

**RSPO PRINCIPLE AND CRITERIA –
INITIAL ASSESSMENT
Public Summary Report**

First Resources Limited
Client company Address: <u>APL Tower, Central Park 28th Floor,</u> <u>Podomoro City</u> <u>Jl. Letjend S. Parman Kav.28,</u> <u>Grogol Petamburan, Jakarta Barat –</u> <u>11470</u> <u>Indonesia</u>
Certification Unit: PT. Meridan Sejati Surya Plantation – Sei Pingai POM Location of Certification Unit: Kerinci Kanan Village, Kerinci Kanan District, Siak Regency, Riau Province Indonesia

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Section 1: Scope of the Certification Assessment

1. Company Details			
RSPO Membership Number	1-0047-08-000-00	Membership Approval Date	10 th March 2008
Parent Company Name	First Resources Limited		
Address	Head Office: APL Tower Central Park 28 th Floor, Podomoro City Jl. Letjend S. Parman Kav.28, Grogol Petamburan, Jakarta Barat – 11470 Indonesia		
Subsidiary (Certification Unit Name)	PT. Meridan Sejati Surya Plantation		
Address	Plantation: Kerinci Kanan Village, Kerinci Kanan District, Siak Regency, Riau Province – Indonesia.		
Contact Name	Mr. Bambang Dwilaksono (Sustainability Head)		
Website	www.first-resources.com	E-mail	bambang.dwilaksono@first-resources.com
Telephone	+62 21 2929 8888	Facsimile	+62 21 2929 8878

2. Certification Information			
Certificate Number	RSPO 634712	Date of First Certification	24.11.2018
		Certificate Start Date	24.11.2018
		Certificate Expiry Date	23.11.2023
Scope of Certification	The production of sustainable CPO and PK		
Applicable Standards	RSPO Principles and Criteria; Indonesia National Interpretation September 2016 RSPO Supply Chain Certification System, June 2017		

3. Other Certifications			
Certificate Number	Standard(s)	Certificate Issued by	Expiry Date
TNI-ISPO-J-1301	ISPO	TUV Nord Indonesia	27 th October 2018
EU-ISCC-Cert-ID218-20180050	ISCC	Intertek	19 th May 2019

4. Location(s) of Mill & Supply Bases			
Name (Mill / Supply Base)	Location [Map Reference #]	GPS Coordinates	
		Latitude	Longitude

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Sei Pingai Palm Oil Mill	Maredan Village, Tualang District, Siak Regency, Riau Province, Indonesia	00° 32' 16.9" N	101° 43' 47.6" E
Sei Pingai Estate	Maredan Village, Tualang District, Siak Regency, Riau Province, Indonesia	00° 32' 16.9" N	101° 43' 47.6" E

5. Description of Supply Base

Estate	Total Planted (Mature + Immature) (ha)	HCV (ha)	Infrastructure & Other (ha)	Total Area (ha)	% of Planted
Sei Pingai Estate	9,654.32	0.37	284.47	9,939.16	97.13
Total (ha)	9,654.32	0.37	284.47	9,939.16	97.13

6. Plantings & Cycle

Estate	Age (Years)					Mature	Immature
	0 - 3	4 - 10	11 - 20	21 - 25	26 - 30		
Sei Pingai Estate	0	0	5,132.22	4,522.10	0	9,654.32	0
Total (ha)	0	0	5,132.22	4,522.10	0	9,654.32	0

7. Certified Tonnage of FFB (Own Certified Scope)

Estate	Tonnage / year		
	Estimated (May 2017 – Apr 2018)	Actual* (May 2017 – Apr 2018)	Forecast (May 2018 – Apr 2019)
Sei Pingai Estate	Nil	Nil	206,606
Total (ton)	Nil	Nil	206,606

*) This is Initial Assessment Visit. The production record for Sei Pingai Estate that has not been RSPO certified.

8. Certified Tonnage of FFB (from other certified unit(s))

Estate	Tonnage / year		
	Estimated (May 2017 – Apr 2018)	Actual (May 2017 – Apr 2018)	Forecast (May 2018 – Apr 2019)
Nil	Nil	Nil	Nil
Total	Nil	Nil	Nil

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9. Non-Certified Tonnage of FFB (outside supplier – excluded from certificate)			
Independent FFB Supplier	Tonnage / year		
	Estimated (May 2017 – Apr 2018)	Actual* (May 2017 – Apr 2018)	Forecast (May 2018 – Apr 2019)
Third-party FFB suppliers	Nil	Nil	68,754
Total	Nil	Nil	68,754

10. Certified Tonnage			
Mill Capacity: 45 MT/hr	Estimated (May 2017 – Apr 2018)	Actual* (May 2017 – Apr 2018)	Forecast (May 2018 – Apr 2019)
	FFB	FFB	FFB
SCC Model: MB	Nil	Nil	206,606
	CPO (OER: - %)	CPO (OER: - %)	CPO (OER: 22.50%)
	Nil	Nil	46,486.35
	PK (KER: - %)	PK (KER: - %)	PK (KER: 5.50%)
	Nil	Nil	11,363.33

*) This is Initial Assessment Visit. The production record for Sei Pingai Estate and Sei Pingai POM that has not been RSPO certified.

11. Actual Sold Volume (CPO)*					
	RSPO Certified	Other Schemes Certified		Conventional	Total
		ISCC	RSB		
CPO (MT)	0	0	0	0	0

*) This is Initial Assessment Visit. The production record for Sei Pingai POM that has not been RSPO certified. All CPO sold as ISCC.

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

*) This is Initial Assessment Visit. The production record for Sei Pingai POM that has not been RSPO certified. All PK sold as non-certified.

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: ASI-ACC-67)
Unit 3, Level 10, Tower A
The Vertical Business Suites, Bangsar South
No. 8, Jalan Kerinchi
59200 Kuala Lumpur
Tel +603 2242 4211 Fax +603 2242 4218
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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 (ASI-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 **30 May – 1 June 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

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of the local communities to meet with the village head and residents. Company officials were not present at any of the internal or external stakeholder interviews. A list of Stakeholders contacted is included as Section 3.5.

All the previous nonconformities are remains closed. The assessment findings for the initial assessment/annual surveillance assessment are detailed in Section 3.4.

This report is structured to provide a summary of assessment finding as attached in the Appendix A. The assessment was based on random samples and therefore nonconformities may exist that have not been identified.

For 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 (IAV)	Year 2 (ASA1)	Year 3 (ASA2)	Year 4 (ASA3)	Year 5 (ASA4)
Sei Pingai POM	x	X	x	x	x
Sei Pingai Estate	x	X	x	x	x

Tentative Date of Next Visit: March 25, 2019 - March 29, 2019

Total No. of Mandays: 14

2.2 BSI Assessment Team:

Team Member Name	Role	Qualifications <i>(Short description of the team members)</i>
Pratama Agung Sedayu (PS)	Team Leader/ Lead Auditor	He graduated from University of Jenderal Soedirman on 2008, majoring in Social Economic of Agriculture. He involved in RSPO certification since 2009 as a team member subsequently as a Lead Auditor, covering assessment against RSPO P&C in Indonesia, Malaysia, Thailand, Papua New Guinea, and Liberia. He completed the ISO 9001, ISO 14001, OHSAS 18001 Lead Auditor Course, HCV Identification and Management; ISPO Lead Auditor Endorsed Course and RSPO P&C and RSPO SCCS Lead Auditor Endorsed Courses. During this assessment, he assessed on the aspects of estate and mill’s best management practices, transparency, OHS, environmental management system, supply chain for CPO Mills audits. He is fluently speaking in English and Bahasa Indonesia.
Yudwi Wisnu Rahmanto (YW)	Auditor	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

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		Training Course, RSPO NEXT Lead Auditor Course, ISPO Auditor/Lead Auditor Course, Quality Management System (QMS) ISO 9001 Auditor/Lead Auditor Course, GIS-Basic Mapping and Spatial Analysis, Timber Legality Assurance System (SVLK), Verification Organization Training C.A.F.E Practices (Starbucks), UTZ Programme and others internal training programs. During the assessment he assigned to verify Best Practices Management, GHG and Continual Improvement aspect.
Nanang Mualib (NM)	Auditor	He holds a Bachelor degree in Forestry Technology from Bogor Agriculture University, 1999. He has 4 years experience worked in the Forest plantation company in Indonesia, and has experiences involves in the several RSPO certification audits as team member. He has passed 5 days ISO 9001 auditor training on 2009. He has been approved as an HCV Assessor under RSPO Scheme. He has been involved in many assessment related to the Forestry and Sustainable oil palm certification in Indonesia. He has experienced involves in RSPO certification assessments more than 15 different oil palm organizations (including mills and estates) in Indonesia. He has passed the RSPO Lead Auditor Training in 2017. During this assessment, he assessed on the aspect of Legal, Legal ownership of the land, HCV identification and management audits, and also social community engagement and stakeholder consultation.

Accompanying Persons:

No.	Name	Role
	Nil	

2.3 Assessment Plan

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

Audit Plan					
Date	Time	Subjects	PS	YWR	NM
Monday, 29/05/2018	16.05 – 18.00	Auditors travel from Jakarta – Pekanbaru by Flight. Airport pick up to the site by PT. Meridan Sejatisurya Plantation	√	√	√
	18.00 – 21.00	Travelling to site	√	√	-
Tuesday, 30/05/2018	07.45 – 12.00	Stakeholder consultation with Provincial Local government and NGO in Pekanbaru	-	-	√
	08.00 – 08.30	Opening Meeting	√	√	-
	08.30 – 12.00	Field visit to Estate inspection, boundary poles, harvesting, spraying, fertilizer application, HCV area, river riparian, warehouse, workshop, review on SEIA documents and records, document review, OSH, Environment issues, workers interview	√	√	-
	12.00 – 13.00	Break/Lunch/Pray	√	√	√
	13.00 – 17.00	Document review at Estate (General Documentation e.g. Legal, HCV identification, SEIA documents, Health and Safety, time bound plan verification, etc). Including verification/clarification upon stakeholder comments.	√	√	√
Wednesday, 31/05/2018	08.00 – 12.00	Document review at Palm Oil Mill (environment, health and safety, social aspects, worker welfare)	√	√	√
	12.00 – 13.00	Break/Lunch/Pray	√	√	√

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Audit Plan					
Date	Time	Subjects	PS	YWR	NM
	14.00 – 17.00	Site Visit at Sei Pingai Mill, inspection of processing, warehouse, workshop, mill wastes management, Effluent Ponds, OSH, Environment issues, POME application, Including workers interview.	√	√	√
Thursday, 01/06/2018	08.00 – 12.00	Continue audit – document review, outstanding information. including RSPO SCCS: General Documentation for CPO supply chain, processing record, docket, sales invoice, delivery order, etc).	√	√	√
	12.00 – 13.00	Break/Lunch/Pray	√	√	√
	13.00 – 13.30	Report Preparation	√	√	√
	13.30 – 14.00	Closing meeting	√	√	√
	14.00 – 17.00	Auditor travelling from site to Pekanbaru to Jakarta by Flight.	√	√	√

Section 3: Assessment Findings

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

- First Resources Limited 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?	Yes. The First Resources Limited's timebound plan include all estates and mills.	Yes
Have all the estates and mills certified within five years after obtaining RSPO membership?	<p>No. First Resources Limited, RSPO membership No. 1-0047-08-000-00 since 10 March 2008.</p> <p>BSI noted First Resources Limited issued with suspension related to the certification of other management unit under its subsidiary. These events led to certification postponement for First Resources Limited and its subsidiaries. BSI have performed the RSPO Initial Certification Assessment Visit for PT. Meridan Sejatisurya Plantation on 29 June – 2 July 2015. However, upon successful certification recommendation, RSPO P&C certificate cannot be issued – as restricted out by RSPO.</p> <p>The first timebound plan was to start 2015 up to 2024. Due to complaint case for First Resources Ltd. (parent company) in RSPO, causing the parent company unable to progress/fulfil the timebound plan for RSPO certification within the management units for three years (2015-2017). Therefore the certification targets planned for 2015-2017 cannot be achieved.</p> <p>First Resources Ltd. have permission to start certification process in 17 April 2018: "The Complaints Panel notes that First Resources has accepted the liability calculation by the Compensation Panel, and thereby have met the 1st milestone by completing the Land Use Change Analysis (LUCA).</p> <p>Accordingly, the Complaints Panel determines that the suspension related to the certification of the other management units of First Resources, aside from PT Limpah Sejahtera, is lifted. First Resources may proceed with their certification process.</p> <p>Notwithstanding, while proceeding with the certification process, First Resources is required to meet the 2nd (Approval of compensation concept note by the Compensation Panel) and 3rd (Approval of Remediation and Compensation Plan by the Compensation Panel) milestones,</p>	Yes

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	<p>no later than 6 months from the date of endorsement of the LUCA by the Compensation Panel. Failure to do so will be viewed severely and may lead to the suspension and eventual termination of membership.” PT. Meridan Sejatisurya Plantation the proposed for assessment, carried out by BSI on 30 May – 1 June 2018. During 2018 assesement, audit team review the timebound plan. As the first timebound plan no longer relevant, First Resources Ltd. prepared the new timebound plan started 2018-2027. The timebound plan as reported in public summary of PT. Meridan Sejatisurya Plantation was approved by the first certification body, PT. Mutu Agung Lestari/Mutu Certification whose certifying the first management unit under First Resources Ltd. – PT. Arindo Trisejahtera (May 2018).</p>	
<p>Is the time bound plan challenging?</p> <ul style="list-style-type: none"> • Age of plantations. • Location. • POM development • Infrastructure. • Compliance with applicable law. 	<p>As at 2018, the time bound plan by First Resources Limited was found to timely-challenging. BSI noted that the timebound plan by First Resources Limited approved by the first certification body.</p>	Yes
<p>Have there been any changes since the last audit? Are they justified?</p>	<p>Yes, there are changes from last audit (initial assessment visit) in May 2015. The changes noted: timebound plan adjustment as per latest RSPO approval for First Resources Limited to carry RSPO P&C certification assessment.</p>	Yes
<p>If there have been changes, what circumstances have occurred?</p>	<p>In general, the First Resources Limited timebound plan produce in May 2015 have been shifted for additional 3 years. For example, PT. Subur Arum Makmur located in Riau Province – Indonesia, initial certification planned for 2016 – adjusted into 2019.</p>	Yes
<p>Have there been any stakeholder comments?</p>	<p>Yes. First Resources Limited received a number of comments and complaints from stakeholders/NGO for the subsidiaries: PT. Borneo Surya Mining Jaya and PT. Limpah Sejahtera. The case was in monitoring by RSPO Complaint Panel. RSPO gives permission for First Resources Limited to continue with RSPO P&C certification process.</p>	Yes
<p>Have there been any newly acquired subsidiaries?</p>	<p>No. First Resources Limited have revealed all of the subsidiaries, estates and palm oil mills. Based on corporate statement, there is no newly acquired subsidiaries.</p>	Yes
<p>If yes, have the newly acquisitions certified within a three-year timeframe?</p>	<p>No. First Resources Limited have revealed all of the subsidiaries, estates and palm oil mills. Based on corporate statement, there is no newly acquired subsidiaries.</p>	N/A
<p>Have there been any isolated lapses in implementation of the plan?</p>	<p>Complaints are noted. However, the assessment for PT. Meridan Sejatisurya Plantation was part of initial certification to demonstrate commitment to timebound plan. First Resources Limited have demonstrated effort to resolve the complaints against its subsidiaries.</p>	Yes
Un-Certified Units or Holdings		

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<p>No replacement after dates defined in NIs Criterion 7.3:</p> <ul style="list-style-type: none"> • Primary forest. • Any area required to maintain or enhance HCVs in accordance with RSPO P&C criterion 7.3. 	<p>BSI noted there was a violation against RSPO P&C 7.3 in First Resources Limited’s subsidiary. It is issued with liability under RSPO Remediation and Compensation Procedure.</p> <p>First Resources demonstrate a letter from RSPO Complaint Panel in April 2018: “The Complaints Panel notes that First Resources has accepted the liability calculation by the Compensation Panel, and thereby have met the 1st milestone by completing the Land Use Change Analysis (LUCA). Accordingly, the Complaints Panel determines that the suspension related to the certification of the other management units of First Resources, aside from PT Limpah Sejahtera, is lifted. First Resources may proceed with their certification process. Notwithstanding, while proceeding with the certification process, First Resources is required to meet the 2nd (Approval of compensation concept note by the Compensation Panel) and 3rd (Approval of Remediation and Compensation Plan by the Compensation Panel) milestones, no later than 6 months from the date of endorsement of the LUCA by the Compensation Panel. Failure to do so will be viewed severely and may lead to the suspension and eventual termination of membership.”</p> <p>BSI noted First Resources Limited demonstrates commitment to comply with RSPO prerequisites prior to continuing with RSPO P&C certification process.</p>	<p>Yes</p>
<p>Any new plantings since January 1st 2010 shall comply with the RSPO New Plantings Procedure.</p>	<p>First Resources Limited demonstrate effort to comply with RSPO requirements for New Planting Procedures, for new plantings since 1 January 2010. Sample seen: PT. Mitra Karya Sentosa in June 2014.</p>	<p>Yes</p>
<p>Any Land conflicts are being resolved through a mutually agreed process, such as RSPO Complaints System or Dispute Settlement Facility, in accordance with RSPO P&C criteria 2.2, 6.4, 7.5 and 7.6.</p>	<p>Based on internal audit reports in First Resources Limited’s subsidiaries, there was no land conflict noted. BSI noted a land conflict in one of subsidiary of First Resources Limited. The case currently is in resolution process by RSPO Complaint Panel.</p>	<p>Yes</p>
<p>Any Labor disputes are being resolved through a mutually agreed process, in accordance with RSPO P&C criterion 6.3.</p>	<p>Based on internal audit reports in First Resources Limited’s subsidiaries, there was no labor disputes noted.</p>	<p>Yes</p>
<p>Any Legal non- compliance is being addressed through measures consistent with the requirements of RSPO P&C criteria 2.1</p>	<p>Based on internal audit reports in First Resources Limited’s subsidiaries, there was no legal non-compliance noted.</p>	<p>Yes</p>
<p>Did the company conduct an internal audit? If so, has a positive assurance statement</p>	<p>Yes. First Resources conducted internal audit and produce positive assurance statement – to comply with RSPO P&C requirements. Audit team have verified the internal audit</p>	<p>Yes</p>

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been produced?	reports for: PT. Perdana Intisawit Perkasa – internal audit on 8 August 2017; PT. Panca Surya Agrindo – internal audit on 3 August 2017; PT. Surya Intisari Raya – internal audit on 17 July 2017; PT. Swadaya Mukti Prakarsa – internal audit on 30 July 2017;	
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3.3 Progress of scheme smallholders and/or outgrowers

Progress of scheme smallholders or outgrowers towards compliance with relevant standards		
Requirement	Remarks	Compliance
Has 100% of scheme smallholders and/or scheme outgrowers comply with the standard within three years of the mill's initial certification?	This is initial certification visit for PT. Meridan Sejatisurya Plantation – Sei Pingai POM and its supply base. There is no scheme smallholder for PT. Meridan Sejatisurya Plantation.	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 Certification Assessment there were 9 Major nonconformities raised.

Summary of Total Number of Nonconformity			
Nonconformity			
NCR Ref #	1633783-201805-M1	Clause & Category (Major / Minor)	RSPO Supply Chain Certification Standard, June 2017 - Indicator 5.3.2 Major NC
Date Issued	1 June 2018	Due Date	31 May 2019
Closed (Yes / No)	Yes	Date of nonconformity Closure	25 July 2018
Statement of Nonconformity:	PT. Meridan Sejatisurya Plantation - Sei Pingai POM has not conducted any internal audit against latest standard – RSPO Supply Chain Certification Standards for CPO Mills, June 2017.		
Requirement Reference:	RSPO SCCS Module E for CPO Mills: Mass Balance RSPO Supply Chain Certification Standard, June 2017 - Indicator 5.3.2 The site shall have a written procedure to conduct annual internal audit to determine whether the organization; ii) effectively implements and maintains the standard requirements within its organization.		
Objective Evidence:	As of initial assessment in May 2018, the internal audit against latest standard –		

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	RSPO Supply Chain Certification Standards for CPO Mills, June 2017 has not been carried out in PT. Meridan Sejatisurya Plantation - Sei Pingai POM.		
Corrections:	PT. Meridan Sejatisurya Plantation have conducted an Internal audit for Sei Pingai POM against RSPO SCCS, June 2017. The internal audit carried out in 18 July 2018. All the previous non-conformities have been followed up.		
Root Cause Analysis:	Lack of understanding of the updated RSPO Supply Chain Certification Standard, June 2017. Note: This is the first RSPO P&C certification for PT. Meridan Sejatisurya Plantation-Sei Pingai POM; audit team accepts the root cause analysis.		
Corrective Actions:	PT. Meridan Sejatisurya Plantation have prepared an internal audit checklist, for RSPO Supply Chain Certification Standard – based on RSPO SCCS Training from David Ogg and Partners. "Incoming Report of Sustainable and Non Sustainable FFB (MT) No.FR.CSM.SCP-2" period 1-24 July 2018 was evident. "Monitoring and Balancing Sustainable and Non-Sustainable CPO Stock No.FR.CSM.SCP.6-1" period 1-24 July 2018 was evident.		
Assessment Conclusion:	Audit team has reviewed and accepted the corrective action plan prepared by certificate holder. Audit team has reviewed and accepted the evidence provided by the certificate holder i.e. revised procedures, Mass Balance reports for FFB and CPO in Sei Pingai POM and non-conformity forms. An internal audit against RSPO SCCS, June 2017, as part of corrective action evident. Audit team concluded that the correction, corrective action and evidences are sufficient. NC Major closed on 25 July 2018.		
Nonconformity			
NCR Ref #	1633783-201805-M2	Clause & Category (Major / Minor)	RSPO Supply Chain Certification Standard, June 2017 - Indicator 5.4.2 Major NC
Date Issued	1 June 2018	Due Date	31 May 2019
Closed (Yes / No)	Yes	Date of nonconformity Closure	25 July 2018
Statement of Nonconformity:	PT. Meridan Sejatisurya Plantation has not prepared a mechanism/procedure to handle non-conforming oil palm products and/or documents.		
Requirement Reference:	RSPO SCCS Module E for CPO Mills: Mass Balance RSPO Supply Chain Certification Standard, June 2017 - Indicator 5.4.2 The site shall have a mechanism in place for handling non-conforming oil palm products and/or documents.		
Objective Evidence:	PT. Meridan Sejatisurya Plantation has not prepared a mechanism/procedure to handle non-conforming oil palm products and/or documents.		
Corrections:	PT. Meridan Sejatisurya Plantation have established mechanism/procedures for handling non-conforming oil palm products and/or documents in "Corporate Sustainability Management Procedures Mekanisme Rantai Pasok No.FR.CSM.SCP" dated 13 July 2018 – Section "3.7 Pengontrolan dalam Penanganan Ketidaksesuaian Dokumen/Produk". Stated that nonconformity may occurs from internal audit/internal inspection/product's and/or operation quality. Decision for correction and corective action shall be reviewed by Corporate Sustainability Head. Furthermore in "Corporate Sustainability Management Procedures - Ketelusuran dan Keseimbangan Masa di Kebun dan Pabrik Kelapa Sawit No.FR.CSM.MTM" dated 13 July 2018 – Section "3.16 Penanganan Produk yang Tidak Sesuai" stated non-conforming product shall not release to market and to		

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	be corrected in order to meet customer requirements or to be use for other purpose or be eliminated.		
Root Cause Analysis:	Lack of understanding of the updated RSPO Supply Chain Certification Standard, June 2017. Note: This is the first RSPO P&C certification for PT. Meridan Sejatisurya Plantation-Sei Pingai POM; audit team accepts the root cause analysis.		
Corrective Actions:	<p>PT. Meridan Sejatisurya Plantation have communicated the latest procedures, "Corporate Sustainability Management Procedures Mekanisme Rantai Pasok No.FR.CSM.SCP" to all relevant personnel in PT. Meridan Sejatisurya Plantation – Sei Pingai POM:</p> <ul style="list-style-type: none"> - RSPO Supply Chain Certification Standard, June 2017 training from David Ogg and Partners, for Mrs. Nunik Widayati (Marketing) and Mr. Indra Zulkarnain (Traceability Officer) dated 19 and 20 July 2018. - Training RSPO Supply Chain Certification Standard for all staff and worker in Sei Pingai POM dated 20 July 2018. The training attended by Mr.Muhajirin (GMK), Mr. Abdul Wahid (Estate Manager), Mr.Maulis (Mill Manager), Mr. Kamisran (Administration), Mr. Benyamin Girsang (Process Assistant), Mr. Benny Andro (Laboratory Assistant), Mr. Sudaryanto (Weighbridge), A Hok (Weighbridge), Mr. Ade Aprianto (Production Officer). <p>PT. Meridan Sejatisurya Plantation have prepared the "Form Nonconformity, Corrective and Preventive Action No.FR.CSM.SCP-7".</p> <p>PT. Meridan Sejatisurya Plantation have conducted the internal audit in Sei Pingai POM, against RSPO Supply Chain Certification Standard, June 2017. Internal audit carried out on 18 July 2018. Based on internal audit result, there are no non-conforming product identified from environment/operation/customer complaint/statistical analysis.</p>		
Assessment Conclusion:	Audit team has reviewed and accepted the corrective action plan prepared by certificate holder. Audit team has reviewed and accepted the evidence provided by the certificate holder i.e. revised procedures, non-conformity forms, minutes of training and attendance list with Sei Pingai POM worker. An internal audit against RSPO SCCS, June 2017, as part of corrective action evident. Audit team concluded that the correction, corrective action and evidences are sufficient. NC Major closed on 25 July 2018.		
Nonconformity			
NCR Ref #	1633783-201805-M3	Clause & Category (Major / Minor)	RSPO Supply Chain Certification Standard, June 2017 - Indicator 5.5.2 Major NC
Date Issued	1 June 2018	Due Date	31 May 2019
Closed (Yes / No)	Yes	Date of nonconformity Closure	25 July 2018
Statement of Nonconformity:	PT. Meridan Sejatisurya Plantation – Sei Pingai POM has not prepared a a documented control system with explicit procedures for the outsourced process which is communicated to the relevant contractor and to ensure that CB will have access to independent third party's respective operations, systems and information.		
Requirement Reference:	RSPO SCCS Module E for CPO Mills: Mass Balance RSPO Supply Chain Certification Standard, June 2017 - Indicator 5.5.2 Sites which include outsourcing within the scope of their RSPO Supply Chain		

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	<p>certificate shall ensure the following:</p> <p>c. The site has a documented control system with explicit procedures for the outsourced process which is communicated to the relevant contractor.</p> <p>d. The site seeking or holding certification shall furthermore ensure (e.g. through contractual arrangements) that independent third parties engaged provide relevant access for duly accredited CBs to their respective operations, systems, and any and all information, when this is announced in advance.</p>
Objective Evidence:	<p>- PT. Meridan Sejatisurya Plantation – Sei Pingai POM has not prepared a a documented control system with explicit procedures for the outsourced process which is communicated to the relevant contractor.</p> <p>- Company has third party contractor for transport of CPO and PK. The requirements for transport regulated under work agreement. However, PT. Meridan Sejatisurya Plantation – Sei Pingai POM has not prepared a mechanism to ensure 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.</p>
Corrections:	<ul style="list-style-type: none"> • PT. Meridan Sejatisurya Plantation have established documented control system with explicit procedures for the outsourced process which is communicated to the relevant contractor/outsourcing, as in "Corporate Sustainability Management Procedures - Ketelurusan dan Keseimbangan Masa di Kebun dan Pabrik Kelapa Sawit No.FR.CSM.MTM" dated 13 July 2018 Section 3.13. In the procedure stated: all activities performed by third party shall be covered by contract, regulating compliance against supply chain requirements. Marketing Department shall communicating the clauses to third party contractor. Certificate holder shall perform audit to assesses the third party compliance against requirements. • PT. Meridan Sejatisurya Plantation have established mechanism to ensure 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. Regulated in "Corporate Sustainability Management Procedures - Ketelurusan dan Keseimbangan Masa di Kebun dan Pabrik Kelapa Sawit No.FR.CSM.MTM" dated 13 July 2018 Section 3.13. In Section 3.13 stated: all activities performed by third party shall be covered by contract, regulating compliance against supply chain requirements. Marketing Department shall communicating the clauses to third party contractor.
Root Cause Analysis:	<p>Lack of understanding of the updated RSPO Supply Chain Certification Standard, June 2017.</p> <p>Note: This is the first RSPO P&C certification for PT. Meridan Sejatisurya Plantation-Sei Pingai POM; audit team accepts the root cause analysis.</p>
Corrective Actions:	<ul style="list-style-type: none"> • PT. Meridan Sejatisurya Plantation have communicated the latest procedures, "Corporate Sustainability Management Procedures - Ketelurusan dan Keseimbangan Masa di Kebun dan Pabrik Kelapa Sawit No.FR.CSM.MTM" and "Corporate Sustainability Management Procedures Mekanisme Rantai Pasok No.FR.CSM.SCP" to all third party contractors in PT. Meridan Sejatisurya Plantation – Sei Pingai POM: <ul style="list-style-type: none"> - Communication to third party contractors, Mrs. Susanna Bervito G. (PT. Berkat Karimata Mandiri) and Mr. Agus Salim (CV Teman Setia), dated 20 July 2018. • PT. Meridan Sejatisurya Plantation have prepared Job description for Marketing Department No.FRT-MKT-JD, dated 16 July 2018. Marketing Manager task was for: to communicates supply chain certification

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	<p>requirements to relevant parties involved with sustainable product handling (third parties).</p> <ul style="list-style-type: none"> PT. Meridan Sejatisurya Plantation have prepared a standardize contract template with third party contractor. "Surat Perjanjian Pengangkutan Sustainable Crude Palm Oil No.6040/MSSP/IV/2018" dated 11 April 2018 between PT. Meridan Sejatisurya Plantation and CV. Teman Setia. Chapter 4 of the template stated: the third party contractor should provide relevant access for CB to conduct verification upon operational, management system and other information – and shall be announced in advance. Internal audit for Sei Pingai POM against RSPO SCCS, June 2017 carried out in 18 July 2018. All the previous non-conformities have been followed up. 		
Assessment Conclusion:	<p>Audit team has reviewed and accepted the corrective action plan prepared by certificate holder. Audit team has reviewed and accepted the evidence provided by the certificate holder i.e. revised procedures, contract with third party contractor, internal audit report, minutes of training and attendance list with Sei Pingai POM's contractor. An internal assessment, as part of corrective action evident. Audit team concluded that the correction, corrective action and evidences are sufficient. NC Major closed on 25 July 2018.</p>		
Nonconformity			
NCR Ref #	1633783-201805-M4	Clause & Category (Major / Minor)	RSPO Supply Chain Certification Standard, June 2017 - Indicator 5.6.1 Major NC
Date Issued	1 June 2018	Due Date	31 May 2019
Closed (Yes / No)	Yes	Date of nonconformity Closure	25 July 2018
Statement of Nonconformity:	<p>PT. Meridan Sejatisurya Plantation – Sei Pingai POM has not regulates the procedure to announce and confirm trades in the RSPO IT platform per shipment or group of shipment.</p>		
Requirement Reference:	<p>RSPO SCCS Module E for CPO Mills: Mass Balance RSPO Supply Chain Certification Standard, June 2017 - Indicator 5.6.1 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"> 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. 		
Objective Evidence:	<p>PT. Meridan Sejatisurya Plantation – Sei Pingai POM has not regulates the procedure to announce and confirm trades in the RSPO IT platform per shipment or group of shipment.</p>		
Corrections:	<p>PT. Meridan Sejatisurya Plantation have established mechanism/procedures to announce and confirm trades in the RSPO IT platform per shipment or group of shipment in "Corporate Sustainability Management Procedures - Ketelusuran dan Keseimbangan Masa di Kebun dan Pabrik Kelapa Sawit No.FR.CSM.MTM" Section "3.11 Pelaporan dengan menggunakan PalmTrace". It was stated that all credit movement throughout the supply chain is RSPO-certified and are validated through RSPO website (www.rspo.org); Marketing Department shall report all shipping of RSPO-certified product.</p>		
Root Cause Analysis:	<p>Lack of understanding of the updated RSPO Supply Chain Certification Standard,</p>		

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	<p>June 2017. Note: This is the first RSPO P&C certification for PT. Meridan Sejatisurya Plantation-Sei Pingai POM; audit team accepts the root cause analysis.</p>		
Corrective Actions:	<ul style="list-style-type: none"> PT. Meridan Sejatisurya Plantation have communicated the latest procedures, "Corporate Sustainability Management Procedures - Ketelurusan dan Keseimbangan Masa di Kebun dan Pabrik Kelapa Sawit No.FR.CSM.MTM" and "Corporate Sustainability Management Procedures Mekanisme Rantai Pasok No.FR.CSM.SCP" to all relevant personnel in PT. Meridan Sejatisurya Plantation – Sei Pingai POM: <ul style="list-style-type: none"> RSPO Supply Chain Certification Standard, June 2017 training from David Ogg and Partners, for Mrs. Nunik Widayati (Marketing) and Mr. Indra Zulkarnain (Traceability Officer) dated 19 and 20 July 2018. Training RSPO Supply Chain Certification Standard for all staff and worker in Sei Pingai POM dated 20 July 2018. The training attended by Mr.Muhajirin (GMK), Mr. Abdul Wahid (Estate Manager), Mr.Maulis (Mill Manager), Mr. Kamisran (Administration), Mr. Benyamin Girsang (Process Assistant), Mr. Benny Andro (Laboratory Assistant), Mr. Sudaryanto (Weighbridge), A Hok (Weighbridge), Mr. Ade Aprianto (Production Officer). PT. Meridan Sejatisurya Plantation have prepared Job description for Marketing Department No.FRT-MKT-JD, dated 16 July 2018. Marketing Manager task was for: all sustainable product shall be complemented with sustainable declaration in compliance with certification system; to ensure that RSPO claim have been reported to RSPO IT Platform – PalmTrace; to ensure all RSPO product received confirmed in RSPO IT Platform – PalmTrace; to monitor credit statement in order to avoid negative credit/over claim in mass balance system; to ensure no double booking; to monitor stock of RSPO product in RSPO IT Platform – PalmTrace; to communicates supply chain certification requirements to relevant parties involved with sustainable product handling (third parties). 		
Assessment Conclusion:	<p>Audit team has reviewed and accepted the corrective action plan prepared by certificate holder. Audit team has reviewed and accepted the evidence provided by the certificate holder i.e. revised procedures, training record, training certificates, minutes of training and attendance list with Sei Pingai POM staff. Introduction for marketing department evident. An internal assessment, as part of corrective action evident. Audit team concluded that the correction, corrective action and evidences are sufficient. NC Major closed on 25 July 2018.</p>		
Nonconformity			
NCR Ref #	1633783-201805-M5	Clause & Category (Major / Minor)	RSPO Supply Chain Certification Standard, June 2017 - Indicator 5.7.1 Major NC
Date Issued	1 June 2018	Due Date	31 May 2019
Closed (Yes / No)	Yes	Date of nonconformity Closure	25 July 2018
Statement of Nonconformity:	<p>PT. Meridan Sejatisurya Plantation – Sei Pingai POM has not regulates the procedure to register their transaction in the RSPO IT Platform and confirm upon receipt where applicable.</p>		
Requirement Reference:	<p>RSPO SCCS Module E for CPO Mills: Mass Balance RSPO Supply Chain Certification Standard, June 2017 - Indicator 5.7.1</p>		

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	<p>Supply chain actors who:</p> <ul style="list-style-type: none"> • are mills, traders, crushers and refineries and; • take legal ownership and/or physically handle RSPO Certified Sustainable oil palm products that are available in the yield scheme of the RSPO IT Platform (Figure 2 and 3, Refer Annex 1) shall register their transaction in the RSPO IT platform and confirm upon receipt where applicable.
Objective Evidence:	PT. Meridan Sejatisurya Plantation – Sei Pingai POM has not regulates the procedure to register their transaction in the RSPO IT Platform and confirm upon receipt where applicable.
Corrections:	PT. Meridan Sejatisurya Plantation have established mechanism/procedures to announce and confirm trades in the RSPO IT platform per shipment or group of shipment in "Corporate Sustainability Management Procedures - Ketelurusan dan Keseimbangan Masa di Kebun dan Pabrik Kelapa Sawit No.FR.CSM.MTM" Section "3.11 Pelaporan dengan menggunakan PalmTrace". It was stated that all credit movement throughout the supply chain is RSPO-certified and are validated through RSPO website (www.rspo.org); Marketing Department shall report all shipping of RSPO-certified product.
Root Cause Analysis:	Lack of understanding of the updated RSPO Supply Chain Certification Standard, June 2017. Note: This is the first RSPO P&C certification for PT. Meridan Sejatisurya Plantation-Sei Pingai POM; audit team accepts the root cause analysis.
Corrective Actions:	<ul style="list-style-type: none"> • PT. Meridan Sejatisurya Plantation have communicated the latest procedures, "Corporate Sustainability Management Procedures - Ketelurusan dan Keseimbangan Masa di Kebun dan Pabrik Kelapa Sawit No.FR.CSM.MTM" and "Corporate Sustainability Management Procedures Mekanisme Rantai Pasok No.FR.CSM.SCP" to all relevant personnel in PT. Meridan Sejatisurya Plantation – Sei Pingai POM: <ul style="list-style-type: none"> - RSPO Supply Chain Certification Standard, June 2017 training from David Ogg and Partners, for Mrs. Nunik Widayati (Marketing) and Mr. Indra Zulkarnain (Traceability Officer) dated 19 and 20 July 2018. - Training RSPO Supply Chain Certification Standard for all staff and worker in Sei Pingai POM dated 20 July 2018. The training attended by Mr.Muhajirin (GMK), Mr. Abdul Wahid (Estate Manager), Mr.Maulis (Mill Manager), Mr. Kamisran (Administration), Mr. Benyamin Girsang (Process Assisstant), Mr. Benny Andro (Laboratory Assisstant), Mr. Sudaryanto (Weighbridge), A Hok (Weighbridge), Mr. Ade Aprianto (Production Officer). • PT. Meridan Sejatisurya Plantation have prepared Job description for Marketing Department No.FRT-MKT-JD, dated 16 July 2018. Marketing Manager task was for: all sustainable product shall be complemented with sustainable declaration in compliance with certification system; to ensure that RSPO claim have been reported to RSPO IT Platform – PalmTrace; to ensure all RSPO product received confirmed in RSPO IT Platform – PalmTrace; to monitor credit statement in order to avoid negative credit/over claim in mass balance system; to ensure no double booking; to monitor stock of RSPO product in RSPO IT Platform – PalmTrace; to communicates supply chain certification requirements to relevant parties involved with sustainable product handling (third parties).
Assessment Conclusion:	Audit team has reviewed and accepted the corrective action plan prepared by certificate holder. Audit team has reviewed and accepted the evidence provided by the certificate holder i.e. revised procedures, training record, training

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	certificates, minutes of training and attendance list with Sei Pingai POM staff. Introduction for marketing department evident. An internal assessment, as part of corrective action evident. Audit team concluded that the correction, corrective action and evidences are sufficient. NC Major closed on 25 July 2018.		
Nonconformity			
NCR Ref #	1633783-201805-M6	Clause & Category (Major / Minor)	RSPO Supply Chain Certification Standard, June 2017 - Indicator 5.8.2 Major NC
Date Issued	1 June 2018	Due Date	31 May 2019
Closed (Yes / No)	Yes	Date of nonconformity Closure	25 July 2018
Statement of Nonconformity:	PT. Meridan Sejatisurya Plantation – Sei Pingai POM has not provides appropriate training of RSPO Supply Chain Certification Standard, June 2017 for personnel carrying out the tasks critical to the effective implementation of the supply chain certification standard requirements.		
Requirement Reference:	RSPO SCCS Module E for CPO Mills: Mass Balance RSPO Supply Chain Certification Standard, June 2017 - Indicator 5.8.2 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.		
Objective Evidence:	PT. Meridan Sejatisurya Plantation – Sei Pingai POM has not provides appropriate training of RSPO Supply Chain Certification Standard, June 2017 to its personnel.		
Corrections:	PT. Meridan Sejatisurya Plantation have established mechanism/procedures for handling non-conforming oil palm products and/or documents in "Corporate Sustainability Management Procedures Mekanisme Rantai Pasok No.FR.CSM.SCP" dated 13 July 2018. Furthermore revised procedure "Corporate Sustainability Management Procedures - Ketelurusan dan Keseimbangan Masa di Kebun dan Pabrik Kelapa Sawit No.FR.CSM.MTM" dated 13 July 2018.		
Root Cause Analysis:	Lack of understanding of the updated RSPO Supply Chain Certification Standard, June 2017. Note: This is the first RSPO P&C certification for PT. Meridan Sejatisurya Plantation-Sei Pingai POM; audit team accepts the root cause analysis.		
Corrective Actions:	<ul style="list-style-type: none"> • PT. Meridan Sejatisurya Plantation have provided training the latest procedures, "Corporate Sustainability Management Procedures - Ketelurusan dan Keseimbangan Masa di Kebun dan Pabrik Kelapa Sawit No.FR.CSM.MTM" and "Corporate Sustainability Management Procedures Mekanisme Rantai Pasok No.FR.CSM.SCP" to all relevant personnel in PT. Meridan Sejatisurya Plantation – Sei Pingai POM: <ul style="list-style-type: none"> - RSPO Supply Chain Certification Standard, June 2017 training from David Ogg and Partners, for Mrs. Nunik Widayati (Marketing Manager) and Mr. Indra Zulkarnain (Traceability Officer) dated 19 and 20 July 2018. - Training RSPO Supply Chain Certification Standard for all staff and worker in Sei Pingai POM dated 20 July 2018. The training attended by Mr.Muhajirin (GMK), Mr. Abdul Wahid (Estate Manager), Mr.Maulis (Mill Manager), Mr. Kamisran (Administration), Mr. Benyamin Girsang (Process Assisstant), Mr. Benny Andro (Laboratory Assisstant), Mr. Sudaryanto (Weighbridge), A Hok (Weighbridge), Mr. Ade Aprianto (Production 		

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	<p>Officer).</p> <ul style="list-style-type: none"> - Training RSPO Supply Chain Certification Standard for Marketing Department – dated 23 July 2018. The training was attended by Mrs. Nunik Widayati (Marketing Manager), Mrs. Agnes Wardhani (Staff), Mrs. Patmawati (Staff). - Communication to third party contractors, Mrs. Susanna Bervito G. (PT. Berkas Karimata Mandiri) and Mr. Agus Salim (CV Teman Setia), dated 20 July 2018. • PT. Meridan Sejatishurya Plantation have prepared Job description for Marketing Department No.FRT-MKT-JD, dated 16 July 2018. Marketing Manager task was for: all sustainable product shall be complemented with sustainable declaration in compliance with certification system; to ensure that RSPO claim have been reported to RSPO IT Platform – PalmTrace; to ensure all RSPO product received confirmed in RSPO IT Platform – PalmTrace; to monitor credit statement in order to avoid negative credit/over claim in mass balance system; to ensure no double booking; to monitor stock of RSPO product in RSPO IT Platform – PalmTrace; to communicates supply chain certification requirements to relevant parties involved with sustainable product handling (third parties). 		
Assessment Conclusion:	<p>Audit team has reviewed and accepted the corrective action plan prepared by certificate holder. Audit team has reviewed and accepted the evidence provided by the certificate holder i.e. revised procedures, training certificates, minutes of training and attendance list with Sei Pingai POM’s worker and contractors. An internal assessment, as part of corrective action evident. Audit team concluded that the correction, corrective action and evidences are sufficient. NC Major closed on 25 July 2018.</p>		
Nonconformity			
NCR Ref #	1633783-201805-M7	Clause & Category (Major / Minor)	RSPO Supply Chain Certification Standard, June 2017 - Indicator 5.13.2 Major NC
Date Issued	1 June 2018	Due Date	31 May 2019
Closed (Yes / No)	Yes	Date of nonconformity Closure	25 July 2018
Statement of Nonconformity:	<p>Management review related to RSPO SCCS 2017 has not been conducted to include information on:</p> <ul style="list-style-type: none"> • Results of internal audits covering RSPO Supply Chain Certification Standard. • Customer feedback. • Status of preventive and corrective actions. • Follow-up actions from management reviews. • Changes that could affect the management system. • Recommendations for improvement. 		
Requirement Reference:	<p>RSPO SCCS Module E for CPO Mills: Mass Balance RSPO Supply Chain Certification Standard, June 2017 - Indicator 5.13.2 Management review related to RSPO SCCS 2017 has not been conducted to include information on:</p> <ul style="list-style-type: none"> • Results of internal audits covering RSPO Supply Chain Certification Standard. • Customer feedback. • Status of preventive and corrective actions. 		

