

**RSPO PRINCIPLE AND CRITERIA  
PUBLIC SUMMARY REPORT**

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

<b>Client Company name (Parent Company): Koperasi Konsumen Bersatu Makmur Jaya</b>
Client company Address: <b>Koperasi Konsumen Bersatu Makmur Jaya</b>
Certification Unit: <b>Koperasi Konsumen Bersatu Makmur Jaya</b> Location of Certification Unit: Huta I Nagori Boluk, Kecamatan Bosar Maligas, Kabupaten Simalungun, Provinsi Sumatera Utara 21183, Indonesia.
Date of Final Report: 01/04/2021

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**Section 1: Scope of the Certification Assessment**

1. Company Details			
<b>Parent Company</b>	Koperasi Konsumen Bersatu Makmur Jaya		
<b>RSPO Membership Number</b>	1-0303-20-000-00	<b>Membership Approval Date</b>	14/09/2020
<b>Address</b>	Huta I Nagori Boluk, Kecamatan Bosar Maligas, Kabupaten Simalungun, Provinsi Sumatera Utara 21183, Indonesia.		
<b>Palm Oil Mill / Group Manager / Estate (Certification Unit)</b>	Koperasi Konsumen Bersatu Makmur Jaya		
<b>Location / Address</b>	Huta I Nagori Boluk, Kecamatan Bosar Maligas, Kabupaten Simalungun, Provinsi Sumatera Utara 21183, Indonesia.		
<b>Website</b>	-		
<b>Management Representative</b>	Ardiansyah Simto Sirait	<b>E-mail</b>	<a href="mailto:koperasibersatamakmurjaya20@gmail.com">koperasibersatamakmurjaya20@gmail.com</a>
<b>Telephone</b>	0823-6025-4693	<b>Facsimile</b>	-

2. Certification Information			
<b>Certificate Number</b>	<b>RSPO 717105</b>	<b>Date of First Certification</b>	11/02/2020
		<b>Certificate Start Date</b>	11/02/2020
		<b>Certificate Expiry Date</b>	10/02/2025
<b>Scope of Certification</b>	Production of Fresh Fruit Bunch of Independent Smallholder Group		
<b>Visit Objectives</b>	<ul style="list-style-type: none"> <li>- Evaluation of the conformity of the organization's management system or its parts to the audit criteria.</li> <li>- Evaluate the capabilities of the management system to ensure the client organization meets applicable statutory, regulatory and contractual requirements.</li> <li>- Determine the eligibility of the RSPO Independent Smallholder certification unit.</li> <li>- This is the surveillance audit and Extension to scope (additional new member).</li> </ul>		
<b>Assessment Cycle</b>	<input type="checkbox"/> Initial Assessment <input type="checkbox"/> Recertification Assessment (Choose an item.) <input checked="" type="checkbox"/> Annual Surveillance Assessment (RA Choose an item. ; ASA 1) <input checked="" type="checkbox"/> Scope Extension		
<b>Applicable Standards</b>	<input type="checkbox"/> RSPO P&C 2018 for the Production of Sustainable Palm Oil <input type="checkbox"/> Indonesia National Interpretation year 2020 for RSPO P&C 2018 for the Production of Sustainable Palm Oil <input type="checkbox"/> Group Certification 2016 <input checked="" type="checkbox"/> RSPO Independent Smallholders Standard 2019		
<b>Supply Chain Module</b>	<input checked="" type="checkbox"/> Identity Preserved <input type="checkbox"/> Mass Balance		

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<b>ISH certification status</b>	<input type="checkbox"/> Eligibility <input type="checkbox"/> Milestone A <input checked="" type="checkbox"/> Milestone B <input type="checkbox"/> Not Applicable
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<b>3. Other Certifications</b>			
<b>Certificate Number</b>	<b>Standard(s)</b>	<b>Certificate Issued by</b>	<b>Expiry Date</b>
Nil	Nil	Nil	Nil

<b>4. Location(s) of Mill &amp; Supply Bases</b>			
<b>Name (Mill / Supply Base)</b>	<b>Location</b>	<b>GPS Coordinates</b>	
		<b>Latitude</b>	<b>Longitude</b>
Kelompok Tani Bersama Maju	Nagori Boluk, Bosar Maligas District, Sumatera Utara Province	3° 04' 36.96" N	99° 20' 31.59" E
Kelompok Tani Harapan Jaya	Nagori Boluk, Bosar Maligas District, Sumatera Utara Province	3° 04' 28.39" N	99° 21' 5.58" E
Kelompok Tani Lestari Jaya	Nagori Boluk, Bosar Maligas District, Sumatera Utara Province	3° 04' 46.61" N	99° 22' 12.13" E
Kelompok Tani Mekar Jaya Lestari	Nagori Tempel Jaya, Bosar Maligas District, Sumatera Utara Province	3° 02' 32.37" N	99° 21' 2.85" E
Kelompok Tani Mekar Jaya V	Nagori Marihat butar, Bosar Maligas district	2° 59' 58.01" N	99° 23' 38.01" E
Kelompok Tani Plamboyan	Nagori Boluk, Bosar Maligas District, Sumatera Utara Province	3° 04' 26.39" N	99° 21' 59.75" E
Kelompok Tani Sidomakmur	Nagori Sidomulyo, Bosar Maligas District, Sumatera Utara Province	3° 01' 42.73" N	99° 22' 2.09" E
Kelompok Tani Sidomakmur 2	Nagori Sidomulyo, Bosar Maligas District, Sumatera Utara Province	3° 01' 28.45" N	99° 22' 6.39" E
Kelompok Tani Tempel Jaya Lestari	Nagori Tempel Jaya, Bosar Maligas District, Sumatera Utara Province	3° 01' 52.14" N	99° 20' 40.33" E
<b>Note:</b>			

<b>5. Description of Supply Base</b>					
<b>Estate</b>	<b>Total Planted (Mature + Immature) (ha)</b>	<b>HCV (ha)</b>	<b>Infrastructure &amp; Other (ha)</b>	<b>Total Area (ha)</b>	<b>% of Planted</b>
Kelompok Tani Bersama Maju	168.64	0	0	168.64	100
Kelompok Tani Harapan Jaya	95.38	0	0	95.38	100

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Kelompok Tani Lestari Jaya	27.13	0	0	27.13	100
Kelompok Tani Mekar Jaya Lestari	51.23	0	0	51.23	100
Kelompok Tani Mekar Jaya V	19.37	0	0	19.37	100
Kelompok Tani Plamboyan	69.53	0	0	69.53	100
Kelompok Tani Sidomakmur	86.75	0	0	86.75	100
Kelompok Tani Sidomakmur 2	65.07	0	0	65.07	100
Kelompok Tani Tempel Jaya Lestari	76.28	0	0	76.28	100
<b>Total</b>	<b>659.38</b>	<b>0</b>	<b>0</b>	<b>659.38</b>	<b>100</b>

6. Plantings & Cycle							
Estate	Age (Years)					Mature	Immature
	0 - 3	4 - 10	11 - 20	21 - 25	26 - 30		
Kelompok Tani Bersama Maju	0	20.63	75.98	33.57	38.46	168.64	0
Kelompok Tani Harapan Jaya	0	1.85	78.35	11.33	3.85	95.38	0
Kelompok Tani Lestari Jaya	0	5.00	3.02	16.54	2.57	27.13	0
Kelompok Tani Mekar Jaya Lestari	0	2.60	18.26	28.06	2.31	51.23	0
Kelompok Tani Mekar Jaya V	0	0	10.71	7.44	1.22	19.37	0
Kelompok Tani Plamboyan	11.11	15.57	4.83	15.02	23.00	58.42	11.11
Kelompok Tani Sidomakmur	0	9.35	13.05	25.54	38.81	86.75	0
Kelompok Tani Sidomakmur 2	0	2.04	45.33	17.70	0	65.07	0
Kelompok Tani Tempel Jaya Lestari	0	10.67	22.59	37.19	6.83	76.28	0
<b>Total (ha)</b>	<b>11.11</b>	<b>67.76</b>	<b>273.13</b>	<b>190.33</b>	<b>117.05</b>	<b>648.27</b>	<b>11.11</b>

**Note:**

7. Certified Tonnage of FFB (Own Certified Scope)				
Estate	Tonnage / year			
	Estimated (Feb 2020 – Jan 2021)	Actual (Jan – Dec 2020)		Forecast (Feb 2021 – Jan 2022)
		Previous license period (Jan 2020)	Current license period (Feb – Dec 2020)	
Kelompok Tani Bersama Maju	701.55	45.97	552.70	3,362.99

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Kelompok Tani Harapan Jaya	225.08	17.91	212.05	1,212.98
Kelompok Tani Lestari Jaya	340.14	26.26	298.63	384.04
Kelompok Tani Mekar Jaya Lestari	-	-	-	877.43
Kelompok Tani Mekar Jaya V	-	-	-	318.54
Kelompok Tani Plamboyan	875.71	62.59	755.59	1,041.46
Kelompok Tani Sidomakmur	1,607.78	119.51	1,368.92	1,612.44
Kelompok Tani Sidomakmur 2	-	-	-	1,038.19
Kelompok Tani Tempel Jaya Lestari	833.38	69.00	806.05	1,319.67
<b>Total</b>	<b>4,583.64</b>		<b>4,335.18</b>	<b>11,167.74</b>

**Note:**

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

Estate	Tonnage / year			Forecast (Feb 2021 – Jan 2022)
	Estimated (Feb 2020 – Jan 2021)	Actual (Jan – Dec 2020)		
Nil	N/A	<i>Previous license period</i> (Jan 2020)	<i>Current license period</i> (Feb – Dec 2020)	N/A
<b>Total</b>				

**Note:**

**9. Non-Certified Tonnage of FFB (outside supplier – excluded from certificate)**

Independent FFB Supplier	Tonnage / year			Forecast (Feb 2021 – Jan 2022)
	Estimated (Feb 2020 – Jan 2021)	Actual (Jan – Dec 2020)		
		<i>Previous license period</i> (Jan 2020)	<i>Current license period</i> (Feb – Dec 2020)	
Nil				
<b>Total</b>				

**Note:**

**10. Certified Tonnage**

Mill Capacity: -	Estimated	Actual (Jan – Dec 2020)	Forecast
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SCC Model: IP	(Feb 2020 – Jan 2021)			(Feb 2021 – Jan 2022)	
	<b>FFB</b>	<b>FFB</b>		<b>FFB</b>	
	4,583.64 mt	<i>Previous license period</i> (Jan 2020)	<i>Current license period</i> (Feb – Dec 2020)		11,167.74 mt
		<b>Jan 2020</b>	<b>Feb – Dec 2020</b>		
		4,335.18 mt			
	<b>CPO (OER: 20%)</b>	<b>CPO (OER: 20%)</b>		<b>CPO (OER: 20%)</b>	
	917 mt	68.25 mt	798.79 mt	2,233.55 mt	
	<b>PK (KER: 5%)</b>	<b>PK (KER: 5%)</b>		<b>PK (KER: 5%)</b>	
	229 mt	17.06 mt	199.70 mt	558.39 mt	
	<b>PKO (ER: 2.25% )</b>	<b>PKO (ER: 2.25% )</b>		<b>PKO (ER: 2.25% )</b>	
	103.13 mt	7.68 mt	89.86 mt	251.27 mt	
	<b>PKE (ER: 2.75%)</b>	<b>PKE (ER: 2.75%)</b>		<b>PKE (ER: 2.75%)</b>	
126.05 mt	9.38 mt	109.83 mt	307.11 mt		
<b>TOTAL</b>	<b>N/A</b>			<b>N/A</b>	
<b>Note:</b>					

