders is performed on 18 April 2018 and its covers all smallholders within the scope of certificate. The format used is same with the estate but the reference of legal requirements are different, it is only for smallholder's/cooperative scale. HUMAS officer responsible to conduct evaluation of legal compliance that relevant for Cooperative or smallholder's organization.</p>	Comply
Criterion 2.2:			
The right to use the land is demonstrated, and is not legitimately contested by local people who can demonstrate that they have legal, customary or user rights.			
2.2.1	<p>Documents showing legal ownership or lease, history of land tenure and the actual legal use of the land shall be available.</p> <p>- Major compliance -</p>	<p>Estate: Land title of Tungkal Ulu Estate consist of 11 certificate with total permitted area is 4,556.36 Ha:</p> <ol style="list-style-type: none"> HGU No. 01, issued 31 October 1992, size: 3,503.02 Ha, expiry 31 December 2027. SK HGU No. 13/HGU/1992, 15 September 1992. HGU No. 00038, issued 10 July 2014, size: 68.74 Ha, expiry 16 May 2049. SK HGU No. 82/HGU/BPN RI/2014, 16 May 2014. HGU No. 00037, issued 10 July 2014, size: 5.20 Ha, expiry 16 May 2049. SK HGU No. 82/HGU/BPN RI/2014, 16 May 2014. HGU No. 00036, issued 10 July 2014, size: 400.06 Ha, expiry 16 May 2049. SK HGU No. 82/HGU/BPN RI/2014, 16 May 2014. 	Comply

Criterion / Indicator	Assessment Findings	Compliance															
	<p>5. HGU No. 00045, issued 10 July 2014, size: 3.72 Ha, expiry 16 May 2049. SK HGU No. 82/HGU/BPN RI/2014, 16 May 2014.</p> <p>6. HGU No. 00043, issued 10 July 2014, size: 4.41 Ha, expiry 16 May 2049. SK HGU No. 82/HGU/BPN RI/2014, 16 May 2014.</p> <p>7. HGU No. 00044, issued 10 July 2014, size: 480.34 Ha, expiry 16 May 2049. SK HGU No. 82/HGU/BPN RI/2014, 16 May 2014.</p> <p>8. HGU No. 00042, issued 10 July 2014, size: 10.98 Ha, expiry 16 May 2049. SK HGU No. 82/HGU/BPN RI/2014, 16 May 2014.</p> <p>9. HGU No. 00040, issued 10 July 2014, size: 40.44 Ha, expiry 16 May 2049. SK HGU No. 82/HGU/BPN RI/2014, 16 May 2014.</p> <p>10. HGU No. 00039, issued 10 July 2014, size: 30.89 Ha, expiry 16 May 2049. SK HGU No. 82/HGU/BPN RI/2014, 16 May 2014.</p> <p>11. HGU No. 00041, issued 10 July 2014, size: 8.56 Ha, expiry 16 May 2049. SK HGU No. 82/HGU/BPN RI/2014, 16 May 2014.</p> <p>Plantation permit SPUP No: 187/Mentanhut/VII/2000, dated 3rd November 2000. Permitted area 4,759.20 Ha (SK HGU No. 13/HGU/1992 and SK HGU 14/HGU/1992). This permit covered Muara Bulian Estate (another scope). In 2008, Tungkal Ulu Estate also has Plantation Permit "IUP" No: 625 Tahun 2008, dated 26 September 2008 with permitted area ± 1,111 Ha. This permitted area allocated to HGU area 1,053.34 Ha (10 certificate HGU issued on 2014).</p> <p>Smallholders: copies of legal ownership right (Sertifikat Hak Milik) are documented and available in Kantor Plasma. Land ownership status of smallholder scheme is granted by government program namely Transmigration Program "PIR-TRANS" since 1992 – 1995. KUD Sawit Kita (SP-2):</p> <table border="1" data-bbox="714 1241 1850 1370"> <thead> <tr> <th>Hamparan/ Block</th> <th>Kavling /Plot</th> <th>Prev. ownership</th> <th>Current ownership</th> <th>Certificate No.</th> </tr> </thead> <tbody> <tr> <td>4</td> <td>288</td> <td>SAHRONI</td> <td>SAHRONI</td> <td>06. 06. 02. 24. 1. 01034</td> </tr> <tr> <td></td> <td>241</td> <td>KASTORI</td> <td>SARIPAH</td> <td>06. 06. 02. 24. 1. 00990</td> </tr> </tbody> </table>	Hamparan/ Block	Kavling /Plot	Prev. ownership	Current ownership	Certificate No.	4	288	SAHRONI	SAHRONI	06. 06. 02. 24. 1. 01034		241	KASTORI	SARIPAH	06. 06. 02. 24. 1. 00990	
Hamparan/ Block	Kavling /Plot	Prev. ownership	Current ownership	Certificate No.													
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	241	KASTORI	SARIPAH	06. 06. 02. 24. 1. 00990													

Criterion / Indicator		Assessment Findings				Compliance
		287	KASTUBI	MUHYADI	06. 06. 02. 24. 1. 01032	
		295	MURSID	LAMIDI	06. 06. 02. 24. 1. 01039	
	13	375	SOLEH	BAMBANG	06. 06. 02. 24. 1. 01084	
		323	SUTRISNO BIN SOBAR	JAYAK	06. 06. 02. 24. 1. 00971	
		188	RUKMANA	RUKMANA	06. 06. 02. 24. 1. 00918	
		095	RAPAWI	CAHYONO	06. 06. 02. 24. 1. 01180	
	21	370	RIBUT SUKIRANTO	PARNO	06. 06. 02. 12. 1. 01145	
		365	SOLICHAN	MARYONO	06. 06. 02. 12. 1. 01147	
		366	RONDI	SODIRIN	06. 06. 02. 12. 1. 01138	
	22	207	UTON SETIA PATONAH	UTON SETIA PATONAH	06. 06. 02. 12. 1. 01224	
		314	ABDUL KADIR	ABDUL KADIR	06. 06. 02. 12. 1. 01230	
		211	YULIWAN	YULIWAN	06. 06. 02. 12. 1. 01228	
		212	SYAFI'I	A. MUSTOFA	06. 06. 02. 12. 1. 01229	
	24	449	SAMSUDIN ALSUKIN	SAHIRIN	06. 06. 02. 12. 1. 01212	
		487	MUSLIHUDIN	MUSLIHUDIN	06. 06. 02. 12. 1. 01268	
		461	PAIMAN	SLAMET SUTARNO	06. 06. 02. 12. 1. 01248	
	25	451	SUGIYARNO	CAHYONO	06. 06. 02. 12. 1. 01316	
		500	ABDUL WAHAB ABDI	BAMBANG SETIONO	06. 06. 02. 12. 1. 01295	
		495	SUPOMO	SUGIONO	06. 06. 02. 12. 1. 01296	
KUD Karya Kita (SP-3):						
		Hampanan/ Block	Kavling / Plot	Prev. ownership	Current ownership	Certificate No.
		2	843	MUH. MUKRI	SAMIJAN/	06. 06. 02. 12. 1. 00524

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Criterion / Indicator		Assessment Findings				Compliance
				MUKRI		
		896	A. SALEWAHIDIN	KISWANTI	06. 06. 02. 12. 1. 00545	
		846	SUTARJO. 1	SUTARJO	06. 06. 02. 12. 1. 00556	
		874	MANDIKIN	MANDIKIN	06. 06. 02. 12. 1. 00557	
	6	799	TUMIRAN	TUMIRAN	06. 06. 02. 12. 1. 00642	
		925	RASALI	RASALI	06. 06. 02. 12. 1. 00657	
		824	RIPAI	MUGIONO	06. 06. 02. 12. 1. 00615	
		825	PAIMIN BIN TAMIJO	PAERAN	06. 06. 02. 12. 1. 00643	
	16	1021	KATNI	BAMBANG PURWANTO	06. 06. 02. 25. 1. 00849	
		1022	A. YANI	BAMBANG PURWANTO	06. 06. 02. 25. 1. 00830	
		1019	SURMAN	H.RUSDAN	06. 06. 02. 25. 1. 00850	
		1012	SANUSI	ANI	06. 06. 02. 25. 1. 00863	
	17	1031	AHMAD HAIRUDIN	KATIEM	06. 06. 02. 25. 1. 00848	
		1034	MURSALIM	H.RUSDAN	06. 06. 02. 25. 1. 00820	
		1032	SARBAINI	SARBANI	06. 06. 02. 25. 1. 00847	
		1035	A.AZIZ SEMAN	H.RUSDAN	06. 06. 02. 25. 1. 00835	
	23	1137	ADAM MALIK	PARNO	06. 06. 02. 25. 1. 00933	
		1147	A D I	JUMADI	06. 06. 02. 25. 1. 00945	
		1143	SADIRAN	RUBIYEM	06. 06. 02. 25. 1. 00964	
	27	1658	HARPAHMAN	HARPAHMAN	06. 06. 02. 25. 1. 00847	
		1660	FAISAL EFFENDI	DRS.KUSMAJAYA	06. 06. 02. 12. 1. 01153	
		1637	IR.KUNARJO	PUJIONO	06. 06. 02. 12. 1. 01135	

Criterion / Indicator	Assessment Findings					Compliance																																																																																																				
	<p>KUD Panca Mukti (SP-5):</p> <table border="1" data-bbox="714 464 1899 1166"> <thead> <tr> <th>Hamparan / Block</th> <th>Kavling / Plot</th> <th>Prev. ownership</th> <th>Current ownership</th> <th>Certificate No.</th> </tr> </thead> <tbody> <tr> <td>3</td> <td>3057</td> <td>SELAMET RIYANTO</td> <td>HISAM SUBEKTI</td> <td>06. 06. 02. 12. 1. 00395</td> </tr> <tr> <td></td> <td>3039</td> <td>NASRUL</td> <td>BAHUDDIN</td> <td>06. 06. 02. 12. 1. 00394</td> </tr> <tr> <td></td> <td>3026</td> <td>LADI</td> <td>HARTANTA MERLUNG</td> <td>06. 06. 02. 12. 1. 00519</td> </tr> <tr> <td>10</td> <td>3312</td> <td>M . SABRI</td> <td>AMPERA</td> <td>06. 06. 02. 12. 1. 00641</td> </tr> <tr> <td></td> <td>3298</td> <td>PARTO SUJONO</td> <td>M. KHODIRUN</td> <td>06. 06. 02. 12. 1. 00453</td> </tr> <tr> <td></td> <td>3301</td> <td>SUKIMAN</td> <td>HISAM SUBEKTI</td> <td>06. 06. 02. 12. 1. 00628</td> </tr> <tr> <td>11</td> <td>3021</td> <td>SURNAM</td> <td>EDI MULYONO</td> <td>06. 06. 02. 12. 1. 00727</td> </tr> <tr> <td></td> <td>3048</td> <td>SELAMET</td> <td>NURAI DI SP 4</td> <td>06. 06. 02. 12. 1. 00732</td> </tr> <tr> <td></td> <td>3049</td> <td>AR. SAID</td> <td>EDI MULYONO</td> <td>06. 06. 02. 12. 1. 00709</td> </tr> <tr> <td>12</td> <td>3016</td> <td>BINYANI</td> <td>BINYANI</td> <td>06. 06. 02. 12. 1. 00657</td> </tr> <tr> <td></td> <td>2992</td> <td>SUPARJO</td> <td>ROKHANI SP 6</td> <td>06. 06. 02. 12. 1. 00658</td> </tr> <tr> <td></td> <td>3015</td> <td>HASAN BASRI</td> <td>BAWON</td> <td>06. 06. 02. 12. 1. 00661</td> </tr> <tr> <td>15</td> <td>3190</td> <td>SAHLAN</td> <td>HAMDAN MERLUNG</td> <td>06. 06. 02. 12. 1. 00743</td> </tr> <tr> <td></td> <td>3287</td> <td>SURIP TO</td> <td>TEGO</td> <td>06. 06. 02. 12. 1. 00734</td> </tr> <tr> <td></td> <td>3222</td> <td>MISDI SANTOSO</td> <td>AZIZ MARBUN</td> <td>06. 06. 02. 12. 1. 00736</td> </tr> </tbody> </table> <p>KUD Sari Bumi (SP-6):</p> <table border="1" data-bbox="714 1230 1899 1396"> <thead> <tr> <th>Hamparan / Block</th> <th>Kavling / Plot</th> <th>Prev. ownership</th> <th>Current ownership</th> <th>Certificate No.</th> </tr> </thead> <tbody> <tr> <td>3</td> <td>2030</td> <td>SIKARIN</td> <td>M. SULTON</td> <td>06. 06. 02. 12. 1. 00168</td> </tr> <tr> <td></td> <td>2057</td> <td>ROSIANI</td> <td>SITI D.</td> <td>06. 06. 02. 12. 1. 00148</td> </tr> <tr> <td>9</td> <td>2086</td> <td>SUYANTO</td> <td>SULASMAN</td> <td>06. 06. 02. 12. 1. 00190</td> </tr> </tbody> </table>					Hamparan / Block	Kavling / Plot	Prev. ownership	Current ownership	Certificate No.	3	3057	SELAMET RIYANTO	HISAM SUBEKTI	06. 06. 02. 12. 1. 00395		3039	NASRUL	BAHUDDIN	06. 06. 02. 12. 1. 00394		3026	LADI	HARTANTA MERLUNG	06. 06. 02. 12. 1. 00519	10	3312	M . SABRI	AMPERA	06. 06. 02. 12. 1. 00641		3298	PARTO SUJONO	M. KHODIRUN	06. 06. 02. 12. 1. 00453		3301	SUKIMAN	HISAM SUBEKTI	06. 06. 02. 12. 1. 00628	11	3021	SURNAM	EDI MULYONO	06. 06. 02. 12. 1. 00727		3048	SELAMET	NURAI DI SP 4	06. 06. 02. 12. 1. 00732		3049	AR. SAID	EDI MULYONO	06. 06. 02. 12. 1. 00709	12	3016	BINYANI	BINYANI	06. 06. 02. 12. 1. 00657		2992	SUPARJO	ROKHANI SP 6	06. 06. 02. 12. 1. 00658		3015	HASAN BASRI	BAWON	06. 06. 02. 12. 1. 00661	15	3190	SAHLAN	HAMDAN MERLUNG	06. 06. 02. 12. 1. 00743		3287	SURIP TO	TEGO	06. 06. 02. 12. 1. 00734		3222	MISDI SANTOSO	AZIZ MARBUN	06. 06. 02. 12. 1. 00736	Hamparan / Block	Kavling / Plot	Prev. ownership	Current ownership	Certificate No.	3	2030	SIKARIN	M. SULTON	06. 06. 02. 12. 1. 00168		2057	ROSIANI	SITI D.	06. 06. 02. 12. 1. 00148	9	2086	SUYANTO	SULASMAN	06. 06. 02. 12. 1. 00190	
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			2039	PARNO	SUWARYANTO	06. 06. 02. 12. 1. 00213	
		10	1894	JAMIN	SHOLEHAN	06. 06. 02. 12. 1. 0009	
			1893	SUWARDI. 1	SUWARDI. 1	06. 06. 02. 12. 1. 00178	
		14	1847	SASENTANA	SUPRIYATMOKO	06. 06. 02. 12. 1. 00167	
			1815	HUSIN	SABAR	06. 06. 02. 12. 1. 00083	
		17	1859	SUKIRNO	SUKIRNO	06. 06. 02.28. 1. 00321	
			1884	TIMAN	SUKIRMAN	06. 06. 02.28. 1. 00335	
			1891	SUSILONO	SUSILONO	06. 06. 02.28. 1. 00336	
			1853	HENDRIK	SURAJI	06. 06. 02. 12. 1. 00190	
			1781	MAT SUNI	SUPRAPTO	06. 06. 02. 12. 1. 00129	
			1710	EDI MUSRI	NGATIMIN	06. 06. 02. 12. 1. 00076	
			1733	M. RAMLI	M. RAMLI	06. 06. 02. 12. 1. 00118	
2.2.2	Legal boundaries are demonstrated clearly and maintained. - Minor compliance -			Estate: The certificate holder has a map of legal boundaries sources from 11 Land Title or "HGU". Monitoring of boundary poles conducted periodically every 6 months. Auditor verifies of three (5) boundary poles using GPS Data app version 3.6.0 to ensure accuracy of coordinates position. Sample of boundaries visited referred to HGU certificate No.1 Year 1992 dated 31 October 1992 (3,503.02 Ha) are: <ul style="list-style-type: none"> - BPN 01 (Block F16, Afdeling 5/6): Lat: 1° 19' 46.07" S, Lon: 103° 2' 7.39" E. - BPN 02 : Lat: 1° 19' 39.76" S, Lon: 103° 2' 25.04" E - BPN 03 (Block F17, Afdeling 6): Lat: 1° 19' 34.77" S, Lon: 103° 2' 44.88" E. - BPN 04 : Lat: 1° 19' 54.52" S, Lon: 103° 2' 53.23" E - BPN 05 : Lat: 1° 20' 3.66" S, Lon: 103° 3' 0.79" E There is 3 of 5 boundary poles are not founded at field, due to accompany person did not understand the correct location of poles. Such boundary poles are not visible and not well maintained. Even though, inventory of boundary markers has been monitored and checked in period 14 – 16 December 2017 with report no: 002/LAP/KTU/SSL/02.3/XII/2017, "Laporan Pemeriksaan dan Perawatan Patok Batas". All of boundary poles status (85 poles) are exist and available, including GPS coordinates reference (using 48M UTM) using X and Y. It is difficult to compare with format degree, minutes, second. Mill coordinate: Lat: 1° 18' 3.35" S, Lon: 102° 58' 48.80" E.		Minor NC	

Criterion / Indicator	Assessment Findings	Compliance
	<p>Certificate Holder has had Monitoring Report of Boundaries Poles "Laporan Pemeriksaan dan Perawatan Patok Batas" dated 16th December 2017. The report consists of No. of boundaries, Location, Condition, GPS reference using UTM 48 (X and Y). During site visit on 5 boundaries, there only 2 are founded. Remaining of 3 boundary poles are not founded due to accompanied person not understand where location is located. While, after re-checking with PIC, all that boundaries pole is available completed with Coordinates reference (degree, minutes, second). However, GPS coordinates in the list of boundaries pole is difficult to search because coordinates position of legal boundaries is not into degree, minutes, second version.</p> <p>Smallholders: The smallholder's scheme manager (Certificate Holder) able to show the document: Monitoring of boundaries poles installation "Monitoring Pemasangan Batas Kapling Tahun 2018" for all smallholder's (SP-1; SP-2; SP-3; SP-4; SP-5; Tuah Sakato). this document contains of Cooperative, Block/Hamparan, Size (Ha), No. of plots, Installed 2017 and timeline (Jan-Dec) of 2018. Based on this this document, monitoring conducted every 6 months (Jan-Jun).</p> <p><u>Statement of Nonconformity:</u> During field observation of smallholder's plot, auditor found that some boundary poles are visible and available in place. However, based on site visit at sample of smallholder's plot as follow:</p> <ul style="list-style-type: none"> - KUD Sawit Kita (SP-2): Block/Hamparan 24 Plot No. 295. - KUD Panca Mukti (SP-5): Block/Hamparan 10 Plot No. 3301 and 3298 - Auditor did not found that boundary poles are in place. - In addition, Certificate Holder has had Monitoring Report of Boundaries Poles "Laporan Pemeriksaan dan Perawatan Patok Batas" dated 16th December 2017. The report consists of No. of boundaries, Location, Condition, GPS reference using UTM 48 (X and Y). During site visit on 5 boundaries, there only 2 are founded. Remaining of 3 boundary poles are not founded due to accompanied person not understand where location is located. While, after re-checking with PIC, all that boundaries pole is available completed with Coordinates reference (degree, minutes, second). However, GPS coordinates in the list of boundaries pole is difficult to search because coordinates position of legal boundaries is not into degree, minutes, second version. 	

Criterion / Indicator	Assessment Findings	Compliance
	<p><i>Assessment Conclusion:</i> To be verified during subsequent visit - Next Surveillance (ASA 1_2)</p>	
<p>2.2.3</p>	<p>In the event that there is a dispute or a dispute has occurred, adequate evidence of legitimate acquisition and compensation or compensation settlement process through conflict resolution which has been received through Free, Prior and Informed Consent by all related parties shall be provided. - Minor compliance -</p> <p>Mill and Estate: There is an occupied area ± 9.8 Ha located in Block C10 Afdeling 3 (referred to HGU Certificate No. 01/1992), where the land owner is a local villager of Merlung. Land condition is dominated with Durian trees and secondary vegetation. This area is not released nor compensated to the company because it's area categorized inherited land from his grandfather. According to stakeholder's consultation with National Land Agency at Batang Hari Regency, there is no any land disputes within the estate area. Also, auditor made consultation with land owner (Bpk. Yadi) which informed that since the company developed the plantation in 1991-1992, there is no dispute or significant conflict over that area.</p> <p>Smallholders: During interview with individual farmers/smallholders at sample plot taken, there is no land disputes since the development began in 1991/1992. Because Land ownership status of smallholder scheme is granted by government program namely Transmigration Program since 1992 – 1995.</p>	<p>Comply</p>
<p>2.2.4</p>	<p>There shall be an absence of significant land conflict, unless requirements for acceptable conflict resolution processes (see Criteria 6.3 and 6.4) are implemented and accepted by the parties involved. - Major compliance -</p> <p>Mill and Estate: According to stakeholder's consultation with National Land Agency at Batang Hari Regency, there is no any land disputes within the estate area.</p> <p>Smallholders: During interview with individual farmers/smallholders at sample plot taken, there is no land disputes since the development began in 1993/1994. Because Land ownership status of smallholder scheme is granted by government program namely Transmigration Program since 1992 – 1995.</p>	<p>Comply</p>
<p>2.2.5</p>	<p>For any conflict or dispute over the land, the evidence of the extent of disputed area is mapped out in a participatory way with involvement of affected parties</p> <p>Mill and Estate: According to stakeholder's consultation with National Land Agency at Batang Hari Regency, there is no any land disputes within the estate area.</p> <p>Smallholders:</p>	<p>Comply</p>

Criterion / Indicator		Assessment Findings	Compliance																		
	(including neighboring communities and local government where applicable), shall be available. - Minor compliance -	During interview with individual farmers/smallholders at sample plot taken, there is no land disputes since the development began in 1993/1994. Because Land ownership status of smallholder scheme is granted by government program namely Transmigration Program since 1992 – 1995.																			
2.2.6	To avoid escalation of conflict, there shall be no evidence that palm oil operations have instigated violence in maintaining peace and order in their current and/or planned operations. - Major compliance -	Certificate holder did not have a specific policy to circumvent instigated violence to maintain peace and order in current operations. However, based on field visit and interview with sample worker’s there is no form of violence nor intimidation that applied by the certificate holder.	Comply																		
Criterion 2.3:																					
Use of the land for oil palm does not diminish the legal rights, customary or user right of other users without their free, prior and informed consent.																					
2.3.1	Maps with appropriate scale showing the extent of recognized legal, customary or user rights (Criteria 2.2, 7.5 and 7.6) shall be developed through participatory mapping involving affected parties (including neighboring communities where applicable, and relevant authorities). - Major compliance -	<p>Mill and Estate: Use of the land for oil palm in Tungkal Ulu is based on land use title or HGU with total area is 4,556.36 Ha, which consist of 11 HGU certificate. All this area is mapped on “Peta Kebun Tungkal Ulu, Scale 1:35,000”. FPIC mechanism and process is available in Land Dispute Resolution procedure (SOP AA-GL-5003.1-R1 “Penanganan Konflik Lahan”, dated 22 August 2011). FPIC mechanism is available on the flowchart and part of the process of conflict resolution.</p> <p>Smallholders: There are changes for smallholder’s area statement from certificate.</p> <table border="1"> <thead> <tr> <th>KUD / Smallholder’s Cooperative</th> <th>Planted area (Ha)</th> <th>Prev. Certificate (Ha)</th> </tr> </thead> <tbody> <tr> <td>Bina Usaha (SP1)</td> <td>900</td> <td>910</td> </tr> <tr> <td>Sawit Kita (SP2)</td> <td>1,018</td> <td>1,028</td> </tr> <tr> <td>Karya Kita (SP3)</td> <td>1,158</td> <td>1,168</td> </tr> <tr> <td>Karya Jaya (SP4)</td> <td>800</td> <td>810</td> </tr> <tr> <td>Panca Mukti (SP5)</td> <td>770</td> <td>792</td> </tr> </tbody> </table>	KUD / Smallholder’s Cooperative	Planted area (Ha)	Prev. Certificate (Ha)	Bina Usaha (SP1)	900	910	Sawit Kita (SP2)	1,018	1,028	Karya Kita (SP3)	1,158	1,168	Karya Jaya (SP4)	800	810	Panca Mukti (SP5)	770	792	Comply
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Criterion / Indicator		Assessment Findings			Compliance																		
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		Discrepancy of 102 Ha is "Tanah Kas Desa" which is out of certification scope and categorized as Non-Certified. Certified area for smallholder's shall be revised on certificate.																					
2.3.2	<p>Copies of negotiated agreements including the process of free, prior and informed consent (FPIC) (Criteria 2.2, 7.5 and 7.6) shall be available and these include:</p> <ul style="list-style-type: none"> a) Evidence of consultation b) Statement of transfer of rights c) Evidence of compensation <p>See specific guidance 2.3.2 - Minor compliance -</p>	<p>Mill and Estate: The certificate holder (company) has land use rights "HGU" for its area. There is no more land compensation made after the company obtained the land use title.</p> <p>Smallholders: Based on interview with smallholder's cooperative head it was informed that if there is any transfer of ownership rights between farmer's should be report to cooperative and village head, then will be updated by cooperative for status of membership.</p>			Comply																		
2.3.3	<p>Relevant information shall be available in appropriate forms and languages, including analysis of impacts, proposed benefit sharing, and legal arrangements.</p> <p>- Minor compliance -</p>	<p>Mill, Estate and Smallholders: FPIC mechanism and process is available in Land Dispute Resolution procedure (SOP AA-GL-5003.1-R1 "Penanganan Konflik Lahan", dated 22 August 2011) Both Tungkal Estate, Mill and Smallholders, there is no traditional use or customary right within the certified area. According to interview with relevant stakeholder (Land Office) and surrounding villagers, there is no land disputes were raised.</p>			Comply																		
2.3.4	<p>Evidence shall be available to show that communities are represented through institutions or representatives of their own</p>	<p>Mill, Estate and Smallholders: HUMAS officer is representative from the company and each villages head is representative from community. Both Tungkal Estate, Mill and Smallholders, there is no traditional use or customary right within the</p>			Comply																		

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3.1.1	A documented management plan, a minimum of three years shall be available, including, where appropriate, plan for scheme smallholders. - Major compliance-	<p>Mill, Estate and Smallholders: The Certificate Holder has had three years' management plan "Rencana Usaha PT INTI INDOSAWIT SUBUR GROUP TUNGKAL ULU" covering Own Estate and Mill updated 1st May 2018, as follow:</p> <ul style="list-style-type: none"> - Planting Material. MARIHAT: YoP 1990, 1991, 1993, 2003, 2009. DAMI: 1993 (only for own estate). - Yield (Ton FFB/Ha) <table border="1"> <thead> <tr> <th>YoP</th> <th>Act (Jan-Mei 18)</th> <th>Budget 2018</th> <th>Target 2019</th> <th>Target 2020</th> <th>Target 2021</th> <th>Target 2022</th> <th>Target 2023</th> </tr> </thead> <tbody> <tr><td>1990</td><td>13.83</td><td>23.32</td><td>31.08</td><td>26.41</td><td>27.47</td><td>23.35</td><td>19.85</td></tr> <tr><td>1991</td><td>10.34</td><td>21.15</td><td>28.77</td><td>24.45</td><td>25.43</td><td>21.61</td><td>18.37</td></tr> <tr><td>1993</td><td>9.35</td><td>21.42</td><td>28.25</td><td>24.01</td><td>24.97</td><td>21.23</td><td>18.04</td></tr> <tr><td>2003</td><td>11.65</td><td>22.44</td><td>26.94</td><td>22.90</td><td>23.81</td><td>20.24</td><td>17.21</td></tr> <tr><td>2009</td><td>8.57</td><td>19.38</td><td>30.67</td><td>26.07</td><td>28.68</td><td>24.38</td><td>20.72</td></tr> <tr><td>2016</td><td></td><td></td><td>9.00</td><td>18.00</td><td>25.00</td><td>31.00</td><td>31.00</td></tr> <tr><td>2017</td><td></td><td></td><td></td><td>9.00</td><td>18.00</td><td>25.00</td><td>31.00</td></tr> <tr><td>2018</td><td></td><td></td><td></td><td></td><td>9.00</td><td>18.00</td><td>25.00</td></tr> <tr><td>2019</td><td></td><td></td><td></td><td></td><td></td><td>9.00</td><td>18.00</td></tr> <tr><td>2020</td><td></td><td></td><td></td><td></td><td></td><td></td><td>9.00</td></tr> <tr> <td>Avg</td> <td>10.75</td> <td>21.54</td> <td>25.78</td> <td>21.55</td> <td>22.80</td> <td>21.53</td> <td>20.82</td> </tr> </tbody> </table> <p>Production Budget for smallholder's period 2018-2020 (Ton/Ha)</p> <table border="1"> <thead> <tr> <th>KUD / Smallholder's Cooperative</th> <th>Size (Ha)</th> <th>Budget 2018</th> <th>Target 2019</th> <th>Target 2020</th> </tr> </thead> <tbody> <tr> <td>Bina Usaha (SP1)</td> <td>900</td> <td>16.64</td> <td>15.81</td> <td>15.02</td> </tr> </tbody> </table>	YoP	Act (Jan-Mei 18)	Budget 2018	Target 2019	Target 2020	Target 2021	Target 2022	Target 2023	1990	13.83	23.32	31.08	26.41	27.47	23.35	19.85	1991	10.34	21.15	28.77	24.45	25.43	21.61	18.37	1993	9.35	21.42	28.25	24.01	24.97	21.23	18.04	2003	11.65	22.44	26.94	22.90	23.81	20.24	17.21	2009	8.57	19.38	30.67	26.07	28.68	24.38	20.72	2016			9.00	18.00	25.00	31.00	31.00	2017				9.00	18.00	25.00	31.00	2018					9.00	18.00	25.00	2019						9.00	18.00	2020							9.00	Avg	10.75	21.54	25.78	21.55	22.80	21.53	20.82	KUD / Smallholder's Cooperative	Size (Ha)	Budget 2018	Target 2019	Target 2020	Bina Usaha (SP1)	900	16.64	15.81	15.02	Comply
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Criterion / Indicator		Assessment Findings					Compliance
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		Karya Kita (SP3)	1,158	17.66	16.78	15.94	
		Karya Jaya (SP4)	800	18.86	17.92	17.02	
		Panca Mukti (SP5)	770	19.13	18.17	17.26	
		Sari Bumi (SP6)	754	18.43	17.51	16.63	
		Manunggal Jaya (SP7)	208	18.51	17.59	16.71	
		Sawit Mulia (SP8)	1,352	18.28	17.36	16.49	
		Argo Makmur (SP9)	1,120	18.39	17.47	16.60	
		Harapan Jaya (SP10)	1,120	21.32	21.75	21.72	
		Total	9,200	18.32	17.62	16.55	
		- OER dan KER					
		Extract Ratio	Budget 2018	Target 2019	Target 2020	Target 2021	
		OER	23.50	23.65	23.75	23.75	
		KER	5.3	5.3	5.3	5.3	
		- Estimated Product Price (IDR/MT)					
		Product	2018	2019	2020	2021	
		CPO	8,000,076.59	8,000,094.75	7,999,902.58	7,999,970.92	
		PK	5,500,000	5,499,997.99	5,499,997.97	5,499,997.70	
		- Estimated Production of Tungkal Ulu Estate (MT)					
		Product	2018	2019	2020	2021	
		FFB	159,300	154,699	150,844	182,362	
		CPO	36,559	35,503	34,770	42,217	
		PK	8,442.90	8,199.05	7,994.74	9,665.20	

Criterion / Indicator	Assessment Findings	Compliance																																																																																																																														
<p>3.1.2 An annual replanting program projected for a minimum of five years (but longer where necessary to reflect the management of fragile soils, see Criterion 4.3), with yearly review, shall be available. - Minor compliance-</p>	<p>Estate: During ASA-1.1, land preparation for replanting program are still commence. Replanting program 2016-2024 is as follow:</p> <table border="1" data-bbox="714 496 1167 868"> <thead> <tr> <th>Year</th> <th>Replanting area (Ha)*</th> </tr> </thead> <tbody> <tr><td>2016</td><td>307</td></tr> <tr><td>2017</td><td>607</td></tr> <tr><td>2018</td><td>652</td></tr> <tr><td>2019</td><td>667</td></tr> <tr><td>2020</td><td>609</td></tr> <tr><td>2021</td><td>587</td></tr> <tr><td>2022</td><td>377</td></tr> <tr><td>2023</td><td>583</td></tr> <tr><td>2024</td><td>400</td></tr> <tr><td></td><td>4,789</td></tr> </tbody> </table> <p>Smallholders: Replanting program "Rencana Replanting per Tahun Tanam Revisi HO Medan", dated 2 January 2018:</p> <table border="1" data-bbox="714 932 1877 1399"> <thead> <tr> <th>KUD (Smallholder Cooperative)</th> <th>YoP</th> <th>Size (Ha)</th> <th>2019</th> <th>2020</th> <th>2021</th> <th>2022</th> <th>2023</th> <th>2024</th> <th>2025</th> <th>2026</th> </tr> </thead> <tbody> <tr> <td rowspan="3">Bina Usaha (SP-1)</td> <td>1992</td> <td>550</td> <td>450</td> <td>100</td> <td>-</td> <td>-</td> <td>-</td> <td>-</td> <td>-</td> <td>-</td> </tr> <tr> <td>1993</td> <td>350</td> <td>-</td> <td>350</td> <td>-</td> <td>-</td> <td>-</td> <td>-</td> <td>-</td> <td>-</td> </tr> <tr> <td>1994</td> <td>10</td> <td>-</td> <td>-</td> <td>10</td> <td>-</td> <td>-</td> <td>-</td> <td>-</td> <td>-</td> </tr> <tr> <td rowspan="5">Sawit Kita (SP-2)</td> <td>1990</td> <td>642</td> <td>400</td> <td>-</td> <td>242</td> <td>-</td> <td>-</td> <td>-</td> <td>-</td> <td>-</td> </tr> <tr> <td>1991</td> <td>188</td> <td>-</td> <td>-</td> <td>188</td> <td>-</td> <td>-</td> <td>-</td> <td>-</td> <td>-</td> </tr> <tr> <td>1992</td> <td>120</td> <td>-</td> <td>120</td> <td>-</td> <td>-</td> <td>-</td> <td>-</td> <td>-</td> <td>-</td> </tr> <tr> <td>1993</td> <td>68</td> <td>-</td> <td>68</td> <td>-</td> <td>-</td> <td>-</td> <td>-</td> <td>-</td> <td>-</td> </tr> <tr> <td>1994</td> <td>10</td> <td>-</td> <td>-</td> <td>10</td> <td>-</td> <td>-</td> <td>-</td> <td>-</td> <td>-</td> </tr> <tr> <td>Karya Kita</td> <td>1991</td> <td>616</td> <td>-</td> <td>176</td> <td>268</td> <td>172</td> <td>-</td> <td>-</td> <td>-</td> <td>-</td> </tr> </tbody> </table>	Year	Replanting area (Ha)*	2016	307	2017	607	2018	652	2019	667	2020	609	2021	587	2022	377	2023	583	2024	400		4,789	KUD (Smallholder Cooperative)	YoP	Size (Ha)	2019	2020	2021	2022	2023	2024	2025	2026	Bina Usaha (SP-1)	1992	550	450	100	-	-	-	-	-	-	1993	350	-	350	-	-	-	-	-	-	1994	10	-	-	10	-	-	-	-	-	Sawit Kita (SP-2)	1990	642	400	-	242	-	-	-	-	-	1991	188	-	-	188	-	-	-	-	-	1992	120	-	120	-	-	-	-	-	-	1993	68	-	68	-	-	-	-	-	-	1994	10	-	-	10	-	-	-	-	-	Karya Kita	1991	616	-	176	268	172	-	-	-	-	<p>NC Comply</p>
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Criterion / Indicator		Assessment Findings										Compliance		
		(SP-3)	1992	384	-		384	-	-	-	-	-		
			1993	70	70		-	-	-	-	-	-		
			1994	98	-	98	-	-	-	-	-	-		-
		Karya Jaya (SP-4)	1991	400	320		-	80	-	-	-	-		-
			1992	400	-	240	-	160	-	-	-	-		-
			1994	10	-	10	-	-	-	-	-	-		-
		Panca Mukti (SP-5)	1993	540	-	324	216	-	-	-	-	-		-
			1994	252	-	186	66	-	-	-	-	-		-
		Sari Bumi (SP-6)	1991	690	-	-	-	46	368	276	-	-		-
			1992	52	-	-	-	52	-	-	-	-		-
			1994	22	-	-	22	-	-	-	-	-		-
		Kop. Manunggal Jaya (SP-7)	1992	208	-	-	-	208	-	-	-	-		-
		Sawit Mulia (SP-8)	1993	1,020	-	150	560	310	-	-	-	-		-
			1994	342	-	220	-	122	-	-	-	-		-
		Argo Makmur (SP-9)	1993	908	-	-	-	-	220	410	278	-		-
			1994	222	-	-	-	222	-	-	-	-		-
		Harapan Jaya (SP-10)	1993	560	-	-	-	-	-	-	200	360		-
			1994	570	-	-	-	-	180	390	-	-		-

Criterion / Indicator		Assessment Findings										Compliance
		Total										
		<p>At the time of ASA-1.1, replanting activities for smallholders not yet conducted. It will be starting on year 2019.</p> <p>Review replanting activities has been done annually, in example: Replanting in 2016 has been reviewed on December 2017 through "Notulen Replanting 2017".</p>										
Principle 4: Use of appropriate best practices by growers and millers												
Criterion 4.1:												
Operating procedures are appropriately documented, consistently implemented and monitored.												
4.1.1	<p>Standard Operating Procedures (SOPs) for estates (land clearing to harvesting) and SOP for mills (reception of FFB to dispatch of CPO and PKO) shall be available.</p> <p>- Major compliance -</p>	<p>Mill and Estate:</p> <p>Tungkal Ulu Estate has documented and implemented procedures for oil palm plantation from land preparation up to replanting, as follow:</p> <ul style="list-style-type: none"> - SOP AA-APM-OP-1100.01-R4 dated 5 September 2016 Pembibitan (Nursery); - SOP AA-APM-OP-1100.02-R3 10 June 2015 Penanaman Areal Baru (New Planting); - SOP AA-APM-OP-1100.03-R2 24 July 2015 Pembuatan dan Perawatan Jalan dan Jembatan (Road and Bridge construction and maintenance); - SOP AA-APM-OP-1100.04-R3 07/12/2015 Pembuatan dan Pemeliharaan Parit berisi tentang tuntutan teknis pekerjaan pembuatan dan pemeliharaan parit secara sistematis explains culvert/drainage construction and maintenance; - SOP AA-APM-OP-1100.05-R3 23/11/2016 Konservasi Tanah dan Air explains Soil & Water Conservation; - SOP AA-APM-OP-1100.06-R6 16/02/2017 Menanam kacang related to Planting cover crops; - SOP AA-APM-OP-1100.07-R6 16/02/2017, Menanam Kelapa Sawit related to Planting; - SOP AA-APM-OP-1100.08-R6 11/05/2016 Pengendalian Gulma or Weed control; - SOP AA-APM-OP-1100.09. R5 5/09/2016 Pemupukan related to Fertilizer application; - SOP AA-APM-OP-1100.10. R6 23/11/2016 Pengendalian Hama dan Penyakit explains Pests & Disease Control; - SOP AA-APM-OP-1100.11. R1 01/02/2009 Pestisida dan Pengendaliannya for pesticide 										Comply

Criterion / Indicator	Assessment Findings	Compliance
	<p>handling;</p> <ul style="list-style-type: none"> - SOP AA-APM-OP-1100.12. R3 23/11/2016 Kastrasi explains castration (cutting all generative product (male flower, female flower, all fruit, to support vegetative growth) – done 5-6 months before being harvested; - SOP AA-APM-OP-1100.13. R3 04/03/2016 Tunas Pokok for pruning; - SOP AA-APM-OP-1100.14. R3 16/02/2017 Sensus dan Identifikasi Pokok explains census and palm identification; - SOP AA-APM-OP-1100.15. R2 01/10/2010 Sensus Produksi related to production census; - SOP AA-APM-OP-1100.16. R1 01/02/2009 Konsolidasi Pohon Tumbang explains provision of support to fallen palm; - SOP AA-APM-OP-1100.17. R1 23/10/2014 Pengelolaan Air related to water management; - SOP AA-APM-OP-1100.18. R3 20/04/2015 Potong Buah related to harvesting; - SOP AA-APM-OP-1100.19. R1 01/02/2009 Pengelolaan Transport explains FFB Transport; - SOP AA-APM-OP-1100.20-R6 16/02/2017 Replanting. <p>Tungkal Ulu POM has documented and implemented procedure related to process of FFB to become CPO and PK, starts from FFB receiving to dispatch of CPO and PK:</p> <ul style="list-style-type: none"> - SOP AA-MPM-OP-1400.02.R2 Stasiun Penerimaan for FFB receiving station; - SOP AA-MPM-OP-1400.03.R1 Stasiun Rebusan for sterilizer; - SOP AA-MPM-OP-1400.04.R1 Stasiun Pemisahan Berondolan for loose fruit separation; - SOP AA-MPM-OP-1400.05-R1 Stasiun pengadukan dan pengempaan for pressing station; - SOP AA-MPM-OP-1400.06-R1 Stasiun pemurnian for clarification; - SOP AA-MPM-OP-1400.07-R1 Stasiun pemisahan nut dan fiber for nut and fiber separation; - SOP AA-MPM-OP-1400.08-R1 Stasiun kernel for kernel station; - SOP AA-MPM-OP-1400.09-R1 Stasiun boiler; - SOP AA-MPM-OP-1400.10-R1 Stasiun engine room; - SOP AA-MPM-OP-1400.11-R1 Stasiun water treatment; - SOP AA-MPM-OP-1400.12-R1 Laboratorium; - SOP AA-MPM-OP-1400.13-R1 Stasiun pengelolaan limbah for palm oil mill effluent treatment; - SOP AA-MPM-OP-1400.14-R2 Stasiun penimbunan dan pengiriman CPO dan kernel for CPO and PK 	

Criterion / Indicator	Assessment Findings	Compliance
	<ul style="list-style-type: none"> bulking and despatch operation; – SOP AA-MPM-OP-1400.15-R1 Perawatan for preventive maintenance; – SOP AA-MPM-OP-1400.19.R2 Manajemen dan Metode Menghitung Emisi Gas Rumah Kaca (GHG) – SOP AA-MPM-OP-1400.18-R4 Book Keeping – AA-MPM-OP-1400.17-R6 Traceability <p>The mill operational procedures explains the flow process, specification of material and process, machinery and tools required, step-by-step process, control, monitoring and measurement and health and safety requirements.</p> <p>Smallholder: Tungkal Ulu Smallholder has documented SOP as guidance for best agriculture practices and best management practices. The SOP was following the procedure of PT Inti Indosawit Subur. The procedure were sighted, for example:</p> <ul style="list-style-type: none"> – “Pembibitan” - Procedure of Nursery (SOP AA-Plasma-PP-KS-01); – “Pengendalian Hama dan Penyakit” - Procedure of Pest and Disease Control (SOP AA-Plasma-PP-KS-02); – “Pemupukan” – Procedure of Fertilizing (SOP AA-Plasma-PP-KS-03); – “Potong Buah” – Procedure of Harvesting (SOP AA-Plasma-PP-KS-04); – Procedure of Internal Communication Group Certification (007/DOK/SOP/AA2016); – Procedure of Assessment and Inspection Member Group Plantation (013/DOK/SOP/AA/2016); – FFB sale Mechanism (020/DOK/SOP/AA/2016). 	
<p>4.1.2 Checking or monitoring of operations procedures is conducted at least once a year. - Minor compliance -</p>	<p>Mill and Estate: PT Inti Indosawit Subur follows procedure for internal audit under Standard Operating Procedures AA-SOP-ES-6001-R1 dated 1 March 2013. The procedure stating internal audit of minimum once a year. If there is finding, unit management shall prepare review on audit finding and prepare root cause analysis, prepare corrective action – with person in charge and completion target. The latest RSPO internal audit was done in 5 December 2017, by Ari Azhari Harahap (Team Leader), Rico Santoso, and Ian Septian Arifin. To check and monitor of operations procedures, PT Inti Indosawit Subur has conducted any others</p>	<p>Comply</p>

Criterion / Indicator	Assessment Findings	Compliance
	<p>internal audit and visit both in estate and mill:</p> <ul style="list-style-type: none"> - R&D P&D Agronomic Visit Report, conducted once a year to check and monitoring the implementation of Agronomy best management practices particularly for pest and disease control and plant upkeep. Last visit performed in Tungkal Ulu Estate on 26 – 28 May 2018 by Johnson Situmorang. During visit found that in general, immature plant growth (OP 2016) are good, leaf color are normal green with wide canopy. Nutrient status is good, nutrient deficiencies are rare. EFB application program in mature plant for 2018 is 13,207 ton spread in 5 blocks, actual application until April 2018 is 6,321 ton. Recommendation: Blocks with “U” shape EFB program, e.g. E93a has experienced decrease of ZA and MOP fertilizer dosage in 2018, therefore Estate management has to ensure EFB are applied completely. - Visit Agronomy conducted once a year to check and monitoring the implementation of best agriculture practices. Last visit in Tungka Ulu Estate performed on 20 – 25 November 2017 by Ngu Heng Shioh. Current issues and recommendation from the last visit are: <ul style="list-style-type: none"> • Over racking has resulted in exposed feeding roots in the palm circles due to wrong tools being used; Recommendation: make serrated rakes from plastic jericans for raking, in future it suffices to just remove the large pieces of detritus only. • Overflowing flatbeds were noted in LA fields due to low and thin bunds at the side of the flatbeds and rainy weather; Recommendation: repair, strengthen and raise the flatbeds bund higher, monitor application to ensure that the flatbeds are not overfilled (up to 90% of the flatbed capacity only). As buffer beds are not filled with POME, apply FFB near the buffer bed areas to ensure adequate nutrients for the surrounding palms. - “Summary Pemeriksaan QC Asian Agri” (QC checking summary) dated 29 and 30 June 2018, mentioned control checking of harvesting quality, e.g. plot quality, FFB quality, ripeness, loose fruit and empty bunch. - Visit Engineering (VE) performed once a year to check and monitoring the implementation of mill operation procedure. Last visit performed on 23 November 2017 by TCJ Thomas. All issue found during visit has been addressed and solved by Tungkal Ulu POM. For example: <ul style="list-style-type: none"> • Management of Lori (car) repair, goal: <ul style="list-style-type: none"> ○ Repair of car can be done in bright day or during rain; ○ Repair time can be reduce; ○ Make the work easier (body, chassis or wheel parts); 	

Criterion / Indicator	Assessment Findings	Compliance
	<ul style="list-style-type: none"> ○ Decrease the risk due to not using heavy equipment during repair. • FFB Conveyor, problem: the chain of FFB Conveyor loading ramp 8 is not level with liner, and chain roller is worn-out, action: conducted scrapper setting. • Crude oil vibrating screen, problem: the screen are not being operated correctly resulting in ineffective screening of crude oil, action: conducted replacement of spring and metallic pipe, and performed setting of center tie down. • Boiler Black Smoke Emission, problem: frequent emission of thick black smoke, uncontrolled emission of black smoke from the boiler contravenes the environment regulation, action: Mill Assistant made schedule of pipe and boiler cleaning during boiler stop. <p>– Process and Quality Control visit performed each semester to check the quality parameter of mill process and mill production (CPO and PK standard quality), loses, FFB quality, sterilizer pressure, process temperature, unstriped bunches, raw water treatment plant, laboratory.</p> <p>Smallholder: Regular field inspection to monitor the SOP implementation has been carried out by Tungkal Ulu Smallholder management. Record monitoring verified for example:</p> <ul style="list-style-type: none"> – “Monitoring Sortasi dan Timbang TPH” contain information of FFB quality inspection in member plantation on harvesting process. Records for each month inspection were available, e.g. KUD Sawit Kita for period January to July 2018, sample taken for date 07/07/2018; 421 bunch Normal, 11 bunch unripe, 11 bunch overripe and 20 bunch rat attacked. – “Pemeriksaan Kualitas TBS Plasma” issued by Tungkal Ulu POM, contains information of FFB quality inspection in reception station. Record verified dated 25/06/2018 for KUD Sawit Kita, Hampanan 07, truck BH 1355 YX, result: FFB weight 9,028 kg; sample size 420 bunch; unripe 2 bunch; ripe 415 bunch; overripe 3 bunch; long stalk 15 bunch; loose fruit 782 kg; thrash 15.64 kg. – “Realisasi dan Rekomendasi Pemupukan” available for period 2017 and 2018 contain information of fertilizer recommendation and application. To ensure the proper dosage and application, plasma Tungkal Ulu provided dosage equipment and monitor by field supervisor. – The internal audit was conducted to check the implementation of RSPO Principles and Criteria and implementation of SOP. Last internal audit conducted on 10/12/2017. – R & D Pest and Disease Visit Report available under KLT/R&D-P&D/01-2017, visit conducted on 21 – 22 August 2017 by Albertus Prasetyadi. It summarized that: 	