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	<ul style="list-style-type: none"> • Follow-up actions from management reviews. • Changes that could affect the management system. • Recommendations for improvement.
Objective Evidence:	Management review related to RSPO SCCS 2017 has not been conducted.
Corrections:	<p>PT. Meridan Sejatisurya Plantation – Sei Pingai POM have procedures “Corporate Sustainability Management Procedures – Management Review Meeting No.FR.CSM.MRM”. Section 3.1.2 stated the management review planned every (1) year.</p> <p>The management review meeting in PT. Meridan Sejatisurya Plantation – Sei Pingai POM have been carried out on 2 July 2018. The management review meeting agenda:</p> <ul style="list-style-type: none"> • Results of internal audits covering RSPO Supply Chain Certification Standard: Internal audit 2018 result, will be discussed in 2019. • Customer feedback: No negative feedback from customer. PT. Meridan Sejatisurya Plantation have not certified RSPO P&C thus did not trade RSPO-certified product. • Status of preventive and corrective actions: All NC Major Findings shall be followed up through RSPO SCCS training, SOP revision, socialization, communication to third party contractor, internal audit. • Follow-up actions from management reviews: Shall be followed up during subsequent management review in yer 2019. • Changes that could affect the management system: Sustainability Department will analyze the changes in RSPO Certification System, applicable government regulation and NGO initiatives – and to be evaluated before next management meeting, 2019. • Recommendations for improvement: All recommendation for improvement (personnel and budget) to be discussed. <p>The management review minutes prepared by Mr. Erwan Effendi (Management Representative), and acknowledged and approved by Mr. Harianto Tanamoeliono (Managing Director).</p>
Root Cause Analysis:	<p>Lack of understanding of the updated RSPO Supply Chain Certification Standard, June 2017.</p> <p>Note: This is the first RSPO P&C certification for PT. Meridan Sejatisurya Plantation-Sei Pingai POM; audit team accepts the root cause analysis.</p>
Corrective Actions:	<p>PT. Meridan Sejatisurya Plantation have prepared the plan for management review meeting 2019.</p> <p>Minutes of management review meeting template have been prepared under “Notulen Rapat dan Catatan Tindak Lanjut”. The minutes template have incorporated planned information on results of internal audits covering RSPO Supply Chain Certification Standard, customer feedback, status of preventive and corrective actions, follow-up actions from management reviews, changes that could affect the management system, recommendations for improvement.</p>
Assessment Conclusion:	<p>Audit team has reviewed and accepted the corrective action plan prepared by certificate holder. Audit team has reviewed and accepted the evidence provided by the certificate holder i.e. management review procedures, minutes of meeting, minutes of meeting template. A minutes of meeting template and management review plan, as part of corrective action evident. Audit team concluded that the correction, corrective action and evidences are sufficient. NC Major closed on 25 July 2018.</p>
Nonconformity	
NCR Ref #	1633783-201805-M8
Clause & Category	RSPO Supply Chain

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		(Major / Minor)	Certification Standard, June 2017 - Indicator 5.13.3 Major NC
Date Issued	1 June 2018	Due Date	31 May 2019
Closed (Yes / No)	Yes	Date of nonconformity Closure	25 July 2018
Statement of Nonconformity:	<p>Management review related to RSPO SCCS 2017 has not been conducted and 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. 		
Requirement Reference:	<p>RSPO SCCS Module E for CPO Mills: Mass Balance RSPO Supply Chain Certification Standard, June 2017 - Indicator 5.13.3 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. 		
Objective Evidence:	<p>Management review related to RSPO SCCS 2017 has not been conducted.</p>		
Corrections:	<p>PT. Meridan Sejatisurya Plantation – Sei Pingai POM have procedures “Corporate Sustainability Management Procedures – Management Review Meeting No.FR.CSM.MRM”. Section 3.1.2 stated the management review planned every (1) year. The management review meeting in PT. Meridan Sejatisurya Plantation – Sei Pingai POM have been carried out on 2 July 2018. The management review meeting output:</p> <ul style="list-style-type: none"> • Improvement of the effectiveness of the management system and its processes: Implementation of RSPO SCCS, June 2017 in year 2018 will be base for manpower and IT system planning. • Resource needs: Relevant personnel will be provided with external training to run the RSPO SCCS Training. 		
Root Cause Analysis:	<p>Lack of understanding of the updated RSPO Supply Chain Certification Standard, June 2017. Note: This is the first RSPO P&C certification for PT. Meridan Sejatisurya Plantation-Sei Pingai POM; audit team accepts the root cause analysis.</p>		
Corrective Actions:	<p>PT. Meridan Sejatisurya Plantation have prepared the plan for management review meeting 2019. Minutes of management review meeting template have been prepared under “Notulen Rapat dan Catatan Tindak Lanjut”. The minutes template have incorporated planned information on improvement of the effectiveness of the management system and its processes; resources needed.</p>		
Assessment Conclusion:	<p>Audit team has reviewed and accepted the corrective action plan prepared by certificate holder. Audit team has reviewed and accepted the evidence provided by the certificate holder i.e. management review procedures, minutes of meeting, minutes of meeting template. A minutes of meeting template and management review plan, as part of corrective action evident. Audit team concluded that the correction, corrective action and evidences are sufficient. NC Major closed on 25 July 2018.</p>		

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Nonconformity			
NCR Ref #	1633783-201805-M9	Clause & Category (Major / Minor)	RSPO Supply Chain Certification Standard, June 2017 - Indicator 5.3.1 Major NC
Date Issued	1 June 2018	Due Date	31 May 2019
Closed (Yes / No)	Yes	Date of nonconformity Closure	25 July 2018
Statement of Nonconformity:	<p>PT. Meridan Sejatisurya Plantation - Sei Pingai POM has not prepared a mechanism/procedures to cover the implementation of all elements of RSPO Supply Chain Certification Standard, June 2017 requirements:</p> <ul style="list-style-type: none"> - handling non-conforming oil palm products and/or documents; - documented control system with explicit procedures for the outsourced process which is communicated to the relevant contractor/outsourcing; - mechanism to ensure 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; - procedure to announce and confirm trades in the RSPO IT platform per shipment or group of shipment; 		
Requirement Reference:	<p>RSPO SCCS Module E for CPO Mills: Mass Balance RSPO Supply Chain Certification Standard, June 2017 - Indicator 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:</p> <ul style="list-style-type: none"> • Complete and up to date procedures covering the implementation of all the elements of the supply chain model requirements. 		
Objective Evidence:	<p>PT. Meridan Sejatisurya Plantation - Sei Pingai POM has not prepared a mechanism/procedures for:</p> <ul style="list-style-type: none"> - handling non-conforming oil palm products and/or documents; - documented control system with explicit procedures for the outsourced process which is communicated to the relevant contractor/outsourcing; - mechanism to ensure 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; - procedure to announce and confirm trades in the RSPO IT platform per shipment or group of shipment; 		
Corrections:	<ul style="list-style-type: none"> • PT. Meridan Sejatisurya Plantation have established mechanism/procedures for handling non-conforming oil palm products and/or documents in "Corporate Sustainability Management Procedures Mekanisme Rantai Pasok No.FR.CSM.SCP" dated 13 July 2018 – Section "3.7 Pengontrolan dalam Penanganan Ketidaksesuaian Dokumen/Produk". Stated that nonconformity may occurs from internal audit/internal inspection/product's and/or operation quality. Decision for correction and corective action shall be reviewed by Corporate Sustainability Head. Furthermore in "Corporate Sustainability Management Procedures - Ketelurusan dan Keseimbangan Masa di Kebun dan Pabrik Kelapa Sawit No.FR.CSM.MTM" dated 13 July 2018 – Section "3.16 Penanganan Produk yang Tidak Sesuai" stated non-conforming product shall not release to market and to be corrected in order to meet customer requirements or to be use for other purpose or be eliminated. • PT. Meridan Sejatisurya Plantation have established documented control 		

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	<p>system with explicit procedures for the outsourced process which is communicated to the relevant contractor/outsourcing, as in "Corporate Sustainability Management Procedures - Ketelurusan dan Keseimbangan Masa di Kebun dan Pabrik Kelapa Sawit No.FR.CSM.MTM" dated 13 July 2018 Section 3.13. In the procedure stated: all activities performed by third party shall be covered by contract, regulating compliance against supply chain requirements. Marketing Department shall communicating the clauses to third party contractor. Certificate holder shall perform audit to assesses the third party compliance against requirements.</p> <ul style="list-style-type: none"> • PT. Meridan Sejatisurya Plantation have established mechanism to ensure 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. Regulated in "Corporate Sustainability Management Procedures - Ketelurusan dan Keseimbangan Masa di Kebun dan Pabrik Kelapa Sawit No.FR.CSM.MTM" dated 13 July 2018 Section 3.13. In Section 3.13 stated: all activities performed by third party shall be covered by contract, regulating compliance against supply chain requirements. Marketing Department shall communicating the clauses to third party contractor. <p>PT. Meridan Sejatisurya Plantation have established mechanism/procedures to announce and confirm trades in the RSPO IT platform per shipment or group of shipment in "Corporate Sustainability Management Procedures - Ketelurusan dan Keseimbangan Masa di Kebun dan Pabrik Kelapa Sawit No.FR.CSM.MTM" Section "3.11 Pelaporan dengan menggunakan PalmTrace". It was stated that all credit movement throughout the supply chain is RSPO-certified and are validated through RSPO website (www.rspo.org); Marketing Department shall report all shipping of RSPO-certified product.</p>
<p>Root Cause Analysis:</p>	<p>Lack of understanding of the updated RSPO Supply Chain Certification Standard, June 2017. Note: This is the first RSPO certification for PT. Meridan Sejatisurya Plantation; audit team accepts the root cause analysis.</p>
<p>Corrective Actions:</p>	<ul style="list-style-type: none"> • PT. Meridan Sejatisurya Plantation have communicated the latest procedures, "Corporate Sustainability Management Procedures - Ketelurusan dan Keseimbangan Masa di Kebun dan Pabrik Kelapa Sawit No.FR.CSM.MTM" and "Corporate Sustainability Management Procedures Mekanisme Rantai Pasok No.FR.CSM.SCP" to all relevant personnel in PT. Meridan Sejatisurya Plantation – Sei Pingai POM: <ul style="list-style-type: none"> - RSPO Supply Chain Certification Standard, June 2017 training from David Ogg and Partners, for Mrs. Nunik Widayati (Marketing) and Mr. Indra Zulkarnain (Traceability Officer) dated 19 and 20 July 2018. - Training RSPO Supply Chain Certification Standard for all staff and worker in Sei Pingai POM dated 20 July 2018. The training attended by Mr.Muhajirin (GMK), Mr. Abdul Wahid (Estate Manager), Mr.Maulis (Mill Manager), Mr. Kamisran (Administration), Mr. Benyamin Girsang (Process Assisstant), Mr. Benny Andro (Laboratory Assisstant), Mr. Sudaryanto (Weighbridge), A Hok (Weighbridge), Mr. Ade Aprianto (Production Officer). - Training RSPO Supply Chain Certification Standard for Marketing Department – dated 23 July 2018. The training was attended by Mrs. Nunik Widayati (Marketing Manager), Mrs. Agnes Wardhani (Staff), Mrs. Patmawati (Staff). - Communication to third party contractors, Mrs. Susanna Bervito G. (PT. Berkat Karimata Mandiri) and Mr. Agus Salim (CV Teman Setia), dated 20

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	<p>July 2018.</p> <ul style="list-style-type: none"> • PT. Meridan Sejatisurya Plantation have prepared Job description for Marketing Department No.FRT-MKT-JD, dated 16 July 2018. Marketing Manager task was for: all sustainable product shall be complemented with sustainable declaration in compliance with certification system; to ensure that RSPO claim have been reported to RSPO IT Platform – PalmTrace; to ensure all RSPO product received confirmed in RSPO IT Platform – PalmTrace; to monitor credit statement in order to avoid negative credit/over claim in mass balance system; to ensure no double booking; to monitor stock of RSPO product in RSPO IT Platform – PalmTrace; to communicates supply chain certification requirements to relevant parties involved with sustainable product handling (third parties). • PT. Meridan Sejatisurya Plantation have prepared a standardize contract template with third party contractor. "Surat Perjanjian Pengankutan Sustainable Crude Palm Oil No.6040/MSSP/IV/2018" dated 11 April 2018 between PT. Meridan Sejatisurya Plantation and CV. Teman Setia. Chapter 4 of the template stated: the third party contractor should provide relevant access for CB to conduct verification upon operational, management system and other information – and shall be announced in advance. • Internal audit for Sei Pingai POM against RSPO SCCS, June 2017 carried out in 18 July 2018. All the previous non-conformities have been followed up.
Assessment Conclusion:	<p>Audit team has reviewed and accepted the corrective action plan prepared by certificate holder. Audit team has reviewed and accepted the evidence provided by the certificate holder i.e. revised procedures, contract with third party contractor, internal audit report, minutes of training and attendance list with Sei Pingai POM and contractor. An internal assessment, as part of corrective action evident. Audit team concluded that the correction, corrective action and evidences are sufficient. NC Major closed on 25 July 2018.</p>

Opportunity for Improvements	
OFI #	Description
OFI 1	<p>RSPO P&C INA NI September 2016, Indicator 2.2.2 Company has identified the number of boundary concrete poles consisted of 139 poles, and most of them were broken and left out. However since 2014 company has programme to maintain and re-install boundary poles planned 2014 up to 2024, approved by Company's Group Manager. The programme has detailed the steps to be taken, target date, number of boundary poles required for re-installment, etc. Review of programme as at 2018 found 30 boundary poles in place. Concerns raised related to expedite boundary poles installation to conform with the initial planning.</p>
OFI 2	<p>RSPO P&C INA NI, September 2016 - Indicator 4.4.2 In order to maintain soil and ground-water quality, PT. Meridan Sejatisurya Plantation - Sei Pingai Estate planned and implement the following: planting of bamboo trees on river boundaries, minimize surface run-off/erosion through estate best management practices – frond stacking, bench terrace, cover crops, palm platforms. Concerns raised related to consistency of spraying boundary marking near river buffer zone and/or other water body; mechanism to protect waster source and wetland identified in the plantation.</p>
OFI 3	<p>RSPO P&C INA NI, September 2016 - Indicator 5.1.2 Company has conducted environmental management and monitoring as per "Dokumen Matriks Dokumen Pengelolaan dan Pemantauan Lingkungan". Company implement the environmental management plan and reported on 6 monthly bases, under "Laporan Pelaksanaan RKL-RPL semester I & II tahun 2017". This report has been submitted to Badan Lingkungan Hidup Provinsi Riau Kabupaten</p>

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	Siak, Kementerian lingkungan Hidup and Kepala Pusat Pengelolaan Ecoregion (PPE) Sumatera. Concerns raised related to inclusion of information on biogas plant and gas burner for Sei Pingai POM's POME treatment, into management and monitoring report matrix.
OFI 4	RSPO P&C INA NI September 2016, Indicator 6.5.1 Based on field visit, interview and document verification there is contractor work for oil palm upkeep such as: spraying, fertilizer application and empty fruit bunch application. All of the work specification and work procedures are regulated inside the "Surat Perintah Kerja (SPK)" between PT. Meridan Sejatisurya Plantation and contractor supplying the local manpower. The contract covers the rights and obligation for each party, contractors shall registering their worker with Jamsostek program, contractors shall pay the worker with minimum wage, etc. Concerns raised related to evaluation on piece rate calculation for each type of work with local contractor.

Positive Findings	
PF #	Description
	Company demonstrates effort to improve the worker welfare, improve the industrial relationship through erasing family gang. Currently all worker have industrial relationship.

3.4.1 Status of Nonconformities Previously Identified and Observations

Non-Conformity			
NCR Ref #		Clause & Category (Major / Minor)	
Closed (Yes / No)		Date of nonconformity Closure	
Statement of Nonconformity:	N/A		
Requirement Reference:			
Objective Evidence:			
Corrective Actions:			
Assessment Conclusion:			

**) This is initial assessment*

Opportunity for Improvement	
OFI#	Description
	N/A

**) This is initial assessment*

3.4.2 Summary of the Nonconformities and Status

CAR Ref.	CATEGORY (MAJOR/MINOR)	ISSUED	STATUS & DATE (Closure)
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1633783-201805-M1 – SCCS 5.3.2	Major NC	1 June 2018	25 July 2018
1633783-201805-M2 – SCCS 5.4.2	Major NC	1 June 2018	25 July 2018
1633783-201805-M3 – SCCS 5.5.2	Major NC	1 June 2018	25 July 2018
1633783-201805-M4 – SCCS 5.6.1	Major NC	1 June 2018	25 July 2018
1633783-201805-M5 – SCCS 5.7.1	Major NC	1 June 2018	25 July 2018
1633783-201805-M6 – SCCS 5.8.2	Major NC	1 June 2018	25 July 2018
1633783-201805-M7 – SCCS 5.13.2	Major NC	1 June 2018	25 July 2018
1633783-201805-M8 – SCCS 5.13.3	Major NC	1 June 2018	25 July 2018
1633783-201805-M9 – SCCS 5.3.1	Major NC	1 June 2018	25 July 2018

3.5. Stakeholders Consultation

Stakeholder consultation involved internal and external stakeholders. External stakeholders were contacted by telephone to arrange meetings at a location convenient to them to discuss Sei Pingai 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> <p>Komite Gender PT. Meridan Sejatisurya Plantation – Gender Committee</p>	<p>Union/Contractors/Local Communities</p> <p>Pengurus Serikat Pekerja PT. Meridan Sejatisurya Plantation – Worker Union</p> <p>Dusun III Lubuk Dalam, Kerinci Kanan Village Communities</p>
<p>Government Departments</p> <p>Dinas Kehutanan dan Lingkungan Hidup Provinsi Riau – Environment Office</p> <p>Badan Pertanahan Nasional Kantor Wilayah Provinsi Riau – Lands Office</p>	<p>NGO</p> <p>LSM Laskar Melayu – NGO</p> <p>Kelompok Tani Tunas Karya</p>

IS #	Description
1	<p>Feedbacks:</p> <p>Badan Pertanahan Nasional Kantor Wilayah Provinsi Riau – Lands Office</p> <p>- The office has not received any report related to land conflict case between company and other party.</p>



	<ul style="list-style-type: none"> - There was no indication of neglected land in area of PT. Meridan Sejatisurya Plantation. - The obligation to monitor the land use have been done by lands office. <p>Management Responses: PT. Meridan Sejatisurya Plantation always coordinates with the lands office regarding the company's operations, and will report if there are problems/concern raised.</p> <p>Audit Team Findings:</p> <ul style="list-style-type: none"> - Positive comments noted. - Audit team have verified the status of land in company's HGU. Audit team reported the result of document review, interview with various stakeholders and site visit, into this public summary report.
<p>2</p>	<p>Feedbacks: Dinas Kehutanan dan Lingkungan Hidup Provinsi Riau – Forestry and Environment Office</p> <ul style="list-style-type: none"> - PT. Meridan Sejatisurya Plantation have environment permit, in form of Dokumen Pengelolaan dan Pemantauan Lingkungan (DPPL), issued by Dinas Lingkungan Hidup Provinsi Riau. - PT. Meridan Sejatisurya Plantation have obtained "Proper Biru" – for the environmental management and reporting. - PT. Meridan Sejatisurya Plantation have permits for land application and temporary hazardous waste storage. - PT. Meridan Sejatisurya Plantation consistently prepared report for implementation of environmental management and monitoring – prepared and submitted on 6-monthly basis to Dinas Lingkungan Hidup Provinsi Riau. - PT. Meridan Sejatisurya Plantation consistently prepared report for implementation of hazardous waste management and monitoring – prepared and submitted on 3-monthly basis to Dinas Lingkungan Hidup Kabupaten Siak. - PT. Meridan Sejatisurya Plantation consistently prepared report for implementation of mill's POME for land application – prepared and submitted on 3-monthly basis to Dinas Lingkungan Hidup Kabupaten Siak. - There was no issue/complaint conveyed by stakeholders related to the environmental impacts from mill and estate operations. <p>Management Responses: PT. Meridan Sejatisurya Plantation always submit periodic environmental monitoring reports to the Environment office and maintain/update all the environment permit as required by the regulation.</p> <p>Audit Team Findings:</p> <ul style="list-style-type: none"> - Positive comments noted. - Audit team have verified the existing management plan and improvement plan related to comments from Environment office - the existing management plans and follow up action plans are sufficient.
<p>3</p>	<p>Feedbacks: Mr. Ahadim, from Hamlet Dusun III Lubuk Dalam, Kerinci Kanan Village, Kerinci Kanan District, Siak Regency</p> <ul style="list-style-type: none"> - Communities feel positive impact from the operation of PT. Meridan Sejatisurya Plantation. - There have been no report of significant land dispute between community of Lubuk Dalam hamlet and PT. Meridan Sejatisurya Plantation. - He himself was part of the community from Lubuk Dalam Hamlet, that have received compensation for the family land of 45 Ha from PT. Meridan Sejatisurya Plantation. - During the compensation process, involving all related parties: village authority, cultural figures (Ninik Mamak), district authority and the land owners during collective measurement. - The value for compensation based on agreement/concensus between land owners with PT. Meridan Sejatisurya Plantation. - PT. Meridan Sejatisurya Plantation have implemented a social activity in form of river cleaning 1.5 km; provide aid in form of fish seedling and help in masjid construction. - Himself has understand the policy on wildlife protection, complaint handling mechanism, communication mechanism. - There was a request related to distant access from Lubuk Dalam Hamlet to the neighboring villages,

	<p>across of PT. Meridan Sejatisurya Plantation’s location. This was due to hampered by boundary trenches. The way around was 20 km.</p> <p>Management Responses: PT. Meridan Sejatisurya Plantation handling complaints properly in accordance with company procedures. The company also has Community Development/Corporate Social Responsibility program that is designed based on the needs of the surrounding community.</p> <p>Audit Team Findings:</p> <ul style="list-style-type: none"> - Positive comments noted. - Audit team have noted the comments, and verified the condition. Company demonstrate sufficient for access.
<p>4</p>	<p>Feedbacks: LSM Laskar Melayu – NGO</p> <ul style="list-style-type: none"> - PT. Meridan Sejatisurya Plantation does contribute to the development of surrounding communities. - The communication between company personnel with stakeholders is good. - There was no negative issues related to PT. Meridan Sejatisurya Plantation noted by the NGO. - There was no report of land dispute between PT. Meridan Sejatisurya Plantation and communities. - There is inquiry from community to PT. Meridan Sejatisurya Plantation: there is difficulty in coordination between community live in company’s housing with the outside villages, with distance around 20 km. This was due to boundary trenches along HGU of PT. Meridan Sejatisurya Plantation. For the particular reason, Simpang Beringin village request for alternative (nearby) access so that coordination with communities inside company’s housing and the surrounding village be better. - There is inquiry from community to PT. Meridan Sejatisurya Plantation: should there be a job vacancy information to be informed to surrounding villages, in order to increase/improve local workforce intake. - The corporate social responsibility have been implemented in good manner. Keep up and to improve. <p>Management Responses: PT. Meridan Sejatisurya Plantation handling complaints properly in accordance with company procedures.</p> <p>Audit Team Findings:</p> <ul style="list-style-type: none"> - Positive comments noted. - Audit team have noted the comments, and verified the condition. Company demonstrate sufficient for access.
<p>5</p>	<p>Feedbacks: Pengurus Serikat Pekerja and Gender Committee – Worker Union and Gender committee</p> <ul style="list-style-type: none"> - The worker union’s member composed of all worker (SKU-B and SKU-H). The worker and company have collective work agreement valid until January 2019. Currently in progress of printing the collective work agreement book. - Meeting between worker union and company carried out every month, in lieu with LKS Bipartite meeting. - Company provided clean water for estate workers, sourced from underground water. No issue related to water quality and quantity. - Worker union and company have established “Lembaga Kerjasama Bipartite – LKS Bipartite”, function as mediation function between company and the workers. - All of normative agreement have been submitted to collective working agreement – “Perjanjian kerja Bersama – PKB” including working hour, overtime, salary, annual leave and other, in accordance to relevant industrial act. - Company have implemented minimum wage in 2018, as in “Upah Minimum Sektoral Kabupaten” for salary payment standard. - Company have registering all worker under “BPJS Ketenagakerjaan” and “BPJS Kesehatan” for insurance. - Company have implemented worker evaluation on annual basis, as consideration for grade increment and/or promotion. - There has been no case of industrial relation dispute between employees and company. - Company has provided facility for the worker, housing with clean water and electricity, medical clinic,

	<p>school bus, religious house, sport facility.</p> <ul style="list-style-type: none"> - Company provides the facility for the worker including clean water. However, lately worker feels the clean water condition was not suitable for cooking. - Gender committee has been established. The regular program is monthly meeting. - Gender committee member have understand the policy gender equality, policy on protection against sexual harrasment and domestic violence, complaint handling mechanism, specific complaint (related to sexual harrasment) handling mechanism, including protection of anonymity for whistleblower. - Company has communicated the policies during morning musters and providing leaflets in announcement boards. - To date, there has been no case/report related to sexual harassment and/or violence case. - Company has implementing the female worker’s right such as regular medical checkup for female sprayers, menstrual leave right, maternal leave and breast-feeding leave, gender equality in payment. - Pregnancy test carried out on monthly basis. - Company have provided housing, clean water, electricity, religious houses, sport fields. <p>Management Responses: PT. Meridan Sejati Surya Plantation always strives to improve the worker welfare and improve the industrial relationship.</p> <p>Audit Team Findings: Positive comments noted.</p>
<p>6</p>	<p>Feedbacks: Anggota Kelompok Tani Tunas Karya – Farmer group</p> <ul style="list-style-type: none"> - The farmer in the location have controlled the land, and holds user rights “Surat Keterangan Tanah – SKT”, from the district authority since 1980, before company started operation. - Initially, communities planted rubber, subsequently converted into oil palm since 1997 – 1998. - PT. Meridan Sejatisurya Plantation have never compensated land whereby controlled by communities, member of Kelompok Tani Tunas Jaya. - The Kelompok Tani Tunas Jaya, Kerinci Kanan village have been disbanded. Currently, the former members consolidated into Asosiasi Petani Sawit (7 farmer groups). - PT. Meridan Sejatisurya Plantation have never use force, coercion and/or intimidative approach to compensate community’s land. - Currently, company and the farmer group is in intensive communication for partnership program for PT. Meridan Sejatisurya Plantation to purchase FFB from farmer members. - Last communication between company and farmer group, some points of agreement related to FFB payment terms are to be discussed. <p>Management Responses: PT. Meridan Sejatisurya Plantation handling complaints properly in accordance with company procedures. PT. Meridan Sejatisurya Plantation also has CD/CSR program that is designed based on the needs of the surrounding community and gives the widest opportunity to community/farmers to cooperate with the company.</p> <p>Audit Team Findings: Audit team have reported the situation with regards to lands in HGU area of PT. Meridan Sejatisurya Plantation.</p>
<p>7</p>	<p>Feedbacks: FFB Transporter – Local contractor</p> <ul style="list-style-type: none"> - Work agreement available. - The payment done on 13-15th date of every month for the work performed in the previous month. - Invoicing at the end of month. - Local contractor have understand company policy on PPE use, company code of ethic, environment protection. - Comment made with regards to road condition after the rain – as it was affecting FFB transportation process.

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	<p>Management Responses: PT. Meridan Sejati Surya Plantation gives the widest opportunity to local contractors to be involved in the company's operational activities, as long as they comply with the company policies (on Best Practices, PPE use, company code of ethic, environment protection, etc.)</p>
	<p>Audit Team Findings: Positive comments noted. However, audit team will review the progress during subsequent visit.</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. Meridan Sejatisurya Plantation – Sei Pingai 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. Meridan Sejatisurya Plantation – Sei Pingai POM.</p>	
Report prepared by	Acceptance of Assessment Conclusion
Name: Pratama Agung Sedayu	Name: Bambang Dwi Laksono
Company Name: on behalf BSI Malaysia Services Sdn Bhd.,	Company Name: PT. Meridan Sejatisurya Plantation
Title: Lead Auditor	Title: Sustainability Head
Signature: 	Signature: (I the undersigned, being the most senior relevant management representative of the operation seeking or holding certification, agree with the contents of this report and accept the liability in execution of the procedure in the report.)  Eko Darmawanto
Date: 30 July 2018	Date: 30 July 2018

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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 -	<p>Company has determined all type of information that can be accessed by stakeholders, this includes all company documentation except for those who protected by commercial confidentiality rules, or protected from public exposure if there is negative impacts for social environment. Examples of publicly available documents such as: land title, Social Environmentat Impact assessment, HCV report, Communication procedure, company policies related to environment, social, worker, and human right, public summary report of certification assessment report.</p> <p>Some examples of prohibit documents such as Financial figures, customer database, and information related to endangered species that could potentially persuade hunting and illegal transaction.</p>	Comply
1.1.2 Records of requests for information and responses to the information requested shall be available. - Major compliance -	<p>Company has issued Communication Procedure code FR.EMS.CIE, signed by the CEO of First Resources Ltd and Corporate Sustainability Head, dated 1 September 2011. The procedure the information and data to be recorded and communicated for effective operation of sustainable palm oil standard. All staff and employee are responsible for fulfilling their defined responsibilities. The implementation of the information received from outside the company can be conveyed through the estate (location) and regional office. Any informatoin received, particularly in regional office for unit/related company will be informed and followed up to estate (location). As implementation of transparency principle, some points related to legal, environmental, social and continual improvement may be conveyed while meeting communication with stakeholders in proper language form: legal (Izin Lokasi, IUP, HGU); environment (ANDAL, RKL & RPL, Izin Tempat Penyimpanan Sementara Limbah B3, Izin land aplikasi); social (document of social activieis and relation with communities, OHS policy, OHS programme), continual improvement (reduce of certain chemical, reduce and reuse waste, environmental management and social impact management).</p> <p>Communication methods used to capture and and share information: performance reporting, team briefing, notice and warning boards, company website, QMS, EMS and RSPO internal audit; QMS, EMS and RSPO management review meeting.</p>	Comply

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Criterion / Indicator	Assessment Findings	Compliance
	<p>All communication from external interested parties may include complaint, inquiry, and suggestion. External communication can be received can be verbal or in letter/fax/email through executive or managers, sales staff and employees, customer service staff and employees, truck delivery drivers, phone operators/reception staff. It is the responsibility of all staff and employees to complete the information: person or organization originating the communication, date of communication, description of the communication, immediate action taken, root cause of such issue. The information recorded under form FR.CSM.NCC-1 sent to Corporate Sustainability Head and the originator retains a copy, until communication answered. Corporate Sustainability Head answers relevant communication in writing. Company committed to response upon information request as soon as possible or 6 months after information received (at maximum). List of information request and response created and updated periodically; retained at least five (years) from the date of latest correspondence and or completion of corrective actions. If there is any legal implication, the record is retained indefinitely.</p> <p>All personnel have responsibility:</p> <ul style="list-style-type: none"> - CEO: Provide adequate resources and facilities for communication. - Corporate Sustainability Head: Report to CEO on the effectiveness of communication, answer communication; provide guide or make decision related to communication, facilitate communication between CEO and staff/employee, develop good relation with stakeholders, coordinate with directorate/GM/field manager. - Directorate/General Manager: Inform to stakeholders in the surrounding area about the commitment and awareness, accept input, request of complaint from stakeholders, record and update periodically, conduct team briefing. - Public Relation Coordinator: Establish internal communication and consultation for the public, receive information and responses from external parties, and communicate to the General Manager, monitor implementation of the communication procedure. - Regional Sustainability Coordinator and SPO Internal Audit Team: audit and report the effectiveness of communication procedure to Corporate Sustainability Head, review the communication procedure and propose (any change), prepare materials for annual management review meeting, complete external communication action records, assist effective communication on all issue. - All staff and employee: report <p>All information request and respond given are</p>	

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Criterion / Indicator	Assessment Findings	Compliance
	<p>recorded under "Surat Masuk PT. MSSP". The record started from 2013 up to April 2018.</p> <ul style="list-style-type: none"> - Information request from Siak Regent, through letter No.20/Bappeda-IV/050.13/I/2018 dated 12 January 2018. The letter related to information request on CSR. The letter responded by public relation officer on 23 January 2018 (11 days). - Request coming from SDN 18 Meridan, dated 13 April 2018 – transport request for UASBN (national test). The request has been responded by sending transport on the date (13 April 2018). <p>Management unit prepared a summary of all incoming information request and the outgoing respond under "Matriks Tanggapan Terhadap Proposal/Keluhan dari Stakeholder PT. MSSP" for period 2015 -2017. Aside from that, company have evaluated their communication performance, as reported in "Evaluasi Komunikasi dan Mekanisme Penyampaian Keluhan dan Tanggapan" period 2016 up to April 2018.</p>	
<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>		
<p>1.2.1</p>	<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 (Criterion 6.4) h) Continual improvement plans (Criterion 8.1) i) Public summary of certification assessment report j) Human Rights Policy (Criterion 6.13). <p>- Major Compliance -</p>	<p>Company has determined all type of information that can be accessed by stakeholders, this includes all company documentation except for those who protected by commercial confidentiality rules, or protected from public exposure if there is negative impacts for social environment. Examples of publicly available documents such as:</p> <ul style="list-style-type: none"> - Legal: <ul style="list-style-type: none"> a. Izin Lokasi; b. Izin Usaha Perkebunan; c. Hak Guna Usaha; - Environment (Lingkungan): <ul style="list-style-type: none"> a. Kebijakan Lingkungan; b. Dokumen Pengelolaan Lingkungan; c. Laporan Pengelolaan dan pemantauan Lingkungan; d. Pencapaian Prestasi Lingkungan; e. Identifikasi dan Evaluasi Aspek Dampak dan Lingkungan; f. Izin Pemanfaatan Limbah Pabrik; g. Izin Penyimpanan Sementara Limbah B3; h. Dokumen Penilaian Area Bernilai Konservasi Tinggi; i. Dokumen Penilaian High Carbon Stock; - Social: <ul style="list-style-type: none"> a. Dokumen Aktivitas Sosial dan Hubungan Masyarakat; b. Dokumen Penilaian Dampak Sosial Lingkungan; c. Kebijakan Keselamatan dan Kesehatan Kerja (K3); d. Program Keselamatan dan Kesehatan Kerja (K3); - Perbaikan Berkelanjutan:

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	<ul style="list-style-type: none"> a. Pengurangan Penggunaan Bahan-bahan Kimia Tertentu; b. Pengurangan an Pemanfaatan Limbah; c. Pengendalian Dampak Lingkungan dan Sosial <p>Some examples of prohibit documents such as Financial figures, customer database, and information related to endangered species that could potentially persuade hunting and illegal transaction.</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 to all levels of the workers and operations.</p> <p>- Minor compliance –</p>	<p>Company has issued memorandum "Surat Edaran No.MSSP/SE/08/II/2017 dated 7 February 2017, related to Code of Ethical Conduct which regulated fair, transparant and truthfull of business ethics. This letter has been communicated to all employees through information notice board at Estate and Division offices. Furthermore, the contractor has also been communicated in every commencement of opening work tender. The memorandum states employee shall comply to company regulation; manage the information in prudent manner; to maintain confidentiality of sensitive information (financial, business plan and strategy); to avoid conflict of interest; to disclose any business that may compete or supply to or similar business process; to prohibit receiving and/or giving present and any form of gratification; to avoid insider trading activity; to avoid abuse of power; company committed to maintain employee freedom in political aspiration; employee shall not use company name for any political activity. All violation against the policy may result in sanction – as regulated under "Undang-undang No.13 tahun 2003 tentang Ketenagakerjaan". In addition, company has Human Resources policies related to Code of Conduct applicable for all employees in form of company regulation "Peraturan Perusahaan".</p> <p>Interview with employee representative and selected contractor revealed understanding of policy.</p> <p>Records verified:</p> <ul style="list-style-type: none"> - "Sosialisasi Kebijakan Perilaku Etis" – communicating of code of ethical conduct, dated 11 December 2017 for 17 harvesters from Division I (Mr. Swanri Rambe, Mr. Irvan, Mr. Mora Siregar, Mr. Fati Sekhi, Mr. Faatulo, Mr. Averudi, Mr. Puli Siregar, Mr. Sudarsono and other). - "Sosialisasi Kebijakan Perilaku Etis" – communicating of code of ethical conduct, dated 13 December 2017 for 17 harvesters and supervisors from Division III (Mr. Adi Arman, Mr. Syamsul, Mr. Antonius, Mr. Fataro, Mr. Sukahati, Mr. Yansirman and other). - "Sosialisasi Kebijakan Perilaku Etis" – communicating of code of ethical conduct, dated 21 December 2017 for palm oil mill workers such as process supervisors, loading operators, sterilizer 	<p>Comply</p>

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	<p>operators, pressing station operators (Mr. Suherman, Mr. Akmal, Mr. Edi Syahputra, Mr. Erik Afandi, Mr. Suparman, Mr. M. Rahim, Mr. Supriyanto and other).</p> <ul style="list-style-type: none"> - "Sosialisasi Kebijakan Perilaku Etis" – communicating of code of ethical conduct, dated 16 February 2018 for 20 Sei Pingai POM's process workers (Mr. Asman Lubis, Mr. Budiman, Mr. Agus Prianda, Mr. Satya Darma, Mr. Zulham Nasution, Mr. Andre Untung and other). 	
Principle 2: Compliance with applicable laws and regulations		
Criterion 2.1:		
There is compliance with all applicable local, national and ratified international laws and regulations.		
<p>2.1.1 Evidence of compliance with relevant legal requirements shall be available.</p> <ul style="list-style-type: none"> - Major compliance – 	<p>PT. Meridan Sejatisurya Plantation has prepare an update of list of regulation - "Daftar Peraturan Perundangan" per date 20 April 2017. The list includes applicable regulation related to oil palm plantaiton operation. The list prepared by Corporate Sustainability Department as regulated under Environment Management System No.EMS.LRR-2 Register of SPO Regulation.</p> <p>In addition, company have been able to demonstrate evidences of compliance with relevant legal requirements being listed and evaluated, such as:</p> <p>1) Land ownership and lease:</p> <ul style="list-style-type: none"> - Location permit, issued by Riau Governor Letter No. Kpts.85/ILK-XII/1992 for area of 6,400 Ha located in Kerinci Kiri Village, Siak Sub-District, Bengkalis District; and Sikijang Village, Langgam Sub-District, Kampar District. Furthermore there is additional record of Location Permit issued by head of National Land Agency (BPN) of Bengkalis Dsistrict for extension of Location Permit, Letter No.01-VIII/R-PIL/PPT/1997 dated 18 August 1997 in term of revision and renewal of Location permit for oil palm plantation development. - A) Forest Land release permits, issued by Forestry Minister No.0772/Kpts-II/1993 dated 18 November 1993 in term of Forest land release in some part of Pingai river forest area – Kelebayan River located in Bengkalis District and Kampar District, Riau Province, with total area of 6,466.7 Ha. B) Forest land release permit, issued by Forestry Minister No.264/Kpts-II/1997 dated 19 May 1997 in term of forest alnd release located in some part of Putih River – Lubuk Terap River, Siak Sub-District, Bengkalis District, Riau Province, with total area of 5,158 Ha. - Land Use Right/Hak Guna Usaha (HGU); issued by National Land Agency Head No.19-VIII-1995 dated 19 May 1995; No.18-VIII-1995 dated 19 May 1995; No.38/HGU/BPN/96 dated 1 October 1996; and No.61/HGU/BPN/99 dated 2 July 	Comply

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	<p>1999.</p> <ul style="list-style-type: none"> - Plantation Business Registration Document number 945/Menhutbun-VII/2000 for PT. Meridan Sejati Surya Plantation, Sei Pingai Estate, total area of 10,826 Ha, type of crop: Oil Palm plantation with Mill processing (capacity: 45 tons/hour). This document was issued by Forestry and Plantation Minister – Plantation General Director, dated 8 August 2000. - Document of land compensation (see indicator 2.2.3) <p>2) Mill machinery permits:</p> <ul style="list-style-type: none"> - Permit for Steam Boiler operation (Akte Izin untuk Ketel Uap) No.03/A.0001/560/2011, issued on January 2011 by Social and Transmigration Department, Siak District, Riau Province. Steam Boiler capacity is 24 kg/cm². - Permit for Steam Vessel (Akte Izin untuk Bejana Uap), Unit-1, permit No.03/A.0003S issued on 12 August 2005 by Social and Transmigration Department, Siak District, Riau Province. Capacity of steam pressure is 3.5 kg/cm². - Permit for Steam Vessel (Akte Izin untuk Bejana Uap), Unit-2, permit No.03/A.00045 issued on 12 August 2005 by Social and Transmigration Department, Siak District, Riau Province. Capacity of steam pressure is 3.5 kg/cm². - Permit for Steam Turbine (Izin Pemakaian Turbin Uap) No.04/T.B/DTK/VIII/05//566, capacity to generate electricity up to 1,200 KW; issued on 12 August 2005 by Social and Transmigration Department, Siak District, Riau Province; - Permit for Diesel Generator Unit-1 operation (Izin Pemasangan/Pemakaian Motor Diesel) No.05/M.D/DTK/VIII/05/566, capacity to generate electricity up to 400 KW; issued on 12 August 2005 by Social and Transmigration Department, Siak District, Riau Province; - Permit for Diesel Generator Unit-2 operation (Izin Pemasangan/Pemakaian Motor Diesel) No.06/M.D/DTK/VIII/05/566, capacity to generate electricity up to 400 KW; issued on 12 August 2005 by Social and Transmigration Department, Siak District, Riau Province; - Permit for Back Pressure Vessel - B.P.V (Akte Izin untuk Bejana Uap B.P.V) No.03/A.0002S, steam capacity 3.5 kg/cm²; issued on 12 August 2005 by Social and Transmigration Department, Siak District, Riau Province; - Permit for Lift and Carry vehicle: Wheel Loader, permit No.46/PA/Dinsosnaker/Was/2012 and 46/PA/Dinsosnaker/Was/2012, issued on 2 July 2012. - Building Permit No.63/IMB/2005 for Mill, office, and housing, issued Siak District Head, dated 21 March 2005; <p>3) Evidence of compliance against "Undang-undang</p>	

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	<p>No.1 tahun 1970 tentang Keselamatan Kerja”, for example controlling the steam vessel through boiler certification and conducting regular inspection. Evidence of Training for employees related to Health and Safety for each Mill operator of Steam Boiler, Steam Vessel, and Lift & Carry vehicles. There were training certificate for 2 steam vessel operators, 5 operators of steam boiler, 2 operators of engine room, and 2 operators of wheel loader;</p> <p>4) Evidence of training for 2 (two) welding operators at the Mill;</p> <p>5) Evidence of legal compliance related to Labour, such as registration of employees to social and medical insurance, provision of annual medical surveillance, compliance to minimum wage, protection of women reproductive rights and gender, non-discrimination policy, etc.</p> <p>6) Evidence of Good Agriculture Practice such as Zero burning policy, handling of hazardous waste according to relevant regulation, etc.</p> <p>7) Evidence related to Environment such as Environmental policies and documentation, permit of waste water handling, permit for temporary hazardous storage, reporting of environmental management and monitoring (RKL-RPL), protection of endangered species, etc.</p> <p>PT. Meridan Sejati Surya Plantation prepared training plan for dump truck operator, and implemented dump truck operator training. Training provided for 5 drivers/operators. In order to monitor and ensure all dump truck operator is trained and experienced, PT. Meridan Sejati Surya Plantation conduct 6-monthly monitoring – as demonstrable effort to comply with Peraturan Menteri Tenaga Kerja No.9 year 2010.</p>	
<p>2.1.2</p> <p>A documented system, which includes written information on legal requirements, shall be maintained. - Minor compliance –</p>	<p>Company has developed procedure for compliance to legal requirements, i.e. SOP Legal Requirement signed by CEO dated 1 September 2011 (Document reference: FR.EMS.LRR). The procedure has been regulated the mechanism to identify all relevant applicable regulation and to evaluate the compliances against regulation.</p> <p>This SOP applied throughout all subsidiary companies of First Resources however, the evaluation against regulation is done by each subsidiary.</p> <p>Review of Environment Management System document (EMSLRR-2 Register of SPO Regulation) latest update on 10 June 2017. Evaluation of compliance to regulation had been conducted in each Article of regulation.</p> <p>PT. Meridan Sejatisurya Plantation has prepare an update of list of regulation - “Daftar Peraturan Perundangan” per date 10 June 2017. The list includes applicable regulation related to oil palm plantaiton operation. The list prepared by Corporate Sustainability Department as regulated under Environment Management System No.EMS.LRR-2</p>	<p>Comply</p>