11. Actual Sold Volume (CPO)					
Current License period					
	RSPO Certified	Other Schemes Certified		Conventional	Total
		ISCC	Others		
CPO (MT)	0	0	0	0	0
Previous License period					
CPO (MT)	0	0	0	0	0

12. Actual Sold Volume (PK)					
Current License period					
	RSPO Certified	Other Schemes Certified		Conventional	Total
		ISCC	Others		
PK (MT)	0	0	0	0	0
Previous License period					
PK (MT)	0	0	0	0	0



<b>13. Independent Smallholders Certification Claims</b>		
	<b>Credit</b>	<b>Physical Volume (MT)</b>
<b>IS-CSPO</b>	917	Nil
<b>IS-CSPKO</b>	103	Nil
<b>IS-CSPKE</b>	126	Nil

## Section 2: Assessment Process

### Certification Body:

BSI Services Malaysia Sdn. Bhd. (ASI Accreditation Number: ASI-ACC-067)  
Suite 29.01 Level 29, The Gardens North Tower,  
Mid Valley City, Lingkaran Syed Putra,  
59200 Kuala Lumpur, Malaysia.  
Tel +60 (3) 9212 9638 Fax +60 (3) 9212 9639  
Representative: Nicholas Cheong ([Nicholas.Cheong@bsigroup.com](mailto:Nicholas.Cheong@bsigroup.com))  
Website: [www.bsigroup.com](http://www.bsigroup.com)

BSI is a leading global provider of management systems assessment and certification, with more than 84,000 certified locations and clients in over 180 countries. BSI Standards is the UK's National Standards Body. BSI provides independent, third-party certification of management systems. BSI is ASI Accredited (ASI-ACC-067) to conduct RSPO assessment since 31/10/2014 with accredited office located at Kuala Lumpur, Malaysia.

### 2.1 Assessment Methodology, Programme, Site Visits

The on-site assessment was conducted on **5 – 7 January 2021**. The audit programme is included as Section 2.3.

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

The Critical NC close out on-site assessment was conducted on **4 February 2021**. The audit programs are included in Section 2.3.

The methodology for collection of objective evidence included physical site inspections, observation of tasks and processes, interviews of staff, workers and their families and external stakeholders, review of documentation and monitoring data. RSPO Independent Smallholder Standard 2019 for the Production of Sustainable Palm Oil was used to guide the assessment of information to assess compliance. The comments made by external stakeholders were also taken into account in the assessment.

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

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

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

Structured worker interviews with male and female workers and staff were held in private at the workplace in the mill and the estates. Fieldworkers were interviewed informally in small groups in the field. In addition, the wives of 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 Initial and Re-certification assessment, the report was externally reviewed by RSPO approved Certification Reviewer prior to certification decision by BSI.

For Annual surveillance assessment, the report was internally reviewed and approved by BSI qualified certification reviewer.

**The following table would be used to identify the locations to be audited each year in the 5 year cycle**

<b>Assessment Program</b>					
<b>Name (Mill / Supply Base)</b>	<b>Year 1 (Certification)</b>	<b>Year 2 (ASA 1)</b>	<b>Year 3 (ASA 2)</b>	<b>Year 4 (ASA 3)</b>	<b>Year 5 (ASA 4)</b>
Kelompok Tani Bersama Maju	X	X		X	
Kelompok Tani Harapan Jaya	X		X		X
Kelompok Tani Lestari Jaya	X	X			X
Kelompok Tani Mekar Jaya Lestari		X		X	X
Kelompok Tani Mekar Jaya V			X	X	X
Kelompok Tani Plamboyan	X		X		
Kelompok Tani Sidomakmur	X		X	X	
Kelompok Tani Sidomakmur 2		X	X		X
Kelompok Tani Tempel Jaya Lestari	X	X		X	

**Tentative Date of Next Visit:** January 3, 2022 - January 6, 2022

**Total No. of Mandays:** 10 manday

**2.2 BSI Assessment Team:**

<b>Team Member Name</b>	<b>Role</b> <i>(Team Leader or Team member)</i>	<b>Qualifications</b> <i>(Short description of the team members)</i>
Mujinius Jalaraya	Team Leader	He hold Bachelor degree from Faculty of Forestry, Bogor Agricultural University (IPB) in 2008, Majoring in Forest Resources Conservation and Ecotourism. He have a working experience in palm oil plantations as SHE Assistant at PT. Astra Agro Lestari Tbk in 2008 - 2012 and as Supervisor Sustainability at Teladan Prima Group in 2012 – 2014. He involved in RSPO certification since 2014 as a team member subsequently as a Lead Auditor.

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		He has completed the training, such as: Lead Auditor ISO 9001: 2008 course, Lead Auditor ISPO course, Lead Auditor RSPO endorsed course, RSPO SCCS Lead Auditor endorsed course, HCV Identification and management, Internal Auditor ISO 14001: 2004 Training, Training for Trainers, OHS Expert Training, etc. He is fluently speaking in English and Bahasa Indonesia. During this assessment, he assessed on the aspects of Social, Environmental management and monitoring, OHS management and HCV management and monitoring.
Andi Pratama Pasaribu	Team member	Indonesian citizen. Bachelor degree, majoring social economy. He has several of work experiences (more than 5 years) as the operational staff since 2008. He has been followed the Training of Lead Auditor Indonesian Sustainable Palm Oil (ISPO) which was held by ISPO Commission in 2013 and Training of Lead Auditor Roundtable on Sustainable Palm Oil (RSPO) by Proforest and Daemeter in 2016. He has been attended several kinds of training, such as High Conservation Value (HCV) Training, Lead Auditor ISO 9001:2008, Lead Auditor ISO 14001:2005, auditor OHSAS, lead auditor RSPO supply chain by BMTRADA etc. He has some experiences of Sustainability Palm Oil scheme audit in Indonesian and Malaysia in best management practices, land legality, environmental, social and worker welfare aspect and supply chain. During this audit, he verify legal aspect, ICS and best management practices aspect.
Edy Widodo	Team member	Edy Widodo graduated as bachelor of the Faculty of Agriculture, Department of Agricultural Technology, University of Padjadjaran, Bandung. Earlier he worked as an Assistant Estates Manager in PT SMART Tbk. (1999 to 2005). He is the Lead Auditor for ISO 9001: 2008. He has working experience in the industrial sector and audit Plantation and also the processing industry and agricultural mechanization. He also the ISPO auditor who has obtained a certificate from the ISPO Commission, Ministry of Agriculture of Indonesia, on February 2013. He had got a certificate of training on Understanding ISO 14001: 2004 & Auditing ISO 14001: 2004 in 2013. He also had joined RSPO P&C training (2013) and also Course RSPO Lead Auditor 2016 - RSPO Endorsed RSPO Supply Chain Certification Training Course on April 2016. During this assessment, he assessed on the aspects of transparency, Social and labor, Environmental management and monitoring, stakeholder consultation.

**Accompanying Persons:**

Name	Role
Pratama Agung Sedayu	Qualifying reviewer

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### 2.3 Assessment Plan

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

Date	Time	Activity	MJ	EW	AP
Monday, 04/01/2021	07.45 – 10.15	<b>Flight Jakarta – Medan</b> (GA-182, 07.50 – 10.15)	√	√	√
	11.00 – 13.00	PCR Swab Test in Medan	√	√	√
	13.00 – 16.00	Traveling from Medan to Audit Location (Perdagangan)	√	√	√
Tuesday, 05/01/2021	08.00 – 09.00	<b>Opening Meeting</b> - Presentation by Koperasi Konsumen Bersatu Makmur Jaya - Presentation by BSI (Detail of Audit)	√	√	√
	08.00 – 12.00	<b>Audit Document Review</b> Document Review and verification, Interview with Auditee A – ICS: Group entity and group management requirements A.1 The Group demonstrates that they are legally formed. A.1.1, A.1.2, A.1.3, A.1.4 A.2 The Group Manager is responsible for managing the Group for certification. A.2.1, A.2.2, A.2.3 B – ICS: Policies and management B.1 The group Internal Control System contains documented policies and procedures for operational management. B.1.1, B.1.2 C.1 The group has a Business Plan prepared with the participation and contributions of all group members C.1.1 C.2 The ICS of the group is integrated with the group's management plan. C.2.1 D – ICS: Group trading system for certified volumes D.1 The group has a procedure and system in place for the tracking of FFB. D.1.1 D.2 The group documents and implements a system for the tracking of FFB D.2.1 D.3 The group has a procedure and system for premium distribution. D.3.1	√	√	√
	12.00 – 14.00	<b>Break</b>	√	√	√

Date	Time	Activity	MJ	EW	AP
	14.00 – 17.00	<b>Field Audit to Smallholder Plot:</b> Sample Number: 11 smallholder member (old member) Field visit to Independent smallholders plots covering aspect of Best management practices, Occupational health and safety, worker welfare, HCV, environmental aspect, continual improvement, etc. Interview with smallholder member and workers.	√	√	√
Wednesday, 06/01/2021	08.00 – 12.00	<b>Field Audit to Smallholder Plot:</b> Sample Number: 12 smallholder member (new member) Field visit to Independent smallholders plots covering aspect of Best management practices, Occupational health and safety, worker welfare, HCV, environmental aspect, continual improvement, etc. Interview with smallholder member and workers.	√	√	√
		<b>Stakeholder Consultation:</b> Local community, Village head/public figure, LSM/NGO, Local government (Dinas Perkebunan, Dinas Koperasi and Dinas Lingkungan Hidup).		√	
	12.00 – 14.00	<b>Break</b>	√	√	√
	14.00 – 17.00	<b>Audit Document Review:</b> Principle 1: Optimise productivity, efficiency, positive impacts and resilience Criteria 1.1, 1.2, 1.3 Principle 2: Ensure Legality, Respect for Land Rights and Community Wellbeing Criteria 2.1, 2.3, 2.4, 2.5 Principle 3: Respect human rights, including workers' rights and conditions Criteria 3.1, 3.2, 3.3, 3.4, 3.5, 3.6 Principle 4: Protect, conserve and enhance ecosystems and the environment Criteria 4.1, 4.2, 4.3, 4.4, 4.5, 4.6, 4.7, 4.8, 4.9	√	√	√
Thursday, 07/01/2021	08.00 – 12.00	Audit continue for Document Review Koperasi Konsumen Bersatu Makmur Jaya	√	√	√
	12.00 – 14.00	<b>Break</b>	√	√	√
	14.00 – 15.00	Report preparation	√	√	√
	15.00 – 17.00	<b>Closing Meeting</b>	√	√	√
	17.00 – 20.00	Traveling to Medan			
Friday, 08/01/2021	09.00 – 11.30	<b>Flight Medan – Jakarta</b> (GA-183, 09.00 – 11.30)	√	√	√

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Auditor Team BSI are as below.