...making excellence a habit.™

Criterion / Indicator	Assessment Findings	Compliance
	<ul style="list-style-type: none"> • There was nettle caterpillar attack as 361 ha with population under the threshold. Most attacked caused by <i>Setora nitens</i> and a little attack caused by <i>Setotosea asigna</i>. Control was made by nature, due to high activity of natural enemy in field, e.g. <i>Sycanus dichotomus</i>, <i>Spinaria spinator</i> parasitoid (95 – 100% caterpillar were parasitized) and fungi pathogen <i>Cordyceps militaris</i>. Nettle caterpillar census has been done accurately in monthly basis. • Rat attack is low and based on rat census in July 2017 attack range is 0 – 17%. Census of barn owl box has been done in three month interval, resulted that there was 257 barn owl box with 84% occupation. 	
<p>4.1.3 Records of monitoring and any follow-up actions shall be available. - Minor compliance -</p>	<p>Mill and Estate: Records of monitoring and any follow up actions related to monitoring of operation procedures can be demonstrated during audit, such as:</p> <ul style="list-style-type: none"> - RSPO internal audit, which done in 5 December 2017 in Tungkal Ulu Estate and Palm Oil Mill. Audit resulting 4 Non Conformities identified. Corrective action has been planned and implemented to address issues found during audit. - R&D P&D Visit Report Tungkal Ulu Estate KTU/R&D-AGRO/01-18 date of visit 26 – 28 May 2018 by Johnson Situmorang. All issue found during visit has been addressed by company as explained in indicator 4.1.2 above. - VA Report Inti KTU/VA/FULL 02-17 by Ngu Heng Shioh, dated 20 – 25 November 2017 in Tungka Ulu Estate. All issue found during visit has been addressed by company as explained in indicator 4.1.2 above. - Production Performance report, explained the FFB production performance and evaluation as well as determined production target for next year. Evaluation FFB production each block to date June 2018 can be demonstrated. - Mandor (Foreman) logbook, contain information of daily work monitoring covering: harvesting, spraying, fertilizing, pest and disease census, road and infrastructure maintenance, and others. During audit verified sample of Tungkal Ulu Estate. - Visiting Engineering Report (by e-mail) dated 29 November 2017 by TCJ Thomas, date of visit 23 November 2017. All issue found during visit has been addressed by company as explained in indicator 4.1.2 above. - Laporan Harian Pabrik (Mill Daily Report) Tungkal Ulu POM, latest report on 12 July 2018; contain information covering FFB receiving, FFB process: gross and net FFB processed, FFB stock, shift 	<p>Comply</p>

Criterion / Indicator	Assessment Findings	Compliance
	<p>hour, process hour, press hour, press capacity, sterilizer process, Utility factor commercial and capacity, CPO and PK production, CPO and PK extraction rate, CPO and PK quality. Process performance evaluated each day by mill manager and some corrective action to address some issue has been developed by Tungkal Ulu POM.</p> <p>Estate and mill management prepare monthly reports (Laporan Unit Kebun and Laporan Unit Pabrik) and send to the company's head office for monitoring purpose as well. All field inspection results are recorded in Monthly Report.</p> <p>Smallholder: The internal audit was conducted to check the implementation of SOP and RSPO P&C requirements, which the latest was conducted on 10 December 2017. Internal audit report and its follow up action are available. The last internal audit conducted by Ari Azhar Harahap, Ian Septian Rifin and Rico Santoso Pakpahan; resulting 3 nonconformities, e.g. spraying activity program and realization records, road maintenance record and record regarding wildlife finding. The records of monitoring and any actions taken were maintained and available, as appropriate, at Kebun Plasma Tungkal Ulu office and each KUD.</p> <p>The Smallholder Manager monitored record keeping which indicates that what need to be include in the Farmer Folder especially on Training record, Membership contract, Land ownership documents, Map, License, Fertilizer and yield records, and Internal audit document. R & D Pest and Disease Visit Report available under KLT/R&D-P&D/01-2017, visit conducted on 21 – 22 August 2017 by Albertus Prasetyadi.</p>	
<p>4.1.4 Records of the origins of all third-party FFB sourced (collector, deliver, Cooperative, Farmers Association and outgrower) shall be available. - Major compliance -</p>	<p>Mill and Estate: PT Inti Indosawit Subur – Tungkal Ulu POM has a policy related to purchase of non-certified FFB under "Kebijakan Perusahaan", dated 1 December 2014. Point 17 stated "<i>Melakukan komunikasi dan evaluasi kepada pihak ketiga terkait asal penerimaan TBS dari lahan yang legalitasnya dapat dibuktikan, tidak ada pembakaran untuk pembukaan areal baru maupun peremajaan (replanting), tidak melakukan pembukaan areal gambut setelah September 2014, tidak terdapat konflik lahan dan tidak mempekerjakan anak-anak dalam pengelolaannya</i>" – To communicate and evaluate third party related to purchase of FFB from legally demonstrable area, no burning for new development or replanting, no new development in peat area after September 2014, no land conflict and not employing children in the process".</p>	<p>Comply</p>

Criterion / Indicator	Assessment Findings	Compliance
	<p>There are several FFB suppliers which registered as third party FFB supplier of Tungkal Ulu POM in 2018 as listed below. FFB received from third party recorded each day in "Laporan Harian Pabrik" and reported each month in "Laporan Unit Pabrik". Names of third party suppliers are: KUD Bina Usaha SP 1, YES, KSP, HD, Victory, Trading Makmur, Jaya Mandiri, Merlung Topaz, MH, Gapoktan Maju Jaya, Penyabungan Topaz, Gapoktan Usaha Berkat, Asosiasi Tani Bersama, Novie Zulhi and Teguh Prayoga.</p> <p>PT Inti Indosawit Subur – Tungkal Ulu POM has a procedure to communicate and evaluate the source of third party FFB (non-certified) as on SOP "Pengawasan Sumber Pembelian TBS Luar" (AA- MM-506.2-R0) dated 1 January 2014. The objective of the procedure was to ensure third party FFB sourced from non-forest area, completed with legal ownership of the land. The procedure consist of various steps: to check supporting document from supplier (delivery order, declaration, plantation block maps); compare the plantation location map/coordinate against the legal documents; verification team will compare the plantation location map against the spatial mapping; conduct field verification to the source of FFB (oil palm plantation belong to farmer), randomly selected samples; verification team will prepare database, prepare the list the complying suppliers. Supply of FFB from area which legally contested or coming from protected forest, forest area, conservation area – will be rejected. During audit evidence of supplier verification can be demonstrated for example supplier "JM" (± 2,000 Ha) and "ATB" (± 950 Ha), field verification conducted to all of their planted area and source of FFB from the local farmer. Verification result was completed with farmer name, location, GPS coordinate, year of planting and distance from Tungkal Ulu POM.</p> <p>The third party FFB supplier has signed documented "Pernyataan dan Jaminan", that mean Statement and Guarantee as a supplier of FFB. The document stated that:</p> <ul style="list-style-type: none"> - FFB that supplied to Tungkal Ulu POM came from land that has been owned/controlled/cultivated in accordance with the legislation, especially in the field of land and plantation. - FFB supplied does not originate from unauthorized areas, such as: <ul style="list-style-type: none"> • Protected Forest Area • Industrial Forest Area • Production Forest Area • Conservation area <p>Record seen: "Statement and Guarantee" on behalf of Mr. ISK as chief of Jaya Mandiri dated 08/09/2017 and Mr. KLM as chief of Asosiasi Tani Bersama dated 22/03/2016.</p>	

Criterion / Indicator	Assessment Findings	Compliance
	<p>Smallholder: Based on field observation to Smallholder area, there is no way that FFB from third party or from outside supplier can be mixed with FFB from smallholder, because all Scheme Smallholder FFB are marked by Kerani TBS (FFB Officer) as signed that an FFB can be loaded to the truck and delivered to the Mill. Non marked FFB cannot be loaded to the transporter. Monitoring sheet of FFB transportation and origin presented in "Kartu Timbangan" (weighbridge ticket) which identify the sources of FFB, Truck number, receipt date, receipt no, total FFB received by mill. Sighted the record for June 2018:</p> <ul style="list-style-type: none"> - KUD Sawit Kita (SP 2), Hamparan 22: Weight bridge ticket: PTUA218104468 Dated transport : 30 June 2018 Nett weight : 8,459 kg FFB amount : 406 bunch Block : P3061 FFB Origin : P3-2A-96-Mutiara Sortation : 371 kg Truck Number : BH 8365 ZU Driver : Eman FFB Delivery Note : 00319 Batch Number : 13 100 24282017047856 - KUD Karya Kita (SP 3), Hamparan 6: Weight bridge ticket: PTUA218104479 Dated transport : 30 June 2018 Nett weight : 6,845 kg FFB amount : 350 bunch Block : P2025 FFB Origin : P2-3A-95-Alpokat Jaya Sortation : 245 kg Truck Number : BH 8589 BI Driver : Sigit 	

Criterion / Indicator		Assessment Findings	Compliance
		FFB Delivery Note : 00232 Batch Number : 13 100 24282017047967 Batch Number : 13 100 24282017048478 – KUD Karya Kita (SP 5), Hamparan 11: Weight bridge ticket: PTUA218104537 Dated transport : 30 June 2018 Nett weight : 8,328 kg FFB amount : 350 bunch Block : P5180 FFB Origin : P5-3A-97-Sumber Agung Sortation : 342 kg Truck Number : BH 8926 EI Driver : Danu FFB Delivery Note : 00131 Batch Number : 13 100 24282017048478	
Criterion 4.2: Practices maintain soil fertility at, or where possible improve soil fertility to, a level that ensures optimal and sustained yield.			
4.2.1	A record of SOP implementation to maintain soil fertility that ensures optimal and sustained yield, shall be available. - Major compliance -	Estate: PT Inti Indosawit Subur – Tungkal Ulu Estate has procedures to maintain soil fertility to ensures optimal and sustained yield, e.g. SOP AA-APM-OP-1100.05-R3 dated 23/11/2016 (Konservasi Tanah dan Air explains Soil & Water Conservation); SOP AA-APM-OP-1100.06-R6 dated 16/02/2017 (Menanam kacang related to Planting cover crops); SOP AA-APM-OP-1100.09.R5 dated 5/09/2016 (Pemupukan related to Fertilizer application). Leaf samplings are taken annually to accurately capture palm nutrient requirement (both macro and micro nutrient) and serve as source for fertilizer recommendation – fertilizer application (inorganic, compost, POME application, empty fruit bunch) follows fertilizer recommendation. Another effort is by plant legume cover crop during replanting to keep soil humidity. Soil analysis is performed regularly according to oil palm age. The last Report of Soil Analysis issued on 5 May 2017, conducted by Binalab, laboratory of testing and environment. Record seen under “Laporan Hasil Pengujian” number 052-2/T/BINA/VI/2017. Result of analysis presented in several parameter, e.g.	Comply

Criterion / Indicator		Assessment Findings								Compliance																																																																																																
		<p>percentage of clay, dust, sand, C-Organic and N-total; ppm of Cd, Cu, Pb and Zn, including porosity and permeability.</p> <p>Smallholder: Tungkal Ulu Smallholder management has implemented activity to maintain soil fertility to ensure optimal and sustained yield by fertilizer application and keeping soil humidity by not performing total spraying. Fertilizer applications were implemented based on recommendation issued Asian Agri Research and Development team. Fertilizer recommendation was issued based on leaf and soil analysis result. Records were evident such as Realisasi dan Rekomendasi Pemupukan, Oil Palm Fertilizer Recommendation, Oil Palm Leaf Analysis and laporan Survei Tanah Tinjau.</p>																																																																																																								
4.2.2	Records of fertilizer inputs shall be available. - Minor compliance -	<p>Estate: Fertilizer recommendation and fertilizer application records are maintained. Fertilizer recommendation and realization 2018 is available in "Program dan Realisasi Pemupukan 2018" for each division. Below are sample records of fertilizer inputs in Tungkal Ulu Estate for year 2018:</p> <table border="1"> <thead> <tr> <th rowspan="2">Block</th> <th rowspan="2">YOP</th> <th rowspan="2">Area (Ha)</th> <th rowspan="2">Stand (Plants)</th> <th rowspan="2">Type</th> <th colspan="3">Recommendation</th> <th colspan="2">Realization</th> </tr> <tr> <th>Month</th> <th>Amount (kg)</th> <th>Dosage/plant (kg)</th> <th>Amount (kg)</th> <th>Dosage/plant (kg)</th> </tr> </thead> <tbody> <tr> <td rowspan="7">F94a Afd 7</td> <td rowspan="7">1994</td> <td rowspan="7">112</td> <td rowspan="7">14,601</td> <td rowspan="3">ZA</td> <td>Jan</td> <td>29,202</td> <td>2.00</td> <td>29,202</td> <td>2.00</td> </tr> <tr> <td>May</td> <td>25,552</td> <td>1.75</td> <td>25,552</td> <td>1.75</td> </tr> <tr> <td>Sept</td> <td>21,902</td> <td>1.50</td> <td>-</td> <td>-</td> </tr> <tr> <td rowspan="2">RP</td> <td>Jun</td> <td>29,202</td> <td>2.00</td> <td>-</td> <td>-</td> </tr> <tr> <td>Mar</td> <td>29,202</td> <td>2.00</td> <td>29,202</td> <td>2.00</td> </tr> <tr> <td rowspan="2">MOP</td> <td>Aug</td> <td>21,902</td> <td>1.50</td> <td>-</td> <td>-</td> </tr> <tr> <td>Dolomite</td> <td>Apr</td> <td>29,202</td> <td>2.00</td> <td>29,202</td> <td>2.00</td> </tr> <tr> <td>HGFB</td> <td>Jul</td> <td>1,460</td> <td>0.10</td> <td>-</td> <td>-</td> </tr> <tr> <td rowspan="5">E93b Afd 6</td> <td rowspan="5">1993</td> <td rowspan="5">87</td> <td rowspan="5">10,695</td> <td rowspan="3">ZA</td> <td>Feb</td> <td>21,390</td> <td>2.00</td> <td>21,390</td> <td>2.00</td> </tr> <tr> <td>May</td> <td>16,043</td> <td>1.50</td> <td>16,043</td> <td>1.50</td> </tr> <tr> <td>Oct</td> <td>16,043</td> <td>1.50</td> <td>-</td> <td>-</td> </tr> <tr> <td>RP</td> <td>Jun</td> <td>16,043</td> <td>1.50</td> <td>-</td> <td>-</td> </tr> <tr> <td>MOP</td> <td>Mar</td> <td>21,390</td> <td>2.00</td> <td>21,390</td> <td>2.00</td> </tr> </tbody> </table>								Block	YOP	Area (Ha)	Stand (Plants)	Type	Recommendation			Realization		Month	Amount (kg)	Dosage/plant (kg)	Amount (kg)	Dosage/plant (kg)	F94a Afd 7	1994	112	14,601	ZA	Jan	29,202	2.00	29,202	2.00	May	25,552	1.75	25,552	1.75	Sept	21,902	1.50	-	-	RP	Jun	29,202	2.00	-	-	Mar	29,202	2.00	29,202	2.00	MOP	Aug	21,902	1.50	-	-	Dolomite	Apr	29,202	2.00	29,202	2.00	HGFB	Jul	1,460	0.10	-	-	E93b Afd 6	1993	87	10,695	ZA	Feb	21,390	2.00	21,390	2.00	May	16,043	1.50	16,043	1.50	Oct	16,043	1.50	-	-	RP	Jun	16,043	1.50	-	-	MOP	Mar	21,390	2.00	21,390	2.00	Comply
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				RP	Jun	16,043	1.50	-	-																																																																																																	
				MOP	Mar	21,390	2.00	21,390	2.00																																																																																																	

Criterion / Indicator	Assessment Findings	Compliance
	<p>Sawit Tahun 2018" of Tungkal Ulu Plasma (KLU) per Farmer Group. Sample taken:</p> <ul style="list-style-type: none"> - KT: 13 (Merak), KUD Sawit Kita, 40 Ha of area, year of planting 1990. <ul style="list-style-type: none"> • Fertilizer type ZA; Recommendation in February, dosage: 2.25 Kg/plant (11,250 Kg); in August, dosage 2.25 kg (11,250 kg); Realization in February 2018, dosage 2.25 Kg/plant, total fertilizers 11,250 Kg; • Fertilizer MOP; Recommendation in February, dosage 1.75 kg (8,750 kg); in August, dosage 1.75 kg (8,750 kg); Realization in February 2018, dosage 1.75 Kg/plant, total fertilizers 8,750 Kg; • Fertilizer Rock Phosphate; Recommendation in June, dosage 1.50 kg (7,500 kg); Realization in June 2018, dosage 1.50 Kg/plant, total fertilizers 7,500 Kg; • Fertilizer Kieserite/Dolomite; Recommendation in Mar, dosage 1.00 kg (5,000 kg); Realization in Mar 2018, dosage 1.00 Kg/plant, total fertilizers 5,000 Kg; • Fertilizer HGFB; Recommendation in April, dosage 0.10 kg (500 kg); Realization in April 2018, dosage 0.10 Kg/plant, total fertilizers 500 Kg; 	
<p>4.2.3 Records of periodical leaf, soil and visual analysis shall be available. - Minor compliance -</p>	<p>Estate: The Certificate Holder is able to demonstrate periodical leaf analysis report. Leaf analysis is conducted by Asian Agri Research and Development Center, PT Nusa Pusaka Kencana. The latest periodical leaf analysis in Tungkal Ulu Estate conducted in May 2017. Samples taken on 10/05/2017 and result analysis issued on 29/05/2017. Sample seen for leaf analysis is Foliar Analysis Report by Research and Development Center PT Nusa Pusaka Kencana Analytical and QC Laboratory Ref. Order: 27/LSU-AGR/05/17 dated 10/05/2017; sample Tungkal Ulu Estate Afdeling V, number of samples 11 + 5; date of issues 29/05/2017; Ref. number 039/INT/R&D/MEI/L/17, example Lab. Ref. 17L06319; Block D93c (A); YOP 1993; result 6.28% Ash; 2.71% N; 0.176% P; 1.05% K; 0.24% Mg; 0.50% Ca; and 12 ppm B. Periodical Soil analysis results available in form of "Hasil Analisis Pengujian Tanah" issued by independent laboratory of environment quality analysis "Binalab". Evident sighted for period May 2017, e.g. certificate number 052-2/T/BINA/VI/2017 dated 02/06/2017, mentioning result of soil analysis with parameter among others: clay, dust, sand, texture name, pH H₂O, Organic C, total N, Pb, Zn, fat, porosity and permeability in various depth (0-20 cm, 20-40 cm, 40-60 cm, 60-80 cm, 80-100 cm and</p>	<p>Comply</p>

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Criterion / Indicator	Assessment Findings	Compliance
	<p>100-120 cm).</p> <p>Smallholder: Tungkal Ulu Smallholder Management acknowledges that the basis of fertilizer dosage determination is based on leaf analysis that conducted annually. Leaf sample analysis result are available in "Oil Palm Leaf Analysis", e.g.:</p> <ul style="list-style-type: none"> - Afdeling I, SP2, KUD Sawit Kita, Hampanan 11, YOP 1990, results 2.49% N; 0,161% P; 0,52% K; 0.30% Mg; 0.85% Ca; and 13 ppm of B. - Afdeling II, SP3, Hampanan 10, YOP 1990, results 2.30% N; 0.157% P; 0.72% K; 0.23% Mg; 0.76% Ca; and 10 ppm of B. - Afdeling IV, SP6, Hampanan 4, YOP 1991, results 2.47% N; 0.141% P; 0.85% K; 0.22% Mg; 0.88% Ca; and 14 ppm of B. <p>Soil analysis result is available under Laporan Survei Tanah Tinjau, by Asian Agri Research and Development Center, June 2014. It summarized that dominant soil classification in Tungkal Ulu Plasma on each sub group based on Key of Soil Taxonomy – USDA 2006 is Typic Dystrudepts (± 61%), Typic Kandiudults (± 3%) and Typic Hapludults (± 36%). Actual appropriateness level are as follows:</p> <ul style="list-style-type: none"> - Medium appropriate (S2): ± 6,696 Ha (47%). - Marginal appropriate (S3): ± 4,764 Ha (33%). - Not appropriate with condition (N1): ± 2,801 Ha (20%). 	
<p>4.2.4</p>	<p>A nutrient recycling strategy is recorded, including use of Empty Fruit Bunches (EFB), land application, and palm residues after replanting. - Minor compliance -</p> <p>Estate PT Inti Indosawit Subur – Tungkal Ulu POM has implemented nutrient recycling strategy such as:</p> <ul style="list-style-type: none"> - Total EFB application program in 2017 was 44,355,976 kg, and realization was 51,482,273; whilst for 2018 program is 13,207,882 kg, and realization is 8,826,209 kg until June 2018. - Realization of land application in 2018 was recorded in "Program dan Realisasi Pekerjaan Pengaliran LA", example Afdeling 1 program is 1,065 Ha and 179,786 m³ of POME, realization to date June is 291 Ha and 55,151 m³ of POME; applied in Block A90j, A90k, A90f, A90b, A90c, A90h, A90a, A90g, A90l, B91b, B90a, and B91c covering area 284.02 Ha, 1,634 lines, flatbed length 55,401 m. Permit for land application is available based on "Keputusan Kepala Dinas Penanaman Modal dan Pelayanan Terpadu Satu Pintu Kabupaten Tanjung Jabung Barat" No. 503.8/O/DPM-PTSP/2017 regarding permit extension on uses of palm oil mill effluent on land area of PT Inti Indosawit Subur, 	<p>Comply</p>

Criterion / Indicator		Assessment Findings	Compliance
		<p>dated 16 May 2017 valid for 3 years.</p> <p>Smallholder: There is no nutrient recycling strategy implemented in smallholder area due to distance of smallholder area from the mill and the availability of the EFB and POME.</p>	
Criterion 4.3: Practices minimise and control erosion and degradation of soils.			
4.3.1	<p>Maps of any fragile soils shall be available.</p> <p>- Major compliance -</p>	<p>Estate: Soil Analysis carried out in September 2010. Reported under "Laporan Survey Tanah Semidetil Area Perkebunan Kelapa Sawit PT. Inti Indosawit Subur Kebun Tungkal Ulu". Based on the report, the physiographic location in plain with hilly tuffaceous sedimentary rocks. Lithology parent material is clay and sand. Topographic of the area is rolling to hilly. Natural fertility is low to medium. PT Inti Indosawit Subur Tungkal Ulu has "Peta Satuan Peta Tanah PT Inti Indosawit Subur Kebun Tungkal Ulu" with scale 1 : 35,000. Based on soil suitability, consist of: S2 2,357.5 Ha (47.3%) with limiting factor of low natural fertility with low pH; S3 2,200.1 Ha (44.7%) with limiting factor of topographic condition (slope 15-30%); N1 (not suitable) 391.4 Ha (8%) with limiting factor of slope more than 30%. Based on soil survey semi detail, soil classification in Tungkal Ulu Estate consist of:</p> <ul style="list-style-type: none"> - <i>Typic Dystrudepts;</i> - <i>Typic endoaquepts;</i> - <i>Typic endoaquults;</i> - <i>Typic hapludox;</i> - <i>Typic hapludults;</i> - <i>Typic kandiudults;</i> <p>Based on soil survey semi detail can be shown that there is no fragile soil. Field visit in Tungkal Ulu Estate also indicated that there is no fragile soil in Tungkal Ulu Estate.</p> <p>Scheme smallholders: Group manager has kept and maintain the soil map of Plasma Tungkal Ulu in the office. There are 3 series of soil type defined by Research and Development Asian Agri based on soil survey on April 2014 and soil survey semi detail on June 1998:</p>	Comply

Criterion / Indicator	Assessment Findings	Compliance
	<ul style="list-style-type: none"> - Typic Dystrudepts - Typic Kandiuults - Typic Hapludults <p>Soil map and soil survey result recorded in "Laporan Survei Tanah Tinjau Kebun Plasma Tungkal Ulu". PT Inti Indosawit Subur Plasma Tungkal Ulu has "Peta Satuan Peta Tanah PT Inti Indosawit Subur Kebun Plasma Tungkal Ulu" with scale 1 : 70,000.</p>	
<p>4.3.2</p> <p>A management strategy shall be in place for plantings on slopes above a certain limit (this needs to be soil and climate specific). - Minor compliance -</p>	<p>Estate: Management strategy for plantings on slopes has been implemented by organization. PT Inti Indosawit Subur - Tungkal Ulu Estate has procedure "SOP AA-APM-OP-1100.05-R3 23/11/2016 Konservasi Tanah dan Air" explains Soil & Water Conservation; has determined strategy control erosion particular in slope area, such as: 0 – 5° , 6 – 12° , 13 -20° , and more than 20°. The company has applied silt pit, L shape stacking frond and terracing in slope area to reduce erosion. In addition, company planting land cover crop to minimize soil erosion. In the sloping area ≥13° company has made terracing before planting. Terracing made recorded in "Program dan realisasi harian replanting". Since January – July 2018, Tungkal Ulu Estate has made 144,717 m of terrace. During field visit indicated that company has made the terrace according to the procedure. Individual terrace maintenance since January – May 2018 in Tungkal Ulu Estate was 196 unit.</p> <p>Smallholders: The management Plasma has established the guidance on managing problematic soil which covered the managing on problematic area (steep terrain, lateritic soils, sandy soils) according to procedure "SOP AA-APM-OP-1100.05-R3 23/11/2016 Konservasi Tanah dan Air". Plasma Tungkal Ulu has set the "Draft Replanting" and has considered management strategy for plantings on slopes based on the procedure. Plasma Tungkal Ulu also has applied frond stacking U shape to prevent the soil erosion. Monitoring of frond stacking has been implemented by ICS and recorded in "Monitoring Penyusunan Pelepah". Plasma Tungkal Ulu also has applied individual terrace in the slope area to minimize the soil erosion. Monitoring and maintenance of individual terrace can be demonstrated during audit. Sampled seen in KUD Sawit Kita, KUD Karya Kita, KUD Panca Mukti and KUD Sari Bumi. Plasma Tungkal Ulu also has disseminated the mechanism of frond stacking U shape and individual terrace to smallholder member, for example socialization on 20 February 2018 in KUD Karya Kita, KUD Sawit Kita, KUD Panca Mukti and KUD Sari</p>	<p>Comply</p>

Criterion / Indicator	Assessment Findings	Compliance
<p>4.3.3 A road maintenance program shall be in place. - Minor compliance –</p>	<p>Bumi.</p> <p>Estate: Procedure for road maintenance has been established. Company have established road maintenance program for main road, collection road and access road by manual and mechanical maintenance. Road maintenance includes manual, grading and compacting and road hardening. Budget and realization for Road Grading and Compacting 2018 were available. Road maintenance program and progress was made and recorded in "Program dan Realisasi Pemeliharaan Jalan Manual, Mekanis dan Pengerasan Jalan 2018". Tungkal Ulu Estate has monitor the road condition and mapping the road condition in each Afdeling consist of monitoring the main road and collection road. According to road condition mapping, in beginning 2018 road condition in Tungkal Ulu Estate consist of: L2 (broken road) with length 94,381 m (17% from total road length); L1 (medium condition) with length 209,303 m (37% from total road length); L0 (good condition) with length 259,849 m (46% from total road length). Road hardening has been performed by company, realization since January – May 2018 in Tungkal Ulu Estate was 11,505 m. Mechanical road maintenance such as greading and compacting has been performed by company, realization since January to May 2018 in Tungkal Ulu Estate was 35,865 m. Manual road maintenance also performed to service the road in the spot/spread location, realization since since January to May 2018 in Tungkal Ulu Estate was 230,520 m. During field audit indicated that road condition in Tungkal Ulu Estate was well maintained.</p> <p>Smallholders: The roads are maintained by Group Manager. The Plasma Tungkal Ulu management established the maps for all farmers that clearly marks on FFB evacuation route and conduct the participatory meetings with members to established how roads are maintained. During this assessment, the roads have been established before and no new road developed. Road maintenance programme to maintaine good road condition has been established by Plasma management presented in "Program dan Realisasi Perawatan Jalan". Record of road maintenance presented in "Laporan Monitoring Progress Jalan" . For example, Total road condition Plasma Tungkal Ulu until May 2018 : 589,805 m in medium condition and 252,560 m in broken condition. Plasma Tungkal Ulu has conducted road service and has performed the progress until May 2018: 257,290 m</p>	<p>Comply</p>

Criterion / Indicator	Assessment Findings	Compliance
	<p>repairing road medium condition, and 106,523 m repairing road broken condition (total road service and maintenance was 363,813 m). Road maintenance and service also recorded in "Surat Pengakuan Hutang" which contain the information of road maintenance result and invoice of road maintenance cost to each KUD. For example:</p> <ul style="list-style-type: none"> - Surat Pengakuan Hutang No. KLT/2018/05/SPH-ALAT/006 dated 22 May 2018, road maintenance in KUD Sawit Kita Hamparan 30 and 31 with total 61 HM and cost Rp. ****. - Surat Pengakuan Hutang Nomor: KLT/2017/03/SPH-ALAT/002 dated 1 March 2017, road maintenance in KUD Karya Kita Hamparan 20 & 24 with total 44 HM and cost Rp.***. 	
<p>4.3.4 Subsidence of peat soils shall be minimised and monitored. A documented water and ground cover management programme shall be in place. - Major compliance –</p>	<p>Estate: Based on the semi-detailed soil analysis, the soil type falls into loam and clay. There is no peat soil identified within PT. Inti Indosawit Subur – Tungkal Ulu plantation. Based on soil survey semi detail, soil classification in Tungkal Ulu Estate consist of:</p> <ul style="list-style-type: none"> - Kompleks typic Dystrudepts - Typic endoaquepts - Typic endoaquils - Typic hapludox - Typic hapludults - Typic kandiudults <p>There is no peat soil identified in Tungkal Ulu Estate.</p> <p>Smallholders: No peat soil in Plasma Tungkal Ulu, verified the soil type maps was found that there is no peat soil involve in the Plasma Tungkal Ulu area. There are 3 series of soil type defined by Research and Development Asian Agri based on soil survey on April 2014 and soil survey semi detail on June 1998:</p> <ul style="list-style-type: none"> - Typic Dystrudepts - Typic Kandiudults - Typic Hapludults 	<p>Comply</p>
<p>4.3.5 Drainability assessments shall be</p>	<p>Estate:</p>	<p>Comply</p>

Criterion / Indicator	Assessment Findings	Compliance
<p>required prior to replanting on peat to determine the long-term viability of the necessary drainage for oil palm growing. - Minor compliance –</p>	<p>Based on the semi-detailed soil analysis, the soil type falls into loam and clay. There is no peat soil identified within PT. Inti Indosawit Subur – Tungkal Ulu plantation. Based on soil survey semi detail, soil classification in Tungkal Ulu Estate consist of:</p> <ul style="list-style-type: none"> - Kompleks typic Dystrudepts - Typic endoaquepts - Typic endoaquils - Typic hapludox - Typic hapludults - Typic kandiudults <p>There is no peat soil identified in Tungkal Ulu Estate.</p> <p>Smallholders: No peat soil in Plasma Tungkal Ulu, verified the soil type maps was found that there is no peat soil involve in the Plasma Tungkal Ulu area. There are 3 series of soil type defined by Research and Development Asian Agri based on soil survey on April 2014 and soil survey semi detail on June 1998:</p> <ul style="list-style-type: none"> - Typic Dystrudepts - Typic Kandiudults - Typic Hapludults 	
<p>4.3.6 A management strategy shall be in place for other fragile and problem soils (e.g. sandy, low organic matter, acid sulphate soils). - Minor compliance –</p>	<p>Estate: Based on the semi-detailed soil analysis, the soil type falls into loam and clay. There is no peat soil identified within PT. Inti Indosawit Subur – Tungkal Ulu plantation. Based on soil survey semi detail, soil classification in Tungkal Ulu Estate consist of:</p> <ul style="list-style-type: none"> - Kompleks typic Dystrudepts - Typic endoaquepts - Typic endoaquils - Typic hapludox - Typic hapludults - Typic kandiudults <p>There is no peat soil identified in Tungkal Ulu Estate.</p>	Comply

Criterion / Indicator		Assessment Findings	Compliance
		<p>Smallholders: No peat soil in Plasma Tungkal Ulu, verified the soil type maps was found that there is no peat soil involve in the Plasma Tungkal Ulu area. There are 3 series of soil type defined by Research and Development Asian Agri based on soil survey on April 2014 and soil survey semi detail on June 1998:</p> <ul style="list-style-type: none"> - Typic Dystrudepts - Typic Kandiudults - Typic Hapludults 	
<p>Criterion 4.4: Practices maintain the quality and availability of surface and ground water.</p>			
4.4.1	<p>An implemented water management plan shall be in place. - Minor compliance -</p>	<p>Mill and Estate: The company and scheme smallholders have established water management plan, consist of management water supply for domestic, water consumption and measurement of water quality. The Company has a water management document, both in the estate and mill. Monitoring the implementation of water management has been implemented on a regular basis, such as surface water quality monitoring are available in the report of RKL / RPL. Company has analysed water quality each semester to ensure the compliance against PP No. 82 tahun 2001 regarding water quality standard. Procedure SOP AA-APM-OP-1100.05. R1 "Konservasi Tanah dan Air" has been established to maintain the quality and availability of water. Procedures was also established for protection and management of riparian buffer zones at or before replanting. Procedure mentioned that in 50m on the left and right side of riparian buffer zones, Estates are prohibited to apply agrochemical, used manual manuring and river bank was planted by erosion barrier crop (planting of "vetiver" grass, <i>Pheronema canescens</i> and <i>Bamboosa sp</i>). The organisation also has policy that prohibits Estates for planting in 50m on the left and right side of riparian buffer zones at or before replanting. Warning board placed regarding prohibition to apply agrochemicals and fertiliser in the buffer zone. Riparian buffers of small natural water courses were 50 metres wide on both sides of the rivers as defined in the procedure AA-KL-12-EFP "Restorasi Riparian dan Areal Sekitar Danau/Waduk atau Mata Air lainnya" and procedure AA-APM-OP-1100.21-R2 "Pengelolaan Riparian". Several evidence of maintaining quality and availability of water were evident, such as plan and realisation of riparian management, installation of warning boards, planting erosion prevention plan (e.g. <i>Pheronema canescens</i>, <i>Terminalia cattapa</i>, <i>Bamboosa sp</i> and</p>	Comply

Criterion / Indicator	Assessment Findings	Compliance
	<p>vetiver grass) and monitoring of water quality. PT Inti Indosawit Subur Tungkal Ulu POM has a permit for use of surface water as per "Keputusan Bupati Tanjung Jabung Barat No. 503.30/01/KPPT/2011 tentang Ijin Pengambilan Air Permukaan PT Inti Indosawit Subur" located in Base Camp II PT. Inti Indosawit Subur and Tungkal Ulu POM". The permitted water extraction/debit at 2,000 m3/day. Permit dated 5 July 2011 – valid until 5 years. Currently the permit is under renewal process, waiting for government decision. Company has appointed independent laboratory to conduct analysis of water quality regularly and consistent, the result shown that water quality is comply with national regulation. Mill and estate has conducted analysis and measurement of surface water, ground water and consumed water (consumed by employees and local people) periodically (every semester and annually). Monitoring of water quality in upstream – downstream Beranak river and lampisi river conducted on 25 October –5 November 2017 by Sucofindo Laboratory. Analysis result No. 03684/CLAKAK shown that the water quality was met with the standard PP No. 82 tahun 2001. Ground water quality also analyzed by Sucofindo laboratory each semester, latest analysis conducted on 26 October – 5 November 2017, result analysis No. 03682/CLAKAK shown that water quality was met with the standard Permenkes 492/Menkes/SK/IV/2010.</p> <p>Smallholders: Group manager has provided the Policy related to implementation the water management plan, as per "Kebijakan Group Manager" dated 2 December 2016, in point 8 mentioned "Melakukan kajian dan pengelolaan tata air dari seluruh kebun yang telah ditanam maupun sebelum replanting...". Drainage maintenance has been applied by Plasma Muara Bulian. Management has monitored the implementation of drainage maintenance recorded in "Pemeliharaan Drainase". Drainage maintenance application such as: drainage cleaning from palm frond. The Map for all water ways and water bodies has provide in "Peta NKT" with scale 1:45.000 in Legend has shown the river (Lampisi and Benanakan river). This map was done during HCV (Nilai Konservasi Tinggi) Report in 2011. Group manager Plasma buatan also has disseminated the procedure of riparian management AA-APM-OP-1100.21-R2 to smallholder member and KT on 10 April 2018 (KUD Sawit Kita), on 23 April 2018 (KUD Karya Kita), on 19 April 2018 (KUD Panca Mukti) and 11 April 2018 in KUD Sari Bumi.</p>	
4.4.2	Protection of water courses and Mill and Estate:	Comply

Criterion / Indicator	Assessment Findings	Compliance
<p>wetlands, including securing and maintaining appropriate riparian and other buffer zones, at the time of or prior to replanting shall be demonstrated.</p> <p>- Major compliance -</p>	<p>The company has developed the procedure for protection and maintain appropriate riparian under "SOP Pengelolaan Riparian" no AA-APM-OP-1100.21-R2, dated 7 December 2015, it is stated that during the land clearing, area along the river shall be conserved. This was evidence during replanting, presently in Tungkal Ulu estates. The required buffer zones were seen to have been established during this process. The buffer zones are in places, to prevent run off, coming from nutrients and chemicals through the planting upkeep. Tungkal Ulu Estate also has issued the Memorandum No. 10/ES-KTU/MEMO/VII/2018 dated 2 January 2018 stated that prohibit to performed chemical spraying and chemical fertilizing in riparian zone.</p> <p>Company has water source management: Identification of water source and wetland, as indicated in HCV report. The water source identified mill's water reservoir and river. Policy to prohibit chemical application in riparian zone. Policy to prohibit fish poisoning and prohibit wood cutting in area of company plantation.</p> <p>Estate had program restoration and conserving the water course a such as planting <i>Pheronema canescens</i> and <i>vetiver grass</i> on riparian area of Beranak river and Lampisi river. No chemical-related operation on riparian area. Riparian area was marked with radius 50 meters from both side of the river as per procedure AA-KL-12-EFP Restorasi Riparian dan Areal Sekitar Danau/Waduk atau Mata Air lainnya.</p> <p>Smallholders:</p> <p>Group Manager has issued a policy related for protection and maintenance appropriate riparian. The information available on the field (sign board). Plasma Tungkal Ulu has a policy to prohibit spraying activity near to riparian area (3 – 5 m) from the small river/waterways according to "Memorandum No: 005/EXT/KLT/I/2017 dated 6 January 2017. Riparian Protection was established and described about buffer zone, riparian buffer and natural river.</p> <p>Riparian Protection was established and brief about buffer zone, riparian buffer and natural river. Environmental Management was provided to the farmers to brief on the riparian and buffer zones. Interview with smallholder member conducted during audit and indicated that smallholder member has understand regarding the policy of prohibition activity which potentially polluted the river/waterways in riparian area 3 – 5m. During field visit can be shown that riparian zone was in good condition with conserving natural vegetation by smallholder member.</p>	
<p>4.4.3 Records for monitoring of effluent</p>	<p>Mill:</p>	<p>Comply</p>

Criterion / Indicator	Assessment Findings	Compliance																																														
<p>especially BOD (Biochemical Oxygen Demand) and efforts to comply with legal requirements, shall be available (see criteria 2.1 and 5.6). - Minor compliance –</p>	<p>Review of the results for the BOD POME Monitoring complied with all effluent discharge license parameters (KepmenLH No. 28 year 2003 with regards to BOD limits of effluent discharge for land application). Result of BOD sampling analysis has shown that no more than 5,000 mg/Liter as required by Indonesian regulation. BOD monitoring result for semester 1 in 2018 location in POME outlet conducted by UPTD Laboratorium Lingkungan Daerah Pemerintah Propinsi Jambi, e.g:</p> <table border="1" data-bbox="714 655 1406 927"> <thead> <tr> <th rowspan="2">Date of sampling</th> <th colspan="2">pH</th> </tr> <tr> <th>Analysis Result</th> <th>Standard</th> </tr> </thead> <tbody> <tr> <td>09/01/2018</td> <td>8.10</td> <td>6 – 9</td> </tr> <tr> <td>13/02/2018</td> <td>7,74</td> <td>6 – 9</td> </tr> <tr> <td>01/03/2018</td> <td>8.08</td> <td>6 – 9</td> </tr> <tr> <td>13/04/2018</td> <td>8.05</td> <td>6 – 9</td> </tr> <tr> <td>17/05/2018</td> <td>-</td> <td>6 – 9</td> </tr> <tr> <td>28/06/2018</td> <td>-</td> <td>6 – 9</td> </tr> </tbody> </table> <table border="1" data-bbox="714 962 1415 1233"> <thead> <tr> <th rowspan="2">Date of sampling</th> <th colspan="2">BOD (mg/L)</th> </tr> <tr> <th>Analysis Result</th> <th>Standard</th> </tr> </thead> <tbody> <tr> <td>09/01/2018</td> <td>4,020</td> <td>< 5,000</td> </tr> <tr> <td>13/02/2018</td> <td>800</td> <td>< 5,000</td> </tr> <tr> <td>01/03/2018</td> <td>1,610</td> <td>< 5,000</td> </tr> <tr> <td>13/04/2018</td> <td>1,410</td> <td>< 5,000</td> </tr> <tr> <td>17/05/2018</td> <td>-</td> <td>< 5,000</td> </tr> <tr> <td>28/06/2018</td> <td></td> <td></td> </tr> </tbody> </table> <p>Palm Oil Mill waste water/effluent in PT Inti Indosawit Subur Tungkal Ulu Estate are used as an organic fertilizer (land application) with area of 266.35 hectares, in block A90c, A90f, A90g, A90i, B91b, and block A16e. PT Inti Indosawit Subur Tungkal Ulu POM has a permit for land application according to "Keputusan Kepala Dinas Penanaman Modal dan Pelayanan Terpadu Satu Pintu Kabupaten</p>	Date of sampling	pH		Analysis Result	Standard	09/01/2018	8.10	6 – 9	13/02/2018	7,74	6 – 9	01/03/2018	8.08	6 – 9	13/04/2018	8.05	6 – 9	17/05/2018	-	6 – 9	28/06/2018	-	6 – 9	Date of sampling	BOD (mg/L)		Analysis Result	Standard	09/01/2018	4,020	< 5,000	13/02/2018	800	< 5,000	01/03/2018	1,610	< 5,000	13/04/2018	1,410	< 5,000	17/05/2018	-	< 5,000	28/06/2018			
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Criterion / Indicator		Assessment Findings					Compliance																																																											
		Tanjung Jabung Barat Nomor: 503.08/01/DPM-PTSP/2017" dated 16 May 2017 valid until 3 years. Report on the implementation of Palm Oil Mill waste water/effluent Application (land application) and analysis result of POME was reported regularly each month to the "Badan Lingkungan Hidup (BLH) Kabupaten Batanghari". During audit, report from January – May 2018 can be demonstrated and the receipt from BLH Kabupaten Batanghari can be shown.																																																																
4.4.4	Monitoring of mill water use per ton of FFB shall be recorded. - Minor compliance –	<p>Mill: Tungkal Ulu Palm Oil Mill has monitored the use of water includes monitoring of water usage for mill processing and domestic usage. Record of water usage for FFB processed is recorded under "Mill Operation Summary 2017 and 2018". Review on record confirmed that water usage by Tungkal Ulu POM and Estate was meet the approved budget for processing and domestic. Budget for water consumption in 2018 was 1.20 m³/ton FFB for total water consumption (process 1.00 m³/ton FFB and 0.54 m³/ton FFB for domestic). The average of actual water consumption in 2018 since January – June 2018 was 1.80 m³/ton FFB (for process 1.12 m³/ton FFB and for domestic 0.68 m³/ton FFB). The water consumption for domestic usage was higher than budget due to FFB process under standard (26,100 MT). Actual water usage for domestic average each month was 14,000 m³ – 15,000 m³. Budget water usage per month determined by Tungkal Ulu POM was 15,000 m³. Below are the detail of water consumption monitoring in 2018:</p> <table border="1"> <thead> <tr> <th rowspan="2">Month</th> <th rowspan="2">FFB processed (ton)</th> <th colspan="2">Water consumption process</th> <th rowspan="2">Water consumption domestic</th> <th rowspan="2">Total water usage</th> <th>Budget Total</th> </tr> <tr> <th>Total Process usage (m³)</th> <th>m³/ton FFB</th> <th>Ratio m³/ton FFB</th> </tr> </thead> <tbody> <tr> <td>Jan</td> <td>23,306.</td> <td>27,036</td> <td>1.16</td> <td>15,159</td> <td>42,194</td> <td>1.20</td> </tr> <tr> <td>Feb</td> <td>19,221</td> <td>24,603</td> <td>1.28</td> <td>13,935</td> <td>38,538</td> <td>1.20</td> </tr> <tr> <td>Mar</td> <td>16,816</td> <td>21,021</td> <td>1.25</td> <td>14,661</td> <td>35,682</td> <td>1.20</td> </tr> <tr> <td>Apr</td> <td>18,348</td> <td>20,000</td> <td>1.09</td> <td>14,949</td> <td>34,948</td> <td>1.20</td> </tr> <tr> <td>May</td> <td>26,061</td> <td>26,322</td> <td>1.01</td> <td>15,262</td> <td>41,584</td> <td>1.20</td> </tr> <tr> <td>June</td> <td>26,089</td> <td>26,611</td> <td>1.02</td> <td>14,712</td> <td>41,323</td> <td>1.20</td> </tr> <tr> <td>Total/Avg</td> <td>129,991</td> <td>145,591</td> <td>1.12</td> <td>88,678</td> <td>234,269</td> <td>1.20</td> </tr> </tbody> </table>					Month	FFB processed (ton)	Water consumption process		Water consumption domestic	Total water usage	Budget Total	Total Process usage (m ³)	m ³ /ton FFB	Ratio m ³ /ton FFB	Jan	23,306.	27,036	1.16	15,159	42,194	1.20	Feb	19,221	24,603	1.28	13,935	38,538	1.20	Mar	16,816	21,021	1.25	14,661	35,682	1.20	Apr	18,348	20,000	1.09	14,949	34,948	1.20	May	26,061	26,322	1.01	15,262	41,584	1.20	June	26,089	26,611	1.02	14,712	41,323	1.20	Total/Avg	129,991	145,591	1.12	88,678	234,269	1.20	Comply
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Criterion / Indicator		Assessment Findings	Compliance
		Annual budget water usage total in 2017 was 1.63 m ³ /ton FFB and the actual water usage total in 2017 was 1.68 m ³ /ton FFB.	
Criterion 4.5: Pests, diseases, weeds and invasive introduced species are effectively managed using appropriate Integrated Pest Management techniques.			
4.5.1	Monitoring of Integrated Pest Management (IPM) plan implementation shall be available. - Major compliance -	<p>Estate: Integrated Pest Management Plan has been developed and documented by PT Inti Indosawit Subur – Tungkal Ulu Estate. IPM Plan has been prepared within annual budget 2018. Tungkal Ulu Estate established Division Work Program annually for IPM for each Division/Afdeling. IPM plan includes detection and census of pest and diseases, weeds controlling, planting and upkeep of beneficial plant, use of pesticide and herbicide.</p> <p>IPM plan include the following:</p> <ul style="list-style-type: none"> - Identification of potential pests and thresholds - The techniques used (cultural, biological, mechanical and physical methods) - The native species used as part of the biological control method - Reducing the use of chemicals over a period of time - Prophylactic use of pesticides - Minimization of pesticide use - Review on the plans to suit the present condition such as replanting <p>Company has establish the SOPs for IPM, e.g.:</p> <ul style="list-style-type: none"> - SOP AA-APM-OP-1100.08-R6, dated 11 May 2016, Pengendalian Gulma or Weed control; - SOP AA-APM-OP-1100.10. R6, dated 23 November 2016, Pengendalian Hama dan Penyakit explains Pests and Disease Control; - SOP AA-APM-OP-1100.14. R3, 16 February 2017, Sensus dan Identifikasi Pokok explains census and palm identification; <p>The SOP describes integrated pest control (integrated pest management/IPM) which combines various control techniques e.g. mechanical, biological, physical and chemical, applied early warning system</p>	<p>NC</p> <p>Comply</p>