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	<p>Register of SPO Regulation. The list consist of:</p> <ul style="list-style-type: none"> a. Evaluation upon 108 types of regulation relevant to environment. For example: "Keputusan Presiden No.43 Tahun 1978 tentang Convention on Internasional Trade in Endangered Sprcies of Wild Fauna and Flora", "Keputusan Presiden No.32 Tahun 1999 tentang Pengelolaan Kawasan Lindung", "Undang-Undang No.5 Tahun 1994 tentang Pengesahan Konvensi Keanekaragaman Hayati", "Keputusan Kepala Badan Pengendalian Lingkungan No.255 Tahun 1996 tentang Tatacara dan Persyaratan Penyimpanan dan Pengumpulan Minyak Pelumas Bekas", "Peraturan Pemerintah No.101 Tahun 2014 tentang Pengelolaan Limbah Bahan Berbahaya dan Beracun". b. Evaluation of 103 types of regulations related to General Affairs and Agribusiness, such as: "Undang-Undang No.5 Tahun 1960 tentang Undang-Undang Pokok Agraria", "Peraturan Menteri Dalam Negeri No.15 Tahun 1975 tentang Ketentuan-Ketentuan Mengenai Tata Cara Pembebasan Tanah", "Undang-Undang No.25 Tahun 2009 tentang Pelayanan Publik", "Undang-Undang No.32 Tahun 2009 tentang Perlindungan dan Pengelolaan Lingkungan Hidup", "Undang-Undang No.39 Tahun 2014 tentang Perkebunan". c. Evaluation against 124 types of regulation related to manpower and OHS such as: "Undang-Undang No.18 Tahun 1957 tentang Persetujuan Konvensi ILO No.100 mengenai Pengupahan bagi Laki-laki dan Wanita untuk Pekerjaan yang Sama Nilainya", "Undang-Undang No.1 Tahun 1970 tentang K3", "Undang-Undang No.23 Tahun 2002 tentang Perlindungan Anak", "Undang-Undang No.13 tahun 2013 tentang Ketenagakerjaan", "Keputusan Menteri Tenaga Kerja No.16 Tahun 2001 tentang Tatacara Pencatatan Serikat Pekerja/Serikat Buruh". 	
<p>2.1.3</p>	<p>A mechanism for ensuring compliance shall be implemented. - Minor compliance –</p>	<p>Comply</p>

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	<p>tentang Pengesahan Konvensi Keanekaragaman Hayati”, “Keputusan Kepala Badan Pengendalian Lingkungan No.255 Tahun 1996 tentang Tatacara dan Persyaratan Penyimpanan dan Pengumpulan Minyak Pelumas Bekas”, “Peraturan Pemerintah No.101 Tahun 2014 tentang Pengelolaan Limbah Bahan Berbahaya dan Beracun”.</p> <p>b. Evaluation of 103 types of regulations related to General Affairs and Agribusiness, such as: “Undang-Undang No.5 Tahun 1960 tentang Undang-Undang Pokok Agraria”, “Peraturan Menteri Dalam Negeri No.15 Tahun 1975 tentang Ketentuan-Ketentuan Mengenai Tata Cara Pembebasan Tanah”, “Undang-Undang No.25 Tahun 2009 tentang Pelayanan Publik”, “Undang-Undang No.32 Tahun 2009 tentang Perlindungan dan Pengelolaan Lingkungan Hidup”, “Undang-Undang No.39 Tahun 2014 tentang Perkebunan”.</p> <p>c. Evaluation against 124 types of regulation related to manpower and OHS such as: “Undang-Undang No.18 Tahun 1957 tentang Persetujuan Konvensi ILO No.100 mengenai Pengupahan bagi Laki-laki dan Wanita untuk Pekerjaan yang Sama Nilainya”, “Undang-Undang No.1 Tahun 1970 tentang K3”, “Undang-Undang No.23 Tahun 2002 tentang Perlindungan Anak”, “Undang-Undang No.13 tahun 2013 tentang Ketenagakerjaan”, “Keputusan Menteri Tenaga Kerja No.16 Tahun 2001 tentang Tatacara Pencatatan Serikat Pekerja/Serikat Buruh”.</p> <p>The evaluation conducted against each verse, related to estate and palm oil mill operation; the criterion that must be met; status of compliance; monitoring and (any) remarks.</p>	
<p>2.1.4</p> <p>A system for tracking any changes in the law shall be available and implemented. - Minor compliance –</p>	<p>Company has sufficient system for tracking an changes in regulation. This has been set in the Environment Management System document (EMSLRR-2 Register of SPO Regulation) dated 14 April 2015. There is an appointed personal in regional office in Pekan Baru responsible to update if any changes on relevant regulation. The latest legal compliance review carried out on 10 June 2017 by Head of Corporate Sustainability.</p> <p>The evaluated legal compliance register, consist of:</p> <p>a. Evaluation upon 108 types of regulation relevant to environment. For example: “Keputusan Presiden No.43 Tahun 1978 tentang Convention on Internasional Trade in Endangered Sprcies of Wild Fauna and Flora”, “Keputusan Presiden No.32 Tahun 1999 tentang Pengelolaan Kawasan Lindung”, “Undang-Undang No.5 Tahun 1994 tentang Pengesahan Konvensi Keanekaragaman Hayati”, “Keputusan Kepala Badan Pengendalian Lingkungan No.255 Tahun 1996 tentang Tatacara dan Persyaratan Penyimpanan dan Pengumpulan Minyak Pelumas Bekas”, “Peraturan Pemerintah</p>	<p>Comply</p>

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	<p>No.101 Tahun 2014 tentang Pengelolaan Limbah Bahan Berbahaya dan Beracun".</p> <p>b. Evaluation of 103 types of regulations related to General Affairs and Agribusiness, such as: "Undang-Undang No.5 Tahun 1960 tentang Undang-Undang Pokok Agraria", "Peraturan Menteri Dalam Negeri No.15 Tahun 1975 tentang Ketentuan-Ketentuan Mengenai Tata Cara Pembebasan Tanah", "Undang-Undang No.25 Tahun 2009 tentang Pelayanan Publik", "Undang-Undang No.32 Tahun 2009 tentang Perlindungan dan Pengelolaan Lingkungan Hidup", "Undang-Undang No.39 Tahun 2014 tentang Perkebunan".</p> <p>c. Evaluation against 124 types of regulation related to manpower and OHS such as: "Undang-Undang No.18 Tahun 1957 tentang Persetujuan Konvensi ILO No.100 mengenai Pengupahan bagi Laki-laki dan Wanita untuk Pekerjaan yang Sama Nilainya", "Undang-Undang No.1 Tahun 1970 tentang K3", "Undang-Undang No.23 Tahun 2002 tentang Perlindungan Anak", "Undang-Undang No.13 tahun 2013 tentang Ketenagakerjaan", "Keputusan Menteri Tenaga Kerja No.16 Tahun 2001 tentang Tatacara Pencatatan Serikat Pekerja/Serikat Buruh".</p> <p>The document also explains if there is any change/replaced regulation – it will be identified, evaluated and update the list. Example: "Peraturan Pemerintah No.101 Tahun 2014 tentang Pengelolaan Limbah B3" was the regulation to replace the obsolete "Peraturan Pemerintah No.18 Tahun 1999 tentang Pengelolaan Limbah B3 sebagaimana yang telah diubah melalui Peraturan Pemerintah No.85 Tahun 1999"; "Peraturan Menteri Lingkungan Hidup No.14 Tahun 2013 tentang Simbol dan Label Limbah B3" is the regulation to replace "Keputusan Kepala Badan Pengendalian Dampak Lingkungan No.Kep-05/Bapedal/09/1995".</p>	
<p>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.</p>		
<p>2.2.1</p>	<p>Documents showing legal ownership or lease, history of land tenure and the actual legal use of the land shall be available. - Major compliance -</p>	<p>PT. Meridan Sejatisurya Plantation have legally obtained the land ownership from government, as follows:</p> <p>a. Izin Lokasi – location permit:</p> <ul style="list-style-type: none"> - Surat Keputusan Gubernur Riau No.85/I.L-XII/1992 tentang Izin Lokasi dan Pembebasan Hak/Pembelian Tanah atas nama PT. Teknik Umum" dated 28 December 1992. The permit then subsequently issued with "Izin Hak Guna Usaha No.18-VIII-1995" and "Izin Hak Guna Usaha No.19-XIII-1995". - "Surat Keputusan Gubernur Riau No.02-I/I.L/PGT/96 tentang Izin Lokasi untuk Keperluan Perkebunan Seluas 1,600 Ha" dated 24 January 1996. The permit then issued with

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	<p>"Izin HGU No.38/HGU/BPN/96".</p> <ul style="list-style-type: none"> - "Surat Keputusan Kepala Kantor Pertanahan Kabupaten Bengkalis No.020-VIII/IL/PGT/1994" dated 5 August 1994 jo. "Surat Keputusan No.01-VIII/R-PIL/PPT/1997 tentang Perpanjangan Izin Lokasi untuk Keperluan Perkebunan Kelapa Sawit Seluas 5,158 Ha" " dated 18 August 1997. The permit subsequently issued with "Izin Hak Guna Usaha No.61/HGU/BPN/99". <p>b. "Izin Pelepasan Kawasan Hutan" - Forest Area Release:</p> <ul style="list-style-type: none"> - "Surat Keputusan Menteri Kehutanan No.772/Kpts-II/1993 tentang Pelepasan Sebagian Kelompok Hutan Sei Pingai, Sei Kelembayan yang Terletak di Kabupaten Bengkalis dan Kampar, Provinsi Riau seluas 6,466.7 Ha kepada PT. Teknik Umum" dated 18 November 1993. The permit then subsequently issued with "Izin Hak Guna Usaha No.18-VIII-1995", "Izin Hak Guna Usaha No.19-XIII-1995" and "Izin Hak Guna Usaha No.38/HGU/BPN/96". - "Surat Keputusan Menteri Kehutanan No.264/Kpts-II/1997 tentang Pelepasan Kawasan Hutan seluas 5,158 Ha di Kelompok Hutan Sungai Putih - Sungai Lubuk Terap, Kecamatan Siak, Kabupaten Bengkalis, Provinsi Riau" dated 19 May 1997. It was then subsequently issued with "Izin Hak Guna Usaha No.61/HGU/BPN/99". <p>Company has able to show a complete set of legal land ownership as follows:</p> <p>a. "Hak Guna Usaha (HGU)" Land Use Right as refer to National Land Agency Minister decree dated 13 December 1994; letter number SK.84/HGU/BPN/94. HGU Certificate Number 1/Year 1995, dated 14 January 1995, has been awarded to PT. Teknik Umum which further amendment as refer to National Land Agency Miniter decree, letter number 18-VIII-1995 dated 19 May 1995 with regards to changes of HGU Certificate number 1/Year 1995 from PT. Teknik Umum to PT. Meridan Sejatisurya Plantation with reference to Deeds of Sales on behalf of Land Titles Registrar - Mr. Djoko Walijatun M.Sc – number 02/Year 1995, dated 22 September 1995. This changes has been registered in National Land Agency Kampar administration office on 13 October 1995.</p> <p>The Land Use Right (HGU) certificate issued for 4,416 Ha area for oil palm plantation according to Measurement Statement Letter number 37/Year 1993, dated 18 October 1993, locted in Meridan village. The HGU certificate is valid until 31 December 2024.</p> <p>b. "Hak Guna Usaha (HGU)" Land Use Right as refer</p>	

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	<p>to National Land Agency Minister decree dated 13 December 1994; letter number SK.83/HGU/BPN//94. HGU Certificate Number 2/Year 1995, dated 24 January 1995, has been awarded to PT. Teknik Umum which further amendment as refer to National Land Agency Miniter decree, letter number 19-VIII-1995 dated 19 May 1995 with regards to changes of HGU Certificate number 2/Year 1995 from PT. Teknik Umum to PT. Meridan Sejatisurya Plantation with reference to Deeds of Sales on behalf of Land Titles Registrar - Mr. Djoko Walijatun M.Sc – number 02/Year 1995, dated 22 September 1995. This displacement has been registered in National Land Agency Kampar administration office on 13 October 1995.</p> <p>The Land Use Right (HGU) certificate issued for 553 Ha areas for oil palm plantation according to Measurement Statement Letter number 01/Year 1993, dated 18 October 1993, located in Sikijang village. The HGU certificate is valid until 31 December 2024.</p> <p>c. "Hak Guna Usaha (HGU)" Land Use Right) as refer to National Land Agency Minister decree dated 1 October 1996; letter number 38/HGU/BPN/96. HGU Certificate Number 2/Year 1996, dated 20 December 1996, has been awarded to PT. Meridan Sejatisurya Plantation. The Land Use Right (HGU) certificate issued for 1,600 Ha areas for oil palm plantation according to Map Measurement number 11/Year 1995, dated 18 October 1995. The HGU certificate is valid until 20 December 2031.</p> <p>d. "Hak Guna Usaha (HGU)" Land Use Right as refer to National Land Agency Minister decree dated 2 July 1999; letter number 61/HGU/BPN/99. HGU Certificate Number 6/Year 1999, dated 26 August 1999, has been awarded to PT. Meridan Sejatisurya Plantation. The Land Use Right (HGU) certificate issued for 4,257.07 Ha areas for oil palm plantation according to Measurement Statement letter number 3/Year 1998, dated 24 February 1998. The HGU certificate is valid until 26 August 2034.</p>	
<p>2.2.2</p>	<p>Legal boundaries are demonstrated clearly and maintained. - Minor compliance -</p> <p>PT. Meridan Sejatisurya Plantation have identified HGU boundary poles complete with the GPS coordinates and demonstrates map indicating HGU poles scale 1:75,000.</p> <p>PT. Meridan Sejatisurya Plantation have conducted boundary pole maintenance. The result available in "Laporan Pemeriksaan PAL Batas" on annual basis. Broken boundary poles have been repaired and re-installed.</p> <p>Company has a programme to maintain legal boundary poles within estate area. Company has identified the number of boundary concrete poles consisted of 139 poles, and most of them were broken and left out. However since 2014 company</p>	<p>Comply</p>

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	<p>has programme to maintain and re-install boundary poles planned 2014 up to 2024, approved by Company's Group Manager. The programme has detailed the steps to be taken, target date, number of boundary poles required for re-installment. Review of programme found 12 boundary poles has been re-installed and progressively improved on 2015.</p> <p>In year 2017, company have installed 6 new boundary poles. Up to 2017 there have been 20 boundary poles installed.</p> <p>Up to May 2018, entity have installed 10 HGU boundary poles. Total 30 boundary poles have been reinstalled out of 139 boundary poles identified in HGU map of PT. Meridan Sejatisurya Plantation.</p> <p>Field inspection found boundary poles number 56 in field block K1, boundary poles number 16 in field block H18 - Division VI, boundary poles number 01 in field block A18 – Division II and boundary poles number 01 and 31 in field block K18 – Division VII were visibly maintained.</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.</p> <p>- Minor compliance -</p>	<p>Company has owned a procedure for land settlement, signed by Managing Director, dated 3 September 2012 – Revision 1. (Reference document: UMM-PLH-2). The procedure has regulated the mechanism for land settlement process based on FPIC principles, such as socialization, land owner inventory, verification of land, land measurement along with land owner, price negotiation, and compensation.</p> <p>During 1997-2003, company has successfully completed land compensation for 1,973.56 Ha within HGU area consisted of 297 cases of land parcels from 19 groups of local communities. Review of record confirmed fair compensation have been accepted without compulsion by parties involved (e.g. company and land occupants). Agreement letters for each land parcel were maintained.</p> <p>During 2004-2007, company made land compensation for 1,272.70 Ha within HGU area consisted of 556 cases of land parcels from 36 groups of local communities. All detail records (e.g. agreement letter, payment evidence, etc) were kept and maintained.</p> <p>Based on interview with surrounding community, "tokoh Adat Melayu" recorded that PT. Meridan Sejatisurya Plantation have not conducted land compensation for the land inside HGU area after period 2006.</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.</p> <p>- Major compliance –</p>	<p>According to Land use rights (HGU certificate) company has right to use the land for 10,826.07 Ha, on which 9,959.14 Ha has been planted. Audit team noted there was 866,91 Ha left within company legal boundary were occupied by community since company commenced their operation.</p> <p>PT. Meridan Sejati Surya Plantation is in coordination with community members (ninik mamak, ketua</p>	<p>Comply</p>

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	<p>lembaga adat Melayu) and NGO related to settlement and clarification of overlapping area. Company and local community have agreed to communicate the issue in civilized manner. After a series of meeting and communication, PT. Meridan Sejati Surya Plantation and local communities comes into consensus related to the overlapping land. Community of "Kelompok Masyarakat Kerinci Kanan dan Kerinci Kiri" issued statement letter, explaining that they have been managing the land belong to their parents, which burdened with land title status. The statement dated 18 August 2015. The community does acknowledged and respect the land status and aware of the overlapping condition. It is also mentioned that good and appropriate settlement, putting discussion and communication as priority in settlement process.</p> <p>PT. Meridan Sejati Surya Plantation has communication plan in place to continuously monitor community aspiration related to the issue.</p> <p>In year 2018, based on stakeholder consultation with ex-member of Kelompok Tani Tunas Karya, whose own land inside HGU area; statement noted:</p> <ul style="list-style-type: none"> - Farmer community in the area has owned and user right of the land (Surat Keterangan Tanah/SKT) from District Authority since 1980's before PT. Meridan Sejatisurya Plantation in operation. - In the beginning farmer community planted rubber tree, subsequently converted into oil palm since 1997-1998. - PT. Meridan Sejatisurya Plantation have never conduct land compensation upon land owned by farmer communities, member of "Kelompok Tani Tunas Jaya". - "Kelompok Tani Tunas Jaya", in Kerinci Kanan Village have been disbanded, and part of the member joined into organization called "Asosiasi Petani Sawit" – consist of 7 farmer groups. - PT. Meridan Sejatisurya Plantation have never conduct coercion, intimidation or use of force in approaching the farmer community. - Company and farmer community is in the middle of intensive communication for partnership program, for purchase of FFB from farmer community who owns the land. - As of December 2017, the partnership plan development with points of agreement from both company and farmer community. One of the matters, related to terms of payment. Farmer community asked for payment 3x per week; while company asked for payment 1x per month. <p>Based on stakeholder consultation with "Badan Pertanahan Nasional – Kantor Wilayah Provinsi Riau", Rimba Cempedak hamlet communities, and Harapan</p>	

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	<p>Baru village communities, as well as NGO "Laskar Adat Melayu"; statement noted that there was no land conflict between surrounding community and PT. Meridan Sejatisurya Plantation.</p>																																		
<p>2.2.5 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 (including neighboring communities and local government where applicable), shall be available. - Minor compliance –</p>	<p>According to Land use rights (HGU certificate) company has right to use the land for 10,826.07 Ha. Audit team noted, there was 866.91 Ha left within company legal boundary were occupied by community since company commenced their operation.</p> <p>Based on management explanation, this area located within HGU but remains under control of previous traditional owner (local community), whose not willing to release their right. Company has not compensated this area. Company has identified and mapped the land owner of this area:</p> <table border="1" data-bbox="708 891 1302 1223"> <thead> <tr> <th>No</th> <th>Remarks</th> <th>(Ha)</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>Kelompok Nurlingga</td> <td>65.00</td> </tr> <tr> <td>2</td> <td>Masyarakat Lubuk Dalam</td> <td>140.00</td> </tr> <tr> <td>3</td> <td>Kelompok Sipayung</td> <td>60.00</td> </tr> <tr> <td>4</td> <td>Lahan Kas Desa Kerinci Kanan</td> <td>12.00</td> </tr> <tr> <td>5</td> <td>Haji Ayub</td> <td>45.00</td> </tr> <tr> <td>6</td> <td>Masyarakat Kerinci Kanan</td> <td>140.00</td> </tr> <tr> <td>7</td> <td>Kelompok Tani Tunas Karya</td> <td>260.00</td> </tr> <tr> <td>8</td> <td>Kampung Tempel</td> <td>34.91</td> </tr> <tr> <td>9</td> <td>Masyarakat Kerinci Kiri</td> <td>110.00</td> </tr> <tr> <td colspan="2">Total area</td> <td>866.91</td> </tr> </tbody> </table> <p>Company has prepared a plan for settlement on overlapping area, as in document titled "Rencana Penyelesaian Tumpang Tindih Lahan seluas 866.6 Ha period tahun 2015-2018". Inside the document, explains:</p> <ul style="list-style-type: none"> - The land of 866.91 Ha located within company's land title "Hak Guna Usaha/HGU No.06 tahun 1999" with total area of 4,257.07 Ha, as per "Surat Keputusan Kepala BPN No.61/HGU/BPN/99" dated 2 July 1999. - The land was belong to 9 communities/groups as abovementioned; and have not been compensated since the beginning. - In 2011, company has tried to compensated the land, but the community does not willing to be compensated. This includes company effort to ask for mediation by district authority in 10 August 2011. Letter evident: "Camat Kerinci Kanan perihal Permohonan Mediasi Proses Pembebasan Lahan dalam HGU PT Meridan Sejatisurya Plantation (Surat No. 02.04/X/17/VIII/2011)" dated 10 August 2011. However, the effort was not responded by district authority. Company continues to approach through community leader/"ninik mamak" whose represented the communities – have not comes into concensus. - The land parcel have been planted by the farmer 	No	Remarks	(Ha)	1	Kelompok Nurlingga	65.00	2	Masyarakat Lubuk Dalam	140.00	3	Kelompok Sipayung	60.00	4	Lahan Kas Desa Kerinci Kanan	12.00	5	Haji Ayub	45.00	6	Masyarakat Kerinci Kanan	140.00	7	Kelompok Tani Tunas Karya	260.00	8	Kampung Tempel	34.91	9	Masyarakat Kerinci Kiri	110.00	Total area		866.91	<p>Comply</p>
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	<p>community with oil palm, aged (average) 14 years old palm. Some part of the land have been built with housing compound for 13 households.</p> <ul style="list-style-type: none"> - Approach was conduct for farmer community with planning for implementation of partnership/"KKPA" and in process of negotiation. - Company is in consultation with Plantation Office – "Dinas Perkebunan" and Lands Office - "Badan Pertanahan Nasional". - The land condition is safe, no conflict between parties. - Company has prepared a program for 2017-2018, whereby consist of seven (7) type of activities such as maintain communication with communities and related officials, implementation of community relation program, implementation of CSR program, due diligence for partnership FFB purchase program, dissemination of partnership FFB purchase program, and preparing terms and condition for partnership program. - The documents complemented with land area map, scale 1:60,000. <p>Up to initial assessment, these areas still under control of traditional owners, and company did not force the local community to release their land tenure right. Based on field visit to Block DOO Division XIV, neighbouring with HGU area, there is a clear boundary trenches; in addition the area has been mapped into PT. Meridan's operational map. PT. Meridan Sejatisurya Plantation have mapped the disputed area with traditional land owners in Blok L00 Division 12.</p> <p>In year 2018, based on stakeholder consultation with ex-member of Kelompok Tani Tunas Karya, whose own land inside HGU area; statement noted:</p> <ul style="list-style-type: none"> - Farmer community in the area has owned and user right of the land (Surat Keterangan Tanah/SKT) from District Authority since 1980's before PT. Meridan Sejatisurya Plantation in operation. - In the beginning farmer community planted rubber tree, subsequently converted into oil palm since 1997-1998. - PT. Meridan Sejatisurya Plantation have never conduct land compensation upon land owned by farmer communities, member of "Kelompok Tani Tunas Jaya". - "Kelompok Tani Tunas Jaya", in Kerinci Kanan Village have been disbanded, and part of the member joined into organization called "Asosiasi Petani Sawit" – consist of 7 farmer groups. - PT. Meridan Sejatisurya Plantation have never conduct coercion, intimidation or use of force in approaching the farmer community. - Company and farmer community is in the middle 	

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	<p>of intensive communication for partnership program, for purchase of FFB from farmer community who owns the land.</p> <ul style="list-style-type: none"> - As of December 2017, the partnership plan development with points of agreement from both company and farmer community. One of the matters, related to terms of payment. Farmer community asked for payment 3x per week; while company asked for payment 1x per month. <p>Based on stakeholder consultation with "Badan Pertanahan Nasional – Kantor Wilayah Provinsi Riau", Rimba Cempedak hamlet communities, and Harapan Baru village communities, as well as NGO "Laskar Adat Melayu"; statement noted that there was no land conflict between surrounding community and PT. Meridan Sejatisurya Plantation.</p>	
<p>2.2.6</p>	<p>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.</p> <ul style="list-style-type: none"> - Major compliance – 	<p>Comply</p>
<p>Criterion 2.3:</p>		
<p>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.</p>		
<p>2.3.1</p>	<p>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).</p> <ul style="list-style-type: none"> - Major compliance - 	<p>Comply</p>
<p>2.3.2</p>	<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> <ol style="list-style-type: none"> Evidence of consultation Statement of transfer of rights 	<p>Comply</p>
<p>There was no land disputed within company and traditional land owner, even there are part of HGU owns by initial landowner. Up to initial assessment, these areas still under control of traditional owners, and company did not force the local community to release their land tenure right. Based on field visit to Block DOO Division XIV, neighbouring with HGU area, there is a clear boundary pit; in addition the area has been mapped into PT. Meridan's operational map.</p> <p>Based on interview with surrounding community, "tokoh Adat Melayu" recorded that PT. Meridan Sejatisurya Plantation have not conducted land compensation for the land inside HGU area after period 2006.</p>	<p>As explained in indicator 2.2.3, Company has established land compensation procedure as "Prosedur Pembebasan Lahan" UMM-PLH-2 signed by Managing Director on 2 September 2012. In the procedure, all land compensation process explained, from initial communication, land inventory, verification, land measurement with relevant parties, negotiation and payment. Based on document review</p>	

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<p>c) Evidence of compensation See specific guidance 2.3.2 - Minor compliance -</p>	<p>and interview, company has meet FPIC principles, without force from one party. Since 2008, company stopped land expansion for oil palm plantation, therefore no land compensation performed. For the period 1997 – 2003, company has performed compensation covering 1,973.56 Ha or 297 land parcels, under ownership of 19 persons/groups. Sample: Land compensation to Mr. Y, Lubuk Dalam village for land parcel of 14 Ha. The land compensation written under “Dokumen Surat Perjanjian Saguh Hati dan Surat Pernyataan” dated 23 September 2003. Inside both document, there is agreement from discussion result between company and Mr. Y; acknowledged by Kepala Desa Lubuk Dalam and other witnesses. For period 2004 – 2007, company has performed compensation covering 1,272.70 Ha or 556 land parcels, under ownership of 36 persons/groups. Sample: Land compensation to Mr. H/AK, Kerinci Kanan village for land parcel of 41.4 Ha. The land compensation written under “Dokumen Surat Perjanjian Saguh Hati dan Surat Pernyataan” dated 22 March 2005. Inside both documents, there were agreement from discussion result between company and Mr. H/AK; acknowledged by “Kepala Desa Kerinci Kanan” and other witnesses. The document also completed with <i>Sceet Kaart</i> (land parcel situation map) as result from collective measurement process between company and Mr. H/AK and acknowledged by “Kepala Desa Kerinci Kiri”, “Ketua RT”, “Ketua RW” and neighboring landowners. Land compensation to Mr. WS, Rawang Kawo village for land parcel of 28 Ha. The land compensation written under “Dokumen Surat Perjanjian Saguh Hati dan Surat Pernyataan” dated 22 May 2006. Inside both document, there is agreement from discussion result between company and Mr. WS; acknowledged by “Kepala Desa Kerinci Kanan” and other witnesses. The document also completed with <i>Sceet Kaart</i> (land parcel situation map) as result from collective measurement process between company and Mr. WS and acknowledged by “Kepala Desa Kerinci Kanan”, “Kepala Desa Kerinci Kiri”, “Camat Kerinci Kanan” and “Ninik Mamak Kerinci Kanan”. Based on interview with Mr. Ahadin, from Rimba Cempedak hamlet, stated that their family have received land compensation upon their family land of 45 Ha to PT. Meridan Sejatisurya Plantation. During the compensation process, stakeholders are involved in the process – this includes village authority, cultural head (Ninik Mamak), district authorities up to collective measurement and participatory mapping.</p>		
<p>2.3.3</p>	<p>Relevant information shall be available in appropriate forms and</p>	<p>Since 2008, company stopped land expansion for oil palm plantation, therefore no land compensation performed. Based on document review and interview,</p>	<p>Comply</p>

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	<p>languages, including analysis of impacts, proposed benefit sharing, and legal arrangements.</p> <p>- Minor compliance -</p>	
<p>2.3.4</p>	<p>Evidence shall be available to show that communities are represented through institutions or representatives of their own choosing, including legal counsel.</p> <p>- Major compliance -</p>	<p>Comply</p>

Principle 3: Commitment to long-term economic and financial viability

Criterion 3.1:

There is an implemented management plan that aims to achieve long-term economic and financial viability.

<p>3.1.1</p>	<p>A documented management plan, a minimum of three years shall be available, including, where appropriate, plan for scheme smallholders.</p> <p>- Major compliance-</p>	<p>PT. Meridan shows the business management plan called Rencana Kerja Tahun 2018-2023 PT. Meridan Sejatisurya Plantation Kebun Sei Pingai 2018. The business plan includes the projection of FFB production in total, costs, sales and revenues. Crop production projection/FFB yield trends over 4 years, mill extraction rates trends, cost of production. The FFB production takes into consideration the actual FFB production from 2014-2017. The business plan also taking into consideration the price forecast and financial indicators(such as inflation and currency exchange).</p> <p>PT. Meridan Sejati Surya Plantation demonstrates financial report for fiscal year ends 31 December 2017. The financial report prepared by independent auditor, Ratnawati Setiadi – Purwanto, Sungkono & Surja report No.RPC-5911/PSS/2018 dated 22 March 2018. The auditor in opinion that the financial report is good.</p> <p>Estate: The projection plan further cascaded into yearly budget. The annual budget 2019 for estate divided per division.</p> <p>Target for FFB production in 2019 planned for 199,629.88 MT – with planted area 8,686.65 Ha, yield 22.98 tons FFB/Ha; 2020 planned for 209,611.37 MT – with planted area 8,686.65 Ha, yield 24.13 tons/Ha; 2021 planned for 220,091 MT – with planted area of</p>	<p>Comply</p>
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	<p>8,686.65 Ha, yield 25.34 tons/Ha. The projection takes into consideration the achievement trends, planting years, plan progeny and land suitability class. The FFB yield projected 2015 is 232,644 tons. The projection reveals the upkeep/maintenance cost 2019 at Rp.386/kg FFB. These costs consist of upkeep cost, harvesting costs, and overhead costs.</p> <p>Sei Pingai POM have recorded the 2017 processing performance.</p> <table border="1" data-bbox="715 680 1294 1106"> <thead> <tr> <th>Month</th> <th>FFB</th> <th>CPO</th> <th>PK</th> </tr> </thead> <tbody> <tr><td>Jan 17</td><td>16,415.51</td><td>3,460.52</td><td>872.48</td></tr> <tr><td>Feb 17</td><td>15,872.54</td><td>3,384.46</td><td>890.57</td></tr> <tr><td>Mar 17</td><td>17,357.87</td><td>3,609.46</td><td>977.93</td></tr> <tr><td>Apr 17</td><td>15,245.51</td><td>3,071.74</td><td>793.70</td></tr> <tr><td>May 17</td><td>14,529.64</td><td>3,049.26</td><td>747.46</td></tr> <tr><td>Jun 17</td><td>14,258.24</td><td>2,893.34</td><td>754.45</td></tr> <tr><td>Jul 17</td><td>16,679.74</td><td>3,397.30</td><td>915.12</td></tr> <tr><td>Aug 17</td><td>18,375.92</td><td>3,828.39</td><td>1,004.45</td></tr> <tr><td>Sep 17</td><td>18,621.28</td><td>3,812.39</td><td>1,056.22</td></tr> <tr><td>Oct 17</td><td>20,161.93</td><td>4,070.09</td><td>1,100.00</td></tr> <tr><td>Nov 17</td><td>19,812.80</td><td>4,046.29</td><td>1,105.22</td></tr> <tr><td>Dec 17</td><td>17,428.43</td><td>3,705.51</td><td>953.73</td></tr> <tr><td>Tota</td><td>204,849.41</td><td>42,328.80</td><td>11,171.38</td></tr> </tbody> </table> <p>OER 20.66%, KER 5.45%</p> <p>The projection plan for mill cascaded into "Rekapitulasi Biaya Langsung dan Tidak Langsung Pabrik Minyak Kelapa Sawit Sei Pingai". 2019: FFB process 268,383 MT; OER 22.50%; CPO production 60,386 MT; KER 5.5%; Kernel Production 14,761 MT. 2020: FFB process 278,365 MT; OER 22.50%; CPO production 62,632 MT; KER 5.5%; Kernel Production 15,310 MT. 2021: FFB process 288,845 MT; OER 22.50%; CPO production 64,990 MT; KER 5.5%; Kernel Production 15,886 MT.</p> <p>The projection also reveals the processing costs for 2019 - 2021. The projection costs consist of direct costs (cost at each station) and indirect cost (salary, benefit, permit and licenses, insurance, security, human capital development).</p>	Month	FFB	CPO	PK	Jan 17	16,415.51	3,460.52	872.48	Feb 17	15,872.54	3,384.46	890.57	Mar 17	17,357.87	3,609.46	977.93	Apr 17	15,245.51	3,071.74	793.70	May 17	14,529.64	3,049.26	747.46	Jun 17	14,258.24	2,893.34	754.45	Jul 17	16,679.74	3,397.30	915.12	Aug 17	18,375.92	3,828.39	1,004.45	Sep 17	18,621.28	3,812.39	1,056.22	Oct 17	20,161.93	4,070.09	1,100.00	Nov 17	19,812.80	4,046.29	1,105.22	Dec 17	17,428.43	3,705.51	953.73	Tota	204,849.41	42,328.80	11,171.38	
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<p>3.1.2</p>	<p>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>As per business plan document, there will be no replanting programme within timespan of 2015-2018. By 2018, the oldest planting (OP1994) will be 24 years. Further review will be carried out after 2018, taking into consideration the average FFB production/Ha, cost per Ha and cost price/kg FFB, harvesting access due to tall palms, CPO and PK market price, the capital availability for replanting programme, location/area of planting blocks.</p> <p>Replanting plan: Year 2019 for 946.35 Ha under Division II;</p>	<p>Comply</p>																																																							

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	Year 2020 for 846.71 Ha under Division I; Year 2021 for 937.21 Ha under Division III; Year 2022 for 992.42 Ha under Division IV; Year 2023 for 985.28 Ha under Division VII; Total 4,707.97 Ha. Replanting review notes sighted.	
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>PT. Meridan Sejatisurya Plantation demonstrated "Operational Best Practices Oil Palm Agronomy Book 1 & Book 2" approved as of 1 July 2012. The operational agronomy book 1 covers the oil palm management guidelines from nursery, land preparation, rad and bridge structure and maintenance, culvert construction and maintenance, soil and water conservation, legume cover crop planting, palm oil planting, weed controls, fertilizer. The operational agronomy book 2 covers the pest and disease controls/management, castration and canopy management, palm census and production census, harvesting, pesticide management, transport management, marginal land management, replanting. Sample taken: Operational Best Practices-Pembibitan No.MN.FR.COP.OPA.PBT dated 1 July 2012. The SOP contains Definition, responsibility, policy – related to location and hectarage of nursery area, water availability, oil palm seedling orders. There are two types of nursery – one stage and two-stage nursery. Pre-nursery stage and main-nuresry stage explains receiving, counting and planting of seedling (including identification of abnormal seedling), watering the seedling, fertilizer application, pest and disease management for pre-nursery, weed control, seedling selection, nursery census and administrative control. There is no changes on their operational procedure for Mill and Estates.</p> <p>SOP Agronomy · Operational Best Practices Oil Palm Agronomy dated 1 July 2012, divided into: Book 1: Nursery No.FR.COP.OPA.PBT, Land Preparation No.FR.COP.OPA.PLH up to Manuring/Fertilizing No.FR.COP.OPA.PMK. Book 2: Pest & Disease Control Management No.FR.COP.OPA.PHT, up to Replanting No.FR.COP.OPA.PRM.</p> <p>This SOP also consist of working instruction for receiving the seedling WI.FR.COP.CA.OPA.PBT.01 – Penerimaan Kecambah, WI.FR.COP.CA.OPA.PBT.02 – Perhitungan dan Seleksi Kecambah, WI.FR.COP.CA.OPA.PBT.03 – Penanaman Kecambah di Persemaian, WI.FR.COP.CA.OPA.PBT.04 – Perlakuan Pemisahan Bibit Ganda, WI.FR.COP.CA.OPA.PBT.05 – Penanaman Bibit di pembibitan Utama. Standar Pengukuran</p>	Comply

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	<p>ST.FR.COP.OPA.PBT.</p> <p>At mill, PT Meridan SejatiSurya Plantation demonstrated the operational best practices for oil palm processing and "Sistem Pabrik Kelapa Sawit Manual Laboratorium". The operational best practices comprise of production planning, oil palm processing, mill maintenance, dispatching, control of nonconforming products. There are also working instructions for the processing.</p> <p>PT. Meridan Sejatisurya Plantation – Sei Pingai Estate have implemented progressive pruning, consistently implemented since 2015.</p>	
<p>4.1.2</p> <p>Checking or monitoring of operations procedures is conducted at least once a year. - Minor compliance -</p>	<p>PT. Meridan Sejatisurya Plantation does have system for internal audit. Procedure Internal Audit No.IAD-ASM-02 dated 23 January 2012. The internal audit scheduled twice in a year. The procedure explains the responsibility, internal audit requirement, procedure for internal audit, scope of internal audits, report writing formats.</p> <p>Record seen: Internal audit agronomy has been conducted on 29 Jan – 2 Feb 2018 to ensuring the operations procedure is implemented. Responsible person who conducting an internal audit agronomy is Internal Audit department. Document sighted "Laporan Hasil Audit Operasional Kebun dan PKS No.02.0.1/LHA-OPR/04/III/2018". Audit scope: work handover; production and plantation department; estate and mill's cashflow; estate and mill's warehouse inventory audit; technical department, human resources department, division administration; security; mill performance; estate and mill management performance report.</p> <p>Internal audit agronomy known as Performance Base Crop Quality Control on April 2018, consists of all afdeling (divisions). The activities are:</p> <ol style="list-style-type: none"> 1. Harvesting Rotation, Harvesting Covered Area (Ha), Mandays (HK), Output (Ha/HK), Crop Density (%), Bunches Count, Number of Trees, SPH, OER. 2. Quality of Harvesting Area/Ancak: Block, Number of Trees Checked, Number of FFB's, Loosefruit Remains, FFB Remains/Left. 3. FFB Quality Checking: Number of FFB's checked, Unripe, Ripe, Over Ripe, Empty Bunch, Long Stalk. 4. Transport Quality Checking; 5. Palm Condition; 6. Harvesting compartment/ancak Quality: Circle, Path, Terrace, platform/TPH. <p>Total score: Satisfactory (< 80), Good (> 80 but < 90), Excellent (> 90).</p>	<p>Comply</p>
<p>4.1.3</p> <p>Records of monitoring and any follow-up actions shall be available.</p>	<p>PT. Meridan Sjeatisurya Plantation is using palm progeny from Marihat material (8,908.51Ha) and PNG material (745.81Ha).</p>	<p>Comply</p>

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Criterion / Indicator	Assessment Findings	Compliance																										
- Minor compliance -	<p>Records of crop production achievement Actual FFB production year 2017 is 80.46% from budget. Prod: 221,306.74 MT FFB (plan/budget), 178,060.81 MT FFB (actual). Compare with previous year (actual production year 2016) is 162,515.98 MT FFB, decision: 9.5% increased from previous year related to FFB production in all planting year.</p> <p>Sei Pingai POM: "Hasil Audit Analisis di PKS Sei Pingai PT. Meridan Sejatisurya Plantation" on 6-10 November 2017 was verified on 14-18 May 2018. The issues identified: - Oil losses below standard (poor): as verified on May 2018, it was concluded not effective, as the same issues still found. Management re-write the action plan. Water content in CPO dated 12 September 2017 was below standard (poor): as verified on May 2018, it has been effectively improved. Standard water content: <0.35%. Water content as analyzed on 14 May 2018 was 0.22%; on 15 May 2018 was 0.24%; on 16 May 2018 was 0.22%; on 17 May 2018 was 0.24%</p>																											
4.1.4	<p>Records of the origins of all third-party FFB sourced (collector, deliver, Cooperative, Farmers Association and outgrower) shall be available. - Major compliance -</p>	Comply																										
<p>PT. Meridan Sejatisurya Plantation records the FFB sourced from third-party supplier in the Laporan harian PKS PT Meridan Sejatisurya Plantation. The palm oil mill have summarized the amount of FFB received from third party outgrowers: 2017</p> <table border="1" data-bbox="719 1234 1177 1626"> <thead> <tr> <th>Outgrowers</th> <th>FFB supplied (tons)</th> </tr> </thead> <tbody> <tr><td>KPSG</td><td>7,081.14</td></tr> <tr><td>LGL</td><td>40.65</td></tr> <tr><td>WMK</td><td>98.58</td></tr> <tr><td>MERYANI</td><td>176.56</td></tr> <tr><td>SRK</td><td>191.43</td></tr> <tr><td>TKN</td><td>72.31</td></tr> <tr><td>KDSI</td><td>0</td></tr> <tr><td>KCPK</td><td>2,596.70</td></tr> <tr><td>KSAL</td><td>1,554.70</td></tr> <tr><td>KSAGM</td><td>14,674.48</td></tr> <tr><td>KIGJA</td><td>302.04</td></tr> <tr><td>Total</td><td>26,788.59</td></tr> </tbody> </table> <p>PT. Meridan Sejatisurya Plantation carried out the traceability assessment to identify the location of third party outgrowers. The information consist of name of suppliers, location and the GPS reference, status of the area, status of land ownership, risk level – related to the status of area. Report sighted: "Laporan Analisa Risiko Supplier TBS untuk PKS di lingkup First Resources Group Region Riau Tahun 2016". The report identified the supplier: T**-M*****, T**-K***, T**-T*****, M*****, D**, M**, H***** M*****. Sample of information evident: Supplier T**-M*****, status safe zone, radius >6 km from "No</p>		Outgrowers	FFB supplied (tons)	KPSG	7,081.14	LGL	40.65	WMK	98.58	MERYANI	176.56	SRK	191.43	TKN	72.31	KDSI	0	KCPK	2,596.70	KSAL	1,554.70	KSAGM	14,674.48	KIGJA	302.04	Total	26,788.59	
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Criterion / Indicator	Assessment Findings	Compliance
	Go Area” – no area with forestry status, coordinates available.	
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 -	PT. Meridan Sejatisurya Plantation shows a number of SOP Operational Best Practices Pemupukan No.MN.FR.COP.OPA.PMK dated 1 July 2012. The manual consist of company policy on fertilizer/nutrient application, deficiency symptoms (N, P, K, Mg, Cu, Fe, B), details of fertilizer to be applied, nutrient requirement, application and frequency for young and mature palm. This manual also covers palm by-product such as EFB, POME application. There was also “Pedoman Umum Pengambilan Contoh Daun/LSU di Lapangan” (Leaf Sampling Unit guideline). Implementation of fertilizer regime to maintain soil fertility see indicator 4.2.2.	Comply
4.2.2 Records of fertilizer inputs shall be available. - Minor compliance -	PT. Meridan Sejatisurya Plantation shows document “Rekomendasi Pemupukan Tahun 2018”, made in October 2017”. The document “Rekomendasi Pemupukan Tahun 2018”, explains the recommendation of fertilizer inputs per type, per blocks to be applied. Fertilizer needs Sei Pingai Estate in 2018 based on fertilizer recommendation are: Hectarage: 9,654.32 Ha Number of palm trees: 1,246,934 palm 1 st rotation: Dosage: Urea (1.14 kg/palm); Rock Phosphate (1.23 kg/palm); MOP (1.28 kg/palm); Kieserite (0.17 kg/palm); Dolomit (1.13 kg/palm); HGFB (0.10 kg/palm). 2 nd rotation: Dosage: Urea (0.98 kg/palm); Rock Phosphate (0.07 kg/palm); MOP (1.16 kg/palm); Kieserite (0.04 kg/palm); HGFB (0.01 kg/palm).	Comply
4.2.3 Records of periodical leaf, soil and visual analysis shall be available. - Minor compliance -	Leaf Sampling Unit for PT. Meridan Sejati Surya Plantation carried out in March 2017 and sent for PT PSG Laboratorium Research Center. <u>Leaf Analysis Result</u> Lab. Ref. No.770/PSG/RST-LAB/V/2017; Cust. Req. No.14/ARS-R&D/PSG/III/2017; Plantation: Sei Pingai; Sample Accepted: 9 March 2017; Analysis Finished: 4 May 2017; Fertilizer period: 2018; While, Soil Analysis conducted in April 2012. Leaf sample unit is sufficient to recognizing of crops nutritions, as Estate Manager said. The result from leaf sampling analysis, soil sampling analysis along with planting material, planting age and other factors are considered in proposing the	Comply