No.	Name	Role	Assessment Aspect
1	Mujinius Jalaraya <b>(MJ)</b>	Team Leader	Social, Environmental management and monitoring, OHS management and HCV management and monitoring.
2	Edy Widodo <b>(EW)</b>	Team Member	Social and labor, Environmental management and monitoring, stakeholder consultation.
3	Andi Pratama Pasaribu <b>(AP)</b>	Team Member	Legal aspect, ICS and best management practices aspect
4	Pratama Agung Sedayu <b>(PS)</b>	Qualifying Reviewer	Witness Lead Auditor dan team member

Assessment plan for NCR Major Close Out

Date	Time	Activity	MJ
Thursday, 04/02/2021	07.45 – 10.15	<b>Flight Jakarta – Medan</b> (GA-182, 07.50 – 10.15)	√
	10.15 – 13.00	Travel to Audit Location	√
	13.00 – 17.00	<ul style="list-style-type: none"> <li>- <b>Opening Meeting</b></li> <li>- Document Verification, Site verification and Interview</li> <li>- Verification of Correction and Corrective Action against NCR:               <ol style="list-style-type: none"> <li>1. NCR # 2008384-202101-M1, Clause 3.5 (Major)</li> <li>2. NCR # 2008384-202101-M2, Clause 4.8 (Major)</li> </ol> </li> <li>- Closing Meeting</li> </ul>	√

### Section 3: Assessment Findings

#### 3.1 Normative requirement applied for this assessment:

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

#### 3.2 Multiple Management Units and Time Bound Plan

Requirement	Assessment	Compliance
Does the plan include all current subsidiaries, estates and mills that is under the control of the holding company?	The certificate holder is a single member. Not Applicable	N/A
Have all the estates and mills certified within five years after obtaining RSPO membership?	Not Applicable	N/A
Have there been any new acquisitions? If yes, the new acquisitions shall be certified within three-year from the date of acquisition. Certification plan for the new acquisition shall be available.	Not Applicable	N/A
Have there been any changes to the time-bound plan since the last audit (both new acquisition and existing)? If yes, justification is required. Is this consistent with the ACOP reporting?	Not Applicable	N/A
Have there been any isolated lapses in implementation of the plan? If yes a <b>Minor</b> non-compliance shall be raised	Not Applicable	N/A
Have there been any fundamental failure (e.g. unable to justify delay in planning the assessments) to proceed with implementation of the plan? If yes a <b>Major</b> non-compliance shall be raised	Not Applicable	N/A
<b>Un-Certified Units or Holdings</b>		
No replacement after dates defined in NIs Criterion 7.3: <ul style="list-style-type: none"> <li>• Primary forest.</li> <li>• Any area required to maintain or enhance HCVs in accordance with RSPO P&amp;C criterion 7.3.</li> </ul>	Not Applicable	N/A
Any new plantings since January 1 <sup>st</sup> 2010 shall comply with the RSPO New Plantings Procedure.	Not Applicable	N/A
Any Land conflicts are being resolved through a mutually agreed process, such as RSPO Complaints	Not Applicable	N/A



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

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

<b>Progress of scheme smallholders or outgrowers towards compliance with relevant standards</b>		
<b>Requirement</b>	<b>Remarks</b>	<b>Compliance</b>
Has 100% of scheme smallholders and/or scheme outgrowers comply with the standard within three years of the mill's initial certification? OFI shall be raised if after one year where 100% of the scheme smallholders and scheme outgrowers are not in compliance, a minor NC after two years, and a major NC if this requirement is not met after three years.	Not Applicable	N/A

**3.4 Details of Nonconformities**

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

During this Assessment there were 2 (two) Major nonconformities and 1 (one) Opportunity For Improvement raised. The Koperasi Komnsumen Bersatu Makmur Jaya Certification unit submitted Corrective Action Plans for the nonconformity. Corrective action plans with respect to the nonconformity was reviewed by the BSI audit team and accepted.

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

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Non-conformity			
<b>NCR Ref #</b>	2008384-202101-M1	<b>Clause &amp; Category (Critical / Minor)</b>	RSPO Independent Smallholder Standard 2019, Criteria 3.5 Major
<b>Date Issued</b>	7 January 2021	<b>Due Date</b>	7 April 2021
<b>Closed (Yes / No)</b>	Yes	<b>Date of nonconformity Closure</b>	4 February 2021
<b>Statement of Nonconformity:</b>	Based on field visit, it was found unsafe conditions and workers were not wearing appropriate PPE at work in accordance with the risk control standards as per "Hazard Identification, Risk Assessment and Risk Control"		
<b>Requirement Reference:</b>	<p>Working conditions and facilities are safe and meet minimum legal requirements. Workers, including smallholder family members, have access to safe working conditions and amenities that include:</p> <ul style="list-style-type: none"> <li>• Safe and adequate housing, where applicable,</li> <li>• Access to basic first aid supplies</li> <li>• Health and safety equipment, including minimum personal protective equipment (PPE) if appropriate for the type of work.</li> <li>• Adequate drinking water</li> <li>• Access to toilets</li> </ul>		
<b>Objective Evidence:</b>	<ul style="list-style-type: none"> <li>• During field visit at smallholder plot on behalf Wagirun (Kelompok Tani Lestari Jaya), it was found some unsafe condition: there was an active PLN electric power line that crossed the middle of the road of plantation; there was a well holes that are not fenced; it was potentially dangerous.</li> <li>• During field visit to smallholder plot on behalf Saidin (Kelompok Tani Mekar Jaya Lestari), it was found that harvesting workers were not use safety glasses and handgloves as stipulated in risk control standards.</li> <li>• During field visit to smallholder plot on behalf Ngatimun (Kelompok Tani Tempel Jaya Lestari), it was found that harvesting workers were not use safety helmet and boots as stipulated in risk control standards.</li> <li>• During field visit to smallholder plot on behalf Tukino (Kelompok Tani Sidomakmur), it was found that harvesting workers were not use safety helmet, safety glasses and hand gloves as stipulated in risk control standards.</li> <li>• Koperasi Konsumen Bersatu Makmur Jaya has establish Hazard Identification, Risk Assessment and Risk Control as per "Identifikasi Bahaya, Penilaian, dan Pengendalian Resiko K3". In the document stipulated that harvesting workers shall use PPE covering safety helmet, boots, safety glasses, hand gloves to control the risk.</li> </ul>		
<b>Corrections:</b>	- Koperasi Konsumen Bersatu Makmur Jaya provide awareness and understanding regarding the provision of safe conditions at work and the potential risks that may occur while working on the farm to members and workers.		

	<p>The socialization has been carried out by ICS in 5 locations: Pengalangan, Boluk, Sidomulyo, Tempel and Butar Lembu on 19-21 January 2021. Evidence of socialization and attendance lists can be shown. Interviews with members of farmers and harvesters can show that they already understand the provision of working conditions and the potential risks that may occur while working.</p> <ul style="list-style-type: none"> <li>- Identify ownership of personal protective equipment and cooperate with Smallholder group managers and plantation owners to provide personal protective equipment (PPE), helmets and rubber boots to harvest workers. Koperasi Bersatu Makmur Jaya has identified the ownership of PPE for all smallholder member to ensure that all members have PPE conforms to established standards and have a first aid kit. Members who do not have PPE and first aid kit will be given PPE and first aid kit by deducting from the sale of certificates/premium sharing. Evidence of PPE identification can be shown during the audit as per document "Handover of PPE and First Aid Box", document verified:             <ul style="list-style-type: none"> <li>✓ Serah Terima APD dan Kotak P3K – Penggalangan, dated 19 January 2021: Kelompok Tani Lestari Jaya 17 member, Kelompok Tani Harapan Jaya 20 member, Kelompok Tani Plamboyan 23 member;</li> <li>✓ Serah Terima APD dan Kotak P3K – Sidomulyo, dated 19 January 2021: Kelompok Tani Sidomakmur 39 member, Kelompok Tani Sidomakmur II 39 member;</li> <li>✓ Serah Terima APD dan Kotak P3K – Butar Lembu, dated 21 January 2021: Kelompok Tani Mekar Jaya V 10 member;</li> <li>✓ Serah Terima APD dan Kotak P3K – Boluk, dated 20 January 2021: Kelompok Tani Bersama Maju 32 member, Kelompok Tani Sidomakmur II 39 member;</li> <li>✓ Serah Terima APD dan Kotak P3K – Tempel, dated 20 January 2021: Kelompok Tani Mekar Jaya Lestari 45 member, Kelompok Tani Tempel Jaya Lestari 46 member;</li> </ul> </li> <li>- ICS Together with the smallholder group management carried out revisions related to "SOP for Risk Control and the use of PPE" related to Harvest PPE. Koperasi Bersatu Makmur Jaya has revised SOP No: 3/SOP/UK3PLB3/ICS/KK-BMJ/I/2021, Rev.2 dated January 14, 2021. In the SOP stated that the PPE needed for harvesting activities is only rubber boots and helmets, while goggles are no longer relevant because of the many obstacles that harvesters face when using glasses and disrupt harvesting activities, so that the use of goggles is removed from the PPE standard that must be used. Gloves are also no longer relevant because based on the evaluation in the field, the use of gloves actually causes the grip to become slippery due to the sweat of the harvesters; so that the use of gloves is eliminated from the standard use of harvested PPE.</li> </ul>
<p><b>Root Cause Analysis:</b></p>	<ul style="list-style-type: none"> <li>- Some workers do not have adequate personal protective equipment and some members of farmers have not provided safe work facilities (PPE) for workers.</li> <li>- Based on interviews with harvesters, it was found that PPE with glasses and gloves could actually cause a risk of work accidents because it was slippery when using gloves and the goggles were dewy when used.</li> </ul>
<p><b>Corrective Actions:</b></p>	<ul style="list-style-type: none"> <li>- ICS Cooperative and Smallholder Group management conduct regular socialization on risk control and the use of protective equipment to members and workers.</li> </ul>

	<p>ICS Koperasi Konsumen Bersatu Makmur Jaya has compiled a socialization program on safe working conditions, the use of PPE, the use and storage of used pesticide containers by members. The socialization is planned to be held 3 times a year (January, May and September). The socialization in January has been carried out by ICS and evidence of the implementation of the socialization can be shown during the audit.</p> <ul style="list-style-type: none"> <li>- ICS Cooperative and Smallholder Group management regularly monitor the use of personal protective equipment by smallholder members and workers.</li> </ul> <p>ICS Koperasi KBMJ has compiled a periodic monitoring program to monitor safe working conditions, use of PPE and use and storage of used pesticide containers by members and workers. The 2021 program is planned to be monitored 3 times a year (January, May and September). Koperasi Konsumen Bersatu Makmur Jaya has made a report format for monitoring the use of PPE on a regular basis. Monitoring reports for the period of January 2021 can be shown during field verification in the document "Laporan Hasil Pemantauan APD, Kondisi Aman dan Pengelolaan Wadah Bekas Pestisida" dated 30 January 2021.</p>
<b>Assessment Conclusion:</b>	Based on the onsite verification audit and interview with ICS and smallholder member, confirmed that correction and corrective action to address the nonconformity has been effectively implemented as above. There is no issue recurring and the NC has been Closed on 4 February 2021.