Criterion / Indicator	Assessment Findings	Compliance																																																						
	<p>(EWS) through periodically census for pests by:</p> <ul style="list-style-type: none"> - Visual observation (visual plant e.g. leafs or broken stems and fruit rot) - Conducting a census (to determine the distribution and level of attack) - Control (manual, biological or chemical) e.g planting <i>Turnera Subulatta</i> (nest of natural caterpillars predator). - Census of evaluation (to see the effect of control). <p>Several records of pest occurrence and control verified such as:</p> <ul style="list-style-type: none"> - "Laporan Hama dan Penyakit Bulan Juni 2018, described report of pest and disease for period June 2018; contain pest condition in all Afdeling of Tungkal Ulu Estate, e.g. Afdeling 1 there was 1-5 caterpillar/frond attack consist 2 Ha of <i>Setotosea asigna</i>, 2 Ha <i>Amanthusia</i> and 1 Ha <i>Metisa plana</i>; Afdeling 2 there was 1-5 caterpillar/frond attack consist 4 Ha of <i>Setotosea asigna</i> with spots attack pattern; Afdeling 3 there was 1-5 caterpillar/frond attack consist 1 Ha of <i>Setotosea asigna</i> with spots attack pattern; Afdeling 4 there was 1-5 caterpillar/frond attack consist 6 Ha of <i>Setotosea asigna</i>, <i>Setora nitens</i> and <i>Darna trima</i> with attack spread evenly; Afdeling 5 there was 1-5 caterpillar/frond attack consist 17 Ha of <i>Setotosea asigna</i>, 5 Ha of <i>Amanthusia</i> sp., and 5 Ha of <i>Metisa plana</i> with spots attack pattern. Control has been done by populating natural predator through planting host plant. - "Rekap Sensus Hama Pemakan Daun", described recapitulation of leaf eater census, covering all Afdeling (3,882 Ha), type of pest, area and percent attacked. - "Laporan Kandang Burung Hantu", described census result of barn owl box/nest, record seen for period April – June 2018 with occupation level 70.83%. Results are as follows: <table border="1" data-bbox="763 1114 1552 1396"> <thead> <tr> <th rowspan="2">Afd</th> <th rowspan="2">Ha</th> <th colspan="2">Nest</th> <th colspan="3">Barn Owl</th> </tr> <tr> <th>good</th> <th>broken</th> <th>Adult</th> <th>Baby</th> <th>Egg</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>353</td> <td>11</td> <td>0</td> <td>4</td> <td>5</td> <td>10</td> </tr> <tr> <td>2</td> <td>452</td> <td>22</td> <td>0</td> <td>13</td> <td>17</td> <td>48</td> </tr> <tr> <td>3</td> <td>673</td> <td>32</td> <td>0</td> <td>13</td> <td>25</td> <td>70</td> </tr> <tr> <td>4</td> <td>607</td> <td>22</td> <td>0</td> <td>15</td> <td>14</td> <td>43</td> </tr> <tr> <td>5</td> <td>776</td> <td>21</td> <td>0</td> <td>10</td> <td>19</td> <td>50</td> </tr> <tr> <td>6</td> <td>665</td> <td>20</td> <td>3</td> <td>16</td> <td>16</td> <td>41</td> </tr> </tbody> </table>	Afd	Ha	Nest		Barn Owl			good	broken	Adult	Baby	Egg	1	353	11	0	4	5	10	2	452	22	0	13	17	48	3	673	32	0	13	25	70	4	607	22	0	15	14	43	5	776	21	0	10	19	50	6	665	20	3	16	16	41	
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		<ul style="list-style-type: none"> “Sensus Burung Hantu dan KBH – KLT” described census result of barn-owl and barn-owl box of Tungkal Ulu Plasma KUD Sari Bumi and Koperasi Manunggal Jaya (SP 6) for period June 2018; it stated that there was 23 adult owl, 9 young owl and 32 eggs; there was 38 boxes in good condition and 1 boxes in broken condition. 	
4.5.2	Training records of Integrated Pest Management (IPM) shall be available. - Minor compliance –	<p>Estate: Refreshment training of Integrated Pest Management is conducted annually. Latest refreshment training of Integrated Pest Management to IPM workers has been performed in June 2018, whilst previous training performed on 13/03/2017. Training conducted by internal Assistant and Managers. Records of training were evidenced, e.g. attendance list, photograph and training module. Personnel interviewed during field observation were verified has received training of IPM.</p> <p>Smallholder: Tungkal Ulu Smallholder management has conducted training to farmers annually related integrated pest management. Farmer members have participated in training related to integrated pest control, for example:</p> <ul style="list-style-type: none"> – On 13 March 2018; refreshment training on integrated pest management at KUD Sawit Kita (SP 2), attended by 15 participants. Training material and attendance list were available. Training material covers type of pest, goal of IPM, mechanism of monitoring and control, type of oil palm disease and control of disease. – On 7 March 2018; refreshment training on integrated pest management at KUD Karya Kita (SP 3), attended by 19 participants. Training material and attendance list were available. Training material covers type of pest, goal of IPM, mechanism of monitoring and control, type of oil palm disease and control of disease. 	Comply
Criterion 4.6:			
Pesticides are used in ways that do not endanger health or the environment			
4.6.1	Documented evidence shall be available to show that pesticide used based on regulations and the use of pesticide is specific to	<p>Estate: The justification of pesticide used in PT Inti Indosawit Subur – Tungkal Ulu Estate is explained under company procedure. PT Inti Indosawit Subur – Muara Bulilan Estate shows “SOP Pengendalian Gulma No.AA-APM-OP-11100.08-R1” dated 01/11/2008. Chapter IV explains the weed control program for</p>	Major NC Comply

Criterion / Indicator	Assessment Findings	Compliance
<p>target species with appropriate dosage which have minimal impact on non-target species.</p> <p>- Major compliance -</p>	<p>woody, grass, fern, caladium, wild banana (<i>Musa spp</i>), <i>Aystasia</i>. It does explain active ingredients use to control such weed, dosage per application, type of nozzle used and volume of spraying per application.</p> <p>Chapter V explains selection of pesticide and its active ingredients content, nature of the pesticide and target species. Chapter VII describes calculation of actual area implemented per hectare plantation (spray factor), spraying rotation and spraying output. Interview with herbicide sprayer noted that spraying worker understood the target species and active ingredients to control them. Spraying workers shows knowledge on minimizing chemical impact on beneficial weed.</p> <p>Agrochemicals have been applied and handled by trained spraying workers who have received usage of limited pesticide training. Training for limited pesticides uses was delivered by Pesticide Commission of Agriculture Department Jambi Province incorporated with agrochemical manufacturer on 08 May 2018. Latest raining located in PT Dasa Anugrah Sejati, attended by all spraying worker including from Tungkal Ulu Plasma and other estates under Asian Agri group. Training record and certificates were sighted for all sprayers, e.g. Mr. SPD (certificate number 10/KP3/VIII/2015), Mrs. SMY (certificate number 21/KP3/XI/2014) and Mrs. NGT (certificate number 10/KP3/VIII/2015). It is evidence that training has been conducted in an appropriate language (Bahasa Indonesia) and understood by the workers.</p> <p>Pesticides are always applied in accordance with the product label and storage instruction. Agrochemicals storage was locked areas with limited access. The storage was ventilated. MSDS and hazard symbol label were provided nearby of agrochemicals. Emergency shower and eyewash were also provided to anticipate in case of an emergency of agrochemical handling. The possible spill was managed. Secondary containment was provided around the chemical storage area. Spill kit was also provided in the area.</p> <p>Interview with spraying workers demonstrated that all of them have a good knowledge regarding pesticide usage and its material usage and toxicity. PPE for handling of chemicals were provided including boots, apron, safety glass, respiratory mask and hand gloves. PPE used was appropriate according to recommendations in any risk assessments. PPE provided and used can be easily replaced if damaged. All precautions attached to the products properly observed, applied, and understood by workers. Mandor (Foreman) as person in charge to check the workers usage of appropriate PPEs was well monitored in each spraying job.</p>	

Criterion / Indicator	Assessment Findings	Compliance
	<p>Smallholder: Farmer members of Tungkal Ulu Smallholder were not directly conducted pesticide application and handling. Spraying works (pesticide application) in smallholder area were performed by spraying team called TUS from PT Inti Indosawit Subur – Tungkal Ulu Estate. Training records are kept by PT Inti Indosawit Subur. Training record and certificates were sighted for all sprayers in Tungkal Ulu Smallholder, e.g. Mrs. FTR (certificate number 09/KP3/VII/2006), Mrs. HSN (certificate number 10/KP3/VIII/2015) and Mrs. WST (certificate number 21/KP3/XI/2014). Interview with spraying workers demonstrated that all of them have a good knowledge regarding pesticide usage and its material usage and toxicity. PPE for handling of chemicals were provided including boots, apron, safety glass, respiratory mask and hand gloves. PPE used was appropriate according to recommendations in any risk assessments. PPE provided and used can be easily replaced if damaged. All precautions attached to the products properly observed, applied, and understood by workers.</p> <p><u>Statement of Major Nonconformity:</u> Based on field observation to Tungkal Ulu Smallholder, it was found plots with blanket spraying, e.g. at KUD Sawit Kita (SP 2), Hampanan 24, Plot 449 and Hampanan 4, Kavling 295, and also at KUD Karya Kita (SP -3), Hampanan 17, Plot 1032.</p> <p><u>Corrections:</u></p> <ul style="list-style-type: none"> - Conduct the training on application of pesticides for all sprayer team, subject of training focused on use of pesticide is specific to target species with appropriate dosage which have minimal impact on non-target species. Record of training dated 4th August 2018 was attended by team TUS (Tim Unit Sempport – sparyers team), supervisor in Scheme Smalholders), e.g: Mr Sukino (Mandor SP.6), Mr Yakin Hodayat (mandor SP.7), Mr Irfan Ma (Mandor SP.2), Mr Budi Utama (Mandor SP.3), Mr Johan Siagian (Mandor TUS), Mr Herman (Krani Sustaibanibily). Data verified: attendance list, photograph, minute of meeting, training material. - Controlled the soft wood by manual (non pesticides application) - Based on field visit in KUD Sawit Kita (SP-2) Hampanan 12 and in KUD Karya Kita (SP-3) Hampanan 18, there were shown the application of pesticides are used on specific target 	

Criterion / Indicator		Assessment Findings	Compliance												
		<p><u>Root Cause Analysis:</u></p> <ul style="list-style-type: none"> – Supervisor of TUS was poor of understand – Inconsistent on planning of spraying (RKH – Rencana Kerja Harian) – Control of soft wood still by pesticides. <p><u>Corrective Actions:</u></p> <ul style="list-style-type: none"> – Consistent of preparing the planning (RKH – Rencana Kerja Harian) before the application, data verified: <ul style="list-style-type: none"> • Planning of spraying (Rencana Kerja Harian Tim Semprot) dated 3th August 2018 in KUD Sawit Kita (SP-2) hamparan 12, total area 40 Ha, pesticed (Metafuron, gramaxone, teepoll), target specific: clidemia, pakis-pakistan, melastoma, total workers: 10 sprayers • Record of pesticed request No 13/8/2018: Metafuron (0.37 Kg), gramaxone (7.48 liter), teepoll (0.59 liters). • Planning of spraying (Rencana Kerja Harian Tim Semprot) dated 3th August 2018 in KUD Karya Kita (SP-3) hamparan 18, total area 36 Ha, pesticed (kenlon), target specific: clidemia, pakis-pakistan, melastoma, total workers: 10 sprayers • Record of pesticed request No 14/8/2018, kenlon (1.18liters) – Consistent on documented and monitoring of application of pesticed (PIC: Supervisor in Scheme Smallholders) <p><u>Assessment Conclusion:</u></p> <p>The corrective action made is sufficient and accepted. This NC is closed on 4th September 2018.</p>													
4.6.2	Records of pesticides use (including active ingredients used and their LD50, area treated, amount of active ingredients applied per Ha and number of applications shall be available. - Major compliance -	<p>Estate:</p> <p>Records of herbicide use are available and maintained at Estate office. The records shows the total chemical used (in kg or liters), the active ingredients used, LD50, total area treated (in Ha), and active ingredients used per area treated and per ton FFB produced.</p> <p>There were several type of pesticides used, including:</p> <table border="1"> <thead> <tr> <th>Chemical</th> <th>Active Ingredients</th> <th>Ha applied</th> <th>Use in 2018</th> <th>LD50 Skin (mg/kg bw)</th> <th>Ratio per Ha</th> </tr> </thead> <tbody> <tr> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> </tbody> </table>	Chemical	Active Ingredients	Ha applied	Use in 2018	LD50 Skin (mg/kg bw)	Ratio per Ha							Comply
Chemical	Active Ingredients	Ha applied	Use in 2018	LD50 Skin (mg/kg bw)	Ratio per Ha										

Criterion / Indicator		Assessment Findings					Compliance	
		Gramoxone	Paraquat (200 gr/l)	2,772	1,940	735	0.70	
		Elang 480 SI	Glyphosate	22,562	5,415	5000	0.24	
		Metaprima 20 WDG	Methyl metsulfuron (50 gr/l)	1,714	257	5000	0.15	
		Kenrane 288 EC	Floroxipir	22,562	477	2020	0.02	
		Kenlon 480 EC	Tryclopypyr	739	273	2000	0.37	
		<p>Smallholder: Record of pesticide use in Tungkal Ulu Smallholder period January - June 2018:</p> <ul style="list-style-type: none"> - "Rekapitulasi Material TUS Semprot Piringan, Pasar Pikul, TPH dan Gawangan", mentioned recapitulation of material used by TUS for spraying circle, path, TPH and inter-row of All KUD (All SP). - "Rencana dan Realisasi TUS s/d Juni 2018", mentioned plan and realisation of spraying to date June 2018, consist of area applied, amount of pesticide uses and time schedule. Record seen: for KUD Sawit Kita (SP 2), Hamparan 13 (Merak): area applied in January was 40 Ha; material uses was 8.4 lt paraquat (8.8 lt planned), 0.4 kg metil metsulfuron, and 1.1 lt surfaktan; area applied in May was 40; material uses was 9.6 lt glifosat (10.0 lt planned), 2.5 lt fluroxypir, and 1.1 lt surfaktan. - "Rekapitulasi Biaya TUS Semprot Piringan, Pasar Pikul dan TPH s/d Juni 2018", mentioned detail of cost spent for spraying of circle, path and TPH, consist of area applied, herbicide used, worker used including worker and premium, transport of pesticide tank, and extra fooding. 						
4.6.3	Any use of pesticides shall be minimized as part of a plan, and in accordance with Integrated Pest Management (IPM) plans. There shall be no prophylactic use of pesticides, except in specific situations identified in Indonesia Best Practice guidelines.	<p>Estate and Smallholder: There were records showing that the use of pesticides have been minimized in accordance with Integrated Pest Management (IPM) plan. Use of pesticides in the field was lower than the planned budget. It also shows the company's commitment to always reduce pesticide usage and give priority to the prevention of mechanical, biological and integrated pest management. There was no prophylactic use of pesticides, it is evident by site visit and field observation in Tungkal Ulu Estate and Smallholder. Pesticide only used and apply for weeds and pest.</p>					Comply	

Criterion / Indicator	Assessment Findings	Compliance																								
<p>- Major compliance -</p> <p>4.6.4 The evidence shall be available to demonstrate that use of Pesticides, categorized in Class 1A or 1B by World Health Organization, or those are listed in the Stockholm and Rotterdam Conventions, and paraquat are not used, except in specific situations identified in national Best Practice guidelines. The use of such pesticides shall be minimized and eliminated as part of a plan, and shall only be used in exceptional circumstances.</p> <p>- Minor compliance -</p>	<p>Estate: The Company have a complete listing of WHO class 1A, class 1B, and Stockholm or Rotterdam Conventions pesticide. It was well documented in Estate office. Paraquat is not banned in Indonesia according Act No.12/1992 regarding plant cultivation system, article 60 (g) jo. Article 38, and Ministry of Agriculture regulation No.107/Permentan/SR.140/9/2014 regarding pesticides supervisor. National regulation mentioned that paraquat dichloride is a restricted active ingredient so that its user must hold a certificate use of limited pesticides and the manufacturer must train first for the user of the pesticide.</p> <p>Paraquat which was the active ingredient of Gramoxone was still used in PT Inti Indosawit Subur – Tungkal Ulu Estate especially at replanting area, however the organisation has set internal target to reduce paraquat use. Record of paraquat use in Tungkal Ulu Estate was sight on “Monitoring Penggunaan Paraquat”. History of paraquat uses in Tungkal Ulu Estate are as follows:</p> <table border="1" data-bbox="714 820 1373 956"> <thead> <tr> <th>Year</th> <th>Paraquat uses (liters)</th> <th>lt/ha</th> </tr> </thead> <tbody> <tr> <td>2016</td> <td>2,222</td> <td>0.80</td> </tr> <tr> <td>2017</td> <td>2,032</td> <td>0.70</td> </tr> <tr> <td>2018*)</td> <td>1,940</td> <td>0.70</td> </tr> </tbody> </table> <p>Note: Round of spraying works using paraquat are done in June 2018, next round will be using Glyphosate. There will be no use of</p> <p>Smallholder: The Smallholder Manager of Tungkal Ulu Plasma has issued policy of Paraquat usage dated 10 February 2017, states that: "KUD and Farmer Group administrators are prohibited from using paraquat herbicides except by TUS teams. The use of paraquat by TUS Team is to control the fern weed and the use of paraquat should be minimized".</p> <p>Record of use of paraquat herbicide for 3 years:</p> <table border="1" data-bbox="714 1278 1559 1378"> <thead> <tr> <th>Realization Year</th> <th>Volume (Ltr)</th> <th>Deduct (Ltr)</th> <th>% Deduct.</th> </tr> </thead> <tbody> <tr> <td>2012</td> <td>2,927.0</td> <td>0</td> <td>0</td> </tr> <tr> <td>2013</td> <td>2,825.4</td> <td>101.60</td> <td>3.47</td> </tr> </tbody> </table>	Year	Paraquat uses (liters)	lt/ha	2016	2,222	0.80	2017	2,032	0.70	2018*)	1,940	0.70	Realization Year	Volume (Ltr)	Deduct (Ltr)	% Deduct.	2012	2,927.0	0	0	2013	2,825.4	101.60	3.47	<p>Comply</p>
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Criterion / Indicator		Assessment Findings				Compliance
		2014	2,648.2	177.20	6.27	
		2015	2,604.6	43.60	1.65	
		2016	2,325.5	279.10	10.72	
		2017	2,093.0	232.50	10.00	
		2018	2,047.1	45.90	2.19	
4.6.5	<p>Evidence of pesticide application by trained person and in accordance with application guidelines in product label and storage guidelines shall be available. Appropriate safety equipment shall be provided and utilized. All precautions attached to the products shall be properly observed, applied, and understood by workers (see Criterion 4.7).</p> <p>- Major compliance -</p>	<p>Estate: Pesticide use and handling was documented in the procedure of Pesticides Management (SOP AA-APM-OP-1100.11-R1, dated 1 February 2009), Pests & Disease Control (SOP AA-APM-OP-1100.10-R5, dated 11 January 2016) and Weeding Control (SOP AA-APM-OP-1100.08-R5, dated 7 December 2015). General instructions of security in working with pesticides described in procedure includes the selection of kinds of pesticides, pesticide storage, pesticide use, addressing pesticide contamination, first aid instructions, medical assistance.</p> <p>Agrochemicals have been applied and handled by trained spraying workers who have received usage of limited pesticide training. Training for limited pesticides uses was delivered by Pesticide Commission of Agriculture Department Jambi Province incorporated with agrochemical manufacturer on 08 May 2018. Latest training was located in PT Dasa Anugrah Sejati, attended by all spraying worker including from Tungkal Ulu Plasma and other estates under Asian Agri group. Training record and certificates were sighted for all sprayers, e.g. Mr. SPD (certificate number 10/KP3/VIII/2015), Mrs. SMY (certificate number 21/KP3/XI/2014) and Mrs. NGT (certificate number 10/KP3/VIII/2015). It is evidence that training has been conducted in an appropriate language (Bahasa Indonesia) and understood by the workers.</p> <p>Training covered handling of agrochemical concentrate and spraying method including pesticide hazard. It was observed during field audit that all spraying workers have been trained. Personnel interviewed (spraying workers) can clearly explain the type of work including work methods and goals, materials used (pesticides) including the dosage and hazards and risks, personal protective equipment and first aid.</p> <p>Pesticides are always applied in accordance with the product label and storage instruction. Agrochemicals storage was locked areas with limited access. The storage was ventilated. MSDS and hazard symbol label were provided nearby of agrochemicals. Emergency shower and eyewash were also provided to anticipate in case of an emergency of agrochemical handling. The possible spill was</p>				<p>NC</p> <p>Comply</p>

Criterion / Indicator	Assessment Findings	Compliance
	<p>managed. Secondary containment was provided around the chemical storage area. Spill kit was also provided in the area.</p> <p>Interview with spraying workers demonstrated that all of them have a good knowledge regarding pesticide usage and its material usage and toxicity. PPE for handling of chemicals were provided including boots, apron, safety glass, respiratory mask and hand gloves. PPE used was appropriate according to recommendations in any risk assessments. PPE provided and used can be easily replaced if damaged. All precautions attached to the products properly observed, applied, and understood by workers. Mandor (Foreman) as person in charge to check the workers usage of appropriate PPEs was well monitored in each spraying job.</p> <p>Smallholder: Farmer members of Tungkal Ulu Smallholder were not directly conducted pesticide application and handling. Spraying works (pesticide application) in smallholder area were performed by spraying team called TUS from PT Inti Indosawit Subur – Tungkal Ulu Estate. Training records are kept by PT Inti Indosawit Subur. Training record and certificates were sighted for all sprayers in Tungkal Ulu Smallholder, e.g. Mrs. FTR (certificate number 09/KP3/VII/2006), Mrs. HSN (certificate number 10/KP3/VIII/2015) and Mrs. WST (certificate number 21/KP3/XI/2014). Interview with spraying workers demonstrated that all of them have a good knowledge regarding pesticide usage and its material usage and toxicity. PPE for handling of chemicals were provided including boots, apron, safety glass, respiratory mask and hand gloves. PPE used was appropriate according to recommendations in any risk assessments. PPE provided and used can be easily replaced if damaged. All precautions attached to the products properly observed, applied, and understood by workers. Mandor (Foreman) as person in charge to check the workers usage of appropriate PPEs was well monitored in each spraying job.</p>	
<p>4.6.6</p>	<p>Storage of pesticides shall be according to recognised best practices. All pesticides containers shall be properly managed according to the existing regulations and or instructions enclosed on the containers (see criterion 5.3).</p> <p>Estate: SOP for pesticide storage has been provided in SOP "Pengangkutan dan Penyimpanan Bahan Kimia AA-KL-02-EFP" dated 1 February 2008. Pesticides are stored in the determined area separated from fertilizer and other chemicals. Pesticides storage is provided in Divisions as well as in central storage. Agrochemicals storage is locked areas with limited access. The storage is ventilated. MSDS and hazard symbol label are provided nearby of pesticides. Emergency shower and eyewash are also provided to anticipate in case of an emergency of agrochemical handling. PPE for handling of pesticides are provided including boots, apron, safety glass, respiratory mask and hand gloves. The possible spill is</p>	<p>Comply</p>

Criterion / Indicator	Assessment Findings	Compliance
<p>- Major compliance -</p>	<p>managed. Secondary containment is provided around the pesticides storage area. Spill kit is also provided in the area.</p> <p>Storage of pesticides found to be in accordance with hazard identification and risk assessment and national guideline for limited pesticide use. Empty chemical containers had been used for mixing chemicals for spraying pesticides in the field. The management of waste material from empty pesticide container disposed through hazardous waste store as per procedure "Penanganan Limbah Industri B-3 AA-KL-06-EFP" dated 1 November 2008. The company has temporary hazardous waste storage where all hazardous waste from all estates and mills collected.</p> <p>Smallholder:</p> <p>Tungkal Ulu Smallholder management has ensured that all agrochemical usage and chemical weeding including pest and disease management was performed by PT Inti Indosawit Subur. PT Inti Indosawit Subur has prepared the procedure for handling all pesticide containers, as per "Penanganan Limbah Bahan Berbahaya Beracun", No AA-KL-06-EFP revision 06, dated 1 August 2015. Safe Work Procedure on chemical storage, mixing and disposal that covered PPE, safe working procedure, handling of chemical, storage, chemical mixing and the disposal.</p>	
<p>4.6.7 Application of pesticides shall be by proven methods that minimize risk and negative impacts.</p> <p>- Minor compliance -</p>	<p>Estate:</p> <p>Application of pesticides was following SOP of Pesticides Management – "Pestisida dan Pengelolaannya" (AA-APM-OP-1100.11-R1) Chapter III point 3.2 which stated that pesticide operator must be fit, not in pregnancy or breast feeding, must have meal before work, and uses appropriate PPE. Based on interview with spraying workers of Tungkal Ulu Estate, they know how to handle pesticide during storage, mixing, usage, and how to conduct first aid for pesticide poisoning.</p> <p>Agrochemicals have been applied and handled by trained spraying workers who have received usage of limited pesticide training. Training for limited pesticides uses was delivered by Pesticide Commission of Agriculture Department Jambi Province incorporated with agrochemical manufacturer. Training record and certificates were sighted for all sprayers, e.g. Mr. SPD (certificate number 10/KP3/VIII/2015), Mrs. SMY (certificate number 21/KP3/XI/2014) and Mrs. NGT (certificate number 10/KP3/VIII/2015). It is evidence that training has been conducted in an appropriate language (Bahasa Indonesia) and understood by the workers.</p> <p>Pesticides are always applied in accordance with the product label and storage instruction.</p>	<p>Comply</p>

Criterion / Indicator	Assessment Findings	Compliance
	<p>Agrochemicals storage was locked areas with limited access. The storage was ventilated. MSDS and hazard symbol label were provided nearby of agrochemicals. Emergency shower and eyewash were also provided to anticipate in case of an emergency of agrochemical handling. The possible spill was managed. Secondary containment was provided around the chemical storage area. Spill kit was also provided in the area.</p> <p>Interview with spraying workers demonstrated that all of them have a good knowledge regarding pesticide usage and its material usage and toxicity. PPE for handling of chemicals were provided including boots, apron, safety glass, respiratory mask and hand gloves. PPE used was appropriate according to recommendations in any risk assessments. PPE provided and used can be easily replaced if damaged. All precautions attached to the products properly observed, applied, and understood by workers. Pesticides application has consider minimizing risk and negative impacts.</p> <p>Smallholder: Farmer members of Tungkal Ulu Smallholder were not directly conducted pesticide application and handling. Spraying works (pesticide application) in smallholder area were performed by spraying team called TUS from PT Inti Indosawit Subur – Tungkal Ulu Estate. Training records are kept by PT Inti Indosawit Subur. Training record and certificates were sighted for all sprayers in Tungkal Ulu Smallholder, e.g. Mrs. FTR (certificate number 09/KP3/VII/2006), Mrs. HSN (certificate number 10/KP3/VIII/2015) and Mrs. WST (certificate number 21/KP3/XI/2014). Interview with spraying workers demonstrated that all of them have a good knowledge regarding pesticide usage and its material usage and toxicity. PPE for handling of chemicals were provided including boots, apron, safety glass, respiratory mask and hand gloves. PPE used was appropriate according to recommendations in any risk assessments. PPE provided and used can be easily replaced if damaged. All precautions attached to the products properly observed, applied, and understood by workers. Pesticides application has consider minimizing risk and negative impacts.</p>	
<p>4.6.8</p>	<p>Pesticides may only be applied aerially where there is a documented justification. Surrounding communities shall be informed of impending aerial pesticide applications with all</p> <p>Estate: Based on interview with Estate Management, surrounding community and field observation, there was no pesticide applied aerially in Tungkal Ulu Estate.</p> <p>Smallholder: Based on interview with Estate Management, surrounding community and field observation, there was no pesticide applied aerially in Tungkal Ulu Plasma.</p>	<p>Comply</p>

Criterion / Indicator	Assessment Findings	Compliance
<p>relevant information within reasonable time prior to application. - Major compliance -</p>		
<p>4.6.9 Evidence of training on handling pesticide for workers and scheme smallholder (if any) shall be available. - Minor compliance -</p>	<p>Estate: Agrochemicals have been applied and handled by trained spraying workers who have received usage of limited pesticide training. Training for limited pesticides uses was delivered by Pesticide Commission of Agriculture Department Jambi Province incorporated with agrochemical manufacturer on 08 May 2018. Latest training located in PT Dasa Anugrah Sejati, attended by all spraying worker including from Tungkal Ulu Plasma and other estates under Asian Agri group. Training record and certificates were sighted for all sprayers, e.g. Mr. SPD (certificate number 10/KP3/VIII/2015), Mrs. SMY (certificate number 21/KP3/XI/2014) and Mrs. NGT (certificate number 10/KP3/VIII/2015). It is evidence that training has been conducted in an appropriate language (Bahasa Indonesia) and understood by the workers. Training covered handling of agrochemical concentrate and spraying method including pesticide hazard. It was observed during field audit that all spraying workers have been trained. Personnel interviewed (spraying workers) can clearly explain the type of work including work methods and goals, materials used (pesticides) including the dosage and hazards and risks, personal protective equipment and first aid. Interview with spraying workers demonstrated that all of them have a good knowledge regarding pesticide usage and its material usage and toxicity. PPE for handling of chemicals were provided including boots, apron, safety glass, respiratory mask and hand gloves. PPE used was appropriate according to recommendations in any risk assessments. PPE provided and used can be easily replaced if damaged. All precautions attached to the products properly observed, applied, and understood by workers. It was evident that training has been given to all worker using pesticides.</p> <p>Smallholder: Farmer members of Tungkal Ulu Smallholder were not directly conducted pesticide application and handling. Spraying works (pesticide application) in smallholder area were performed by spraying team called TUS from PT Inti Indosawit Subur – Tungkal Ulu Estate. Training records are kept by PT Inti Indosawit Subur. Training record and certificates were sighted for all sprayers in Tungkal Ulu</p>	<p>Comply</p>

Criterion / Indicator	Assessment Findings	Compliance
	<p>Smallholder, e.g. Mrs. FTR (certificate number 09/KP3/VII/2006), Mrs. HSN (certificate number 10/KP3/VIII/2015) and Mrs. WST (certificate number 21/KP3/XI/2014). Interview with spraying workers demonstrated that all of them have a good knowledge regarding pesticide usage and its material usage and toxicity. PPE for handling of chemicals were provided including boots, apron, safety glass, respiratory mask and hand gloves. PPE used was appropriate according to recommendations in any risk assessments. PPE provided and used can be easily replaced if damaged. All precautions attached to the products properly observed, applied, and understood by workers. It was evident that training has been given to all workers whom using pesticides.</p>	
<p>4.6.10 Proof that pesticide waste has been handled as per legal regulations and understood by worker and manager, shall be demonstrated. - Minor compliance -</p>	<p>Estate: SOP for proper disposal of pesticide waste material was described in "Penanganan Limbah Industri B-3 AA-KL-06-EFP" dated 1 November 2008. Pesticide waste was reuse as mixing water for the next spraying activity. All empty pesticides containers were triple rinsed and stored in the temporary storage of hazardous wastes. The management of waste material from empty pesticide container disposed through hazardous waste store according to the procedure. The company has license of temporary hazardous waste storage where all empty pesticide containers from agrochemical storage collected. The storage has obtain the license as per "Keputusan Kepala Badan Lingkungan Hidup Kabupaten Tanjung Jabung Barat No. 660/487/IX/BLHD/2014" regarding license for temporary hazardous waste storage dated 29/09/2014, valid for 5 years. Storage keeper maintains the balance of incoming and outgoing hazardous waste and recorded in "Neraca Limbah B3". Hazardous wastes were sent regularly (maximum 180 days) to licensed contractor. PT Inti Indosawit SUBur – Tungkal Ulu already has agreement on hazardous waste transport under document "Perjanjian Kerjasama antara PT Inti Indosawit Subur, Konsorsium PT Sumatera Deli Lestari Indah – PT Indostar Cargo and PT Prasadha Pamunah Limbah Industri NO. 002/IIS-SDLI-ISC-PPLI/III-2018 dated 02/03/2018 valid until 02/03/2019. Personnel interviewed can clearly explain the mechanism of pesticide waste handling including MSDS and personal protective equipment as well as first aid.</p> <p>Smallholder: Farmer members of Tungkal Ulu Smallholder were not directly conducted pesticide application and handling. Pesticides application and handling was performed by PT Inti Indosawit Subur spraying team</p>	<p>Comply</p>

Criterion / Indicator	Assessment Findings	Compliance
	<p>called TUS, who have got appropriate training. The agrochemical material were stored in Agrochemical storage of PT Inti Indosawit Subur – Tungkal Ulu Estate and handled by trained persons. Pesticide container were stored at hazardous waste storage of PT Inti Indosawit Subur and handled by trained persons. It was noted that, smallholder member understood that pesticide waste must be handled properly as per legal regulation.</p>	
<p>4.6.11 Annual medical records of pesticide operators, and follow-up treatment of medical results, shall be available. - Major compliance -</p>	<p>Estate: The company provides 6-monthly medical check-up for workers performing agrochemical spraying. The medical check-up covers blood test, urine test, cholinesterase test, and spirometry test. The latest medical check-up in Tungkal Ulu group conducted on 27/062018, results are in progress of analysis by Paramitha Laboratorium Pekanbaru. The previous medical check-up conducted on 15/11/2017, the result is available on "Rekapitulasi Hasil Medical Check-Up". Evidence of medical check-up are available, e.g. on behalf Mrs. SMY, Mr. SPD, Mrs. SSN and Mrs OPD.</p> <p>Smallholder: Farmer members of Tungkal Ulu Smallholder were not directly conducted pesticide application and handling. Pesticides application and handling was performed by PT Inti Indosawit Subur spraying team called TUS. The Company provides 6-monthly medical check up for workers who performed agrochemical spraying. The medical check up covers blood test, urine test, cholinesterase test, and spirometric test. The latest medical check-up in Tungkal Ulu group conducted on 27/062018, results are in progress of analysis by Paramitha Laboratorium Pekanbaru. The previous medical check-up conducted on 15/11/2017, the result is available on "Rekapitulasi Hasil Medical Check-Up". Evidence of medical check-up are available, e.g. on behalf Mrs. SMY, Mr. SPD, Mrs. SSN and Mrs OPD.</p>	<p>NE Comply</p>
<p>4.6.12 Records shall be available to show that spraying is not conducted by pregnant or breast-feeding women. - Major compliance -</p>	<p>Estate: PT Inti Indosawit Subur – Tungkal Ulu Estate prohibits pregnant or breast-feeding women to perform chemical spraying. In order to mitigate, estate performed monthly pregnancy test. Record seen: "Berita Acara Tes Kehamilan PT IIS – Tungkal Ulu 2018", example: Pregnancy test dated 16 April 2018 for 8 sprayers under Forman Mr. SPD, 15 sprayers under Foreman Mr. RPN, 8 fertilizer worker under Foreman Mr. JMS and 13 Oryctes sprayer under Foreman Mr. RBS. The pregnancy tests results all negative (-); no pregnant workers identified.</p>	<p>Comply</p>

Criterion / Indicator	Assessment Findings	Compliance
	<p>Smallholder: There is monthly pregnancy check for all chemical spraying workers (TUS Team) which performed by Clinic of PT Inti Indosawit Subur. Spraying worker (TUS) of Tungkal Ulu Smallholder is the same as TUS of Tungkal Ulu Estate. Evidence of monthly pregnancy test can be demonstrated, e.g. period June 2018.</p>	
<p>Criterion 4.7: An occupational health and safety plan is documented, effectively communicated and implemented. The health and safety plan shall cover the following:</p>		
<p>4.7.1</p>	<p>A health and safety policy shall be in place. A health and safety plan shall be documented and implemented, and its effectiveness monitored. - Major compliance -</p> <p>Mill and Estate: PT Inti Indosawit Subur – Tungkal Ulu POM has established an OHS Policy under “Kebijakan Perusahaan – Company Policy”, dated 1 December 2014 was signed by Managing Director. In point 4 mentioned “Committed to implement and maintain occupational health and safety management system in compliance with national and international applicable regulation. The policy is written in Bahasa Indonesia as standard language and has been socialized to all workers, e.g: – List of attendance on socialization of company policy, dated 4th January 2018 – The Policy displayed in publication board in office</p> <p>PT Inti Indosawit Subur – Tungkal Ulu POM also has prepared the procedure related to OHS, e.g: – “Standard Operating Procedure Alat Pelindung Diri” on personal protective equipment No.AA-SOP-OP-101.3-R0 dated 14/08/2013 – “Prosedur Pengendalian Kebakaran di Pabrik, Kantor dan Perumahan” for fire mitigation No.AA-KL-15-EP dated 01/12/2010 – Standard Operational Procedure – Identifikasi Bahaya, Penilaian Risiko dan Penentuan Pengendalian” No AA-SMK3-02-RO, dated 3rd August 2017. – “Standard Operational Procedure - Investigasi Kecelakaan Kerja” No AA-SMK3-01-RO, date issued 1st August 2017 OHS Plan available in “Objective and Program PT Inti Indosawit Subur – Tungkal Ulu 2018”, the program consisted of: – Meeting of P2K3 (OHS committee) every month</p>	<p>NC Comply</p>

Criterion / Indicator	Assessment Findings	Compliance
	<ul style="list-style-type: none"> - Refresh training related to OHS, e.g: basic fire training, OHS training and OHS workshop - Zero accident (nil) year 2018 - Emergency infrastructure checklist - Medical checkup program both of general and special MCU - Providing the PPE for workers in high risk area, inspection of PPE using, - Inspection on using of PPE for all employee - Mitigation the risk identified in Estate and Mill - Comply with relevant/applicable regulation related to OHS - Prepared/prevent for emergency situation, e.g: basic fire training plan, training for first aider, - Safety Briefing - Fire Basic Training for Mill - Electrical Basic Training for Mill <p>Smallholder: <u>KUD Sawit Kita, KUD Karya Kita, KUD Panca Mukti and KUD Sari Bumi</u> Cooperatives has established the policy related to OHS under "Kebijakan Koperasi", dated 2nd Desember 2016, was signed by Head of KUD, in point 3 mentioned "Menerapkan dan memelihara system manajemen lingkungan, social, keselamatan pangan, kesehatan dan keselamatan kerja terpadu. The policy has communicated to smallholders member and displayed in publication board in each KUDs office.</p> <p>OHS Program available under "Rencana K3 in KUD", e.g: in KUD Sawit Kita has prepared the OHS plan specific for PPE (providing, monitoring of usage and training related to PPE usage).</p> <p><u>Effectiveness of major NC (from RAV):</u> Audit team has reviewed of consistense of corrective action plan that has prepared by company, i.e. revised OHS programme, appointment fo safety field man to monitor contractor's safety performance, implementation of emergency fire simulation, utilization of accident investigation form, awareness session to emphasize PPE use for smallholder members. Furthermore audit team review the monitoring of new/latest/updated OHS performance as part of OHS programme.</p>	

Criterion / Indicator	Assessment Findings	Compliance
<p>4.7.2 A documented risk assessment shall be available and its implementation shall be recorded. - Major compliance -</p>	<p>Mill and Estate: PT Inti Indosawit Subur – Tungkal Ulu has a procedure to identify and prepare a risk assessment register (HIRAC). The procedure of HIRADC (Hazard identification and risk analysis and determining control) as a guidance and standard to conducted the hazard and risk assessment as well as the determining control for risk and hazard. Procedure presented in SOP “Identifikasi bahaya, Penilaian Resiko dan Penentuan Pengendalian” AA-SMK3-02-R0 dated 3 August 2017.</p> <p>Risk assessment method used is quantitative and qualitative method which is the multiplication of severity with the level of possibility. The company has set matrix multiplication result, which is subsequently determined from the matrix level / quality risk is divided into five (5) categories: extreme, high, moderate, low and tolerance/permitted.</p> <p>PT Inti Indosawti Subur has prepared the document of risk assessment both of Tungkal Ulu POM and Estate. The risk assessment available under “Analisa Resiko tahun 2018”, last review on 5th February 2018. Risk assessment has identified hazard and risk from office activities, mill opeartion, infrastructure construction activities, warehouse and workshop related activities, harvesting and FFB loading activities, fertilizer and spraying activities.</p> <p>Most of activities/processes that have risk level of moderate and low, the operational control has performed and monitoring as well as to provide an appropriate personal protective equipment.</p> <p>Smallholder: <u>KUD Sawit Kita, KUD Karya Kita, KUD Panca Mukti and KUD Sari Bumi:</u> Cooperative has shown the document of “Hazard Identification and Risk Assessment and Control (HIRAC) – Analisis Risiko tahun 2017-2018”, last review on 3th April 2018, the risk assessment has reviewed by OHSI expert (Mr Muhammad Junaidi and Mr Janer Wiliam G). The document has covered for all activities in field, e.g: transport FFB, harversting, manuring, spraying.</p> <p><u>Effectiveness of major NC (from RAV):</u> Audit team has reviewed the consistence of corrective action plan that prepared by company. Audit team has reviewed and accepted the evidence provided by the company, i.e. reviewed and revised risk</p>	<p>Comply</p>

Criterion / Indicator	Assessment Findings	Compliance
	assessment. Furthermore audit team review the monitoring of new risk and appointment of safety field man to monitor the contractor performanc as part of OHS programme. Audit team concluded that the correction, corrective action and evidences are sufficient	
<p>4.7.3 Records of Occupational Health and Safety (OHS) program (see 4.8) and Personal Protective Equipment (PPE) training in accordance with the result of hazard identification and risk analysis shall be available to all workers. - Major compliance -</p>	<p>Mill and Estate: PT Inti Indosawit Subur – Tungkal Ulu, has documented of OHS programs year 2018 under “Objective and Program PT Inti Indosawit Subur – Tungkal Ulu 2018” is explained in indicator 4.7.1 (above)</p> <p>PT Inti Indosawit Subur – Tungkal Ulu provides PPE for all workers in mill as seen under document “Monitoring pembagian APD” for the following PPE: Safety shoes, Uniform, Gloves, Ear Plug. Field inspection to mill site confirmed all workers who exposed in high risk job were provided with proper PPE, for instance: earplug for boiler operators, safety helmet and shoes for all workers, gloves for sterilizer and workshop, welding PPE for welder.</p> <p>Records verification related to OHS program implementation year 2017-2018:</p> <ul style="list-style-type: none"> - Daily checklist on PPE usage for harvester (PPE: helmet, glasses, protective crap for egrek, month June 2018 in division III, - “Daftar Harian Periksa Alat Pelindung Diri” (checklist on monitoring of PPE usage - Daily) in Tungkal Ulu POM, data verified: Month June and July 2018 - Training/socialization and monitoring regarding PPE usage has been conducted under morning muster, - “Rekapitulasi Hasil Medical Check Up – PT Inti Indosawit Subur Tungkal Ulu (annually), last MCU was conducted on 15 November 2018, was attended by 149 workers in Tungkal Ulu Estate. - Pregnancy monitoring for spraying operators (monthly), record available under “Berita Acara Tes Kehamilan” month May 2018, the result are negative for 89 operator workers. - Sprayer team has been trained with pesticide handling training, agrochemical application training and limited pesticide training. Spraying team only handles herbicide to control the weed. Sprayers understood the type of chemical for each weed type, the hazard, the application and appropriate PPE to wear. - Heavy machinery operators are trained and using protective equipment (helmet and safety shoes). Record seen : certificate for heavy machinery operators, e.g: <ul style="list-style-type: none"> • Surat Izin Operasional no SIO 029.005/PAT/VIII/2016, namely Mr Tomy (operator bachoe 	<p>Major NC Comply</p>

Criterion / Indicator	Assessment Findings	Compliance
	<p>loader), valid until 2 August 2020</p> <ul style="list-style-type: none"> • Akte Pengesahan Pemakaian Pesawat Angkat dan Angkut jenis backhoe loader-02, no 560/18/BL/III/2011, series number AB33592/E554370 • Surat Izin Operasional no SIO 029.002/PAT/VIII/2016, namely Mr Sopian (operator Bomag), valid until 2 August 2020 • License for Welder (Juru Las) nomor 02/K3-JL/I/2017, namely Mr Suwoko was issued by DISNAKERTRANS Jambi Province, valid until 2nd January 2022. • OHS license nomor P.04/OPK3-PUBT/I/2017 for Operator Pesawat Uap dan Bejana Tekan, namely Mr Salamun, dated 2nd January 2022. <p>– Izin Klinik Asian Agri Sehat Taman Raja, nomor 503.40/07/KPPT/2014, issued by Kepala Kantor Pelayanan Perizinan Terpadu Kabupaten Tanjung Jabung Barat, dated 26th November 214</p> <p>– Surat Izin Praktek Bidan was issued by Dinas Kesehatan Kabupaten Tanjung Jabung Barat nomor 050.2/54/SIP.B/Dinkes/2017, namely Mr Evianty Sembiring, valid until 8th August 2021.</p> <p>Auditor field visit:</p> <ul style="list-style-type: none"> – During field audit found that Hydrant and pump was in proper condition and well function. Tungkal Ulu POM has conducted regular monitoring for Hydrant box and pump to ensure the proper condition. Monitoring record was available and presented in “Daftar Periksa Kondisi Mesin Hydrant” and “Pengecekan Pompa Hydrant”. – Engine room operator wears helmet, ear plugs, mask, and safety shoes. Boiler operator using overall suit, goggles, respirator, hand glove and safety boot. – In Tungkal Estate has been provided the first aid box in chemical store (estate), hazardous waste storage (in estate and POM), fertilizers warehouse, Emergency infrastructure in POM (hydrant), workshop (fire extinguisher), warehouse (fire extinguisher), office (fire extinguisher) – The APAR (fire extinguisher) was function well with good pressure and condition <p>Smallholder:</p> <p>Scheme smallholders (KUD Sawit Kita, KUD Karya Kita, KUD Panca Mukti and KUD Sari Bumi). Cooperative has kept the record of OHS training, e.g:</p> <ul style="list-style-type: none"> – Checklist on PPE usage (helmet, booth and “egrek wrapping) usage for harvester available under “Ceklis Pemakaian APD”, e.g: in KUD Sawit Kita for month January, February, March, April, May and 	

Criterion / Indicator	Assessment Findings	Compliance
	<p>June year 2018.</p> <ul style="list-style-type: none"> - Record of OHS training in KUD Sawit Kita dated 9th February 2018, was attended by 21 smallholder member. - Training on PPE usage for harvester in KUD Sawit Kita, dated 13th February 2018, location SP-2, was attended by 18 workers. - Checklist of emergency infrastructure (fire) month May and June 2018 – location in KUD Karya Kita. <p>Based on field visit in KUD’s, the operational control for OHS program has implemented, such as:</p> <ul style="list-style-type: none"> - Smallholder management of PT Inti Indosawit Subur - Tungkal Ulu has identified the underlying cause in the absence of protective equipment by harvester and wheeler in smallholder blocks. - Smallholder management identified some of harvester and wheeler was not registered by the KUD/cooperative; <p><u>Statement of Nonconformity:</u> During field visit into smallholder farmer's block in, there were 2 harvester did not use appropriate protective equipment as lined out in risk assessment year 2018, e.g: two harvesters in KUD Panca Mukti, KT12 (Mr. PND cs), did not use helmet when performing harvesting activities;</p> <p><u>Corrections:</u> The cooperative has carried out the correction, e.g:</p> <ul style="list-style-type: none"> - Providing the PPE for harvester in KUD Panca Mukti (SP-5) for Mr PND cs, date verified: record of handover of PPE (helmet), dated 30th July 2018 - Conduct the training on using of PPE and OHS training to harvester, data verified.” <ul style="list-style-type: none"> • Attendance list of the training, date 30th July 2018 location in Hamparan 12, was attended by 27 harvester. • Field visit in hampanan 11 SP 5 and interview with harvester (Mr Sukardi and Nurkholis) were using the PPE as required in risk assessment. <p><u>Root Cause Analysis:</u></p> <ul style="list-style-type: none"> - In consistent and poor of conscious thought to using PPE - There is several cooperative (KUD) and contractors did not provide PPE’s to harvester in 	