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Criterion / Indicator	Assessment Findings	Compliance				
<p>4.2.4 A nutrient recycling strategy is recorded, including use of Empty Fruit Bunches (EFB), land application, and palm residues after replanting. - Minor compliance -</p>	<p>fertilizer recommendation.</p> <p>Based on document "Rekomendasi Pemupukan Tahun 2018", prepared October 2017. Total EFB applied to the planted area was 43,379.40 MT onto 1,445.98 Ha or 30 MT EFB/Ha. While for POME land application is 135,525 MT for 180.70 Ha or 750 MT/Ha.</p> <p>Actual EFB application up to April 2018, as below: January: 2,981.29 MT for 95.49 Ha. Average: 31.22 MT/Ha; February: 2,659.92 MT for 86.97 Ha. Average: 30.58 MT/Ha; March: 2,025.52 MT for 67.52 Ha. Average: 30 MT/Ha; April: 2,520 MT for 84 Ha. Average: 30 MT/Ha;</p> <p>Actual POME applied to Land application in 2018, as below: - January: Effluent produce (13,647 m³), applied (13,226 m³), Size (52.91 Ha). Average: produce (505.44 m³/day), applied (508.71 m³/day) or 249.97 m³/Ha. - February: Effluent produce (12,656 m³), applied (12,865 m³), Size (25.12 Ha). Average: produce (527.31 m³/day), applied (536.03 m³/day) or 512.14 m³/Ha. - March: Effluent produce (12,726 m³), applied (12,665 m³), Size (50.54 Ha). Average: produce (509.03 m³/day), applied (506.62 m³/day) or 250.59 m³/Ha.</p> <p>Field observation on Block P16 Division 10, sighted that EFB was applied between crops.</p> <p>Field observation on Block L17 Division 7, sighted POME was applied to the plantation. Location of Land Application was comply with designated blocks from "Berita Acara Pengawasan Izin Air Limbah dari Industri Minyak Sawit pada Perkebunan Kelapa Sawit PT. Meridan SejatiSurya Plantation, Kecamatan Kerinci Kanan". Issued by "Dinas Lingkungan Hidup Kabupaten Siak", dated 13 September 2017. Designated blocks for land application are K13 – K17, L13 – L18, M16 – M18 with total size is 180.40 Ha. "Rekapitulasi Lokasi Land Aplikasi" Number of flatbed: 19,161 bed; Volume: 2.88 m³/bed; No. Palm: 21,633 palm applied.</p>	<p>Comply</p>				
<p>Criterion 4.3: Practices minimise and control erosion and degradation of soils.</p>						
<p>4.3.1 Maps of any fragile soils shall be available. - Major compliance -</p>	<p>PT. Meridan Sejatisurya Plantation is able to provide soil map "Peta tanah semi-detil PT. Meridan Sejatisurya Plantation" scale 1:50,000.</p> <table border="1" data-bbox="715 1933 1310 2016"> <tr> <td data-bbox="715 1933 842 2016">Typic Paleudult</td> <td data-bbox="842 1933 1034 2016">Texture sandy clayey loam, quick</td> <td data-bbox="1034 1933 1185 2016"></td> <td data-bbox="1185 1933 1310 2016">Soil suitability class S3-</td> </tr> </table>	Typic Paleudult	Texture sandy clayey loam, quick		Soil suitability class S3-	<p>Comply</p>
Typic Paleudult	Texture sandy clayey loam, quick		Soil suitability class S3-			

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Criterion / Indicator		Assessment Findings				Compliance								
			drainage, area rolling to undulating		S2									
		Aeric Endoaquent	Texture sandy clay, slow drainage, area flat	718.37 Ha	Soil suitability class S3									
		PT. Meridan Sejatisurya Plantation is able to provide land slope map "Peta Kelas Kelerengan Areal PT. Meridan Sejatisurya Plantation" scale 1:98,000. <table border="1"> <tr> <td>0 – 8%</td> <td>2,121.73 Ha</td> </tr> <tr> <td>8 – 15%</td> <td>3,361.07 Ha</td> </tr> <tr> <td>15 – 25%</td> <td>3,127.96Ha</td> </tr> <tr> <td>25 – 45%</td> <td>1,043.56 Ha</td> </tr> </table>				0 – 8%	2,121.73 Ha	8 – 15%	3,361.07 Ha	15 – 25%	3,127.96Ha	25 – 45%	1,043.56 Ha	
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4.3.2	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 -	PT Meridan Sejatisurya Plantation shows a number of SOP: Operational Best Practices Konservasi Tanah dan Air No.MN.FR.COP.OPA.KTA dated 1 July 2012, consist of slope classification and technique to preserve water and soil: frond stacking, LCC planting, EFB application, drainage construction, continuous and conservation terrace, planting platform, silt pit, mounding, vertiver grass planting. The procedure cascaded into several working instructions. Operational Best Practices Penanaman Kacangan No.MN.FR.OP.OPA.PKC dated 1 st July 2012, consist of method to prevent erosion by planting legume cover crop such as <i>Calopogonium mucunoides</i> (CM), <i>Pueraria javanica</i> (PJ) and <i>Mucuna bracteata</i> (MB); Based on field observation to Block P16 Afdeling 10, it was sighted that some slope area is using terracing and frond stacking to reduce run-off. In some blocks, ground cover is also growth in well. This is one of strategy of planting management on slope area.				Comply								
4.3.3	A road maintenance program shall be in place. - Minor compliance -	The estate management unit has had procedure for road maintenance, SOP Pembuatan dan Perawatan Jalan dan Jembatan No.MN.FR.COP.OPA.PJJ, dated 1 July 2012. PT. Meridan Sejatisurya Plantation has a road maintenance programme under "Rencana Penyirtuan 2018" which explaining progress of road maintenance periodically. The result as follow: Total road (1,102,638 m) divided into Main Road (155,966 m) and Collection Road (946,672 m). Actual road maintenance January to April 2018: 6,873 meter. Actual road maintenance January – December 2017: 655,334 meter. In general, based on field visit – the road was in good condition.				Comply								
4.3.4	Subsidence of peat soils shall be minimised and monitored. A documented water and ground cover management programme shall be in	Based on Semi Detail Soil Map, there is no peat soil. All mineral soil. Majority of soil type in this plantation is Sandy soil. Based on Soil map and field observation, there is clearly found that no peat soil in				Not Applicable N/A								

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Criterion / Indicator	Assessment Findings	Compliance
	<p>place. - Major compliance –</p> <p>this area. Not applicable</p>	
<p>4.3.5</p>	<p>Drainability assessments shall be 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 Semi Detail Soil Map, there is no peat soil. All mineral soil. Majority of soil type in this plantation is Sandy soil. Based on Soil map and field observation, there is clearly found that no peat soil in this area. Not applicable</p>	<p>Not Applicable N/A</p>
<p>4.3.6</p>	<p>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>The management unit has had procedure as management strategy for fragile and problem soils Fragile Soil Management "SOP Pengelolaan Lahan Marjinal" No.MN.FR.COP.OPA.PLM. Management strategy for sandy soil that was implemented by the estate management unit is EFB application. Based on information from Estate Manager, EFB dosage is 30 – 40 MT per Ha. According field observation in Block P15 – P16 Division 10, EFB was applied for each palm trees.</p>	<p>Comply</p>
<p>Criterion 4.4: Practices maintain the quality and availability of surface and ground water.</p>		
<p>4.4.1</p>	<p>An implemented water management plan shall be in place. - Minor compliance –</p> <p>PT. Meridan Sejatisurya Plantation is referring to DPPL. In order to maintain surface water quality, PT. Meridan Sejatisurya Plantation planning: build and maintain POME treatment facility with ponding system, implementing Land Application system, utilizing palm by-product as additional soil nutrient, placing officer to monitor POME treatment and Land Application activities, to improve fertilizer and herbicide application technique, avoid agrochemical application on river boundaries. In order to maintain soil and ground-water quality, PT Meridan Sejatisurya Plantation planned the following: planting of bamboo trees on river boundaries, minimize surface run-off/erosion through estate best management practices – frond stacking, bench terrace, cover crops, palm platforms, etc. Record of implementation available. The management unit has a license to used surface water from relevant statutory bodies, Extraction of Water Resources based on "SK Menteri Pekerjaan Umum dan Perumahan Rakyat Nomor: 576/KPTS/M/2017", dated 31 August 2017. Validity: 5 years (30 August 2022). Limit volume of water 39,312 m³/month. Sources: Gasip River. Based on Record of water extraction from January to December 2017, average of water uses for Mill processing is 4,345 m³/month. While, average of raw water extraction from reservoir is 15,355.17 m³/month. The data shown that the water management was efficiently used.</p>	<p>Comply</p>

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	<p>The company also monitor the rainfall, as part of water management, year 2017 shows the rainfall 135 raining days, with 1841 mm of rain – average 11.7 mm/raining day. Year 2018 (up to June 2018) rainfall database shows 87 raining days, with 745 mm of rain – average 8.6 mm/raining day.</p> <p>Water analysis, as per “Peraturan Pemerintah No.82 tahun 2001 tentang Pengelolaan Kualitas Air dan Pengendalian Pencemaran” for sampled Pingai river, dated 27 March 2018 (Cert. No.341-2/AS1/BINA/IV/2018):</p> <table border="1" data-bbox="719 734 1294 1630"> <thead> <tr> <th>Parameter</th> <th>Pingai river (upstream)</th> <th>Pingai river (downstream)</th> </tr> </thead> <tbody> <tr><td>Temperature</td><td>27.2 oC</td><td>27.5 oC</td></tr> <tr><td>TSS</td><td>15 mg/L</td><td>20.67 mg/L</td></tr> <tr><td>TDS</td><td>33.85 mg/L</td><td>37.25 mg/L</td></tr> <tr><td>pH</td><td>6.82</td><td>6.96</td></tr> <tr><td>BOD</td><td>1.28 mg/L</td><td>2.38 mg/L</td></tr> <tr><td>COD</td><td>20.66 mg/L</td><td>23.57 mg/L</td></tr> <tr><td>Dissolved O₂</td><td>4.45 mg/L</td><td>4.3 mg/L</td></tr> <tr><td>NO₃</td><td>0.09 mg/L</td><td>0.11 mg/L</td></tr> <tr><td>NH₃</td><td>0.05 mg/L</td><td>0.03 mg/L</td></tr> <tr><td>As</td><td><0.003 mg/L</td><td><0.003 mg/L</td></tr> <tr><td>Co</td><td><0.01 mg/L</td><td><0.01 mg/L</td></tr> <tr><td>Ba</td><td><0.003 mg/L</td><td><0.003 mg/L</td></tr> <tr><td>B</td><td>0.38 mg/L</td><td>0.42 mg/L</td></tr> <tr><td>Se</td><td><0.002 mg/L</td><td><0.002 mg/L</td></tr> <tr><td>Cd</td><td><0.003 mg/L</td><td><0.003 mg/L</td></tr> <tr><td>Cu</td><td><0.004 mg/L</td><td><0.004 mg/L</td></tr> <tr><td>Fe</td><td>0.11 mg/L</td><td>0.17 mg/L</td></tr> <tr><td>Pb</td><td><0.003 mg/L</td><td><0.003 mg/L</td></tr> <tr><td>Hg</td><td><0.0005 mg/L</td><td><0.0005 mg/L</td></tr> <tr><td>Zn</td><td><0.003 mg/L</td><td><0.003 mg/L</td></tr> <tr><td>Cl</td><td>8.32 mg/L</td><td>10.76 mg/L</td></tr> <tr><td>CN</td><td><0.003 mg/L</td><td><0.003 mg/L</td></tr> <tr><td>F</td><td><0.04 mg/L</td><td><0.04 mg/L</td></tr> <tr><td>NO₂</td><td>0.01 mg/L</td><td>0.01 mg/L</td></tr> <tr><td>SO₄</td><td>4.88 mg/L</td><td>6.98 mg/L</td></tr> <tr><td>CL₂</td><td>0.02 mg/L</td><td>0.02 mg/L</td></tr> <tr><td>S</td><td><0.002 mg/L</td><td><0.002 mg/L</td></tr> <tr><td>Oil and Fat</td><td><1 mg/L</td><td><1 mg/L</td></tr> <tr><td>Fenol</td><td><0.001 mg/L</td><td><0.001 mg/L</td></tr> <tr><td>Fecal Coliform</td><td>10/100 mL</td><td>0/100 mL</td></tr> <tr><td>Total Coliform</td><td>210/100 mL</td><td>320/100 mL</td></tr> </tbody> </table> <p>The result shows river water analysis meet the standard.</p> <p>Record of Total Suspended Solid analysis dated 27 March 2018, for the Pingai river and Gasip river available and shows the Total Suspended Solid meet regulation (by Bina Lab, Cert. No.341-2/AS1/BINA/IV/2018):</p> <table border="1" data-bbox="719 1890 1294 2027"> <thead> <tr> <th>Location</th> <th>TSS Standard</th> <th>TSS Analysis result</th> </tr> </thead> <tbody> <tr><td>Pingai Hulu river</td><td>50 mg/L</td><td>15.00 mg/L</td></tr> <tr><td>Pingai Hilir river</td><td>50 mg/L</td><td>20.67 mg/L</td></tr> <tr><td>Gasip Hulu river</td><td>50 mg/L</td><td>35.00 mg/L</td></tr> <tr><td>Gasip Hilir river</td><td>50 mg/L</td><td>33.00 mg/L</td></tr> </tbody> </table>	Parameter	Pingai river (upstream)	Pingai river (downstream)	Temperature	27.2 oC	27.5 oC	TSS	15 mg/L	20.67 mg/L	TDS	33.85 mg/L	37.25 mg/L	pH	6.82	6.96	BOD	1.28 mg/L	2.38 mg/L	COD	20.66 mg/L	23.57 mg/L	Dissolved O ₂	4.45 mg/L	4.3 mg/L	NO ₃	0.09 mg/L	0.11 mg/L	NH ₃	0.05 mg/L	0.03 mg/L	As	<0.003 mg/L	<0.003 mg/L	Co	<0.01 mg/L	<0.01 mg/L	Ba	<0.003 mg/L	<0.003 mg/L	B	0.38 mg/L	0.42 mg/L	Se	<0.002 mg/L	<0.002 mg/L	Cd	<0.003 mg/L	<0.003 mg/L	Cu	<0.004 mg/L	<0.004 mg/L	Fe	0.11 mg/L	0.17 mg/L	Pb	<0.003 mg/L	<0.003 mg/L	Hg	<0.0005 mg/L	<0.0005 mg/L	Zn	<0.003 mg/L	<0.003 mg/L	Cl	8.32 mg/L	10.76 mg/L	CN	<0.003 mg/L	<0.003 mg/L	F	<0.04 mg/L	<0.04 mg/L	NO ₂	0.01 mg/L	0.01 mg/L	SO ₄	4.88 mg/L	6.98 mg/L	CL ₂	0.02 mg/L	0.02 mg/L	S	<0.002 mg/L	<0.002 mg/L	Oil and Fat	<1 mg/L	<1 mg/L	Fenol	<0.001 mg/L	<0.001 mg/L	Fecal Coliform	10/100 mL	0/100 mL	Total Coliform	210/100 mL	320/100 mL	Location	TSS Standard	TSS Analysis result	Pingai Hulu river	50 mg/L	15.00 mg/L	Pingai Hilir river	50 mg/L	20.67 mg/L	Gasip Hulu river	50 mg/L	35.00 mg/L	Gasip Hilir river	50 mg/L	33.00 mg/L	
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Fe	0.11 mg/L	0.17 mg/L																																																																																																															
Pb	<0.003 mg/L	<0.003 mg/L																																																																																																															
Hg	<0.0005 mg/L	<0.0005 mg/L																																																																																																															
Zn	<0.003 mg/L	<0.003 mg/L																																																																																																															
Cl	8.32 mg/L	10.76 mg/L																																																																																																															
CN	<0.003 mg/L	<0.003 mg/L																																																																																																															
F	<0.04 mg/L	<0.04 mg/L																																																																																																															
NO ₂	0.01 mg/L	0.01 mg/L																																																																																																															
SO ₄	4.88 mg/L	6.98 mg/L																																																																																																															
CL ₂	0.02 mg/L	0.02 mg/L																																																																																																															
S	<0.002 mg/L	<0.002 mg/L																																																																																																															
Oil and Fat	<1 mg/L	<1 mg/L																																																																																																															
Fenol	<0.001 mg/L	<0.001 mg/L																																																																																																															
Fecal Coliform	10/100 mL	0/100 mL																																																																																																															
Total Coliform	210/100 mL	320/100 mL																																																																																																															
Location	TSS Standard	TSS Analysis result																																																																																																															
Pingai Hulu river	50 mg/L	15.00 mg/L																																																																																																															
Pingai Hilir river	50 mg/L	20.67 mg/L																																																																																																															
Gasip Hulu river	50 mg/L	35.00 mg/L																																																																																																															
Gasip Hilir river	50 mg/L	33.00 mg/L																																																																																																															

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<p>4.4.2 Protection of water courses and 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>Based on field observation at Block P16-P17, there is a natural tributary of Gasip River. Information gathered from sprayer workers, pesticide spraying is not applied within 3-5 palm chains from water courses. At location (riparian), the boundary marking is not clearly visible.</p> <p>PT. Meridan Sejatisurya Plantation – Sei Pingai Estate have maintained the low land area. No application of herbicide in the area. Confirmed with interview with sprayer during initial assessment visit.</p> <p>Company encourages minimizing environmental impact in Block M18 of low land area (4.67 Ha) through consistence implementation of best management practices.</p> <ul style="list-style-type: none"> - Boundary marking of no agrochemical used within buffer zone should be clearly visible. - Procedure or specific mechanism concerning protection of all identified watercourses and wetland. 	<p>Comply</p>										
<p>4.4.3 Records for monitoring of effluent especially BOD (Biochemical Oxygen Demand) and efforts to comply with legal requirements, shall be available (see criteria 2.1 and 5.6).</p> <p>- Minor compliance –</p>	<p>Sei Pingai POM have permit for land application: “Keputusan Kepala Dinas Penanaman Modal dan Pelayanan Terpadu Satu Pintu Kabupaten Siak No.01/DPMPSTP-ILA/KPTS/2018 tentang Izin Pemanfaatan Air Limbah Industri Minyak Sawit pada Tanah di Perkebunan Kelapa Sawit PT. Meridan Sejatisurya Plantation”, dated 11 January 2018 and valid for five (5) years. The permit regulates the quality of waste water produced: BOD max.5000 ppm, the land application is 180.4 Ha. Control well located in block M18, L16 and will continue to add L17, M16 and M17 in land application area.</p> <p>PT. Meridan Sejatisurya Plantation - Sei Pingai POM has treated the POME into methane capture. The methane capture have reduced the level of BOD significantly. The methane gas utilized for gas burner in boiler, reducing the use of palm kernel shell, which reduce particulate emission – in return. The POME ponds are still in use, for retention pond, prior pumping for POME land application to estate.</p> <p>The POME pond consist of:</p> <ul style="list-style-type: none"> - Cooling pond capacity 24,187 m³; - Pond No.1 – 8 capacity @ 22,500 m³ total 180,000 m³; <p>The national regulations (KepMenLH No.28 tahun 2003) sets the max.BOD level is at 5,000 mg/L. Record of analysis by UPT Pengujian Dinas Pekerjaan Umum, Provinsi Riau for period July – December 2014 shows the BOD level is within permitted level: July 1,804.9 mg/L, August 10,227 mg/L, September 468.6 mg/L, October 680.2 mg/L, December 564.3 mg/L; The result of monitoring year 2017, location in outlet:</p> <table border="1" data-bbox="715 1989 1294 2040"> <thead> <tr> <th>Month /Year</th> <th>BOD (mg/L)</th> <th>COD (mg/L)</th> <th>Oil& Grease (mg/L)</th> <th>Pb (mg/L)</th> </tr> </thead> <tbody> <tr> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> </tbody> </table>	Month /Year	BOD (mg/L)	COD (mg/L)	Oil& Grease (mg/L)	Pb (mg/L)						<p>Comply</p>
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<p>4.4.4 Monitoring of mill water use per ton of FFB shall be recorded. - Minor compliance –</p>	<p>Record for year 2017 seen:</p> <table border="1"> <thead> <tr> <th>Month</th> <th>FFB Processed (tons)</th> <th>Water usage (m³)</th> <th>Water usage (m³/ton FFB)</th> </tr> </thead> <tbody> <tr><td>Jan 17</td><td>16,184</td><td>10,806</td><td>0.67</td></tr> <tr><td>Feb</td><td>15,881</td><td>10,625</td><td>0.67</td></tr> <tr><td>Mar</td><td>17,581</td><td>10,939</td><td>0.62</td></tr> <tr><td>Apr</td><td>14,852</td><td>9,937</td><td>0.67</td></tr> <tr><td>May</td><td>14,834</td><td>9,604</td><td>0.65</td></tr> <tr><td>Jun</td><td>14,348</td><td>9,005</td><td>0.63</td></tr> <tr><td>Jul</td><td>16,522</td><td>9,248</td><td>0.56</td></tr> <tr><td>Aug</td><td>18,459</td><td>12,334</td><td>0.67</td></tr> <tr><td>Sep</td><td>18,786</td><td>12,135</td><td>0.65</td></tr> <tr><td>Oct</td><td>19,926</td><td>13,786</td><td>0.69</td></tr> <tr><td>Nov</td><td>19,865</td><td>13,735</td><td>0.69</td></tr> <tr><td>Dec</td><td>17,618</td><td>12,731</td><td>0.72</td></tr> </tbody> </table>	Month	FFB Processed (tons)	Water usage (m ³)	Water usage (m ³ /ton FFB)	Jan 17	16,184	10,806	0.67	Feb	15,881	10,625	0.67	Mar	17,581	10,939	0.62	Apr	14,852	9,937	0.67	May	14,834	9,604	0.65	Jun	14,348	9,005	0.63	Jul	16,522	9,248	0.56	Aug	18,459	12,334	0.67	Sep	18,786	12,135	0.65	Oct	19,926	13,786	0.69	Nov	19,865	13,735	0.69	Dec	17,618	12,731	0.72	<p>Comply</p>																																																																																																																	
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		Total Average				
		Jan 18	20210	14810	0.73	
		Feb	19428	14254	0.73	
		Mar	19488	14118	0.72	
		Apr	20126	15041	0.75	
		Total Average				
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>PT. Meridan Sejatisurya Plantation shows procedure: Operational Best Practices Pengendalian Gulma No.MN.FR.COP.OPA.PGL dated 1 July 2012. The manual explains policy on weed control, type and classification of weed, guideline for spraying (herbicide used, active ingredients, dosage, target species, spraying tools and nozzle), spraying techniques.</p> <p>Operational Best Practices Pengendalian Hama dan Penyakit No.MN.FR.COP.OPA.PHT dated 1 July 2012. The policy for pest and disease management is to have early warning system through census and infestation identification. The manual explains the type oil palm pest such as leaf eating caterpillar, rodent attack, <i>Oryctes</i>, <i>Tirathaba</i>, termite.</p> <p><i>Tyto alba</i> (barn owl), <i>Turnera</i>, <i>Antigonon</i> are the biological species to control the pest and part of integrated pest management. This species is bred by estate to reduce the pests.</p> <p>Sample of pest monitoring record "Laporan Sensus Hama 2017"</p> <ul style="list-style-type: none"> - UPDKS (leaf eater caterpillar): Division 10 Period 1, 89.12 caterpillars/Ha. Species of <i>Setothosea asigna</i>, limit 5 caterpillars/frond. Controlling: pesticide application using <i>Brantas 25 EC</i>. - Hama Tikus (Rats Infestation): lowest 0.10 % (Division 9, on Period II); highest 1.57% (Division 10, on Period I). Limit 5% of palms new infested/block. Controlling: 100% barn owl breeding. 				Comply
4.5.2	Training records of Integrated Pest Management (IPM) shall be available. - Minor compliance -	<p>Traning records: "Laporan Training Internal Pengendalian Hama Terpadu 2017" attended by 14 participants (GM, Field Head Assisstant and Field Assisstant). Training material also available.</p>				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 target species with appropriate dosage which have minimal impact on non-target species.	<p>PT. Meridan Sejatisurya Plantation shows Operational Best Practices Pengendalian Hama dan Penyakit No.MN.FR.COP.OPA.PHT dated 1 July 2012. The policy for pest and disease management is to have early warning system through census and infestation identification, and having chemical control as last resort. The manual explains the type of chemical to be used, active ingredients, target species and</p>				Comply

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<p>- Major compliance -</p>	<p>dosage of application/Ha. Company have a procedure for safe working practices and application of pesticides, in "FR.CSM.OP2 Penggunaan Pestisida yang Aman" – Safe use of Pesticide. Sample taken: for <i>Setothosea asigna</i>, treated with Deltametrin 200 ml/Ha.</p> <p>All the pesticide and herbicide have valid license from government, such as:</p> <table border="1" data-bbox="715 683 1289 1675"> <thead> <tr> <th>Trademark</th> <th>Active Ingredients</th> <th>Register number</th> </tr> </thead> <tbody> <tr> <td>Smart 486 AS</td> <td>Isopropil amina glifosat 486 gr/ltr</td> <td>RI 01030119971313 – valid until September 2018</td> </tr> <tr> <td>Basta 150 SL</td> <td>Ammonium Glufosinat</td> <td>RI 01030119921113 – valid until December 2018</td> </tr> <tr> <td>Garlon 670 EC</td> <td>Trilokpir butoksi etil ester 670 gr/ltr</td> <td>RI 0103011984695– valid until September 2018</td> </tr> <tr> <td>Starane 290 EC</td> <td>Fluroksipir 290 gr/ltr</td> <td>RI 0103011988854– valid until April 2019</td> </tr> <tr> <td>Inteam 150 SL</td> <td>Ammonium glifosinat 150 gr/ltr</td> <td>RI01030120072763 – valid until December 2020</td> </tr> <tr> <td>Logran 75 wG</td> <td>Triafulsuron 75%</td> <td>RI 01030120062440– valid until December 2020</td> </tr> <tr> <td>Metsulindo 20 WP</td> <td>Metil Metsulfuron 20%</td> <td>RI 01030119991484– valid until May 2021</td> </tr> <tr> <td>Marshal 5 gr</td> <td>Karbosulfan 5%</td> <td>RI 01010119771279 – valid until October 2022</td> </tr> <tr> <td>Starthene 75 WG</td> <td>Acephate 75%</td> <td>RI0010120072983 – valid until August 2022</td> </tr> <tr> <td>Agristik 400 L</td> <td>Alkylaril Poliglikol Eter 400 gr/ltr</td> <td></td> </tr> <tr> <td>Benstar 50 WP</td> <td>Benomil 50%</td> <td>RI 01020120031870 – valid until December 2018</td> </tr> <tr> <td>Dithane</td> <td>Mankozeb 80%</td> <td>RI 010201197459 – valid until August 2021</td> </tr> </tbody> </table>	Trademark	Active Ingredients	Register number	Smart 486 AS	Isopropil amina glifosat 486 gr/ltr	RI 01030119971313 – valid until September 2018	Basta 150 SL	Ammonium Glufosinat	RI 01030119921113 – valid until December 2018	Garlon 670 EC	Trilokpir butoksi etil ester 670 gr/ltr	RI 0103011984695– valid until September 2018	Starane 290 EC	Fluroksipir 290 gr/ltr	RI 0103011988854– valid until April 2019	Inteam 150 SL	Ammonium glifosinat 150 gr/ltr	RI01030120072763 – valid until December 2020	Logran 75 wG	Triafulsuron 75%	RI 01030120062440– valid until December 2020	Metsulindo 20 WP	Metil Metsulfuron 20%	RI 01030119991484– valid until May 2021	Marshal 5 gr	Karbosulfan 5%	RI 01010119771279 – valid until October 2022	Starthene 75 WG	Acephate 75%	RI0010120072983 – valid until August 2022	Agristik 400 L	Alkylaril Poliglikol Eter 400 gr/ltr		Benstar 50 WP	Benomil 50%	RI 01020120031870 – valid until December 2018	Dithane	Mankozeb 80%	RI 010201197459 – valid until August 2021	
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<p>4.6.2</p> <p>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>	<p>PT Meridan Sejatisurya Plantation is able to demonstrate the use of herbicide, the monitoring record indicates the brand, valid license, total herbicide use, active ingredients applied, hectare of application, LD50, and calculation of active ingredient/Ha. Records of pesticides use (including active ingredients used and their LD50, area treated, amount of active ingredients applied per Ha and number of applications by Management Unit as picture below:</p> <table border="1" data-bbox="715 1966 1289 2038"> <thead> <tr> <th rowspan="2">Pesticide</th> <th rowspan="2">Active Ingredient</th> <th rowspan="2">LD50 (mg/kg)</th> <th colspan="2">Usage</th> </tr> <tr> <th>2016</th> <th>2017</th> </tr> </thead> <tbody> <tr> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> </tbody> </table>	Pesticide	Active Ingredient	LD50 (mg/kg)	Usage		2016	2017						<p>Comply</p>																											
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<p>4.6.3</p> <p>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> <p>- Major compliance -</p>	<p>There is no prophylactic use of pesticides. The management unit has IPM program periodically, known as census. Also, the management unit has procedure to control the pest if the conditions is out of the limit. Company prepared a plan to reduce use of pesticide, such as paraquat:</p> <table border="1"> <thead> <tr> <th></th> <th>2018</th> <th>2019</th> <th>2020</th> <th>2021</th> </tr> </thead> <tbody> <tr> <td>Hectarage</td> <td>9654.32</td> <td>9654.32</td> <td>9654.32</td> <td>9654.32</td> </tr> <tr> <td>Rotation (timer/year)</td> <td>2</td> <td>2</td> <td>2</td> <td>2</td> </tr> <tr> <td>Dosage (liter/Ha/rotation)</td> <td>0.275</td> <td>0.250</td> <td>0.225</td> <td>0.200</td> </tr> <tr> <td>Volume material (liter)</td> <td>5309.88</td> <td>4827.16</td> <td>4344.44</td> <td>3861.73</td> </tr> </tbody> </table> <p>Example: Species of <i>Setothosea asigna</i>, limit 5 caterpillars /frond. Controlling: pesticide application using <i>Brantas 25 EC</i>.</p>		2018	2019	2020	2021	Hectarage	9654.32	9654.32	9654.32	9654.32	Rotation (timer/year)	2	2	2	2	Dosage (liter/Ha/rotation)	0.275	0.250	0.225	0.200	Volume material (liter)	5309.88	4827.16	4344.44	3861.73	<p>Comply</p>
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<p>4.6.4</p> <p>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>The estate management unit still using <i>Paraquat</i> dichloride in their operations. However, plan to reducing of <i>Paraquat</i> is able to demonstrate. Based on document verification "Rencana & Realisasi Pengurangan Penggunaan Paraquat Periode 2015 - 2020".</p> <p>Year: 2015 Plan: 9,050.93 L; Actual: 4,874.50 L; Dosage: 0.375 L/Ha (Plan); 0.202 L/Ha (Actual);</p> <p>Year: 2016 Plan: 6,275.31 L; Actual: 3,224.31 L; Dosage: 0.325 L/Ha (Plan); 0.167 L/Ha (Actual);</p> <p>Year: 2017 Plan: 5,792.59 L; Actual: 4,348.70 L Dosage: 0.300 L/Ha (Plan); 0.225 L/Ha (Actual);</p> <p>Year: 2018 Plan: 5,309.88 L; Actual: 1,718.10 L (upto April); Dosage: 0.275 L/Ha (Plan); 0.18 L/Ha (upto April);</p> <p>Year: 2019 Plan: 4,344.44 L; Dosage: 0.225 L/Ha (Plan);</p> <p>Year: 2020 Plan: 3,861.73 L;</p>	<p>Comply</p>																									

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<p>4.6.5</p> <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>Dosage: 0.200 L/Ha (Plan);</p> <ul style="list-style-type: none"> - "Laporan Pelatihan/Sosialisasi Pestisida" dated 18 April 2018 for 4 pesticide warehouse workers (Mr. Syafrizal, Mr. Sumadi, Mr. Andi PD, Mrs. Deliana T) with regards to reading pesticide labels; ensure the availability of MSDS; provision and use of appropriate PPE: rubber boot, impermeable glove, respiratory masker, face shield, apron; access to clean water and first aid kit; second containment and spill kit; emergency response and contamination eradication plan. Confirm with the said workers, they understand the training provided. - PT. Meridan Sejati Surya Plantation has communicating the importance of MSDS onto chemical warehouse keeper, with aspects of health, safety and environment. Safety officer carried out training and socialization to 4 warehouse keepers on related to importance and information on MSDS. - "Pelatihan Pengelolaan dan Penggunaan Herbisida serta Lingkungan dan Penanganan Pestisida yang Aman" – safe use of pesticide training carried out on 7 July 2017. The training covers First Resources Group environment and OSH policy (preparation, PPE use, calibrated apparatus); understanding MSDS; handling empty pesticide containers; emergency response plan (for accident and spillage/contamination); prohibit use of agrochemical for pregnant and breastfeeding female worker; prohibit spraying in HCV and water body. The training attended by 16 spraying team: Mrs. Marni, Mrs. Wirayati, Mrs. Nurhaida, Mrs. Winda, Mrs. Miliyanti). - "Pelatihan Penanganan Bahan Kimia" – training on herbicide/pesticide mixing and handling, dated 8 September 2017 for 6 warehouse keeper (Mr. Syafrizal, Mr. Ingkam Fitra Suryanto, Mr. Parlindungan Hutajulu, Mrs. Deliana T., Mr. Sumadi, Mr. Amri Sidamanik, Mr. Sumadi). <p>Estate clerk, assisted by sustainability officer carried out 6-monthly inspection to chemical warehouse to monitor warehouse keeper knowledge and presence of MSDS, appropriate to the chemical stored in the warehouse.</p> <p>PT. Meridan Sejatisurya Plantation provides sprayers with PPE: goggle, respirator, apron, rubber hand glove, overall and rubber boot.</p> <p>Based on interview with 3 of 9 female workers (pesticide applicators) in Block P15 – P16 Afdeling 10, activity is Circle and Path spraying using <i>Gliphosate</i> and <i>Metil Metsulfuron</i>. From this interview, clearly found that the workers is fully understand type of herbicide used, weeds target, the PPE to be used, type of sprayer tools, including risk from pesticide application. PPE used by sprayers interviewed:</p>	<p>Comply</p>

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<p>4.6.6 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). - Major compliance -</p>	<p>goggle, respirator, apron, rubber hand glove, overall and rubber boot.</p> <p>Storage of pesticides found to be in accordance with hazard identification and risk assessment and national guideline for limited pesticide use. The management of waste material from empty pesticide container disposed through hazardous waste store. The company has temporary hazardous waste storage with license, where all hazardous waste from all estates and mills collected. Storage keeper maintains the balance of incoming and outgoing hazardous waste. Hazardous wastes were sent for licensed contractor for appropriate disposal.</p> <p>The management unit has had the procedure of Safe Use of Pesticide "Penggunaan Pestisida yang Aman" No.FR.CSM.OP.2, dated 1 September 2011. This procedure containing:</p> <ol style="list-style-type: none"> 1. Toxicity; 2. A Storage Safety Precautions; 3. A Solution Preparation and Application; 4. Pesticide Waste Disposal; 5. First Aid; 6. Protective Clothing; <p>Based on visit to chemical store, the containers are kept in segregated order, based on the type (powder or liquid).</p> <p>Company prepared a secured bathing place, washing bay, locker for PPE - for the worker to clean themselves after work. Two sets of working overall to use every other day. This place located separately with the pesticide and working tools (knapsack/spray pump).</p> <p>All empty pesticide containers kept in schedule waste store (TPS LB3) at Mill. During field observation at palm blocks, workers housing and landfill, there is no founded of pesticide containers used for others uses.</p>	<p>Comply</p>
<p>4.6.7 Application of pesticides shall be by proven methods that minimize risk and negative impacts. - Minor compliance -</p>	<p>Based on interview with 3 of 9 female workers as pesticide applicators, method to minimizing risk and negative impact i.e:</p> <ul style="list-style-type: none"> - Mixing of chemical conducted by trained person, mandor. It aims to ensuring proper dosage, type of pesticide use. - Using of PPE while chemical mixing. <p>Mixing of chemical located in mixing area, side by side with the chemical storage.</p> <p>Permit for Brantas 25 EC (a.i Lamda Sihalotrin) permit No.RI.0100101200042242 dated 18 August 2020. Permit for Zenus 276 EC (a.i. Paraquat dichloride) permit No.010301200042177 dated 8 August 2020.</p>	<p>Comply</p>
<p>4.6.8 Pesticides may only be applied aerially where there is a documented justification. Surrounding communities shall be informed of impending aerial pesticide</p>	<p>There is no aerial application of pesticide. Not applicable.</p>	<p>Not Applicable N/A</p>

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	<p>applications with all relevant information within reasonable time prior to application.</p> <p>- Major compliance -</p>		
<p>4.6.9</p>	<p>Evidence of training on handling pesticide for workers and scheme smallholder (if any) shall be available.</p> <p>- Minor compliance -</p>	<p>Laporan Pelatihan/Sosialisasi dated 18 April 2018 for 4 pesticide warehouse workers (Mr. Syafrizal, Mr. Sumadi, Mr. Andi PD, Mrs. Deliana T) with regards to reading pesticide labels; ensure the availability of MSDS; provision and use of appropriate PPE: rubber boot, impermeable glove, respiratory masker, face shield, apron; access to clean water and first aid kit; second containment and spill kit; emergency response and contamination eradication plan. Confirm with the said workers, they understand the training provided.</p> <p>Based on interview with 3 of 9 female workers (pesticide applicators) in Block P15 – P16; Division 10, activity is Circle and Path spraying using <i>Gliphosate</i> and <i>Metil Metsulfuron</i>. From this interview, clearly found that the workers are fully understand type of herbicide used, weeds target, type of sprayer tools, including risk from pesticide application. These workers said that training/socialization of pesticide handling has been informed by mandor and agronomy assistant on site periodically. PT. Meridan Sejatasurya Plantation have made spill kit to contained spillage/droplet from spraying machine. These spill kit available at agrochemical transport vehicle during this assessment.</p>	<p>Comply</p>
<p>4.6.10</p>	<p>Proof that pesticide waste has been handled as per legal regulations and understood by worker and manager, shall be demonstrated.</p> <p>- Minor compliance -</p>	<p>Company has procedure for chemical explaining agrochemical categorization, safety guidance in pesticide use, intoxication symptoms and first aid for intoxication case. The procedure also explaining the safe and proper disposal of empty pesticide container.</p> <p>Hazardous waste storekeeper understands the procedure for proper disposal of empty agrochemical from chemical store. Visit to hazardous waste storage, empty agrochemical container has been triple rinsed and pressed and/or cut into small pieces before sending to licensed transporter.</p> <p>SOP for chemical waste disposal under SOP Waste Management No.FR.CSM.OP-1, dated 1 September 2011.</p> <p>Based on interview with 3 out of 9 female workers (pesticide applicators) in Block P15 – P16, Division 10, they are fully understand related to the risks from pesticide application, environmental impact including disallowance of using pesticide containers. They know that pesticides must be handled responsibly.</p>	<p>Comply</p>
<p>4.6.11</p>	<p>Annual medical records of pesticide operators, and follow-up treatment of medical results, shall be available.</p> <p>- Major compliance -</p>	<p>PT. Meridan Sejatasurya Plantation demonstrates the result of laboratory analysis for sprayer gang, sprayer overseer, the result shows all in normal condition. According to laboratory test/result No.LHU/BK3-MDN/IV/2018, dated 6 April 2018, issued by Balai K3</p>	<p>Comply</p>

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	<p>Medan. 57 employees have been tested, i.e: Spraying (24 persons), Manuring (7 persons), Laboratory (7 persons), Warehouse (5 persons), Kernel station (5 persons), Processing (3 persons), Boiler Man (1 person), Clarification Operator (1 person), Water Treatment Plant operator (1 person), IPAL/USB operator (3 persons).</p> <p>Based on direct interview with pesticide applicators in Block P15-P16 Division 10; under name Mrs.D** R*****, Mrs.A*** S*****, Mrs.Y*****. The worker stated that medical check-up is periodically conducted by the company. Those workers have been checked for medical on 6 April 2018.</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>In order to prevent that no pregnant and breast-feeding women performing work with pesticide, PT. Meridan Sejatisurya Plantation is monitoring the reproduction status of female sprayers. Record seen: Periodically check up for pregnant and breast feeding workers conducted in three (3) monthly basis, by Doctor and Paramedic in Polidinic of the company. For example: List of medical check-up Spraying Team period January – March 2018. The result is 23 female sprayers are in normal condition. No worker found pregnant and/or breastfeeding their children.</p>	<p>Comply</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 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>Environment, Occupational Safety and Health Policy First Resources and Its Subsidiaries, signed by CEO on 20 September 2011.</p> <p>Company has prepared the required resources such as documentation requirement (manual-procedures-record).</p> <p>PT. Meridan Sejatisurya Plantation has established Health and Safety Plan as in "Program Kerja Penerapan Sistem Manajemen Keselamatan dan Kesehatan Kerja Period 2018". The plan consist of:</p> <ul style="list-style-type: none"> - Policy: OSH policy declaration on January 2018; Communication and socialization of OSH policy to all employee and visitor planned for June 2018; - Planning Activities: Prepare OSH programme planned for January 2018; Emergency response team update planned for January 2018; - Implementation Activities: Safety meeting on monthly basis; OSH performance reporting on three-monthly basis; Training related to hazardous waste planned for August 2018; Training related to safe use pesticide planned for January 2018; Training on use of fire extinguisher planned for June 2018; Training on risk assessment planned for January 2018; Training on first aid kit planned for May 2018; Training for lift and carry tools planned for May 2018; Training on PPE planned for July and September 2018; Training on fire prevention and control planned for December 2018; - Monitoring Activities: OSH inspection planned for 	<p>Comply</p>