<b>Non-conformity</b>			
<b>NCR Ref #</b>	2008384-202101-M1	<b>Clause &amp; Category (Critical / Minor)</b>	RSPO Independent Smallholder Standard 2019, Criteria 4.8 Major
<b>Date Issued</b>	7 January 2021	<b>Due Date</b>	7 April 2021
<b>Closed (Yes / No)</b>	Yes	<b>Date of nonconformity Closure</b>	4 February 2021
<b>Statement of Nonconformity:</b>	Based on field visits and document verification, it was found that there were inconsistencies in the application of the pesticides usage and storage according to the best management practices as per procedures established by Koperasi Konsumen Bersatu Makmur Jaya.		
<b>Requirement Reference:</b>	<p>Pesticides are used in ways that do not endanger health of workers, family, communities or the environment.</p> <ul style="list-style-type: none"> <li>• Smallholders implement BMPS for all pesticide use, including prohibiting use of pesticides by pregnant and breastfeeding women and young workers, and exclusion of paraquat and pesticides that are categorized as WHO Class 1A or 1B, or those listed by the Stockholm or Rotterdam Conventions, unless when authorized by relevant authorities for pest outbreaks.</li> </ul>		
<b>Objective Evidence:</b>	<ul style="list-style-type: none"> <li>• During field visit to smallholder plots on behalf Jimin (Kelompok Tani Tempel Jaya Lestari), found that pesticide storage were not follow the procedure "SOP Penyimpanan Bahan Kimia dan Pengelolaan Wadah Bekas Kimia No: 4/SOP/UK3PLB3/ICS/KK-BMJ/V/2020":</li> </ul>		

	<ul style="list-style-type: none"> <li>✓ Chemical storage of CBA-6 (Dimetil Amina 865 g/l) is only wrapped in a plastic bag and hung in the ex former (behind his house) cow shed openly. Storage of chemicals should be carried out in a locked place, good ventilation and water proof.</li> <li>✓ There were found 4 jerycan @5L of ex CBA-6 (Dimetil Amina 865 g/l) in the location of ex former cow, it should be deliver to temporary hazardous waste storage at Koperasi Konsumen Bersatu Makmur Jaya.</li> <li>• During field visit to smallholder plot on behalf Sukiman (Kelompok Tani Bersama Maju) it was found that herbicide spraying for weeds was carried out by total spraying (blanket), this was not in accordance with the Oil Palm Weed Control procedure No: 7/SOP/UPL/ICS/KK- BMJ/V/2020 Rev. 1 dated 26 May 2020.</li> </ul>
<p><b>Corrections:</b></p>	<ul style="list-style-type: none"> <li>- Provide understanding regarding SOP No: 4/SOP/UK3PLB3/ICS/KK-BMJ/V/2020 concerning Identification and Handling of Waste in smallholder plantation and SOP No: 7/SOP/UPL/ICS/KK-BMJ/V/2020 concerning Weesd Control Palm Oil in smallholder members plantation. Socialization has been carried out by ICS Koperasi KBMJ in 5 locations: Pengalangan, Boluk, Sidomulyo, Tempel and Butar Lembu on 19-21 January 2021. Evidence of socialization and attendance list can be shown. Interviews with members of farmers and harvesters can show that they already understand the provision of working conditions and the potential risks that may occur while working.</li> <li>- Collecting ex chemical packaging CBA-6 (@ 5 liters) belonging to members on behalf of Jimin (ID: 024-BB-2019) of 4 jerry cans to the ICS Koperasi Konsumen Bersatu Makmur Jaya. Four (4) jerry cans of ex chemical CBA-6 (@ 5 liters) belonging to the member on behalf of Jimin (ID: 024-BB-2019) have been handed over to the head of Smallholder Group to be stored in the temporary hazardous waste storage warehouse located near the Cooperative office. Evidence of submission can be shown in the form of photo documentation of handover and records of receipt of used pesticides, submitted on 21 January 2021 by Jimin to Fajar Murianto (KT Tempel Jaya Lestari Manager) 4 jerry cans of used CBA 6 packaging.</li> <li>- Together with the management of Smallholder groups to carry out revisions related to "SOP No: 4/SOP/UK3PLB3/ICS/KK-BMJ/V/2020 concerning Identification and Handling of Waste in Smallholder Plantation (regarding waste/pesticide storage). ICS Koperasi Bersatu Makmur Jaya has revised SOP No: 4/SOP/UK3PLB3/ICS /KK-BMJ/V/2020 concerning Identification and Management of Waste in Smallholder Plantation on January 14, 2021 (Rev.2). In the previous SOP stated that pesticides must be stored in a locked, ventilated and watertight place, this statement was deleted and changed to "pesticides/chemical residues must be stored in a storage or a safe place and out of reach of children. This is also due to the fact that farmers do not have the ability to make standard warehouses as stated in the previous SOP.</li> </ul>
<p><b>Root Cause Analysis:</b></p>	<p>Members' lack of understanding and concern regarding SOP No: 4/SOP/UK3PLB3 /ICS/KK-BMJ/V/2020 concerning Identification and Handling of Waste in Smallholder Plantation and SOP No: 7/SOP/UPL/ICS/KK-BMJ/V/2020 concerning Oil Palm Weeds Control.</p>

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<b>Corrective Actions:</b>	<ul style="list-style-type: none"> <li>- ICS Cooperative Administrators and Smallholder Group Administrators conduct periodic socialization and awareness on procedure of ex pesticide waste management SOP No: 4/SOP/UK3PLB3/ICS/KK-BMJ/V/2020 and procedure of weeds control SOP No: 7/SOP/UPL/ICS/KK-BMJ/V/2020. ICS Koperasi KBMJ has compiled a socialization program on safe conditions, the use of PPE, the use of pesticide and waste storage of used pesticide containers by members. The socialization is planned to be held 3 times a year (January, May and September). The socialization in January has been carried out by ICS and evidence of the implementation of the socialization can be shown during the audit.</li> <li>- The ICS Cooperative Management and Smallholder Group Administrators regularly monitor the application of pesticides and storage of used pesticide containers by smallholder members. ICS Koperasi KBMJ has compiled a periodic monitoring program to monitor safe working conditions, use of PPE and use of pesticide and waste storage for ex pesticide containers by members and workers. The 2021 program is planned to be monitored 3 times a year (January, May and September). The monitoring report for the January 2021 period can be shown during the audit as per "Laporan Hasil Pemantauan APD, kondisi aman dan pengelolaan wadah bekas pestisida" dated 30 January 2021 ".</li> </ul>
<b>Assessment Conclusion:</b>	Based on the onsite verification audit and interview with ICS and smallholder member, confirmed that correction and corrective action to address the nonconformity has been effectively implemented as above. There is no issue recurring and the NC has been Closed on 4 February 2021.

<b>Opportunity for Improvements</b>	
<b>OFI #</b>	<b>Description</b>
<b>OFI 1</b>	Ganoderma attack found in several smallholder plot and need to improve in the prevention of Ganoderma disease.

<b>Positive Findings</b>	
<b>PF #</b>	<b>Description</b>
<b>PF 1</b>	

**3.4.1 Status of Nonconformities Previously Identified and Observations**

Nonconformity			
<b>NCR Ref #</b>	1857907-201911-M1	<b>Clause &amp; Category (Major / Minor)</b>	Group Certification Requirements E.3.2.3 (Major)
<b>Closed (Yes / No)</b>	Yes	<b>Date of nonconformity Closure</b>	30 January 2020
<b>Statement of Nonconformity:</b>	<p>All FFB sales as per "Nota Bon Penjualan" has not include the information of:</p> <ul style="list-style-type: none"> <li>• Transport registration/vehicle number</li> <li>• Smallholder ID number</li> </ul> <p>Classification of FFB sold wether certified or non certified RSPO</p>		
<b>Requirement Reference:</b>	<p>All sales of FFB originating from the plantations of Group members shall be documented and recorded.</p> <p>This shall include:</p> <ul style="list-style-type: none"> <li>• Invoices and receipts (purchase and sale).</li> <li>• Information on transport (i.e. registration number/number plate).</li> <li>• The relevant group members' group identification number.</li> <li>• Classification of the FFB sold (i.e. RSPO certified or not), FFB volume and destination.</li> <li>• Information of FFB price.</li> </ul>		
<b>Objective Evidence:</b>	<p>According to FFB sales record as per "Nota Bon Penjualan TBS" confirmed that the information contain in the record are including: smallholder name, FFB volume, date of transaction, and price of FFB. The record of FFB sales are not include:</p> <ul style="list-style-type: none"> <li>• Transport registration/vehicle number</li> <li>• Smallholder ID number</li> <li>• Classification of FFB sold wether certified or non certified RSPO</li> </ul>		
<b>Corrections:</b>	<p>ICS Koperasi Konsumen Bersatu Makmur Jaya amend the "Nota Penjualan TBS" following the information as per RSPO standard to include:</p> <ul style="list-style-type: none"> <li>- Transport registration/vehicle number</li> <li>- Smallholder ID number</li> <li>- Classification of FFB sold wether certified or non certified RSPO</li> </ul> <p>Koperasi Konsumen Bersatu Makmur Jaya has standardize and issued the form of "Nota Bon Penjualan TBS" Form No: 01/Form/ICS/GKT-BB/XII/2019. The form has include the information:</p> <ul style="list-style-type: none"> <li>- Information on transport (vehicle number plate).</li> <li>- The relevant group members' group identification number (Smallholder ID number)</li> <li>- Classification of the FFB sold (RSPO certified/Non certified), FFB volume and destination.</li> <li>- Information of FFB price.</li> </ul> <p>Sample seen:</p>		