Criterion / Indicator	Assessment Findings	Compliance
	<p>smallholders.</p> <p><u>Corrective Actions:</u> The organization has prepared the corrective action, such as:</p> <ul style="list-style-type: none"> - Prepared the checklist to monitoring PPE use prior to work, e.g: Checklist on using PPE in KUD Panca Mukti datel 16/07/2018 and 11/08/2018. PPE: helmet, AP boot, total harvester: 32 persons - Inventory of PPE stock for harvester. - Refresh training related to risk assessment to harvester - Prepared the plasma memorandum related to PIC implementation of HIRAC. data verified: Surat Himbauan Group Manager nomor 006/EXT/KLT/7/2018 dated 26 July 2018, on an appeal on use of PPE <p><u>Assessment Conclusion:</u> The corrective action made is sufficient and accepted. This NC is closed on 4th September 2018.</p>	
<p>4.7.4</p>	<p>The responsible person(s) for occupational health and safety shall be identified and there shall be records of periodical meetings on health and safety issues.</p> <p>- Major compliance -</p> <p>Mill and Estate: PT Inti Indosawit Subur has assigned a responsible person for OHS, namely Mr Rudy Wijaya who has attended the training of OHS expert by Ministry of Manpower Republic Indonesia, number of OHS-expert license No.Reg.26494/PK3/AJ/14/2015/PO valid until 9 December 2019.</p> <p>PT Inti Indosawit Subur – Tungkal Ulu has registered OHS committee under P2K3 (Panitia Pembina Keselamatan dan Kesehatan Kerja) as per Surat Keputusan Kepala Dinas Tenaga Kerja dan Transmigrasi Kabupaten Tanjung Barat nomor 560/4784.3/DSTKT/2016 tentang Pengesahan Perubahan Panitia Pembina Keselamatan dan Kesehatan Kerja (P2K#) PT Inti Indosawit Subur Kebun Tungkal Ulu, dated 10th May 2016.</p> <p>Tungkal Ulu POM – The team for occupational health and safety has defined and registered to Manpower Agency in Tanjung Jabung Barat Regency as per "Surat Keputusan Kepala Dinas Tenaga Kerja Kabupaten Tanjung Jabung Barat nomor 560/878/3.3/P2K3/NAKER/2018 tentang Pengesahan Panitia Pembina Keselamatan dan Kesehatan Kerja (P2K3) pada PT Inti Indosawit Subur (PMKS Tungkal Ulu)", dated 5th July 2018.</p> <p>Data verified:</p>	<p>NC</p> <p>Comply</p>

Criterion / Indicator	Assessment Findings	Compliance
	<ul style="list-style-type: none"> - P2K3 has conducted the periodical meeting, record seen: Minute of Meeting, dated 26th June 2018, agenda: progress review previous meeting, review on report of accidents (if any), review of OHS inspection checklist - Report of P2K3 performance to Manpower Agency in Tanjung Jabung Barat Regency (tri-monthly), data seen: report P2K3 April-June 2018, was reported to Manpower Agency in Tanjung Jabung Regency on 5th July 2018 <p>Smallholders: <u>Scheme smallholders (KUD Sawit Kita, KUD Karya Kita, KUD Panca Mukti and KUD Sari Bumi).</u> Scheme smallholder has appointed Mr Muh. Junaidi as person in charge for cooperative's health and safety aspects under letter no 001/INT/KLT/I/2018 tentang Penunjukan Penunjukan Petugas Monitoring Kegiatan K3, dated 8th January 2018.</p> <p>Data verified:</p> <ul style="list-style-type: none"> - Safety Meeting has been conducted regularly, last meeting has conducted in 6th July 2018. Minutes of meeting explain about APD Socialization uses Helmet, Goggles and Shoes and also Egrek equipped with Cover, Restricted Pesticide, Soil and water conservation, fertilizer application, emergency response, AMDAL & HCV, Emergency Response and Basic Fire. - Socialization on OHS awareness for smallholders member conducted on 13th February 2018, location in Kantor KUD Sari Bumi, was attended by 23 smallholders member. 	
<p>4.7.5</p> <p>A procedure for emergency and work accident shall be available in Indonesian Language; and the workers, who have attended First Aids training, are available in the working areas.</p> <p>- Minor compliance -</p>	<p>Mill and Estate: PT Inti Indosawit Subur – Tungkal Ulu has developed the procedure for emergency and work accident, such as:</p> <ul style="list-style-type: none"> - Mechanism on handling an accident investigation under procedure no: SOP AA-OP-SMK3-07-FM Accident Investigation SOP, August 3, 2017. In the accident investigation form include: the accident data, details of injuries/sections exposure, photographs/sketches, evidence of investigation (witnesses, positions, equipment, documents), sequence of events (pre-contact, contact, post-contact), type of incident, cause of accident (unsafe, unsafe) accidents (personal and work factors), corrective and preventive actions, investigative team. During audit verification, found that the accident form was complete and adequate - Procedure for first aid and emergency situation available under "Kesiagaan dan Tanggap Darurat" 	<p>NC</p> <p>Comply</p>

Criterion / Indicator	Assessment Findings	Compliance
	<p>document, number AA-EMS-447-PR, dated December 2010. The emergency situation identified such as land and forest fire, fire at housing and mill, hazardous waste spillage, boiler explosion, gas tank explosion, earthquake, flood, landslide, etc. A team for emergency response has been established, headed by Mill Manager and Estate Manager Records of accidents maintained properly by safety officers and reported regularly to local authorities.</p> <p>PT Inti Indosawit Subur – Tungkal Ulu has appointed a worker who have attended the First Aids training. Data verified: License for First Aider no register L.P001/560/4.3/DTKT/2018, namely Mrs Evianty Sembiring, A.Md.Keb, valid until 2nd January 2020</p> <p>The record of emergency response training/simulation, such as:</p> <ul style="list-style-type: none"> - "Rencana Tanggap Daurat" for period July-December 2018, contact name Mr Azwan Sutondo (senior manager). The emergency situation consist of: fire and spilled, - Organization structure of emergency response team, issued on 5th April 2017 - Record of emergency preparedness simulation (fire), dated 7th February 2018, location in Club house – Tungkal Ulu. Data seen: scenario, result of simulation, photograph, evaluation and recommendation. <p>Tungkal Ulu POM</p> <ul style="list-style-type: none"> - Fire Drill has conducted on 7th February 2018, record available, e.g: scenario, result of drill, photograph, evaluation and recommendation, attendance list - Checklist of infrastructure of emergency response (monthly) i.e. fire extinguisher and fire hydrant, record seen: month May and June 2018 <p>Smallholders <u>Scheme smallholders (KUD Sawit Kita, KUD Karya Kita, KUD Panca Mukti and KUD Sari Bumi.</u> The cooperative has prepared the procedure for emergency under document "Rencana Tindakan Tanggap Darurat thaun 2017-2018" dated 2nd January 2018, consist of fire, earthquake, flood and landslide. The procedure for work incident has demonstrated as in document "Mekanisme Pertolongan Pertama Pada Kecelakaan di KUD", e.g: in KUD Sawit Kita has reviewed the procedure on 2nd January 2018.</p>	

Criterion / Indicator	Assessment Findings	Compliance
	<ul style="list-style-type: none"> - Notulen Pelatihan Pertolongan Pertama Gawat Darurat – PPGD (first aider training), dated 20 May 2018 was attended by 40 member of smallholders - Basic Fire Training on 21 April 2018, attended by 21 employees - Emergency team has conducted fire patrol (weekly) 	
<p>4.7.6 All workers shall be provided with medical care, and covered by accident insurance (see criterion 6.5.3). - Minor compliance –</p>	<p>Mill and Estate: PT Inti Indosawit Subur – Tungkal Ulu has provide insurance to all workers including non-permanent worker. Insurance covered by BPJS, as mandated by government regulation. Medical checkup provided for all workers (not only for high-risk worker). PT Inti Indosawit Subur – Tungkal Ulu also has been provided clinic for all workers. Referral are made to nearest hospital should the case is severe/critical. Medical check-up has been conducted for all workers all in Tungkal Ulu. The medical check-up including blood test, physical examination, audiometric test and spirometric test. Result of examination for worker is kept. Company also providing social and accident insurance in from BPJS Ketenagakerjaan – for all workers.</p> <p>Document verification:</p> <ul style="list-style-type: none"> - Transfer form to BPJS Ketenagakerjaan dated 2 June 2018 via Mandiri Bank, value Rp XXX.504.026 (no validation: 1101110154110001100229), covering for 1,059 workers in Tungkal Ulu Estate (all employees) - Transfer for to BPJS Kesehatan dated 14 May 2018 via Mandiri Bank, value Rp XX.689.604 (no validation: 14001110015211001108908), covering for 1,059 workers in Tungkal Ulu Estate (all employees) - Memorandum SM-KTU/Memo/VI/2018 on “Recapitulation of BPJS Ketenagakerjaan month May 2018”, covering for SKU Bulanan (77 workers), SKU/PKWT/PHL (982 workers), total employee 1,059 workers. <p>Smallholders (KUD Sawit Kita, KUD Karya Kita, KUD Panca Mukti and KUD Sari Bumi) No workers being employ permanently by the smallholders. Provision of insurance in case of accident, through donation from smallholders and “Kelompok Tani”.</p>	Comply
<p>4.7.7 Occupational injuries shall be</p>	<p>Mill and Estate:</p>	Comply

Criterion / Indicator		Assessment Findings	Compliance
	<p>recorded using Lost Time Accident (LTA) metrics.</p> <p>- Minor compliance</p>	<p>PT Inti Indosawit Subur – Tungkal Ulu POM has shown the record of “Indek K3 Kebun Tungkal Ulu period January – June 2018, reported:</p> <ul style="list-style-type: none"> - Fatality (nil case) - Permanent disable (nil case) - Lost time incident (9 man-days) - Fire (nil case) - Property damage (nil case) - Medical aid (24 cases) - First aid (4 cases) - Near miss report (nil case) <p>Smallholders (KUD Sawit Kita, KUD Karya Kita, KUD Panca Mukti and KUD Sari Bumi)</p> <p>The KUD’s have kept the record of occupational injuries under “Rekaman Kejadian Kecelakaan Kerja 2018 – Puskesmas Lampisi”, e.g: in KUD Sawit Kita has reported 3 cases of incident (medical aid) for period January – June 2018.</p>	
<p>Criterion 4.8: All staff, workers, smallholders and contract workers are appropriately trained.</p>			
4.8.1	<p>Records of training program related to the aspects of RSPO Principles and Criteria shall be available.</p> <p>- Major compliance -</p>	<p>Mill and Estate: PT Inti Indosawit Subur has its own training institution assigned to arrange its training programmes. Asian Agri Learning assessing all the training need for each personnel – based on job description. The training plan prepared annually.</p> <p>Competence evaluation carried out by line managers, to evaluate competence level of each worker for relevant position. Competence gap identified is considered to be trained for worker. The matrix training is updated by HRD Medan and AAA Learning Institute annually. Based on minimum training requirement, AAA Learning institute, detailing training program in type of training, participants, PIC, number of participants, training schedule.</p>	<p>NC</p> <p>Comply</p>

Criterion / Indicator	Assessment Findings	Compliance
	<p>PT Inti Indosawit Subur – Tungkal Ulu has prepared a competence matrix for each worker based on job description .e.g: “Kompetensi Mekanik – Bengkel Traksi Tungkal Ulu Estate” identified the competence/skill related to hydraulic, electrical, welding, tire repair and civil work., “Klinik Kerja Mandor – Tungkal Ulu Estate untuk” Harvesting overseer, indicator reviewed including harvesting rotation, production output, FFB quality and crop projection accuracy.</p> <p>PT Inti Indosawit Subur – Tungkal Ulu has shown the record of training program related to the aspect of RSPO PnC under document “Program Pelatihan Environmental dan Sustainability Tahun 2018”, such as:</p> <ul style="list-style-type: none"> – Sustainability Awareness Training (principles and criteria) -> planned in November 2018 – Training on High Conservation Value -> planned in February 2018, implementation on 8th February 2018 – Basic Safety Training – Basic Fire Training -> planned in February 2018, implementation on 7th February 2018 – Training for First Aider -> Planned in April 2018 – Training on management of hazardous waste (refresh) -> planned in April 2018 – Training on handling of chemical/pesticides -> planned in May 2018, implementation on 9th May 2018 – Water operation training -> 15th May 2018 – Training for operator of generator (refresh) -> dependent on schedule in Asian Agri Learning Center <p>Smallholder: Record of training Program for each KUDs has shown under “Program Pelatihan 2018 and Realisasi Pelatihan 2017”, consist of:</p> <ul style="list-style-type: none"> – Training on best management practices. The training has conducted for year 2017, e.g: in SP-1 on 24th March 2018, in SP-2 on 22th March 2017, in SP-3 on 22th May 2017, in SP-6SB on 3rd February 2017, in SP-7 on 2nd February 2017, – Training on PPE usage for harvester in scheme smallholder. The training implemented in 2017, e.g: in SP-1 was conducted on 24th March 2017, in SP-2 on 9th March 2017, in SP-5 was conducted on 24th February 2017 and in SP-6SB on 9th March 2017. – Training on high conservation value. The training has implementation in SP-2 was conducted on 9th 	

Criterion / Indicator	Assessment Findings	Compliance
	<p>January 2018, in SP-3 was conducted on 12th March 2017, in SP-5 was conducted on 20th January 2018.</p> <ul style="list-style-type: none"> - Training on environmental impact assessment has conducted on 9th February 2018 location in SP-5 - OHS training has conducted on 19th June 2017 location in SP-02. <p>Tidak cukup bukti training program untuk petani yang melakukan training sendiri: KUD Barakah no Hampan 88 kav 2398, 2390, KUD Budi Sari Hampan 25 kawling 755, 785, 814 (ybs tidak menggunakan TUS)</p>	
<p>4.8.2 Records of training for each employee shall be maintained. - Minor compliance –</p>	<p>Mill and Estate: PT Inti Indosawit Subur – Tungkal Ulu has maintained the record of training for each employee available in Personal Data Training.</p> <p>Sample taken:</p> <ul style="list-style-type: none"> - Personal Data Training – namely Mr HK pelatihan juru las (2016), First Aider Training (2018) - Personal Data Training - namely Mr AJ sertifikasi teknisi listrik (2017) - Personal Data Training – namely Mr A pelatihan PPGD (2017), Basic fire training (2018), pelatihan PPGD (2018) <p>Smallholders (KUD Sawit Kita, KUD Karya Kita, KUD Panca Mukti and KUD Sari Bumi) Record training for smallholder’s member and their workers is documented in “Training Record” in “Buku Pintar Petani Plasma”.</p>	<p>NC Comply</p>
<p>Principle 5: Environmental responsibility and conservation of natural resources and biodiversity</p>		
<p>Criterion 5.1: Aspects of plantation and mill management, including replanting, that have environmental impacts are identified, and plans to mitigate the negative impacts and promote the positive ones are made, implemented and monitored, to demonstrate continual improvement.</p>		
<p>5.1.1 Environmental impact assessment document(s) shall be available. - Major compliance -</p>	<p>Mill and Estate: PT. Inti Indosawit Subur - Tungkal Ulu POM has demonstrated the document of Analisis Mengenai Dampak Lingkungan (AMDAL) consist of document ANDAL, RKL and RPL as approved through “Persetujuan Komisi Amdal Departemen Pertanian No.014/Andal/RKL-RPL/BA/V/1995 tentang</p>	<p>Comply</p>

Criterion / Indicator	Assessment Findings	Compliance
	<p>Persetujuan ANDAL dan RKL-RPL perkebunan Kelapa Sawit dan Pabrik Minyak Kelapa Sawit PT Inti Indosawit Subur” dated 3 May 1995. The document covers scope of areal of 32,000 ha consist of Kuala Tungkal Estate 20,000 ha and Muara Bulian Estate 12,000 ha and palm oil mill capacity 90 Tonnes FFB/hour for Kuala Tungkal and 30 Tonnes FFB/hour for Muara Bulian.</p> <p>Revision on AMDAL document is available for PT Inti Indosawit Subur through “Surat Keputusan Bupati Tanjung Jabung Barat No.309, year 2009, dated 6th June 2009, for 4,614.02 ha, consist of 3,503.02 ha, as per “Surat Keputusan Gubernur Kepala Daerah Tingkat I Propinsi Jambi No.342/1987” dated 19 June 1987. And second land title of 1,111 ha as per “Surat Keputusan Bupati Tanjung Jabung Barat No.746, tahun 2006, tentang Izin Lokasi untuk Keperluan Pembangunan Perkebunan Kelapa Sawit Atas Nama PT. IIS, AMDAL also cover 10,277 ha for Plasma and Palm Oil Mill with capacity 60 ton TBS/jam”, dated 20 October 2006.</p> <p>AMDAL document produced by Pusat penelitian Lingkungan Hidup (PPLH) Lembaga Penelitian – Universitas Jambi.</p> <p>PT Inti Indosawit Subur has also prepared Evaluation of Environmental Impact-Aspects (Environmental management system – EMS-431-003-LT) each year, latest assessment conducted on 11 June 2018 for activities of Mill and estate including replanting activities which currently being undertaken by the company. Those utilized as tool to evaluate the implementation of environmental management and monitoring tools.</p> <p>In Tungkal Ulu Palm Oil Mill, also has Biogas Plant and Kernel Crushing Plant and has an environmental permit according to “Keputusan Kepala Badan Lingkungan Hidup Daerah Kabupaten Tanjung Barat Nomor: 660.5/27/IX/BLHD/2016 tentang Izin Lingkungan atas kegiatan pembangunan dan pengoperasian Biogas Plant dari limbah cair PMKS Kapasitas 3 MW dan Kernel Crushing Plant (KCP) Kapasitas 200 ton/hari di Desa Merlung Kecamatan Merlung Kab. Tanjung Jabung Barat Provinsi Jambi” dated 2 September 2016. Biogas Plant and KCP has develop “Upaya Pengelolaan Lingkungan (UKL) dan Upaya Pemantauan Lingkungan (UPL)”.</p> <p>Smallholders: Environmental Impact Assessment and HCV of the Plasma Tungkal Ulu has identified the significant potential environmental impacts deriving from operational activities such as: fertilizing, weeds control, pest and disease control, harvesting, FFB transportation, road and bridge maintenance, ditch maintenance, chemical storage, hazardous waste storage, office. Group Manager has provided the</p>	

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Criterion / Indicator	Assessment Findings	Compliance
	<p>document of Evaluation of impact on the environment as per "Evaluasi Aspek Dampak Lingkungan Kebun Plasma Tungkal Ulu" updated on 1 February 2018. During audit, sampled seen in KUD Sawit Kita, KUD Karya Kita, KUD Panca Mukti. KUD can be demonstrated the environmental aspect and impact and its control.</p> <p>All the members have attended the training for Environmental Risk which cover all the environmental impacts identified in the operations in their oil palm plantations. Interview with smallholder member can be demonstrated that they have understanding on environmental aspect and impact in their operation such as: water pollution, soil pollution and biodiversity decreasing as well as social impact.</p>	
<p>5.1.2</p>	<p>Environment management plan document to prevent negative impacts, its implementation report and revision (if the identification of impact requires changes in current company's practices) shall be available. The company's management shall appoint the responsible person(s) for the implementation of the document.</p> <p>- Minor compliance -</p> <p>Mill and Estate:</p> <p>As guidance for environmental management, company has environmental management plan document "Rencana Pengelolaan Lingkungan (RKL) Perkebunan dan Pabrik Minyak Kelapa Sawit di Kecamatan Merlung Kabupaten Tanjung Jabung Barat Provinsi Jambi". The document have been approved through "Keputusan Bupati Tanjung Jabung Barat Nomor 309 Tahun 2009 tentang Persetujuan Analisis Dampak Lingkungan, Rencana Pengelolaan Lingkungan dan Rencana Pemantauan Lingkungan Kegiatan PMKS PT Inti Indosawit Subur di Kecamatan Merlung Kab. Tanjung Jabung Barat" dated 6 July 2009. The environment management document explains activity components, type of impacts, impact management (program, project, technical), location and target for management.</p> <p>Environment management plan to prevent negative impact such as:</p> <ul style="list-style-type: none"> - To prevent air quality decrease from POM operational and FFB transportation, company performed action: Reduce exhaust emissions from the engines by maintenance routine engine, dust bin installation in boiler stack and design the height of boiler stack as per regulation, planting the crops to reduce the pollutant/absorb the pollutant near POM, limiting the vehicle speed around POM; - To prevent noise from machine and POM operation, company performed isolating the noise source and machine maintenance, planting the crops as a green belt in surrounding POM, regular noise measurement; - To prevent water quality decrease, using palm Oil Mill Effluent (POME) as organic fertilizer (land application), maintaining waste water treatment plant (IPAL), maintain and monitoring land application; - To prevent decreasing of biodiversity, company performed enhancing biodiversity in riparian by planting local species, placing signboard to prohibit illegal hunting in conservation area and around estate, awareness to employee and surrounding community to save the protected species. 	<p>Comply</p>

Criterion / Indicator	Assessment Findings	Compliance
	<p>– To prevent social conflict, community perception and enhance the surrounding economic, company provide employment opportunities to the local community, the provision of supporting infrastructure for public economic activities, providing employment opportunities information to the public, optimizing the use of local labor, involving the local community as business partners.</p> <p>Company appoint manager Estate and Mill PT Inti Indosawit Subur – Tungkal Ulu and Sustainability team to control and ensure the document RKL implementation. Company has prepared report on Environmental Management and Monitoring implementation (Laporan RKL-RPL) and submit to the government regularly (per semester), e.g RKL-RPL report semester II 2017 (Period June – December 2017) “Laporan Pelaksanaan Izin lingkungan”. Report submitted to Head of Environmental Officer Tanjung Jabung Barat Regency on 14 March 2018, receipt note can be demonstrated during audit.</p> <p>Smallholders: Plasma Tungkal Ulu has set the Environmental aspect and impact assessment as per “Evaluasi Aspek Dampak Lingkungan Kebun Plasma Tungkal Ulu” February 2018. The mitigation plan for environmental aspect and impact has been defined, e.g:</p> <ul style="list-style-type: none"> – Manuring/Fertilizing – monitoring ex fertilizer sack, appropriate fertilizing as recommendation – Weeds control - Ex Herbicide container store in the hazardous waste storage. – Pest and disease handling: Ex pesticide container store in the hazardous waste storage – FFB transportation: optimizing FFB transportation by designed the TPH (FFB collecting place) in one way along collection road <p>During site visit, smallholders are well aware of the environmental impacts and the mitigation plan. For example, the ex fertilizer sack must be handled by triple rinse and apply the water in to palm oil plant and the inner bag disposed in landfill.</p>	
<p>5.1.3</p>	<p>Environment monitoring plan document, its implementation report, and the corrective plan (if non-conformance arised from the monitoring result) shall be available. This plan is reviewed on two-yearly basis. - Minor compliance –</p> <p>Mill and Estate: PT IIS Tungkal Ulu POM, Estate including Plasma has Environment monitoring plan document presented in “Rencana Pemantauan Lingkungan” as part of AMDAL document. Its implementation report, and the corrective plan (if non-conformance arised from the monitoring result) available in “Laporan Pengelolaan dan Pemantauan Lingkungan”. Environment monitoring plan such as:</p> <ul style="list-style-type: none"> – The decline in air quality and noise monitored by : <ul style="list-style-type: none"> • Ambient air quality and noise measurement each semester based on standard PP No. 41 of 1999. Measurement/analysis conducted by Accredited Testing Laboratory Sucofindo. The latest analysis performed in semester II 2017 dated 25 October – 5 November 2017 and the result of analysis 	<p>Minor NC</p>

Criterion / Indicator	Assessment Findings	Compliance
	<p>was met with the standard. Analysis report No. 03688/CLACAK dated 6 November 2017.</p> <ul style="list-style-type: none"> • Air Emission measurement of genset – based on standard PermenLH No. 13 of 2009, boiler emission standard – based on KepMenLH No. 07 of 2007). Emission air and noise for Genset and Boiler has analysed on 26 October – 5 November 2017 by Accredited Testing Laboratory Sucofindo. Analysis report No. 03685/CLACAK dated 6 November 2017 for Emission Boiler 1, 2 & 3 and Genset 1, 2, 3, 4 & 5; the result of analysis for boiler and genset was met with the standard • Odor measurement standard based on KepMenLH No. 50/MENLH/11/1996. Odor monitoring (outdoor and indoor) at surrounding waste water treatment installation (IPAL) performed each semester, latest monitoring on 26 October – 5 November 2017 by Accredited Testing Laboratory Sucofindo. Analysis report No. 03689/CLAKAK dated 6 November 2017 shown that the parameter analyzed was met with the standard. <p>– The decline in water quality monitored by:</p> <ul style="list-style-type: none"> • Surface water quality monitoring each semester as per PP No. 82 tahun 2001 by Accredited Testing Laboratory Sucofindo. Analysis water quality including Plankton and Benthos performed in upstream and downstream of Sungai Benanak and Sungai Lampisi. Analysis semester II 2017 conducted on 25 October – 5 November 2017. Analysis result certificate No. 03684 and No. 03683 dated 6 November 2017 shown that the parameter analyzed was met with the standards. Latest analysis by Sucofindo conducted on 30 May 2018, the result has not been issued and still in process. • Ground water quality monitoring each semester as per PermenKes No. 492/Menkes/SK/IV/2010 by Accredited Testing Laboratory Sucofindo. Monitoring conducted in housing Base camp II, base Camp III and Mill Emplacement and in land application area. Latest analysis semester II 2017 conducted on 26 October – 5 November 2017. Analysis result certificate No. 03682 dated 6 November 2017 shown that the parameter analyzed was met with the standards. Latest analysis by Sucofindo conducted on 30 May 2018, the result has not been issued and still in process. • Domestic waste water and drainage water quality monitoring each semester as per regulation of Environment Ministry No. 68/2016 and Environmental Minister Decree No. 5/2014 by Accredited Testing Laboratory Sucofindo. Latest analysis semester II 2017 conducted on 26 October – 5 November 2017. Analysis result certificate No. 03681 and No. 03680 dated 6 November 2017 shown that the parameter analyzed was met with the standards. Latest analysis by Sucofindo 	

Criterion / Indicator	Assessment Findings	Compliance
	<p>conducted on 30 May 2018, the result has not been issued and still in process.</p> <ul style="list-style-type: none"> • Monitoring of Mill wastewater each month by Accredited Testing Laboratory UPTD Laboratorium Lingkungan Daerah Dinas Lingkungan Hidup Provinsi Jambi, latest analysis result semester II 2017 and Semester I 2018 was met with the standard KepMenLH No. 28, Th. 2003. Analysis result "Laporan Hasil Uji" can be demonstrated during audit. - The decline of soil fertility and soil erosion monitored by soil analysis and erosion monitoring each semester. However soil analysis has not been performed as per RPL. In RKL-RPL report semester II 2017 also shown that soil analysis has not been analyzed as per AMDAL and RKL-RPL document. Latest soil analysis conducted on 5 May 2017 by BINALAB certificate No. 052-2/T/BINA/VI/2017. Soil analysis sampling also conducted on 23 April 2018, however the result has not been issued. - The decline of biodiversity and habitat disturbance, monitored by flora and fauna monitoring each semester and HCV monitoring each semester. Monitoring report period June – December 2017 can be demonstrated. Based on latest monitoring can be shown that there is no disturbance in HCV area and there were found 30 species of animal consist of mammal, bird/aves, and reptile. Some presence of animal such as: <i>Presbytis sp</i>, <i>Raja udang meninting</i>, <i>Varanus salvator</i>, etc. - Noise, temperature, vibration, humidity, ambient indoor monitoring at Workroom station based on standard: Permenakertrans No. 13/MEN/X/2011 (ambient air indoor), KepMenaker No. PER 13/MEN/X/2011 (Noise and Vibration), Kep-50/Men/LH/11/1996 (odor), KepMenaker No. PER 13/MEN/X/2011. Latest analysis performed on 26 October – 5 November 2017 was met with the standard except for noise in workroom station 94.5 dB while the standard was 85 dB. Analysis report No. 03689/CLACAK dated 6 November 2017 by Sucofindo. Company has control the noise by provision of personal protective equipment (PPE) for operator at Power house station, Nut & Kernel, Press, sterilizer, Boiler station. - Social, economic and culture component - Improved community job opportunities, conduct interviews with workers regarding to the origin of the area and the level of wages. Local labor that works in PT Inti Indosawit Subur – Tungkal Ulu are open and welcome by wages paid in accordance with the applicable UMR, the public perception is also positive for the company's existence. The increase in community income conducted by monitoring directly to the local community, generally, people's income increases with the workers in the company, the company's cooperation with the community in terms of transportation of FFB, infrastructure project like bridges, drainage, culverts, etc. 	

Criterion / Indicator	Assessment Findings	Compliance
	<p>Company appoint manager Estate and Mill PT Inti Indosawit Subur – Tungkal Ulu to control and ensure the document RKL implementation. Company has prepared report on Environmental Management and Monitoring implementation (Laporan RKL-RPL) and submit to the government regularly (per semester), e.g RKL-RPL report semester II 2017 (Period June – December 2017) “Laporan Pelaksanaan Izin lingkungan”. Report submitted to the Head of Environmental Office Tanjung Jabung Barat Regency on 14 March 2018 to Environmental office Jambi Province on 26 February 2018.</p> <p>Smallholders: Monitoring for the implementation to monitor the effectiveness of the mitigation measures available in document “Program Manajemen Lingkungan”, updated on February 2018. All the members have attended the socialization for Environmental Risk which cover all the environmental impacts identified in the operations in the oil palm plantations.</p> <p><u>Statement of Nonconformity:</u> PT Inti Indosawit Subur - Tungkal Ulu has Environmental monitoring plan document presented in RPL (Rencana Pemantuan Lingkungan) Document and has been approved through “Keputusan Bupati Tanjung Jabung Barat Nomor 309 Tahun 2009 tentang Persetujuan Analisis Dampak Lingkungan, Rencana Pengelolaan Lingkungan dan Rencana Pemantauan Lingkungan Kegiatan PMKS PT Inti Indosawit Subur di Kecamatan Merlung Kab. Tanjung Jabung Barat” dated 6 July 2009. As per environment monitoring plan stated that company shall be perform soil analysis twice a year, however soil analysis performed once a year. Soil analysis in 2017 conducted on 5 May 2017 by BINALAB certificate No. 052-2/T/BINA/VI/2017. Soil sampling analysis in 2018 conducted on 23 April 2018 (the result has not been issued by BINALAB).</p> <p><u>Assessment Conclusion:</u> To be verified during subsequent visit - Next Surveillance (ASA 1_2)</p>	
<p>Criterion 5.2: The status of rare, threatened or endangered species and other High Conservation Value habitats, if any, that exist in the plantation or that could be affected by plantation or mill management, shall be identified and and operations managed to best ensure that they are maintained and/or enhanced.</p>		

Criterion / Indicator	Assessment Findings	Compliance
<p>5.2.1 Record(s) on the results of High Conservation Value (HCV assessment) that includes both the planted area and the relevant wider landscape-level considerations (such as wildlife corridors) shall be available. - Major compliance -</p>	<p>Estate: Company has conducted HCV identification on 28 February – 11 March 2011 cooperation with “Fakultas Kehutanan Institut Pertanian Bogor”. Final report presented in “Laporan Final Kajian Penuh Identifikasi dan Analisis Keberadaan High Conservation Value di Areal PT. Inti Indosawit Subur – Tungkal Ulu Estate, Provinsi Jambi”. The HCV assessment conducted based on “Panduan Kawasan Bernilai Konservasi Tinggi di Indonesia”, issued by Konsorsium Revisi HCV Toolkit Indonesia dated 12 July 2008. HCV identified total 128.322 ha consist of: HCV 1.2 and 4.1: Benanak river 81.9 ha, Lampisi river 8.15 ha, Jitan river 4.48, Serayu river 5.54 ha, Beranak-1 small river 8.58 ha, Beranak-2 small river 7.32 ha, Serayu small river 3.04 ha, pool water reservoir area. HCV 6. Makam Panjang Datuk ratu 0.0025 ha, Kuburan Desa Lampisi-1 0.5 ha, Kuburan Desa lampiris-2 0.5 ha, Kuburan Desa Tanjung Beranak 2 ha, Kuburan Desa Bukit Harapan 0.25 ha, Kuburan Desa Pinang Gading 2 ha. The HCV identification document has explained the general condition of landscape surrounding company’s plantation: there is no protected forest/ecosystem that feasible for wildlife to maintain its viability. Therefore no recommendation for wildlife corridor.</p> <p>Smallholders: HCV assessment has been conducted by IPB facilitated by group manager and PT Inti Indosawit Subur on Februari – March 2011 in area Plasma Muara Bulian. As per HCV findings of the plasma Tungkal Ulu which completed on March 2011, the methodology which incorporated site observation and consultation with local communities. The local villager, workers from estates and dealers were actively participated in the HCV assessment. Individual member can demonstrate basic understanding of HCV and RTE species which need to protect by them. During field audit and interview with member they can explain basic understanding on HCV and RTE species including how to protect them. Sample seen in KUD Sawit Kita, KUD Karya Kita, KUD Panca Mukti and KUD Sari Bumi.</p>	<p>Comply</p>
<p>5.2.2 Where rare, threatened or endangered (RTE) species and or other HCVs are present or affected by the plantation and mill</p>	<p>Estate: RTE species in PT. Inti Indosawit subur Tungkal ulu were identified such as: – Babi Jenggot (<i>Sus barbatus</i>) status IUCN VU – Kera Ekor Panjang (<i>Macaca fascicularis</i>) CITES Appendix II</p>	<p>Comply</p>

Criterion / Indicator	Assessment Findings	Compliance
<p>operations, an appropriate measures that are expected to maintain or enhance them shall be implemented through a management plan. - Major compliance -</p>	<ul style="list-style-type: none"> - Beruk (<i>Macaca nemestrina</i>) status IUCN VU - Kucing kuwuk (<i>Felis bengalensis</i>) protected by regulation PP No. 7 tahun 1999 - Trenggiling (<i>Manis javanica</i>) protected by regulation PP No. 7 tahun 1999 and status IUCN Endangered - Musang Luwak (<i>Paradoxurus hermaphroditus</i>) CITES Appendix III - Pijantug Kecil (<i>Archnotera longistra</i>) protected by regulation PP No. 7 tahun 1999 - Raja Udang meninting (<i>Alcedo meninting</i>) protected by regulation PP No. 7 tahun 1999 - Elang hitam (<i>Ictinaetus malayensis</i>) protected by regulation PP No. 7 tahun 1999 - Burung madu kelapa (<i>Anthreptes malaccecsis</i>) protected by regulation PP No. 7 tahun 1999 - Kipas belang (<i>Rhipidura javanica</i>) protected by regulation PP No. 7 tahun 1999 - Cekakak belukar (<i>Halcyon smyrnensis</i>) protected by regulation PP No. 7 tahun 1999 - Cekakak sungai (<i>Halcyon chloris</i>) protected by regulation PP No. 7 tahun 1999 - Elang brontok (<i>Spizaetus cirhatus</i>) protected by regulation PP No. 7 tahun 1999 - Betet ekor panjang (<i>Psittacula longicauda</i>) protected by regulation PP No. 7 tahun 1999 - Buaya senyulong (<i>Tomistoma schlegel</i>) protected by regulation PP No. 7 tahun 1999 <p>The Company has made a conservation management and monitoring plan to protect and conserve RTE species and monitor the presence of wildlife species and wildlife populations as well as protected plants/animal in and around the plantation.</p> <p>Wildlife monitoring is conducted monthly by foreman and clerk afedling/division. The animal/species findings are recorded in the "Daftar Temuan Satwa liar di Areal kebun" form. Evidence of wildlife monitoring can be demonstrated. For example monitoring result in June 2018 in Division I the presence of animal during monitoring such as: Biawak (<i>Varanus salvator</i>), Babi (<i>Sus crofa</i>), Ular cobra (<i>Naja sumatrana</i>), Monyet ekor panjang (<i>Macaca fascicularis</i>), Beruk (<i>Macaca nemestrina</i>), Ular sawa (<i>Phyton reticulatus</i>), macan akar (<i>Felis bengalensis</i>). HCV management and monitoring including Flora and fauna monitoring reported each semester to BKSDA (Natural Resources Conservation Body) Jambi Province, lates report semester II 2017 reproted on 12 March 2018.</p> <p>Smallholders: Group manager has determined HCV management and monitoring plan as recommended in HCV Assessment report. Management plan to conserve RTE species such as highlights members adjacent to</p>	

Criterion / Indicator	Assessment Findings	Compliance
	<p>protected areas/natural waterways/potential HCVs including as part of the regular field checks to ensure compliance, i.e clear boundaries and no encroachments, monitoring of RTE species. Presented in "Conservation Management Plan PT Inti Indosawit Subur, Plasma Tungkal Ulu Tahun 2018". List of HCVs and RTEs findings display on the notice board is available during onsite audit.</p> <p>Plasma Tungkal Ulu Internal Control System (ICS) has made the HCV management and monitoring plan refer to recommendation of HCV identification report. HCV management plan is apply in 9 KUD Plasma Tungkal Ulu. HCV management plan 2018 in each KUD consist of</p> <ul style="list-style-type: none"> - Signboard placement of prohibition chemical application near to waterways/riparian area with distance 3 m in left and right side - Training and awareness of HCV against smallholder member regularly at minimum once a year - Monitoring of animal/wildlife <p>Conservation management plan has been disseminated to all KUD and socialized to all member of KUD. During audit and interview with sample smallholder member indicated that they have ware and understand regarding conservation management plan of KUD.</p> <p>Wildlife monitoring is conducted monthly by foreman Plasma Tungkal Ulu. The animal/species findings are recorded in the form "Data Pengamatan Satwa dan Tumbuhan Dilindungi". Evidence of wildlife monitoring can be demonstrated. For example monitoring result in May 2018 in KUD Sawit Kita Hamparan 11 and 13 found presence of <i>Halcyon smyrnensis</i> and <i>Naja sumatrana</i>;</p>	
<p>5.2.3 Program(s) to socialize the status of protected, rare, threatened or endangered (RTE) to all workers shall be available, including records of appropriate sanction disciplinary measures to any individual working for the company who is found to capture, harm, collect or kill these species.</p> <p>- Minor compliance –</p>	<p>Estate:</p> <p>PT. Inti Indosawit Subur has a program to socialize the status of protected, rare, threatened or endangered (RTE) to all workers. Socialization has been conducted through master morning in each division by field assistant, latest refreshment to workers on 7 February 2018. Company also provides signboard regarding HCV protection and RTE species protection in the strategic place as a campaign to give awareness to the workers/people.</p> <p>Company also impelemented appropriate sanction disciplinary measures to any individual working for the company who is found to capture, harm, collect or kill these species. Sanction and process based on UU No. 5 tahun 1990.</p> <p>Based on interview with worker representative and field workers they understand the protection of plant and animal. The workers also aware of company policy prohibits hunting, raising and killing protected animal. Based on interview with worker representative and field workers – workers</p>	<p>Comply</p>

Criterion / Indicator	Assessment Findings	Compliance
	<p>understand the protection of plant and animal. The workers also aware of the company policy which prohibits hunting, raising and killing protected animal.</p> <p>Refreshment socialization and awareness regarding HCV and wildlife protection performed by company through muster morning in each division/afdeling PT. Inti Indosawit Subur Muara Bulian Estate and POM, for example refreshment on 7 February 2018 in Tungkal Ulu POM. Awareness to surrounding community performed once a year, last socialization performed in 12 February 2018.</p> <p>Smallholders: Training & Socialization has been provided to the individual members about the status of HCV and RTE species and the applicable disciplinary measures. Training was conducted on 10 April 2018 in KUD Sawit Kita, in KUD Karya Kita on 23 April 2018, in KUD Panca Mukti on 19 April 2018 and in KUD Sari Bumi on 11 April 2018. Attendant list and minutes of training was available.</p> <p>The members are understand the ways of communication such as through meeting with field assistants, notice displayed on the notice board in KUD office and Plasma Tungkal Ulu and the guideline in "Buku Pintar petani plasma" has distributed to each of the members.</p>	
<p>5.2.4</p>	<p>Once the management plan is prepared, continuous monitoring documentation and report regarding the status of the RTE and HCVs are affected by the operations of the plantation and palm oil mill shall be available, and the results of monitoring are to be used to follow-up on the improvement of the management plan.</p> <p>- Minor compliance –</p> <p>Estate: Continous monitoring documentation and report regarding the status of RTE species and HCV presented in "laporan Monitoring tumbuhan dan Satwaliar PT Inti Indosawit Subur, Kebun Tungkal Ulu" Periode Juli – December 2016.</p> <p>Monitoring documentation such as: "Daftar Temuan Satwa liar di Areal kebun" contain information regarding result of wildlife and RTE species monitoring, "Tabel Monitoring Kerusakan kawasan lindung" contain information regarding result of HCV area monitoring and HCV condition monitoring such as illegal hunting, HCV area disturbance, and HCV condition. Latest monitoring both RTE species and HCV area conducted on June 2017.</p> <p>Evaluation of the effectiveness of management and monitoring plan implementation reported each semester in "laporan Monitoring tumbuhan dan Satwaliar PT. Inti Indosawit Subur, Kebun Tungkal Ulu". Evaluation result and recommendation of management and monitoring contain in the report. This recommendation give the feedback and improvement to conservation management plan.</p> <p>Report of Management and Monitoring for HCV and RTEs is reported every 6 months and review is conducted regularly to ensure that monitoring is effective. Reports second half 2017 (Semester II period June – December 2017) can be demonstrated. Results of monitoring was evaluated using trend</p>	<p>Comply</p>

Criterion / Indicator	Assessment Findings	Compliance
	<p>evaluation. Based on field verification, company has demonstrated effort for management and monitoring of HCV area.</p> <p>Smallholders: Plasma Tungkal Ulu has develop a mechanism for individual members to report on threats to HCVs in "Mekanisme Pelaporan Perjumpaan Satwa dan Tumbuhan Dilindungi" SOP No. 028/DOK/SOP/AA/2016. Smallholder member should report the presence of rare, threatened and Endangered species (protected species) to head of KT and ICS Manager, then review the member reports for further action. Plasma Tungkal Ulu has disseminate farmer reporting mechanisms related to the threat of HCV in the plasma estate area, for example socialization in KUD Sawit Kita on 10 April 2018, in KUD Karya Kita on 23 April 2018, in KUD Panca Mukti on 19 April 2018 and in KUD Sari Bumi on 11 April 2018. During interview with smallholder member in KUD Barokah aware against the protected species and the mechanism to report the RTE species. Plasma Tungkal Ulu also has a program to monitor the RTE species each month. Record seen:</p> <ul style="list-style-type: none"> - In KUD Sawit Kita, monitoring from January – May 2018 found the presence of animal such as: <i>Naja sumatrana</i>, <i>Halcyon smyrnensis</i>, <i>Elanus caeruleus</i>, <i>Halcyon chloris</i>. - In KUD Karya Kita, monitoring from January – May 2018 found the presence of animal such as: <i>halcyon smyrnensis</i>, <i>Varanus salvator</i>, <i>Naja sumatrana</i>. - In KUD Panca Mukti, monitoring from January – May 2018 found the presence of animal such as: <i>Ictinaetus malayensis</i>, <i>varanus salvator</i>, and <i>Naja sumatrana</i>. - In KUD Sari Bumi, monitoring from January – May 2018 found the presence of animal such as: <i>Halcyon smyrnensis</i>, <i>Halcyon chloris</i>, <i>Varanus salvator</i> and <i>Naja sumatrana</i>. 	
<p>5.2.5</p>	<p>Where HCV areas overlapped with an identified local community's land, there shall be evidence of a negotiated agreement that optimally safeguard their HCVs and the local community's rights. - Minor compliance –</p> <p>Estate: All HCV and conservation areas within the company areas. Based on document verification, field visit and interview with stakeholders, there was no HCV area under existing rights of local community.</p> <p>Smallholders: Up to date, there is no reporting in cases where there is an overlap of local community rights and HCV areas. Individual member has the legal land title or authority letter.</p>	<p>Comply</p>

Criterion / Indicator	Assessment Findings	Compliance
Criterion 5.3: Waste is reduced, recycled, re-used and disposed of in an environmentally and socially responsible manner.		
5.3.1	<p>A documented identified source of all waste and pollution, shall be available.</p> <p>- Major compliance -</p> <p>Mill and Estate: Waste products has been identified and documented under the "Evaluasi Aspek-Dampak Lingkungan" (Environmental Aspect impacts EMS-431-003-LT). This document is updated once a year, last updated on June 2018. This document covering all operation in Estates and mill. All polluting activities has been assessed including emission from boiler and generator, effluent from mill waste water, particulate from boiler stack, noise, used lubricant and filter, old battery, used laboratory chemical, clinical/medical waste, mill effluent, EFB, smoke, dust, fiber and shell, empty agrochemical container, boiler ash, scrap iron, used tires, waste water and domestic household refuse. PT Inti Indosawit Subur – Tungkal Ulu POM and Estate has a waste management plan, identifying type and source of waste and the disposal plan. PT Inti Indosawit Subur – Tungkal Ulu POM and Estate prepared a procedure to handle hazardous waste titled "Prosedur Penanganan Limbah B3" No.AA-KL-06-EFP explains methods to collecting the waste, recording in balance and disposal through licensed third party transporter. The company store hazardous waste in temporary storage with permit. The hazardous waste is sent to the registered collector/transporter which approved by Environmental Ministry, namely PT. Indostar Cargo. There is a mechanism "Mekanisme Penanganan Sampah Domestik" to segregate organic and inorganic waste, further to re-use or re-cycle inorganic domestic waste (such as plastic) and composting the organic domestic waste. Company has disseminated the mechanism of domestic waste handling to all employee and resident of emplacement. Domestic waste resulted form domestic activity was segregated by housing resident. Company provide the organic and anorganic trash can in each housing area. There are personel/workers who has been trained to collect the organic and anorganic waste and transport to landfill (TPSA).</p> <p>Smallholders: Group Manager Plasma Tungkal Ulu has prepared the document for identification of all waste products and sources of pollution, as per document of "Evaluasi Aspek Dampak Lingkungan EMS-431-002-LT" dated 1 february 2018, such:</p> <ul style="list-style-type: none"> - Transport FFB – vehicle emission, air pollution 	Comply

Criterion / Indicator	Assessment Findings	Compliance
	<ul style="list-style-type: none"> - Fertilizing – water and soil pollution from fertilizer leaching and residue - Spraying – water and soil pollution from herbicide leaching and residue - Pest and disease handling – soil and water pollution from pesticide leaching and residue - Harvesting – water pollution from rest oil of loose fruit/FFB <p>To control the waste/pollution generated from each activity, Plasma Tungkal Ulu has determined operational control according to procedure AA-KL-06-EFP “Penanganan Limbah Bahan Berbahaya dan Beracun”. There also a mechanism to handle domestic waste in KUD “Mekanisme Penanganan Sampah Domestik” to segregate organic and inorganic waste, further to re-use or re-cycle inorganic domestic waste (such as plastic) and composting the organic domestic waste. Sample seen in KUD Sawit Kita, KUD Karya Kita, KUD Panca Mukti and KUD Sari Bumi indicated that domestic waste handling has been implemented as per mechanism.</p>	
<p>5.3.2 There shall be evidence that all chemicals and their empty containers are disposed of responsibly.</p> <p>- Major compliance -</p>	<p>Mill and Estate: PT. Inti Indosawit Subur Tungkal Ulu collects all hazardous waste from estate into temporary hazardous waste storage in workshop compound. The temporary hazardous waste storage has valid permit according to:</p> <ul style="list-style-type: none"> - “Surat Izin Kepala Badan Lingkungan Hidup Kabupaten Tanjung Jabung Barat Nomor: 660/476/IX/BLHD/2014 Tentang izin Penyimpanan Sementara Limbah B3 PKS PT Inti Indosawit Subur”, dated 23 September 2014 valid for 5 years. The permit covers used oil, used filter, used battery, used lamp, ex chemical container, used electronic, hand gloves, contaminated goods, ex laboratory analysis waste and used paint can. The hazardous waste with storage time 180 days with production less than 50 kg/day. - “Keputusan Kepala Badan Lingkungan Hidup Kabupaten Tanjung Jabung Barat Nomor: 660/487/IX/BLHD/2014 tentang Izin Penyimpanan Sementara Limbah Bahan Berbahaya dan Beracun (B3) Perkebunan PT. Inti Indosawit Subur” dated 29 September 2014, valid for 5 years. The permit covers used oil, used filter, used battery, used lamp, ex chemical container, used electronic, hand gloves, contaminated goods, ex laboratory analysis waste and used paint can. The hazardous waste with storage time 180 days with production less than 50 kg/day. <p>PT. Inti Indosawit Subur Tungkal Ulu has an agreement in transporting the hazardous waste with contractor: “Perjanjian Kerjasama antara PT. Inti Indosawit Subur dengan, Konsorsium PT Sumatra Deli</p>	<p>Major-NC Comply</p>