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	<p>three-monthly basis; general medical assessment planned for September 2018; specific (high risk work) medical check up planned for September 2018; emergency equipment inspection planned for three-monthly basis; production machinery regular check on June 2018; license training and/or extension for operators planned for June 2018; Environmental parameter analysis planned for September 2018.</p> <ul style="list-style-type: none"> - Evaluation Activities: Internal audit OSH planned for July 2018. Management review OSH planned for December 2018. <p>Machinery Permit:</p> <ul style="list-style-type: none"> - Akte Izin No.03/A.0001/560/2011 untuk Ketel Uap, dated January 2011. Latest inspection dated 19 July 2017. - Akte Izin No.03/A.0003.S. untuk Bejana Uap (Sterilizer No.1) dated 12 August 2005. Last inspection dated 2 April 2017. - Akte Izin No.03/A.0002.S. untuk Bejana Uap Back Pressure Vessel dated 12 August 2005. Last inspection 19 July 2017. - Akte Izin No.03/BT-M/DTK/VIII/05/566. untuk Air Compressor 12 August 2005. Last inspection 2 April 2015. - Sertifikat Pembinaan Teknik Keselamatan dan Kesehatan Kerja Bidang Pesawat Uap dan Bejana Tekan under name Abdullah Lubis No.347/OPK3-PUBT/KIs I/V/2014 dated 8 May 2014. SIO No.6631 OPK3-PUBT-B.1/VII/2014 dated 6 July 2014 valid up to 6 July 2019. - Sertifikat Pembinaan Teknik Keselamatan dan Kesehatan Kerja Bidang Pesawat Uap dan Bejana Tekan under name Agustinus Gulo No.346/OPK3-PUBT/KIs I/V/2014 dated 8 May 2014. SIO No.6630 OPK3-PUBT-B.1/VII/2014 dated 6 July 2014 valid up to 6 July 2019. - Sertifikat Pembinaan Pengawasan Norma Keselamatan dan Kesehatan Kerja Bidang Pesawat Angkat dan Angkut No.Ser.11.1085-OPK3-PAA/VIII/2011 dated 22 August 2011. <p>Implementation of Occupational Health and Safety, as programmed, recorded in indicator 4.7.2 – 4.7.7.</p>	
<p>4.7.2</p>	<p>A documented risk assessment shall be available and its implementation shall be recorded.</p> <ul style="list-style-type: none"> - Major compliance - 	<p>Comply</p>

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	<p>latest review 2 January 2018. The HIRADC has covered activities such as harvesting, fertilizer application, herbicide spraying, pruning and other field activity.</p> <p>HIRADC for work under grid electric network "aktivitas di bawah jaringan PLN"; for transport of FFB from block to market place "transportasi TBS dari Blok ke TPH"; for loading FFB "Memuat TBS ke Truk"; for harvesting tool storage in housing "Penyimpanan Dodos/Egrek di Afdeling"; for herbicide application "Penyemprotan pestisida/herbisida"; scheduled waste handling "Penanganan Sementara Limbah B3" latest review and/or revision dated 2 February 2018.</p> <p>The HIRADC for Sei Pingai POM as in "Identifikasi Sumber Bahaya, Penilaian dan Pengendalian Resiko – Palm Oil Mill", period January – December 2018 – latest review 30 January 2018. The HIRADC has covered activities and location such as boiler station, threshing station, pressing station, kernel station, clarification station, office and laboratory, weighbridge, sortation activity, workshop, water treatment plant, storage tank and dispatch CPO.</p> <p>Emergency response team, for fire fighting has been established. The team consist of Mill manager, Factory assistant, maintenance assistance, and processing assistant. Training on fire fighting for workers in Sei Pingai POM was conducted on 4 October 2017. The training was attended by 27 POM workers.</p> <p>Sei Pingai POM: Operational control: Hazard signs found to be sufficient and clear (area with moving parts, high pressure, heat, slippery, etc.). PPE worn by operator working at area with specific risk/activity. Emergency Response Procedure: Evacuation route signs found to be sufficient and clear. Fire extinguisher and hydrant found to be in good condition and inspected regularly. First aid kit found to be located at various stations in mill compound. "Program Kerja Perbaikan Instalasi Listrik" – electrical hazard repair/correction program for mill and estate area is evident.</p> <p>OSH Inspection: Regular OSH inspection planned on three-monthly basis. Latest OSH inspection carried out on 24 February 2018, for pesticide store, chemical mixing area, fertilizer store, bulk diesel tank, lubricant store, clinic, waste disposal landfill, hazardous waste store. There are four (4) issues identified during the inspection: label for herbicide (Round Up); drainage around fertilizer store clogged with sand; drainage near lubricant store was clogged; no safety guard for air compressor in workshop. All of these issues have been followed up and closed on the same date.</p>	

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<p>4.7.3</p> <p>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.</p> <p>- Major compliance -</p>	<p>PT. Meridan Sejatisurya Plantation prepared a training plan as part of implementation of OHS program in "Program Kerja Sistem Manajemen Keselamatan dan Kesehatan Kerja" dated 2 February 2018. The training program covers: internal training for land and plantation fire, fire fighting in palm oil mill, safe use of pesticide, risk assessment training, introduction and implementation of PPE for noise level at palm oil mill, first aid training, training for lift and carry vessel operator; external training: electrician certification, steam vessel operator certification, lift and carry operator certification, hyperkes for paramedic certification.</p> <p>Company provided training for estate workers:</p> <ul style="list-style-type: none"> - Laporan Pelatihan/Sosialisasi dated 18 April 2018 for 4 pesticide warehouse workers (Mr. Syafrizal, Mr. Sumadi, Mr. Andi PD, Mrs. Deliana T) with regards to reading pesticide labels; ensure the availability of MSDS; provision and use of appropriate PPE: rubber boot, impermeable glove, respiratory masker, face shield, apron; access to clean water and first aid kit; second containment and spill kit; emergency response and contamination eradication plan. Confirm with the said workers, they understand the training provided. - Training on lift-and-carry tools, dated 21 February 2018 for 17 dump truck driver; motor grader operator, excavator operator, vibro-compact operator. Sample of name: Mr. Mukhlis Siregar, Mr. Musfriadi, Mr. Rudi H. Manik, Mr. Jumarin. The training covers the company's safety procedures for these machineries. - "Pelatihan Pengelolaan dan Penggunaan Herbisida serta Lingkungan dan Penanganan Pestisida yang Aman" – safe use of pesticide training carried out on 26 January 2018. The training covers First Resources Group environment and OSH policy (preparation, PPE use, calibrated apparatus); understanding MSDS; handling empty pesticide containers; emergency response plan (for accident and spillage/contamination); prohibit use of agrochemical for pregnant and breastfeeding female worker; prohibit spraying in HCV and water body. The training attended by 29 spraying team: Mrs. Leni Dina Mariana, Mr. Tio Gultom, Mrs. Yusriani, Mrs. Nuraisah, Mrs.Susi, Mrs. Desri). - "Pelatihan Pencegahan dan Pertolongan Pertama Keracunan Pestisida" – preventing and first aid for pesticide intoxication training dated 9 January 2018 for 16 sprayers (Mrs. Maimuna, Mrs. Paniti, Mrs. Yeti, Mrs. Wismalina, Mrs. Kasaria, Mrs. Eliati). - "Sosialisasi Penanganan Limbah Bahan Berbahaya dan Beracun" – training on handling hazardous waste/scheduled waste, dated 17 March 2018 for 5 warehouse keeper (Mr. Syafrizal, Mr. Ingkam Fitra 	<p>Comply</p>

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	<p>Suryanto, Mr. Parlindungan Hutajulu, Mrs. Deliana T., Mr. Sumadi, Mr. Amri Sidamanik).</p> <ul style="list-style-type: none"> - "Pelatihan Pengelolaan dan Penggunaan Herbisida serta Lingkungan dan Penanganan Pestisida yang Aman" – safe use of pesticide training carried out on 7 July 2017. The training covers First Resources Group environment and OSH policy (preparation, PPE use, calibrated apparatus); understanding MSDS; handling empty pesticide containers; emergency response plan (for accident and spillage/contamination); prohibit use of agrochemical for pregnant and breastfeeding female worker; prohibit spraying in HCV and water body. The training attended by 16 spraying team: Mrs. Marni, Mrs. Wirayati, Mrs. Nurhaida, Mrs. Winda, Mrs. Miliyanti). - "Pelatihan Penanganan Bahan Kimia" – training on herbicide/pesticide mixing and handling, dated 8 September 2017 for 6 warehouse keeper (Mr. Syafrizal, Mr. Ingkam Fitra Suryanto, Mr. Parlindungan Hutajulu, Mrs. Deliana T., Mr. Sumadi, Mr. Amri Sidamanik, Mr. Sumadi). <p>Record of PPE provisioned for Sei Pingai Estate worker under "Daftar Serah Terima Alat Pelindung Diri": on 5 February 2018, company provides rubber shoes, helmet, goggle and hand glove for 60 workers in Division IV including interviewed workers: Mrs. Leni Dina M, Mrs. Erda, Mrs. Poniem, Mrs. Fitriani (fertilizer applicator).</p> <p>on 5 February 2018, company provides rubber shoes, helmet, goggle and hand glove for 48 workers in Division IV including interviewed workers: Mr. Nuriali, Mr. Nafsah Matondang, Mr. Edi Arman (harvester).</p> <p>Based on field verification and interview, the said operator wore PPE at work.</p> <p>Record of PPE provisioned for Sei Pingai POM worker under "Daftar Serah Terima Alat Pelindung Diri": on 4 July 2017, company provides safety shoes, helmet, gloves and ear plug to processing operators: Mr. Fahrizal, Mr. Doni Rustanto, Mr. Slamet Puji, Mr. Zulham Nasution.</p> <p>Sei Pingai POM provided PPE such as safety shoes, helmet, glove, respiratory masker and goggle for Mr. Yasin – water treatment operator on 4 July 2017.</p> <p>Sei Pingai POM provided PPE such as safety shoes, helmet, glove, ear plug and masker for Mr. Abdullah Lubis and Mr. Jumani - boiler operator dated 4 July 2017.</p> <p>Sei Pingai POM provided PPE such as safety shoes, helmet, glove, ear plug and masker for Mr. Rahmadd Cahyadi and Mr. Hendri Sihombing – kernel station operator dated 4 July 2017.</p> <p>Based on field verification and interview, the said operator wore PPE at work.</p>	
4.7.4	The responsible person(s) for	PT. Meridan Sejatisurya Plantation is able to Comply

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	<p>occupational health and safety shall be identified and there shall be records of periodical meetings on health and safety issues. - Major compliance -</p> <p>demonstrate structure of P2K3 (safety committee) for estate and palm oil mill. Company has appointed Mr. Deddy Kiswoyo as the safety officer, as per "Keputusan Menteri Ketenagakerjaan RI No.KEP.P.2214/NAKER-BINWASK3/XII/2017 tentang Penunjukan Ahli Keselamatan dan Kesehatan Kerja Umum" for Mr. Deddy Kiswoyo, SP dated 20 December 2017. Valid for three (3) years. The safety committee has been established as per "Keputusan Kepala Dinas Tenaga Kerja dan Transmigrasi Propinsi Riau No.KEP.47/Disnakertrans-PK/SK-P2K3/IV/2017 tentang Pengesahan Panitia Pembina Keselamatan dan Kesehatan Kerja (P2K3) pada PT. Meridan Sejati Surya Plantation" dated 4 April 2017.</p> <p>Safety meeting carried out on monthly basis: 30 January 2018, attended by 40 employees. The meeting discussing safety committee program, safety performance, accident report and investigation. Safety meeting dated 27 February 2018, attended by 38 employees. The meeting discussing safety committee program, safety performance, accident report and investigation; and follow up from previous safety meeting.</p> <p>The safety performance period January-March 2018 has reported to "Dinas Tenaga Kerja Kabupaten Siak", through letter "Surat Pembina Keselamatan dan Kesehatan Kerja PT. Meridan Sejati Surya Plantation No.01/P2K3/MSSP/IV/2018 tentang Laporan P2K3 PT. MSSP triwulan I" dated 5 April 2018. Report received on 9 May 2018.</p> <p>The safety performance period October-December 2017 reported to "Dinas Tenaga Kerja Kabupaten Siak", through letter "Surat Pembina Keselamatan dan Kesehatan Kerja PT. Meridan Sejati Surya Plantation No.04/P2K3/MSSP/I/2018 tentang Laporan P2K3 PT. MSSP triwulan IV 2017" dated 4 January 2018. Report received on 8 January 2018.</p>	
<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. - Minor compliance -</p> <p>PT. Meridan Sejatisurya Plantation established Procedures Emergency and Responsibility FR.EMS.ERS dated 1 September 2011. The procedure explains the definition of emergency situation, (fire, explosion, natural disaster, riot, sabotage, chemical spillage); and the relevant procedures: - FR.OSH.P10-02 Emergency Response Team Structure; - FR.OSH.P10-03 Emergency Response Readiness; - FR.OSH.P10-04 Flow Chart Emergency Response; - FR.OSH.P10-05 Emergency Response Equipment and the Placement; - FR.OSH.P10-06 Guidance for Emergency Response; - FR.OSH.P10-07 Identification of Emergency Situation Source;</p>	<p>Comply</p>

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	<ul style="list-style-type: none"> - FR.OSH.P10-08 Alarm/signal; - FR.OSH.P10-11 Emergency Response Handling in Oil Palm Plantation; - FR.OSH.P11-01 Evacuation maps and potency for emergency situation - FR.OSH.P12 Handling of Occupational Accident and Nearmiss. <p>PT. Meridan Sejatisurya Plantation is able to demonstrate Occupational Safety and Health Management System FR.OSH.P12. The procedure explains the method for incident investigation. All of the procedure are written in Bahasa Indonesia.</p> <p>Sei Pingai POM: Emergency response team, for fire fighting has been established. The team consist of Mill manager, Factory assisstant, maintenance assistance, and processing assisstant. Training on fire fighting for workers in Sei Pingai POM was conducted on 4 October 2017. The training was attended by 27 POM workers.</p> <p>Sei Pingai Estate: Training on first aid, carried out on 4 April 2017, by safety specialist and OSH Officer for 18 officers and supervisors in Division VI. Training on first aid, carried out on 17 March 2018, by safety specialist and OSH officer, presented to 25 officers and supervisors. Officer interviewed: Mr. Agus Piadi (harvester mandor) and Mr. Busri (fertilizer applicator mandor) understood the basic concept for first aid. The fire brigade "Satuan Tugas Pengendalian Kebakaran lahan dan Kebun PT. Meridan Sejatisurya Plantation" has been established on 30 December 2017. The fire brigade supervised by General Manager, Mr. Muhajir; Chairperson Mr. Hendri; Fire inspector Mr. Kamisran and Mr. Juliawan Syahputra; Fire leader Mr. Akhmad Komarudin and Mr. Anton Ramadhan Lubis – each leader with two (2) teams 30 personnel. PT. Meridan Sejatisurya Plantation create General Checklist Form and Inspection Checklist Form which will be filled by Head of P2K3. PT. Meridan Sejatisurya Plantation communicated the Emergency Procedure, General Checklist Form and Inspection Form to storage clerk who responsible for chemical store and chemical mixing area. PT. Meridan Sejatisurya Plantation contacted government institution who release the First Aid License. To obtain First Aid License for Estate Nurse who is responsible for First-aid officer. Complete first aid kit package as per "Peraturan Menteri Tenaga Kerja No.15 tahun 2008" evident on each high risk area. Checklist of first aid kit based on "Peraturan Menteri Tenaga Kerja No.15 tahun 2008" and which will be</p>	

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	<p>inspected by First Aid Officer on monthly basis. Latest inspection for first aid kit in Sei Pingai POM's workshop area and grading area – have been consistent with content and regulation.</p>	
<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>Temporary worker have been provided with accident insurance under BPJS Ketenagakerjaan. PT. Meridan Sejatisurya Plantation have provided social insurance (BPJS Kesehatan and BPJS Ketenagakerjaan) for both permanent and temporary workers. Audit team verified worker database against list of worker having BPJS account, as of April 2018. The verification revealed all 495 workers in Sei Pingai Estate have been registered and having valid social insurance. There are 99 workers in Sei Pingai POM have been registered and having social insurance.</p> <p>Sample verified: Mr. Nafsah Matondang, Mr. Edi Arman, Mr. Nuriali – harvesters from Sei Pingai Estate Division III have registered and valid insurance. Mr. Sudaryanto, Mr. A Huk (weighbridge operators), Mr. Abdullah (boilerman), Mr. Slamet Puji Purnama (CPO despatch operator) from Sei Pingai POM have registered and valid insurance.</p> <p>38 workers from contractors, performing spraying have been registered with BPJS, sample verified: Mrs. Mitariani Harefa, Mrs. Dewihati Gowasa, Mrs. Anis Sofiatun.</p> <p>All worker at palm oil mill and estate have been receiving medical check up.</p> <p>According to laboratory test/result No.LHU/BK3-MDN/IV/2018, dated 6 April 2018, issued by Balai K3 Medan. Measurement tool: Audiometer Oscilla 950. Number of employees 27 Mill workers which consist of: Kernel Station (4 workers), Engine Room (3 workers), Process (3 workers), Clarification Station (1 workers), Maintenance (9 workers), Technician (3 workers) and Mechanics (2 workers), all tested workers is in Normal condition.</p> <p>Spirometric test: Number of Mill employees 30 workers: warehouse (3 workers), Kernel station (5 workers), Engine Room (3 workers), Processing (3 workers), Clarification (1 workers), Maintenance (9 workers), Technicians (3 workers) and Mechanical (2 workers), result stated Normal condition.</p> <p>Cholinestrace, blood test measurement tool: Lovibond. Number of employees 57 employees, i.e: Spraying (24 persons), Manuring (7 persons), Laboratory (7 persons), Warehouse (5 persons), Kernel station (5 persons), Processing (3 persons), Boiler Man (1 person), Clarification Operator (1 person), Water Treatment Plant operator (1 person), IPAL/USB operator (3 persons).</p> <p>Audit team has reviewed and accepted the evidence</p>	<p>Comply</p>

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	<p>provided by the certificate holder i.e. BPJS account for all worker in Sei Pingai POM and Sei Pingai Estate; and medical check up result for BPJS account for all worker in Sei Pingai POM and Sei Pingai Estate evident. Annual medical check up program, also evident.</p>																																																							
<p>4.7.7 Occupational injuries shall be recorded using Lost Time Accident (LTA) metrics. - Minor compliance</p>	<p>T. Meridan Sejatisurya Plantation have summarized the accident record and the lost time for 2017 and 2018:</p> <table border="1" data-bbox="715 651 1177 1256"> <thead> <tr> <th>Month</th> <th>Number of work related accident</th> <th>Lost time (mandays)</th> </tr> </thead> <tbody> <tr><td>Jan 17</td><td>1</td><td>6</td></tr> <tr><td>Feb 17</td><td>2</td><td>7</td></tr> <tr><td>Mar 17</td><td>3</td><td>19</td></tr> <tr><td>Apr 17</td><td>Nil</td><td>Nil</td></tr> <tr><td>May 17</td><td>2</td><td>8</td></tr> <tr><td>Jun 17</td><td>1</td><td>4</td></tr> <tr><td>Jul 17</td><td>1</td><td>3</td></tr> <tr><td>Aug 17</td><td>1</td><td>8</td></tr> <tr><td>Sep 17</td><td>1</td><td>6</td></tr> <tr><td>Oct 17</td><td>2</td><td>4</td></tr> <tr><td>Nov 17</td><td>3</td><td>7</td></tr> <tr><td>Dec 17</td><td>Nil</td><td>Nil</td></tr> <tr><td>Summary</td><td></td><td></td></tr> <tr><td>Jan 18</td><td>3</td><td>6</td></tr> <tr><td>Feb 18</td><td>2</td><td>10</td></tr> <tr><td>Mar 18</td><td>2</td><td>8</td></tr> <tr><td>Apr 18</td><td>2</td><td>4</td></tr> </tbody> </table> <p>Company has performed accident investigation on each incident occurred. Sample verified: accident on 4 April 2018 (Mr. F**** I****) left arm hurt because of by palm spine, led to 2 lost working days. The investigation concluded that lack of understanding in performing harvest. accident on 11 April 2018 (Mr. H***** A****) right foot injured from palm spine, led to 2 lost working days. The investigation concluded that lack of understanding in performing harvest. As an action plan, company provides training for harvest-related worker: "Sosialisasi Kesadaran Penggunaan APD" – communication on importance of PPE use, dated 16 February 2018, attended by 25 harvesters, loaders, supervisors.</p>	Month	Number of work related accident	Lost time (mandays)	Jan 17	1	6	Feb 17	2	7	Mar 17	3	19	Apr 17	Nil	Nil	May 17	2	8	Jun 17	1	4	Jul 17	1	3	Aug 17	1	8	Sep 17	1	6	Oct 17	2	4	Nov 17	3	7	Dec 17	Nil	Nil	Summary			Jan 18	3	6	Feb 18	2	10	Mar 18	2	8	Apr 18	2	4	<p>Comply</p>
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<p>Criterion 4.8: All staff, workers, smallholders and contract workers are appropriately trained.</p>																																																								
<p>4.8.1 Records of training program related to the aspects of RSPO Principles and Criteria shall be available. - Major compliance -</p>	<p>PT. Meridan Sejatisurya Plantation is able to demonstrate training plan under "Kalender Pelatihan 2018" consist of training calendar, training matrix and training record. The training program aims to provide knowledge and skill for all staff and Employees/Workers both in Estate and Mill. At Estate Refreshment Training for Pesticide Application;</p>	<p>Comply</p>																																																						

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	<p>Target: 10 sprayers, Planning: 22-23 October 2018, Duration: 1 day.</p> <p>At Mill Total productive maintenance; Target: 3 Staff, 2 Employees. Planning: 26-27 and 29-30 January; 9-10 and 19-20 February. Duration: 2 days.</p> <p>Training Matrix consist of Minimum Training Requirement for each level, divided into mandatory training and technical training.</p>	
<p>4.8.2 Records of training for each employee shall be maintained. - Minor compliance –</p>	<p>PT. Meridan Sejatisurya Plantation maintains record of training for each employee, entitled for training from 2009 – 2017.</p> <p>The management unit keep and maintain training record for each employees. The record consists of employee name, job position, unit, training subtitle, time, duration, trainer name/provider, training location, training type, attendance list.</p> <p>Example: Name: Beni, Job Position: Laboratory assistant, Training subtitle: Waste water sampling, Time: 27-28 March 2018; Duration: 2 days; Training provider: "Dinas Pekerjaan Umum"; Training location: FRLC-Kubang, Training type: external.</p>	<p>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>PT. Meridan Sejatisurya Plantation has environmental impact assessment in form of Dokumen Pengelolaan dan Pemantauan Lingkungan (DPPL), established by Riau Governor through "Surat Keputusan No.KPTS.883/VIII/2009 tentang Penetapan Dokumen Pengelolaan dan Pemantauan lingkungan (DPPL) kegiatan Perkebunan Kelapa Sawit seluas 10,826.07 Ha di Kecamatan Kerinci Kanan Kabupaten Siak dan Kecamatan Langgam Kabupaten Pelalawan, Provinsi Riau atas nama PT. Meridan Sejatisurya Plantation" dated 19 August 2009. The scope of social and environmental study covers development of oil palm plantation 10,286.05 Ha and development of palm oil mill with capacity 45 tons FFB/hour.</p> <p>All significant impacts have been identified i.e. reduction of soil and water quality, reduction of air quality, impact to socio-economic of local community, impact to occupational health and safety, work and road traffic accident, land fire, and disturbance of natural water balance. Plan to monitor and manage of each identified environment impact have been provided and documented.</p> <p>Sei Pingai Mill has installed methane capture for biogas station. This additional installation has respond</p>	<p>Comply</p>

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	<p>from "Dinas Lingkungan Hidup dan Kehutanan melalui surat No.045/PPKLHK/1811", dated 24 April 2018. One of point within these letter is utilization of methane gasses for biogas station. This biogas aims to support fuel for Boiler combustion by using gas burner. The biogas station or methane capture have not covered previously within the environmental impact assessment document (DPPL), including on the environment monitoring and management plan.</p> <p>The company already submit the letter of amendment on environmental impact assessment to relevant agencies, however due to all licenses or permission process in Riau province was pending because of unfinished spatial map (RTRWP), therefore no updating new license/permit was issued. This statement also stated within the respond letter from "Dinas Lingkungan Hidup dan Kehutanan".</p>	
<p>5.1.2 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. - Minor compliance -</p>	<p>Company has conducted environmental management and monitoring as per "Dokumen Matriks Dokumen Pengelolaan dan Pemantauan Lingkungan". Company implement the environmental management plan and reported on 6 monthly bases, under "Laporan Pelaksanaan RKL-RPL semester II tahun 2014". This report has been submitted to "Badan Lingkungan Hidup Provinsi Riau Kabupaten Siak, Kementerian lingkungan Hidup and Kepala Pusat Pengelolaan Ecoregion (PPE Sumatera" through letter No.02.04/X/62/I/2015 dated 20 January 2015, handover document available.</p> <p>Company has environmental management and monitoring plan, available under "Jadwal Pemantauan dan Pengukuran Parameter Lingkungan" that must be done in accordance with RKL-RPL matrix. This document signed by General Manager for implementation at mill and estate.</p> <p>Changes of environmental impacts due to biogas (methane capture) installation has been identified within document of Environment and Social Aspect and Impact Assessment for Palm Oil Mill, issued December 2017. Main Activity: Biogas Station Sub Activity: - Construction of biobed pond; - Piping installation; - Biomembrane installation; - Flowing methane gasses to boiler;</p> <p>Biogas station commenced on January 2017 Gas Burner installation: August 2017</p> <p>Reference: Environment and Social Aspects and Impacts (FR.EMS.EAI, dated 1 September 2011).</p>	<p>Comply</p>
<p>5.1.3 Environment monitoring plan</p>	<p>Company has environmental management and</p>	<p>Comply</p>

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<p>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.</p> <p>- Minor compliance –</p>	<p>monitoring plan, available under “Jadwal Pemantauan dan Pengukuran Parameter Lingkungan” that must be done in accordance with RKL-RPL matrix. This document signed by General Manager for implementation at mill and estate. There is no change in scope of study.</p> <p>In broader extent, company has established Standard Operating Procedure Environment and Social Aspect Impact No.FR.EMS.EAI dated 1st September 2011, signed by CEO; explaining that company conduct annual evaluation for environmental and social impact, as available under “Environment and Social Aspect and Impact”.</p> <p>In 2018, PT Meridan Sejatisurya Plantation has made evaluation of impacts covering:</p> <ul style="list-style-type: none"> - Environment and Social Aspect and Impact for Palm Oil Mill document per December 2017 signed by mill manager Sei Pingai POM; - Environment and Social Aspect and Impact for Sei Pingai Estate document per December 2017 signed by Estate Group Manager; <p>Environment monitoring report of PT. Meridan Sejatisurya Plantation Semester 1 & 2 year 2017 has been submitted to “Dinas Lingkungan Hidup Kabupaten Siak”. Review of environmental management also conducted and stated within the “Laporan Pelaksanaan RKL-RPL”.</p> <p>PT. Meridan Sejatisurya Plantation create the water spray program based on the daily rainfall data, as in “Rencana Kegiatan Program Penyiraman Jalan PT. Meridan Sejatisurya Plantation – Kebun Sei Pingai”.</p> <p>PT. Meridan Sejatisurya Plantation prepared working instruction regarding water spray program related to daily rainfall data.</p> <p>Audit team has reviewed and accepted the evidence provided by the certificate holder i.e. rainfall database period January – May 2018, water spraying record. Working instruction for water spraying, as part of corrective action evident.</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>		
<p>5.2.1</p>	<p>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.</p> <p>- Major compliance -</p> <p>PT. Meridan Sejatisurya Plantation has conducted HCV assessment on 2007, referred to Rainforest Alliance and Proforest, 2003. The result of HCV identification prepared internally by company by Dasrin nasution, SP.; Lembah Wahyu Prihanto, S.Hut. and Marwan Syarif, SH. Based on this document, the area of PT. Meridan Sejatisurya Plantation does not have continuous connection with forest ecosystem and fully developed as oil palm plantation. The field exercise carried out on 23-27 July 2007, with the participation from surrounding communities</p>	<p>Comply</p>

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	<p>(Maredan village and Rimba Cempedak hamlet).</p> <p>The HCV area identified in form of river buffer zone (potency HCV) and worker cemetery, in detail:</p> <table border="1" data-bbox="715 506 1299 920"> <thead> <tr> <th>HCV</th> <th>Area</th> <th>Hectare</th> </tr> </thead> <tbody> <tr> <td rowspan="2">1</td> <td>Riparian Lalan River*</td> <td>38.57</td> </tr> <tr> <td>Riparian Pingai River*</td> <td>62.38</td> </tr> <tr> <td colspan="2">HCV 1</td> <td>100.95</td> </tr> <tr> <td rowspan="4">4</td> <td>Riparian Lalan River*</td> <td>38.57**</td> </tr> <tr> <td>Riparian Pingai River*</td> <td>62.38**</td> </tr> <tr> <td>Riparian Gasip River*</td> <td>39.15</td> </tr> <tr> <td>Riparian Anak Gasip River*</td> <td>27.03</td> </tr> <tr> <td colspan="2">HCV 4</td> <td>167.13</td> </tr> <tr> <td>6</td> <td>Cemetery</td> <td>0.37</td> </tr> <tr> <td colspan="2">HCV 6</td> <td>0.37</td> </tr> <tr> <td colspan="2">Total</td> <td>167.50</td> </tr> </tbody> </table> <p>*) Potential HCV; **) Has more than 1 conservation value;</p> <p>As explained in the report, the HCV 6 sets aside is 0.37 Ha (cemetery). The rest of the HCV 1 and 4 are potential HCV, as it was located under planted area, therefore not allocated as separate HCV area. However, based on field assessment and document review, the HCV management and monitoring plan treated the potential HCV as conservation area (no chemical treatment, no fertilizer regime) and surveyed on annual basis.</p>	HCV	Area	Hectare	1	Riparian Lalan River*	38.57	Riparian Pingai River*	62.38	HCV 1		100.95	4	Riparian Lalan River*	38.57**	Riparian Pingai River*	62.38**	Riparian Gasip River*	39.15	Riparian Anak Gasip River*	27.03	HCV 4		167.13	6	Cemetery	0.37	HCV 6		0.37	Total		167.50	
HCV	Area	Hectare																																
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	Riparian Pingai River*	62.38																																
HCV 1		100.95																																
4	Riparian Lalan River*	38.57**																																
	Riparian Pingai River*	62.38**																																
	Riparian Gasip River*	39.15																																
	Riparian Anak Gasip River*	27.03																																
HCV 4		167.13																																
6	Cemetery	0.37																																
HCV 6		0.37																																
Total		167.50																																
<p>5.2.2</p>	<p>Where rare, threatened or endangered (RTE) species and or other HCVs are present or affected by the plantation and mill operations, an appropriate measures that are expected to maintain or enhance them shall be implemented through a management plan.</p> <p>- Major compliance -</p> <p>PT. Meridan Sejatisurya Plantation have prepared a report for management and monitoring of HCV area on annual basis: PT. Meridan Sejatisurya Plantation has prepared HCV management and monitoring plan for 2017, becoming integral part under "Laporan Pengelolaan dan Pemantauan Area HCV di PT. Meridan Sejatisurya Plantation Kebun Sei Pingai 2017, consist of: HCV area marking; delineation and maintenance of riparian and boundary; monitoring of planting bamboo trees in riparian area; HCV socialization; HCV Sign Board reinstatement; animal and plant survey and maintenance of access road to cemetery (HCV 6).</p> <p>Based on field verification to Block G14 Division VI (Pingai River Riparian), shows that company has demonstrate effort to manage HCV area: marking the palm tree with paint to delineate the Pingai River riparian; marking the maximum area where chemical could applied; establishing the biodiversity monitoring area; planting bamboo for area prone to erosion; installation of signboard to create awareness for no hunting, no logging, no burning and no chemical application.</p> <p>Based on plant and animal survey in 2007, found: For plants; seven (7) types of bush and <i>palmae</i></p>	<p>Comply</p>																																

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Criterion / Indicator	Assessment Findings	Compliance
	<p>plants: <i>Imperata cylindrica</i>, <i>Trema orientalis</i>, <i>Gigantpchoa apus</i>, <i>Melastoma malabathricum</i>; One (1) type of fern plants: <i>Nephrolepis biserta</i>; One (1) type of timber: <i>Acacia mangium</i>; and One (1) type of cash crop: <i>Elais guineensis</i>. From the list, no type of plants categorized under protected species by government and/or falls under Critical Endangered (CR) species in IUCN Redlist and CITES's Appendix I.</p> <p>For animal identification; identified seven (7) birds <i>Centropus sinensis</i>, <i>Copsychus malabaricus</i>, <i>Alcedo meninting</i>, <i>Streptopelia chinensis</i>; Identified five (5) mammals <i>Sundasciurus tenuis</i>, <i>Muntiacus muntjak</i>, <i>Macaca fascicularis</i> and others; Identified three (3) types of reptile: <i>Gekko gekko</i>, <i>Maticira bivirgata</i> and others. Identified two species of animal protected <i>Alcedo meninting</i> and <i>Muntiacus muntjak</i> as falls under Critical endangered (CR) under IUCN Redlist and CITES's Appendix I.</p> <p>Based on 2017's annual plant and animal monitoring: Identified fourteen (14) types of plant: <i>Trema orientalis</i>, Congkak, Mahang, Waru (<i>Hisbiscus</i> sp). From the list, no type of plants categorized under protected species by government and/or falls under Critical Endangered (CR) species in IUCN Redlist and CITES's Appendix I.</p> <p>Fauna; identified one (1) mammal i.e. <i>Sus scrofa</i>; Identified thirteen (13) types of birds <i>Gallus gallus</i>, <i>Centropus sinensis</i>, <i>Copsychus saularis</i>, <i>Alcedo meninting</i>, <i>Streptopelia chinensis</i>; Identified four (4) types of reptiles <i>Varanus salvator</i>, <i>Mabuya multifaciata</i>, <i>Naja sp.</i>, <i>Phyton morulus</i>. As per list, identified four (4) types protected animal as per "Peraturan Pemerintah No. 7 tahun 1999" i.e. <i>Gallus gallus</i>, <i>Alcedo meninting</i>, <i>Varanus salvator</i>, <i>Phyton morulus</i>. However, from the identified list, there was no type of animal categorized under Critical Endangered (CR) species in IUCN Redlist and CITES's Appendix I.</p>	
<p>5.2.3</p>	<p>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>Company has a policy to protect flora and fauna as per "Surat Edaran Group Manager Kebun No.MSSP/SE/17/V/2013 tentang Perlindungan Flora dan Fauna" dated 15 May 2013. The memorandum explains restriction on no catching, no killing, no harming, no transporting and no trading of protected flora and fauna, including sanction to worker and contractor disregarding this regulation.</p> <p>PT. Meridan Sejatisurya Plantation has conducted education to workforce related to HCV management:</p> <ul style="list-style-type: none"> - HCV socialization to local community on 23 April 2014, attended by 30 participants from surrounding villages and local villages (based on attendance list); - HCV socialization to workers on 12 February 2015, attended by 26 workers; 	<p>Comply</p>

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Criterion / Indicator	Assessment Findings	Compliance
	<ul style="list-style-type: none"> - HCV socialization to workers on 12 May 2013, attended by 23 workers; - Socialization to workers on 23 April 2014, attended by 26 workers; - Socialization in June 2017 to all estate workers, palm oil mills workers, securities and local contractors. 	
<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>Based on document review upon “Laporan Pengelolaan dan Pemantauan Areal HCV tahun 2014” shows company has demonstrate effort to manage and monitors the HCV area, as recommend in HCV Identification document. All demonstrated effort has been documented in the report.</p> <p>The fauna biodiversity explained in detail under “Laporan Pemantauan Fauna” including species found, diversity index, and abundance level at each monitoring point.</p> <p>PT. Meridan Sejatisurya Plantation have prepared a report for management and monitoring of HCV area on annual basis:</p> <ul style="list-style-type: none"> - PT. Meridan Sejatisurya Plantation have prepared HCV management and monitoring plan for 2015, becoming intetgral part under “Laporan Pengelolaan dan Pemantauan Area HCV di PT. Meridan Sejatisurya Plantation Kebun Sei Pingai 2014”, consist of: marking, delineation and maintenance of riparian and boundary; species enrichment and planting of erosion control plant on the river; HCV socialization; signboard installation and maintenance; monitoring of flora and fauna. - PT. Meridan Sejatisurya Plantation has prepared HCV management and monitoring plan for 2017, becoming intetgral part under “Laporan Pengelolaan dan Pemantauan Area HCV di PT. Meridan Sejatisurya Plantation Kebun Sei Pingai 2017”, consist of: HCV area marking; delineation and maintenance of riparian and boundary; monitoring of planting bamboo trees in riparian area; HCV socialization; HCV Sign Board reinstatement; animal and plant survey and maintenance of access road to cemetery (HCV 6). 	<p>Comply</p>
<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.</p> <p>- Minor compliance –</p>	<p>All HCV areas within the PT. Meridan Sejatisurya Plantation concession.</p>	<p>Comply</p>
<p>Criterion 5.3: Waste is reduced, recycled, re-used and disposed of in an environmentally and socially responsible manner.</p>		
<p>5.3.1</p>	<p>A documented identified source of all</p> <p>Company maintains an ISO 14001 record of Environmental and Social Aspect and Impact</p>	<p>Comply</p>

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<p>waste and pollution, shall be available. - Major compliance -</p>	<p>Assessment for Palm Oil, latest update December 2014. Review record showed all environmental aspects from each station and field activities has been identified and assessed.</p> <p>In year 2018, PT. Meridan Sejatisurya Plantation have identified the source of waste and pollution, under "Matriks Pengelolaan Limbah No.FR.CSM.OP.1-3/1-0/01-09-2011" which consist of location of waste source, waste classification, waste category, the final disposal plan, collection frequency and the person-in-charge.</p> <ul style="list-style-type: none"> - KCK office emitted Domestic waste in form of paper waste, plastics, leftover food, drinking bottle, washing waste water; Solid hazardous waste in form of: tube (fluorescent) lamp and printer cartridge; - Palm oil mill workshop produce Domestic waste in form of: paper waste, leftover food, plastics, drinking bottle; Solid hazardous waste in form of: steel material, contaminated rags, contaminated rags, tube (fluorescent) lamp; Liquid hazardous waste in form of waste lubricants; <p>Domestic waste from housing was segregated, organic waste being composted; while inorganic waste being sent for landfills. Every three months, the landfill being covered with soil.</p>		
<p>5.3.2</p>	<p>There shall be evidence that all chemicals and their empty containers are disposed of responsibly. - Major compliance -</p>	<p>PT. Meridan Sejatisurya Plantation have managed the chemical and empty chemical container following regulation and best management practices. All chemical and the containers categorized as hazardous waste. Company have permit for temporary hazardous waste storage, before handling onto final disposal contractors. The permit for temporary hazardous waste storage as in "Keputusan Kepala Badan Lingkungan Hidup Kabupaten Siak No.05/BLH-S/KPTS/2013 tentang Izin Penyimpanan Sementara Limbah Berbahaya dan Beracun Kepada PT. Meridan Sejatisurya Plantation", dated 29 July 2013 and valid for 5 years. The permitted hazardous waste to be kept in temporary hazardous waste storage is used oil, used battery, used lamps, used oil filters, hazardous waste containers, contaminated material, cartridge, contaminated scrap, heavy machineries, junk vehicle.</p> <p>In 2015, PT. Meridan Sejatisurya Plantation have applied for permit revision (extension). Company have received approval as in "Surat Keputusan Kepala Badan Lingkungan Hidup Kabupaten Siak No.15/BLH-S/KPTS/2015 tentang Revisi Izin Penyimpanan Sementara Limbah Bahan Berbahaya dan Beracun PT. Meridan Sejatisurya Plantation" dated 14 December 2015. The temporary hazardous waste storage located in Kerinci Kanan Village, GPS coordinate 00° 32' 18.43" N and 101° 43' 45.93" E.</p> <p>The permitted hazardous waste to be kept in</p>	<p>Comply</p>

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	<p>temporary hazardous waste storage are waste oil, waste battery, waste filters, waste lamps, contaminated rags, contaminated hand gloves, hazardous waste container (jerry can, bottle, gunny bags), contaminated hazardous waste, infectious waste, printer cartridge, contaminated scrap.</p> <p>PT. Shali Riau Lestari, the licensed transporter, has permit for transport. Recommendation for transport of hazardous waste based on "Surat Rekomendasi Kementerian Lingkungan Hidup No. SK.879/MenLHK/Setjen/PLB.3/11/2016" dated 23 November 2016, valid for 5 years.</p> <p>The agreement between PT. Meridan Sejatisurya Plantation and the licensed transporter as in "Surat Perjanjian No.60/P-Limbah B3/MSSP/LGL-PKU/I/18", dated 2 January 2018, valid for 1 year.</p> <p>Document seen: "Laporan Pengelolaan Limbah Bahan Berbahaya dan Bahan Beracun period January-March 2018" and "Neraca Pengelolaan Limbah B3 dan Lembar Kegiatan Penyimpanan Limbah B3" are evident.</p> <p>Sample taken: 3.3 kg medical waste/infectious produced on 20 February 2018 and another 2,7 kg produced on 5 March 2018; handover to PT. Shali Riau Lestari of 7 kg medical waste/infectious dated 15 February 2018.</p> <p>"Berita Acara Serah Terima Limbah B3 No.SPI/GM-MSSP/42/II/2018" dated 15 February 2018. The handover minutes states PT. Meridan Sejatisurya Plantation handed over 1.400 used oil, 26 pieces of used battery to PT. Shali Riau Lestari. Manifest No. KLH-633000000446U for 1,260 liters of used oil on 15 February 2018.</p>	
<p>5.3.3 A documented waste management plan to avoid or reduce pollution and its implementation shall be available. - Minor compliance –</p>	<p>PT. Meridan Sejatisurya Plantation demonstrates Best Practice of Operations Waste Management No.FR.CSM.OP-1. The procedure classified the waste source based on hazardous level.</p> <p>Record of ISO 14001 Environment and Social Aspect and Impact Assessment for Palm Oil, dated December 2014 showed plan to reduce the environment impact identified in the mill and field activities. For example: hazardous waste is kept in permitted temporary store and send to licenced waste collector, empty fruit bunch is distributed to the estate field blocks as soil nutrient.</p> <p>PT. Meridan Sejatisurya Plantation demonstrated good waste management practices started from waste and pollution identification up to monitoring environment quality monitoring.</p> <ul style="list-style-type: none"> - Hazardous waste management: company have temporary hazardous waste store, company have recording temporary storage activity, company have a work agreement with licensed hazardous waste collector (PT. Shali Riau Lestari), company 	<p>Comply</p>

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	<p>have reported the hazardous waste management to "Dinas Lingkungan Hidup Kabupaten Siak" every three (3) months.</p> <ul style="list-style-type: none"> - Management of waste water/effluent: company utilizing palm oil mill effluent as soil nutrient (land application). The permit for POME land application as per "Surat Keputusan Kepala Dinas Penanaman Modal dan Pelayanan Terpadu Satu Pintu Kabupaten Siak No.01/DPMTSP-ILA/KPTS/2018 tentang Izin Pemanfaatan Air Limbah Industri Minyak Sawit pada Tanah di Perkebunan Kelapa Sawit PT. Meridan Sejatisurya Plantation" dated 11 January 2018. Company carried out monitoring for water quality at control well (frequency per six months) and the POME quality monitored on monthly basis. The analysis conducted by "Unit Pelaksana Teknis Pengujian Material – Dinas Pekerjaan Umum Provinsi Riau". - Company conducted air quality monitoring. Ambient air quality analysis on 14-15 August 2017 by "Binalab" covering nine (9) parameters – in accordance to "Peraturan Pemerintah No.41 tahun 1999. Odor analysis carried out on 14 August 2017 by "Binalab" covering five (5) paramters – in accordance to "Keputusan Menteri Lingkungan Hidup No.50/MENLH/XI/1996. Emission test for Sei Pingai POM power generator, carried out on 14 August 2017 by "Binalab" covering five (5) environmental parameters as required by "Peraturan Menteri Lingkungan Hidup No.13 tahun 2009 (NO₂ and CO₂), "Peraturan Menteri Lingkungan Hidup No.21 tahun 2008" for opacity; and "Keputusan Kepala Badan Pengendalian Lingkungan No.Kep/Bapedal/07/1996" for flowrate. <p>PT. Meridan Sejatisurya Plantation – Sei Pingai POM have a procedure for waste management under "Best Practices of Operations Procedure Waste Management No.FR.CSM.OP-1". Section "B. Limbah Anorganik" regulated waste management for inorganic waste. Section "3.13. Limbah B3" regulated hazardous waste management.</p> <ol style="list-style-type: none"> 1. Implement "Jumat bersih" (Clean Friday) program where all worker and family work together to clean waste on their housing compound; 2. Apply spill kit to all fuel and oil spillage on generator set on May 2018; 3. Collect and send all hazardous and toxic waste includes but not limited to used oil filter from housing complex to temporary hazardous waste storage at mill; 4. Collect all used fertilizer plastic bag from field; 5. Apply second containment for chemical spraying team on but not limited to Division 4 and 12; 6. Create containment for fuel pump area; 7. Apply spill kit for all lubricant spillage on Estate Central Warehouse; 	