	<ul style="list-style-type: none"> <li>- "Nota Bon Penjualan TBS" dated 16/12/2019, on behalf Sugimin (KT Bersama Maju); ID number: 094a-BB-2019; FFB Volume 300 kg; Destination: Loading Ramp/Agen Bandar Tinggi; vehicle plate number BK 8002 LT; FFB price IDR 1,570/kg; Total prices IDR 471,000; FFB Non Certified.</li> <li>- "Nota Bon Penjualan TBS" dated 16/12/2019, on behalf Subono (KT Tempel Jaya Lestari); ID number: 092a-BB-2019; FFB Volume 210 kg; Destination: Loading Ramp/Agen Sujimin; vehicle plate number BM 2048 FR; FFB price IDR 1,540/kg; Total prices IDR 323,400; FFB Non Certified.</li> <li>- "Nota Bon Penjualan TBS" dated 16/12/2019, on behalf Ponidi (KT Sidomakmur); ID number: 066b-BB-2019; FFB Volume 190 kg; Destination: Loading Ramp/Agen Utong; vehicle plate number BK 5529; FFB price IDR 1,300/kg; Total prices IDR 247,000; FFB Non Certified.</li> <li>- "Nota Bon Penjualan TBS" dated 19/12/2019, on behalf Nurhamid (KT Sidomakmur); ID number: 062b-BB-2019; FFB Volume 280 kg; Destination: Loading Ramp/Agen Muji; vehicle plate number BK 9439; FFB price IDR 1,450/kg; Total prices IDR 414,000; FFB Non Certified.</li> </ul> <p>ICS has conducted socialization to all smallholder member on 16 December 2019 regarding the use of standard form of "Nota Penjualan TBS" for all FFB transaction by smallholder member.</p> <p>ICS Koperasi Konsumen Bersatu Makmur Jaya has distribute the standard form (Form No: 01/Form/ICS/GKT-BB/XII/2019) to all smallholder member. Each smallholder member provide 1 block of form paper (100 pcs). Evident of form distribution can be demonstrated as per "Tanda Terima". Sample seen: Aman Damanik KT Bersama Maju receive form paper on 17 December 2019; Sehat Surbakti KT Harapan Jaya receive form paper on 17 December 2019.</p>
<p><b>Root Cause Analysis:</b></p>	<p>FFB sales record as per "Nota Bon Penjualan TBS" made by Koperasi Konsumen Bersatu Makmur Jaya has not following the RSPO P &amp; C standard due to lack of understanding from ICS Koperasi Konsumen Bersatu Makmur Jaya regarding the Traceability system as per RSPO standard.</p>
<p><b>Corrective Actions:</b></p>	<ul style="list-style-type: none"> <li>- Group Manager Koperasi Konsumen Bersatu Makmur Jaya and Unilever Team as fasilitator for RSPO certification has conducted the several training and awareness regarding the Traceability system as per RSPO standard to ICS team and smallholder member. Training was delivered on 16 December 2019 at "Kantor Pangulu Tempel Jaya", on 24 December 2019 at Penggalangan and 27 December 2019 at Sidomulyo. Training subject was related to implementation of FFB traceability. During interview with ICS team and "Unit Pencatatan" indicated that they have sufficient understanding on the traceability system of FFB transaction according to RSPO standard.</li> <li>- ICS Koperasi Konsumen Bersatu Makmur Jaya ensure the form "Nota Penjualan TBS" are implemented as per RSPO standard and follow by smallholder member. ICS Koperasi Konsumen Bersatu Makmur Jaya (Unit Pencatatan TBS) collect all FFB transaction as per "Nota Bon Penjualan TBS" each month from smallholder member and kept the record at Gapoktan Office by "Unit Pencatatan". During audit verification on 30/01/2020 can be demonstrated that ICS Gapoktan Boluk Bersatu has collect and recap all FFB transaction from all smallholder member for period December 2019.</li> </ul>
<p><b>Assessment Conclusion:</b></p>	<p>During this surveillance assessment, audit team was verify the consistency of corrective action implementation. Traceability system of FFB transaction are well implemented according to the procedure of traceability as per "SOP</p>



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	<p>Pendokumentasian Penjualan TBS Anggota No: 1/SOP/UPT/ICS/KK-BMJ/V/2020” Rev.1 dated 26 May 2020.</p> <p>Record of FFB sales to traders are presented in “Nota Bon Penjualan TBS Koperasi Bersatu Makmur Jaya No: 01/Form/ICS/K-BMJ/2020”. Record of FFB sales are well maintain by Unit Pencatatan TBS. Sample seen:</p> <ul style="list-style-type: none"> <li>- Nota Bon Penjualan Dated 13/06/2020, smallholder name: Jimen, ID No. 125-BB-2019, Kelompok Tani Lestari Jaya, FFB volume: 2,360 kg, Vehicle number: BK8352LW, FFB price: IDR 1,020/kg, Buyer: Joni (Agent/Loading Ramp).</li> <li>- Nota Bon Penjualan Dated 13/01/2020, smallholder name: Wagirun, ID No. 024-BB-2019, Kelompok Tani Tempel Jaya Lestari, FFB volume: 792 kg, Vehicle number: BK8352LW, FFB price: IDR 1,020/kg</li> <li>- Nota Bon Penjualan Dated 30/09/2020, smallholder name: Ngatimun, ID No. 059b-BB-2019, Kelompok Tani Tempel Jaya Lestari, FFB volume: 237 kg, Vehicle number: BK6049MAH, FFB price: IDR 1,630/kg, buyer: Sujimin (Agent/Loading ramp)</li> <li>- Nota Bon Penjualan Dated 16/04/2020, smallholder name: Saidah Sinaga, ID No. 082-BB-2019, Kelompok Tani Bersama Maju, FFB volume: 2,820 kg, Vehicle number: BK9235BK, FFB price: IDR 1,320/kg, buyer: PT MASS (Agent/Loading ramp)</li> <li>- Nota Bon Penjualan Dated 28/10/2020, smallholder name: Sukerman, ID No. 240-BB-2020, Kelompok Tani Mekar Jaya Lestari, FFB volume: 620 kg, Vehicle number: BK8920, FFB price: IDR 1,700/kg, buyer: Sujimin (Agent/Loading ramp)</li> </ul> <p>FFB produce by smallholder member are record by each member and head of KT including: date of transaction, FFB nett weight, name of smallholder member, ID number, vehicle number, FFB price and buyer name.</p> <p>Koperasi Konsumen Bersatu Makmur Jaya has provided the form of “Nota Penjualan TBS” Form No: 01/Form/ICS/GKT-BB/XII/2019 for all FFB transaction by smallholder member.</p> <p>Based on above onsite verification audit and interview with ICS and smallholder member, confirmed that correction and corrective action to address the nonconformity has been effectively implemented. There is no recurring issue and the NC are remain CLOSED.</p>
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Nonconformity			
<b>NCR Ref #</b>	1857907-201911-M2	<b>Clause &amp; Category (Major / Minor)</b>	RSPO Group Certification of FFB Production, March 2018 Indicator 4.6.2 (Major)
<b>Closed (Yes / No)</b>	Yes	<b>Date of nonconformity Closure</b>	30 January 2020
<b>Statement of Nonconformity:</b>	Record of pesticide use provide by Koperasi Konsumen Bersatu Makmur Jaya was not accurate and not inline with the actual pesticide usage by smallholder member in the field.		

<b>Requirement Reference:</b>	Records of pesticides use (including active ingredients used and their LD50, area treated, amount of active ingredients applied per ha and number of applications) shall be provided.																															
<b>Objective Evidence:</b>	<p>During document verification of pesticide use as per "Catatan Semprot", found the discrepancy between record of pesticide use and the actual usage by smallholder member in the field, i.e:</p> <ul style="list-style-type: none"> <li>• Kavling on behalf Aman Damanik Kelompok Tani Bersama Maju, according to interview and field visit confirmed that since 2019 there was no pesticide/herbicide application, however in "Catatan Semprot" stated that there is herbicide application Pilar Up (Glifosat) on January 2019 as much as 8 L.</li> <li>• Kavling on behalf Sugimin, Kelompok Tani Bersama Maju, according to interview and field visit confirmed that since 2019 there is no pesticide/herbicide application, however in "Catatan Semprot" stated that there is herbicide application Pilar Up (Glifosat) on March 2019 as much as 8 L.</li> </ul>																															
<b>Corrections:</b>	<p>ICS Koperasi Konsumen Bersatu Makmur Jaya conduct the socialization/awareness regarding the obligation of smallholder member to appropriately record the chemical usage in their plantation using the "Form" provide by Gapoktan Boluk Bersatu.</p> <p>Koperasi Konsumen Bersatu Makmur Jaya (Group manager and ICS) cooperate with Unilever as facilitator has conduct the series of socialization and awareness to smallholder member on 16 December 2019 at "Kantor Pangulu Tempel Jaya (KT Tempel Jaya Lestari)", on 24 December 2019 at "Penggalaan (KT Bersama Maju, KT Plamboyan, KT Harapan Jaya and KT Lestari Jaya)" and on 27 December 2019 at "Sidomulyo (KT Sidomakmur)". Evidence of socialization and awareness can be demonstrated such as: minutes of socialization, attendance list and photo documentation. During interview with smallholder member at KT Plamboyan (Budiono, Sutresno, Julahidin, Jahaman Saragih), KT Harapan Jaya (Sehat Surbakti, Sakimo, Suratmen), KT Tempel Jaya Lestari (Subono), KT Lestari Jaya (Tuginem, Legiyan) confirmed that they aware and understand with their obligation to record the chemical application in the form provide by Gapoktan Boluk Bersatu.</p> <p>ICS Koperasi Konsumen Bersatu Makmur Jaya identify the record of pesticide/agrochemical application to all smallholder member and synchronize the data and information according to actual application by smallholder member.</p> <p>ICS Koperasi Konsumen Bersatu Makmur Jaya has identify all the record of pesticide/agrochemical application and recap in "Rekap Penggunaan Pesticida". Below are the total pesticide/herbicide usage period January – December 2019 by smallholder member in each KT:</p> <table border="1" data-bbox="504 1742 1466 2033"> <thead> <tr> <th rowspan="2">Name of KT</th> <th colspan="3">Pesticide/Herbicide usage (L)</th> </tr> <tr> <th>Gramoxone</th> <th>Roundup (Glifosat)</th> <th>Pilar up (Glifosat)</th> </tr> </thead> <tbody> <tr> <td>KT Bersama Maju</td> <td>-</td> <td>4</td> <td>83</td> </tr> <tr> <td>KT Harapan Jaya</td> <td>-</td> <td>5</td> <td>3</td> </tr> <tr> <td>KT Lestari Jaya</td> <td>0.5</td> <td>13</td> <td>13</td> </tr> <tr> <td>KT Plamboyan</td> <td>-</td> <td>48</td> <td>22</td> </tr> <tr> <td>KT Tempel Jaya Lestari</td> <td>-</td> <td>10</td> <td>0</td> </tr> <tr> <td>KT Sidomakmur</td> <td>-</td> <td>4</td> <td>11</td> </tr> </tbody> </table>	Name of KT	Pesticide/Herbicide usage (L)			Gramoxone	Roundup (Glifosat)	Pilar up (Glifosat)	KT Bersama Maju	-	4	83	KT Harapan Jaya	-	5	3	KT Lestari Jaya	0.5	13	13	KT Plamboyan	-	48	22	KT Tempel Jaya Lestari	-	10	0	KT Sidomakmur	-	4	11
Name of KT	Pesticide/Herbicide usage (L)																															
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KT Sidomakmur	-	4	11																													

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	<b>Total</b>	<b>0.5</b>	<b>84</b>	<b>132</b>
<b>Root Cause Analysis:</b>	Some of smallholder member were doesn't aware regarding their obligation to record the chemical application in the form provide by Gapoktan Boluk Bersatu, so that some of data chemical application input by ICS are based on estimation average application.			
<b>Corrective Actions:</b>	<p>Regularly monitor and ensure the smallholder member are aware and record their activity including chemical application in the form provided by ICS Koperasi Konsumen Bersatu Makmur Jaya.</p> <p>ICS monitor the record of pesticide/agrochemical application by smallholder each 4 month and recap by ICS in "Rekap Penggunaan Pestisida". Below are the recap of pesticide application for each KT in 2019:</p> <p>ICS Koperasi Konsumen Bersatu Makmur Jaya regularly (each 4 month) recap the record of pesticide/agrochemical application based on actual activity which done by smallholder member and validate with smallholder member sign. Sampel seen on "Form Catatan Aktivitas Kebun Anggota Petani No: 03/Form/ICS/GKT-BB/XII/2019" on behalf:</p> <ul style="list-style-type: none"> <li>- Subono (KT Tempel Jaya Lestari) period September – December 2019: There is no chemical application.</li> <li>- Normah Sugimin (KT Bersama Maju) period September – December 2019: 1 L Pillar up usage on October 2019</li> <li>- Heti Susana Purba (KT Bersama Maju) period September – December 2019: There is no chemical application.</li> </ul>			
<b>Assessment Conclusion:</b>	<p>During this surveillance assessment, audit team was verify the consistency of corrective action implementation. Record of pesticide usage are provide by smallholder member and record as per "Form Pencatatan Aktivitas Kebun Anggota Petani No: 03/Form/ICS/GKT-BB/XII/2019". Sample seen:</p> <ul style="list-style-type: none"> <li>- Ngatimun ID No. 059a-BB-2019 and 059b-BB-2019, KT Tempel Jaya Lestari, pesticide application: Round Up (Glifosat) on September with volume 0.5 L + 0.5 L.</li> <li>- Jimen ID No. 024-BB-2019 KT Tempel Jaya Lestari, pesticide application: Polaris (Glifosat) on June with volume 2 L and October CBA6 (2.4 Dimetil Amina) with volume 2 L.</li> </ul> <p>ICS Koperasi Konsumen Bersatu Makmur Jaya recap all pesticide/herbicide usage by smallholder member and kept the record in the office.</p> <p>Based on above onsite verification audit and interview with ICS and smallholder member, confirmed that correction and corrective action to address the nonconformity has been effectively implemented. There is no recurring issue and the NC are remain CLOSED.</p>			