Criterion / Indicator	Assessment Findings	Compliance
	<p>Lestari Indah - PT. Indostar Cargo and PT Prasadha Pamunah Limbah Industri No 002/IIS-SDLI-ISC-PPLI/III-2018, dated 2 March 2018 valid up to 02/02/2019. The type of hazardous waste to be transported: used oil, used battery, old lamps, used chemical container, contaminated waste and used filter.</p> <p>The contractor, PT. Indostar Cargo holds valid permit: "Surat Kementerian Lingkungan Hidup No.B.14559/Dep.IV/LH/PDAL/12/2014 tentang Rekomendasi Pengangkutan Limbah Bahan Berbahaya dan Beracun kepada Direktorat Jenderal Perhubungan Darat Kementerian Perhubungan RI", valid for 5 years. PT Indostar Cargo has also permit for hazardous waste transporting based on "Izin Penyelenggaraan Angkutan Barang Khusus Untuk Mengangkut Barang Berbahaya dari Kementerian Perhubungan Direktorat Jenderal Perhubungan Darat berdasarkan SK Nomor: SK.4990/AJ.309/DJPD/2017/120710258bb-0062 dated 2 November 2017, Valid until 3 November 2018.</p> <p>PT. Inti Indosawit Subur Tungkal Ulu reported the hazardous waste management per 3 monthly bases, to Asisten Deputi Urusan Administrasi Pengendalian Limbah B3 Kementerian Lingkungan Hidup RI, PPE Sumatera, Kepala Kantor Badan Lingkungan Hidup Provinsi Jambi, Kepala Dinas Lingkungan Hidup Kabupaten Tanjung Jabung Barat under:</p> <ul style="list-style-type: none"> - "Laporan Pelaksanaan Penyimpanan Limbah B3 PT Inti Indosawit Subur Tungkal Ulu Estate period April - June 2018, No.80/SM-KTU/EXT/IV/2018" dated 10 April 2018. Receipt Note recorded in "Daftar Distribusi Eksternal" dated 5 July 2018. - "Laporan Pelaksanaan Penyimpanan Limbah B3 PT Inti Indosawit Subur Tungkal Ulu POM period April - June 2018, No.119/MI-PTU/EXT/VII/18" dated 2 July 2018. Receipt Note recorded in "Daftar Distribusi Eksternal" dated 5 July 2018. <p>The sampled transporting manifest of hazardous waste by transporter PT Indo Star Cargo: Tungkal Ulu Estate:</p> <p>Berita Acara dated 24 January 2018, consist of:</p> <ul style="list-style-type: none"> - Medical waste 20 kg Manifest No. OL 0019719 - Used oil 7 Drum (1,400 Kg) Manifest No. OL 0019720 - Used Filter & Used Rags 3 Drum (450 Kg) Manifest No. OL 0019721 - Used Battery 15 pcs (230 Kg) Manifest No. OL 0019712 - Ex Chemical container 880 Kg Manifest No. OL 0019718 	

Criterion / Indicator	Assessment Findings	Compliance
	<p>Tungkal Ulu POM: Berita Acara dated 24 January 2018, consist of:</p> <ul style="list-style-type: none"> - Used oil 3 Drum (600 Kg) Manifest No. OL 0019722 - Contaminated oil 200 Kg & Manifest No. OL 0019723 - Ex Chemical container/Used rags 1,380 Kg Manifest No. OL 0019677 - Used Filter 1 Drum (50 Kg) Manifest No. OL 0019724 - Electronic waste (used lamp) 15 Kg Manifest No. OL 0019725 - Used toner 2 Kg Manifest No. OL 0019676 <p><u>Statement of Nonconformity:</u> During audit in Tungkal Ulu Palm Oil Mill found hazardous waste (1 ex chemical container and used oil, used grease and 1 used battery) disposed in used scrap storage. PT Inti Indosawit Subur - Tungkal Ulu has defined the procedure "Prosedur Penanganan Limbah B3" No.AA-KL-06-EFP. Procedure state that hazardous waste (including ex chemical container, used oil, used grease and used battery) shall be disposed in to licensed temporary hazardous waste storage.</p> <p><u>Corrections:</u></p> <ul style="list-style-type: none"> - Disposed the hazardous waste (used oil, ex chemical container, used grease and used battery) to temporary hazardous waste storage. Data verified: record of handover the hazardous waste dated 16th July 2018. - Conducting the awareness training on handling of hazardous waste, dated 3rd August 2018 was attended by 12 operator in POM, e.g: Mr. Paiman P (machinery room), Mr Mudarius (warehouse), Mr Perdana (warehouse) and Mr Andi Saputra (workshop) <p><u>Root Cause Analysis:</u> There was no checking the record of chemical material from warehouse against the ex chemical container that delivered to temporary hazardous waste.</p> <p><u>Corrective Actions:</u></p> <ul style="list-style-type: none"> - Appointed the PIC to monitor and handling hazardous waste in Tungkal Ulu POM, data verified: Memorandum nomor 130/MGR-PTU/MEMO/VII/18 dated 27 July 2018 tentang Penunjukan PIC 	

Criterion / Indicator	Assessment Findings	Compliance
	<p>Limbah B3 di Sekitar Pabrik.</p> <ul style="list-style-type: none"> - Consistant in monitoring of hazardouse waste in Tungkal Ulu POM. - Consistant in implementation the environmental program, such as: EHS inspection in POM. <p><i>Assessment Conclusion:</i> The corrective action made is sufficient and accepted. This NC is closed on 4th September 2018.</p>	
<p>5.3.3</p> <p>A documented waste management plan to avoid or reduce pollution and its implementation shall be available. - Minor compliance –</p>	<p>Mill and Estate: Waste management plan is documented in "Rencana pengelolaan Limbah". Waste management consists of medical waste, domestic waste, and hazardous waste to reduce pollution into the environment. Company also prepare waste management plan according to procedure such as:</p> <ul style="list-style-type: none"> - Domestic waste, managed by segregation of organic and inorganic waste, transport the waste to sanitary landfill - Liquid domestic waste, managed by providing septic tank and trench each house - Solid waste resulted from mill such as: shell and fiber used as boiler fuel, EFB applied to plantation used as mulched and organic fertilizer - Liquid waste from mill managed by application to plantation as fertilizer (Land application) - Hazardous waste resulted from mill and estate managed by store in the temporary storage which has licensed and delivered to licensed transporter and collector. - Waste of used goods/scrap, collect and sell to vendors - Air emission, water and soil pollutant managed by dust collector installation <p>The company has socialized to the workers and their families who are stay in housing complex to aware on the disposal of domestic waste to the separate waste bin (organic and an-organic). Based on field visit in estate and mill housing complex, it was found that organic and an-organic waste is separated in waste bin and also found no scattered waste. All domestic waste is disposed to the final waste discharge (Tempat Pengumpulan Akhir Sampah).</p> <p>Smallholders: The documented waste management and disposal plan available at the group level, as per document of "Evaluasi Aspek dan Dampak Lingkungan" EMS-431-002-LT" dated 1 February 2018. All the members</p>	<p>Comply</p>

Criterion / Indicator		Assessment Findings	Compliance						
		<p>have attended the training on waste management and disposal in the oil palm plantations. Operational control to prevent the pollution has been determined by KUD according to procedure AA-KL-06-EFP "Penanganan Limbah Bahan Berbahaya dan Beracun". Sample seen in KUD Sawit Kita, KUD Karya Kita, KUD Panca Mukti and KUD Sari Bumi. There is also a mechanism to handle domestic waste in KUD "Mekanisme Penanganan Sampah Domestik" to segregate organic and inorganic waste, further to re-use or re-cycle inorganic domestic waste (such as plastic) and composting the organic domestic waste. Plasma Tungkal Ulu also has determined Environmental Programme "Program Manajemen Lingkungan" such as:</p> <ul style="list-style-type: none"> - Fossil fuel efficiency by test run and regular service of dump truck - Optimize and reduce the fertilizer usage by training of fertilizing by appropriate dosage, handling, location and timing - Pesticide usage optimizing and reducing by master planning of weeds control according to weeds condition and specific target, barn owl introduction and conservation to control rats pest 							
<p>Criterion 5.4: Efficiency of fossil fuel use and the use of renewable energy is optimised.</p>									
<p>5.4.1</p>	<p>A plan for improving efficiency of the use of fossil fuels and to optimize renewable energy shall be in place and monitored. - Minor compliance –</p>	<p>Estate: All energy used in both mills is monitored and recorded under document of "<i>Laporan Unit Pabrik 2018</i>" and "<i>Pemakaian Energi Pabrik Tungkal Ulu 2018</i>". Fossil fuel records are maintained and trends shown. Energy use records include accurate measurements of renewable energy use per tonne of FFB processed. Company already maximise the renewable energy use. All the shell and fibre is consumed internally as boiler fuel. Tungkal Ulu POM is using 100% fiber and most of shell production for power generation during FFB processing. The fiber and nut shell is a by-product from CPO production. Tungkal Ulu POM has calculated the total energy required for process, based on FFB tonnage x steam required to process one ton FFB x energy required to generate one kg steam. Tungkal Ulu POM has also calculated the potential energy generated from using fiber and nut shell. From calculation it was known that there is energy surplus, whereby used as power generation when mill is in operation but not processing FFB (electricity source, cleaning, etc.). Below are the usage of fiber and shell in January – June 2018 as boiler fuel:</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 15%;">Month</th> <th style="width: 35%;">FFB processed</th> <th style="width: 50%;">Fiber (ton)</th> </tr> </thead> <tbody> <tr> <td> </td> <td> </td> <td> </td> </tr> </tbody> </table>	Month	FFB processed	Fiber (ton)				<p>Comply</p>
Month	FFB processed	Fiber (ton)							

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

Criterion / Indicator		Assessment Findings			Compliance	
		(ton)	Production (13% on FFB)	Use as Boiler Fuel		
		Jan	23,365	2,944	2,944	
		Feb	19,252	2,324	2,324	
		Mar	16,827	1,975	1,975	
		Apr	18,429	2,336	2,336	
		May	26,149	3,258	3,258	
		June	26,054	3,405	3,405	
		Total	130,076	16,242	16,242	
		Month	FFB processed (ton)	Shell (ton)		
				Production (5% on FFB)	Production (5% on FFB)	
		Jan	23,365	1,675	1,675	
		Feb	19,252	1,395	1,395	
		Mar	16,827	1,258	1,258	
		Apr	18,429	1,172	1,172	
		May	26,149	1,735	1,735	
		June	26,054	1,796	1,796	
		Total	130,076	9,031	9,031	
		<p>Until 2018, FFB processing in Tungkal Ulu Palm Oil Mill was 130,076 tons, producing 26,261 tons CPO. Total energy use for Palm Oil Mill process was 192 GJ/ton CPO, energy use from Fosil fuel was 7 MJ/ton CPO and energy use from renewable source (shell and fibre) was 185 MJ/ton CPO. From the total energy use for palm oil mill process can be shown that renewable energy use was 96% and energy from fossil fuel was 4%.</p> <p>Fossil fuel usage is recorded for operational purpose, including the efficiency analysis. Total diesel fuel usage since January – June 2018 by Tungkal Ulu POM was 17,432 litre for operational Genset and heavy equipment and in 2017 was 86,077 litre. Total diesel fuel usage in Tungkal Ulu Estate since January – June 2018 was 224,345 litre. Fossil fuel monitoring each month were available. Tungkal Ulu Estate has a programme for efficiency of fossil fuel usage by substitute the electrical source from Generator set to become PLN. During audit, it can be shown that efficiency for diesel fuel usage has</p>				

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Criterion / Indicator		Assessment Findings	Compliance
		<p>been minimized by monitoring the klep stell, air cleaner maintenance, tire pressure monitoring, and stel nozzle monitoring.</p> <p>Smallholders: Group Manager and ICS Kebun Plasma Tungkal Ulu has prepare a plan for improving efficiency of the use of fossil fuels and to optimise renewable energy, under document "Program Efisiensi Penggunaan Bahan Bakar Fosil dan Energi Terbarukan", following plan to mitigate polluting activities, i.e:</p> <ul style="list-style-type: none"> - Optimizing FFB transportation by designed the TPH (FFB collecting place) in one way at collection road - Fossil fuel efficiency by test run and regular service of dump truck <p>During audit it can be demonstrated that Plasma Tungkal Ulu has implementing the TPH design in one way at collection road. Sample seen in KUD Sawit Kita, KUD Karya Kita, KUD Panca Mukti and KUD Sari Bumi.</p> <p>Test run for Dump truck and regular service also has performed by Plasma Tungkal Ulu, sample seen in KUD Karya Kita, KUD Sawit Kita, KUD Panca Mukti and KUD Sari Bumi. Plasma Tungkal Ulu also monitor the fossil fuel usage regularly and monitoring the trip of dump truck.</p>	
<p>Criterion 5.5: Use of fire for preparing land or replanting is avoided, except in specific situations as identified in the ASEAN guidelines or other regional best practice.</p>			
5.5.1	<p>Records of land clearing with zero burning shall be available, referring to the ASEAN Policy on Zero Burning (2003) or other recognised techniques based on the existing regulations.</p> <p>- Major compliance -</p>	<p>Estate: It was noted that Tungkal Ulu Estate has conducted replanting activities since 2016. Procedure of Replanting was documented in SOP AA-APM-OP-1100.20-R6 dated 16 February 2017. The procedure described the company commitment to "Zero Burning" by using chipping and stacking using excavator by bucket modification. Procedure of replanting mentioned that Field Assistant, Head Assistant and Estate Manager must perform checks to ensure that the contractor does not perform burning for land preparation for replanting. In the procedure of replanting mentioned that, the methods used are: Toppling trees using heavy equipment (excavators); Chipping: cutting palm trunk, so as not infected with ganoderma; Planting LCC, so that the decay of the old oil palm trunks can be faster; Planting of oil palm. This method has been used in replanting the whole plantation belonging to Asian Agri group including PT Inti Indosawit Subur – Tungkal Ulu Estate.</p>	Comply

Criterion / Indicator		Assessment Findings	Compliance
		<p>All the replanting activities requires to be documented and monitored, such as: Schedule of replanting (chipping, digging and planting), progress planting LCC (Legume Cover Crop) and Minutes Works replanting (Progress in the Works Contractor).</p> <p>The company has also established Company Policy signed by Managing Director, Kevin Tio, on 1 December 2014. Point 6 of the policy stated the company uses Zero Burning practice in developing plantation and actively support initiative to prevent and monitor forest fire and haze.</p> <p>Based on field observation to Block D18b that will become B18k, it was evident that no fire has been used for replanting in Tungkal Ulu Estate.</p> <p>Smallholder: The Smallholder Manager has prepared the policy that there were no land preparation by burning, as per "Kebijakan Manager Plasma Tungkal Ulu" dated 2 January 2018, in poin 6: "Melakukan praktek tanpa bakar dalam kegiatan pembangunan perkebunan dan petani maupun desa secara aktif mendukung inisiatif mencegah mengawasi kebakaran hutan dan asap" (Implementing non-burning practices in plantation development activities, farmers and villages actively support initiatives to prevent and control forest fires and smoke). The policy has been communicated to Smallholder member and available in guidance book (Buku Pintar Petani Plasma) which distributed to all farmers. The information display and signboard in field also emphasize the policy of no use of fire during replanting or land preparation.</p>	
5.5.2	Where fire has been used for eradication of pest during replanting, the records of the analysis of the use of fire and permit from the authorised agency shall be available. - Minor compliance -	<p>Mill and Smallholders: Based on field observation to replanting activity in Tungkal Ulu Estate, land clearing was conducted by chipping and stacking, no fire used during replanting. It was also evident that no fire has been used for eradication of pest during replanting in Tungkal Ulu Estate and Tungkal Ulu Smallholder.</p>	Comply
Criterion 5.6:			
Plans to reduce pollution and emissions, including greenhouse gases, are developed, implemented and monitored.			
5.6.1	Document(s) assessing pollution and emission sources, including	<p>Mill and Estate: List for assessing pollution and emission sources, including gaseous, particles, soot emissions and</p>	Comply

Criterion / Indicator	Assessment Findings	Compliance
<p>gaseous, particles, soot emissions and effluent, shall be available. (see Criterion 4.4) - Major compliance -</p>	<p>effluent provided in document "Identifikasi Aspek Dampak Lingkungan untuk PMKS dan Estate di Tungkal Ulu", updated on 12 April 2018. The identification listed all relevant activities that generate pollution and emission from office, plantations, palm oil mill, mill effluent treatment up to workers activities, such as:</p> <ul style="list-style-type: none"> - Boiler stack emission including particulate and soot - Diesel electric generator emission - POME methane emission - Use of fertilizer - Use of Pesticide - Diesel fuel usage - Vehicle and heave equipment emission <p>All the activities of mill and estate as well as the waste generated has been well documented, for examples the operational activities from generator is generates air emissions, the company conducts periodic generator maintenance and perform quality measurement of exhaust emissions each semester to ensure air quality is comply with standard regulation.</p> <p>The company has developed pollution and emission reduction plan. The plan covers planning, implementing plans and monitoring activities generating pollution and emission. Reduction of pollution such as:</p> <ul style="list-style-type: none"> - POME application/Land application permitted for plantation in mineral soil. - Hazardous waste storage management and monitoring (permitted by government) - Domestic waste management by sanitary landfill - Emission measurement each semester from Boiler, Genset, Heavy equipment and vehicle. - Biogas Plant with capacity 3 MW <p>Smallholders: Document(s) assessing pollution and emission sources, including gaseous, particles, soot emissions and effluent has been provided by Group Manager Plasma Tungkal Ulu as per "Identifikasi Sumber Polusi di Perkebunan Petani" dated 3 May 2018. During audit, sampled seen in KUD Karya Kita, KUD Sawit Kita, KUD Panca Mukti and KUD Sari Bumi. Plasma Tungkal Ulu has identified the significant potential environmental impacts deriving from operational activities such as: fertilizing, weeds control, pest and</p>	

Criterion / Indicator	Assessment Findings	Compliance
<p>5.6.2 Significant pollutants and greenhouse gas (GHG) emissions shall be identified, and plan to reduce or minimize them implemented. - Major compliance -</p>	<p>disease control, harvesting, FFB transportation, road and bridge maintenance. Options to improve on each activity rated as Moderate and Poor are provided as recommendations.</p> <p>Mill and Estate: Identification of pollutant and GHG, such as: usage of inorganic fertilizer, pesticide, fossil fuel usage, peat land, and POME. Identification of significant pollution and GHG emission in each unit/station as documented in "Environmental Aspect & Impact List", consist of: input, environmental aspect, caused, environmental impact potential, and control. The company also has minimized pollutant and GHG through using EFB as organic fertilizer, implementing IPM to reduce pesticides usage, using fibre and sell for boiler, etc. Group Manager has identified significant pollutants and greenhouse gas (GHG) emissions and Plan to reduce or minimised under document "Evaluasi Aspek – Dampak Lingkungan", dated 12 April 2018. Company has implemented and monitored a plan to reduce pollutant and emission. Emission, particulate, and noise from boiler and generator are tested and monitored every six month.</p> <p>Smallholders: Group Manager has identified significant pollutants and greenhouse gas (GHG) emissions and Plan to reduce or minimised under document "Identifikasi Sumber Polusi di Perkebunan Petani" dated 3 May 2018. Significant pollutant and greenhouse gas (GHG) emissions has defined as per document such:</p> <ul style="list-style-type: none"> - Transport FFB – vehicle emission, air pollution - Fertilizing – water and soil pollution from fertilizer leaching and residu - Spraying – water and soil pollution from herbicide leaching and residu - Pest and disease handling – soil and water pollution from pesticide leaching and residu - Harvesting – water pollution from rest oil of loose fruit/FFB <p>To control the waste/pollution generated from each activity, Plasma Tungkal Ulu has determined operational control according to procedure AA-KL-06-EFP "Penanganan Limbah Bahan Berbahaya dan Beracun". There also a mechanism to handle domestic waste in KUD "Mekanisme Penanganan Sampah Domestik" to segregate organic and inorganic waste, further to re-use or re-cycle inorganic domestic waste (such as plastic) and composting the organic domestic waste. Sample seen in KUD Sawit Kita and KUD Karya Kita</p>	<p>Comply</p>

Criterion / Indicator		Assessment Findings	Compliance						
		<p>Mitigation plan to reduce emission such as:</p> <ul style="list-style-type: none"> - Optimizing FFB transportation by managing TPH along collection road wiyh one way to eaze the FFB transportation - Aproprate fertilizing according to recommendation - Optimizing and reducing herbicide usage by TUS team and appropriate weeds control 							
5.6.3	<p>A monitoring plan and results of regular reporting on emission and pollutants from estate and mill operations using appropriate methods, shall be available.</p> <p>- Minor compliance –</p>	<p>Mill and Estate: Emission monitoring system by using "RSPO PalmGHG" system calculation. Emission from estate and mill operation was calculated and monitored, emission reduction achieved. The result of GHG calculation available in appendix C. Below are the summary of GHG HGH-emission calculation:</p> <table border="1" style="margin-left: 20px;"> <thead> <tr> <th>Product</th> <th>tCO2/t product</th> </tr> </thead> <tbody> <tr> <td>CPO</td> <td>0.52</td> </tr> <tr> <td>PK</td> <td>0.52</td> </tr> </tbody> </table> <p>Total emission from Tungkal Ulu Palm Oil Mill was 4,962.69 tCO2 or 0.02 tCO2e/tFFB Total Emission from plantation (Tungkal Ulu Estate and Plasma Tungkal Ulu) was 11,092.75 tCO2e or 0.12 tCO2/tFFB Monitoring of any pollutant has been done in daily, weekly and monthly basis, report of monitoring was recorded in the "RKL/RPL" report, and this report submitted to the related institution every 6 month. The company has prepared a strategy in effort to reduce and mitigate pollution and emission. Monitoring of pollution and emission quality for plantation has been planned and implemented, e.g. air quality ambient for boiler and Genset, water quality test for river (upstream and downstream), effluent water quality, noise, etc.</p> <p>Smallholders: Mitigation measures for significant pollutants and identify sources of emissions is available, under: "Hasil Identifikasi Sumber Polusi di Perkebunan Petani (Pencemaran dan Emisi)", updated on 1 February 2018. Emission monitoring system by using "RSPO PalmGHG" system calculation as above. Emission from Plasma Tungkal Ulu was calculated and monitored, emission reduction achieved</p>	Product	tCO2/t product	CPO	0.52	PK	0.52	Comply
Product	tCO2/t product								
CPO	0.52								
PK	0.52								
Principle 6: Responsible consideration of employees and of individuals and communities affected by growers and millers									

Criterion / Indicator	Assessment Findings	Compliance
<p>Criterion 6.1: Aspects of plantation and mill management that have social impacts, including replanting, are identified in a participatory way, and plans to mitigate the negative impacts and promote the positive ones are made, implemented and monitored, to demonstrate continual improvement.</p>		
<p>6.1.1</p>	<p>A social impact assessment (SIA) including records of meetings shall be documented. - Major compliance -</p> <p>Mill and Estate Company has social impact assessment with scope in Estate, Mill and Plasma/Smallholder in the same report. Social Impact Assessment was conducted as documented in "Social Impact Assessment PT Inti Indosawit Subur Kebun Tungkal Ulu including Scheme Smallholder" on 2011 by Fakultas Kehutanan Institut Pertanian Bogor dated 11 March 2011. This social impact assessment is also done with a direct approach with affected communities by FGD method conducted on 5 to 10 March 2011. The scope of this social study covers PT Inti Indosawit Subur Kebun Tungkal Ulu with an area of ± 13,858 Ha, which consists of: 4,556 Ha of Inti plantation (Tungkal Ulu Estae and POM) and 10,277 Ha of plasma land area.</p> <p>The social risk have been identified for some aspect:</p> <ul style="list-style-type: none"> - Tenurial aspect; - Social aspect related infrastructure; - Employment, industrial relation and workforce absorption aspect; - Environmental aspect; <p>Social Impact Assessment available and mentioned within frame references of AMDAL. PT. Inti Indosawit Subur - Tungkal Ulu POM has demonstrated the document of "Analisis Mengenai Dampak Lingkungan (AMDAL)" consist of document ANDAL, RKL and RPL as approved through "Persetujuan Komisi Amdal Departemen Pertanian No.014/Andal/RKL-RPL/BA/V/1995 tentang Persetujuan ANDAL dan RKL-RPL perkebunan Kelapa Sawit dan Pabrik Minyak Kelapa Sawit PT. Inti Indosawit Subur" dated 3 May 1995. The document covers scope of areal of 32,000 ha consist of Kuala Tungkal Estate 20,000 ha and palm oil mill capacity 90 Tonnes FFB/hour for Kuala Tungkal. SEIA was prepared by "Lembaga Penelitian Universitas Jambi".</p> <p>Revision on AMDAL document is available for PT. Inti Indosawit Subur – Tungkal Ulu through "Surat Keputusan Bupati Tanjung Jabung Barat No.309", year 2009, dated 6 June 2009, for 4,614.02 ha. In 2011, the Company has prepared a document of Social Impact Assessment in cooperation with faculty</p>	<p>Comply</p>

Criterion / Indicator	Assessment Findings	Compliance
	<p>of Forestry Institut Pertanian Bogor. The social impact assessment including information on:</p> <ul style="list-style-type: none"> - Relationship in socio-economic interaction with stakeholders around plantation; - Perceptions, expectations and desires of the community against the company; - Forms of land ownership; - Social and economic activity that is required by the community; <p>The consultation methodology including survey (questionnaire), focus group discussion with surrounding communities, smallholders, and other interested parties. The records of consultation, attendance list of stakeholders participated in 2011 SIA sighted.</p> <p>Plasma/Smallholder: The social impacts with the participation of internal and external stakeholders such as management, local communities, head of around village (Karya Mukti, Tidar Kuranji, Bulian Jaya, Kehidupan Baru, Danau Embat village etc.) farmers and workers and the government bodies relate. Evidence of participation with affected parties is to use a questionnaire conducted on June 20, 2011.</p> <p>Based on interview with farmers that generally farmers understood of the social risk of their operation. Interview with farmers at KUD Sawit Kita, hamparan 25 (Kavling 451, 495 and 500), KUD Karya Kita, hamparan 23 (kavling 1137 and 1147) and also KUD Makmur Rezeki on hamparan 10 and 40 (kavling 329, 313, 2799 and 976).</p>	
<p>6.1.2</p>	<p>There shall be evidence that the assessment has been conducted with the participation of affected parties. - Major compliance -</p> <p>Mill and Estate: Assessment of aspects of social impacts is done by several methods, including:</p> <ul style="list-style-type: none"> - Focus Group Discussion (FGD) - Deep interview - Structured Interviews - Field observation <p>Evidence of participation with affected parties is to use a questionnaire conducted on March 5-10, 2011, questionnaires can be demonstrated at the time of the audit. During the preparation for Social Impact Assessment team and company management have involved communities through interviews and meetings with village peoples, farmers, village officials and regency officials.</p> <p>Smallholders:</p>	<p>Comply</p>

Criterion / Indicator	Assessment Findings	Compliance
	<p>Social Impact Assessment was conducted as documented in "Social Impact Assessment PT Inti Indosawit Subur Kebun Tungkal Ulu includes Scheme Smallholder" on 2011 by Fakultas Kehutanan Institut Pertanian Bogor.</p> <p>Evidence of participation with affected parties is to use a questionnaire conducted on June 20, 2011.</p>	
<p>6.1.3 Plans for management and monitoring of social impacts to avoid or reduce negative impacts and promote positive ones, based on social impact assessment, through consultation with the affected parties, shall be available, documented and timetabled, including responsibilities for implementation. - Major compliance -</p>	<p>Mill, Estate and Smallholders:: PT Inti Indosawit Subur-Tungkal Ulu Estate, the Mill and also scheme smallholder has established a plan to address and correct the problems contained in the social impact study in the form of a "Rencana Kelola Dampak Sosial", consisting of a management plan:</p> <ul style="list-style-type: none"> - Field of tenure/land tenure - Social field - Field of Community Empowerment. - Employment field - Environmental field <p>Company has determine of management and monitoring of social impact regularly, latest management and monitoring was performed on 10 January 2018, such as:</p> <ul style="list-style-type: none"> - Participation of PT IIS Kebun Tungkal Ulu in the maintenance of village roads and production roads is still low, management efforts: provide loans in the form of heavy equipment procurement, sirtu, mountain stone and bridge development with the system of interest credit without interest. - Sorting TBS considered incriminating farmers and fruit criteria is still unclear, management efforts: socialization of TBS criteria overlaid on overlap at harvest, making signboard on cooking TBS criteria and farmer representative participation in sorting PTU to equalize perception of TBS quality criteria - Farmers hope that TBS yard is equated with hanparan fruit, management effort: coordinate with PT MSJ to send TBS yard still using DO KUD. - Appearing TBS middlemen that inhibit the development of KUD, management efforts: consolidation of Farmers Group formation from a broke ground. - Farmers need company assistance in preparation of replanting, management effort: Socialization of IDAPERTABUN program (Contribution fund of plantation crop estate) in cooperation with Bumi Putera insurance. <p>Management and monitoring of social impact trough consultation with the affected parties performed</p>	<p>Comply</p>

Criterion / Indicator	Assessment Findings	Compliance
	<p>on 24-25 March 2018, responded taken sample: e.g: namely Asim, Rakimin from Desa Cinta Damai Village, Sutarno, Sucipto from Lampisi Village, Hariyanto, Sodikin from Tanjung Benaak Village, Taryo, Sudrajat from Bukit Harapan Village, etc.</p>	
<p>6.1.4</p> <p>The documented plan for management and monitoring of social impacts, shall be reviewed at least on two-yearly basis. If necessary, the plan should be updated. There shall be evidence that the review process includes participation of all affected parties.</p> <p>- Minor compliance –</p>	<p>Mill, Estate and Smallholders:</p> <p>The Company is consistent in conducting periodic review of social studies (minimum 2 years basis), from identification of social impacts in 2011, latest review conducted in 2017 recorded on "Review Efektivitas SIA PT IIS Kebun Tungkal Ulu Group Tahun 2017".</p> <p>SIA results of the review period 2017 and based on the results of consultation with stakeholders and the society around them on March 2017, there are still aspects of social impact that have not been effectively done, so it needs to be applied alternative management efforts, are:</p> <ul style="list-style-type: none"> - Employment opportunities and endeavors, parameters: Total local workforce of more than 50%, management undertaken: by opening a labor dispatch for the surrounding villagers - Replanting Activities, social impacts: Not all farmers have alternative and completed bank debt before the replanting program, management actions: facilitating alternative economic training by involving relevant agencies, vendors and banks, e.g October 2016 alternative economic training for farmers in Yogyakarta. - Road facilities; impact: Transportation of constrained FFB, cross flow of barn and inter-village people is hampered, management effort: make program of road improvement with farmer and company institutional still assist the procurement of heavy equipment which cost by installment by plasma farmer. - Resources; Impact: management of plasma plantations is not optimal because the technical BMP of oil palm plantations has not been understood by farmers either self-managed/swadaya., Management efforts: socialize the practices of BMP da K3 to self-help farmers. <p>Next review of effectiveness SIA will be on 2019 and will be verified on the next surveillance.</p>	<p>Comply</p>
<p>6.1.5</p> <p>Particular attention shall be paid to the impacts of smallholder schemes (where the plantation</p>	<p>Mill and Estate:</p> <p>Company has social impact assessment with scope in Estate, Mill and Plasma/Smallholder in the same report. Social Impact Assessment was conducted as documented in "Social Impact Assessment PT Inti</p>	<p>Comply</p>

Criterion / Indicator	Assessment Findings	Compliance
<p>includes such a scheme). - Minor compliance –</p>	<p>Indosawit Subur Kebun Tungkal Ulu including Scheme Smallholder” on 2011 by Fakultas Kehutanan Institut Pertanian Bogor dated 11 March. Where in chapter V addressed specifically on the impact of the presence of PT Inti Indosawit Subur to farmers/communities around either positive or negative effects. Positive Impacts with the existence of partnership partnership with PT IIS: an increase in welfare and standard of living and correspondence result that: 89% of plasma farmers perceive partnership as satisfactory and only 11% are considered less satisfactory.</p> <p>Negative impacts that arise include:</p> <ul style="list-style-type: none"> – Perception of plasma farmers: some smallholders do not know this agreement between PT IIS and PIR-TRANS farmers – The company's contribution to local development is very small – The company's assistance for maintenance of village roads is very poor – Rejuvenation / Replanting: Farmers are still hoping to cooperate with PT IIS, there is no alternative source of family income when the gardens are rejuvenated. <p>Smallholders:</p> <p>There was an impact of replanting programme related the scheme smallholder form. Implementation of plasma scheme has been informed to all member especially an area are going to replanting. Socialization related the form of scheme has been performed on 19 April 2017 it's also attended by "Dinas Perkebunan". Several of social impact espesecially for smallholder scheme, such as:</p> <ul style="list-style-type: none"> – Road facilities; impact: Transportation of constrained FFB, cross flow of barn and inter-village people is hampered, management effort: make program of road improvement with farmer and company institutional still assist the procurement of heavy equipment which cost by installment by plasma farmer. – Resources; Impact: management of plasma plantations is not optimal because the technical BMP of oil palm plantations has not been understood by farmers either self-managed/swadaya., Management efforts: socialize the practices of BMP da K3 to self-help farmers. – Replanting Activities, social impacts: Not all farmers have alternative and completed bank debt before the replanting program, management actions: facilitating alternative economic training by involving relevant agencies, vendors and banks, e.g October 2016 alternative economic training for farmers in Yogyakarta. 	

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<p>Criterion 6.2: There are open and transparent methods for communication and consultation between growers and/or millers, local communities and other affected or interested parties.</p>		
<p>6.2.1</p>	<p>Communication and consultation procedures shall be documented. - Major compliance -</p> <p>Mill and Estate: Company has developed a communication procedure under “Mekanisme Penanganan Permintaan Informasi Stakeholder “(No. SOP; AA-GL-5008.1-R1) dated 22nd August 2011, which explains the company responses against all information request sent by stakeholders including response time of 14 working days after information request accepted.</p> <p>Smallholders: The Consultation and communication procedures is as documented in “Mekanisme Komunikasi, konsultasi dan keluhan, dated 3rd January 2011. The consultation & communication procedure displayed on the site’s public notice board and also there was in “Buku Pintar belonged to the farmers. At site, the logbook records of all communications. Stakeholder communication/logbook as records have been maintained. Communication with the government authorities and the project partner are through email and has been documented too. The members understand the ways of communication such as through meeting with field assistants, notice displayed on the notice board in KUD and on “Buku Pintar” as hand book for farmers and Oil Palm Management guideline distributed to each of the members.</p>	<p>Comply</p>
<p>6.2.2</p>	<p>The company shall have official(s) who is responsible for consultation and communications with parties. - Minor compliance -</p> <p>Mill and Estate: The company has appointed officers responsible to carried out communication and consultation with local communities is Public Relations Department – Humas PT Inti Indosawit Subur Tungkal Ulu.</p> <p>Smallholders: Group Manager has been appointed as the overall responsible person. All communications between the farmer and the Manger Group appointed to responsible by assistant plasma (there are 4 assistants) on plasma Tungkal Ulu plantations.</p>	<p>Comply</p>
<p>6.2.3</p>	<p>The company shall have a list of stakeholders, records of communications, including confirmation of receipt and that</p> <p>Mill and Estate: List stakeholder is available and records of stakeholder’s communication and consultation were being documeted into “Buku Masuk”. List stakeholder updated on 25th February 2018 consists of PT. IIS-Tungkal Ulu Estate and Mill.</p>	<p>Comply</p>

Criterion / Indicator	Assessment Findings	Compliance
<p>efforts are made to ensure understanding by affected parties, and records of actions taken in response to input from stakeholders.</p> <p>- Minor compliance -</p>	<p>Smallholder</p> <p>The stakeholders register which recorded all the list of stakeholders recorded on “Daftar Nama Stakeholder Plasma Tungkal Ulu Tahun 2018”, up to date on January 2018 comprises 31 stakeholder, such as kepala desa, Dinas koperasi & UMKM, Polsek Merlung, etc.</p> <p>At site, the logbook records of all communications. Stakeholder communication/logbook as records have been maintained. Communication with the government authorities and the project partner are through email and has been documented too.</p> <p>Information request from stakeholder and responded.</p> <p>Request of information from stakeholder is documented into a log book “Permintaan Informasi”. Up to June 2018, it was noted the 6 requests for information, such as:</p> <ul style="list-style-type: none"> - On 17 February 2018 request from Mr. Markun (Sekretaris KUD Subur Makmur), related pending for deduction of fertilizer cost, has been responded on 17 February 2018. - On 12 June 2018 request from Mr. Rosul (Ketua KUD Subur Makmur), related information about closing of FFB admission in POM, has been responded on 12 June 2018 by Assistant afdeling II. - 20 June 2018 request from Mr. Sugeng (Bendahara KUD Barokah) related closed book for financial period May 2018, has been responded on 24 June 2018 by KTU. 	
<p>Criterion 6.3: There is a mutually agreed and documented system for dealing with complaints and grievances, which is implemented and accepted by all effected parties.</p>		
<p>6.3.1</p> <p>The mechanism, open to all affected parties, shall resolve disputes in an effective, timely and appropriate manner, ensuring anonymity of complainants and whistleblowers, where requested, as long as that information is supported with adequate initial evidence.</p> <p>- Major compliance -</p>	<p>Mill and Estate:</p> <p>The Certificate holder has a handling complaint mechanism to response complaint from external party, as written in “Mekanisme Penanganan Keluhan” (No.SOP-AA-GL-5005-R0 01). For internal complaint the applicable procedure is “Mekanisme Penyampaian Keluhan dan Penyelesaian Keluhan Karyawan” – Employee’ complaint and resolution mechanism (No.SOP-AAHR-3008-R0 05).</p> <p>Also to protect whistle blower and anonymity, it is covered within “Mekanisme Jaminan Pelapor dan Pengungkapan Kasus” prepared by Public Relation officer PT Inti indosawit Subur on 01/12/2015.</p> <p>These mechanisms has been communicated to external parties and disseminated to all employees. Based on interview with local communities, Gender committee leader and worker union leader; they understood the procedure and mechanism to communicating complaint and/or grievance to company.</p>	<p>Comply</p>

Criterion / Indicator		Assessment Findings	Compliance
		<p>Smallholders: All smallholders has a flowchart process to resolve mechanism and installed in KUD office. Based on interview with smallholders on sample plots, if the farmer has a complaint, it can be communicated through Farmer Group and Foreman (Mandor), then it will be delivered to cooperative or KUD.</p>	
6.3.2	There shall be records of process and outcome of dispute resolution. - Major compliance -	<p>Mill, Estate and Smallholders: Records for complaint and grievance from internal stakeholders (workers) are documented in logbook "Monitoring Keluhan Karyawan". While for smallholders, mechanism to record complaint and grievance are facilitated through "Mekanisme Komunikasi, Konsultasi dan Keluhan". During interview with sample workers in Estate and Mill, worker union and sample of smallholders in KUD Sawit Kita, KUD Karya Kita, KUD Panca Mukti and KUD Sari Bumi, there is no significant grievance or complaint.</p>	Comply
<p>Criterion 6.4: Any negotiations concerning compensation for loss of legal, customary or user rights are dealt with through a documented system that enables indigenous peoples, local communities and other stakeholders to express their views through their own representative institutions.</p>			
6.4.1	A procedure for identifying legal, customary or user rights, and a procedure for identifying people entitled to compensation, shall be available, referring to decision of the Constitution Court. - Major compliance -	<p>Mill and Estate: The Certificate Holder has procedure for identifying legal, customary or user rights. It is covered within SOP AA-GL-5003.R1 related Land dispute resolution. Due to the certificate holder (company) has land use rights "HGU" for its area. FPIC process has been completed prior to obtained the land use title in 1992. All the certified area was clear and clean.</p> <p>Smallholders: Land ownership status of smallholder scheme is granted by government program namely Transmigration Program since 1992 – 1995. There is no compensation made since the farmers granted the certificate. In Tungkal Ulu Estate, Mill and Smallholders, there were no traditional use or customary right within the certified area.</p>	Comply
6.4.2	A procedure for calculating and distributing fair compensation shall be established, implemented, monitored and evaluated in a	<p>Mill and Estate: The Certificate Holder has procedure for identifying legal, customary or user rights. It is covered within SOP AA-GL-5003.R1 related Land dispute resolution. Due to the certificate holder (company) has land use rights "HGU" for its area. FPIC process has been</p>	Comply

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	<p>participatory way. Corrective actions are taken as a result of this evaluation.</p> <p>- Minor compliance –</p>	<p>completed prior to obtained the land use title in 1992. All the certified area was clear and clean.</p> <p>Smallholders: Land ownership status of smallholder scheme is granted by government program namely Transmigration Program since 1992 – 1995. There is no compensation made since the farmers granted the certificate. Both Tungkal Ulu Estate, Mill and Smallholders, there is no traditional use or customary right within the certified area.</p>	
6.4.3	<p>Compensation claims, process and outcome of any negotiated agreements shall be documented, with evidence of the participation of affected parties.</p> <p>- Major compliance –</p>	<p>Mill and Estate: The Certificate Holder has procedure for identifying legal, customary or user rights. It is covered within SOP AA-GL-5003.R1 related Land dispute resolution. Due to the certificate holder (company) has land use rights "HGU" for its area. FPIC process has been completed prior to obtained the land use title in 1992. All the certified area was clear and clean.</p> <p>Smallholders: Land ownership status of smallholder scheme is granted by government program namely Transmigration Program since 1992 – 1995. There is no compensation made since the farmers granted the certificate. Both Tungkal Ulu Estate, Mill and Smallholders, there is no traditional use or customary right within the certified area.</p>	Comply
<p>Criterion 6.5: Pay and conditions for employees and for contract workers always meet at least legal or industry minimum standards and are sufficient to provide decent living wages.</p>			
6.5.1	<p>Documentation of pay and conditions for employees based on the existing manpower regulations shall be available.</p> <p>- Major compliance -</p>	<p>Mill and Estate: PT Inti Indosawit Subur Tungkal Ulu determines minimum wages based on the Government regulation every year. The minimum wages in 2018 as regulated in "Surat Decree of Governor of Jambi no. 1345/KEP.GUB/DISSOSNAKERTRANS/2017, dated 24 November 2017 is Rp. 2,280,249.66,-/month concerning "Penetapan Upah Minimum Kabupaten/Kota di Provinsi Jambi Tahun 2018". PT Inti Indosawit Subur Tungkal Ulu has followed the minimum wage regulation issued by the Regency each year as outlined in the Memorandum Head HR of PT IIS No. 01/HR-R03/MEMO/01/2018, dated 8 January 2018 and no. 013/HR-AAS/MEMO/05/18 dated 4 May 2018, concerning the Increase of</p>	Comply

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	<p>Worker's Wages 2018, including</p> <ul style="list-style-type: none"> - PHL Group Worker (daily worker) Wage of Rp 91,210 per day - Increase in the wage of Workers of the SKUH Group Increase from Rp 2,095,500 to Rp 2,265,000 per month or increase of Rp 169,500, - Increase in Workers Wage SKUB: wage increase of Rp 169,000 per month, increase based on appraisal in accordance with the prevailing wage table and assessment increase is not applicable for the position that has reached the highest class. <p>Basic Salary above was excluded rice allowance: 15 kg/employees, wife 9 kg, children 7.5 kg/each for 3 children (rice price; Rp. 8.350/kg in June 2017). Sample taken as below:</p> <p><u>Tungkal Ulu Estate:</u></p> <table border="1" data-bbox="714 786 1738 1329"> <thead> <tr> <th colspan="2"><i>Slip gaji Periode May 2018</i></th> <th colspan="2"><i>Slip gaji Periode May 2018</i></th> </tr> </thead> <tbody> <tr> <td>Edo P. (BHL):</td> <td>24 Hk</td> <td>Setiyo N. (SKUH)</td> <td>: 25 HK</td> </tr> <tr> <td>Gaji Pokok</td> <td>Rp 2.153.976</td> <td>Gaji Pokok</td> <td>Rp 1.746.250</td> </tr> <tr> <td>Beras</td> <td></td> <td>Beras</td> <td></td> </tr> <tr> <td>Lembur</td> <td></td> <td>Fring Benefit</td> <td>Rp 419.100</td> </tr> <tr> <td>BPJS Tek</td> <td></td> <td>Premi</td> <td>Rp 400.000</td> </tr> <tr> <td>BPJS Kes</td> <td></td> <td>BPJS Tek</td> <td></td> </tr> <tr> <td></td> <td>Rp 2.153.976</td> <td>BPJS Kes</td> <td></td> </tr> <tr> <td>Potongan</td> <td></td> <td></td> <td>Rp 2.565.350</td> </tr> <tr> <td>BKAI</td> <td></td> <td>Potongan</td> <td></td> </tr> <tr> <td>POGSI</td> <td></td> <td>BKAI</td> <td></td> </tr> <tr> <td>BJS Tek</td> <td>Rp 44.874</td> <td>POGSI</td> <td></td> </tr> <tr> <td>BPJS Kes</td> <td>-</td> <td>BJS Tek</td> <td>Rp 22.437</td> </tr> <tr> <td>Jaminan Pensiun</td> <td></td> <td>BPJS Kes</td> <td>Rp 44.669</td> </tr> <tr> <td>Koperasi</td> <td>Rp 44.874</td> <td>Jaminan Pensiun</td> <td>Rp 7.106</td> </tr> <tr> <td>Gaji Diterima</td> <td>Rp 2.109.102</td> <td>Gaji Diterima</td> <td>Rp 2.498.244</td> </tr> </tbody> </table> <p><u>Tungkal Ulu POM:</u></p>	<i>Slip gaji Periode May 2018</i>		<i>Slip gaji Periode May 2018</i>		Edo P. (BHL):	24 Hk	Setiyo N. (SKUH)	: 25 HK	Gaji Pokok	Rp 2.153.976	Gaji Pokok	Rp 1.746.250	Beras		Beras		Lembur		Fring Benefit	Rp 419.100	BPJS Tek		Premi	Rp 400.000	BPJS Kes		BPJS Tek			Rp 2.153.976	BPJS Kes		Potongan			Rp 2.565.350	BKAI		Potongan		POGSI		BKAI		BJS Tek	Rp 44.874	POGSI		BPJS Kes	-	BJS Tek	Rp 22.437	Jaminan Pensiun		BPJS Kes	Rp 44.669	Koperasi	Rp 44.874	Jaminan Pensiun	Rp 7.106	Gaji Diterima	Rp 2.109.102	Gaji Diterima	Rp 2.498.244	
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		<p>Base on interview with the farmers that some activities is done by PT IIS employees (especially for spraying activity by Team TUS), while the harvest activities is done by farmers owner and parts is by daily workers paid with "borongan system" range Rp 150,000 – Rp 200,000,- per ton FFB, taken sample on KUD Sawit Kita, Hamparan 25, kavling 500 on behalf of Mr. Bambang Setiono as chairman of farmer group:</p> <p>Sample taken to several harvester and KUD's staff:</p> <table border="1"> <thead> <tr> <th>Name</th> <th>Position</th> <th>Basic Salary</th> <th>Per Manday</th> <th>Per hour</th> <th>UMSK/Jam</th> </tr> </thead> <tbody> <tr> <td colspan="6">KUD Sawit Kita</td> </tr> <tr> <td>Ahmad Yanto</td> <td>Bendahara</td> <td>Rp 1.600.000</td> <td>Rp 64.000</td> <td>Rp 16.000</td> <td>Rp 13.030,00</td> </tr> <tr> <td>Indah Parwati</td> <td>Administrasi</td> <td>Rp 1.350.000</td> <td>Rp 54.000</td> <td>Rp 13.500</td> <td>Rp 13.030,00</td> </tr> <tr> <td>Muhamad Amahdi</td> <td>Transport FFB</td> <td>Rp 1.350.000</td> <td>Rp 54.000</td> <td>Rp 13.500</td> <td>Rp 13.030,00</td> </tr> <tr> <td colspan="6">KUD Karya Kita</td> </tr> <tr> <td>Dedi Arwan</td> <td>Administrasi</td> <td>Rp 1.500.000</td> <td>Rp 60.000</td> <td>Rp 15.000</td> <td>Rp 13.030,00</td> </tr> </tbody> </table>						Name	Position	Basic Salary	Per Manday	Per hour	UMSK/Jam	KUD Sawit Kita						Ahmad Yanto	Bendahara	Rp 1.600.000	Rp 64.000	Rp 16.000	Rp 13.030,00	Indah Parwati	Administrasi	Rp 1.350.000	Rp 54.000	Rp 13.500	Rp 13.030,00	Muhamad Amahdi	Transport FFB	Rp 1.350.000	Rp 54.000	Rp 13.500	Rp 13.030,00	KUD Karya Kita						Dedi Arwan	Administrasi	Rp 1.500.000	Rp 60.000	Rp 15.000	Rp 13.030,00
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Criterion / Indicator	Assessment Findings	Compliance
	<p>From the calculation above, the payment in Tungkal Ulu Plasma and based on review document of list payment and interview with some employees, it was found that the company has paid salary as regulated by government.</p>	
<p>6.5.2 Collective Labor Agreement/Company Regulation, in accordance with the manpower regulations, shall be available in understandable language; and explained by the management or Labor Union to the workers. - Major compliance -</p>	<p>Mill and Estate: Worker Agreement (PKB) between company and labour union is referred in working regulation, Worker Agreement was registered by Dirjen Pembinaan Hubungan Industrial dan Jaminan Sosial Tenaga Kerja No. Kep.88/PHIJSK-PKKAD/PKB/VI/2015, dated 18th June 2015 (Valid 21st April 2015 - 20th April 2017) Based on document review, it was noted that in terms and condition, such as: working hours, deductions, overtime, sickness, holiday entitlement, maternity leave, reasons for dismissal, period of notice, etc, are covered in PKB and contracts which have been signed by labor union. Base on latter from BKS PPS (Badan Kerja Sama Perusahaan Perkebunan Sumatera) no. 72/BKS-PPS/2017, on 12 July 2017 concerning validation of PKB, describe that: discusses about PKB period 2017-2019 is still on discuses.</p> <p>Berdasarkan Pasal XXIV related Berlaku dan Berakhirnya Perjanjian Kerja Bersama, bahwa: ayat 3) "Jika pada tanggal berakhirnya PKB ini belum juga ditetapkan suatu PKB yang baru, maka PKB ini seluruhnya berlaku terus hingga PKB yang baru mulai berlaku." All employees also has signed contract with detail term and condition, included temporary workers e.g.</p> <ul style="list-style-type: none"> - Surat Perjanjian Kerja Waktu tertentu, no. 002/IIS/KMB/SPK-WT/01/2018, dated 2 January 2018 namely Al Mujri valid until 31 December 2018. - Surat Perjanjian Kerja Waktu tertentu, no. 018/IIS/KMB/SPK-WT/01/2018, dated 2 January 2018 namely Supanto valid until 31 December 2018. - Perjanjian Kerja Untuk Jangka Waktu Tertentu, no. 002/HRD-RO3/SPK/XI/2017, dated 1 November 2017 namely Cipto M. Silitonga as "Petugas Sortasi", valid until 31 October 2018. <p>Smallholders: The ICS Group Manager communicate the relevant law and regulations through:</p> <ul style="list-style-type: none"> - Training (for every members) - Display at the notice board and "Buku Pintar" - List of legal register 	<p>Comply</p>

Criterion / Indicator	Assessment Findings	Compliance
	<p>Besides, the group manager ensures that members comply with the laws through regular site visit and interview with farmers. Quarterly update of monitoring sheets for existing members on total number of workers employed. Latest update on 28 February 2017.</p> <p>Pekerja Harian Lepas di Tungkal Ulu Plasma juga telah menggunakan perjanjian kerja, such as:</p> <ul style="list-style-type: none"> - Surat Perjanjian Kerja Waktu Tertentu, no. 020/IIS/KLM-WT/I/2018, dated 1 January 2018 namely Akhmad Sobandi (Sortasi officer), valid until 30 June 2018 - Surat Perjanjian Kerja Waktu Tertentu, no. 014/IIS/KLM-WT/I/2018, dated 1 January 2018 namely Romiadi, valid until 30 June 2018. - Surat Perjanjian Kerja Karyawan Tetap KUD Sawit Kita: <ul style="list-style-type: none"> • Surat Perjanjian Kerja Karyawan Tetap on behalf of Ria Manasari as "Karyawan Unit Mobil dan TBS", no. 02/SPK-KT/KUD-SK/LP/I/2017, dated 2 January 2017 • Surat Perjanjian Kerja Karyawan Tetap on behalf of Indah Parwati as "Administration", no. 01/SPK-KT/KUD-SK/LP/I/2017, dated 2 January 2017 - Surat Perjanjian Kerja Karyawan Tetap KUD Karya Kita: Surat Keputusan Pengangkatan Karyawan Tetap KUD Karya Kita no. 007/SPK/KK/IV/2018, dated 20 April 2018 namely Dedi Arwan - Surat Perjanjian Kerja Sama Pengadaan TUS Kebun Plasma Tungkal Ulu antara KUD Sawit Kita dengan PT IIS-Tungkal Ulu, dated 8 January 2018 no. 09/SPK/KLT/I/2018, including: 3 rotation (once for path spraying and twice for path and circle spraying per year), valid until 31 December 2018. - Surat Perjanjian Kerja Sama Pengadaan TUS Kebun Plasma Tungkal Ulu antara KUD Sari Bumi dengan PT IIS-Tungkal Ulu, dated 8 January 2018 no. 13/SPK/KLT/I/2018, including: 3 rotation (once for path spraying and twice for path and circle spraying per year), valid until 31 December 2018. - Surat Perjanjian Kerja Sama Pengadaan TUS Kebun Plasma Tungkal Ulu antara KUD Panca Mukti dengan PT IIS-Tungkal Ulu, dated 8 January 2018 no. 09/SPK/KLT/I/2018, including: 3 rotation (once for path spraying and twice for path and circle spraying per year), valid until 31 December 2018. - Surat Perjanjian Kerja Sama Pengadaan TUS Kebun Plasma Tungkal Ulu antara KUD Karya Kita dengan PT IIS-Tungkal Ulu, dated 8 January 2018 no. 09/SPK/KLT/I/2018, including: 3 rotation (once for path spraying and twice for path and circle spraying per year), valid until 31 December 2018. 	