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	<p>In addition, PT. Meridan Sejatisurya Plantation have put in place a continuous communication and monitoring:</p> <ul style="list-style-type: none"> - Socialize and implement Jumat bersih (Clean Friday) to all estate housing complex and field to ensure domestic and hazardous waste properly manage. - Socialize the waste management procedure to all officer that related to hazardous material (generator set officer, storage officer and fuel pump officer). 																																																																																																																												
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<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.</p> <p>- Minor compliance –</p>	<p>PT Meridan Sejatisurya Plantation demonstrated the budget for fuel usage 2018-2020 "Budget Pemakaian BBM tahun 2018-2020".</p> <p>The use of nut shell and fibre remains steady. Record on the use of renewable energy recorded under "Monitoring penggunaan Sumber Energi Terbarukan PKS PT. Meridan Sejatisurya Plantation".</p> <p>2017</p> <table border="1" data-bbox="719 949 1289 1406"> <thead> <tr> <th rowspan="2">Month</th> <th colspan="3">Diesel use (liter)</th> </tr> <tr> <th>Estate</th> <th>POM</th> <th>Total</th> </tr> </thead> <tbody> <tr><td>Jan</td><td>43,602</td><td>7,858</td><td>51,460</td></tr> <tr><td>Feb</td><td>38,666</td><td>7,112</td><td>45,778</td></tr> <tr><td>Mar</td><td>41,506</td><td>7,637</td><td>49,193</td></tr> <tr><td>Apr</td><td>42,616</td><td>8,262</td><td>50,878</td></tr> <tr><td>May</td><td>40,956</td><td>8,874</td><td>49,830</td></tr> <tr><td>Jun</td><td>37,628</td><td>9,508</td><td>47,136</td></tr> <tr><td>Jul</td><td>46,017</td><td>9,147</td><td>55,164</td></tr> <tr><td>Aug</td><td>46,524</td><td>9,126</td><td>55,650</td></tr> <tr><td>Sep</td><td>39,828</td><td>8,090</td><td>47,918</td></tr> <tr><td>Oct</td><td>47,932</td><td>8,396</td><td>56,328</td></tr> <tr><td>Nov</td><td>45,952</td><td>7,054</td><td>53,006</td></tr> <tr><td>Dec</td><td>46,714</td><td>7,937</td><td>54,651</td></tr> <tr><td>Total</td><td>517,941</td><td>99,001</td><td>616,942</td></tr> </tbody> </table> <p>The use of palm kernel shell and fiber remains steady. Record on the use of renewable energy recorded under "Monitoring penggunaan Sumber Energi Terbarukan PKS PT. Meridan Sujatisurya Plantation" period 2017.</p> <table border="1" data-bbox="719 1576 1217 1957"> <thead> <tr> <th>Year</th> <th>FFB Processed (tons)</th> <th>Shell for boiler (MT)</th> <th>Fiber for boiler (MT)</th> </tr> </thead> <tbody> <tr><td>2017</td><td></td><td></td><td></td></tr> <tr><td>Jan</td><td>16,184</td><td>687</td><td>2104</td></tr> <tr><td>Feb</td><td>15,881</td><td>634</td><td>2065</td></tr> <tr><td>Mar</td><td>17,581</td><td>666</td><td>2283</td></tr> <tr><td>Apr</td><td>14,852</td><td>587</td><td>1931</td></tr> <tr><td>May</td><td>14,834</td><td>608</td><td>1928</td></tr> <tr><td>Jun</td><td>14,348</td><td>605</td><td>1865</td></tr> <tr><td>Jul</td><td>16,522</td><td>1351</td><td>2148</td></tr> <tr><td>Aug</td><td>18,459</td><td>960</td><td>2299</td></tr> <tr><td>Sep</td><td>18,786</td><td>656</td><td>2442</td></tr> <tr><td>Oct</td><td>19,926</td><td>1315</td><td>2590</td></tr> <tr><td>Nov</td><td>19,865</td><td>948</td><td>2582</td></tr> <tr><td>Dec</td><td>17,618</td><td>1017</td><td>2290</td></tr> </tbody> </table> <p>2018</p> <table border="1" data-bbox="719 2011 1217 2038"> <thead> <tr> <th>Year</th> <th>FFB Processed</th> <th>Shell for</th> <th>Fiber for</th> </tr> </thead> <tbody> <tr> <td></td> <td></td> <td></td> <td></td> </tr> </tbody> </table>	Month	Diesel use (liter)			Estate	POM	Total	Jan	43,602	7,858	51,460	Feb	38,666	7,112	45,778	Mar	41,506	7,637	49,193	Apr	42,616	8,262	50,878	May	40,956	8,874	49,830	Jun	37,628	9,508	47,136	Jul	46,017	9,147	55,164	Aug	46,524	9,126	55,650	Sep	39,828	8,090	47,918	Oct	47,932	8,396	56,328	Nov	45,952	7,054	53,006	Dec	46,714	7,937	54,651	Total	517,941	99,001	616,942	Year	FFB Processed (tons)	Shell for boiler (MT)	Fiber for boiler (MT)	2017				Jan	16,184	687	2104	Feb	15,881	634	2065	Mar	17,581	666	2283	Apr	14,852	587	1931	May	14,834	608	1928	Jun	14,348	605	1865	Jul	16,522	1351	2148	Aug	18,459	960	2299	Sep	18,786	656	2442	Oct	19,926	1315	2590	Nov	19,865	948	2582	Dec	17,618	1017	2290	Year	FFB Processed	Shell for	Fiber for					<p>Comply</p>
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Criterion / Indicator		Assessment Findings				Compliance																														
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		Jan		281	2627																															
		Feb		272	2526																															
		Mar		231	2533																															
		Apr		262	2616																															
		<p>PT. Meridan Sejatisurya Plantation - Sei Pingai POM has treated the POME into methane capture. The methane capture have reduced the level of BOD significantly. The methane gas utilized for gas burner in boiler, reducing the use of palm kernel shell, which reduce particulate emission – in return. The use of methane gas for gas burner in boiler:</p> <table border="1"> <thead> <tr> <th>Month</th> <th>Biogas flow (m³)</th> <th>Shell saving (MT)</th> </tr> </thead> <tbody> <tr> <td>Aug 2017</td> <td>60,794</td> <td>120</td> </tr> <tr> <td>Sep 2017</td> <td>339,329</td> <td>776</td> </tr> <tr> <td>Oct 2017</td> <td>324,617</td> <td>837</td> </tr> <tr> <td>Nov 2017</td> <td>376,252</td> <td>1056</td> </tr> <tr> <td>Dec 2017</td> <td>343,195</td> <td>845</td> </tr> <tr> <td>Jan 2018</td> <td>409,773</td> <td>945</td> </tr> <tr> <td>Feb 2018</td> <td>366,195</td> <td>857</td> </tr> <tr> <td>Mar 2018</td> <td>351,167</td> <td>985</td> </tr> <tr> <td>Apr 2018</td> <td>368,196</td> <td>1,205</td> </tr> </tbody> </table>				Month	Biogas flow (m ³)	Shell saving (MT)	Aug 2017	60,794	120	Sep 2017	339,329	776	Oct 2017	324,617	837	Nov 2017	376,252	1056	Dec 2017	343,195	845	Jan 2018	409,773	945	Feb 2018	366,195	857	Mar 2018	351,167	985	Apr 2018	368,196	1,205	
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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.																																				
5.5.1	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. - Major compliance -	<p>Based on document review and field verification, PT. Meridan Sejatisurya Plantation is able to demonstrate that land preparation was carried out without use of fire.</p> <p>First Resources Limited – as parent company has had Sustainable Palm Oil Policy “Kebijakan Minyak Kelapa Sawit Berkelanjutan”, dated 1 July 2015. Zero burning has been stated on:</p> <p>1.g “Memelihara secara ketat kebijakan tanpa bakar dalam proses pembersihan lahan, baik pada area pengembangan maupun area penanaman kembali”.</p> <p>Also, it has been stated within Decree of the Board No.009/SUSTAINABILITY_FR/P/II/2012 related to Implementation of Environment and Conservation in Land Clearing.</p> <p>Procedure of Land Preparation “SOP Persiapan Lahan No.MN.FR.COP.OPA.PLH issue 01”, dated 1 July 2012.</p> <p>In PT. Meridan Sejatisurya Plantation, there was no scheme smallholder.</p>				Comply																														
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 -	There is no replanting yet. Based on field visit there was no sign for use of fire.				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 gaseous,	PT. Meridan Sejatisurya Plantation refers to “Dokumen Pengelolaan dan Pemantauan Lingkungan				Comply																														

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<p>particles, soot emissions and effluent, shall be available. (see Criterion 4.4) - Major compliance -</p>	<p>(DPPL) PT. Meridan Sejatisurya Plantation”, March 2009. The document explains in matrix of environmental monitoring and management that polluting activities sourced from POM waste water/effluent, air quality noise level from operations including POME treatment.</p> <p>Aside from the environmental impact document, PT. Meridan Sejatisurya Plantation demonstrates the Environment Aspect and Impact Assessment for POM and Estate. All significant impacts have been identified i.e. reduction of soil and water quality, reduction of air quality, impact to socio-economic of local community, impact to occupational health and safety, work and road traffic accident, land fire, and disturbance of natural water balance. Plan to monitor and manage of each identified environment impact have been provided and documented.</p> <p>Sei Pingai POM has installed methane capture for biogas station. This additional installation has respond from “Dinas Lingkungan Hidup dan Kehutanan melalui surat No.045/PPKLHK/1811”, dated 24 April 2018. One of point within these letter is utilization of methane gasses for biogas station. This biogas aims to support fuel for Boiler combustion by using gas burner. The biogas station or methane capture have not covered previously within the environmental impact assessment document (DPPL), including on the environment monitoring and management plan.</p> <p>The company already submit the letter of amendment on environmental impact assessment to relevant agencies, however due to all licenses or permission process in Riau province was pending because of unfinished spatial map (RTRWP), therefore no updating new license/permit was issued. This statement also stated within the respond letter from “Dinas Lingkungan Hidup dan Kehutanan”.</p>	
<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>PT. Meridan Sejatisurya Plantation demonstrates the Environment Aspect and Impact Assessment for POM and Estate. A number of activities identified emitting significant greenhouse gases, such as POME treatment, application of fertilizer, application of herbicide, fossil fuel consumption from FFB transport. Significant GHG source identified within GHG inventory and calculation for ISCC certification programme. Based on the calculation, the emission factorial comes from POM (processing), Estate upkeep (fertilizer, herbicide application) and FFB transport.</p> <p>Plan to minimize GHG deducted on Corporate Sustainability Management Mitigasi Gas Rumah Kaca No.FR.CSM.GRK dated 13th September 2012. The procedure identifies sources of GHG and its emission factors, GHG emission calculation, and GHG mitigation effort. The procedure also identified the GHG</p>	<p>Comply</p>

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	<p>inventory, both from estate and mill activity. Section 3.1 identified the source of GHG from estate: land use change, anorganic fertilizer (chemical), pesticide use, fossil fuel use.</p> <p>Section 3.2 identified the source of GHG from palm oil mill: chemical substance (cycle hexane, sulphuric acid, sodium carbonate, fuller’s earth, lubricants), use of fossil fuel, and waste (POME, EFB dumping, composting).</p> <p>Emission calculation in PalmGHG ver.3.01 in Appendix.</p> <p>The GHG mitigation effort consist of prevention plan: no conversion of peat soil, no conversion of HCV area, no land clearing/replanting with use of fire, agriculture intensification, legume cover crop planting, minimize use of pesticide, herbicide, to install boiler powered with shell, to install methane capture and closed composting, carbon footprint inventory.</p> <p>Corrective action plan: To use environment-friendly material, using energy saving electronics, minimizing methane gas emission through digester system for biogas such as composting and aerobic processing, optimizing use of renewable energy source (use of fibre and shell).</p> <p>PT. Meridan Sejatisurya Plantation - Sei Pingai POM has treated the POME into biogas/methane capture facility. The biogas plant/methane capture facility flow process: In feeding line, feeding pump flows the POME into reactor; in sludge line, the sludge pump refuse and/or return the sludge into homogenic pond; in the treated effluent line, treated effluent pump suction the treated POME from anaerob digester and sending to pond; In mixing line, the mixing blower suction the biogas from anaerobic digester to be sent back into pond floor and diffused inside reactor; Flare line suction the biogas from anaerobic digester to be sent back for flaring (burned).</p> <p>The methane capture have reduced the level of BOD significantly. The methane gas utilized for gas burner in boiler, reducing the use of palm kernel shell, which reduce particulate emission – in return. The use of methane gas for gas burner in boiler:</p> <table border="1" data-bbox="715 1688 1235 1962"> <thead> <tr> <th>Month</th> <th>Biogas flow (m³)</th> <th>Shell saving (MT)</th> </tr> </thead> <tbody> <tr> <td>Aug 2017</td> <td>60,794</td> <td>120</td> </tr> <tr> <td>Sep 2017</td> <td>339,329</td> <td>776</td> </tr> <tr> <td>Oct 2017</td> <td>324,617</td> <td>837</td> </tr> <tr> <td>Nov 2017</td> <td>376,252</td> <td>1056</td> </tr> <tr> <td>Dec 2017</td> <td>343,195</td> <td>845</td> </tr> <tr> <td>Jan 2018</td> <td>409,773</td> <td>945</td> </tr> <tr> <td>Feb 2018</td> <td>366,195</td> <td>857</td> </tr> <tr> <td>Mar 2018</td> <td>351,167</td> <td>985</td> </tr> <tr> <td>Apr 2018</td> <td>368,196</td> <td>1,205</td> </tr> </tbody> </table>	Month	Biogas flow (m ³)	Shell saving (MT)	Aug 2017	60,794	120	Sep 2017	339,329	776	Oct 2017	324,617	837	Nov 2017	376,252	1056	Dec 2017	343,195	845	Jan 2018	409,773	945	Feb 2018	366,195	857	Mar 2018	351,167	985	Apr 2018	368,196	1,205	
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5.6.3	A monitoring plan and results of regular reporting on emission and	A monitoring system is in place to monitor the GHG mitigation plan. Comply																														

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<p>pollutants from estate and mill operations using appropriate methods, shall be available. - Minor compliance –</p>	<p>Monitoring on emission, example: on generator No.1, dated 26-27 March 2018 (by Bina Lab, No.Cert.341-1/UE1/BINA/IV/2018): NO₂ 6.32 mg/m³; CO₂ 167.25 mg/m³; Opacity 20%; Temperature 122°C; Flow rate 23.4 m/second – meet requirement.</p> <p>On generator on generator No.2, dated 26-27 March 2018 (by Bina Lab, No.Cert.341-1/UE2/BINA/IV/2018): NO₂ 5.63 mg/m³; CO₂ 139.49 mg/m³; Opacity 20%; Temperature 99.6°C; Flow rate 26.8 m/second – meet requirement.</p> <p>On Boiler No.1, dated 26-27 March 2018 (by Bina Lab, No.Cert.341-1/UE4/BINA/IV/2018): particulate 33.63 mg/m³; NO₂ 156.63 mg/m³; SO₂ 206.1 mg/m³; HCl 3.83 mg/m³; Cl₂ <0.02 mg/m³; NH₃ <0.36 mg/m³; HF 4.10 mg/m³; Opacity 20% - meet requirement.</p> <p>On Boiler No.2, dated 26-27 March 2018 (by Bina Lab, No.Cert.341-1/UE5/BINA/IV/2018): particulate 66.7 mg/m³; NO₂ 38.46 mg/m³; SO₂ 337.7 mg/m³; HCl <1.86 mg/m³; Cl₂ <0.02 mg/m³; NH₃ <0.36 mg/m³; HF 4.29 mg/m³; Opacity 20% - meet requirement.</p> <p>Monitoring for opacity was using Ringlemann chart, as per SNI 19-7117.11-2005. Gravimetric method applies for monitoring of particulate, as per SNI 19-7117.11-2005.</p> <p>PalmGHG raw database: Fertilizer January – December 2017:</p> <table border="1" data-bbox="715 1227 1299 1637"> <thead> <tr> <th>Month</th> <th>Urea</th> <th>RP</th> <th>MOP</th> <th>Kieserite</th> <th>Dolomite</th> </tr> </thead> <tbody> <tr><td>Jan</td><td>111</td><td>10</td><td>451</td><td>-</td><td>-</td></tr> <tr><td>Feb</td><td>994</td><td>-</td><td>99</td><td>-</td><td>-</td></tr> <tr><td>Mar</td><td>419</td><td>-</td><td>651</td><td>-</td><td>-</td></tr> <tr><td>Apr</td><td>6</td><td>42</td><td>370</td><td>-</td><td>-</td></tr> <tr><td>May</td><td>-</td><td>347</td><td>155</td><td>-</td><td>-</td></tr> <tr><td>Jun</td><td>-</td><td>660</td><td>15</td><td>-</td><td>5</td></tr> <tr><td>Jul</td><td>-</td><td>226</td><td>-</td><td>305</td><td>468</td></tr> <tr><td>Aug</td><td>-</td><td>149</td><td>8</td><td>278</td><td>18</td></tr> <tr><td>Sep</td><td>-</td><td>56</td><td>-</td><td>93</td><td>54</td></tr> <tr><td>Oct</td><td>170</td><td>89</td><td>321</td><td>129</td><td>140</td></tr> <tr><td>Nov</td><td>700</td><td>-</td><td>610</td><td>-</td><td>-</td></tr> <tr><td>Dec</td><td>169</td><td>-</td><td>284</td><td>-</td><td>10</td></tr> <tr><td>Total</td><td>2569</td><td>1578</td><td>2964</td><td>806</td><td>695</td></tr> </tbody> </table> <p>The company have calculated the GHG emission as per PalmGHG.</p>	Month	Urea	RP	MOP	Kieserite	Dolomite	Jan	111	10	451	-	-	Feb	994	-	99	-	-	Mar	419	-	651	-	-	Apr	6	42	370	-	-	May	-	347	155	-	-	Jun	-	660	15	-	5	Jul	-	226	-	305	468	Aug	-	149	8	278	18	Sep	-	56	-	93	54	Oct	170	89	321	129	140	Nov	700	-	610	-	-	Dec	169	-	284	-	10	Total	2569	1578	2964	806	695	
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<p>Principle 6: Responsible consideration of employees and of individuals and communities affected by growers and millers</p>																																																																																						
<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>PT. Meridan Sejatisurya Plantation has carried out Social Environmental Impact Assessment (SEIA) on 2014, available under "Laporan Social Environmental Impact Assessment PT. Meridan Sejatisurya</p>	<p>Comply</p>																																																																																			

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Criterion / Indicator	Assessment Findings	Compliance
	Plantation Tahun 2014". The document is prepared by Erwan Effendi, S.Si, M.Si (Team leader), Panji Mulya, SP, Eska Arganita, S.Hut, Kendi Purwanto, S.Hut, Devidia Intan Permata Yahdi, S.Hut. In the document, described the stakeholder involvement through interview.	
<p>6.1.2</p> <p>There shall be evidence that the assessment has been conducted with the participation of affected parties.</p> <p>- Major compliance -</p>	Based on document verification, Social Impact Assessment activities done with participation from numerous affected parties. The participation through interview with purposive sampling to determine sampled village and random sampling to determine respondent. The document complemented with questionnaire form and respondent list from each village.	Comply
<p>6.1.3</p> <p>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.</p> <p>- Major compliance -</p>	<p>Company has prepared "Program Pengelolaan dan Pemantauan Sosial tahun 2017 - 2018". The document explains social management and monitoring plan, consist of communication program with stakeholders; education improvement program; health quality improvement; community's economic improvement program; environment management and infrastructure improvement program.</p> <p>Objective of environmental management is to minimize negative impact and to promote positive impact, from palm oil mill and plantation activities.</p> <p>PT. Meridan Sejati Surya Plantation conducted survey/questionnaire onto community, in order to understand community perception related to mitigation of community unrest. The point questioned to community covers satisfaction of land compensation process, acceptance of outside workforce, disposal of solid and liquid waste, disturbance to community health, and accident caused by harvesting activity.</p> <p>The result of survey/questionnaire have been incorporated into "Laporan Pelaksanaan RKL & RPL" Semester I – 2017" and "Laporan Pelaksanaan RKL & RPL" Semester II – 2017.</p> <p>PT. Meridan Sejatisurya Plantation planned to continuously monitor the community perception on 6-monthly basis.</p>	Comply
<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>Company has environmental management and monitoring plan, available under "Jadwal Pemantauan dan Pengukuran Parameter Lingkungan" that must be done in accordance with RKL-RPL matrix. This document signed by General Manager for implementation at mill and estate. There was no changes in scope of study.</p> <p>In broader extent, company has established Standard Operating Procedure Environment and Social Aspect Impact No.FR.EMS.EAI dated 1 September 2011, signed by CEO; explaining that company conduct annual evaluation for environmental and social impact, as available under "Environment and Social Aspect and Impact".</p>	Comply

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	<p>Periodic evaluation on Social Impact Assessment have been carried out every two (2) years. For example, inside document "Dokumen Evaluasi Social Environment Impact Assessment melalui Pengelolaan dan Pemantauan Sosial PT. Meridan Sejatisurya Plantation, Kebun Sei Pingai" for period 2017-2018. The said document explains the implementation of environment and social management and monitoring on period year 2017 and 2018. The document also evaluated the social management and monitoring; as consideration to prepare management and monitoring program in the subsequent period.</p>	
<p>6.1.5 Particular attention shall be paid to the impacts of smallholder schemes (where the plantation includes such a scheme). - Minor compliance -</p>	<p>PT. Meridan Sejatisurya Plantation does not have smallholder scheme. Not applicable.</p>	<p>Not applicable N/A</p>
<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 Communication and consultation procedures shall be documented. - Major compliance -</p>	<p>PT. Meridan Sejatisurya Plantation has issued Standard Operating Procedure Komunikasi No.FR.EMS.CIE signed by CEO, dated 1 September 2011. The procedure regulates mechanism to receive information request and provides respond for information request from stakeholders. Based on interview with sampled worker, they have understood the mechanism for communication and consultation. Statement noted that worker are free to choose their communication channel. Based on interview with surrounding communities, NGO and contractors – statement noted company are taking verbal and written inputs and provide response respectively.</p>	<p>Comply</p>
<p>6.2.2 The company shall have official(s) who is responsible for consultation and communications with parties. - Minor compliance -</p>	<p>PT. Meridan Sejatisurya Plantation has appointed personnel to receive information request from all parties/stakeholders. Corporate Sustainability Head is responsible to communicate and evaluating the communication effectiveness with all parties/stakeholders. Corporate Legal head is responsible to provide consideration to Sustainability Head and relevant directorate in building communication, provide information and provide respond for information request, in relation to Environmental management and SPO management. Directorate/General Manager/Field Manager/Manager/Mill Manager/Downstream Manager is responsible to provide information to stakeholder related to company commitment for environment, social and legal aspects. Pulic relation officer is responsible to build good</p>	<p>Comply</p>

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Criterion / Indicator	Assessment Findings	Compliance
	communication, receiving information request and providing response upon information request and communicating to General Manager.	
<p>6.2.3</p> <p>The company shall have a list of stakeholders, records of communications, including confirmation of receipt and that 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>PT. Meridan Sejatisurya Plantation has prepared stakeholder list and updated on annual basis.</p> <p>The list – “Daftar Stakeholders” dated 1 January 2018, consist of:</p> <ul style="list-style-type: none"> a. Eight (8) type of stakeholders at government office at province level, such as: “Dinas Perkebunan Provinsi Riau”, “Dinas Lingkungan Hidup Riau”, “Kantor Wilayah Badan Pertanahan Nasional (BPN) Provinsi Riau”, and others. b. Four (4) type of stakeholders at government office at regency level, such as “Dinas Perkebunan Kabupaten Siak Sri Indrapura”, “Dinas Lingkungan Hidup Kabupaten Siak Sri Indrapura”, “Kantor Pertanahan Nasional (BPN) Kabupaten Siak, Riau”. c. Two (2) stakeholders for district office of “Kecamatan Kerinci Kanan” and “Kecamatan Tualang”. d. Four (4) type of stakeholders from police, such as “Kepolisian Kecamatan Kerinci Kanan” and “Kepolisian Kabupaten Siak Sri Indrapura”. e. Five (5) type of stakeholders from level village level: “Desa Kerinci Kanan”, “Desa Maridan”, “Desa Tualang”, “Dusun Cempedak”. f. Eight (8) type of stakeholders from medical services at province and regency such as “Rumah Sakit Umum Daerah Pekanbaru”, Rumah Sakit Lancang Kuning”, “Rumah Sakit Ibnu Sina”, “Klinik Upaya Kesehatan Pekerja PT. Meridan Sejatisurya Plantation”. g. Six (6) type of stakeholders from education institution “Universitas Negeri Riau”, “SMA Negeri 5 Tualang”, “SMP Satu Atap”. h. Seven (7) type of cultural stakeholders such as: “Tokoh Adat Kampung Tengah”, “Ninik Mamak Kerinci Kanan”, “Pemangku Adat Kampung Kerinci Kanan”, “Lembaga Adat Melayu Kampung Kerinci Kanan”, “Ninik Mamak Meridan”, “Laskar Melayu Riau”. i. Non Governmental Organization/NGO “Forum Cendikiawan Kabupaten Siak”. j. Three (3) type of financial institution stakeholders “Bank Mandiri Pekanbaru”, “Bank BRI Simpang Beringin”, “Bank Muamalat Pekanbaru”. k. Forty five (45) type of stakeholders from suppliers and contractors. <p>The stakeholder list completed with name of organization/company, contact person, relation with CH, address and pone number.</p>	<p>Comply</p>
<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</p>	<p>PT. Meridan Sejatisurya Plantation has prepared</p> <p>Comply</p>

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	<p>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>6.3.2</p>	<p>There shall be records of process and outcome of dispute resolution.</p> <p>- Major compliance -</p>	<p>Comply</p>
<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>		
<p>6.4.1</p>	<p>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.</p> <p>- Major compliance -</p>	<p>Comply</p>

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	<p>22nd March 2005. Inside both document, there is agreement from discussion result between company and Mr. H/AK; acknowledged by Kepala Desa Kerinci Kanan and other witnesses. The document also completed with <i>Sceet Kaart</i> (land parcel situation map) as result from collective measurement process between company and Mr. H/AK and acknowledged by Kepala Desa Kerinci Kiri, Ketua RT, Ketua RW and neighborung landowners.</p> <p>Land compensation to Mr. WS, Rawang Kawo village for land parcel of 28 Ha. The land compensation written under "Dokumen Surat Perjanjian Saguh Hati dan Surat Pernyataan" dated 22 May 2006. Inside both document, there is agreement from discussion result between company and Mr. WS; acknowledged by Kepala Desa Kerinci Kanan and other witnesses. The document also completed with <i>Sceet Kaart</i> (land parcel situation map) as result from collective measurement process between company and Mr. WS and acknowledged by Kepala Desa Kerinci Kanan, Kepala Desa Kerinci Kiri, Camat Kerinci Kanan and Ninik Mamak Kerinci Kanan.</p>	
<p>6.4.2</p> <p>A procedure for calculating and distributing fair compensation shall be established, implemented, monitored and evaluated in a participatory way. Corrective actions are taken as a result of this evaluation.</p> <p>- Minor compliance –</p>	<p>Company has established land compensation procedure as "Prosedur Pembebasan Lahan" UMM-PLH-2 signed by Managing Director on 2 September 2012. In the procedure, all land compensation process explained, from initial communication, land inventory, verification, land measurement with relevant parties, negotiation and payment. Based on document review and interview, company has meet FPIC principles, without force from one party.</p> <p>Based on interview with Mr. Ahadin, from Rimba Cempedak hamlet, stated that their family have received land compensation upon their family land of 45 Ha to PT. Meridan Sejatisurya Plantation. During the compensation process, stakeholders are involved in the process – this includes village authority, cultural head (Ninik Mamak), district authorities up to collective measurement and participatory mapping. Base from management statement, interview with surrounding communities and Adat Melayu communities – PT. Meridan Sejati Surya Plantation have stopped land compensation since 2006.</p>	<p>Comply</p>
<p>6.4.3</p> <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>Company recorded all compensation process. The sighted compensation covering 1,973.56 Ha or 297 land parcels, under ownership of 19 persons/groups. Sample: Land compensation to Mr. Y, Lubuk Dalam village for land parcel of 14 Ha. The land compensation written under "Dokumen Surat Perjanjian Saguh Hati dan Surat Pernyataan" dated 23rd September 2003. Inside both document, there is agreement from discussion result between company and Mr. Y; acknowledged by Kepala Desa Lubuk Dalam and other witnesses.</p>	<p>Comply</p>

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	<p>For period 2004 – 2007, company has performed compensation covering 1,272.70 Ha or 556 land parcels, under ownership of 36 persons/groups. Sample: Land compensation to Mr. H/AK, Kerinci Kanan village for land parcel of 41.4 Ha. The land compensation written under “Dokumen Surat Perjanjian Saguh Hati dan Surat Pernyataan” dated 22nd March 2005. Inside both document, there is agreement from discussion result between company and Mr. H/AK; acknowledged by Kepala Desa Kerinci Kanan and other witnesses. The document also completed with <i>Sceet Kaart</i> (land parcel situation map) as result from collective measurement process between company and Mr. H/AK and acknowledged by Kepala Desa Kerinci Kiri, Ketua RT, Ketua RW and neighborung landowners.</p> <p>Land compensation to Mr. WS, Rawang Kawo village for land parcel of 28 Ha. The land compensation written under “Dokumen Surat Perjanjian Saguh Hati dan Surat Pernyataan” dated 22 May 2006. Inside both document, there is agreement from discussion result between company and Mr. WS; acknowledged by Kepala Desa Kerinci Kanan and other witnesses. The document also completed with <i>Sceet Kaart</i> (land parcel situation map) as result from collective measurement process between company and Mr. WS and acknowledged by Kepala Desa Kerinci Kanan, Kepala Desa Kerinci Kiri, Camat Kerinci Kanan and Ninik Mamak Kerinci Kanan.</p> <p>Based on interview with Mr. Ahadin, from Rimba Cempedak hamlet, stated that their family have received land compensation upon their family land of 45 Ha to PT. Meridan Sejatisurya Plantation. During the compensation process, stakeholders are involved in the process – this includes village authority, cultural head (Ninik Mamak), district authorities up to collective measurement and participatory mapping. Base from management statement, interview with surrounding communities and Adat Melayu communities – PT. Meridan Sejati Surya Plantation have stopped land compensation since 2006.</p>		
<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>			
<p>6.5.1</p>	<p>Documentation of pay and conditions for employees based on the existing manpower regulations shall be available. - Major compliance -</p>	<p>Decree letter for minimum wage from Riau Governor, as per “Surat Keputusan Gubernur Riau No.Kpts.880/Xi/2017 tentang Upah Minimum Kabupaten/Kota se-Provinsi Riau tahun 2018” dated 20 November 2017; stating the minimum wage for Siak Regency at Rp. 2,561,250.65. Based on document verification, it was known that: a. “GAPKI Riau” through letter No.083/GAPKI/R/III/2018” dated 3 March 2018 has suggest their members to implement</p>	<p>Comply</p>

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	<p>minimum wage as agreed between "GAPKI" and "BKS-PPS" in 2018 for Rp. 2,617,500/month.</p> <p>b. "Surat Edaran Managing Director First Resources Regional Riau No.02.0/SE/007/III/18 perihal Upah Karyawan Harian tahun 2018" dated 9 March 2018 stating the minimum wage for daily worker at Rp. 104,700/manday. Wage for permanent worker at Rp. 2,479,500 and natura worth 15 Kg rice with price sets at Rp. 9,200/Kg.</p> <p>Document verification made upon "Report Payroll Summary Detail" April 2018 shows the salary payment made in accordance with minimum wage regulation 2018. Sample:</p> <p>a. Salary payment Mr. Nu***** (permanent worker harvester) Basic salary Rp. 2,622,500; Rice benefit Rp. 289,800; BPJS-TK (insurance) Rp. 22,029; Premi (incentive) Rp. 2,514,777; BPJS-Kes Rp. 104,900. The gross salary was Rp. 5,554,006. Deduction consist of: BPJS-TK Rp. 100,704; BPJS-Kes Rp. 131,125; Rice benefit Rp. 427,800; SPSP levy Rp. 10,000; Other deduction Rp. 274,600,-. Total deduction Rp. 944,229. Take home pay for April 2018 was Rp. 4,609,777.</p> <p>b. Salary payment Mr. Naf*** Mat***** (Harvester) Basic salary Rp. 2,620,500; Rice benefit Rp. 82,800; BPJS-TK (insurance) Rp. 22,012; Premi (incentive) Rp. 1,790,389; BPJS-Kes Rp. 82,800. The gross salary was Rp. 4,620,521. Deduction consist of: BPJS-TK Rp. 100,704; BPJS-Kes Rp. 131,025; Rice benefit Rp. 220,800; SPSP levy Rp. 10,000; Other deduction Rp. 0. Total deduction Rp. 462,452. Take home pay for April 2018 was Rp. 4,158,069.</p> <p>c. Salary payment Mr. E** Ar*** (Temporay worker) Basic salary Rp. 2,620,500; Rice benefit Rp. 220,800; BPJS-TK (insurance) Rp. 22,012; Premi (incentive) Rp. 565,505; BPJS-Kes Rp. 82,800. The gross salary was Rp. 3,533,637. Deduction consist of: BPJS-TK Rp. 100,704; BPJS-Kes Rp. 131,025; Rice benefit Rp. 358,800; SPSP levy Rp. 10,000; Other deduction Rp. 0. Total deduction Rp. 600,452. Take home pay for April 2018 was Rp. 2,933,185.</p> <p>Based on interview with worker union, sampled workers and relevant authorities; company has implemented "Upah Minimum Sektoral Provinsi Riau tahun 2018."</p> <p>Back in 3 September 2015, Management conducted meeting with FSPP SPSP PT. Meridan Sejati Surya Plantation (worker union), attended by leader, secretary, treasurer and representative of each division. The meeting resulted in consensus that helper is not allowed, as it is not in accordance with Undang-undang No.13 tahun 2003. PT. Meridan Sejati Surya Plantation has conducted</p>	

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	<p>evaluation of harvester output, and the data shown harvester could meet the target without helper. Management communicating the policy that all harvesters are not allowed to use helper. Management has coordinated with worker union to communicating this policy onto all workers. PT. Meridan Sejati Surya Plantation conducted field verification to ensure harvester no longer using helper.</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>PT. Meridan Sejatisurya Plantation has a collective work agreement, as approved by "Pengurus Unit Kerja Serikat Pekerja Pertanian dan Perkebunan (PUK SPPP-SPSI) PT. Meridan Sejati Surya Plantation Kebun Sei Pingai" on 23 February 2018, and legalized by "Kepala Dinas Transmigrasi dan Tenaga Kerja Kabupaten Siak" through "Surat Keputusan No.25 Tahun 2018 tentang Pendaftaran Perjanjian Kerja Bersama antara PT. Meridan Sejatisurya Plantation dengan Pengurus Unit Kerja SPPP-SPSI PT Meridan Sejatisurya Plantation Kebun Sei Pingai" dated 10 April 2018. This is in accordance to the letter from "Surat Kepala Dinas Transmigrasi dan Tenaga Kerja Kabupaten Siak No.560/Distransnaker/V/2018/400 perihal Pendaftaran Perjanjian Kerja Bersama/PKB) dated 28 May 2018.</p> <p>Inside the agreement, all regulation has been clearly explained related to working hour, recruitment process and its requirement, overtime, salary payment, social insurance, accident insurance, occupational health and safety, working rules and regulation. Based on interview with worker union, they have understood all of the clauses regulated under the collective work agreement.</p>	<p>Comply</p>
<p>6.5.3 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. - Minor compliance -</p>	<p>Based on document verification, interview with worker union and sampled worker, statement obtained that PT. Meridan Sejatisurya Plantation has provided welfare facility in form of:</p> <ol style="list-style-type: none"> Housing facility for Staff type G1: 32 units; housing for worker type G2 permanent: 108 units; housing for worker type G2 Semi permanent: 80 units; housing for worker type G4 permanent: 288 units; housing for worker type G4 semi permanent: 344 units; housing for worker type G6 permanent: 6 units; housing for worker type G6 board: 168 units and longhous 2 units. Housing provided with electricity from power generator and clean water. 1 unit mosque and 14 units Musholla. Health/medical facility in form of clinic: 1 unit with three rooms; ambulance: 1 unit. Education infrastructure: kindergarten "TK Berdikari" with 2 units classroom, elementary school "Sekolah Dasar 18 Maridan" with 8 classrooms and school bus 3 units. Sport facility in form of football field: 1 unit; Badminton: 1 unit and volleyball:2 unit). 	<p>Comply</p>

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	<p>Based on field visit, worker housing is in good condition. Each house installed with water and electricity supply. Interview with worker, housing issues such as broken door, leaking roof or blocked septic tank are followed up and repaired immediately. Based on interview with sampled workers, water supply to the housing is in good quality (clean-filtered water) and sufficient for domestic use (washing, bath, cooking). This was also confirmed with worker union representative during stakeholder consultation. Monitoring of worker housing, including basic infrastructure (water and electricity) carried out by field overseer at each division.</p>	
<p>6.5.4</p>	<p>There shall be demonstrable efforts to improve workers' access to adequate, sufficient and affordable food. - Minor compliance –</p>	<p>Company provided wach worker with staple food supply (rice) every month, as part of salary payment. The amount of rice supplied considering the number of family member. Company provided monthly transportation to local market, so that employee's wife/families could have access to Desa Simpang Beringin – accommodating monthly groceries.</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 and collective bargaining are restricted under law, the employer facilitates parallel means of independent and free association and bargaining for all such personnel.</p>		
<p>6.6.1</p>	<p>A record of the company's policy in understandable language recognising freedom of association, shall be available. - Major compliance –</p>	<p>Company has a policy related to freedom of association under "Internal Memo HR Director No.018/Int.Memo/MSSP/II/2013 tentang Fasilitas Pembentukan Serikat Pekerja PT Meridan Sejatisurya Plantation" dated 5 February 2013.</p> <p>In PT. Meridan Sejatisurya Plantation, worker union has been established under name "Pengurus Unit Kerja SPPP-SPSI Kebun Sei Pingai" as per "Surat Keputusan Pengurus Daerah SPPP-SPSI Riau No. Kep.09-A/PD-FSP.PP/SPSI/R/03/2013 tentang Pengesahan/Penguahan Komposisi dan Personaliala Pengurus Unit Kerja SPPP-SPSI PT. Meridan Sejati Surya Plantation Kebun Sei Pingai masa bakti 2012 – 2017". The worker union has been listed to Dinas Tenaga Kerja Kabupaten Siak as per "Surat No. 568/Disosnakertrans/IV/2013/366 tentang Susunan Pengurus PUK SPPP-SPSI sesuai SK Pengurus Daerah SPPP-SPSI Riau No.Kep.09-A/PD-FSP.PP/SPSI/R/03/2013" dated 22 April 2013. The current committee chaired by Mr. Jhoni Amir.</p> <p>Comply</p>
<p>6.6.2</p>	<p>Records of meetings with labor unions or workers representatives shall be available. - Minor compliance –</p>	<p>Based on document verification and interview with worker union chairman, meeting with company/management held on 6 monthly basis to discuss collective work agreement and other industrial relation and/or other general issue. Latest meeting dated 15 January 2018.</p> <p>Comply</p>
<p>Criterion 6.7: Children are not employed or exploited.</p>		
<p>6.7.1</p>	<p>There shall be documented evidence that minimum age requirements are</p>	<p>Policy on worker recruitment regulated as per collective work agreement chapter 13 (persyaratan</p> <p>Comply</p>

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<p>met. - Major compliance –</p>	<p>Umum penerimaan karyawan) stating that prospective employee requirement minimum 18 years old during recruitment process. Company has issued another policy "Surat Edaran HR Director No.02.04/SE/HRD/001/VIII/2011 tentang Kebijakan tidak mempekerjakan anak di bawah usia" dated 9 August 2011.</p> <p>Based on verification upon manpower record period April 2018, no worker under 18 years old. Sample seen:</p> <ul style="list-style-type: none"> a. Mr. E** A**** born 17 August 1976 started worked at company on 1 August 2009 or 33 years. b. Mr. Na**** Mat***** born 24 March 1980 started work for company on 12 April 2010 or 30 years old. c. Mr. Nur*** born 3 January 1968 become worker at PT. Meridan Sejatisurya Plantation on 1 July 2002 or 34 years old. d. Mrs.Ing*** Fi*** Sur***** born 29 January 1991 works started 19 December 2013 or 22 years 11 months. e. Mr.Ko** Her***** born 2 January 1995 and started work from 1 Juni 2017 or 22 years 5 months. f. Mr.E** Sug***** born 15 June 1991 and started work 1 November 2009 or 18 years 5 months. <p>Based on interview with spraying worker, local contractor and worker union representative, there is no worker unde 18 years old.</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 A company's policy on equal opportunity and treatment for work shall be available and documented. - Major compliance –</p>	<p>Company has a policy related to equal opportunity treatment under "Surat Keputusan Direksi No.011.A/Sustainability-FR/P/VI/2012 tentang Kebijakan persamaan kesempatan kerja" dated 15 June 2012. Based on interview with workers and worker union, company does not practising discriminative towards the employees.</p> <p>Based on interview with local communities, job vacancy announcement made available in surrounding villages.</p>	<p>Comply</p>
<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>PT. Meridan Sejatisurya Plantation have procedures:</p> <ul style="list-style-type: none"> a. Selection and recruitment - "Prosedur Rekrutmen dan Seleksi Karyawan No.FR.CHR.R&S.002" dated 1 November 2012. b. Worker performance evaluation - "Prosedur Penilaian Prestasi Kerja Karyawan No. FR.CHR.R&S.001" dated 1 November 2012. c. Worker relocation - "Prosedur Mutasi Karyawan No.FR.CHR.L&D.003" dated 1 July 2012. d. Worker promotion - "Prosedur Promosi Karyawan No.FR.CHR.L&D.004" dated 1 July 2012. 	<p>Comply</p>

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	<p>Based on record review, there was no discriminative action to worker period April 2018 (Laporan Bulanan Personalia) shows that worker is coming from different background. These various background comes from local worker, worker from other island, gender and education background. For example: workers in Afdeling II comes from Riau province (local), and other province such as Jawa, Nusa Tenggara, Nias, Sumatera Utara. In relation to job type available in estate, dominated by male workers.</p> <p>Based on interview with workers and worker union, there is no indication that company being discriminative towards the employees: rice benefit provided as per standard (number of dependent), working tools provided for worker – based on activity, PPE provided for worker – based on risk assessment.</p>	
<p>6.8.3 Records of evidence that equal opportunity and treatment for work shall be available. – Minor compliance -</p>	<p>Based on document verification upon Job vacancy announcement PT. Meridan Sejatisurya Plantation, "Surat No.MSSP/LK/62/II/2013" shows the recruitment process requirement adjusted with job type including education level, age, health status. Based on interview with worker union chairman, stated company conducted regular evaluation against all of employees, as one aspect considered for promotion. Company also conducted talent test prior to promotion.</p> <p>Based on interview with worker union chairman, stated company conducted regular evaluation against all of employees, as one aspect considered for promotion.</p>	<p>Comply</p>
<p>Criterion 6.9: There is no harassment or abuse in the work place, and reproductive rights are protected.</p>		
<p>6.9.1 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>PT. Meridan Sejatisurya Plantation has a policy on gender equality, prevention of sexual harassment and violence to women and children as in "Surat Keputusan Direksi No.011.C/Sustainability_FR/P/VI/2012 tentang Kebijakan Pelecehan Seksual" signed by CEO First Resources Group on 15 June 2015.</p> <p>PT. Meridan Sejatisurya Plantation has gender committee. The gender committee has their organizationstructure established on 26 June 2015. The gender committee led by Mrs. Tukinem, assisted by a number of coordinators.</p> <p>In 2018, communication on policy to protect womens’s reproductive rights, protect female worker from sexual harrassment and domestic violence, dated 5 February 2018 – attended by 24 workers.</p>	<p>Comply</p>
<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>PT. Meridan Sejatisurya Plantation has a policy in place as per "Surat Keputusan Direksi No.011.D/Sustainability_FR/P/VI/2012 tentang Kebijakan Perlindungan Hak-Hak Reproduksi" signed by CEO First Resources Group on 15 June 2015.</p> <p>There is an agreemen between Gender Committee</p>	<p>Comply</p>