<b>Nonconformity</b>			
<b>NCR Ref #</b>	1857907-201911-N1	<b>Clause &amp; Category (Major / Minor)</b>	RSPO Group Certification of FFB Production, March 2018 Indicator 4.1.3 (minor)

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<b>Closed (Yes / No)</b>	Yes	<b>Date of nonconformity Closure</b>	7 January 2021
<b>Statement of Nonconformity:</b>	Inspection and monitoring of SOP Agronomy implementation in the field has been performed by Gapoktan Boluk Bersatu, however there is no follow up action taken were evident.		
<b>Requirement Reference:</b>	Records of monitoring and any actions taken shall be maintained and available, as appropriate.		
<b>Objective Evidence:</b>	During field visit to Kavling Smallholder member on behalf Jusdi Kelompok Tani Lestari Jaya, found that the kavling condition were not manage as per SOP Agronomy, weeds condition were uncontrol and over grown (it has more than 2 years no weeds control in that area), no pruning has performed, no fertilizing and many others plant in the kavling.		
<b>Corrections:</b>	<p>ICS and Group Manager conduct the socialization/awareness regarding the SOP Agronomy and inspection result to the smallholder member in order to immediately follow up the findings in their kavling by smallholder member, such as: weeds control, pruning &amp; fertilizing.</p> <p>Koperasi Konsumen Bersatu Makmur Jaya (Group manager and ICS) cooperate with Unilever as facilitator has conduct the series of socialization and awareness to smallholder member on 16 December 2019 at "Kantor Pangulu Tempel Jaya (KT Tempel Jaya Lestari)", on 24 December 2019 at "Penggulangan (KT Bersama Maju, KT Plamboyan, KT Harapan Jaya and KT Lestari Jaya)" and on 27 December 2019 at "Sidomulyo (KT Sidomakmur)". Evidence of socialization and awareness can be demonstrated such as: minutes of socialization, attendance list and photo documentation. During interview with smallholder member at KT Plamboyan (Budiono, Sutresno, Julahidin, Jahaman Saragih), KT Harapan Jaya (Sehat Surbakti, Sakimo, Suratmen), KT Tempel Jaya Lestari (Subono), KT Lestari Jaya (Tuginem, Legiyan) confirmed that they aware and understand with their obligation to follow up the internal audit findings and they aware with the procedure of follow up action against internal audit and sanction if they don't taken action to follow up the internal audit findings.</p> <p>Taken action to follow up the findings according to inspection/monitoring result by ICS including weeds control and pruning as per SOP Agronomy.</p>		
<b>Root Cause Analysis:</b>	Some of smallholder member were doesn't aware against the inspection result in their kavling, they don't taken action immediately to follow up the findings of inspection.		
<b>Corrective Actions:</b>	ICS and Group manager ensure and regularly monitor the follow up action of inspection/monitoring result of SOP Agronomy in kavling smallholder member. Group Manager has develop the procedure of internal inspection to monitor the consistency of SOP Agronomy implementation in the field as per "SOP Penilaian Internal No: 1/SOP/UPI/ICS-GKTBB/IX/2019 dated 12 September 2019 and "Adendum Penilaian Internal No: 1/SOP/UPI/ICS-GKTBB/II/2019" dated 27 November 2019. Internal inspection conducted each month to smallholder member by ICS and minimum each smallholder member was audited once a year. ICS has determined the Internal Audit Program for 2019/2020 as per "Program Tim Penilaian Internal Tahun 2019/2020.		

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	<p>According to Adendum procedure, stated that Internal audit result and findings shall be followed up within 90 days after audit, if the findings were not followed up by smallholder member then sanction will be granted to smallholder member. After findings followed up maximum 90 days, ICS will be verify the effectiveness of corrective action implementation onsite to smallholder plamntation. In addition to ensure the procedure implementation ICS has a mechanism to conducted the sudden inspection to smallholder member.</p> <p>Procedure for Warning letter and sanction for member who violate the procedure defined as per "SOP Pemberian Peringatan dan Sanksi Anggota No: 4/SOP/UP/ICS-GKTBB/IX/2019" dated 12 September 2019.</p>
<b>Assessment Conclusion:</b>	<p>Based on onsite verification audit and interview with ICS and smallholder member, confirmed that correction and corrective action to address the nonconformity has been implemented. ICS and Group manager has ensure and regularly monitor the follow up action of inspection/monitoring result of SOP Agronomy in kavling smallholder member. Internal inspection conducted each month to smallholder member by ICS and minimum each smallholder member was audited once a year. During field audit confirmed that Agronomy best management practices has implemented by smallholder member and follow up action was taken if any findings during internal inspection.</p> <p>The effectiveness of implementation has been verified by auditor and the NC has been Closed on 7 January 2021.</p>

Nonconformity			
<b>NCR Ref #</b>	1857907-201911-N2	<b>Clause &amp; Category (Major / Minor)</b>	RSPO Group Certification of FFB Production, March 2018 Indicator 4.2.2 (minor)
<b>Closed (Yes / No)</b>	Yes	<b>Date of nonconformity Closure</b>	7 January 2021
<b>Statement of Nonconformity:</b>	Record of fertilizing application as per "Catatan Pemupukan" were not accurate and not inline with the actual fertilizer application by smallholder member.		
<b>Requirement Reference:</b>	Records of fertiliser inputs shall be maintained		
<b>Objective Evidence:</b>	<p>Fertilizer application based on "Catatan Pemupukan" provided by Gapoktan Boluk Bersatu stated:</p> <ul style="list-style-type: none"> <li>- Fertilizer application at Kavling Sugimin Kelompok Tani Bersama Maju on July 2019 were Urea 21 sack (1,050 kg) and NPK 21 sack (1,050 kg), however according to interview and field verification confirmed that fertilizer application performed by Sugimin each 2 month consist of Urea 0.5 kg/palm, NPK 0.5 Kg/Palm, Kcl 0.4 kg/palm, TSP 0.5 kg/palm and Dolomit 2 kg/palm/year.</li> <li>- Another sample at Kavling on behalf Aman Damanik: since last 2 years there is no fertilizer application in his kavling, while according to record "Catatan Pemupukan" stated: Fertilizer application on February 2019 consist of NPK 15 sack and kapur 10 sack, on July 2019 consist of Kapur 4 sack, on Agustus NPK 15 sack and kapur 10 sack.</li> </ul>		

<p><b>Corrections:</b></p>	<p>ICS conduct the socialization/awareness regarding the obligation of smallholder member to appropriately record the fertilizer application in their plantation using the "Form" provide by Kopersasi Konsumen Bersatu Makmur Jaya.</p> <p>Group manager and ICS cooperate with Unilever as facilitator has conduct the series of socialization and awareness to smallholder member on 16 December 2019 at "Kantor Pangulu Tempel Jaya (KT Tempel Jaya Lestari)", on 24 December 2019 at "Panggalangan (KT Bersama Maju, KT Plamboyan, KT Harapan Jaya and KT Lestari Jaya)" and on 27 December 2019 at "Sidomulyo (KT Sidomakmur)". Evidence of socialization and awareness can be demonstrated such as: minutes of socialization, attendance list and photo documentation. During interview with smallholder member at KT Plamboyan (Budiono, Sutresno, Julahidin, Jahaman Saragih), KT Harapan Jaya (Sehat Surbakti, Sakimo, Suratmen), KT Tempel Jaya Lestari (Subono), KT Lestari Jaya (Tuginem, Legiyan) confirmed that they aware and understand with their obligation to record the chemical application in the form provide by Koperasi Konsumen Bersatu Makmur Jaya.</p> <p>ICS identify the record of fertillizer application to all smallholder member and synchronize the data and information according to actual application by smallholder member.</p> <p>ICS has identify all the record of pesticide/agrochemical application and recap in "Rekap Penggunaan Pupuk". Record of fertilizer usage period January – December 2019 and 2020 can be demonstrated. During interview with smallholder member at KT Plamboyan (Budiono, Sutresno, Julahidin, Jahaman Saragih), KT Harapan Jaya (Sehat Surbakti, Sakimo, Suratmen), KT Tempel Jaya Lestari (Subono), KT Lestari Jaya (Tuginem, Legiyan) confirmed that the recap of fertilizer usage period January – December 2019 and 2020 has been met with their record as per "Catatan Penggunaan Pupuk".</p>
<p><b>Root Cause Analysis:</b></p>	<p>Some of smallholder member were doesn't aware regarding their obligation to record their activity including fertilizer application in the form provide by Gapoktan Boluk Bersatu, so that some of data fertilizer application input by ICS are based on estimation average application.</p>
<p><b>Corrective Actions:</b></p>	<p>Regularly monitor and ensure the smallholder member are aware and record their activity including chemical application in the form provided by ICS. They has monitor the record of smallholder activity including fertilizer application in their plantation each 4 month and recap by ICS in "Rekap Penggunaan Pupuk".</p> <p>ICS regularly recap the record of fertilizer application application based on actual activity which done by smallholder member and validate with smallholder member sign. ICS Koperasi Konsumen Bersatu Makmur Jaya regularly (each 4 month) recap the record of fertilizer application based on actual activity which done by smallholder member and validate with smallholder member sign.</p>
<p><b>Assessment Conclusion:</b></p>	<p>Based on onsite verification audit and interview with ICS and smallholder member, confirmed that correction and corrective action to address the nonconformity has been implemented. ICS Koperasi Konsumen Bersatu Makmur Jaya has regularly recap the record of fertilizer application application based on actual activity which done by smallholder member and validate with smallholder member sign. During field audit and interview with smallholder member confirmed that the recap of fertilizer usage period January – December 2020 has been met with their record as per "Catatan Penggunaan Pupuk".</p>