Criterion / Indicator	Assessment Findings	Compliance
	<ul style="list-style-type: none"> - Surat Perjanjian Kerja Harian Lepas, no. 013/SPKHL/KLT/IIS/01/2018, namely Yomi Sandra (Sortation staff on SP1) dated 1 January 2018 and valid until 31 December 2018. - Surat Perjanjian Kerja Harian Lepas, no. 015/SPKHL/KLT/IIS/01/2018, namely Yaya Sunarya (Sortation staff on SP3) dated 1 January 2018 and valid until 31 December 2018. 	
<p>6.5.3</p> <p>Growers and millers shall provide adequate housing, water supplies, medical, educational and welfare amenities to national standards or above, where such public facilities are unavailable or inaccessible.</p> <p>- Minor compliance –</p>	<p>Mill and Estate:</p> <p>Sighted in field visit and mill housing complex that adequate facilities has been available for mill workers, including: housing for staff, housing for workers (permanent and temporary), electricity from mill grid, clean water supply from water treatment plant (available for entire year), medical service in company’s clinic, primary level education facility, religion and worhsipment facility, and sport.</p> <p>Mill ->Type Quantity (unit)</p> <ul style="list-style-type: none"> - Housing B/CM (2 units) - Housing C (5 units) - Housing E (61 units) - Pompa air (1 units) - Waduk air (2 units) <p>Estate ->Type Quantity (unit)</p> <ul style="list-style-type: none"> - Housing; Staff (20 units), type D1(28 units), Type E1 (1187 units), - Kindergarten (1 unit), - Clinic (2 units), - Mosque (3 units), - Church (1 units), - School bus (4 units), - Ambulance (1 unit), - Minimarket which managed by company cooperative (1 units), - Community hall (1 units), - Sport facilities (football, volley ball, tennis, badminton, <p>Revealed from interview with sample 10 workers from grading station, water treatment plant, engineer</p>	<p>Comply</p>

Criterion / Indicator	Assessment Findings	Compliance	
	<p>room, boiler, as well as mill emplasment resident, that so far no serious complaint regarding provision of basic facility by company. School bus has been added.</p> <p>The company has also facilitated its employees for water supply by building pump wells in each emplacement and electricity with the distribution of PLN (and its payments are subsidized by the company, for each house Rp 40,000 per month). Clean water quality for consumption analyze each semester by UPTD Laboratorium Lingkungan Daerah, Dinas Lingkungan Hidup, Provincy Jambi, latest analysis conducted on 15 August 2017. Result of analysis can be demonstrated during audit and the result was shown that all parameter analyzed was met with the quality standard of clean water which determined in Permenkes No. 416/MENKES/PER/IX/1990.</p> <p>The company always performs maintenance and upgrading for employee housing, for example:</p> <ul style="list-style-type: none"> - Application Form for Repair Housing on behalf of Sunaryadi (Employee of Workshop / traction) dated 29/6/2018 and repairs made on 30/6/2018. - Letter of appeal for housing on 31/5/2018 on behalf of Eric Simamora (Pest Control / Plant Disease) for leaking roof damage and broken room door, has been repaired on 1/6/2018 <p>Smallholders: Not applicable as all of the workers are considered as casual workers. They were staying at their own houses.</p>		
<p>6.5.4</p>	<p>There shall be demonstrable efforts to improve workers' access to adequate, sufficient and affordable food.</p> <p>- Minor compliance –</p>	<p>Mill and Estate: Certificate holder has minimarket which managed by the cooperative (Koperasi Jaya Abadi) and traditional market is nearby surrounding company area, mostly goods needed by employees is provided by the cooperative Jaya Abadi. Price in cooperative Jaya Abadi was affordable and cheaper than traditional market nearby company area. Price control by cooperative and all member including workers and company management.</p> <p>Smallholders: Not applicable as all of the workers are considered as casual workers. They were staying at their own houses and obtain their food themselves.</p>	<p>Comply</p>
<p>Criterion 6.6: The employer respects the rights of all personnel to form and join trade unions of their choice and to bargain collectively. Where the right to freedom of association</p>			

Criterion / Indicator		Assessment Findings	Compliance
and collective bargaining are restricted under		law, the employer facilitates parallel means of independent and free association and bargaining for all such personnel.	
6.6.1	A record of the company's policy in understandable language recognising freedom of association, shall be available. - Major compliance –	Mill, Estate and Smallholders: Freedom of association policy is written in Bahasa Indonesia, so that all employees can understand as stated in "Kebijakan Perusahaan", dated 01st December 2014 "Menghormati hak setiap karyawan untuk membentuk atau menjadi serikat pekerja sesuai dengan keinginannya dan untuk melakukan tawar menawar secara kolektif". This policy has been informed to all employees and being placed into notice board in public area and easily accessed. The company also has made refreshment socialization regarding the company policy to all employees on January 2018.	Comply
6.6.2	Records of meetings with labor unions or workers representatives shall be available. - Minor compliance –	Mill, Estate and Smallholders: Tungkal Ulu Estate and POM have a Trade Union as a form of freedom of association for employees named Serikat Buruh Sejahtera Indonesia (SBSI), base on decree of Koordinator Wilayah Provinsi Jambi Serikat Buruh Sejahtera Indonesia, no. K6.95/SK/KORWIL.SBSI/JAMBI/II/2017 dated 10 January 2017 concerning Pengurus Komisariat Serikat Buruh Sejahtera Indonesia PT IIS Tungkal Ulu Kab. Tanjung Jabung Barat decided Mr. S. Sitorus as chairman of SBSI period 2017-2019 with total number of registered members as many as 204 people. The SBSI Workers Union Tungkal Ulu has been registered at the office of the Manpower Office of Kab. Tanjung Jabung Baart based on Recording Proof of Record from Disnakertrans Kab. Tanjung Jabung Barat no. 560/846 / 4.1 / DSTKT / VII / 2015 chaired by Mr. S. Sitorus. Record of meeting of SBSI (union Labor), such as: – Dated 18/4/2017, discussed related Subsidi PLN, HK Efektif (for employees who have work accidents) for the calculation of bonuses and work equipment. The meeting was attended by 32 employees. – About the bonus calculation, it was socialized on 8/12/2017 attended by all the staff and staff and employees of PT IIS Tungkal ULU gardens and factories. Dated 16 February 2018, discussion regarding Subsidi pembayaran listrik/PLN yang diberikan perusahaan kepada karyawan sebesar Rp 40.000 per bulan yang belum mencukupi, pasokan air untuk MCK pada musim kemarau di perumahan BC III kurang, perhitungan jam kerja karyawan lapangan agar dapat disamakan dengan penghitungan jam lembur anggota kemanan dan agar karyawan mantan karyawan PKWT dapat diangkt menjadi karyawan tetap (SKU), meeting attended by 21 participants.	Comply

Criterion / Indicator		Assessment Findings	Compliance
		<ul style="list-style-type: none"> Meeting dated 17 January 2018, discussion related: Three monthly coordination meeting between management, bipartite and SBSI, meeting was attended by 19 participants including from management. <p>SBSI Tungkal Ulu has set work program on 2018, such as:</p> <ul style="list-style-type: none"> One month meeting which is an internal board meeting. Holding a Bipartite meeting between unions (SBSI) and company leaders 2 times a year. Hold monthly SBSI member meetings Conducting counseling and dissemination to all members of SBSI regarding District Minimum Wage in 2018 <p>SPSI has also established a work program that is recorded in the Work Program PUK SPSI PT Inti Indosawit Subur Group Kebun Tungkal Ulu Year 2018</p>	
<p>Criterion 6.7: Children are not employed or exploited.</p>			
6.7.1	<p>There shall be documented evidence that minimum age requirements are met.</p> <p>- Major compliance –</p>	<p>Mill, Estate and Smallholders: PT Inti Indosawit Subur – Tungkal Ulu has established Company Policy under “Kebijakan Perusahaan”, was signed by Managing Director on 1st December 2014, in point 14 mentioned: It is not allowed all children to work in every activities in company”. Based on document review of workers list “Daftar Karyawan – March 2018”, there was no underage workers. PT Inti Indosawit Subur – Tungkal Ulu complies with regulation of minimum age has been determined 18 years. The youngest employee is 19 years old namely Mr Deni Herianto birth of date 4th July 1999.</p> <p>Data verified:</p> <ul style="list-style-type: none"> Graphic of presentation of workers age dissemination year 2018 consisting of: 18-25 years old are 167 workers (16%), 26-35 years old are 390 workers (37%), 36-45 years old are 368 workers (35%), >45 years old (12%). Total employee in Tugkal Estate 1,059 workers <p>Scheme smallholders (KUD Sawit Kita, KUD Karya Kita, KUD Panca Mukti and KUD Sari Bumi)</p>	Comply

Criterion / Indicator	Assessment Findings	Compliance
	<p>Based on interview with in smallholders (Hamparan 80, namely Mr ED), in KUD Budi Sari (Hamparan 24, namely Mr LH, Mr HMD, SYR), there were found that a minimum age are met (the youngest of harvester born year 1996 – based on ID verification). Document seen: Data Pekerja Panen dan Pupuk KUD Sari Bumi, in Hamparan 17, 29, 33, 35, 24, 25, 18, 20.</p>	
<p>Criterion 6.8: Any form of discrimination based on race, caste, national origin, religion, disability, gender, sexual orientation, union membership, political affiliation, or age, is prohibited.</p>		
<p>6.8.1</p>	<p>A company’s policy on equal opportunity and treatment for work shall be available and documented. - Major compliance –</p> <p>Mill, Estate and Smallholders: PT Inti Indosawit Subur – Tungkal Ulu has established Company Policy under “Kebijakan Perusahaan”, was signed by Managing Director on 1st December 2014. In point 13 mentioned: “Company treats employees fairly, whether in terms of acceptance, judgment, conditions and work environment, and representation irrespective of race, tribe, caste, national origin, religion/faith, disability, gender, sexual orientation, union membership, political affiliation and/or age”.</p> <p>This policy has been informed to all employees and being placed into noticed board in in office.</p> <p>PT Inti Indosawit Subur also has shown the on SOP CR. 01.01 about “Penerimaan Karyawan Baru” (Reqruitment and Selection of Employee), the company will accept new employee based on their capabilities and qualifications.</p> <p>Scheme smallholders (KUD Sawit Kita, KUD Karya Kita, KUD Panca Mukti and KUD Sari Bumi) The cooperative has established the policy related to equal opportunity and treatment for work under “Kebijakan Koperasi” was signed by Head of Cooperative, e.g in KUD Karya Kita which mentions KUD "Respect for human rights by treating all employees fairly, regardless of race, caste, national origin, religion/belief, disability, gender, sexual orientation, political affiliation or age. Sampled individual members explained the implementation through hiring casual workers from different province in Indonesia.</p>	<p>Comply</p>

Criterion / Indicator	Assessment Findings	Compliance
<p>6.8.2 Evidence shall be provided that employees and groups including local communities, women, and migrant workers have not been discriminated. - Major compliance -</p>	<p>Mill, Estate and Smallholders: PT Inti Indosawit Subur – Tungal Ulu has a policy in relation to this indicator requirement, stated in “Kebijakan Perusahaan”, dated 1st December 2014.</p> <p>Based on interview with employee in POM and Estate, there is no issue has found with regards to discrimination against local communities, women, and migrant workers.</p> <p>Data seen:</p> <ul style="list-style-type: none"> - List of Employee year 2018 “Daftar Karyawan” there were not found any evidence of discrimination and migrant workers - Employee graphic of presentation has shown, total employee is 1,059 workers consist of 627 male workers (59%) and 432 female workers (37%) <p>Scheme smallholders (KUD Sawit Kita, KUD Karya Kita, KUD Panca Mukti and KUD Sari Bumi) Cooperative has clearly stated the policy to provide equal opportunity policy to all worker as written in “Kebijakan Koperasi”. During field audit, it was not found discrimination against gender, tribe, religion and race. All worker has the right and obligation in accordance to the type of work.</p>	<p>Comply</p>
<p>6.8.3 Records of evidence that equal opportunity and treatment for work shall be available. - Minor compliance -</p>	<p>Mill, Estate and Smallholders: PT Inti Indosawit Subur – Tungal Ulu have procedure for hiring workers regulated that hiring and promotion of workers based on skill, work experiences, and job evaluation. This fair treatment also mentioned in Company Regulation and company policy.</p> <p>Based on interview with workers, both of male and female were confirmed that there was no discrimination on working opportunities, all workers were treated equally and has same opportunity. Records of employee’s recruitment and its contract agreement were available.</p> <p>Data verified:</p> <ul style="list-style-type: none"> - Employee graphic of presentation of ethnic dissemination year 2018, consisting of: Javanese (41%), Malayan (39%), Minangkabau (2%), Batak (10%), Tapanuli (3%), Lombok (1%), Sundanese (2%), Flores (1%) and Nias (1%). - Employee’s evaluation was conducted each year to decided promotion of employees. PT Inti 	<p>Comply</p>

Criterion / Indicator		Assessment Findings	Compliance
		<p>Indosawit Subur – Tungkal Ulu has performed evaluation of workers annually as documented in "Rekapitulasi Appraisal PB 2017, with scoring for work quality, work quantity, behavior/attitude, team work, discipline, responsibility</p> <p>Scheme smallholders (KUD Sawit Kita, KUD Karya Kita, KUD Panca Mukti and KUD Sari Bumi) Recruitment process was based on procedure, whereby mentioned recruitment and promotion of workers based on worker competency.</p>	
<p>Criterion 6.9: There is no harassment or abuse in the work place, and reproductive rights are protected.</p>			
6.9.1	<p>A policy to prevent sexual and all other forms of harassment and violence, shall be documented, implemented and communicated to all levels of the workforce. - Major compliance –</p>	<p>Mill and Estate: A policy to protect the reproductive rights as it is found in company policy that's signed by Managing Director, dated 01st December 2014 and on one part of the policies stated that: "Mencegah pelecehan seksual dan berbagai bentuk kekerasan terhadap perempuan serta melindungi hak-hak reproduksinya (To prevent any sexual or physical abuses happen to women as well as to protect their reproductive rights)". There is a gender committee actively meets and discussing general agenda and other issue related to handling sexual harassment, dissemination of sexual harassment prevention. Gender committee has dissemination on 13 February 2018 attended by 21 participants.</p> <p>Implemented policy on prevention of sexual harassment and violence against women, the policy is prominently displayed on notice boards at the Mills and the Estates muster areas. Interviews of female staff, workers and union representatives confirmed that the company implemented the sexual harassment policy.</p> <p>Smallholders: Most of the farmers are managed their land independently. Therefore, the policy does not directly applicable to them.</p> <p>Organization has a policy to prevent sexual harassment and violence against women in "Kebijakan ICS Group Manager" dated 1 March 2015" which stated "Mencegah pelecehan seksual dan berbagai bentuk</p>	Comply

Criterion / Indicator	Assessment Findings	Compliance
<p>6.9.2 A policy to protect the reproductive rights, shall be documented, implemented and communicated to all levels of the workforce. - Major compliance –</p>	<p>kekerasan terhadap perempuan serta melindungi hak hak reproduksinya” (prevent sexual harassment and violence as well as protect reproductive rights for women).</p> <p>Mill and Estate: A policy to protect the reproductive rights as it is found in company policy that’s signed by Managing Director, dated 01st December 2014 and on one part of the policies stated that: “Mencegah pelecehan seksual dan berbagai bentuk kekerasan terhadap perempuan serta melindungi hak-hak reproduksinya (To prevent any sexual or physical abuses happen to women as well as to protect their reproductive rights)”. There is a gender committee actively meets and discussing general agenda and other issue related to handling sexual harassment, dissemination of sexual harassment prevention. Gender committee has dissemination on 13 February 2018 attended by 21 participants.</p> <p>There is a gender committee actively meets and discussing general agenda and other issue related to handling sexual harassment, dissemination of sexual harassment prevention. Gender committee has dissemination on 15 February 2018 attended by 21 participants.</p> <p>Based on interview with Gender Committee and some female employees, company has implemented the protection of women reproductive rights, in form of maternal leave, period leave, menstruation leave, regular pregnancy check for female sprayers and strictly prohibit pregnant and/or breastfeeding female worker applying pesticides/chemical. Perusahaan juga secara rutin melakukan pemeriksaan kehamilan setiap 3 bulan, terakhir dilakukan pada tanggal 14 May 2018 kepada karyawan penyemprot dan penabur pupuk perempuan sebanyak 67 orang, e.g: Suyatni (-), Hasanah (-), Wastiah (-), Nurela Wati (-), etc.</p> <p>Smallholders: Most of the farmers are managed their land independently. Therefore, the policy does not directly applicable to them. Organization has policy to prevent sexual harassment and violence against women in “Kebijakan ICS Group Manager” dated 01 March 2015” which stated “Mencegah pelecehan seksual dan berbagai bentuk kekerasan terhadap perempuan serta melindungi hak hak reproduksinya” (prevent sexual harassment and violence as well as protect reproductive rights for women).</p>	<p>Comply</p>

Criterion / Indicator		Assessment Findings	Compliance
		<p>Perusahaan telah memiliki kebijakan terkait dengan pelecehan sexual tertanggal 2 December 2016 and has ben sosialisation to all worker and operation on 20 September 2017.</p> <p>Tungkal Ulu Plasma has been performed pregnancy test to spraying workers as many 8 workers on 14/05/2018 by company’s clinic (dr. Khairul Akmal), e.g: Mrs. Ngatini (-), Rina Asmara (-), Sumiarmi (-), Susana, Alhikmah, Anik, Opi Dahlisa and Evi Novitasari.</p>	
6.9.3	<p>A specific grievance mechanism which respects anonymity of complainants where requested, and as long as they are supported with adequate information, shall be documented, implemented, and communicated to all workforce.</p> <p>- Minor compliance –</p>	<p>Mill and Estate: The company has the Standard Operating Procedure, No. SOP: XX-HR-308.5-R0; Revision: 0, dated 11/12/2009: Employees complaints: submission and settlement Mechanism for complaints management where it needs to protect its confidentiality. For complaint submitter, it was found in company policy’s draft as in one of points of this policies stated that: “To provide appropriate information for those who inquiry it and to proted its confidentiality for whistleblower cases in accordance to law regarding environmental and social issue, food safety, health and safety work, so that it enables them to more participate to the decision making processes for improving company’s performance”.</p> <p>Based on interview with gender committee shown that they have good understanding on complaint submission mechanism and have annual program including dissemination on female worker’s rights.</p> <p>Smallholders: The scheme smallholders have mechanism of consultation and communication in “Mekanisme Komunikasi, konsultasi dan keluhan”, dated 3rd January 2011. Base on log book of record there is no complaint was received during this audit.</p>	Comply
Criterion 6.10:			
Growers and mills deal fairly and transparently with smallholders and other local businesses.			
6.10.1	Current and past prices paid for Fresh Fruit Bunches (FFB), shall be publicly available.	<p>Mill: In accordance with Agreement Letter between PT. IIS and scheme smallholder, determination of FFB price from scheme smallholder refers to price determination by local authority of Jambi Province</p>	Comply

Criterion / Indicator	Assessment Findings	Compliance
<p>- Minor compliance -</p>	<p>through pricing committee (working group) "Rapat Kelompok Kerja Penetapan Harga TBS Provinsi Jambi". The price is updated and announced regularly every week by using the following formula: $K \{(CPOprice \times R-CPO) + (Kernelprice \times R-kernel)\}$. Price period 2 – 8 March 2017: Average price CPO Rp. 8,116.11; Average price palm kernel Rp. 6,514.55; Index "K" 91.29 %. The FFB price for oil palm aged 21-24 years, at Rp 1,876.85; Oil palm age >25 years Rp. 1,791.49; Price period 12-18 May 2017: Average price CPO Rp 7,515.12; Average price palm kernel Rp. 4,547.89; Index "K" 89.09 %. The FFB price for oil palm aged 21-24 years, at Rp 1,626.39; Oil palm age >25 years Rp 1,549.79; Current and past prices paid for FFB has been made publicly, through display of the FFB price in Mill's notice board and smallholders able to access the FFB price by phone. Based on interview with FFB supplier, company provided FFB price changes regularly. The current FFB price placed on mill's notice board, so easy to update. No significant objection/complaint regarding price determination.</p> <p>Smallholder: The group manager regularly informed the current price of FFB determined by "Dinas Perkebunan Provinsi Jambi". FFB price information was displayed in front of the office as well. The group manager do not sells the FFB on behalf of group members. The FFB sales were through cooperative/KUD, under monitoring of Group Manager. Determination of FFB price from scheme smallholder refers to price determination by local authority of Jambi Province through pricing committee (working group) "Rapat Kelompok Kerja Penetapan Harga TBS Provinsi Jambi". The price is updated and announced regularly every week. Individual members understand the mechanism. Record of prices on July 2018 is based on "Hasil Rapat Penetapan Harga TBS Kelapa Sawit Untuk Periode 06 July 2018" regarding Permentan No. 14/Permentan/OT.140/2/2013, concerning "Penetapan Harga Pembelian TBS Kelapa Sawit Produksi Pekebunan, that is:</p> <ul style="list-style-type: none"> - Plant ages: 10-20 year as Rp 1,585 per Kg - Plant ages: 21-24 year as Rp 1,537 per Kg - Plant ages: ≥ 25 year as Rp 1,465 per Kg 	
<p>6.10.2 Pricing mechanisms for Fresh Fruit Bunches (FFB) and inputs/services shall be explained and documented (where these are under the control of the mill or</p>	<p>Mill, Estate and Smallholders: The general pricing mechanism is based on Peraturan Gubernur Jambi no. 36 Tahun 2011, Peraturan menteri Pertanian no. 14/Permentan/OT.140/2/2013 and determined by "Pemerintah Provinsi Jambi Dinas Perkebunan" based on "hasil rapat tim penetapan harga TBS Kelapa Sawit yang terdiri dari perwakilan perusahaan, petani dan pemerintah. Pricing was determined according to average price of</p>	<p>Comply</p>

Criterion / Indicator	Assessment Findings	Compliance
plantation). - Major compliance -	CPO, average price of Kernel, and indeks K and planted age. The last pricing of FFB was based on "Hasil Rapat Penetapan Harga TBS Kelapa Sawit periode 29 Juni – 5 Juli 2018 that state on 28 June 2018 as Rp 1.460,66 (umur 25 tahun)	
6.10.3 Evidence shall be available that all parties understand the contractual agreements they enter into, and that contracts are fair, legal and transparent. - Minor compliance -	Mill, Estate and Smallholders: Tungkal Ulu Plasma has contract agreement to each KUD, dalam perjanjian tersebut dinyatakan, bahwa "Dengan ini menyatakan sesungguhnya bahwa kedua belah pihak telah mufakat untuk mengikat dibilang jual beli Tandan Buah Segar (TBS), pembinaan teknis, pemeliharaan tanaman datara Petani peserta dengan perusahaan inti PT Inti Indosawit Subur PIR Trans Jambi." such as: <ul style="list-style-type: none"> - Letter of Cooperation Agreement of PT Inti Indosawit Subur-Tungkal Ulu with KUD Bina Usaha PIR Trans Jambi, recorded on Perjanjian Produksi, Jual Beli Tandan Buah Segar (TBS), Pemeliharaan antara Petani Peserta dan PT IIS, no. 03/SP/TU/8-1996 dated 20 August 1996. - Letter of Cooperation Agreement of PT Inti Indosawit Subur-Tungkal Ulu with KUD Karya Kita PIR Trans Jambi, recorded on Perjanjian Produksi, Jual Beli Tandan Buah Segar (TBS), Pemeliharaan antara Petani Peserta dan PT IIS, no. 01/SP/TU/8-1996 dated 20 August 1996. - Letter of Cooperation Agreement of PT Inti Indosawit Subur-Tungkal Ulu with KUD Karya Jaya PIR Trans Jambi, recorded on Perjanjian Produksi, Jual Beli Tandan Buah Segar (TBS), Pemeliharaan antara Petani Peserta dan PT IIS, no. 36/SP/TU/IX-1995 dated 20 August 1995. - Letter of Cooperation Agreement of PT Inti Indosawit Subur-Tungkal Ulu with KUD Panca Mukti PIR Trans Jambi recorded on Perjanjian Produksi, Jual Beli Tandan Buah Segar (TBS), Pemeliharaan antara Petani Peserta dan PT IIS, no. 04/SP/TU/8-1996 dated 26 August 1996. - Letter of Cooperation Agreement of PT Inti Indosawit Subur-Tungkal Ulu Ulu with KUD Sari Bumi PIR Trans Jambi, recorded on Perjanjian Produksi, Jual Beli Tandan Buah Segar (TBS), Pemeliharaan antara Petani Peserta dan PT IIS, no. 46/SP/TU/IX-1995 dated 20 August 1996. (Bekerja sama dengan Koperasi Manunggal Jaya) - Letter of Cooperation Agreement of PT Inti Indosawit Subur-Tungkal Ulu with KUD Sawit Mulia PIR Trans Jambi, recorded on Perjanjian Produksi, Jual Beli Tandan Buah Segar (TBS), Pemeliharaan antara Petani Peserta dan PT IIS, no. 02/SP/TU/8-1996 dated 20 August 1996. - Letter of Cooperation Agreement of PT Inti Indosawit Subur-Tungkal Ulu with KUD Argo Makmur PIR Trans Jambi, recorded on Perjanjian Produksi, Jual Beli Tandan Buah Segar (TBS), Pemeliharaan antara Petani Peserta dan PT IIS, no. 05/SP/TU/8-1996 dated 26 August 1996. 	Comply

Criterion / Indicator		Assessment Findings	Compliance
		<ul style="list-style-type: none"> - Letter of Cooperation Agreement of PT Inti Indosawit Subur-Tungkal Ulu with KUD Harapan Jaya PIR Trans Jambi, recorded on Perjanjian Produksi, Jual Beli Tandan Buah Segar (TBS), Pemeliharaan antara Petani Peserta dan PT IIS, no. 06/SP/TU/8-1996 dated 26 August 1996. - Letter of Cooperation Agreement of PT Inti Indosawit Subur-Tungkal Ulu with KUD Sawit Kita PIR Trans Jambi, recorded on Perjanjian Produksi, Jual Beli Tandan Buah Segar (TBS), Pemeliharaan antara Petani Peserta dan PT IIS, no. 01/SP/IX/TU/1994 dated 20 August 1996. 	
6.10.4	<p>Agreed payments shall be made in a timely manner.</p> <p>- Minor compliance -</p>	<p>Mill and Estate:</p> <p>A review to several payment records January - May 2018 demonstrated that the payment has been made via bank transfer. It was appropriate with the related MOU/Agreement. The payment was also been made periodically according to the contract agreement.</p> <p>Smallholders:</p> <p>The smallholders sold the FFB directly to the mill.</p> <p>Based on the Cooperation Agreement between PT Inti Indosawit and plasma Tungkal Ulu, article 1.6 (payment procedure), that:</p> <ul style="list-style-type: none"> - The first party undertakes payment of a second-party plantation production after taking into account: <ul style="list-style-type: none"> • Second-party credit instalment • Other costs incurred by the second parties which have been mutually agreed upon. - The payment by the first party to the second party on the net value of the purchase of the product will be carried out according to the payment schedule of the core company of PT Inti Indosawit Subur. 	Comply
<p>Criterion 6.11: Growers and millers contribute to local sustainable development where appropriate.</p>			
6.11.1	<p>Records of contributions to local development based on the results of consultation with local communities shall be available.</p> <p>- Minor compliance -</p>	<p>Mill and Estate:</p> <p>Local contribution by company is detailed in CSR program base on "Lembar Persetujuan Proyek CSR Asian Agri"; consist of Business Partnership, Economy Development, Education, Health & Donation. The company has established a Community Development program – CSR period 2018 comprised of Relationship Building/ Communication program, Capacity Building for community program, Livelihood programme, Health programme, and Public Facility/Infrastructure programme, Contribution to Religious</p>	Comply

Criterion / Indicator	Assessment Findings	Compliance
	<p>event & Culture, Contribution to National Day, Donation and Awareness programme.</p> <p>Program plans recorded in CSR program 2018 documents, such as:</p> <ul style="list-style-type: none"> - Donation for National and religious commemoration events to several villages surrounding the plantation, e.g: Bulain Jaya, Bukit Sari, Terusan, Kuranji villages, etc. - Donation for MTQ events in Batang Hari Regency - Provide assistance for Open Football Open Tournament activities between villages - Assistance to build a cattle pen to the Makarti Utama Farmer Group in Bulian Jaya Village - Holding a sustainable palm school (SSL) program at SDN 12 Terusan, SMPN 28 Terusan and SMAN 11 Terusan. - Funding for National Student Week activity in Maro Sebo Ilir Sub-district / PEKSIMAS <p>The realization of the CSR program for the period of 2017-2018 that has been implemented, the realization of CSR program in 2017 until December 2017 reached 100%. While the CSR program in 2018 until June 2018 remain in progress to complete is about 20%, i.e:</p> <ul style="list-style-type: none"> - Funds Eid Package for the Duafa in 12 Village Rp 32,000,000, realized on June 2017 - Procurement of medical equipment to Puskesmas Maro Sebo Ilir, on April 2017 - Assistance for Construction of drill wells in Sialang Pungguk on March 2017 - Lebaran package aid for Duafa 12 villagers worth Rp 23.000.000, - realized on June 2018 - Etc. <p>Smallholders: Not applicable. The Plasma Tungkal Ulu group consists of all members from the local community; this criterion may not be applicable.</p>	
<p>6.11.2 Where there are scheme smallholders, there shall be evidence that efforts and/or resources have been allocated to improve scheme smallholder productivity.</p>	<p>Mill and Estate: PT Inti Indosawit Subur Tungkal Ulu has effort and resources allocated to improve scheme smallholder. Smallholders managing are conducted by Special Department headed by Plasma Manager namely Sahala Mahulae and or Askep Mr. Ayat Khumaini and Field assistant (there are 4 Field Assistant (Mr. Syamsul Ajis, Mr. Daud Artha Rambe, MR. Edward J Sitohang, Mr. Riyan Agus Pambuko and Mr. Manukar Purba) and 1 KTU.</p>	<p>Comply</p>

Criterion / Indicator	Assessment Findings	Compliance
<p>- Minor compliance -</p>	<p>Scheme Manager/manager Plasma has assist the scheme smallholders to improve their productivity and welfare, such as:</p> <ul style="list-style-type: none"> - On April 15th, 2017: Study visit to Topaz (Bukit Sari and Tidar Kuranji Farmer Group). - On June 2017: Technical counseling of oil palm cultivation. - On May 2017: Organizational and administrative training in Kemitraan Swadaya Partnership. <p>PT Inti Indosawit Subur Tungkal Ulu also has give the regular training and coaching to smallholder (KUD, KT and smallholder member) in order to achieve the best management practises and compliance against certification requirement and regulation compliance.</p> <p>Smallholders: The Plasma Tungkal Ulu Technical Officers, ICS Regional Field Programme Coordinator, ICS Field Assistant and Technical Support, and also the job description for each person were established. (PC, Field Asst). The Estate manager of Plasma Tungkal Ulu responsible to ensures that the group meet the requirements of RSPO standard for Group Certification. Conducted supervision to all ICS activity, such as allocate resources and cooperate with all parties. Group manager has defined the mechanism for member admission, criteria and requirement for who want to be member and joins the Plasma Tungkal Ulu based on "Standard Sertifikasi group PT IIS, Kebun Plasma Tungkal Ulu, Penerimaan Anggota No. 003/DOK/SOP/AA/2016 and Kandidat Anggota Sertifikasi No. 004/DOK/SOP/AA/2016 issued dated 2 December 2016. For example: Land title (SHM) shall have data for related plantation, pest control must implemented as integrated pest management, no disputes on land, comply with relevant regulation, etc. Before joined as the group member, group manager and ICS conducted risk assessment as presented on "Formulir Pemeriksaan Internal Petani plasma". After the members met Plasma Tungkal Ulu requirement only accepted as the group member.</p>	
<p>Criterion 6.12: No forms of forced or trafficked labour are used.</p>		
<p>6.12.1</p>	<p>There shall be evidence that no forms of forced or trafficked labor</p> <p>Mill, Estate and Smallholders: Policy related forced or trafficked labour has been established in the company policy dated 1st</p>	<p>Comply</p>

Criterion / Indicator	Assessment Findings	Compliance
<p>are used. - Major compliance -</p>	<p>December 2014. There are no foreign workers in PT Inti Indo Sawit Subur – Tungkal Ulu</p> <p>Based on interview with worker union committee and gender committee, there was no indication of forced labor and/or human trafficking. All employees have the work agreement, regulating the rights and obligation of company and employee. The work agreement including working hour and salary payment.</p> <p>Recruitment process was documented in Procedure: AA-HR-305.2-R0 dated 1st February 2009 – Recruitment and Selection stated that Staff recruitment conduct by Head Office in Jakarta. For workers in site, recruitment processes conduct by Site Management with approval from company management.</p> <p>Scheme smallholders (KUD Sawit Kita, KUD Karya Kita, KUD Panca Mukti and KUD Sari Bumi)</p> <p>Based on interview with sampled individual members, they understand that no forced labor or trafficked labor allowed. Most of the farmers are managed their land independently. All of the workers are considered as casual workers. The workers are hired based on verbal agreement related to rate per piece of work, payment system, working tool provision, etc. No work performed based on debt bond.</p>	
<p>6.12.2 It shall be demonstrated that no contract substitution has occurred. - Minor compliance -</p>	<p>Mill, Estate and Smallholders:</p> <p>Based on the result of interview with Labor Union management and document verification of “Surat Perjanjian Kerja” shown there was no indication of contract substitution occurred. All employees have work agreement, explaining the rights and obligation including scope of work.</p> <p>Sample verified:</p> <ul style="list-style-type: none"> - Surat Perjanjian Kontrak Kerja nomor 122/IIS/SPK-WT/VII/2018, namely Mr Riko Wili Nopiawan, dated 2nd July 2018, valid until 30th June 2019 - Surat Perjanjian Kontrak Kerja nomor 02/IIS/SPK-WT/I/2018, namely Mr Erik Josua Siregar, dated 2nd January 2018, valid until 1st December 2018 - Surat Perjanjian Kontrak Kerja nomor 65/IIS/SPK-WT/IV/2018, namely Mr Jamildan, dated 2nd April 2018, valid until 3th March 2019 	<p>Comply</p>

Criterion / Indicator	Assessment Findings	Compliance
<p>6.12.3 Where migrant/foreign/honorary workers are employed, a special worker policy and procedures and the evidence of implementation shall be available.</p> <p>- Major compliance -</p>	<p>Mill and Estate: The agreement for temporary workers is available and signed by workers. There was no migrant worker hired.</p> <p>Sample verified:</p> <ul style="list-style-type: none"> - Surat Perjanjian Kontrak Kerja nomor 122/IIS/SPK-WT/VII/2018, namely Mr Riko Wili Nopiawan, dated 2nd July 2018, valid until 30th June 2019 - Surat Perjanjian Kontrak Kerja nomor 02/IIS/SPK-WT/I/2018, namely Mr Erik Josua Siregar, dated 2nd January 2018, valid until 1st December 2018 - Surat Perjanjian Kontrak Kerja nomor 65/IIS/SPK-WT/IV/2018, namely Mr Jamildan, dated 2nd April 2018, valid until 3th March 2019 <p>Smallholders: Most of the farmers are managed their land independently. All of the workers are considered as casual workers. Based on interview with sampled individual members, they understand the policy for temporary worker. The workers are hired based on verbal agreement related to rate per piece of work, payment system, working tool provision, etc. No work performed based on debt bond.</p>	<p>Comply</p>
<p>Criterion 6.13: Growers and millers respect human rights.</p>		
<p>6.13.1 A policy to respect human rights shall be documented and communicated to all levels of the workforce and operations.</p> <p>- Major compliance -</p>	<p>Mill and Estate: PT Inti Indosawit Subur – Tungkal Ulu has established the Policy under “Kebijakan Perusahaan” was signed by Managing Director on 1st December 2014, in point 13 mentioned: “The company committed on respect for human rights by treating all employees fairly, in terms of acceptance, assessment of conditions and work environment, and representation regardless of race, caste, national origin, religion / faith, disability, gender, sexual orientation, union membership, political affiliation and or age.</p> <p>The policy has been communicated to all workers by made available for everybody through poster and pamphlet, put on information board at the office. There is no indication of violence on human right arise from interview with stakeholder local government and workers.</p>	<p>Comply</p>

Criterion / Indicator		Assessment Findings	Compliance
		<p>Smallholders: (KUD Sawit Kita, KUD Karya Kita, KUD Panca Mukti and KUD Sari Bumi)</p> <p>The cooperative has established the policy related to equal opportunity and treatment for work under "Kebijakan Koperasi" dated 2nd December 2016, was signed by Head of Cooperative. In point 9 mentioned "respect for human rights by treating all employees of KUD and farmers equally in terms of acceptance, assessment, conditions and work environment and representation regardless of race, caste, country of origin, religion / belief, record, gender, sexual orientation, union membership workers, political affiliations and/or age"</p> <p>The policy has been communicated to smallholder member and was displayed in publication board in KUD Offices.</p>	
Principle 7: Responsible development of new plantings			
Criterion 7.1: A comprehensive and participatory independent social and environmental impact assessment is undertaken prior to establishing new plantings or operations, or expanding existing ones, and the results incorporated into planning, management and operations.			
7.1.1	An independent social and environmental impact assessment (SEIA), undertaken through a participatory methodology including the relevant affected stakeholders, shall be documented. - Major compliance -	<p>Not Applicable</p> <p>There is no new planting within certified area of PT Inti Indosawit Subur – Tungkal Ulu Estate and Mill after November 2005. Currently, replanting activities still in progress. Year of Planting for Tungkal Ulu Estate: 1990, 1991, 1993 and 2003.</p> <p>Whereas, Year of Planting for Smallholders is 1990, 1991, 1992, 1993 and 1994.</p>	N/A
7.1.2	Appropriate management planning and operational procedures shall be developed and implemented to avoid or mitigate identified potential negative impacts.	<p>Not Applicable</p> <p>There is no new planting within certified area of PT Inti Indosawit Subur – Tungkal Ulu Estate and Mill after November 2005. Currently, replanting activities still in progress. Year of Planting for Tungkal Ulu Estate: 1990, 1991, 1993 and 2003.</p> <p>Whereas, Year of Planting for Smallholders is 1990, 1991, 1992, 1993 and 1994.</p>	N/A

Criterion / Indicator		Assessment Findings	Compliance
	- Minor compliance -		
7.1.3	Where the development includes an outgrower scheme, the impacts of the scheme and the implications of the way it is managed shall be given particular attention. - Minor compliance -	Not Applicable There is no new planting within certified area of PT Inti Indosawit Subur – Tungkal Ulu Estate and Mill after November 2005. Currently, replanting activities still in progress. Year of Planting for Tungkal Ulu Estate: 1990, 1991, 1993 and 2003. Whereas, Year of Planting for Smallholders is 1990, 1991, 1992, 1993 and 1994.	N/A
Criterion 7.2: Soil surveys and topographic information are used for site planning in the establishment of new plantings, and the results are incorporated into plans and operations.			
7.2.1	Soil suitability maps or soil surveys adequate to establish the long-term suitability of land for oil palm cultivation shall be available and taken into account in plans and operations. - Major compliance -	Not Applicable There is no new planting within certified area of PT Inti Indosawit Subur – Tungkal Ulu Estate and Mill after November 2005. Currently, replanting activities still in progress. Year of Planting for Tungkal Ulu Estate: 1990, 1991, 1993 and 2003. Whereas, Year of Planting for Smallholders is 1990, 1991, 1992, 1993 and 1994.	N/A
7.2.2	Topographic information adequate to guide the planning of drainage and irrigation systems, roads and other infrastructure shall be available and taken into account in plans and operations. - Minor compliance -	Not Applicable There is no new planting within certified area of PT Inti Indosawit Subur – Tungkal Ulu Estate and Mill after November 2005. Currently, replanting activities still in progress. Year of Planting for Tungkal Ulu Estate: 1990, 1991, 1993 and 2003. Whereas, Year of Planting for Smallholders is 1990, 1991, 1992, 1993 and 1994.	N/A
Criterion 7.3: New plantings since November 2005 have not replaced primary forest or any area required to maintain or enhance one or more High Conservation Values.			
7.3.1	There shall be evidence that no new plantings have replaced primary forest, or any area required to maintain or enhance	Not Applicable There is no new planting within certified area of PT Inti Indosawit Subur – Tungkal Ulu Estate and Mill after November 2005. Currently, replanting activities still in progress. Year of Planting for Tungkal Ulu Estate: 1990, 1991, 1993 and 2003.	N/A

Criterion / Indicator	Assessment Findings	Compliance
<p>one or more High Conservation Values (HCVs), since November 2005. New plantings shall be planned and managed to best ensure the HCVs identified are maintained and/or enhanced (see Criterion 5.2). - Major compliance –</p>	<p>Whereas, Year of Planting for Smallholders is 1990, 1991, 1992, 1993 and 1994.</p>	
<p>7.3.2 Reports of comprehensive HCV assessment, which involves stakeholder consultation and includes record of land-use change since November 2005, shall be available. This HCV assessment shall be conducted prior to any conversion or new planting. - Major compliance –</p>	<p>Not Applicable There is no new planting within certified area of PT Inti Indosawit Subur – Tungkal Ulu Estate and Mill after November 2005. Currently, replanting activities still in progress. Year of Planting for Tungkal Ulu Estate: 1990, 1991, 1993 and 2003. Whereas, Year of Planting for Smallholders is 1990, 1991, 1992, 1993 and 1994.</p>	<p>N/A</p>
<p>7.3.3 Records of land preparation and clearing dates shall be available. - Minor compliance –</p>	<p>Not Applicable There is no new planting within certified area of PT Inti Indosawit Subur – Tungkal Ulu Estate and Mill after November 2005. Currently, replanting activities still in progress. Year of Planting for Tungkal Ulu Estate: 1990, 1991, 1993 and 2003. Whereas, Year of Planting for Smallholders is 1990, 1991, 1992, 1993 and 1994.</p>	<p>N/A</p>
<p>7.3.4 An action plan shall be developed that describes operational actions consequent to the findings of the HCV assessment, and that references the grower’s relevant</p>	<p>Not Applicable There is no new planting within certified area of PT Inti Indosawit Subur – Tungkal Ulu Estate and Mill after November 2005. Currently, replanting activities still in progress. Year of Planting for Tungkal Ulu Estate: 1990, 1991, 1993 and 2003.</p>	<p>N/A</p>

Criterion / Indicator	Assessment Findings	Compliance
operational procedures. (see Criterion 5.2) - Major compliance -	Whereas, Year of Planting for Smallholders is 1990, 1991, 1992, 1993 and 1994.	
7.3.5 Areas required by affected communities to meet their basic needs, taking into account potential positive and negative changes in livelihood resulting from proposed operations, shall be identified in consultation with the communities and incorporated into HCV assessments and management plans (see Criterion 5.2). - Minor compliance -	Not Applicable There is no new planting within certified area of PT Inti Indosawit Subur – Tungkal Ulu Estate and Mill after November 2005. Currently, replanting activities still in progress. Year of Planting for Tungkal Ulu Estate: 1990, 1991, 1993 and 2003. Whereas, Year of Planting for Smallholders is 1990, 1991, 1992, 1993 and 1994.	N/A
Criterion 7.4: Extensive planting on steep terrain, and/or marginal and fragile soils, including peat, is avoided.		
7.4.1 Maps identifying marginal and fragile soils, including excessive gradients and peat soils, shall be available and used to identify areas to be avoided. - Minor compliance -	Not Applicable There is no new planting within certified area of PT Inti Indosawit Subur – Tungkal Ulu Estate and Mill after November 2005. Currently, replanting activities still in progress. Year of Planting for Tungkal Ulu Estate: 1990, 1991, 1993 and 2003. Whereas, Year of Planting for Smallholders is 1990, 1991, 1992, 1993 and 1994.	N/A
7.4.2 Where limited planting on fragile and marginal soils, including peat, is proposed, plans shall be developed and implemented to protect them without incurring adverse impacts.	Not Applicable There is no new planting within certified area of PT Inti Indosawit Subur – Tungkal Ulu Estate and Mill after November 2005. Currently, replanting activities still in progress. Year of Planting for Tungkal Ulu Estate: 1990, 1991, 1993 and 2003. Whereas, Year of Planting for Smallholders is 1990, 1991, 1992, 1993 and 1994.	N/A