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	<p>administrator, management and worker union related to female worker protection – on 26 June 2015, a.o.: Female working on night shift entitled to specific protection, in terms of physical as well as health and decency/ethics; Menstruation leave given to female worker with health problem, completed with medical reference; Maternal leave is given 1.5 months prior to delivery and 1.5 months after delivery; Company provide opportunity to breastfeeding the infant and will not employs breastfeeding female for chemical-related work; Company will give zero-tolerance on sexual harassment case and punishment will be given as per collective work agreement.</p> <p>In 2018, communication on policy to protect womens’s reproductive rights, protect female worker from sexual harrassment and domestic violence, dated 5 February 2018 – attended by 24 workers. Based on interview with female worker from fertilizer application and spraying gang, states there is monthly check and monitoring on pregnancy and breastfeeding status.</p>	
<p>6.9.3 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. - Minor compliance –</p>	<p>The complaint/grievance handling process is referring to “SOP Penanganan Pengaduan No.IAD-PPN-1 ,Rev.I” signed by Managing Director dated 3 September 2012. The procedure explains complaint/grievance related to sexual harassment and violence against women and children. The procedure also explains protection and anonymity for the complainant becomes responsibility of Internal Audit Manager or Internal Audit Director.</p> <p>Based on interview with gender committee administrator, complaint related to sexual harassment and/or violence against women and children or discriminative treatment can be channelled through gender committee. Moreover, since the gender committee established in March 2015, no logged report related to sexual harassment and/or violence against women and children or discriminative treatment.</p>	<p>Comply</p>
<p>Criterion 6.10: Growers and mills deal fairly and transparently with smallholders and other local businesses.</p>		
<p>6.10.1 Current and past prices paid for Fresh Fruit Bunches (FFB), shall be publicly available. - Minor compliance -</p>	<p>PT. Meridan Sejatisurya Plantation does not have scheme smallholder, however there is FFB purchase from local community through FFB supplier/collector. Based on document review, the agreement stated FFB price follows market price. The FFB price regulated and determined as per “Keputusan Hasil Rapat Tim Penetapan Harga Pembelian TBS Kelapa Sawit Provinsi Riau”. The FFB price determined and announced every week (effective from Wednesday up to Tuesday in the following week). Present and past FFB price record is available.</p>	<p>Comply</p>
<p>6.10.2 Pricing mechanisms for Fresh Fruit Bunches (FFB) and inputs/services shall be explained and documented</p>	<p>The FFB price regulated and determined as per “Keputusan Hasil Rapat Tim Penetapan Harga Pembelian TBS Kelapa Sawit Provinsi Riau”. The FFB</p>	<p>Comply</p>

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<p>(where these are under the control of the mill or plantation). - Major compliance -</p>	<p>price determined and announced every week (effective from Wednesday up to Tuesday in the following week). FFB supplier/collector understand the system and update the price regularly via SMS or newspaper. Sample taken: FFB price for period 2-8 May 2018 "Harga TBS Periode tanggal 2 - 8 Mei 2018 berdasarkan Berita Acara Hasil Rapat Penetapan Harga Pembelian TBS Produksi Pekebun di Provinsi Riau No.18/TPH TBS-V/2018" dated 2 May 2018:</p> <table border="1" data-bbox="715 712 1299 1099"> <thead> <tr> <th>No.</th> <th>Palm age (year)</th> <th>FFB price (Rp./Kg)</th> </tr> </thead> <tbody> <tr><td>1</td><td>3</td><td>1.324,34</td></tr> <tr><td>2</td><td>4</td><td>1.478,57</td></tr> <tr><td>3</td><td>5</td><td>1.582,05</td></tr> <tr><td>4</td><td>6</td><td>1.628,87</td></tr> <tr><td>5</td><td>7</td><td>1.690,95</td></tr> <tr><td>6</td><td>8</td><td>1.743,69</td></tr> <tr><td>7</td><td>9</td><td>1.799,86</td></tr> <tr><td>8</td><td>10-20</td><td>1.849,88</td></tr> <tr><td>9</td><td>21</td><td>1.805,29</td></tr> <tr><td>10</td><td>22</td><td>1.759,97</td></tr> <tr><td>11</td><td>23</td><td>1.715,37</td></tr> <tr><td>12</td><td>24</td><td>1.697,39</td></tr> <tr><td>13</td><td>25</td><td>1.625,46</td></tr> </tbody> </table> <p>The FFB price available in the mill office.</p>	No.	Palm age (year)	FFB price (Rp./Kg)	1	3	1.324,34	2	4	1.478,57	3	5	1.582,05	4	6	1.628,87	5	7	1.690,95	6	8	1.743,69	7	9	1.799,86	8	10-20	1.849,88	9	21	1.805,29	10	22	1.759,97	11	23	1.715,37	12	24	1.697,39	13	25	1.625,46	
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<p>6.10.3</p>	<p>Evidence shall be available that all parties understand the contractual agreements they enter into, and that contracts are fair, legal and transparent. - Minor compliance -</p>	<p>PT Meridan Sejatisurya Plantation is able to demonstrate all contractual agreement with relevant parties.</p> <p>a. The agreement based on "Surat Perjanjian Pemborongan Pekerjaan No.10/SP3-MSSP/I/2018 antara PT. Meridan Sejatisurya Plantation dengan Idaman Zega (Kontraktor Lokal)". Inside the work agreement, the scope of work covers oil palm upkeep and chemical upkeep. The timeframe as per agreement 1 January - 31 December 2018. The provision of PPE and BPJS insurance covered by PT. Meridan Sejatisurya Plantation. Evidence of payment, dated 15 May 2018 worth Rp. 5,***,*** upon activities based on Work Order No.32/BASTP/MSSP/KBN/VIII/2018 - location Division VIII, paid for Mrs. Idaman Zega.</p> <p>b. The agreement based on "Surat Perjanjian Pemborongan Pekerjaan No.15/SP3-MSSP/I/2018 antara PT. Meridan Sejatisurya Plantation Leni Dina Mariana (Kontraktor Lokal)". Inside the work agreement, the scope of work covers oil palm upkeep and chemical upkeep. The timeframe as per agreement 1 January - 31 December 2018. The provision of PPE and BPJS insurance covered by PT. Meridan Sejatisurya Plantation. Evidence of payment, dated 15 May 2018 worth Rp. 5*,***,*** upon activities based on Work Order No.16/BASTP/MSSP/KBN/IV/2018 - location Division VIII, paid for Mrs. Leni Diana Mariana.</p> <p>c. The agreement based on "Surat Perjanjian Pemborongan Pekerjaan No.09/SP3-MSSP/I/2018</p>	<p>Comply</p>																																									

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	<p>antara PT. Meridan Sejatisurya Plantation Leni Yulida Gulo (Kontraktor Lokal)". Inside the work agreement, the scope of work covers fertilizer application for oil palm chemical upkeep. The timeframe as per agreement 1 January - 31 December 2018. The provision of PPE and BPJS insurance covered by PT. Meridan Sejatisurya Plantation. Evidence of payment, dated 15 May 2018 worth Rp. 2*,***,** upon activities based on Work Order No.31/BASTP/MSSP/KBN/VIII/2018 – location Division VIII, paid for Mrs. Yulida Gulo.</p> <p>Based on interview with contractor, they understand the contract – including their rights and obligations.</p> <p>Based on interview with contractors, contractors have understand company policy on PPE use, company code of ethic, environment protection.</p>	
<p>6.10.4 Agreed payments shall be made in a timely manner. - Minor compliance -</p>	<p>Based on interview with fertilizer application contractor and EFB application contractor, company has made the payment ontime and as per Work Agreement.</p> <ul style="list-style-type: none"> - Evidence of payment, dated 15 May 2018 worth Rp. 5,***,** upon activities based on Work Order No.32/BASTP/MSSP/KBN/VIII/2018 – location Division VIII, paid for Mrs. Idaman Zega. - Evidence of payment, dated 15 May 2018 worth Rp. 5*,***,** upon activities based on Work Order No.16/BASTP/MSSP/KBN/IV/2018 – location Division VIII, paid for Mrs. Leni Diana Mariana. - Evidence of payment, dated 15 May 2018 worth Rp. 2*,***,** upon activities based on Work Order No.31/BASTP/MSSP/KBN/VIII/2018 – location Division VIII, paid for Mrs. Yulida Gulo. <p>All payment made for work performed in month April.</p>	<p>Comply</p>
<p>Criterion 6.11:</p>		
<p>Growers and millers contribute to local sustainable development where appropriate.</p>		
<p>6.11.1 Records of contributions to local development based on the results of consultation with local communities shall be available. - Minor compliance -</p>	<p>PT. Meridan Sejatisurya Plantation consistently conduct social management program on annual basis. The implementation recorded on "Laporan Kegiatan Program Tanggungjawab Sosial dan Lingkungan PT Meridan Sejatisurya Plantation", each semester. The target for social responsibility activities aimed for three villages, Desa Meridan, Desa Simpang Beringin and Desa Kerinci Kanan – directly neighboring with PT. Meridan Sejatisurya Plantation.</p> <p>The objective of this management effort is to minimize negative impact and improve positive social impact, as identified under AMDAL document.</p> <p>In first semester 2018, company implemented a number of programs: education and human resources improvement, social-cultural, environment, community health, economy. To date, community proposal planned up to Rp. 305,835,000. Up to May 2018, company have distributed "kegiatan</p>	<p>Comply</p>

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	<p>tanggungjawab sosial” - Rp. 123,165,500 consist of “Program Safari Ramadhan/Safari Dakwah”, “Program Maghrib Mengaji”, “Bantuan Honor Guru TK dan SD”, “Sponsor TryOut UASBN”, and “Bantuan Proposal Masyarakat”. The evidence for program “Berita Acara Kegiatan Try Out Ujian UASBN No.MSSP/CSR/13/III/2018” dated 14 March 2018; “Berita Acara Penyerahan Bantuan Dana untuk Kegiatan Khitanan Massal No.MSSP/CSR/V/2018” dated 8 May 2018; “Tanda Terima Honor Guru SD Negeri 018 selama 12 bulan” aid for teacher benefit; “Tanda Terima Honor Guru TK Berdikari selama 12 bulan”; “Tanda Terima Honor Guru MDA Nurul Ihsan dan Pendeta”.</p> <p>Based on interview with local community, company has conducted a number of stakeholder meetings in order to discuss social program.</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. - Minor compliance -</p>	<p>No smallholder scheme in PT. Meridan Sejatisurya Plantation. Not applicable.</p>	<p>Not Applicable N/A</p>
<p>Criterion 6.12: No forms of forced or trafficked labour are used.</p>		
<p>6.12.1 There shall be evidence that no forms of forced or trafficked labor are used. - Major compliance -</p>	<p>First Resources Limited has had Sustainable Palm Oil Policy “Kebijakan Minyak Kelapa Sawit Berkelanjutan”, dated 1 July 2015. The act to prohibit forced labour and trafficked labour has been stated on: <i>“Melarang bentuk penggunaan pekerja paksa, perdagangan pekerja, atau pekerja anak, atau diskriminasi, pelecehan dan penyalahgunaan terhadap karyawan kami”</i> – To prohibit any form of forced labour, trafficked worker or child worker, or discrimination, harassment and misuse of company’s human resources. This policy also stated no harassment and no child labour. Company defined forced labor as Bekerja di hari libur atau diluar jam kerja yang ditetapkan tanpa adanya kompensasi yang adil – working on holiday or outside working hour, without fair compensation. The “Kepala Tata Usaha/KTU” is responsible for the recruitment process, migrant worker and/or outsourcing worker at management unit. Recruitment process: Applicant → unit (mill/estate) → selection by “Kepala Tata Usaha/KTU” → proposed to HR at Pekanbaru → approved/decision from Pekanbaru. Based on interview with worker and document verification, there is no indication on forced labour and/or trafficked labour. All worker in PT. Meridan Sejatisurya Plantation is covered with work agreement.</p>	<p>Comply</p>
<p>6.12.2 It shall be demonstrated that no contract substitution has occurred.</p>	<p>Based on interview with workers (sprayer gang, fertilizer applicator and harvester) it is known that all worker has work agreement and they understand the</p>	<p>Comply</p>

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Criterion / Indicator	Assessment Findings	Compliance																				
	- Minor compliance - work field. There is no indication of work substitution, outside the contract agreed.																					
6.12.3	Where migrant/foreign/honorary workers are employed, a special worker policy and procedures and the evidence of implementation shall be available. - Major compliance - Based on document verification, there is no migrant worker. There is, however, a contractor work for oil palm upkeep such as: spraying, fertilizer application and empty fruit bunch application. All of the work specification and work procedures are regulated inside the "Surat Perintah Kerja (SPK)" between PT. Meridan Sejatisurya Plantation and contractor supplying the local manpower. The contract covers the rights and obligation for each party, contractors shall registering their worker with "BPJS Ketenagakerjaan" program, contractors shall pay the worker with minimum wage, etc. Based on direct interview with sampled workers onsite, there is no found family gang nor workers without contracts.	Comply																				
Criterion 6.13: Growers and millers respect human rights.																						
6.13.1	A policy to respect human rights shall be documented and communicated to all levels of the workforce and operations. - Major compliance - Based on interview with workers and worker union representatives; it is known that company has a policy to honour human rights. This is available under "Surat Keputusan Direksi No.018/Sustainability_FR/P/03/2015 tentang Kebijakan Hak Azazi Manusia" signed by Managing Director First Resources on 15 March 2015. PT. Meridan Sejatisurya Plantation has been disseminated to the sampled worker interviewed.	Comply																				
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 - There was no development of new plantings in PT. Meridan Sejatisurya Plantation – Sei Pingai Estate. The oil palm plantation developed between 1994 – 2005. PT. Meridan Sejatisurya Plantation has information on planting year: <table border="1" data-bbox="715 1547 1294 1823"> <thead> <tr> <th>Planting year</th> <th>Hectarage (Ha)</th> </tr> </thead> <tbody> <tr><td>1994</td><td>327.00</td></tr> <tr><td>1995</td><td>1,889.38</td></tr> <tr><td>1996</td><td>2,305.72</td></tr> <tr><td>1997</td><td>1,839.92</td></tr> <tr><td>1998</td><td>2,060.93</td></tr> <tr><td>2003</td><td>150.00</td></tr> <tr><td>2004</td><td>710.28</td></tr> <tr><td>2005</td><td>371.09</td></tr> <tr><td>Total</td><td></td></tr> </tbody> </table>	Planting year	Hectarage (Ha)	1994	327.00	1995	1,889.38	1996	2,305.72	1997	1,839.92	1998	2,060.93	2003	150.00	2004	710.28	2005	371.09	Total		Not Applicable N/A
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7.1.2	Appropriate management planning and operational procedures shall be developed and implemented to avoid or mitigate identified potential negative impacts. - Minor compliance - See indicator 7.1.1	Not applicable N/A																				
7.1.3	Where the development includes an See indicator 7.1.1	Not																				

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	<p>outgrower scheme, the impacts of the scheme and the implications of the way it is managed shall be given particular attention.</p> <p>- Minor compliance -</p>	<p>applicable N/A</p>																					
<p>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.</p>																							
<p>7.2.1</p>	<p>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.</p> <p>- Major compliance -</p>	<p>There was no development of new plantings in PT. Meridan Sejatisurya Plantation – Sei Pingai Estate. The oil palm plantation developed between 1994 – 2005. PT. Meridan Sejatisurya Plantation has information on planting year:</p> <table border="1" data-bbox="715 797 1297 1070"> <thead> <tr> <th>Planting year</th> <th>Hectarage (Ha)</th> </tr> </thead> <tbody> <tr><td>1994</td><td>327.00</td></tr> <tr><td>1995</td><td>1,889.38</td></tr> <tr><td>1996</td><td>2,305.72</td></tr> <tr><td>1997</td><td>1,839.92</td></tr> <tr><td>1998</td><td>2,060.93</td></tr> <tr><td>2003</td><td>150.00</td></tr> <tr><td>2004</td><td>710.28</td></tr> <tr><td>2005</td><td>371.09</td></tr> <tr><td>Total</td><td></td></tr> </tbody> </table>	Planting year	Hectarage (Ha)	1994	327.00	1995	1,889.38	1996	2,305.72	1997	1,839.92	1998	2,060.93	2003	150.00	2004	710.28	2005	371.09	Total		<p>Not Applicable N/A</p>
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<p>7.2.2</p>	<p>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.</p> <p>- Minor compliance -</p>	<p>See indicator 7.2.1</p>	<p>Not applicable N/A</p>																				
<p>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.</p>																							
<p>7.3.1</p>	<p>There shall be evidence that no new plantings have replaced primary forest, or any area required to maintain or enhance 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).</p> <p>- Major compliance –</p>	<p>There was no development of new plantings in PT. Meridan Sejatisurya Plantation – Sei Pingai Estate. The oil palm plantation developed between 1994 – 2005. PT. Meridan Sejatisurya Plantation has information on planting year:</p> <table border="1" data-bbox="715 1594 1297 1868"> <thead> <tr> <th>Planting year</th> <th>Hectarage (Ha)</th> </tr> </thead> <tbody> <tr><td>1994</td><td>327.00</td></tr> <tr><td>1995</td><td>1,889.38</td></tr> <tr><td>1996</td><td>2,305.72</td></tr> <tr><td>1997</td><td>1,839.92</td></tr> <tr><td>1998</td><td>2,060.93</td></tr> <tr><td>2003</td><td>150.00</td></tr> <tr><td>2004</td><td>710.28</td></tr> <tr><td>2005</td><td>371.09</td></tr> <tr><td>Total</td><td></td></tr> </tbody> </table> <p>Particular information for planting year 2005, PT. Meridan Sejatisurya Plantation manages to demonstrates that the planting of 371.09 Ha was prepared (land clearing, mechanical stacking, planting oil palm and planting legume cover crop) was carried</p>	Planting year	Hectarage (Ha)	1994	327.00	1995	1,889.38	1996	2,305.72	1997	1,839.92	1998	2,060.93	2003	150.00	2004	710.28	2005	371.09	Total		<p>Not Applicable N/A</p>
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<p>7.3.2</p>	<p>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>See indicator 7.3.1</p>	<p>Not applicable N/A</p>																																																																																									
<p>7.3.3</p>	<p>Records of land preparation and clearing dates shall be available. - Minor compliance –</p>	<p>See indicator 7.3.1</p>	<p>Not applicable N/A</p>																																																																																									
<p>7.3.4</p>	<p>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 operational procedures. (see Criterion 5.2) - Major compliance –</p>	<p>See indicator 7.3.1</p>	<p>Not applicable N/A</p>																																																																																									
<p>7.3.5</p>	<p>Areas required by affected communities to meet their basic needs, taking into account potential</p>	<p>See indicator 7.3.1</p>	<p>Not applicable N/A</p>																																																																																									

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	<p>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).</p> <p>- Minor compliance -</p>																						
<p>Criterion 7.4: Extensive planting on steep terrain, and/or marginal and fragile soils, including peat, is avoided.</p>																							
<p>7.4.1</p>	<p>Maps identifying marginal and fragile soils, including excessive gradients and peat soils, shall be available and used to identify areas to be avoided.</p> <p>- Minor compliance -</p>	<p>There was no development of new plantings in PT. Meridan Sejatisurya Plantation – Sei Pingai Estate. The oil palm plantation developed between 1994 – 2005. PT. Meridan Sejatisurya Plantation has information on planting year:</p> <table border="1" data-bbox="715 860 1294 1133"> <thead> <tr> <th>Planting year</th> <th>Hectarage (Ha)</th> </tr> </thead> <tbody> <tr><td>1994</td><td>327.00</td></tr> <tr><td>1995</td><td>1,889.38</td></tr> <tr><td>1996</td><td>2,305.72</td></tr> <tr><td>1997</td><td>1,839.92</td></tr> <tr><td>1998</td><td>2,060.93</td></tr> <tr><td>2003</td><td>150.00</td></tr> <tr><td>2004</td><td>710.28</td></tr> <tr><td>2005</td><td>371.09</td></tr> <tr><td>Total</td><td></td></tr> </tbody> </table>	Planting year	Hectarage (Ha)	1994	327.00	1995	1,889.38	1996	2,305.72	1997	1,839.92	1998	2,060.93	2003	150.00	2004	710.28	2005	371.09	Total		<p>Not Applicable N/A</p>
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<p>7.4.2</p>	<p>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.</p> <p>- Major compliance -</p>	<p>See indicator 7.4.1</p>	<p>Not applicable N/A</p>																				
<p>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.</p>																							
<p>7.5.1</p>	<p>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.</p> <p>- Major compliance -</p>	<p>There was no development of new plantings in PT. Meridan Sejatisurya Plantation – Sei Pingai Estate. The oil palm plantation developed between 1994 – 2005. PT. Meridan Sejatisurya Plantation has information on planting year:</p> <table border="1" data-bbox="715 1688 1294 1962"> <thead> <tr> <th>Planting year</th> <th>Hectarage (Ha)</th> </tr> </thead> <tbody> <tr><td>1994</td><td>327.00</td></tr> <tr><td>1995</td><td>1,889.38</td></tr> <tr><td>1996</td><td>2,305.72</td></tr> <tr><td>1997</td><td>1,839.92</td></tr> <tr><td>1998</td><td>2,060.93</td></tr> <tr><td>2003</td><td>150.00</td></tr> <tr><td>2004</td><td>710.28</td></tr> <tr><td>2005</td><td>371.09</td></tr> <tr><td>Total</td><td></td></tr> </tbody> </table>	Planting year	Hectarage (Ha)	1994	327.00	1995	1,889.38	1996	2,305.72	1997	1,839.92	1998	2,060.93	2003	150.00	2004	710.28	2005	371.09	Total		<p>Not Applicable N/A</p>
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<p>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.</p>																							
<p>7.6.1</p>	<p>Documented identification and assessment of demonstrable legal, customary and user rights shall be available. - Major compliance -</p>	<p>There was no development of new plantings in PT. Meridan Sejatisurya Plantation – Sei Pingai Estate. The oil palm plantation developed between 1994 – 2005. PT. Meridan Sejatisurya Plantation has information on planting year:</p> <table border="1" data-bbox="715 667 1299 938"> <thead> <tr> <th>Planting year</th> <th>Hectarage (Ha)</th> </tr> </thead> <tbody> <tr> <td>1994</td> <td>327.00</td> </tr> <tr> <td>1995</td> <td>1,889.38</td> </tr> <tr> <td>1996</td> <td>2,305.72</td> </tr> <tr> <td>1997</td> <td>1,839.92</td> </tr> <tr> <td>1998</td> <td>2,060.93</td> </tr> <tr> <td>2003</td> <td>150.00</td> </tr> <tr> <td>2004</td> <td>710.28</td> </tr> <tr> <td>2005</td> <td>371.09</td> </tr> <tr> <td>Total</td> <td></td> </tr> </tbody> </table>	Planting year	Hectarage (Ha)	1994	327.00	1995	1,889.38	1996	2,305.72	1997	1,839.92	1998	2,060.93	2003	150.00	2004	710.28	2005	371.09	Total		<p>Not Applicable N/A</p>
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<p>7.6.2</p>	<p>A system for identifying people entitled to compensation shall be in place. - Major compliance -</p>	<p>See indicator 7.6.1</p>	<p>Not applicable N/A</p>																				
<p>7.6.3</p>	<p>A system for calculating and distributing fair compensation (monetary or otherwise) shall be in place. - Major compliance -</p>	<p>See indicator 7.6.1</p>	<p>Not applicable N/A</p>																				
<p>7.6.4</p>	<p>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>See indicator 7.6.1</p>	<p>Not applicable N/A</p>																				
<p>7.6.5</p>	<p>The process and outcome of any compensation claims shall be documented and made publicly available. - Minor compliance -</p>	<p>See indicator 7.6.1</p>	<p>Not applicable N/A</p>																				
<p>7.6.6</p>	<p>Evidence shall be available that the affected communities and rights holders have access to information and advice, that is independent of the project proponent, concerning the legal, economic, environmental and social implications of the proposed operations on their lands. - Minor compliance -</p>	<p>See indicator 7.6.1</p>	<p>Not applicable N/A</p>																				
<p>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.</p>																							

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Criterion / Indicator	Assessment Findings	Compliance																				
<p>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 -</p>	<p>There was no development of new plantings in PT. Meridan Sejatisurya Plantation – Sei Pingai Estate. The oil palm plantation developed between 1994 – 2005. PT. Meridan Sejatisurya Plantation has information on planting year:</p> <table border="1" data-bbox="715 535 1294 808"> <thead> <tr> <th>Planting year</th> <th>Hectarage (Ha)</th> </tr> </thead> <tbody> <tr><td>1994</td><td>327.00</td></tr> <tr><td>1995</td><td>1,889.38</td></tr> <tr><td>1996</td><td>2,305.72</td></tr> <tr><td>1997</td><td>1,839.92</td></tr> <tr><td>1998</td><td>2,060.93</td></tr> <tr><td>2003</td><td>150.00</td></tr> <tr><td>2004</td><td>710.28</td></tr> <tr><td>2005</td><td>371.09</td></tr> <tr><td>Total</td><td></td></tr> </tbody> </table>	Planting year	Hectarage (Ha)	1994	327.00	1995	1,889.38	1996	2,305.72	1997	1,839.92	1998	2,060.93	2003	150.00	2004	710.28	2005	371.09	Total		<p>Not Applicable N/A</p>
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<p>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 -</p>	<p>See indicator 7.7.1</p>	<p>Not applicable N/A</p>																				
<p>Criterion 7.8: New plantation developments are designed to minimise net greenhouse gas emissions.</p>																						
<p>7.8.1 The carbon stock of the proposed development area and major potential sources of emissions that may result directly from the development shall be identified and estimated. - Major compliance -</p>	<p>There was no development of new plantings in PT. Meridan Sejatisurya Plantation – Sei Pingai Estate. The oil palm plantation developed between 1994 – 2005. PT. Meridan Sejatisurya Plantation has information on planting year:</p> <table border="1" data-bbox="715 1397 1294 1671"> <thead> <tr> <th>Planting year</th> <th>Hectarage (Ha)</th> </tr> </thead> <tbody> <tr><td>1994</td><td>327.00</td></tr> <tr><td>1995</td><td>1,889.38</td></tr> <tr><td>1996</td><td>2,305.72</td></tr> <tr><td>1997</td><td>1,839.92</td></tr> <tr><td>1998</td><td>2,060.93</td></tr> <tr><td>2003</td><td>150.00</td></tr> <tr><td>2004</td><td>710.28</td></tr> <tr><td>2005</td><td>371.09</td></tr> <tr><td>Total</td><td></td></tr> </tbody> </table>	Planting year	Hectarage (Ha)	1994	327.00	1995	1,889.38	1996	2,305.72	1997	1,839.92	1998	2,060.93	2003	150.00	2004	710.28	2005	371.09	Total		<p>Not Applicable N/A</p>
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<p>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 -</p>	<p>See indicator 7.8.1</p>	<p>Not applicable N/A</p>																				
<p>Principle 8: Commitment to continual improvement in key areas of activity</p>																						
<p>Criterion 8.1: Growers and millers regularly monitor and review their activities, and develop and implement action plans that</p>																						

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allow demonstrable continual improvement in key operations.																																																																																
<p>8.1.1</p> <p>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.</p> <p>As a minimum, these shall include, but are not necessarily be limited to:</p> <ul style="list-style-type: none"> • Reduction in use of pesticides(Criterion 4.6); • 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>	<p>Reduction of Paraquat used: Area applied: 9,654.32 Ha</p> <table border="1" data-bbox="715 483 1313 696"> <thead> <tr> <th rowspan="2">Name of Herbicide</th> <th rowspan="2">Active Ingredients</th> <th colspan="2">2015</th> <th colspan="2">2016</th> </tr> <tr> <th>(Liter)</th> <th>(Liter/Ha)</th> <th>(Liter)</th> <th>(Liter/Ha)</th> </tr> </thead> <tbody> <tr> <td>Gramoxone</td> <td rowspan="3">Paraquat dichloride</td> <td>4,874.50</td> <td>0.505</td> <td>3,224.31</td> <td>0.334</td> </tr> <tr> <td>Zenus</td> <td>-</td> <td>-</td> <td>-</td> <td>-</td> </tr> <tr> <td>Nuquat</td> <td>-</td> <td>-</td> <td>-</td> <td>-</td> </tr> <tr> <td colspan="2">Total / Average</td> <td>4,874.50</td> <td>0.505</td> <td>3,224.31</td> <td>0.334</td> </tr> </tbody> </table> <table border="1" data-bbox="715 723 1313 936"> <thead> <tr> <th rowspan="2">Name of Herbicide</th> <th rowspan="2">Active Ingredients</th> <th colspan="2">2017</th> <th colspan="2">2018 (Jan-Apr)</th> </tr> <tr> <th>(Liter)</th> <th>(Liter/Ha)</th> <th>(Liter)</th> <th>(Liter/Ha)</th> </tr> </thead> <tbody> <tr> <td>Gramoxone</td> <td rowspan="3">Paraquat dichloride</td> <td>993.60</td> <td>0.103</td> <td>1,711.70</td> <td>0.174</td> </tr> <tr> <td>Zenus</td> <td>3,355.10</td> <td>0.347</td> <td>2.40</td> <td>0.000</td> </tr> <tr> <td>Nuquat</td> <td>-</td> <td>-</td> <td>4.00</td> <td>0.000</td> </tr> <tr> <td colspan="2">Total / Average</td> <td>4,348.70</td> <td>0.225</td> <td>1,718.10</td> <td>0.051</td> </tr> </tbody> </table> <p>The continuous improvement for Environmental impacts (Criteria 4.3, 5.1 and 5.2) and controlling pollution and greenhouse gases – Sei Pingai POM has installed methane capture for biogas. Evaluation upon palm oil mill effluent BOD's have been done in consistent manner, up to 2018. The evaluation is part of the environmental management and monitoring report – on each semester.</p> <p>The effort to optimising the yield of the supply base have been implemented through harvesting pattern and other adjustment. The yield performance</p> <table border="1" data-bbox="715 1312 1246 1456"> <thead> <tr> <th rowspan="2">Planted area (Ha)</th> <th colspan="2">2016</th> <th colspan="2">2017</th> </tr> <tr> <th>Actual FFB Production (MT)</th> <th>Yield (MT/Ha)</th> <th>Actual FFB Production (MT)</th> <th>Yield (MT/Ha)</th> </tr> </thead> <tbody> <tr> <td>9,654.32</td> <td>162,515.98</td> <td>16.83</td> <td>178,060.81</td> <td>18.44</td> </tr> </tbody> </table>	Name of Herbicide	Active Ingredients	2015		2016		(Liter)	(Liter/Ha)	(Liter)	(Liter/Ha)	Gramoxone	Paraquat dichloride	4,874.50	0.505	3,224.31	0.334	Zenus	-	-	-	-	Nuquat	-	-	-	-	Total / Average		4,874.50	0.505	3,224.31	0.334	Name of Herbicide	Active Ingredients	2017		2018 (Jan-Apr)		(Liter)	(Liter/Ha)	(Liter)	(Liter/Ha)	Gramoxone	Paraquat dichloride	993.60	0.103	1,711.70	0.174	Zenus	3,355.10	0.347	2.40	0.000	Nuquat	-	-	4.00	0.000	Total / Average		4,348.70	0.225	1,718.10	0.051	Planted area (Ha)	2016		2017		Actual FFB Production (MT)	Yield (MT/Ha)	Actual FFB Production (MT)	Yield (MT/Ha)	9,654.32	162,515.98	16.83	178,060.81	18.44	<p>Comply</p>
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Appendix B: Approved Time Bound Plan

Name of company	Name of Mill	Location	Supply Base (Estate)	Time Bound Plan	Target Year for RSPO
PT. Arindo Trisejahtera	PT. Arindo Trisejahtera POM	Riau Province, Indonesia	PT. Arindo Trisejahtera Estate	2018	2018
PT. Meridan Sejatisurya Plantation	Sei Pingai POM	Riau Province, Indonesia	Sei Pingai Estate	2018	2018
PT. Surya Intisari Raya	PT. Surya Intisari Raya POM	Riau Province, Indonesia	PT. Surya Intisari Raya Estate	2018	2018
PT. Perdana Intisawit Raya	PT. Perdana Intisawit Raya POM	Riau Province, Indonesia	PT. Perdana Intisawit Raya Estate	2018	2018
PT. Pancasurya Agrindo	PT. Pancasurya Agrindo POM	Riau Province, Indonesia	PT. Pancasurya Agrindo Estate	2018	2018
PT. Subur Arum Makmur	PT. Subur Arum Makmur POM	Riau Province, Indonesia	PT. Subur Arum Makmur Estate	2019	2019
PT. Muriniwood Indah Industry	PT. Muriniwood Indah Industry POM	Riau Province, Indonesia	PT. Muriniwood Indah Industry Estate	2020	2020
PT. Swadaya Mukti Prakarsa	PT. Swadaya Mukti Prakarsa POM	Kalimantan Barat Provice, Indonesia	PT. Swadaya Mukti Prakarsa Estate	2021	2021
PT. Limpah Sejahtera	PT. Limpah Sejahtera POM	Kalimantan Barat Provice, Indonesia	PT. Limpah Sejahtera Estate	2021	2021
PT. Ciliandra Perkasa	PT. Ciliandra Perkasa POM	Riau Province, Indonesia	PT. Ciliandra Perkasa Estate	2022	2022
PT. Umekah Sari Pratama	PT. Umekah Sari Pratama POM	Kalimantan Barat Provice, Indonesia	PT. Umekah Sari Pratama Estate	2023	2023
PT. Pulau Tiga Lestari Jaya	PT. Pulau Tiga Lestari Jaya POM	Kalimantan Barat Provice, Indonesia	PT. Pulau Tiga Lestari Jaya Estate	2023	2023
PT. Borneo Surya Mining Jaya	PT. Borneo Surya Mining Jaya POM	Kalimantan Timur Provice, Indonesia	PT. Borneo Surya Mining Jaya Estate	2024	2024
PT. Ketapang Agro Lestari	PT. Ketapang Agro Lestari POM	Kalimantan Timur Provice, Indonesia	PT. Ketapang Agro Lestari Estate	2024	2024
PT. Borneo Persada Energy Jaya	PT. Borneo Persada Energy Jaya POM	Kalimantan Timur Provice, Indonesia	PT. Borneo Persada Energy Jaya Estate	2024	2024
PT. Mitra Karya Sentosa	PT. Mitra Karya Sentosa POM	Kalimantan Barat Provice, Indonesia	PT. Mitra Karya Sentosa Estate	2025	2025
PT. Citra Agro Kencana	PT. Citra Agro Kencana POM	Kalimantan Timur Provice, Indonesia	PT. Citra Agro Kencana Estate	2025	2025
PT. Maha Karya Bersama	PT. Maha Karya Bersama POM	Kalimantan Timur Provice, Indonesia	PT. Maha Karya Bersama Estate	2025	2025
PT. Bumi Sawit Perkasa	-	Riau Province, Indonesia	PT. Bumi Sawit Perkasa Estate	2026	2026
PT. Priatama Riau	-	Riau Province, Indonesia	PT. Priatama Riau Estate	2026	2026
PT. Surya Dumai Agrindo	-	Riau Province, Indonesia	PT. Surya Dumai Agrindo Estate	2026	2026
PT. Gerbang Sawit Indah	-	Riau Province, Indonesia	PT. Gerbang Sawit Indah Estate	2027	2027
PT. Borneo Ketapang Permai	-	Kalimantan Barat Provice, Indonesia	PT. Borneo Ketapang Permai Estate	2027	2027
PT. Karya Tama Bakti Mulia	-	Riau Province, Indonesia	PT. Karya Tama Bakti Mulia Estate	2027	2027
PT. Falcon Agri Persada	-	Kalimantan Barat Provice, Indonesia	PT. Falcon Agri Persada Estate	2027	2027

Appendix C: GHG Reporting Executive Summary

The GHG emissions that were produced in **2017** for **Sei Pingai POM** 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 (February 2017 – January 2018)** for **Sei Pingai POM** and supply base are as following:

Emission per product	tCO ₂ e/tProduct
CPO	0.63
PK	0.63

Extraction	%
OER	20.66
KER	5.45

Production	t/yr
FFB Process	204849.41
CPO Produced	42328.8
PKO Produced	11171.39

Land Use	Ha
OP Planted Area	9654.32
OP Planted on peat	0
Conservation (forested)	0.37
Conservation (non-forested)	0
Total	9654.69

Summary of Field Emission and Sink

	Own Crop*	Group	3 rd Party	Total

	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	tCO ₂ e	tCO ₂ e/Ha	tCO ₂ e/ FFB
Emission												
Land Conversion	95352.13	9.88	0.54	0	0	0	0	0	0	95352.13	0.54	0.54
CO ₂ Emission from fertilizer	7271.25	0.75	0.04	0	0	0	0	0	0	7271.25	0.04	0.04
NO ₂ Emmission	8700.56	0.9	0.05	0	0	0	0	0	0	8700.56	0.05	0.05
Fuel Consumption	1615.98	0.17	0.01	0	0	0	0	0	0	1615.98	0.01	0.01
Peat Oxidation	0	0	0	0	0	0	0	0	0	0	0	0
Sink												
Crop Sequestration	-90381.17	-9.36	-0.51	0	0	0	0	0	0	-90381.17	-0.51	-0.51
Conservation Sequestration	-3.39	0	0	0	0	0	0	0	0	3.39	0	0
Total	22555.36	2.34	0.13	0	0	0	3214.63	0	0	25769.99	0.13	0.13

**Note: Includes both estates and smallholders*

Summary of Mill Emission and Credit

	tCO ₂ e	tCO ₂ e/tFFB
Emission		
POME	7574.64	0.04
Fuel Consumption	308.88	0
Grid Electricity Utilisation	0	0

Credit		
Export of Grid Electricity	0	0
Sales of PKS	0	0
Sales of EFB	0	0
Total	7883.52	0.04

Summary of Kernel Crusher Emission and Credit (if applicable)

Emissions	tCO₂e
PK from own mill	7027.2
PK from other source	0
Fuel Consumptions	0
Total Crusher emissions	0

*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 (%)	0
Divert to methane captured (flaring) (%)	100
Divert to methane captured (energy generation) (%)	0

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 RSPO Supply Chain Certification Standard, June 2017 is applicable for PT. Meridan Sejatisurya Plantation – Sei Pingai POM. As the POM takes legal ownership of the FFB, and process the FFB into CPO and PK in their premise (Sei Pingai POM).	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. Meridan Sejatisurya Plantation – Sei Pingai POM is not a trader nor distributor.	N/A Not applicable
5.1.3	Either the operator at site level or its parent company seeking certification shall be a member of the RSPO and shall register on the RSPO IT platform.	PT. Meridan Sejatisurya Plantation – Sei Pingai POM is part of First Resources Limited, The RSPO membership No. 1-0047-08-000-00. Confirmation from RSPO PalmTrace for member ID: RSPO_PO100002637, Core Product: Palm Oil, Member Category: Oil Mill.	Comply
5.1.4	Processing aids do not need to be included within an organization’s scope of certification.	PT. Meridan Sejatisurya Plantation – Sei Pingai POM is processing FFB into CPO and PK, therefore does not include processing aid into 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 supply chain module being use in PT. Meridan Sejatisurya Plantation – Sei Pingai POM is Mass Balance because the palm oil mill received FFB from non-certified third party outgrowers.	Comply
5.2.2	The site can use one (1) or a combination of supply chain models as audited and certified by the CB.	The supply chain module being use in PT. Meridan Sejatisurya Plantation – Sei Pingai POM is Mass Balance because the palm oil mill received FFB from non-certified third party outgrowers.	Comply
5.3. Documented Procedures			

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<p>5.3.1</p>	<p>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:</p> <ul style="list-style-type: none"> • Complete and up to date procedures covering the implementation of all the elements of the supply chain model requirements. 	<p>PT. Meridan Sejatisurya Plantation have established mechanism/procedures "Corporate Sustainability Management Procedures Mekanisme Rantai Pasok No.FR.CSM.SCP" dated 13 July 2018.</p> <p>PT. Meridan Sejatisurya Plantation have established mass balance management in "Corporate Sustainability Management Procedures - Ketelurusan dan Keseimbangan Masa di Kebun dan Pabrik Kelapa Sawit No.FR.CSM.MTM" dated 13 July 2018 .</p>	<p>Major-NC Comply</p>
	<ul style="list-style-type: none"> • Complete and up to date records and reports that demonstrate compliance with the supply chain model requirements (including training records). 	<p>PT. Meridan Sejatisurya Plantation – Sei Pingai POM have all the relevant records prepared, including training. Note that this was initial assessment visit. No RSPO certified product yet.</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 this standard. 	<p>As written in Procedure “Ketelurusan dan Keseimbangan Masa di Kebun dan Pabrik Kelapa Sawit No.FR.CSM.MTM rev.2” – Traceability and Mass Balance in Estate and Palm Oil Mill, dated 15 October 2012 Section 2.2 Responsibility. Responsibility lies on Sustainability Head, to ensure the procedure has complies with relevant supply chain standard. If necessary, conduct compliance assessment with regards to the implementation of said procedure. The Mill Manager is responsible for implementation of supply chain procedure implementation in the Sei Pingai POM unit.</p>	<p>Comply</p>
<p>5.3.2</p>	<p>The site shall have a written procedure to conduct annual internal audit to determine whether the organization;</p> <p>i) conforms to the requirements in the RSPO Supply Chain Certification Standard and the RSPO Market Communications and Claims Documents.</p>	<p>As written in Procedure “Ketelurusan dan Keseimbangan Masa di Kebun dan Pabrik Kelapa Sawit No.FR.CSM.MTM rev.2” – Traceability and Mass Balance in Estate and Palm Oil Mill, dated 15 October 2012 Section 2.2 Responsibility. Responsibility lies on Sustainability Head, to ensure the procedure has complies with relevant supply chain standard. If necessary, conduct compliance assessment with regards to the implementation of said procedure. Further on, Section 3.14 Internal audit explains internal audit will be carried out on three-monthly basis.</p>	<p>Comply</p>
	<p>ii) effectively implements and maintains the standard requirements within its organization</p>	<p>PT. Meridan Sejatisurya Plantation have conducted an Internal audit for Sei Pingai POM against RSPO SCCS, June 2017. The internal audit carried out in 18 July 2018. All the previous non-conformities have been followed up. PT. Meridan Sejatisurya Plantation have prepared an internal audit</p>	<p>NC-Major Comply</p>

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		<p>checklist, for RSPO Supply Chain Certification Standard – based on RSPO SCCS Training from David Ogg and Partners.</p> <p>“Incoming Report of Sustainable and Non Sustainable FFB (MT) No.FR.CSM.SCP-2” period 1-24 July 2018 was evident.</p> <p>“Monitoring and Balancing Sustainable and Non-Sustainable CPO Stock No.FR.CSM.SCP.6-1” period 1-24 July 2018 was evident.</p>	
5.4. Purchasing and goods in			
5.4.1	<p>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:</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. Meridan Sejatisurya Plantation have established a procedure to verify the incoming FFB from certified supply base and produce weighbridge ticket including information:</p> <ul style="list-style-type: none"> • The name and address of the buyer: Sei Pingai POM; • The name and address of the seller: Sei Pingai Estate; • 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): FFB RSPO MB • The quantity of the products delivered; • Any related transport documentation: FFB truck details; • Supply Chain certificate number of the seller: RSPO 634712 • A unique identification number: weighbridge ticket number 	Comply
	<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>The information available in:</p> <ul style="list-style-type: none"> - FFB docket; - Sei Pingai POM weighbridge ticket; 	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 	<p>Note that this was initial assessment visit. No RSPO certified product intake yet.</p>	N/A Not Applicable