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	The effectiveness of implementation has been verified by auditor and the NC has been Closed on 7 January 2021.
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Nonconformity			
<b>NCR Ref #</b>	1857907-201911-N3	<b>Clause &amp; Category (Major / Minor)</b>	RSPO Group Certification of FFB Production, March 2018 Indicator 5.4.1 (minor)
<b>Closed (Yes / No)</b>	Yes	<b>Date of nonconformity Closure</b>	7 January 2021
<b>Statement of Nonconformity:</b>	<p>Individual Member: Individual smallholder did not understand Group's plan for improving and monitoring the efficiency of the use of fossil fuels and to optimise renewable energy.</p> <p>Requirement for Group Manager: Group Manager of GAPOKTAN BOLUK BERSATU have no plan for improving and monitoring the efficiency of the use of fossil fuels and to optimise renewable energy for their members.</p>		
<b>Requirement Reference:</b>	<p>Requirement for Individual Member: Appropriate to scale, members shall implement the actions as outlined in the Group's plan for improving and monitoring the efficiency of the use of fossil fuels and to optimise renewable energy.</p> <p>Requirement for Group Manager: Appropriate to scale, Group Manager shall have a plan for improving and monitoring the efficiency of the use of fossil fuels and to optimise renewable energy.</p>		
<b>Objective Evidence:</b>	<p>During interview with individual smallholders at Kelompok Tani Tempel Jaya Lestari (Mr. Saimun, Mr. Subono and Mr. Misono) and Kelompok Tani Plamboyan (Mr. Poniran), motorcycle is used by the harvester to taking out FFB's from their farm. However, the smallholder never calculate the use of fossil fuels.</p> <p>Group Manager already identified that fossil fuel from motorbike use during FFB's transportation is one of GHG emission sources. It was documented within "Identifikasi Sumber Emisi Gas Rumah Kaca". However, Group Manager have no plan for improving and monitoring the efficiency of the use of fossil fuels and to optimise renewable energy for their members.</p>		
<b>Corrections:</b>	<p>ICS Koperasi Konsumen Bersatu Makmur Jaya identify the volume of fossil fuel usage by smallholder member for FFB transportation and made the program to improving the fossil fuel efficiency.</p> <p>Issued the policy of fossil fuel usage efficiency to the smallholder activity. Group Manager has issued the policy "Kebijakan Manager Operasional Efisiensi Penggunaan Bahan Bakar Fossil di Areal Kebun Anggota Sertifikasi RSPO No. 03/MO/GKT-BB/XII/2019" dated 1 December 2019.</p>		

	<p>Socialization of policy has been conducted by Koperasi Konsumen Bersatu Makmur Jaya (Group manager and ICS) cooperate with Unilever as facilitator has conduct the series of socialization and awareness to smallholder member on 16 December 2019 at "Kantor Pangulu Tempel Jaya (KT Tempel Jaya Lestari)", on 24 December 2019 at "Penggalangan (KT Bersama Maju, KT Plamboyan, KT Harapan Jaya and KT Lestari Jaya)" and on 27 December 2019 at "Sidomulyo (KT Sidomakmur)". Evidence of socialization and awareness can be demonstrated such as: minutes of socialization, attendance list and photo documentation. During interview with smallholder member at KT Plamboyan (Budiono, Sutresno, Julahidin, Jahaman Saragih), KT Harapan Jaya (Sehat Surbakti, Sakimo, Suratmen), KT Tempel Jaya Lestari (Subono), KT Lestari Jaya (Tuginem, Legiyan) confirmed that they aware and understand with the policy.</p>
<b>Root Cause Analysis:</b>	<p>ICS Koperasi Konsumen Bersatu Makmur Jaya has not identify the volume of fossil fuel usage by smallholder member for FFB transportation, so that the improving program of fossil fuel efficiency and optomize the renewable energy has not been provided.</p> <p>In addition, the Group manager has not been socialize the program to smallholder member.</p>
<b>Corrective Actions:</b>	<p>Regularly monitor the fossil fuel usage by smallholder member and monitor the implementation of fossil fuel usage efficiency.</p> <p>ICS Koperasi Konsumen Bersatu Makmur Jaya monitor the fossil fuel usage by smallholder member each month and recap in "Tabel Identifikasi Penggunaan Bahan Bakar Fossil". The fossil fuel usage for smallholder activity has been identified covering: FFB, Fertilizer and operational transportation by pickup vehicle, Viar vehicle, Truck, car, minibus; operation of weeds control by grass machine. According to recap of fossil fuel usage since November – December 2020, total fossil fuel usage by all smallholder member in each KT was 729.2 L (November) and 687.2 L (December).</p>
<b>Assessment Conclusion:</b>	<p>Based on onsite verification audit and interview with ICS and smallholder member, confirmed that correction and corrective action to address the nonconformity has been implemented. ICS Koperasi Konsumen Bersatu Makmur Jaya has monitor the fossil fuel usage by smallholder member each month and recap in "Tabel Identifikasi Penggunaan Bahan Bakar Fossil". Recap of fossil fuel usage period 2020 were available.</p> <p>The effectiveness of implementation has been verified by auditor and the NC has been Closed on 7 January 2021.</p>

<b>Opportunity for Improvement</b>	
<b>OFI#</b>	<b>Description</b>
<b>OFI 1</b>	<ul style="list-style-type: none"> <li>• Complete the Note of First Aid used by the members or workers inside the first aid boxes.</li> <li>• Ensuring the period of summary accident report</li> </ul> <p><u>Verification during assessment ASA1:</u> Koperasi Konsumen Bersatu Makmur Jaya has provide the first aid note in the first aid boxes. Accident report period has provide by Koperasi Konsumen Bersatu Makmur Jaya, Summary accident report period 2020 are available.</p>



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	OFI status has been followed up and Closed.
<b>OFI 2</b>	<p>Group Manager of Koperasi Konsumen Bersatu Makmur Jaya to provide the documentation of payment for its members or workers with similar format</p> <p><u>Verification during assessment ASA1:</u> Payment documentation for workers are available and provided by Koperasi Konsumen Bersatu Makmur Jaya and its member. OFI status has been followed up and Closed.</p>

### 3.4.2 Summary of the Nonconformities and Status

CAR Ref.	Category (Critical / Minor)	P&C Indicator	Issued Date	Status & Date (Closure)
1857907-201911-M1	Major	Group Certification Requirements E.3.2.3	27/11/2019	Closed on 30/01/2020
1857907-201911-M2	Major	RSPO Group Certification Checklist Indicator 4.6.2	27/11/2019	Closed on 30/01/2020
1857907-201911-N1	Minor	RSPO Group Certification Checklist Indicator 4.1.3	27/11/2019	Closed on 07/01/2021
1857907-201911-N2	Minor	RSPO Group Certification Checklist Indicator 4.2.2	27/11/2019	Closed on 07/01/2021
1857907-201911-N3	Minor	RSPO Group Certification Checklist Indicator 5.4.1	27/11/2019	Closed on 07/01/2021
2008384-202101-M1	Major	RSPO Independent Smallholder Standard 2019, criteria 3.5	07/01/2021	Closed on 04/02/2021
2008384-202101-M2	Major	RSPO Independent Smallholder Standard 2019, criteria 3.5	07/01/2021	Closed on 04/02/2021

### 3.5 Stakeholders and previous land owner / user consultation

Stakeholder consultation involved internal and external stakeholders. External stakeholders were contacted by telephone to arrange meetings at a location convenient to them to discuss Koperasi Konsumen Bersatu Makmur Jaya Certification Unit's environmental and social performance, legal and any known dispute issues.

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

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

<b>List of Stakeholders contacted</b>	
<b>Internal Stakeholders</b> - <b>Smallholder member and workers</b>	<b>Union/Contractors/Local communities</b> - <b>Public figure, head of Nagori Boluk (Pangulu) Ibu Erniwati Sikumbang</b> - <b>Village secretary of Boluk, Ibu Sumarni</b>
<b>Government Departments</b> - <b>Environmental Agency of Simalungun Regency</b> Bpk.Manimbun Sirait (Consultation by phone due to Covid-19 protocol to minimize physical contact) - <b>Agriculture Department of Simalungun Regency</b> Bpk. Ivan (Consultation by phone due to Covid-19 protocol to minimize physical contact) - <b>Cooperative and Trade Department of Simalungun Regency</b> Bpk. Jabat (Consultation by phone due to Covid-19 protocol to minimize physical contact)	<b>NGO</b> - <b>Lembaga Swadaya Masyarakat SETARA</b> Ibu Siti Nurbaya

<b>Stakeholders comment</b>	
<b>1</b>	<b>Feedbacks:</b> <b>Environmental Agency of Simalungun Regency</b> Bpk.Manimbun Sirait  <ul style="list-style-type: none"> <li>- All of Members of Koperasi Konsumen Bersama Makmur Jaya (KBMJ) has applied for the registration of Environmental management and monitoring (SPPL: Surat Pernyataan Kesanggupan Pengelolaan dan Pemantauan Lingkungan) statements to the Environment Office of Simalungun Regency and has conducted a survey to the plantation site for all members of the Cooperative KBMJ as 271 members. However there are some of ownership transfer from smallholder of KBMJ and still in the administrative process.</li> <li>- Koperasi KBMJ has supplementing the administrative requirements of land legality documents and other requirements (map of the Smallholder's plantation location, the coordinates of each Plot, plant description, planting year, etc.).</li> <li>- The Environment Agency never received reports of land related complaints and/or environmental pollution that occurred in the area of smallholder members plantation of Koperasi KBMJ.</li> <li>- There are some suggestions:               <ul style="list-style-type: none"> <li>• The Environment Office of Simalungun Regency asked to be able to report the environmental management and monitoring activities as a whole, every year according to SPPL document.</li> </ul> </li> </ul>

	<ul style="list-style-type: none"> <li>• Use of Hazardous Temporary Storage (TPS LB3) can cooperate with PT PTPN IV (because it is still in one location).</li> <li>• Please pay attention to LB3 management, for example: herbicide, pesticide packaging etc.</li> </ul>
	<p><b>Management Responses:</b></p> <ul style="list-style-type: none"> <li>- Koperasi Konsumen Bersatu Makmur Jaya (KBMJ) has submitted a request for registration of an Environmental Management and Monitoring Capability Statement (SPPL) to Environmental Agency of Simalungun Regency. The SPPL document's for all the KBMJ member are still on process.</li> <li>- SPPL Draft document, explained regarding information of environmental management commitment obligations. There are nine (9) obligation for Smallholders to manage the environment.</li> <li>- Related to SPPL that has been agreed between the Environment office of Simalungun and the Smallholder of KBMJ. KBMJ has prepared environmental management and monitoring by planning and socializing Management to all members of the KBMJ Smallholder. Some plan of action to be done, among others:             <ul style="list-style-type: none"> <li>• The socialization related to environmental management either in the plantation area or in residential areas.</li> <li>• Provision training related to hazardous waste management to all Smallholders of the KBMJ members.</li> <li>• Waste management in the plantation area or in the residential environment also in the office of KBMJ.</li> <li>• Providing garbage bin in the office of KBMJ that has been done separation: organic, Inorganic and hazardous waste.</li> <li>• All environmental management and monitoring activities will be reported every 6 months which is addressed to the Environmental Office of Simalungun Regency.</li> </ul> </li> <li>- Group Manager has established the procedure of agrochemical storage as per "SOP Penyimpanan Bahan Kimia dan Pengelolaan Wadah bekas Kimia No:4/SOP/UK3PLB3/ICS-GKTBB/X/2019 dated 10 October 2019. The procedure stipulated the standard of agrochemical storage which is must be locked, good ventilated, waterproof, separated from other stuff and close area.</li> <li>- Group Manager has procedure to identifying waste and its handling within "Identifikasi dan Penanganan Limbah", dated 10 October 2019 (Rev. 27 Nov 2019)".</li> </ul> <p>Type of Waste:</p> <ol style="list-style-type: none"> <li>a) Hazardous Waste. Pesticides and Herbicides Containers Handling refer to SOP No. 4/SOP/UK3PLB3/ICS-GKTBB/X/2019.</li> <li>b) Non-Hazardous Waste Handling refer to SOP No. 4/SOP/UK3PLB3/ICS-GKTBB/X/2019.</li> <li>c) Domestic Waste. i.e: Empty Fruit Bunch, Palm Fronds, FFB Stalk. Handling management: applied to farm field. This application to maintaining soil moisture and to prevent soil erosion</li> </ol>
	<p><b>Audit Team Findings:</b></p> <p>Audit team found that the SPPL of Koperasi Konsumen Bersatu Makmur Jaya has been proposed to Environmental Agency of Simalungun Regency. The SPPL are still in process of approval. During field verification, document verification and interview with smallholder member confirmed that they have aware regarding their obligation for environmental management and monitoring in their plantation areas. During audit there is no issue related to environmental pollution. Smallholder member are well implementing the environmental management and monitoring according to SPPL.</p> <p>Hazardous waste management has been well managed by Koperasi Konsumen Bersatu Makmur Jaya. Group manager has an agreement with PT Unilever Oleochemical Indonesia to collect the hazardous waste and deliver to licenced vendor. PT. UNILEVER OLEOCHEMICAL INDONESIA has a license for Hazardous Storage or "Izin Tempat Penyimpanan Limbah B3 sesuai SK No. 188.45/1282/10.3/2017", dated 11 September 2017 (validity period 10 September 2022).</p>