Criterion / Indicator	Assessment Findings	Compliance
- Major compliance -		
Criterion 7.5: No new plantings are established on local peoples' land where it can be demonstrated that there are legal, customary or user rights, without their free, prior and informed consent. This is dealt with through a documented system that enables these and other stakeholders to express their views through their own representative institutions.		
7.5.1 Evidence shall be available that affected local peoples understand they have the right to say 'no' to operations planned on their lands before and during initial discussions, during the stage of information gathering and associated consultations, during negotiations, and up until an agreement with the grower/miller is signed and ratified by these local peoples. - Major compliance -	Not Applicable There is no new planting within certified area of PT Inti Indosawit Subur – Tungkal Ulu Estate and Mill after November 2005. Currently, replanting activities still in progress. Year of Planting for Tungkal Ulu Estate: 1990, 1991, 1993 and 2003. Whereas, Year of Planting for Smallholders is 1990, 1991, 1992, 1993 and 1994.	N/A
Criterion 7.6: Where it can be demonstrated that local peoples have legal, customary or user rights, they are compensated for any agreed land acquisitions and relinquishment of rights, subject to their free, prior and informed consent and negotiated agreements.		
7.6.1 Documented identification and assessment of demonstrable legal, customary and user rights shall be available. - Major compliance -	Not Applicable There is no new planting within certified area of PT Inti Indosawit Subur – Tungkal Ulu Estate and Mill after November 2005. Currently, replanting activities still in progress. Year of Planting for Tungkal Ulu Estate: 1990, 1991, 1993 and 2003. Whereas, Year of Planting for Smallholders is 1990, 1991, 1992, 1993 and 1994.	N/A
7.6.2 A system for identifying people entitled to compensation shall be	Not Applicable There is no new planting within certified area of PT Inti Indosawit Subur – Tungkal Ulu Estate and Mill	

Criterion / Indicator	Assessment Findings	Compliance
<p>in place. - Major compliance -</p>	<p>after November 2005. Currently, replanting activities still in progress. Year of Planting for Tungkal Ulu Estate: 1990, 1991, 1993 and 2003.</p> <p>Whereas, Year of Planting for Smallholders is 1990, 1991, 1992, 1993 and 1994.</p>	
<p>7.6.3 A system for calculating and distributing fair compensation (monetary or otherwise) shall be in place. - Major compliance -</p>	<p>Not Applicable There is no new planting within certified area of PT Inti Indosawit Subur – Tungkal Ulu Estate and Mill after November 2005. Currently, replanting activities still in progress. Year of Planting for Tungkal Ulu Estate: 1990, 1991, 1993 and 2003.</p> <p>Whereas, Year of Planting for Smallholders is 1990, 1991, 1992, 1993 and 1994.</p>	N/A
<p>7.6.4 Communities that have lost access and rights to land for plantation expansion shall be given opportunities to benefit from plantation development. - Minor compliance -</p>	<p>Not Applicable There is no new planting within certified area of PT Inti Indosawit Subur – Tungkal Ulu Estate and Mill after November 2005. Currently, replanting activities still in progress. Year of Planting for Tungkal Ulu Estate: 1990, 1991, 1993 and 2003.</p> <p>Whereas, Year of Planting for Smallholders is 1990, 1991, 1992, 1993 and 1994.</p>	N/A
<p>7.6.5 The process and outcome of any compensation claims shall be documented and made publicly available. - Minor compliance -</p>	<p>Not Applicable There is no new planting within certified area of PT Inti Indosawit Subur – Tungkal Ulu Estate and Mill after November 2005. Currently, replanting activities still in progress. Year of Planting for Tungkal Ulu Estate: 1990, 1991, 1993 and 2003.</p> <p>Whereas, Year of Planting for Smallholders is 1990, 1991, 1992, 1993 and 1994.</p>	N/A
<p>7.6.6 Evidence shall be available that the affected communities and rights holders have access to information and advice, that is</p>	<p>Not Applicable There is no new planting within certified area of PT Inti Indosawit Subur – Tungkal Ulu Estate and Mill after November 2005. Currently, replanting activities still in progress. Year of Planting for Tungkal Ulu Estate: 1990, 1991, 1993 and 2003.</p>	N/A

Criterion / Indicator		Assessment Findings	Compliance
	independent of the project proponent, concerning the legal, economic, environmental and social implications of the proposed operations on their lands. - Minor compliance -	Whereas, Year of Planting for Smallholders is 1990, 1991, 1992, 1993 and 1994.	
Criterion 7.7: No use of fire in the preparation of new plantings other than in specific situations, as identified in the ASEAN guidelines or other regional best practice.			
7.7.1	There shall be no land preparation by burning, other than in specific situations, as identified in the 'Guidelines for the Implementation of the ASEAN Policy on Zero Burning' 2003, or comparable guidelines in other regions. - Major compliance -	PT Inti Indosawit Subur – Tungkal Ulu Certification unit and supply base did not carry out any new plantings after November 2005. The old planting year ranged from 1991 to 1994 and 2003, and the company has starts replanting in 2016 – criterion 3.1.2. No open burning was noted during field visit and interviewed with local communities and workers. Smallholders: Based on the planting years review, and field verification – none of the smallholder plantation was planted after 2005.	N/A
7.7.2	In exceptional cases where fire has to be used for preparing land for planting, there shall be evidence of prior approval of the controlled burning as specified in 'Guidelines for the Implementation of the ASEAN Policy on Zero Burning' 2003, or comparable guidelines in other regions. - Minor compliance -	Based on field observation to replanting activity in Tungkal Ulu Estate, land clearing was conducted by chipping and stacking, no fire used during replanting. It was also evident that no fire has been used for eradication of pest during replanting in Tungkal Ulu Estate and Tungkal Ulu Smallholder.	N/A
Criterion 7.8: New plantation developments are designed to minimise net greenhouse gas emissions.			
7.8.1	The carbon stock of the proposed development area and major	Not Applicable There is no new planting within certified area of PT Inti Indosawit Subur – Tungkal Ulu Estate and Mill	N/A

Criterion / Indicator		Assessment Findings	Compliance
	potential sources of emissions that may result directly from the development shall be identified and estimated. - Major compliance -	after November 2005. Currently, replanting activities still in progress. Year of Planting for Tungkal Ulu Estate: 1990, 1991, 1993 and 2003. Whereas, Year of Planting for Smallholders is 1990, 1991, 1992, 1993 and 1994.	
7.8.2	There shall be a plan to minimise net GHG emissions which takes into account avoidance of land areas with high carbon stocks and/or sequestration options. - Minor compliance -	Not Applicable There is no new planting within certified area of PT Inti Indosawit Subur – Tungkal Ulu Estate and Mill after November 2005. Currently, replanting activities still in progress. Year of Planting for Tungkal Ulu Estate: 1990, 1991, 1993 and 2003. Whereas, Year of Planting for Smallholders is 1990, 1991, 1992, 1993 and 1994.	N/A
Principle 8: Commitment to continual improvement in key areas of activity			
Criterion 8.1: Growers and millers regularly monitor and review their activities, and develop and implement action plans that allow demonstrable continual improvement in key operations.			
8.1.1	The action plan for continual improvement shall be implemented, based on a consideration of the main social and environmental impacts and opportunities of the grower/mill, and shall include a range of Indicators covered by these Principles and Criteria. As a minimum, these shall include, but are not necessarily be limited to: • Reduction in use of	The improvement action plan are implemented and documented in "Continuous Improvement PT IIS-Tungkal Ulu", as follows: Mill: – Management of Lori (car) repair, goal: • Repair of car can be done in bright day or during rain; • Repair time can be reduce; • Make the work easier (body, chassis or wheel parts); • Decrease the risk due to not using heavy equipment during repair. – FFB Conveyor, problem: the chain of FFB Conveyor loading ramp 8 is not level with liner, and chain roller is worn-out, action: conducted scrapper setting. – Crude oil vibrating screen, problem: the screen are not being operated correctly resulting in ineffective screening of crude oil, action: conducted replacement of spring and metallic pipe, and performed setting of center tie down.	NC Comply

Criterion / Indicator	Assessment Findings	Compliance
<p>pesticides(Criterion 4.6);</p> <ul style="list-style-type: none"> • Environmental impacts (Criteria 4.3, 5.1 and 5.2); • Waste reduction (Criterion 5.3); • Pollution and greenhouse gas (GHG) emissions (Criteria 5.6 and 7.8); • Social impacts (Criterion 6.1); • Optimising the yield of the supply base. <p>- Major compliance -</p>	<ul style="list-style-type: none"> - Boiler Black Smoke Emission, problem: frequent emission of thick black smoke, uncontrolled emission of black smoke from the boiler contravenes the environment regulation, action: Mill Assistant made schedule of pipe and boiler cleaning during boiler stop. <p>Estate:</p> <ul style="list-style-type: none"> - Modifying the loose fruit picker tools to increase productivity of harvesting from 2,300 kg/HK to be 2,500 kg/HK. - Problem: Over racking has resulted in exposed feeding roots in the palm circles due to wrong tools being used; Action: make serrated rakes from plastic jericans for raking, in future it suffices to just remove the large pieces of detritus only. - Problem: Overflowing flatbeds were noted in LA fields due to low and thin bunds at the side of the flatbeds and rainy weather; Action: repair, strengthen and raise the flatbeds bund higher, monitor application to ensure that the flatbeds are not overfilled (up to 90% of the flatbed capacity only). As buffer beds are not filled with POME, apply FFB near the buffer bed areas to ensure adequate nutrients for the surrounding palms. <p>Smallholder:</p> <ul style="list-style-type: none"> - Planting <i>Turnera subulatta</i> and <i>Casia tora</i>, action plan: <ul style="list-style-type: none"> • Conducted dissemination to farmers regarding the importance of planting <i>Turnera subulata</i> and <i>Casia tora</i> as host of nettle caterpillar predator. • Smallholder management provided seed of <i>Turnera subulata</i> and <i>Casia tora</i>. • For farmer group which have planted <i>Turnera subulata</i> and <i>Casia tora</i>, encourage to upkeep and developed it. - Upgrading FFB quality: <ul style="list-style-type: none"> • Conducted dissemination to farmers regarding FFB criteria received by Palm Oil Mill is 1 : 1 (1 loose fruit in 1 kg FFB). • Made signboard of ripe FFB criteria received by POM. • Conducted sortation in TPH during harvesting, un-qualified FFB are separated and not brought to POM. • Give sanction to harvester who harvest unripe FFB. 	

RSPO Public Summary Report
Revision 6 (December /2017)

Appendix B: Approved Time Bound Plan

Name of company	Name of Mill	Location	Supply Base	Time Bound Plan	Target Year for RSPO
PT Inti Indosawit Subur	Buatan I Mill	Delik & Pangkalan Kerinci Village, Bunut Langgam District, Pelalawan Regency, Riau	Buatan Estate		Certified on 16 September 2010 Re-Certified on 16 September 2015
			Buatan (Plasma)		
PT Inti Indosawit Subur	Buatan II Mill	Delik & Pangkalan Kerinci Village, Bunut Langgam District, Pelalawan Regency, Riau	Buatan Estate		Certified on 16 September 2010 Re-Certified on 16 September 2015
			Buatan (Plasma)		
PT Inti Indosawit Subur	Ukui I Mill	Ukui Village, Ukui District, Pelalawan Regency, Riau	Ukui Estate		Certified on 1 March 2011 Re-Certified on 1 March 2016
			Ukui (Plasma)		
PT Inti Indosawit Subur	Ukui II Mill	Ukui Village, Ukui District, Pelalawan Regency, Riau	Soga Estate		Certified on 1 March 2011 Re-Certified on 1 March 2016
			Ukui (Plasma)		
PT Inti Indosawit Subur	Tungkal Ulu Mill	Pulau Pauh / Penyabungan / Merlung Village, Tungkal Ulu District, Tanjung Jabung Regency, Jambi	Tungkal Ulu Estate		Certified on 15 August 2012 Re-Certification on August 2017
			Tungkal Ulu (Plasma)		Certified on 11 July 2013 Re-Certification on August 2017
PT Inti Indosawit Subur	Muara Bulian Mill	Singoan / Bukit Sari / Bulian Jaya Village, Muara Bulian / Pematang Pauh District, Batang Hari Regency, Jambi	Muara Bulian Estate		Certified on 28 August 2012 Re-Certification on August 2017
			Muara Bulian (Plasma)		Certified on 12 July 2013 Re-Certification on August 2017
PT Tunggal Yunus Estate	Topaz Mill	Petapahan village, Tapung District, Kampar Regency, Riau	Topaz & Seed Garden Estate		Certified on 30 March 2015
PT Dasa Anugrah Sejati	Taman Raja Mill	Lubuk Bernai / Kampung Baru / Pelabuhan Dagang / Pematang Pauh Village, Tungkal Ulu District, Tanjung Jabung Regency, Jambi	Taman Raja & Badang Estate		Certified on 20 February 2015
PT Mitra Unggul Pusaka	Segati Mill	Langkan / Penarikan / Tambak / Sotol Village, Langgam District, Pelalawan Regency, Riau	Segati Estate	Main Audit 2014	Re-Audit 2018
			Penarikan & Gondai Estate	Main Audit 2014	Re-Audit 2018
			Penarikan (KKPA)	2018	-
			Gunung Sahilan (KKPA)	2018	-
PT Supra Matra Abadi	Tanah Datar Mill	Tanah Datar Petatal Village, Talawi District, Asahan Regency, North Sumatera	Tanah Datar Estate		Certified on 18 May 2015
			Bahilang Estate		

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

PT Supra Matra Abadi	Aek Nabara Mill	S1-S3 / Sukadame Village, Bilah Hulu / Kota Pinang District, Labuhan Batu Regency, North Sumatra	Aek Nabara Estate		Certified on 21 April 2015
PT Supra Matra Abadi	Teluk Panjie Mill	Teluk Panjie Village, Kampung Rakyat District, Labuhan Batu Regency, North Sumatra	Teluk Panjie Estate		Certified on 21 April 2015
PT Rigunas Agri Utama	Peranap Mill	Simelinyang / Pauh Ranap / Sengkilo Village, Peranap District, Indragiri Hulu Regency, Ria	Peranap Estate		Certified on 7 January 2015
			Peranap (Plasma)		Certified on 18 August 2016
PT Rigunas Agri Utama	Bungo Tebo Mill	Tuo Sumai / Sungai Rambai Village, PWK Sumai / Tebo Ulu District, Bungo Tebo Regency, Jambi	Bungo Tebo Estate		Certified on 3 December 2015
			Bungo Tebo (Plasma)		Certified on 7 February 2017
PT Indo Sepadan Jaya	Tanjung Selamat Mill	Kampung Padang Village, Bilah Hilir District, Labuhan Batu Regency, North Sumatra	Tanjung Selamat		Certified on 26 May 2015
			Pangkalan		Certified on 26 May 2015
PT Saudara Sejati Luhur	Gunung Melayu I	Rahuning Village, Bandar Pulau District, Asahan Regency, North Sumatra	Pulau Maria Estate		Certified on 7 September 2015
PT Gunung Melayu	Gunung Melayu II	Gonting Mahala Village, Bandar Pulau District, Asahan Regency, North Sumatra	Sentral & Batu Anam Estate		Certified on 8 July 2015
PT Hari Sawit Jaya	Negri Lama II	Negri Lama Seberang Village, Bilah Hilir District, Labuhan Batu Regency, North Sumatra	Negeri Lama		<ul style="list-style-type: none"> - Certified on 23 December 2016 as independent Mill - Audit in 2016 as Mill and Supply base
			Aek Kuo		
PT Hari Sawit Jaya	Nagri Lama I	Nagri Lama Seberang Village, Bilah Hilir District, Labuhan Batu Regency, North Sumatra	*3rd party which is excluded from scope of certification		<ul style="list-style-type: none"> - Certified on 8 April 2015 - Audit in 2016 as independent Mill

Appendix C: GHG Reporting Executive Summary

The GHG emissions that were produced in **2017** for **Tungkal Ulu** and supply base was calculated using the PalmGHG Calculator version 3.0.1. The assessment team had verified the data input in the PalmGHG Calculator against operations records. PalmGHG Calculation Options selected 'Full version' and 'Exclude LUC Emission' calculation option is not applied. The records verified includes:

- i. Estates area planted data
- ii. Fuel consumed
- iii. Mill datas include CPO produced, PKO Produced and FFB Processed
- iv. Fertilizer consumed data for both estates and smallholders.

The summary of the Net GHG emitted in **2017** for **Tungkal Ulu POM** and supply base are as following:

Emission per product	tCO₂e/tProduct
CPO	0.52
PK	0.52

Extraction	%
OER	20.89
KER	5.32

Production	t/yr
FFB Process	284,425
CPO Produced	59,555
PK Produced	15,157

Land Use	Ha
OP Planted Area	13,661
OP Planted on peat	0
Conservation (forested)	0
Conservation (non-forested)	128.32
Total	13,858

Summary of Field Emission and Sink

	Own Crop*			Group			3 rd Party					
	tCO ₂ e	tCO ₂ e /Ha	tCO ₂ e /FFB	tCO ₂ e	tCO ₂ e /Ha	tCO ₂ e / FFB	tCO ₂ e	tCO ₂ e/ Ha	tCO ₂ e/ FFB			
Emission												
Land Conversion	0	0	0	0	0	0						
CO ₂ Emission from fertilizer	3988.98	0.92	0.04	7878.03	0.85	0.08						
NO ₂ Emission	5642.59	1.29	0.06	6733.02	0.72	0.07						
Fuel Consumption	1461.18	0.34	0.02	454.17	0.05	0						
Peat Oxidation	0	0	0	0	0	0						
Sink												
Crop Sequestration	0	0	0	0	0	0						
Conservation Sequestration	0	0	0	0	0	0						
Total	11092.75	2.54	0.12	15065.22	1.62	0.15	12672.9					

**Note: Includes both estates and smallholders*

Summary of Mill Emission and Credit

	tCO ₂ e	tCO ₂ e/tFFB
Emission		
POME	27775.86	0.09
Fuel Consumption	338.19	0
Grid Electricity Utilisation	0	0
Credit		
Export of Grid Electricity	-244.96	0
Sales of PKS	-22906.4	-0.07
Sales of EFB	0	0
Total	4962.69	0.02

Summary of Kernel Crusher Emission and Credit (if applicable)*

Emissions	tCO₂e
PK from own mill	
PK from other source	
Fuel Consumptions	
Total Crusher emissions	

*This mill has no kernel crusher operation.

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

POME Diverted to Anaerobic Digestion:	
Divert to anaerobic pond (%)	63
Divert to methane captured (flaring) (%)	0
Divert to methane captured (energy generation) (%)	37

Appendix D: General Chain of Custody Requirements for the Supply Chain

5.1 Applicability of the general chain of custody requirements for the supply chain			
	Requirement	Evidence	Compliance (Yes / No or N/A) For any N/A raised, justification is required.
5.1.1	The General Chain of Custody requirements of the RSPO Supply Chain Standard shall apply to any organization throughout the supply chain that takes legal ownership and physically handles RSPO Certified Sustainable oil palm products at a location under the control of the organization including outsourced contractors. After the end product manufacturer, there is no further requirement for certification.	The General Chain of Custody requirements of the RSPO Supply Chain Standard is applicable for PT Inti Indosawit Subur – Tungkal Ulu Palm Oil Mill. Tungkal Ulu Mill physically process RSPO Certified FFB into Certified Sustainable Palm Oil (CSPO) and Palm Kernel (CSPK). Tungkal Ulu Mill also process non-certified FFB into non-certified CPO and PK, therefore the applicable RSPO SCC model is Module E - CPO Mills: Mass Balance. No changes in the supply chain module since last assessment.	Comply
5.1.2	Traders and distributors require a licence obtained from RSPO Secretariat to sell RSPO certified product but do not themselves require certification. When selling RSPO certified products, a licensed trader and/or distributor shall pass on the certification number of the product manufacturer and the applicable supply chain model.	PT Inti Indosawit Subur – Tungkal Ulu Palm Oil Mill is not a trader or distributors. This unit is physically process Fresh Fruit Bunch (FFB) into CPO and PK. This clause is not applicable for the certification unit.	Comply
5.1.3	Either the operator at site level or its parent company seeking certification shall be a member of the RSPO and shall	PT Inti Indosawit Subur is a member of RSPO with membership number 1-0022-06-000-00, since 6 February 2006.	Comply

	register on the RSPO IT platform.	PT Inti Indosawit Subur – Tungkal Ulu Palm Oil Mill has been registered in RSPO IT Platform with ID number RSPO_PO1000000345.	
5.1.4	Processing aids do not need to be included within an organization’s scope of certification.	PT Inti Indosawit Subur – Tungkal Ulu Palm Oil Mill does not include any processing aid into organization’s scope of certification.	Comply
5.2 Supply chain model			
5.2.1	The site can only use the same supply chain model as its supplier or go to a less strict system. Declassification/downgrading can only be done in the following order: Identity Preserved -> Segregated -> Mass Balance.	The site is a palm oil mill that uses RSPO supply chain model Mass Balance, therefore the site can process FFB from certified and non-certified sources. Management of PT Inti Indosawit Subur – Tungkal Ulu POM aware that they can only claim their product (CPO and PK) as Mass Balance.	Comply
5.2.2	The site can use one (1) or a combination of supply chain models as audited and certified by the CB.	PT Inti Indosawit Subur – Tungkal Ulu POM uses Mass Balance as their RSPO Supply Chain Certification model, therefore the site can only claim its product as Mass Balance.	Comply
5.3. Documented Procedures			
5.3.1	The site shall have written procedures and/or work instructions or equivalent to ensure the implementation of all elements of the applicable supply chain model specified. This shall include at minimum the following: <ul style="list-style-type: none"> • Complete and up to date procedures covering the implementation of all the elements of the supply chain model requirements. 	PT Inti Indosawit Subur – Tungkal Ulu POM can demonstrate procedures as follow: <ul style="list-style-type: none"> – Standard Operating Procedures – Traceability (AA-MPM-OP-1400.17.R6) dated 1 September 2017. The procedures cover traceability of CPO and PK, since FFB receiving from Tungkal Ulu Estate and Smallholder, processing up to shipping of CPO and PK as well as daily production report. The procedure also regulates the internal audit by Sustainability Internal Audit Manager. Traceability records are to be kept for 10 years. – Standard Operating Procedure – Book Keeping (AA-MPM-OP-1400.18-R4). The procedure explains method to check only certified product received. The book keeping mass balance stated every 3 months: January-March, April-June, July-September, and October-December each year. Head of Environment and Sustainability will inform to Certification Body in the case of projected overproduction. – SOP of Palm Oil Mill operation: <ul style="list-style-type: none"> • SOP AA-MPM-OP-1400.02.R2, dated 1 September 2011, Stasiun Penerimaan (FFB Receiving Station) 	Comply

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

		<ul style="list-style-type: none"> • SOP AA-MPM-OP-1400.03.R1, dated 1 February 2009, Stasiun Rebusan (Sterilizer) • SOP AA-MPM-OP-1400.04.R1, dated 1 February 2009, Stasiun Pemisahan Berondolan (Loose Fruit Separation) • SOP AA-MPM-OP-1400.05-R1, dated 1 February 2009, Stasiun Pengadukan dan Pengempaan (Pressing Station) • SOP AA-MPM-OP-1400.06-R1, dated 1 February 2009, Stasiun Pemurnian (Clarification) • SOP AA-MPM-OP-1400.07-R1, dated 1 February 2009, Stasiun Pemisahan Nut dan Fiber (Nut and Fiber separation) • SOP AA-MPM-OP-1400.08-R1, dated 1 February 2009, Stasiun Kernel (Kernel Station) • SOP AA-MPM-OP-1400.09-R1, dated 1 February 2009, Stasiun Boiler • SOP AA-MPM-OP-1400.10-R1, dated 1 February 2009, Stasiun Engine Room • SOP AA-MPM-OP-1400.11-R1, dated 1 February 2009, Stasiun Water Treatment • SOP AA-MPM-OP-1400.12-R1, dated 1 February 2009, Laboratorium • SOP AA-MPM-OP-1400.13-R1, dated 1 February 2009, Stasiun Pengelolaan Limbah (Palm Oil Mill Effluent Treatment) • SOP AA-MPM-OP-1400.14-R2, dated 1 September 2011, Stasiun Penimbunan dan Pengiriman CPO dan Kernel (CPO and PK Storage and Despatch) • SOP AA-MPM-OP-1400.15-R1, dated 1 February 2009, Perawatan (Preventive Maintenance and Repair). 	
	<ul style="list-style-type: none"> • Complete and up to date records and reports that demonstrate compliance with the supply chain model requirements (including training records). 	<p>PT Inti Indosawit Subur – Tungkal Ulu POM is able to demonstrate complete and up-to-date records and report demonstrating compliance with the supply chain’s general requirement and modular requirement, including training records (see Clause 5.8 – Training).</p>	<p>Comply</p>
	<ul style="list-style-type: none"> • Identification of the role of the person having overall responsibility for and authority over the implementation of these requirements and compliance with all applicable requirements. This person shall be able to demonstrate awareness of the organization’s procedures for the implementation of 	<p>As per Procedure of Traceability (AA-MPM-OP-1400.17-R6), the responsible person in charge to the supply chain system is Mill Manager. During audit, the mill manager is able to demonstrate sufficient knowledge and understanding on RSPO supply chain implementation for palm oil mill.</p>	<p>Comply</p>

	this standard.		
5.3.2	The site shall have a written procedure to conduct annual internal audit to determine whether the organization; i) conforms to the requirements in the RSPO Supply Chain Certification Standard and the RSPO Market Communications and Claims Documents.	As per Procedure of Traceability (AA-MPM-OP-1400.17-R6) chapter 6.7, Sustainability Internal Audit Manager conducted internal audit annually, to ensure all operational and documentation activities are comply with the requirement in RSPO Supply Chain Certification Standard and the RSPO Market Communications and Claims Documents. The latest internal audit conducted on 08/12/2017 by Mr. Rico Santoso Pakpahan.	Comply
	ii) effectively implements and maintains the standard requirements within its organization	The site has effectively implements and maintains the standard requirement by performing internal audit. Latest RSPO SCC Internal audit in Tungkal Ulu POM carried out on 08/12/2017 by Rico Santoso Pakpahan, against RSPO SCCS 2017 – RSPO General Chain of Custody requirements and Module E: Mass Balance. Audit result findings can be demonstrated and the corrective action has been implemented to address issue found during audit.	Comply
5.4. Purchasing and goods in			
5.4.1	The receiving site shall ensure that purchases of RSPO certified oil palm products are in compliance and the following minimum information for RSPO certified products is made available by the supplier in document form: <ul style="list-style-type: none"> • The name and address of the buyer; • The name and address of the seller; • The loading or shipment/delivery date; • The date on which the documents were issued; • A description of the product, including the applicable supply chain model (Identity Preserved, Segregated or Mass Balance or the approved abbreviations); • The quantity of the products delivered; • Any related transport documentation; 	PT Inti Indosawit Subur – Tungkal Ulu POM has demonstrated SOP of Traceability (AA-MPM-OP-1400.7.R6), chapter 5.1 indicates the Weighbridge Clerk has responsibility to input data and print weighbridge card based on “Surat Pengantar TBS”, covering information e.g. estate name and block number, mill name, date of delivery, product description and quantity, RSPO certificate number, transporter identity and unique identification number. PT Inti Indosawit Subur – Tungkal Ulu POM receive FFB from certified and non-certified source. Certified source consist of own estate (Tungkal Ulu Estate) and Scheme Smallholder (Tungkal Ulu Plasma). Non-certified FFB sourced from third party supplier, e.g.: YES, KSP, HD, KUD Bina Usaha SP1, Victory, Teguh Prayoga, Jaya Mandiri, Merlung Topaz, MH, Gapoktan Maju Jaya, Penyabungan Topaz, Gapoktan Usaha Berkat, Asosiasi Tani Bersama and Novie Zulhi. Document “Surat Pengantar TBS” (FFB Delivery Note) and Kartu Timbangan (Weighbridge Card) described identity and location of FFB source and other item required e.g. Certified: - Surat Pengantar TBS No.KTU/AFD4/0072 dated 09/07/2018 from Tungkal Ulu Estate, Afdeling 4, Block C91h. Weighbridge Card #PTUA118106027 dated 09/07/2018, commodity: certified FFB; source: Tungkal Ulu Estate; to Tungkal Ulu Palm Oil Mill; net weight: 6,870 kg; Afdeling: 4;	Comply

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

<ul style="list-style-type: none"> • Supply Chain certificate number of the seller; • A unique identification number 	<p>amount: 260 bunch; Block: C91h; RSPO Cert: RSPO 594422; Transporter: Internal; Vehicle: BH 8139 MF; Driver: Amin; Batch number: 13-100-16462017-051708.</p> <ul style="list-style-type: none"> - Surat Pengantar TBS No.00271 dated 09/07/2018 from Tungkal Ulu Smallholder, Farmer Group Tani Maju. Weighbridge Card #TUA218104891 dated 09/07/2018, commodity: certified FFB; source: Tungkal Ulu Smallholder; to Tungkal Ulu Palm Oil Mill; net weight: 8,776 kg; location: P2-3A-95-Tani Maju, ID: KLT; amount: 314 bunch; Block: P2028; RSPO Cert: RSPO594422; Transporter: Internal Smallholder; Vehicle: BH 8804 EU; Driver: Fidias; Batch number: 13-100-24282011-7051701. - Surat Pengantar TBS No.00319 dated 30/06/2018 from KUD Sawit Kita (SP 2), Hambaran 22. Weighbridge Card #PTUA218104468 dated 30/06/2018, commodity: certified FFB; source: Tungkal Ulu Smallholder; to Tungkal Ulu Palm Oil Mill; net weight: 8,459 kg; sortation: 371 kg; location: P3-2A-96-Mutiara; amount: 406 bunch; Block: P3061; RSPO Cert: RSPO594422; Transporter: Internal Smallholder; Vehicle: BH 8365 ZU; Driver: Eman; Batch number: 13-100-24282017-047856. - Surat Pengantar TBS No.00232 dated 30/06/2018 from KUD Karya Kita (SP 3), Hambaran 6. Weighbridge Card #PTUA218104479 dated 30/06/2018, commodity: certified FFB; source: Tungkal Ulu Smallholder; to Tungkal Ulu Palm Oil Mill; net weight: 6,845 kg; sortation: 245 kg; location: P2-3A-95-Alpokat Jaya; amount: 350 bunch; Block: P2025; RSPO Cert: RSPO594422; Transporter: Internal Smallholder; Vehicle: BH 8589 BI; Driver: Sigit; Batch number: 13-100-24282017-047967. - Surat Pengantar TBS No.00131 dated 30/06/2018 from KUD Panca Mukti (SP 5), Hambaran 11. Weighbridge Card #PTUA218104537 dated 30/06/2018, commodity: certified FFB; source: Tungkal Ulu Smallholder; to Tungkal Ulu Palm Oil Mill; net weight: 8,328 kg; sortation: 342 kg; location: P5-3A-97-Sumber Agung; amount: 350 bunch; Block: P5180; RSPO Cert: RSPO594422; Transporter: Internal Smallholder; Vehicle: BH 8926 BI; Driver: Danu; Batch number: 13-100-24282017-048478. <p>Non-certified:</p> <ul style="list-style-type: none"> - Surat Pengantar TBS No. KTU/AFD7/7/001 dated 09/07/2018 from Tungkal Ulu Estate Afdeling 7 to PT Inti Indosawit Subur – Tungkal Ulu Palm Oil Mill; amount: 286 bunch. Weighbridge Card #PTUA118106024 dated 09/07/2018; commodity: Non-Certified FFB; source: PT IIS - Tungkal Ulu Estate, Afdeling 7, Block F94b; to PT Inti Indosawit Subur – Tungkal Ulu Palm Oil Mill; net 	
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**RSPO Public Summary Report
Revision 6 (December /2017)**

		<p>weight: 7,530 kg; amount: 286 bunch; Transporter: internal; Vehicle: BH 8576 MF; Driver: Sugito.</p> <ul style="list-style-type: none"> - Surat Pengantar TBS No. 12145 dated 09/07/2018 from supplier Novie Zulhi to PT Inti Indosawit Subur – Tungkal Ulu Palm Oil Mill; amount: 350 bunch. Weighbridge Card #PTUA518106726 dated 09/07/2018; commodity: Non-Certified FFB; source: supplier Novie Zulhi, ID: ST00044; to PT Inti Indosawit Subur – Tungkal Ulu Palm Oil Mill; net weight: 8,351 kg; amount: 350 bunch; Transporter: general; Vehicle: BD 8039 KF; Driver: Fajar. 	
	<ul style="list-style-type: none"> • Information shall be complete and can be presented either on a single document or across a range of documents issued for RSPO certified oil palm products (for example, delivery notes, shipping documents and specification documentation). 	<p>Information is complete and presented in couple document, e.g. "Surat Pengantar TBS" (FFB Delivery Note) and Weighbridge Card. Report of FFB receiving are documented in "Laporan Harian Pabrik" (Mill Daily Report), "Laporan Unit Pabrik (Monthly Mill Report) and Mill Summary Report.</p>	Comply
	<ul style="list-style-type: none"> • The site receiving RSPO certified oil palm products shall ensure that the products are verified as being RSPO certified. For sites that are required to announce and confirm trades in the RSPO IT platform, this shall include making Shipping Announcements/Announcements and Confirmations on the RSPO IT platform per shipment or group shipments. Refer to section 5.7.1 of this document for further guidance. 	<p>PT Inti Indosawit Subur – Tungkal Ulu POM has ensured that certified FFB received are RSPO certified based on the source of FFB. The Mill only received certified FFB from own estate (Tungkal Ulu Estate) and Scheme Smallholder (Tungkal Ulu Plasma) which have been certified as supply bases of Tungkal Ulu POM. Other than that are non-certified FFB. This is verified through interview with Mill employees and document review.</p>	Comply
	<ul style="list-style-type: none"> • A check of the validity of the Supply Chain Certification of suppliers is required for all sites that are SC certified. This shall be checked via the list of RSPO Supply Chain Certified sites 	<p>The site does not need to check the certificate validity of the FFB source, because the certification of the supplier is fall under PT Inti Indosawit Subur – Tungkal Ulu POM.</p>	Comply

	<p>on the RSPO website (www.rspo.org) at least annually or through the RSPO IT Platform by confirmation of (shipping) announcements.</p>		
	<ul style="list-style-type: none"> The validity of licence for traders and distributors shall also be checked via the RSPO website at least annually or through the RSPO IT platform by confirmation of shipping announcements / announcements. 	The site has never purchased any certified FFB from traders or distributors.	Comply
5.4.2	The site shall have a mechanism in place for handling non-conforming oil palm products and/or documents.	In the case on non-conforming raw material entering the process, PT Inti Indosawit Subur – Tungkal Ulu POM has the mechanism to handle non-conforming material and/or document. PT Inti Indosawit Subur – Tungkal Ulu POM has demonstrated the simulation on recall of non-conforming material. During the last one year period there has been no case of non-conforming material entering the process.	Comply
5.5. Outsourcing activities			
5.5.1	<p>In cases where an operation seeking or holding certification outsources activities to independent third parties (e.g. subcontractors for storage, transport or other outsourced activities), the operation seeking or holding certification shall ensure that the independent third party complies with the requirements of the RSPO Supply Chain Certification Standard. A CPO mill and independement mil cannot outsource processing activities like refining or crushing.</p> <p>This requirement is not applicable to outsourced storage facilities where the management of the oil palm product(s)</p>	<p>The transport for RSPO certified sustainable CPO and PK delivery were carried out by numbers of transporter, e.g. CV PLTD, CV SK and PT MAD. This contractor was appointed, contracted and instructed by Group Marketing of PT Inti Indosawit Subur.</p> <p>PT Inti Indosawit Subur control the outsourced transporter by "Surat Perintah Kerja (SPK)" and "Daftar Periksa Kesiapan Kerja Pengiriman". SPK covered information as explain in indicator 5.5.2 b. while "Daftar Periksa Kerja" is the tool to control the transporter:</p> <ul style="list-style-type: none"> Before shipping (completeness of vehicle including legality and safety, tank condition, faucet out, main hole tank, hinge/key lock faucet out); After shipping (completeness of vehicle including legality and safety, tank condition, faucet out, main hole tank, hinge/key lock faucet out, seal number and seal condition); The quantity of CPO monitored by Weighbridge Card and SPK (with 0.20% tolerance). 	Comply

	and instructions for tank movements are controlled by the certified organization (not the tank farm manager).		
5.5.2	Sites which include outsourcing within the scope of their RSPO Supply Chain certificate shall ensure the following: a. The site has legal ownership of all input material to be included in outsourced processes;	The legal ownership of all CPO and PK owned by PT Inti Indosawit Subur during transport.	Comply
	b. The site has an agreement or contract covering the outsourced process with each contractor through a signed and enforceable agreement with the contractor. The onus is on the site to ensure that certification bodies (CBs) have access to the outsourcing contractor or operation if an audit is deemed necessary.	<p>PT Inti Indosawit Subur has an agreement or contract covering the outsourced process with each contractor through "Surat Perintah Kerja" for example SPK to CV PLTD dated 24 May 2018; which covered information on:</p> <ul style="list-style-type: none"> - Name of transporter: CV PLTD - Name of goods: Crude Palm Oil in Bulk RSPO - Quantity: 200,000 kg - Tolerance: 0.20% per party - Location: PT Inti Indosawit Subur - Tungkal Ulu POM - Destination: Talang Duku (PT SDS) - Transport Cost/Kg: Rp. *** - Delivery Time: 24 May 2018 until done - Requirement: FFA max 5%, - DO No. 05014/DC10/14/18 <p>SPK to CV SK number 08001/SPK/IIS-JBI/CPO-RSPO/ISCC/17 dated 4 August 2017; which covered information on:</p> <ul style="list-style-type: none"> - Name of transporter: CV SK - Name of goods: RSPO Crude Palm Oil in Bulk - Quantity: 750,000 kg - Location: Tungkal Ulu POM - Destination: PT SDS - Transport Cost/Kg: Rp. *** - Time delivery: Soon 	Comply

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

		<ul style="list-style-type: none"> - Requirement: FFA max 5, M&I 0.5 - DO No. 08309/DC10/02/17 - Tolerance: 0.2% 	
	c. The site has a documented control system with explicit procedures for the outsourced process which is communicated to the relevant contractor.	<p>PT Inti Indosawit Subur – Tungkal Ulu POM has a Procedure of Traceability (AA-MPM-OP-1400.17-R6) dated 1 September 2017. The procedure covers the mechanism of CPO and PK delivery (Chapter B). The CPO and PK transporting also regulated in Work Instruction PMB/IK-SKP/11 as internal control for transporter to ensure compliance with company standard/requirement. The procedure has been communicated to all relevant contractor based on Statement Letter from transporter, e.g. No.046/EXT/VII/PL/2018 dated 5 July 2018 from CV PLTD (as CPO transporter); No.05/MAD-JBI/7/2018 dated 6 July 2018 from PT MAD (as PK transporter).</p> <p>PT Inti Indosawit Subur – Tungkal Ulu POM control the outsourced transportation by "Surat Perintah Kerja" and "Daftar Periksa Kesiapan Kerja Pengiriman". SPK covered information as explain in indicator 5.5.2.b. whilst "Daftar Periksa Kerja" is the tool to control the transporter:</p> <ul style="list-style-type: none"> - Before shipping (completeness of vehicle including legality and safety, tank condition, faucet out, main hole tank, hinge/key lock faucet out); - After shipping (completeness of vehicle including legality and safety, tank condition, faucet out, main hole tank, hinge/key lock faucet out, seal number and seal condition). - The quantity of CPKO monitored by Weighbridge Card and SPK (with 0.20% tolerance). 	Comply
	d. The site seeking or holding certification shall furthermore ensure (e.g. through contractual arrangements) that independent third parties engaged provide relevant access for duly accredited CBs to their respective operations, systems, and any and all information, when this is announced in advance.	Transporter CV PLTD have signed Statement Letter No. 046/EXT/VII/PL/2018 dated 5 July 2018 that the transporter will provide the relevant access for duly accredited CBs to their respective operations, systems, and any and all information if needed, as well as PT MAD with Statement Letter No.05/MAD-JBI/7/2018.	Comply
5.5.3	The site shall record the names and contact details of all contractors used for the processing or physical handling of RSPO certified oil palm products.	PT Inti Indosawit Subur – Tungkal Ulu POM has record the names and contact details of the transporter, which contain in "Surat Perintah Kerja".	Comply

5.5.4	The site shall at its next audit inform its CB of the names and contact details of any new contractor used for the processing or physical handling of RSPO certified oil palm products.	PT Inti Indosawit Subur – Tungkal Ulu POM aware to inform its CB regarding the name and contact detail of any new contractor prior to next assessment.	Comply
5.6. Sales and goods out			
5.6.1	<p>The supplying site shall ensure that the following minimum information for RSPO certified products is made available in document form.</p> <ul style="list-style-type: none"> • The name and address of the buyer; • The name and address of the seller; • The loading or shipment/ delivery date; • The date on which the documents were issued; • A description of the product, including the applicable supply chain model (Identity Preserved, Segregated or Mass Balance or the approved abbreviations); • The quantity of the products delivered; • Any related transport documentation; • Supply chain certificate number of the seller; • A unique identification number 	<p>PT Inti Indosawit Subur – Tungkal Ulu POM has demonstrated SOP of Traceability (AA-MPM-OP-1400.7.R6), chapter 5.2 indicates the Marketing Manager issued Delivery Order (DO) with information: name and address of production unit, name and address of buyer, contract number, type of product transportation (land/sea), distance, type of product (CPO or PK, certified or non-certified), quantity of product, delivery date, product qualification specification (CPO or PK: FFA, water content, dirt), Supply chain model (Mass Balance).</p> <p>At the Mill, weighbridge operator printed out CPO or PK weighbridge card, based on DO from marketing which indicates: type of commodity, CPO or PK certified or not-certified; source and destination address; Supply Chain model: (Mass Balance); Certificate number of the Mill; date of delivery, Product quality specification (moisture, FFA, dirt); Contract number/DO number; Quantity, Transport detail (driver name, vehicle number); Buyer address. During this surveillance period, Tungkal Ulu POM mostly sold certified product in form of Palm Kernel (PK) to Tungkal Ulu Kernel Crushing Plant located in the same area of Tungkal Ulu POM. There were several deliveries of PK sent to Taman Raja KCP, PT Dasa Anugrah Sejati (a sister company). There were also several sales of RSPO certified CPO identified during this annual surveillance period.</p> <p>Sampled Delivery Order/DO:</p> <ul style="list-style-type: none"> - Delivery Order #08309/DC10/02/17 dated 04/08/2017; Seller is PT Inti Indosawit Subur – Tungkal Ulu POM; Buyer is PT Inti Indosawit Subur – Lubuk Gaung Storage Tank; Commodity is RSPO certified CPO; Supply Chain Model is Mass Balance; Quantity is 750,000 kg; Supply Chain Certificate is RSPO 594422; FFA 5% maximum. - Delivery Order #10006/DB10/13/17 dated 09/10/2017; Seller is PT Inti Indosawit Subur – Tungkal Ulu POM; Buyer is PT Dasa Anugrah Sejati – Taman Raja KCP; Commodity is RSPO certified PK; Supply Chain Model is Mass Balance; Quantity is 150,000 kg; Supply Chain Certificate is RSPO 594422; water content 8% maximum, dirt 8% maximum. 	Comply

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

		<p>Sample of CSPO Delivery:</p> <ul style="list-style-type: none"> - Weighbridge Card #PTUC117201842 dated 11/08/2017; Seller is PT Inti Indosawit Subur – Tungkal Ulu POM; Buyer is PT Inti Indosawit Subur – Lubuk Gaung; Delivery date is 11/08/2017; Commodity is CPO Certified RSPO; Supply Chain Model is Mass Balance; Quantity is 24,790 kg; based on DO #08309/DC10/02/17; Transporter is PT Sumber Kencana Inhu, BM 9816 BU; Supply Chain Certificate number RSPO 594422; FFA: 3.84%; Broken: 0%; water: 0.23%; dirt: 0.02%. - Weighbridge Card #PTUC117201846 dated 11/08/2017; Seller is PT Inti Indosawit Subur – Tungkal Ulu POM; Buyer is PT Inti Indosawit Subur – Lubuk Gaung; Delivery date is 11/08/2017; Commodity is CPO Certified RSPO; Supply Chain Model is Mass Balance; Total Quantity is 25,050 kg based on DO #08309/DC10/02/17; Transporter is PT Sumber Kencana Inhu, BM 9818 BU; Driver Aslan Lubis; Supply Chain Certificate number RSPO 594422; FFA: 3.80%; Broken: 0%; water: 0.19%; dirt: 0.02%. - Weighbridge Card #PTUC217200496 dated 10/10/2017; Seller is PT Inti Indosawit Subur – Tungkal Ulu POM; Buyer is PT Dasa Anugrah Sejati – Taman Raja KCP; Delivery date is 10/10/2017; Commodity is PK Certified RSPO; Supply Chain Model is Mass Balance; Total Quantity is 21,160 kg based on DO #10006/DB10/13/17; Transporter is PT Mitra Abadi Damai, BH 6401 MU; Driver Casmono; Supply Chain Certificate number RSPO 594422; FFA: 0.50%; Broken: 13.78%; water: 7.11%; dirt: 7.98%. - Delivery Form #KCP PTU 1001 SS dated 1 January 2018, from PT Inti Indosawit Subur – Tungkal Ulu Mill to PT Inti Indosawit Subur – Tungkal Ulu KCP; commodity: RSPO certified Palm Kernel (CSPK); Supply Chain model: Mass Balance; certificate number: RSPO 594422; total amount 667,250; delivery period: 1 to 28 January 2018. - Delivery Form #KCP PTU 1006 SS dated 7 June 2018, from PT Inti Indosawit Subur – Tungkal Ulu Mill to PT Inti Indosawit Subur – Tungkal Ulu KCP; commodity: RSPO certified Palm Kernel (CSPK); Supply Chain model: Mass Balance; certificate number: RSPO 594422; total amount 492,510; delivery period: 7 to 20 June 2018. 	
	<ul style="list-style-type: none"> • Information shall be complete and can be presented either on a single document or across a range of 	<p>Information are complete and presented in couple document, e.g. Delivery Order and Weighbridge Card. Report of CPO and PK deliveries are documented in Laporan Harian Pabrik (Mill Daily Report), Mill Operation Report and Book Keeping Mass Balance Report.</p>	<p>Comply</p>

	documents issued for RSPO certified oil palm products (for example, delivery notes, shipping documents and specification documentation).		
	<ul style="list-style-type: none"> For sites that are required to announce and confirm trades in the RSPO IT platform, this shall include making Shipping Announcements / Announcements and Confirmations on the RSPO IT platform per shipment or group of shipments. Refer to section 5.7.1 of this document for further guidance. 	<p>PT Inti Indosawit Subur – Tungkal Ulu POM has made Shipping Announcement in RSPO IT Platform to announce sales of RSPO certified CPO or PK per group of shipments (DO). During this surveillance period Tungkal Ulu POM sold certified product in form of CSPO and CSPK.</p> <p>Samples seen:</p> <ul style="list-style-type: none"> Shipping Announcement, with transaction ID No. TR-81ab0f8f-1e7d dated 19/04/2018 for 2,941.62 MT of CSPK Mass Balance; from PT Inti Indosawit Subur – Tungkal Ulu Mill (RSPO_PO1000000345) as Seller to Buyer PT Inti Indosawit Subur – Tungkal Ulu KCP (RSPO_PO1000006596); B/L date 01/04/2018. Confirmation has been made by Buyer on 19/04/2018. Shipping Announcement, with transaction ID No.TR-6cfec657-4c6f dated 04/04/2018 for 350.88 MT of CSPK Mass Balance; from PT Inti Indosawit Subur – Tungkal Ulu Mill (RSPO_PO1000000345) as Seller to Buyer PT Dasa Anugrah Sejati – Taman Raja KCP (RSPO_PO1000002916); B/L date 26/03/2018. Confirmation has been made by Buyer on 04/04/2018. Shipping Announcement, with transaction ID No.TR-e0ff8360-74d9 dated 24/10/2017 for 191.89 MT of CSPO Mass Balance; from PT Inti Indosawit Subur – Tungkal Ulu Mill (RSPO_PO1000000345) as Seller to Buyer Josovina Commodities Pte Ltd (RSPO_PO1000003807). B/L number AZO061714 dated 13/10/2017 Ship name MT AZOV SEA V06/17. Confirmation has been made by Buyer on 25/10/2017. 	Comply
5.7. Registration of transactions			
5.7.1	<p>Supply chain actors who:</p> <ul style="list-style-type: none"> are mills, traders, crushers and refineries and; take legal ownership and/or physically handle RSPO Certified Sustainable oil palm products that are available in the yield scheme of the RSPO IT 	<p>PT Inti Indosawit Subur – Tungkal Ulu POM is a palm oil mill which takes legal ownership and physically handled RSPO certified sustainable oil palm product (FFB), therefore the site has been registered in RSPO IT Platform with ID number RSPO_PO1000000345.</p>	Comply