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	to section 5.7.1 of this document for further guidance.		
	<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 on the RSPO website (www.rspo.org) at least annually or through the RSPO IT Platform by confirmation of (shipping) announcements. 	PT. Meridan Sejatisurya Plantation has declared that the sustainable/certified supply base for Sei Pingai POM is their own plantation, Sei Pingai Estate. Note that this was initial assessment visit. No RSPO certified product intake yet. Currently PT. Meridan Sejatisurya Plantation has not certified.	Comply
	<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. 	Not buying from traders. Not applicable.	N/A Not applicable
5.4.2	The site shall have a mechanism in place for handling non-conforming oil palm products and/or documents.	PT. Meridan Sejatisurya Plantation have established mechanism/procedures for handling non-conforming oil palm products and/or documents in "Corporate Sustainability Management Procedures Mekanisme Rantai Pasok No.FR.CSM.SCP" dated 13 July 2018 – Section "3.7 Pengontrolan dalam Penanganan Ketidaksesuaian Dokumen/Produk". Stated that nonconformity may occurs from internal audit/internal inspection/product's and/or operation quality. Decision for correction and corective action shall be reviewed by Corporate Sustainability Head. Furthermore in "Corporate Sustainability Management Procedures - Ketelusuran dan Keseimbangan Masa di Kebun dan Pabrik Kelapa Sawit No.FR.CSM.MTM" dated 13 July 2018 – Section "3.16 Penanganan Produk yang Tidak Sesuai" stated non-conforming product shall not release to market and to be corrected in order to meet customer requirements or to be use for other purpose or be eliminated.	Major NC Comply
5.5. Outsourcing activities			
5.5.1	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	Company has third party contractor for transport of CPO and PK. The requirements for transport regulated under work agreement: "Surat Perjanjian Pengangkutan Sustainable Crude Palm Oil No.6039/MSSP/IV/2018 PT. Meridan Sejatisurya Plantation dan PT. Berkat Karimar Mandiri" dated 6 April 2018. Chapter 5 Verse 2 stated PT. Berkat Karimar Mandiri shall maintain the safety	Comply

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	<p>processing activities like refining or crushing.</p> <p>This requirement is not applicable to outsourced storage facilities where the management of the oil palm product(s) and instructions for tank movements are controlled by the certified organization (not the tank farm manager).</p>	<p>of sustainable palm oil being transported from palm oil mill to PT. Ciliandra Perkasa (buyer). Contract No.20000457/MSSP/III/2018 dated 28 March 2018 for transport of 1,000 tons sustainable crude palm oil from PT. Meridan Sejatisurya Plantation POM to PT. Ciliandra Perkasa. Delivery Order No.2083/DO-MSSP/IV/2018 dated 6 April 2018.</p>	
5.5.2	<p>Sites which include outsourcing within the scope of their RSPO Supply Chain certificate shall ensure the following:</p> <p>a. The site has legal ownership of all input material to be included in outsourced processes;</p>	<p>The product transported are belong to PT. Meridan Sejatisurya Plantation.</p>	Comply
	<p>b. The site has an agreement or contract covering the outsourced process with each contractor through a signed and enforceable agreement with the contractor. The onus is on the site to ensure that certification bodies (CBs) have access to the outsourcing contractor or operation if an audit is deemed necessary.</p>	<p>Company has third party contractor for transport of CPO and PK. The requirements for transport regulated under work agreement: "Surat Perjanjian Pengangkutan Sustainable Crude Palm Oil No.6039/MSSP/IV/2018 PT. Meridan Sejatisurya Plantation dan PT. Berkat Karimar Mandiri" dated 6 April 2018. Chapter 5 Verse 2 stated PT. Berkat Karimar Mandiri shall maintain the safety of sustainable palm oil being transported from palm oil mill to PT. Ciliandra Perkasa (buyer). Contract No.20000457/MSSP/III/2018 dated 28 March 2018 for transport of 1,000 tons sustainable crude palm oil from PT. Meridan Sejatisurya Plantation POM to PT. Ciliandra Perkasa. Delivery Order No.2083/DO-MSSP/IV/2018 dated 6 April 2018.</p>	Comply
	<p>c. The site has a documented control system with explicit procedures for the outsourced process which is communicated to the relevant contractor.</p>	<p>PT. Meridan Sejatisurya Plantation have prepared an internal audit checklist, for RSPO Supply Chain Certification Standard – based on RSPO SCCS Training from David Ogg and Partners. "Incoming Report of Sustainable and Non Sustainable FFB (MT) No.FR.CSM.SCP-2" period 1-24 July 2018 was evident. "Monitoring and Balancing Sustainable and Non-Sustainable CPO Stock No.FR.CSM.SCP.6-1" period 1-24 July 2018 was evident.</p> <p>PT. Meridan Sejatisurya Plantation have established mechanism to ensure that independent third parties engaged provide relevant access for duly accredited CBs to their respective operations, systems, and any and all</p>	NC Major Comply

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		<p>information, when this is announced in advance. Regulated in "Corporate Sustainability Management Procedures - Ketelurusan dan Keseimbangan Masa di Kebun dan Pabrik Kelapa Sawit No.FR.CSM.MTM" dated 13 July 2018 Section 3.13. In Section 3.13 stated: all activities performed by third party shall be covered by contract, regulating compliance against supply chain requirements. Marketing Department shall communicating the clauses to third party contractor.</p>	
	<p>d. The site seeking or holding certification shall furthermore ensure (e.g. through contractual arrangements) that independent third parties engaged provide relevant access for duly accredited CBs to their respective operations, systems, and any and all information, when this is announced in advance.</p>	<p>Company has third party contractor for transport of CPO and PK. The requirements for transport regulated under work agreement.</p> <ul style="list-style-type: none"> • PT. Meridan Sejatisurya Plantation have communicated the latest procedures, "Corporate Sustainability Management Procedures - Ketelurusan dan Keseimbangan Masa di Kebun dan Pabrik Kelapa Sawit No.FR.CSM.MTM" and "Corporate Sustainability Management Procedures Mekanisme Rantai Pasok No.FR.CSM.SCP" to all third party contractors in PT. Meridan Sejatisurya Plantation – Sei Pingai POM: <ul style="list-style-type: none"> - Communication to third party contractors, Mrs. Susanna Bervito G. (PT. Berkat Karimata Mandiri) and Mr. Agus Salim (CV Teman Setia), dated 20 July 2018. • PT. Meridan Sejatisurya Plantation have prepared Job description for Marketing Department No.FRT-MKT-JD, dated 16 July 2018. Marketing Manager task was for: to communicates supply chain certification requirements to relevant parties involved with sustainable product handling (third parties). • PT. Meridan Sejatisurya Plantation have prepared a standardize contract template with third party contractor. "Surat Perjanjian Pengangkutan Sustainable Crude Palm Oil No.6040/MSSP/IV/2018" dated 11 April 2018 between PT. Meridan Sejatisurya Plantation and CV. Teman Setia. Chapter 4 of the template stated: the third party contractor should provide relevant access for CB to conduct verification upon operational, management system and other information – and shall be announced in advance. 	<p>NC Major Comply</p>

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		Internal audit for Sei Pingai POM against RSPO SCCS, June 2017 carried out in 18 July 2018. All the previous non-conformities have been followed up.	
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. Meridan Sejatisurya Plantation – Sei Pingai POM has record the name and contact details for all third party transporter. PT. Berkat Karimar Mandiri: Contact Person: Susanti Bervita Gunadi; Address: Jl. Pluit Indah No.26 RT001/RW007 Pluit, Penjaringan, Jakarta Utara.	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. Meridan Sejatisurya Plantation – Sei Pingai POM has record the name and contact details for all third party transporter. PT. Berkat Karimar Mandiri: Contact Person: Susanti Bervita Gunadi; Address: Jl. Pluit Indah No.26 RT001/RW007 Pluit, Penjaringan, Jakarta Utara.	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. Meridan Sejatisurya Plantation – Sei Pingai POM have prepared a template and a stamp, to accompany the CPO and/or PK delivery:</p> <ul style="list-style-type: none"> • The name and address of the buyer; • The name and address of the seller: PT. Meridan Sejatisurya Plantation – Sei Pingai POM; • 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): CPO Mass Balance and/or PK Mass Balance; • The quantity of the products delivered; • Any related transport documentation: vehicle number • Supply chain certificate number of the seller: RSPO 634712; • A unique identification number: DO number; 	Comply
	<ul style="list-style-type: none"> • Information shall be complete and can be presented either on a single 	The information available in: - FFB docket;	Comply

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	<p>document or across a range of documents issued for RSPO certified oil palm products (for example, delivery notes, shipping documents and specification documentation).</p>	<p>- Sei Pingai POM weighbridge ticket;</p>	
	<ul style="list-style-type: none"> For sites that are required to announce and confirm trades in the RSPO IT platform, this shall include making Shipping Announcements / Announcements and Confirmations on the RSPO IT platform per shipment or group of shipments. Refer to section 5.7.1 of this document for further guidance. 	<p>PT. Meridan Sejatisurya Plantation – Sei Pingai POM has appointed a personnel to handle RSPO IT Platform. The letter “Surat Keputusan Pengangkatan Petugas Rantai Pasok No.001/SK-PRP/VI/2015” appoints Mr. Donald Ginting as officer to communicate with PalmTrace system, under RSPO_PO1000002637.</p> <p>PT. Meridan Sejatisurya Plantation have established mechanism/procedures to announce and confirm trades in the RSPO IT platform per shipment or group of shipment in "Corporate Sustainability Management Procedures - Ketelurusan dan Keseimbangan Masa di Kebun dan Pabrik Kelapa Sawit No.FR.CSM.MTM" Section “3.11 Pelaporan dengan menggunakan PalmTrace”. It was stated that all credit movement throughout the supply chain is RSPO-certified and are validated through RSPO website (www.rspo.org); Marketing Department shall report all shipping of RSPO-certified product.</p> <ul style="list-style-type: none"> PT. Meridan Sejatisurya Plantation have communicated the latest procedures, "Corporate Sustainability Management Procedures - Ketelurusan dan Keseimbangan Masa di Kebun dan Pabrik Kelapa Sawit No.FR.CSM.MTM" and "Corporate Sustainability Management Procedures Mekanisme Rantai Pasok No.FR.CSM.SCP" to all relevant personnel in PT. Meridan Sejatisurya Plantation – Sei Pingai POM: <ul style="list-style-type: none"> RSPO Supply Chain Certification Standard, June 2017 training from David Ogg and Partners, for Mrs. Nunik Widayati (Marketing) and Mr. Indra Zulkarnain (Traceability Officer) dated 19 and 20 July 2018. Training RSPO Supply Chain Certification Standard for all staff and worker in Sei Pingai POM dated 20 July 2018. The training attended by Mr.Muhajirin (GMK), Mr. Abdul Wahid (Estate Manager), Mr.Maulis (Mill Manager), Mr. Kamisran (Administration), Mr. Benyamin 	<p>NC Major Comply</p>

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		<p>Girsang (Process Assisstant), Mr. Benny Andro (Laboratory Assisstant), Mr. Sudaryanto (Weighbridge), A Hok (Weighbridge), Mr. Ade Aprianto (Production Officer).</p> <ul style="list-style-type: none"> PT. Meridan Sejatisurya Plantation have prepared Job description for Marketing Department No.FRT-MKT-JD, dated 16 July 2018. Marketing Manager task was for: all sustainable product shall be complemented with sustainable declaration in compliance with certification system; to ensure that RSPO claim have been reported to RSPO IT Platform – PalmTrace; to ensure all RSPO product received confirmed in RSPO IT Platform – PalmTrace; to monitor credit statement in order to avoid negative credit/over claim in mass balance system; to ensure no double booking; to monitor stock of RSPO product in RSPO IT Platform – PalmTrace; to communicates supply chain certification requirements to relevant parties involved with sustainable product handling (third parties). 	
<p>5.7. Registration of transactions</p>			
<p>5.7.1</p>	<p>Supply chain actors who:</p> <ul style="list-style-type: none"> are mills, traders, crushers and refineries and; take legal ownership and/or physically handle RSPO Certified Sustainable oil palm products that are available in the yield scheme of the RSPO IT Platform (Figure 2 and 3, Refer Annex 1) shall register their transaction in the RSPO IT platform and confirm upon receipt where applicable. 	<p>PT. Meridan Sejatisurya Plantation – Sei Pingai POM has appointed a personnel to handle RSPO IT Platform. The letter “Surat Keputusan Pengangkatan Petugas Rantai Pasok No.001/SK-PRP/VI/2015” appoints Mr. Donald Ginting as officer to communicates with PalmTrace system, under RSPO_PO1000002637.</p> <p>PT. Meridan Sejatisurya Plantation have established mechanism/procedures to announce and confirm trades in the RSPO IT platform per shipment or group of shipment in "Corporate Sustainability Management Procedures - Ketelurusan dan Keseimbangan Masa di Kebun dan Pabrik Kelapa Sawit No.FR.CSM.MTM" Section “3.11 Pelaporan dengan menggunakan PalmTrace”. It was stated that all credit movement throughout the supply chain is RSPO-certified and are validated through RSPO website (www.rspo.org); Marketing Department shall report all shipping of RSPO-certified product.</p> <ul style="list-style-type: none"> PT. Meridan Sejatisurya Plantation have communicated the latest procedures, "Corporate Sustainability Management Procedures - Ketelurusan 	<p>NC Major Comply</p>

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		<p>dan Keseimbangan Masa di Kebun dan Pabrik Kelapa Sawit No.FR.CSM.MTM" and "Corporate Sustainability Management Procedures Mekanisme Rantai Pasok No.FR.CSM.SCP" to all relevant personnel in PT. Meridan Sejatisurya Plantation – Sei Pingai POM:</p> <ul style="list-style-type: none"> - RSPO Supply Chain Certification Standard, June 2017 training from David Ogg and Partners, for Mrs. Nunik Widayati (Marketing) and Mr. Indra Zulkarnain (Traceability Officer) dated 19 and 20 July 2018. - Training RSPO Supply Chain Certification Standard for all staff and worker in Sei Pingai POM dated 20 July 2018. The training attended by Mr.Muhajirin (GMK), Mr. Abdul Wahid (Estate Manager), Mr.Maulis (Mill Manager), Mr. Kamisran (Administration), Mr. Benyamin Girsang (Process Assisstant), Mr. Benny Andro (Laboratory Assisstant), Mr. Sudaryanto (Weighbridge), A Hok (Weighbridge), Mr. Ade Aprianto (Production Officer). • PT. Meridan Sejatisurya Plantation have prepared Job description for Marketing Department No.FRT-MKT-JD, dated 16 July 2018. Marketing Manager task was for: all sustainable product shall be complemented with sustainable declaration in compliance with certification system; to ensure that RSPO claim have been reported to RSPO IT Platform – PalmTrace; to ensure all RSPO product received confirmed in RSPO IT Platform – PalmTrace; to monitor credit statement in order to avoid negative credit/over claim in mass balance system; to ensure no double booking; to monitor stock of RSPO product in RSPO IT Platform – PalmTrace; to communicates supply chain certification requirements to relevant parties involved with sustainable product handling (third parties). 	
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 / 	<p>PT. Meridan Sejatisurya Plantation has not started any transaction for RSPO certified CPO and PK. This indicator is not applicable at the time of initial assessment.</p>	<p>N/A Not applicable</p>

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	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.		
	<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 least annually. 	PT. Meridan Sejatisurya Plantation has not started any transaction for RSPO certified CPO and PK. This indicator is not applicable at the time of initial assessment.	N/A Not applicable
	<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. 	PT. Meridan Sejatisurya Plantation has not started any transaction for RSPO certified CPO and PK. This indicator is not applicable at the time of initial assessment.	N/A Not applicable
	<ul style="list-style-type: none"> Confirm: Acknowledge the purchase of RSPO certified volume by confirming Shipping Announcements / Announcements. 	PT. Meridan Sejatisurya Plantation has not started any transaction for RSPO certified CPO and PK. This indicator is not applicable at the time of initial assessment.	N/A Not applicable
5.8. Training			
5.8.1	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.	The training plan available under "PT. Meridan Sejatisurya Plantation – Kalender Pelatihan 2018".	Comply
5.8.2	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.	<ul style="list-style-type: none"> PT. Meridan Sejatisurya Plantation have provided training the latest procedures, "Corporate Sustainability Management Procedures - Ketelurusan dan Keseimbangan Masa di Kebun dan Pabrik Kelapa Sawit No.FR.CSM.MTM" and "Corporate Sustainability Management Procedures Mekanisme Rantai Pasok No.FR.CSM.SCP" to all relevant personnel in PT. Meridan Sejatisurya Plantation – Sei Pingai POM: <ul style="list-style-type: none"> - RSPO Supply Chain Certification Standard, June 2017 training from David Ogg and Partners, for Mrs. Nunik Widayati (Marketing Manager) and Mr. Indra Zulkarnain (Traceability Officer) dated 19 and 20 July 2018. 	Major-NC Comply

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		<ul style="list-style-type: none"> - Training RSPO Supply Chain Certification Standard for all staff and worker in Sei Pingai POM dated 20 July 2018. The training attended by Mr.Muhajirin (GMK), Mr. Abdul Wahid (Estate Manager), Mr.Maulis (Mill Manager), Mr. Kamisran (Administration), Mr. Benyamin Girsang (Process Assisstant), Mr. Benny Andro (Laboratory Assisstant), Mr. Sudaryanto (Weighbridge), A Hok (Weighbridge), Mr. Ade Aprianto (Production Officer). - Training RSPO Supply Chain Certification Standard for Marketing Department – dated 23 July 2018. The training was attended by Mrs. Nunik Widayati (Marketing Manager), Mrs. Agnes Wardhani (Staff), Mrs. Patmawati (Staff). - Communication to third party contractors, Mrs. Susanna Bervito G. (PT. Berkat Karimata Mandiri) and Mr. Agus Salim (CV Teman Setia), dated 20 July 2018. <p>PT. Meridan Sejatisurya Plantation have prepared Job description for Marketing Department No.FRT-MKT-JD, dated 16 July 2018. Marketing Manager task was for: all sustainable product shall be complemented with sustainable declaration in compliance with certification system; to ensure that RSPO claim have been reported to RSPO IT Platform – PalmTrace; to ensure all RSPO product received confirmed in RSPO IT Platform – PalmTrace; to monitor credit statement in order to avoid negative credit/over claim in mass balance system; to ensure no double booking; to monitor stock of RSPO product in RSPO IT Platform – PalmTrace; to communicates supply chain certification requirements to relevant parties involved with sustainable product handling (third parties).</p>	
5.9. Record Keeping			
5.9.1	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.	PT. Meridan Sejatisurya Plantation have prepared a template to record the RSPO SCCS production. Type of record prepared by company, as verified by audit team: <ul style="list-style-type: none"> - FFB docket; - Sei Pingai POM weighbridge ticket; - Daily production reports; 	Comply

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		<ul style="list-style-type: none"> - CPO delivery notes (for non-sustainable and ISCC); - PK delivery notes (for non-sustainable and ISCC); - "Incoming Report of Sustainable and Non Sustainable FFB (MT) No.FR.CSM.SCP-2" period 1-24 July 2018 was evident. - "Monitoring and Balancing Sustainable and Non-Sustainable CPO Stock No.FR.CSM.SCP.6-1" period 1-24 July 2018 was evident. - Mass Balance PT. Meridan Sejatisurya Plantation – Sei Pingai POM, - Internal audit report; - Management review minutes; - Training records; 	
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.	Procedure "Ketelusuran dan Keseimbangan Masa di Kebun dan Pabrik Kelapa Sawit No.FR.CSM.MTM rev.2" – Traceability and Mass Balance in Estate and Palm Oil Mill, dated 15 October 2012 Section 3.13 stated that all documents related to traceability are kept in accordance to "SOP Control of Records FR.CSM.COR" Section 3.5.4 stated that the records are kept for minimum three (3) 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.	PT. Meridan Sejatisurya Plantation – Sei Pingai POM has been able to demonstrate estimate of FFB, CPO and PK production – both sustainable and non-sustainable for the next twelve (12) months, as reported.	Comply
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.	PT. Meridan Sejatisurya Plantation – Sei Pingai POM has established the calculation under "Prosedur Mekanisme Rantai Pasok No.FR.CSM.SCP issue 1" – Supply Chain Mechanism dated 1 October 2011. The section 3.4 Administration and Bookkeeping for Mill stated the calculation/conversion factor for Sustainable CPO = sustainable FFB processed x OER. Non-Sustainable CPO = non sustainable FFB processed x OER. This will be compared to the laboratory result.	Comply
5.10.2	Conversion rates shall be periodically updated to ensure accuracy against actual	The OER determined on d-day + 1, as reported in the daily production report	Comply

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	performance or industry average if appropriate.	<p>"Laporan Harian PKS PT. MSSP". Sample: on 30 May 2018, the production report stated:</p> <table border="1" data-bbox="774 443 1214 824"> <thead> <tr> <th>Parameter</th> <th>Production (MT)</th> </tr> </thead> <tbody> <tr> <td>FFB processed total</td> <td>958.53</td> </tr> <tr> <td>FFB sustainable processed</td> <td>705.28</td> </tr> <tr> <td>FFB non sustainable processed</td> <td>253.14</td> </tr> <tr> <td>OER</td> <td>20.87</td> </tr> <tr> <td>KER</td> <td>5.49</td> </tr> <tr> <td>CPO total</td> <td>200.04</td> </tr> <tr> <td>CPO sustainable</td> <td>147.49</td> </tr> <tr> <td>CPO non sustainable</td> <td>52.83</td> </tr> <tr> <td>PK total</td> <td>53.32</td> </tr> <tr> <td>PK sustainable</td> <td>39.23</td> </tr> <tr> <td>PK non sustainable</td> <td>14.08</td> </tr> </tbody> </table>	Parameter	Production (MT)	FFB processed total	958.53	FFB sustainable processed	705.28	FFB non sustainable processed	253.14	OER	20.87	KER	5.49	CPO total	200.04	CPO sustainable	147.49	CPO non sustainable	52.83	PK total	53.32	PK sustainable	39.23	PK non sustainable	14.08	
Parameter	Production (MT)																										
FFB processed total	958.53																										
FFB sustainable processed	705.28																										
FFB non sustainable processed	253.14																										
OER	20.87																										
KER	5.49																										
CPO total	200.04																										
CPO sustainable	147.49																										
CPO non sustainable	52.83																										
PK total	53.32																										
PK sustainable	39.23																										
PK non sustainable	14.08																										
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. Meridan Sejatisurya Plantation – Sei Pingai POM did not make any claims regarding the use of or support of RSPO certified oil palm product. There was no violation against 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.	PT. Meridan Sejatisurya Plantation – Sei Pingai POM have established "Prosedur Komunikasi No.FR.EMS.CSM rev.1" dated 1 September 2011 Section 3.7 All complaints will be addressed by relevant unit and/or regional office – following the given timeline (max.6 months after complaint received). There is no complaint related to RSPO Supply Chain Certification Standards performance.	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. Meridan Sejatisurya Plantation – Sei Pingai POM have regulated to hold management review after internal audit, as in "Prosedur Ketelusuran dan Keseimbangan Masa di Kebun dan Pabrik Kelapa Sawit No.FR.CSM.MTM rev.2 dated 15 October 2012 – Section 3.14 Internal Audit.	Comply																								
5.13.2	<p>The input to management review shall include information on:</p> <ul style="list-style-type: none"> • Results of internal audits covering RSPO Supply Chain Certification Standard. • Customer feedback. • Status of preventive and corrective actions. • Follow-up actions from management reviews. 	PT. Meridan Sejatisurya Plantation – Sei Pingai POM have procedures "Corporate Sustainability Management Procedures – Management Review Meeting No.FR.CSM.MRM". Section 3.1.2 stated the management review planned every (1) year. The management review meeting in PT. Meridan Sejatisurya Plantation – Sei Pingai POM have been carried out on 2 July 2018. The management review	Major NC Comply																								

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	<ul style="list-style-type: none"> • Changes that could affect the management system. • Recommendations for improvement. 	<p>meeting agenda:</p> <ul style="list-style-type: none"> • Results of internal audits covering RSPO Supply Chain Certification Standard: Internal audit 2018 result, will be discussed in 2019. • Customer feedback: No negative feedback from customer. PT. Meridan Sejatisurya Plantation have not certified RSPO P&C thus did not trade RSPO-certified product. • Status of preventive and corrective actions: All NC Major Findings shall be followed up through RSPO SCCS training, SOP revision, socialization, communication to third party contractor, internal audit. • Follow-up actions from management reviews: Shall be followed up during subsequent management review in yer 2019. • Changes that could affect the management system: Sustainability Department will analyze the changes in RSPO Certification System, applicable government regulation and NGO initiatives – and to be evaluated before next management meeting, 2019. • Recommendations for improvement: All recommendation for improvement (personnel and budget) to be discussed. The management review minutes prepared by Mr. Erwan Effendi (Management Representative), and acknowledged and approved by Mr. Harianto Tanamoeliono (Managing Director). 	
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. Meridan Sejatisurya Plantation – Sei Pingai POM have procedures “Corporate Sustainability Management Procedures – Management Review Meeting No.FR.CSM.MRM”. Section 3.1.2 stated the management review planned every (1) year.</p> <p>The management review meeting in PT. Meridan Sejatisurya Plantation – Sei Pingai POM have been carried out on 2 July 2018. The management review meeting output:</p> <ul style="list-style-type: none"> • Improvement of the effectiveness of the management system and its processes: Implementation of RSPO SCCS, June 2017 in year 2018 will be base for manpower and IT system planning. • Resource needs: Relevant personnel will be provided with external training to run the RSPO SCCS Training. 	Major NC Comply

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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.	<p>The RSPO Supply Chain Certification Standard, June 2017 is applicable for PT. Meridan Sejatisurya Plantation – Sei Pingai POM. As the POM takes legal ownership of the FFB, and process the FFB into CPO and PK in their premise (Sei Pingai POM).</p> <p>The supply chain module being use in PT. Meridan Sejatisurya Plantation – Sei Pingai POM is Mass Balance because the palm oil mill received FFB from non-certified third party outgrowers.</p> <p>Comply</p>
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>PT. Meridan Sejatisurya Plantation – Sei Pingai POM manages to provides information on estimated tonnage of CPO and PK to be produced in the next twelve (12) months period.</p> <p>Since this assessment was part of initial assessment for the certificate holder, audit team will verify and record the actual tonnage produced in subsequent assessment.</p> <p>Comply</p>
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).	<p>PT. Meridan Sejatisurya Plantation – Sei Pingai POM is part of First Resources Limited, The RSPO membership No. 1-0047-08-000-00. Confirmation from RSPO PalmTrace for member ID: RSPO_PO100002637, Core Product: Palm Oil, Member Category: Oil Mill.</p> <p>PT. Meridan Sejatisurya Plantation – Sei Pingai POM has appointed a personnel to handle RSPO IT Platform. The letter "Surat Keputusan Pengangkatan Petugas Rantai Pasok No.001/SK-PRP/VI/2015 appoints Mr. Donald Ginting as officer to communicates with e-trace system, under RSPO_PO1000002637.</p> <p>However, as at initial assessment audit – as part of initial assessment, the site has no transaction (not certified yet).</p> <p>Comply</p>
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. Meridan Sejatisurya Plantation have established mechanism/procedures "Corporate Sustainability Management Procedures Mekanisme Rantai Pasok No.FR.CSM.SCP" dated 13 July 2018.</p> <p>PT. Meridan Sejatisurya Plantation have established mass balance management in "Corporate Sustainability Management Procedures - Ketelurusan dan Keseimbangan Masa di Kebun dan Pabrik Kelapa Sawit No.FR.CSM.MTM" dated 13 July 2018 .</p>

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	Comply
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.	As written in Procedure "Ketelusuran dan Keseimbangan Masa di Kebun dan Pabrik Kelapa Sawit No.FR.CSM.MTM rev.2" – Traceability and Mass Balance in Estate and Palm Oil Mill, dated 15 October 2012 Section 2.2 Responsibility. Responsibility lies on Sustainability Head – Mr. Bambang Dwilaksono, to ensure the procedure has complies with relevant supply chain standard. If necessary, conduct compliance assessment with regards to the implementation of said procedure.
E.3.2 The site shall have documented procedures for receiving and processing certified and non-certified FFBS.	Comply PT. Meridan Sejatisurya Plantation have established a procedure to verify the incoming FFB from certified supply base and produce weighbridge ticket including information: <ul style="list-style-type: none"> • The name and address of the buyer: Sei Pingai POM; • The name and address of the seller: Sei Pingai Estate; • 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): FFB RSPO MB • The quantity of the products delivered; • Any related transport documentation: FFB truck details; • Supply Chain certificate number of the seller: RSPO 634712; • A unique identification number: weighbridge ticket number;
E.4 Purchasing and goods in	Comply
E.4.1 The site shall verify and document the volumes of certified and non-certified FFBS received.	PT. Meridan Sejatisurya Plantation established a procedurerto mass-balancing volume of certified and non-certified FFB, thus CPO and PK, as in "Corporate Sustainability Management Procedures - Ketelusuran dan Keseimbangan Masa di Kebun dan Pabrik Kelapa Sawit No.FR.CSM.MTM" dated 13 July 2018. Comply
E.4.2 The site shall inform the CB immediately if there is a projected overproduction of certified tonnage.	PT. Meridan Sejatisurya Plantation – Sei Pingai POM has appointed a personnel to inform CB in the case of projected overproduction. The letter "Surat Keputusan Pengangkatan Petugas Rantai Pasok No.001/SK-PRP/VI/2015 appoints Mr. Donald Ginting as officer to RSPO Supply Chain System. Comply
E.5 Record keeping	Comply
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.	PT. Meridan Sejatisurya Plantation – Sei Pingai POM has prepared all necessary document/record to demonstrate receipt of sustainable FFB up to dispatch (and receipt) of RSPO-certified CPO and PK: . PT. Meridan Sejatisurya Plantation – Sei Pingai POM has demonstrated record keeping on three monthly basis. Record sighted: Mass Balance PT. Meridan Sejatisurya Plantation – Sei Pingai POM, period 3 May 2017 – 2 August 2017; 3 August 2017 – 2 November 2017; 3 November 2017 – 2 February 2018; 3 February 2018 – to date. Period 3 May – 2 August 2017: Incoming FFB total 45,799 MT;

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	Incoming FFB sustainable 39,202 MT; Incoming FFB non-sustainable 6,597 MT; FFB processed total 45,842 MT; FFB processed sustainable 39,229 MT; FFB processed non-sustainable 6,612 MT; CPO production total 9,380 MT; CPO production sustainable 8,030 MT; CPO production non-sustainable 1,349 MT; Outgoing CPO sustainable as ISCC 8,286 MT; Outgoing CPO sustainable as RSPO 0 MT; Outgoing CPO non-sustainable 1,155 MT. Stock CPO sustainable (- 1,212 MT); Stock CPO non-sustainable 42,203 MT. Comply
(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.	The officer demonstrate understanding to ensure 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. Comply
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.)	PT. Meridan Sejatisurya Plantation established a procedures "Corporate Sustainability Management Procedures - Ketelurusan dan Keseimbangan Masa di Kebun dan Pabrik Kelapa Sawit No.FR.CSM.MTM" dated 13 July 2018. Inside the procedure, it is stated that short-selling is not allowed. Comply

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	May 2017	-	-	-
2	June 2017	-	-	-
3	July 2017	-	-	-
4	August 2017	-	-	-
5	September 2017	-	-	-
6	October 2017	-	-	-
7	November 2017	-	-	-
8	December 2017	-	-	-
9	January 2018	-	-	-
10	February 2018	-	-	-
11	March 2018	-	-	-
12	April 2018	-	-	-
		-	-	-

**) This is Initial Assessment Visit. The production record for Sei Pingai POM that has not been RSPO certified.*

B. Monthly Records of Certified CPO & PK since the last audit			
No.	Month - Year	Certified CPO (MT)	Certified PK (MT)
1	May 2017	-	-

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2	June 2017	-	-
3	July 2017	-	-
4	August 2017	-	-
5	September 2017	-	-
6	October 2017	-	-
7	November 2017	-	-
8	December 2017	-	-
9	January 2018	-	-
10	February 2018	-	-
11	March 2018	-	-
12	April 2018	-	-
		-	-

**) This is Initial Assessment Visit. The production record for Sei Pingai POM that has not been RSPO certified.*

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)
Nil	Nil	Nil	Nil	Nil

**) This is Initial Assessment Visit. The production record for Sei Pingai POM that has not been RSPO certified.*

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

No.	Buyers Name	Scheme Name	CPO Sold (MT)	PK Sold (MT)
Nil				

**) This is Initial Assessment Visit. The production record for Sei Pingai POM that has not been RSPO certified. All CPO sold as ISCC.*

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)
Nil			

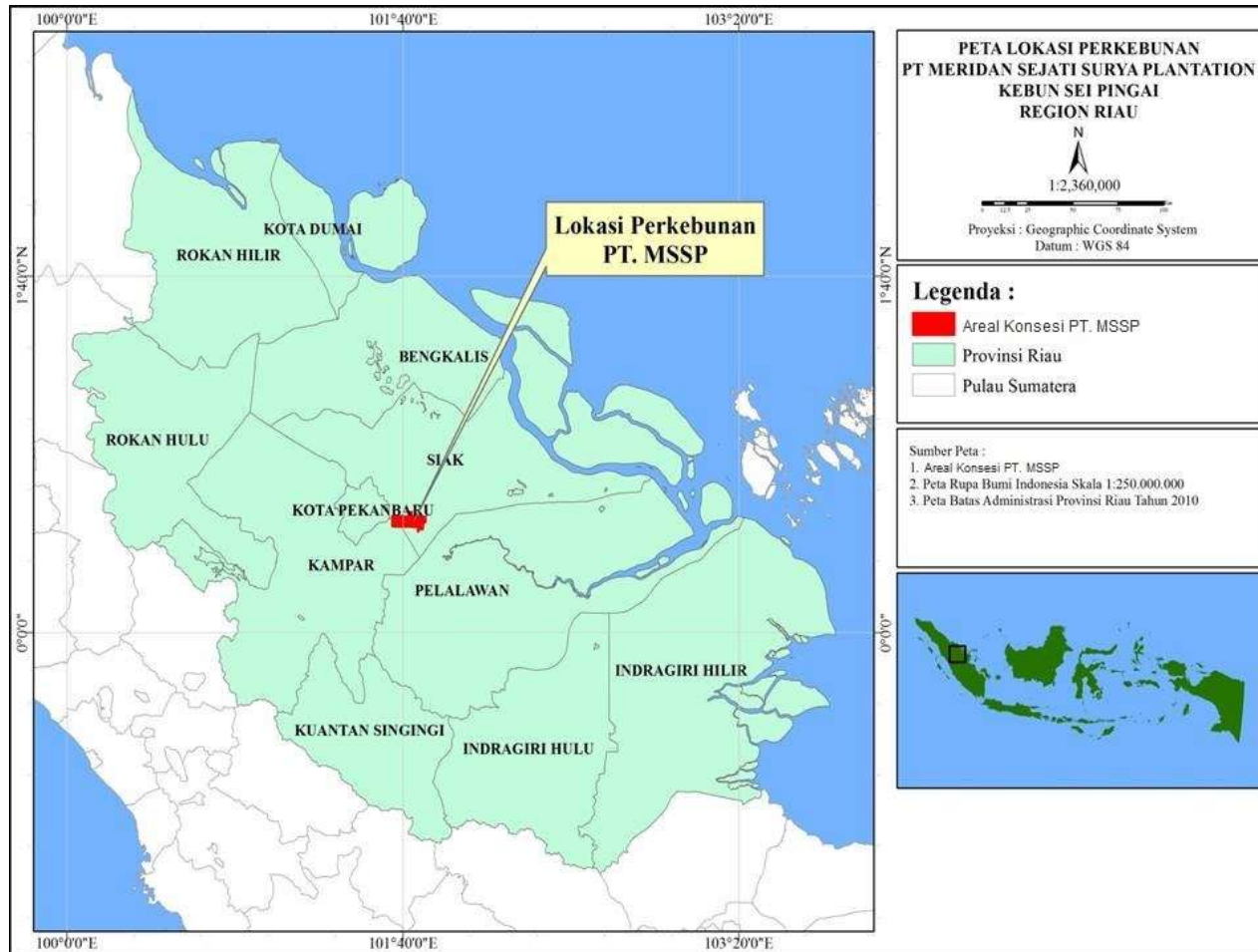
**) This is Initial Assessment Visit. The production record for Sei Pingai POM that has not been RSPO certified. All PK sold as non-certified.*

F. Records of Certified CPO & PK Sold under RSPO Credits to Buyers since the last audit

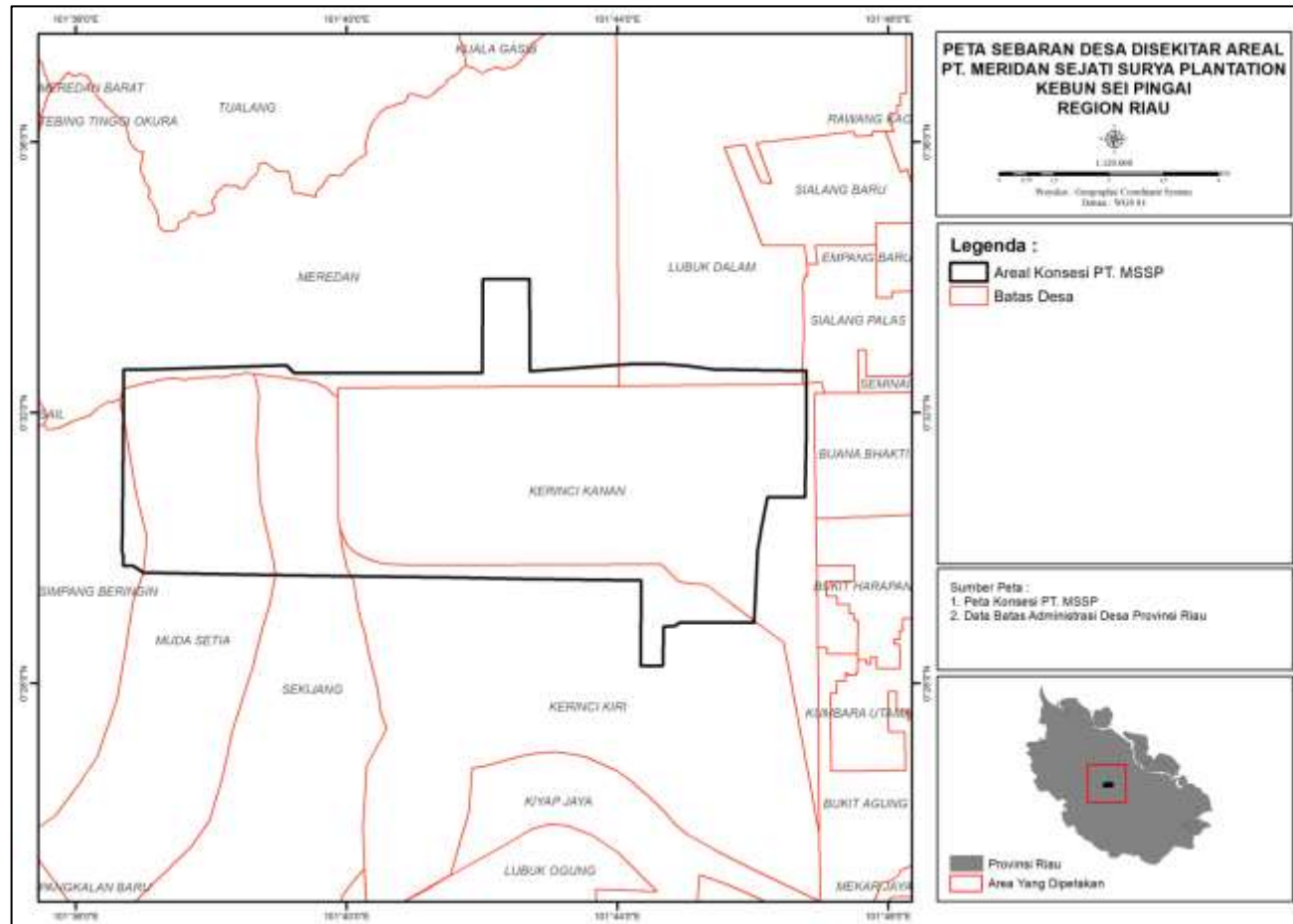
No.	Buyers Name	PalmTrace Trading No	RSPO Credits of Certified CPO Sold (MT)
Nil	Nil	Nil	Nil

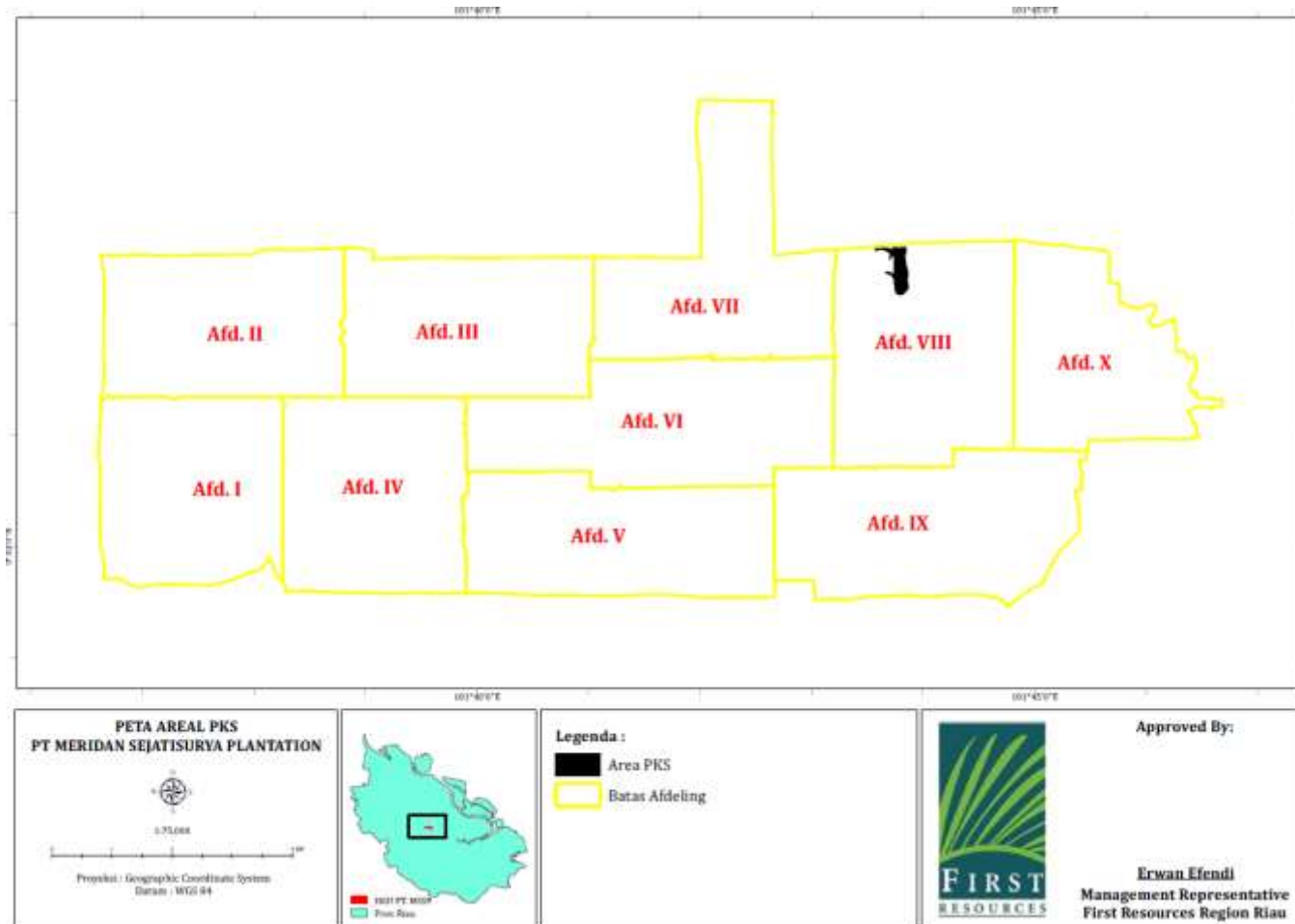
**) This is Initial Assessment Visit. The production record for Sei Pingai POM that has not been RSPO certified.*

Appendix F: Location Map of Certification Unit and Supply bases



Appendix G: Estate Field Map





Appendix H: List of Smallholder Sampled

Not Applicable

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
DPPL	Dokumen Pengelolaan dan Pemantauan Lingkungan – Environment management and monitoring
EFB	Empty Fruit Bunch
EMS	Environmental Management System
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