	Platform (Figure 2 and 3, Refer Annex 1) shall register their transaction in the RSPO IT platform and confirm upon receipt where applicable.		
5.7.2	<p>The involved supply chain actors mentioned in 5.7.1 shall do the following actions in the RSPO IT Platform:</p> <ul style="list-style-type: none"> Shipping Announcement / Announcement: When RSPO certified volume is sold as certified, the volumes of products that are in the yield scheme (Figure 2 and 3, refer Annex 1) shall be registered as a Shipping Announcement / Announcement in the RSPO IT Platform. The declaration time to do Shipping announcement / Announcement is based on members' own standard operating procedures. 	<p>PT Inti Indosawit Subur – Tungkal Ulu POM has made Shipping Announcement in RSPO IT Platform to announce sales of RSPO certified CPO or PK per group of shipments (DO). During this surveillance period Tungkal Ulu POM sold certified product in form of CSPO and CSPK.</p> <p>Samples seen:</p> <ul style="list-style-type: none"> - Shipping Announcement, with transaction ID No. TR-81ab0f8f-1e7d dated 19/04/2018 for 2,941.62 MT of CSPK Mass Balance; from PT Inti Indosawit Subur – Tungkal Ulu Mill (RSPO_PO1000000345) as Seller to Buyer PT Inti Indosawit Subur – Tungkal Ulu KCP (RSPO_PO1000006596); B/L date 01/04/2018. Confirmation has been made by Buyer on 19/04/2018. - Shipping Announcement, with transaction ID No.TR-6cfec657-4c6f dated 04/04/2018 for 350.88 MT of CSPK Mass Balance; from PT Inti Indosawit Subur – Tungkal Ulu Mill (RSPO_PO1000000345) as Seller to Buyer PT Dasa Anugrah Sejati – Taman Raja KCP (RSPO_PO1000002916); B/L number LUB/ROT-16 dated 26/03/2018, Ship name MT Leonora Victory V08. Confirmation has been made by Buyer on 04/04/2018. - Shipping Announcement, with transaction ID No.TR-e0ff8360-74d9 dated 24/10/2017 for 191.89 MT of CSPO Mass Balance; from PT Inti Indosawit Subur – Tungkal Ulu Mill (RSPO_PO1000000345) as Seller to Buyer Josovina Commodities Pte Ltd (RSPO_PO1000003807). B/L number AZO061714 dated 13/10/2017 Ship name MT AZOV SEA V06/17. Confirmation has been made by Buyer on 25/10/2017. 	Comply
	<ul style="list-style-type: none"> Trace: When RSPO certified volumes are sold as RSPO certified to actors in the supply chain beyond the refinery, the volume shall be traced at least annually. Tracing triggers the generation of a trace document with a unique traceability number. Tracing can be done in a consolidated way at 	<p>During this one year period of surveillance, PT Inti Indosawit Subur – Tungkal Ulu POM has not sold any CPO or PK to supply chain actor beyond the refinery.</p>	Comply

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

	<p>least annually.</p> <ul style="list-style-type: none"> Remove: RSPO certified volumes sold under other scheme or as conventional, or in case of underproduction, loss or damage shall be removed. 	<p>PT Inti Indosawit Subur – Tungkal Ulu POM has done “Remove” in the RSPO IT Platform for CSPO sold as other scheme, e.g.</p> <ul style="list-style-type: none"> - Stock Transaction ID: ST-TR-9c55db72-eb4a for 13,497.52 MT of CSPO period January to June 2018. - Stock Transaction ID: ST-TR-e6bda217-0e6f for 9,213.58 MT of CSPO period October to December 2017. 	<p>Comply</p>
	<ul style="list-style-type: none"> Confirm: Acknowledge the purchase of RSPO certified volume by confirming Shipping Announcements / Announcements. 	<p>PT Inti Indosawit Subur – Tungkal Ulu POM is a palm oil mill which does not need to confirm any purchase of FFB.</p>	<p>Comply</p>
5.8. Training			
5.8.1	<p>The organization shall have a training plan on RSPO Supply Chain Standards requirements, which is subject to on-going review and is supported by records of the training provided to staff.</p>	<p>PT Inti Indosawit Subur – Tungkal Ulu POM has prepare a training program to staff, who is involved in RSPO Supply Chain Certification Standard implementation. As per training program, “Program Pelatihan Environmental & Sustainability Tahun 2018 PT Inti Indosawit Subur – Tungkal Ulu Group”. The RSPO supply chain and traceability refreshment training is planned in April 2018. Competency and training records of all staff involved in RSPO Supply Chain were able to be demonstrated.</p>	<p>Comply</p>
5.8.2	<p>Appropriate training shall be provided by the organization for personnel carrying out the tasks critical to the effective implementation of the supply chain certification standard requirements. Training shall be specific and relevant to the task(s) performed.</p>	<p>Latest training on “Supply Chain, Mass Balance and Traceability” performed on 9 April 2018 attended by Mill Manager, KTU, Operational assistance, weighbridge operators, Production supervisor, Processing Assistance, CI Assistance and Grading assistance. Training module and attendance list were sighted. Based on interview, personnel related to RSPO Supply Chain Certification implementation demonstrated good knowledge and implementation.</p>	<p>Comply</p>
5.9. Record Keeping			
5.9.1	<p>The organization shall maintain accurate, complete, up-to-date and accessible records and reports covering all aspects of these RSPO Supply Chain Certification Standard requirements.</p>	<p>Based on review of PT Inti Indosawit Subur – Tungkal Ulu POM document and record, the Mill is able to demonstrate complete, up-to-date and accessible records and reports covering all aspects of RSPO Supply Chain Certification Standard requirements.</p> <p>Records and report verified are as follows:</p>	<p>Comply</p>

<ul style="list-style-type: none"> - Laporan Harian Pabrik (Mill Daily Report); dated 31/12/2017 and 30/06/2018. - Book Keeping – Mass Balance – CPO and PK period of January – March 2017, April – June 2017, July – September 2017, October – December 2017, January – March 2018, April – June 2018; - Kartu Timbangan (Weighbridge Card) FFB; - Kartu Timbangan (Weighbridge Card) CPO; - Kartu Timbangan (Weighbridge Card) PK; <p>Based on Laporan Harian Pabrik dated 30/06/2018 FFB received on 30/06/2018 are:</p> <ul style="list-style-type: none"> - Certified: 711,284 kg - Non-Certified: 457,044 kg <p>FFB received from 01/01/2018 to 30/06/2018</p> <ul style="list-style-type: none"> - Certified: 69,366,361 kg - Non-Certified: 56,202,717 kg <p>CPO produced on 30/06/2018 are:</p> <ul style="list-style-type: none"> - Certified: 149,467 kg - Non-Certified: 95,433 kg <p>CPO produced from 01/01/2018 to 30/06/2018</p> <ul style="list-style-type: none"> - Certified: 15,519,427 kg - Non-Certified: 10,741,663 kg <p>PK produced on 30/06/2018 are:</p> <ul style="list-style-type: none"> - Certified: 32,480 kg - Non-Certified: 24,400 kg <p>PK produced from 01/01/2018 to 30/06/2018</p> <ul style="list-style-type: none"> - Certified: 3,609,339 kg - Non-Certified: 2,920,851 kg

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

5.9.2	Retention times for all records and reports shall be a minimum of two (2) years and shall comply with legal and regulatory requirements and be able to confirm the certified status of raw materials or products held in stock.	The procedure of Traceability (AA-MPM-OP-1400.7.R6), requires that all records and reports related to traceability and book keeping are retained for a period of 10 years.	Comply																																																																																										
5.9.3	The organization shall be able to provide the estimate volume of palm oil/palm kernel oil content (separate categories) in the RSPO certified oil palm product and keep an up to date record of the volume purchased (input) and claimed (output) over a period of twelve (12) months.	<p>PT Inti Indosawit Subur – Tungkal Ulu POM is able to provide estimate volume of CPO and PK in a year period as in "Distribusi Produksi Bulanan Anggaran Tahun 2018" consists estimate of FFB receiving from certified source (Tungkal Ulu Estate and Tungkal Ulu Smallholder) and non-certified source (Third Party supplier), Extraction rates, Processing capacity, working hour and utilisation.</p> <p>The Mill also keep an up to date record of the FFB volume received, CPO and PK produced over a period of twelve (12) month, as in "Book Keeping Mass Balance Report". Below are actual of FFB, CPO and PK for period July 2017 to June 2018:</p> <table border="1" data-bbox="748 815 1939 1378"> <thead> <tr> <th rowspan="2">Month</th> <th colspan="2">FFB</th> <th colspan="2">CPO</th> <th colspan="2">PK</th> </tr> <tr> <th>Certified</th> <th>Non-Certified</th> <th>Certified</th> <th>Non-Certified</th> <th>Certified</th> <th>Non-Certified</th> </tr> </thead> <tbody> <tr> <td>Jul-17</td> <td>16,762,843</td> <td>10,935,084</td> <td>3,765,328</td> <td>2,070,082</td> <td>915,413</td> <td>590,692</td> </tr> <tr> <td>Aug-17</td> <td>13,224,493</td> <td>13,691,152</td> <td>3,004,612</td> <td>2,600,888</td> <td>693,289</td> <td>717,151</td> </tr> <tr> <td>Sep-17</td> <td>13,325,137</td> <td>12,840,468</td> <td>2,996,571</td> <td>2,430,459</td> <td>726,708</td> <td>701,992</td> </tr> <tr> <td>Oct-17</td> <td>15,967,558</td> <td>11,951,841</td> <td>3,504,971</td> <td>2,216,839</td> <td>888,868</td> <td>664,352</td> </tr> <tr> <td>Nov-17</td> <td>15,663,411</td> <td>10,705,997</td> <td>3,451,377</td> <td>2,011,043</td> <td>837,309</td> <td>578,561</td> </tr> <tr> <td>Dec-17</td> <td>15,218,244</td> <td>9,254,413</td> <td>3,459,725</td> <td>1,782,085</td> <td>816,247</td> <td>496,093</td> </tr> <tr> <td>Jan-18</td> <td>13,079,981</td> <td>9,611,036</td> <td>2,941,792</td> <td>1,837,808</td> <td>723,386</td> <td>529,484</td> </tr> <tr> <td>Feb-18</td> <td>9,915,908</td> <td>8,673,075</td> <td>2,275,766</td> <td>1,687,674</td> <td>547,680</td> <td>480,100</td> </tr> <tr> <td>Mar-18</td> <td>9,848,485</td> <td>6,291,718</td> <td>2,150,516</td> <td>1,186,934</td> <td>508,587</td> <td>328,223</td> </tr> <tr> <td>Apr-18</td> <td>10,460,284</td> <td>7,327,388</td> <td>2,281,563</td> <td>1,357,897</td> <td>535,448</td> <td>371,212</td> </tr> <tr> <td>May-18</td> <td>12,766,116</td> <td>12,253,938</td> <td>2,911,698</td> <td>2,383,862</td> <td>654,396</td> <td>629,194</td> </tr> </tbody> </table>	Month	FFB		CPO		PK		Certified	Non-Certified	Certified	Non-Certified	Certified	Non-Certified	Jul-17	16,762,843	10,935,084	3,765,328	2,070,082	915,413	590,692	Aug-17	13,224,493	13,691,152	3,004,612	2,600,888	693,289	717,151	Sep-17	13,325,137	12,840,468	2,996,571	2,430,459	726,708	701,992	Oct-17	15,967,558	11,951,841	3,504,971	2,216,839	888,868	664,352	Nov-17	15,663,411	10,705,997	3,451,377	2,011,043	837,309	578,561	Dec-17	15,218,244	9,254,413	3,459,725	1,782,085	816,247	496,093	Jan-18	13,079,981	9,611,036	2,941,792	1,837,808	723,386	529,484	Feb-18	9,915,908	8,673,075	2,275,766	1,687,674	547,680	480,100	Mar-18	9,848,485	6,291,718	2,150,516	1,186,934	508,587	328,223	Apr-18	10,460,284	7,327,388	2,281,563	1,357,897	535,448	371,212	May-18	12,766,116	12,253,938	2,911,698	2,383,862	654,396	629,194	Comply
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		Jun-18	13,295,587	12,045,562	2,958,093	2,287,487	639,841	582,639	
		TOTAL	159,528,047	125,581,672	35,702,011	23,853,059	8,487,173	6,669,692	
5.10. Conversion factors									
5.10.1	Where applicable a conversion rate shall be applied to provide a reliable estimate for the amount of certified output available from the associated inputs. Organizations may determine and set their own conversion rates which shall be based upon past experience, documented and applied consistently. Guidance on conversion rates is published on the RSPO website (www.rspo.org); RSPO Rules for Physical Transition of Oleochemicals and its Derivaties. This is relevant for derivatives of Palm Oil and Palm Kernel Oil, as used in the oleochemical and personal care industries.	<p>Conversion rate is applied to provide reliable estimation of CPO and PK produced.</p> <p>For year 2018, the budget for conversion from FFB into CPO are:</p> <ul style="list-style-type: none"> a. For FFB from Tungkal Ulu Estate: 23.90% b. For FFB from Tungkal Ulu Plasma: 21.90% c. For FFB from third-party: 19.00% <p>For year 2018, the budget for conversion from FFB into PK are:</p> <ul style="list-style-type: none"> a. For FFB from Tungkal Ulu Estate: 5.35% b. For FFB from Tungkal Ulu Plasma: 5.35% c. For FFB from third-party: 5.35% <p>For actual 2017, actual conversion ratios from FFB into CPO are:</p> <ul style="list-style-type: none"> a. For FFB from Tungkal Ulu Estate: 23.62% b. For FFB from Tungkal Ulu Plasma: 22.13% c. For FFB from third-party: 18.88% <p>For actual 2017, actual conversion ratios from FFB into PK are:</p> <ul style="list-style-type: none"> a. For FFB from Tungkal Ulu Estate: 5.32% b. For FFB from Tungkal Ulu Plasma: 5.33% c. For FFB from third-party: 5.32% 							Comply
5.10.2	Conversion rates shall be periodically updated to ensure accuracy against actual performance or industry average if appropriate.	<p>The actual conversion ratio is monitored on daily basis through sounding result and documented in daily report. PT Inti Indosawit Subur – Tungkal Ulu POM is able to demonstrate the work instruction for analysis of oil content.</p> <p>Based on Laporan Harian Produksi dated 30/06/2018, the sounding result and production report shows that actual conversion ratios from FFB into CPO are:</p> <ul style="list-style-type: none"> a. For FFB from Tungkal Ulu Estate: 23.56% b. For FFB from Tungkal Ulu Plasma: 21.60% c. For FFB from third-party: 18.82% 							Comply

		And actual conversion ratios from FFB into PK are: a. For FFB from Tungkal Ulu Estate: 5.24% b. For FFB from Tungkal Ulu Plasma: 5.22% c. For FFB from third-party: 5.22%	
5.11. Claims			
5.11.1	The site shall only make claims regarding the use of or support of RSPO certified oil palm products that are in compliance with the RSPO Rules on Market Communications and Claims.	PT Inti Indosawit Subur – Tungkal Ulu POM has not made claims regarding the support of RSPO certified oil palm products. However the organization aware about the RSPO Rules on Market Communications and Claims.	Comply
5.12. Complaints			
5.12.1	The organization shall have in place and maintain documented procedures for collecting and resolving stakeholder complaints.	In the case of any complaint, the mill provided procedure AA-GL-5.08-R1 related to information request from any stakeholders to resolving stakeholder complaints. Based on document review, there was no complaint from stakeholder related to RSPO Supply Chain in PT Inti Indosawit Subur – Tungkal Ulu POM. During this one year period of surveillance, there has been no complaint related RSPO Supply Chain Certification requirements.	Comply
5.13. Management Review			
5.13.1	The organization is required to hold management reviews annually at planned intervals, appropriate to the scale and nature of the activities undertaken.	PT Inti Indosawit Subur – Tungkal Ulu POM has Standard Operating Procedures for Internal Audit and Management Review (AA-SOP-ES-6001-R1). The management review planned once a year at minimum, or incidentally considering the critical area. The latest management review conducted 20 December 2017 attended by all key personnel. The Standard Operating Procedures of Traceability (AA-MPM-OP-1400.17.R6) dated 1 September 2017 has also regulates the internal audit by Sustainability Internal Audit Manager, that planned 2 times in a year at minimum.	Comply
5.13.2	The input to management review shall include information on: <ul style="list-style-type: none"> • Results of internal audits covering RSPO Supply Chain Certification Standard. • Customer feedback. • Status of preventive and corrective 	The latest management review of PT Inti Indosawit Subur – Tungkal Ulu POM carried out on 20 December 2017 attended by all key personnel, against RSPO SCCS 2017 – RSPO General Chain of Custody requirements and Module E: Mass Balance. The organization shows issues discussed during management review dated 20 December 2017. Minute of management review meeting and attendance register were available. The management review inputs include information as follow: <ul style="list-style-type: none"> - Result of audits: internal and external audit; 	Comply

	<p>actions.</p> <ul style="list-style-type: none"> • Follow-up actions from management reviews. • Changes that could affect the management system. • Recommendations for improvement. 	<ul style="list-style-type: none"> - Follow up action from previous management review: replace drain sight glass, replace scraper and performed setting of scraper using chain. - Process performance and product conformity: replace spring and metallic pipe and performed center tie down setting. - Recommendation for improvement: designed mini hoisting crane; created visualisation of press station change control. - Customer feedback: Mill assistant made schedule of pipe and boiler cleaning during boiler stop. - Status of corrective and preventive action; - Changes that could affect the management system – no changes; 	
5.13.3	<p>The output from the management review shall include any decisions and actions related to:</p> <ul style="list-style-type: none"> • Improvement of the effectiveness of the management system and its processes. • Resource needs. 	<p>PT Inti Indosawit Subur – Tungkal Ulu POM has conducted management review dated 20 December 2017.</p> <p>The management review output indicates decision and actions related to:</p> <ul style="list-style-type: none"> - Replace drain sight glass, replace scraper and performed setting of scraper using chain. - Replace spring and metallic pipe and performed center tie down setting. - Designed mini hoisting crane; created visualisation of press station change control. - Mill assistant made schedule of pipe and boiler cleaning during boiler stop. - The organization will optimize the existing resources to achieve all indicators of performance defined. According to the minutes of management review meeting, it was noted that output of review has not required additional resources. 	Comply

Appendix E: CPO Mill Supply Chain Assessment Report (Module E - CPO Mills: Mass Balance)

Requirements	Compliance																																																																																			
E.1 Definition																																																																																				
E.1.1 Certification for CPO mills is necessary to verify the volumes of certified and uncertified FFB entering the mill and sales volume of RSPO certified products. A mill may be taking delivery of FFB from uncertified growers, in addition to those from its own and 3rd party certified supply base. In that scenario, the mill can claim only the volume of oil palm products produced from processing of the certified FFB as MB.	PT Inti Indosawit Subur – Tungkal Ulu POM holds current RSPO P&C Certificate No. RSPO 594422. In the current certificate, PT Inti Indosawit Subur – Tungkal Ulu POM uses Mass Balance supply chain model. The mill only claimed the FFB proportion from certified supply bases which comprise of company-own estate (Tungkal Ulu Estate) and Scheme Smallholder (Tungkal Ulu Plasma). The other supply base, were come from third party suppliers as non-certified FFB source.																																																																																			
E.2 Explanation																																																																																				
E.2.1 The estimated tonnage of CPO and PK products that could potentially be produced by the certified mill shall be recorded by the CB in the public summary of the P&C certification report. For an independent mill, the estimated tonnage of CPO and PK products shall be recorded in the RSPO IT platform, supply chain certificate and public summary audit report. This figure represents the total volume of certified oil palm product (CPO and PK) that the certified mill is allowed to deliver in a year. The actual tonnage produced shall then be recorded in each subsequent annual surveillance report.	<p>The estimated tonnage produced by PT Inti Indosawit Subur – Tungkal Ulu POM for period July 2018 to June 2019 are as follows:</p> <table border="1"> <thead> <tr> <th rowspan="2">Month</th> <th colspan="2">FFB</th> <th colspan="2">CPO</th> <th colspan="2">PK</th> </tr> <tr> <th>Certified</th> <th>Non-Certified</th> <th>Certified</th> <th>Non-Certified</th> <th>Certified</th> <th>Non-Certified</th> </tr> </thead> <tbody> <tr> <td>Jul-18</td> <td>14,071,065</td> <td>14,490,495</td> <td>3,187,854</td> <td>2,793,424</td> <td>752,802</td> <td>775,241</td> </tr> <tr> <td>Aug-18</td> <td>14,277,355</td> <td>15,076,717</td> <td>3,234,183</td> <td>2,905,878</td> <td>763,838</td> <td>806,605</td> </tr> <tr> <td>Sep-18</td> <td>14,969,603</td> <td>15,066,408</td> <td>3,399,953</td> <td>2,909,365</td> <td>800,873</td> <td>806,052</td> </tr> <tr> <td>Oct-18</td> <td>15,102,428</td> <td>14,586,735</td> <td>3,439,942</td> <td>2,822,417</td> <td>807,980</td> <td>780,390</td> </tr> <tr> <td>Nov-18</td> <td>15,264,836</td> <td>14,307,887</td> <td>3,471,055</td> <td>2,767,723</td> <td>816,668</td> <td>765,472</td> </tr> <tr> <td>Dec-18</td> <td>15,639,859</td> <td>13,221,896</td> <td>3,558,795</td> <td>2,563,542</td> <td>836,733</td> <td>707,371</td> </tr> <tr> <td>Jan-19</td> <td>13,084,884</td> <td>13,044,801</td> <td>2,973,868</td> <td>2,517,306</td> <td>700,041</td> <td>697,896</td> </tr> <tr> <td>Feb-19</td> <td>12,383,741</td> <td>9,707,933</td> <td>2,821,449</td> <td>1,883,789</td> <td>662,530</td> <td>519,374</td> </tr> <tr> <td>Mar-19</td> <td>11,849,000</td> <td>8,602,414</td> <td>2,693,279</td> <td>1,674,051</td> <td>633,921</td> <td>460,229</td> </tr> <tr> <td>Apr-19</td> <td>11,732,505</td> <td>7,943,698</td> <td>2,669,910</td> <td>1,550,047</td> <td>627,689</td> <td>424,988</td> </tr> </tbody> </table>	Month	FFB		CPO		PK		Certified	Non-Certified	Certified	Non-Certified	Certified	Non-Certified	Jul-18	14,071,065	14,490,495	3,187,854	2,793,424	752,802	775,241	Aug-18	14,277,355	15,076,717	3,234,183	2,905,878	763,838	806,605	Sep-18	14,969,603	15,066,408	3,399,953	2,909,365	800,873	806,052	Oct-18	15,102,428	14,586,735	3,439,942	2,822,417	807,980	780,390	Nov-18	15,264,836	14,307,887	3,471,055	2,767,723	816,668	765,472	Dec-18	15,639,859	13,221,896	3,558,795	2,563,542	836,733	707,371	Jan-19	13,084,884	13,044,801	2,973,868	2,517,306	700,041	697,896	Feb-19	12,383,741	9,707,933	2,821,449	1,883,789	662,530	519,374	Mar-19	11,849,000	8,602,414	2,693,279	1,674,051	633,921	460,229	Apr-19	11,732,505	7,943,698	2,669,910	1,550,047	627,689	424,988
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**RSPO Public Summary Report
Revision 6 (December /2017)**

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	Jun-19	12,476,976	9,878,551	2,826,585	1,916,391	667,518	528,503
	TOTAL	162,703,603	146,670,005	36,971,015	28,386,699	8,704,640	7,846,843
E.2.2 The mill shall also meet all registration and reporting requirements for the appropriate supply chain through the RSPO supply chain managing organization (RSPO IT platform).	PT Inti Indosawit Subur – Tungkal Ulu POM has met registration and reporting requirement as it has been registered in RSPO IT Platform (PalmTrace) with ID number RSPO_PO1000000345.						
E.3 Documented procedures							
E.3.1 The site shall have written procedures and/or work instructions to ensure the implementation of all the elements specified in these requirements. This shall include at minimum the following: a) Complete and up to date procedures covering the implementation of all the elements in these requirements;	<p>PT Inti Indosawit Subur – Tungkal Ulu POM can demonstrate procedures as follow:</p> <ul style="list-style-type: none"> - Standard Operating Procedures – Traceability (AA-MPM-OP-1400.17.R6) dated 1 September 2017. The procedures cover traceability of CPO and PK, since FFB receiving from Tungkal Ulu Estate and Smallholder, processing up to shipping of CPO and PK as well as daily production report. The procedure also regulates the internal audit by Sustainability Internal Audit Manager. Traceability records are to be kept for 10 years. - Standard Operating Procedure – Book Keeping (AA-MPM-OP-1400.18-R4). The procedure explains method to check only certified product received. The book keeping mass balance stated every 3 months: January-March, April-June, July-September, and October-December each year. Head of Environment and Sustainability will inform to Certification Body in the case of projected overproduction. - SOP of Palm Oil Mill operation: <ul style="list-style-type: none"> • SOP AA-MPM-OP-1400.02.R2, dated 1 September 2011, Stasiun Penerimaan (FFB Receiving Station) • SOP AA-MPM-OP-1400.03.R1, dated 1 February 2009, Stasiun Rebusan (Sterilizer) • SOP AA-MPM-OP-1400.04.R1, dated 1 February 2009, Stasiun Pemisahan Berondolan (Loose Fruit Separation) • SOP AA-MPM-OP-1400.05-R1, dated 1 February 2009, Stasiun Pengadukan dan Pengempaan (Pressing Station) • SOP AA-MPM-OP-1400.06-R1, dated 1 February 2009, Stasiun Pemurnian (Clarification) • SOP AA-MPM-OP-1400.07-R1, dated 1 February 2009, Stasiun Pemisahan Nut dan Fiber (Nut and Fiber separation) • SOP AA-MPM-OP-1400.08-R1, dated 1 February 2009, Stasiun Kernel (Kernel Station) • SOP AA-MPM-OP-1400.09-R1, dated 1 February 2009, Stasiun Boiler • SOP AA-MPM-OP-1400.10-R1, dated 1 February 2009, Stasiun Engine Room • SOP AA-MPM-OP-1400.11-R1, dated 1 February 2009, Stasiun Water Treatment 						

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

	<ul style="list-style-type: none"> • SOP AA-MPM-OP-1400.12-R1, dated 1 February 2009, Laboratorium • SOP AA-MPM-OP-1400.13-R1, dated 1 February 2009, Stasiun Pengelolaan Limbah (Palm Oil Mill Effluent Treatment) • SOP AA-MPM-OP-1400.14-R2, dated 1 September 2011, Stasiun Penimbunan dan Pengiriman CPO dan Kernel (CPO and PK Storage and Despatch) • SOP AA-MPM-OP-1400.15-R1, dated 1 February 2009, Perawatan (Preventive Maintenance and Repair).
<p>b) The name of the person having overall responsibility for and authority over the implementation of these requirements and compliance with all applicable requirements. This person shall be able to demonstrate awareness of the site procedures for the implementation of this standard.</p>	<p>As per Procedure of Traceability (AA-MPM-OP-1400.17-R6), the responsible person in charge to the supply chain system is Mill Manager assisted by KTU. During audit, KTU, Mr. Salman Alfarisi, was able to demonstrate sufficient knowledge and understanding on RSPO supply chain implementation for palm oil mill.</p>
<p>E.3.2 The site shall have documented procedures for receiving and processing certified and non-certified FFBs.</p>	<p>The Mill has had documented procedures for receiving and processing of Certified and Non-certified FFBs in form of SOP AA-MPM-OP-1400.17-R6 "Traceability" and SOP for FFB Receiving Station (AA-MPM-OP-1400.02-R2). The Mill uses RSPO Supply Chain model Mass Balance, therefore does not required to separated receiving and processing of certified and non-certified FFB.</p>
<p>E.4 Purchasing and goods in</p>	
<p>E.4.1 The site shall verify and document the volumes of certified and non-certified FFBs received.</p>	<p>PT Inti Indosawit Subur – Tungkal Ulu POM has demonstrated SOP of Traceability (AA-MPM-OP-1400.7.R6), chapter 5.1 indicates the Weighbridge Clerk has responsibility to input data and print weighbridge card based on "Surat Pengantar TBS", covering information e.g. estate name and block number, mill name, date of delivery, product description and quantity, RSPO certificate number, transporter identity and unique identification number.</p> <p>PT Inti Indosawit Subur – Tungkal Ulu POM receive FFB from certified and non-certified source. Certified source consist of own estate (Tungkal Ulu Estate) and Scheme Smallholder (Tungkal Ulu Plasma). Non-certified FFB sourced from third party supplier, e.g.: KUD Bina Usaha SP 1, YES, KSP, HD, Victory, Trading Makmur, Jaya Mandiri, Merlung Topaz, MH, Gapoktan Maju Jaya, Penyabungan Topaz, Gapoktan Usaha Berkat, Asosiasi Tani Bersama, Novie Zulhi and Teguh Prayoga.</p> <p>Document "Surat Pengantar TBS" (FFB Delivery Note) and Kartu Timbangan (Weighbridge Card) described identity and location of FFB source and other item required e.g. Certified:</p>

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

- Surat Pengantar TBS No.KTU/AFD4/0072 dated 09/07/2018 from Tungkal Ulu Estate, Afdeling 4, Block C91h. Weighbridge Card #PTUA118106027 dated 09/07/2018, commodity: certified FFB; source: Tungkal Ulu Estate; to Tungkal Ulu Palm Oil Mill; net weight: 6,870 kg; Afdeling: 4; amount: 260 bunch; Block: C91h; RSPO Cert: RSPO 594422; Transporter: Internal; Vehicle: BH 8139 MF; Driver: Amin; Batch number: 13-100-16462017-051708.
 - Surat Pengantar TBS No.00271 dated 09/07/2018 from Tungkal Ulu Smallholder, Farmer Group Tani Maju. Weighbridge Card #TUA218104891 dated 09/07/2018, commodity: certified FFB; source: Tungkal Ulu Smallholder; to Tungkal Ulu Palm Oil Mill; net weight: 8,776 kg; location: P2-3A-95-Tani Maju, ID: KLT; amount: 314 bunch; Block: P2028; RSPO Cert: RSPO594422; Transporter: Internal Smallholder; Vehicle: BH 8804 EU; Driver: Fidia; Batch number: 13-100-24282011-7051701.
 - Surat Pengantar TBS No.00319 dated 30/06/2018 from KUD Sawit Kita (SP 2), Hamparan 22. Weighbridge Card #PTUA218104468 dated 30/06/2018, commodity: certified FFB; source: Tungkal Ulu Smallholder; to Tungkal Ulu Palm Oil Mill; net weight: 8,459 kg; sortation: 371 kg; location: P3-2A-96-Mutiara; amount: 406 bunch; Block: P3061; RSPO Cert: RSPO594422; Transporter: Internal Smallholder; Vehicle: BH 8365 ZU; Driver: Eman; Batch number: 13-100-24282017-047856.
 - Surat Pengantar TBS No.00232 dated 30/06/2018 from KUD Karya Kita (SP 3), Hamparan 6. Weighbridge Card #PTUA218104479 dated 30/06/2018, commodity: certified FFB; source: Tungkal Ulu Smallholder; to Tungkal Ulu Palm Oil Mill; net weight: 6,845 kg; sortation: 245 kg; location: P2-3A-95-Alpokat Jaya; amount: 350 bunch; Block: P2025; RSPO Cert: RSPO594422; Transporter: Internal Smallholder; Vehicle: BH 8589 BI; Driver: Sigit; Batch number: 13-100-24282017-047967.
 - Surat Pengantar TBS No.00131 dated 30/06/2018 from KUD Panca Mukti (SP 5), Hamparan 11. Weighbridge Card #PTUA218104537 dated 30/06/2018, commodity: certified FFB; source: Tungkal Ulu Smallholder; to Tungkal Ulu Palm Oil Mill; net weight: 8,328 kg; sortation: 342 kg; location: P5-3A-97-Sumber Agung; amount: 350 bunch; Block: P5180; RSPO Cert: RSPO594422; Transporter: Internal Smallholder; Vehicle: BH 8926 BI; Driver: Danu; Batch number: 13-100-24282017-048478.
- Non-certified:
- Surat Pengantar TBS No. KTU/AFD7/7/001 dated 09/07/2018 from Tungkal Ulu Estate Afdeling 7 to PT Inti Indosawit Subur – Tungkal Ulu Palm Oil Mill; amount: 286 bunch. Weighbridge Card #PTUA118106024 dated 09/07/2018; commodity: Non-Certified FFB; source: PT IIS - Tungkal Ulu Estate, Afdeling 7, Block F94b; to PT Inti Indosawit Subur – Tungkal Ulu Palm Oil Mill; net weight: 7,530 kg; amount: 286 bunch; Transporter: internal; Vehicle: BH 8576 MF; Driver: Sugito.

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

	<ul style="list-style-type: none"> - Surat Pengantar TBS No. 12145 dated 09/07/2018 from supplier Novie Zulhi to PT Inti Indosawit Subur – Tungkal Ulu Palm Oil Mill; amount: 350 bunch. Weighbridge Card #PTUA518106726 dated 09/07/2018; commodity: Non-Certified FFB; source: supplier Novie Zulhi, ID: ST00044; to PT Inti Indosawit Subur – Tungkal Ulu Palm Oil Mill; net weight: 8,351 kg; amount: 350 bunch; Transporter: general; Vehicle: BD 8039 KF; Driver: Fajar.
<p>E.4.2 The site shall inform the CB immediately if there is a projected overproduction of certified tonnage.</p>	<p>Standard Operating Procedure – Book Keeping (AA-MPM-OP-1400.18-R4). The procedure explains method to check only certified product received. The book keeping mass balance stated every 3 months: January-March, April-June, July-September, and October-December each year. Head of Environment and Sustainability will inform to Certification Body in the case of projected overproduction. During this period of annual surveillance audit, there is no overproduction happened.</p>
<p>E.5 Record keeping</p>	
<p>E.5.1 a) The site shall record and balance all receipts of RSPO certified FFB and deliveries of RSPO certified CPO and PK on a real-time basis and/ or three-monthly basis.</p>	<p>Based on review of PT Inti Indosawit Subur – Tungkal Ulu POM document and record, the Mill is able to demonstrate complete, up-to-date and accessible records and reports covering all aspects of RSPO Supply Chain Certification Standard requirements.</p> <p>Records and report verified are as follows:</p> <ul style="list-style-type: none"> - Laporan Harian Pabrik (Mill Daily Report); dated 31/12/2017 and 30/06/2018. - Book Keeping – Mass Balance – CPO and PK period of January – March 2017, April – June 2017, July – September 2017, October – December 2017, January – March 2018, April – June 2018; - Kartu Timbangan (Weighbridge Card) FFB; - Kartu Timbangan (Weighbridge Card) CPO; - Kartu Timbangan (Weighbridge Card) PK; <p>Based on Laporan Harian Pabrik dated 30/06/2018 FFB received on 30/06/2018 are:</p> <ul style="list-style-type: none"> - Certified: 711,284 kg - Non-Certified: 457,044 kg <p>FFB received from 01/01/2018 to 30/06/2018</p> <ul style="list-style-type: none"> - Certified: 69,366,361 kg - Non-Certified: 56,202,717 kg

	<p>CPO produced on 30/06/2018 are:</p> <ul style="list-style-type: none"> - Certified: 149,467 kg - Non-Certified: 95,433 kg <p>CPO produced from 01/01/2018 to 30/06/2018</p> <ul style="list-style-type: none"> - Certified: 15,519,427 kg - Non-Certified: 10,741,663 kg <p>PK produced on 30/06/2018 are:</p> <ul style="list-style-type: none"> - Certified: 32,480 kg - Non-Certified: 24,400 kg <p>PK produced from 01/01/2018 to 30/06/2018</p> <ul style="list-style-type: none"> - Certified: 3,609,339 kg - Non-Certified: 2,920,851 kg
<p>(b) All volumes of palm oil and palm kernel oil that are delivered are deducted from the material accounting system according to conversion ratios stated by RSPO.</p>	<p>Conversion rate is only applied to provide reliable estimation of CPO and PK produced for annual budget. The management of PT Inti Indosawit Subur – Tungkal Ulu POM has mechanism and knowledge that all volumes of CPO and PK delivered are deducted from the material accounting system.</p>
<p>c) The site can only deliver Mass Balance sales from a positive stock. Positive stock can include product ordered for delivery within three (3) months. However, a site is allowed to sell short.(ie product can be sold before it is in stock.)</p>	<p>PT Inti Indosawit Subur – Tungkal Ulu POM only deliver certified CPO and PK sales from a positive stock. The volume of certified CPO and PK are deducted on three-monthly basis. Audit team verified there was no short-selling and/or negative stock at the end of three-monthly period.</p>

RSPO Public Summary Report
Revision 6 (December /2017)

Supply Chain Declaration

A. Monthly Records of Certified and Uncertified FFB Received since the last audit				
No.	Month - Year	Volume of FFB from certified supply bases (MT)	Volume of FFB from uncertified supply bases (MT)	Total FFB/Month (MT)
1	July 2017	16,837	10,908	27,745
2	August 2017	13,233	13,703	26,936
3	September 2017	13,333	12,884	26,216
4	October 2017	15,977	11,934	27,911
5	November 2017	15,632	10,736	26,368
6	December 2017	15,298	9,303	24,601
7	January 2018	13,011	9,511	22,522
8	February 2018	9,921	8,704	18,625
9	March 2018	9,824	6,320	16,143
10	April 2018	10,407	7,210	17,616
11	May 2018	12,792	12,323	25,116
12	June 2018	13,094	11,932	25,026
	Total	159,359	125,468	284,825

*) The actual production record based on license period

B. Monthly Records of Certified CPO & PK since the last audit			
No.	Month - Year	Certified CPO (MT)	Certified PK (MT)
1	July 2017	3,765	915
2	August 2017	3,005	693
3	September 2017	2,997	727
4	October 2017	3,505	889
5	November 2017	3,451	837
6	December 2017	3,460	816
7	January 2018	2,942	723
8	February 2018	2,276	548
9	March 2018	2,150	509
10	April 2018	2,281	535
11	May 2018	2,912	654
12	June 2018	2,958	640
	Total	35,702	8,488

*) The actual production record based on license period

C. Records of Certified CPO & PK Sold under PalmTrace to Buyers since the last audit (if any)				
No.	Buyers Name	Palmtrace Trading No	Certified CPO Sold (MT)	Certified PK Sold (MT)
Actual sold in time extention period before 14th November 2017 (license is about to expire on 08/14/2017)				
1	Tungkal Ulu Kernel Crushing Plant – PT Inti Indosawit	TR-3180cf77-15b3, dated 07/19/2017		383.92
1	Tungkal Ulu Kernel Crushing Plant – PT Inti Indosawit Subur	TRc779d22bfbe1, dated 08/24/2017	250	

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RSPO Public Summary Report
Revision 6 (December /2017)

2	Tungkal Ulu Kernel Crushing Plant – PT Inti Indosawit Subur	TR- 5e517533-a086, dated 09/15/2017	500	
3	Tungkal Ulu Kernel Crushing Plant – PT Inti Indosawit Subur	TR-a55b07afb307, dated 10/12/2017		718.31
4	Tungkal Ulu Kernel Crushing Plant – PT Inti Indosawit Subur	TRc1ab0013-10f5, dated 10/16/2017		150.68
5	Tungkal Ulu Kernel Crushing Plant – PT Inti Indosawit Subur	TR-e0ff8360-74d9, dated 10/24/2017	191.89	
6	Tungkal Ulu Kernel Crushing Plant – PT Inti Indosawit Subur	TR-8f8b287f-032c, dated 11/08/2017		336.71
TOTAL			941.89	1,589.61

Actual sold in license period after 26th March 2018

1	Tungkal Ulu Kernel Crushing Plant – PT Inti Indosawit Subur	TR- 52824598-c126, dated 04/04/2018		2,368.09
2	Tungkal Ulu Kernel Crushing Plant – PT Inti Indosawit Subur	TRd0b23b8e-3bfa, dated 04/04/2018		1,076.89
3	Tungkal Ulu Kernel Crushing Plant – PT Inti Indosawit Subur	TR-6cfec657-4c6f, dated 04/04/2018		350.88
4	Tungkal Ulu Kernel Crushing Plant – PT Inti Indosawit Subur	TRea6e18d5-4c58, dated 04/13/2018		660.16
5	Tungkal Ulu Kernel Crushing Plant – PT Inti Indosawit Subur	TR-81ab0f8f-1e7d, dated 04/19/2018		2,941.62
TOTAL			0	7,397.64

Transaction period July 2017 June 2018

Note: The last license period (from RAV) was activated from 26th March 2018 – 14th August 2018.

D. Records of CPO & PK Sold under other schemes to Buyers since the last audit (if any)

No.	Buyers Name	Scheme Name	CPO Sold (MT)	PK Sold (MT)
July 2017	Classified	ISCC	6,979	-
August 2017	Classified	ISCC		-
September 2017	Classified	ISCC		-
October 2017	Classified	ISCC	9,213	-
November 2017	Classified	ISCC		-
December 2017	Classified	ISCC		-
January 2018	Classified	ISCC	6,952	-
February 2018	Classified	ISCC		-
March 2018	Classified	ISCC		-
April 2018	Classified	ISCC	6,546	-
May 2018	Classified	ISCC		-
June 2018	Classified	ISCC		-
Total			29,690	-

CPO sold is from certified volume within period July 2017 – June 2018

E. Records of CPO & PK Sold as conventional to Buyers since the last audit (if any)

No.	Buyers Name	CPO Sold (MT)	PK Sold (MT)
July 2017	Classified	Nil	Nil

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

August 2017	Classified		
September 2017	Classified		
October 2017	Classified	Nil	Nil
November 2017	Classified		
December 2017	Classified		
January 2018	Classified	Nil	Nil
February 2018	Classified		
March 2018	Classified		
April 2018	Classified	Nil	Nil
May 2018	Classified		
June 2018	Classified		
Total		Nil	Nil

CPO and PK sold as conventional is not sources from certified volume

F. Records of Certified CPO & PK Sold under RSPO Credits to Buyers since the last audit			
No.	Buyers Name	PalmTrace Trading No	RSPO Credits of Certified CPO Sold (MT)
Nil			

Appendix F: Location Map of Certification Unit and Supply bases



Appendix H: List of Smallholder Sampled
SP-2 - KUD SAWIT KITA

No.	Name of Registered Smallholder (as per Land Title)		Smallholder Block Number
	Old	New	
1	MURSID	LAMIDI	295
2	KASTORI	SARIPAH	241
3	KASTUBI	MUHYADI	287
4	SAHRONI	SAHRONI	288
5	SUTRISNO BIN SOBAR	JAYAK	323
6	RUKMANA	RUKMANA	188
7	SOLEH	BAMBANG	375
8	RAPAWI	CAHYONO	095
9	RIBUT SUKIRANTO	PARNO	370
10	SOLIKAN	DARSINI	365
11	RONDI	SODIRIN	366
12	MUSLIHUDIN	MUSLIHUDIN	487
13	DARWIN	AHMAD MUSTOFA	315
14	ABDUL KADIR	ABDUL KADIR	314
15	AHMAD FUADI	AHMAD FUADI	201
16	PAIMAN	SLAMET SUTARNO	461
17	SUGIYARNO	CAHYONO	451
18	SUPOMO	SUGIONO	495
19	ABDUL WAHAB ABDI	BAMBANG SETIONO	500
20	SALIB	MARYONO	488

SP-3 - KUD KARYA KITA

No.	Name of Registered Smallholder (as per Land Title)		Smallholder Block Number
	Old	New	
1	A. SALEWAHIDIN	KISWANTI	896
2	MUH. MUKRI	SAMIJAN/ MUKRI	843
3	MANDIKIN	MANDIKIN	874
4	SUTARJO. 1	SUTARJO	846
5	RASALI	RASALI	925
6	PAIMIN BIN TAMIJO	PAERAN	825
7	RIPAI	MUGIONO	824
8	TUMIRAN	TUMIRAN	799
9	A. YANI	BAMBANG PURWANTO	1022
10	KATNI	BAMBANG PURWANTO	1021
11	SANUSI	ANI	1012
12	SURMAN	H.RUSDAN	1019
13	SARBAINI	SARBANI	1032
14	AHMAD HAIRUDIN	KATIEM	1031
15	MURSALIM	H.RUSDAN	1034
16	A.AZIZ SEMAN	H.RUSDAN	1035

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

17	A D I	JUMADI	1147/23
18	ADAM MALIK	PARNO	1137/23
19	SADIRAN	RUBIYEM	1143/23
20	FAISAL EFFENDI	DRS.KUSMAJAYA	1660/27
21	IR.KUNARJO	PUJIONO	1637/27
22	HARPAHMAN	HARPAHMAN	1658/27

SP-5 - KUD PANCA MUKTI

No.	Name of Registered Smallholder (as per Land Title)		Smallholder Block Number
	Old	New	
1	LADI	HARTANTA MERLUNG	3026
2	SELAMET RIYANTO	HISAM SUBEKTI	3057
3	NASRUL	BAHUDDIN	3039
4	PARTO SUJONO	M. KHODIRUN	3298
5	M . SABRI	AMPERA	3312
6	SUKIMAN	HISAM SUBEKTI	3301
7	AR. SAID	EDI MULYONO	3049
8	SELAMET	NURAIIDI SP 4	3048
9	SURNAM	EDI MULYONO	3021
10	BINYANI	BINYANI	3016
11	HASAN BASRI	BAWON	3015
12	SUPARJO	ROKHANI SP 6	2992
13	MISDI SANTOSO	AZIZ MARBUN	3222
14	SAHLAN	HAMDAN MERLUNG	3190
15	SURIPTO	TEGO	3287

SP-6 - KUD SARI BUMI

No.	Name of Registered Smallholder (as per Land Title)		Smallholder Block Number
	Old	New	
1	ROSIANI	SITI D.	2057
2	SIKARIN	M. SULTON	2030
3	SUWARDI. 1	SUWARDI. 1	1893
4	JAMIN	SHOLEHAN	1894
5	TIMAN	SUKIRMAN	1884
6	SUSILONO	SUSILONO	1891
7	ALFIAN	NGATMIN	1707
8	EDI MUSRI	NGATIMIN	1710
9	SUYANTO	SULASMAN	2086
10	HUSIN	SABAR	1815
11	HENDRIK	SURAJI	1853
12	MAT SUNI	SUPRAPTO	1781
5	ROCHMAT	ROCHMAT	1570 / Hamp 17
6	TORIDA SIRAIT	MANURUNG	2121 // Hamp 17
7	ZULFAUSI	ZULFAUSI	1588 // Hamp 17

Appendix I: List of Abbreviations

AMDAL	Analisis Mengenai Dampak Lingkungan – Social Environmental Impact Assessment
BLH	Badan Lingkungan Hidup
BOD	Biological Oxygen Demand
CD	Community Development
CPO	Crude Palm Oil
CSR	Corporate Social Responsibility
EFB	Empty Fruit Bunch
EMS	Environmental Management System
ENC	Environment and Conservation Department
FA	Field Assisstant
FFB	Fresh Fruit Bunch
GMP	Good Manufacturing Practice
GRTG	Ganti Rugi Tanah Garapan – Compensation upon land used
GRTT	Ganti Rugi Tanam Tumbuh – Compensation upon planting
HCV	High Conservation Value
HGU	Hak Guna Usaha – Legal ownership of the land
IAV	Initial Assessment Visit
IPM	Integrated Pest Management
KER	Kernel Extraction Rate
LD ₅₀	Lethal Dosage on 50
MCA	Manager Corporate Affair
MSDS	Material Safety Data Sheet
NPP	New Planting Procedure
OER	Oil Extraction Rate
PK	Palm Kernel
PKB	Perjanjian Kerja Bersama – Collective Work Agreement
POM	Palm Oil Mill
PPE	Personal Protective Equipment
PUK	Pengurus Unit Kerja – Unit’s Committee
RED	Renewable Energy Directive
RKL	Rencana Pengelolaan Lingkungan – Environmental Management Plan
RPL	Rencana Pemantauan Lingkungan – Environmental Monitoring Plan
RSPO	Roundtable on Sustainable Palm Oil
RSPO P&C	Roundtable on Sustainable Palm Oil Principle & Criteria
SCCS	Supply Chain Certification Standard
SEIA	Social and Environmental Impact Assessment
SIA	Social Impact Assessment
SK	Surat Keputusan – Decree Letter
SKT	Surat Keterangan Tanah – Land Letter
SOP	Standard Operating Procedure