	Record of Agrochemical Containers Receivment Koperasi Konsumen Bersatu Makmur can be shown during audit.
2	<p><b>Feedbacks:</b>  <b>Agriculture Department of Simalungun Regency</b>          Bpk. Ivan</p> <ul style="list-style-type: none"> <li>- All members of the Koperasi Konsumen Bersatu Makmur Jaya (KBMJ) have been proposed to registration as a Letter of Plantation Cultivation List (STD-B: Surat Tanda Daftar Perkebunan) since August 2019, and has conducted a survey to the plantation site for all members of the Cooperative KBMJ as 271 members. However, there are some administrative process for several certificates that have undergone transfer of ownership (sale and purchase). The mechanism of buying and selling or transfer of land ownership should be applied consistently so that problems do not occur in the future.</li> <li>- Smallholder member of Koperasi Konsumen Bersatu Makmur Jaya was located in other purposes areas /APL: <i>Area Penggunaan Lainnya</i> and there is no overlap in the production forest area and/or protected area.</li> <li>- The area owned by the Smallholder of the Koperasi KBMJ does not overlap with the area that has been under the rights of business/HGU and/or mining power.</li> <li>- For the last 3 years, there is no land conflict between the Smallholder or the owner of the land around the Koperasi KBMJ plantation.</li> <li>- Department of Plantation (Dinas Perkebunan) in Simalungun Regency has never received any complaint report related to land and/or environmental pollution that occurred in the area of KMBJ member Smallholders.</li> <li>- Some Smallholders of KBMJ Cooperative have entered the period of replanting, so that it can be prepared well to face the replanting period.</li> </ul> <p><b>Management Responses:</b></p> <ul style="list-style-type: none"> <li>- Several of member of Koperasi KBMJ has documentary evidence of legal ownership in te form of "Sertifikat Hak Milik". All member joined in the group has a land title of SHM and there is no SKT (Surat Keterangan). Smallholders who have had a Certificate of Property (SHM) as many as 47 Smallholders from 271 Smallholders or only 17%. This is what makes the process of submitting STDB to the Simalungun Regency Plantation Office overcome obstacles. The obstacle faced is still a lack of awareness to make a record of the deed of sale and purchase of land by smallholder members.</li> <li>- Koperasi KBMJ has develop the procedure for identifying legal, customary or user rights, and a procedure for identifying people entitled to compensation and a procedure for calculating and distributing fair compensation as per "SOP Kompensasi Pengalihan Hak Legal No.5/Sekretaris/ICS-GKT/II/2019 dated 19 February 2019:              The status of legal ownership of the land shall be clear (legal) in form of certificate (Sertifikat Hak Milik/SHM), land registration (Surat Keterangan Tanah/SKT, transaction minutes, transfer of ownership; Transfer of ownership, legal and/or customary; shall include transfer of right and obligation from previous owner to the new owner. The smallholder group or respective member shall report to "Manager Operasional" should transfer of ownership occurred;              The documented information related to compensation paid and/or transfer of legal right to next of owner was kept and controlled by ICS.</li> <li>- The Group Manager have established plan for the implementation of ICS on the form of "<i>Program Kerja Manager Operasional ICS 2020-2021 has been reviewed on 15 October 2020.</i></li> </ul> <p><b>Audit Team Findings:</b>          Audit team has verify the STDB proposal to Agriculture Department of Simalungun Regency. As per regulation stated that government (Agriculture Department of Simalungun Regency) has an obligation to</p>

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	<p>register the smallholder for their STDB. Koperasi Konsumen Bersatu Makmur Jaya has propose the STDB accordingly, however there are some administrative process need to completed regarding the ownership handover administrative. During audit confirmed that there is no land conflict occurred, all land ownership by smallholder member are legally owned.</p> <p>Koperasi Konsumen Bersatu Makmur Jaya has commitment to complete the STDB process in 2021.</p>																
	<p><b>Feedbacks:</b>  <b>Cooperative and Trade Department of Simalungun Regency</b>  Bpk. Jabat</p> <ul style="list-style-type: none"> <li>- Cooperative and Trade Department of Simalungun Regency has conducted Supervision per 3 months and annually to Koperasi Konsumen Bersatu Makmur Jaya; With good results</li> <li>- Koperasi Konseumen Bersatu Makmur Jaya (KBMJ) has a financial report that has been carried out by the public accountant</li> <li>- Koperasi Konseumen Bersatu Makmur Jaya (KBMJ) has had the NIB: Nomor Induk Berusaha and NIK: Nomor Induk Koperasi. Registration of Nomor Induk Berusaha (NIB) from Badan Kordinasi Penanaman Modal (Capital Investment Coordinating Board) on behalf of <i>Koperasi Konsumen Bersatu Makmur Jaya</i> number 0237010172044 dated 24 November 2020.</li> <li>- Koperasi Konsumen Bersatu Makmur Jaya (KBMJ) has also socialized about membership Manager as a participant of BPJS employment and BPJS healthcare.</li> <li>- No legal issue regarding the organisation of Koperasi Konsumen Bersatu Makmur Jaya.</li> </ul> <p><b>Management Responses:</b>  Koperasi Konsumen Bersatu Makmur Jaya has the requirement of legality document, namely:</p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%;">▪ Cooperative</td> <td>: Koperasi Konsumen Bersatu Makmur Jaya</td> </tr> <tr> <td>▪ Legal Entity number establishment</td> <td>: AHU-0004081.AH.01.26.TAHUN 2020</td> </tr> <tr> <td>▪ Legal Entity date of establishment</td> <td>: 07/07/2020</td> </tr> <tr> <td>▪ Number of basic budget changes (latest)</td> <td>: -</td> </tr> <tr> <td>▪ Date of the basic budget Change (latest)</td> <td>: -</td> </tr> <tr> <td>▪ Last RAT Date</td> <td>: Not yet done</td> </tr> <tr> <td>▪ Cooperative parent number (NIK)</td> <td>: 1209200010015</td> </tr> <tr> <td>▪ Status NIK</td> <td>: Already certified</td> </tr> </table> <p>The socialization of BPJS Ketenagakerjaan and BPJS Kesehatan was conducted by Koperasi Konsumen Bersatu Makmur Jaya to all representative of smallholder group on 18 November 2019, which was attended by 13 members of KBMJ.</p> <p><b>Audit Team Findings:</b>  Audit team has verify the legal of organisation of Koperasi Konsumen Bersatu Makmur Jaya. It was found that Koperasi Konsumen Bersatu Makmur Jaya has legally formed based on "Akta Pendirian Koperasi Konsumen Bersatu Makmur Jaya Nomor: 03 dated 10 June 2020". The organisation has been approved and endorsed by Kementrian Hukum dan HAM Republik Indonesia according to "Keputusan Menteri Hukum dan HAM RI Nomor AHU-0004081.AH.01.26.Tahun 2020 Tentang Pengesahan Pendirian Badan Hukum Koperasi Lonsumen Bersatu Makmur Jaya".</p> <p>Koperasi also has been registered in Badan Kordinasi penanaman Modal as per Registration of Nomor Induk Berusaha (NIB) from Badan Kordinasi Penanaman Modal (Capital Investment Coordinating Board) on behalf of <i>Koperasi Konsumen Bersatu Makmur Jaya</i> number 0237010172044 dated 24 November 2020.</p> <p>No legal issue found during audit.</p>	▪ Cooperative	: Koperasi Konsumen Bersatu Makmur Jaya	▪ Legal Entity number establishment	: AHU-0004081.AH.01.26.TAHUN 2020	▪ Legal Entity date of establishment	: 07/07/2020	▪ Number of basic budget changes (latest)	: -	▪ Date of the basic budget Change (latest)	: -	▪ Last RAT Date	: Not yet done	▪ Cooperative parent number (NIK)	: 1209200010015	▪ Status NIK	: Already certified
▪ Cooperative	: Koperasi Konsumen Bersatu Makmur Jaya																
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▪ Last RAT Date	: Not yet done																
▪ Cooperative parent number (NIK)	: 1209200010015																
▪ Status NIK	: Already certified																

	<p><b>Feedbacks:</b>  <b>LSM/NGO – SETARA</b>  Ibu Siti Nurbaya</p> <ul style="list-style-type: none"> <li>- Setara was assisted the establishment of institutional Koperasi Konsumen Bersatu Makmur Jaya in the first year.</li> <li>- Setara also assisted capacity building in Koperasi Konsumen Bersatu Makmur Jaya in the second year.</li> <li>- In the social aspect: so far Setara has never received any complaint report related to land conflicts and /or the use of underage workers and/or social conflicts that occurred in the area of smallholder member of Koperasi Konsumen Bersatu Makmur Jaya.</li> <li>- From the environmental aspect: so far Setara has never received a complaint report related to environmental pollution that occurred and/or due to smallholder member of Koperasi Konsumen Bersatu Makmur Jaya.</li> <li>- In terms of legality: So far Setara has never received a complaint report related to land conflicts. Koperasi Konsumen Bersatu Makmur Jaya shows commitment to complete the legality requirements of SKT, SHM, STD-B, SPPL and mapping using GPS. Furthermore, in general the area of smallholder member of Koperasi Konsumen Bersatu Makmur Jaya does not overlap with the Forest area, does not overlap with the Protected Area;</li> <li>- In terms of cultivation: So far Setara has never received a complaint report related to pests and critical diseases that attack the area of plantation of Koperasi Konsumen Bersatu Makmur Jaya</li> <li>- Managing integrity and avoiding conflicts of interest must always be guarded and monitor.</li> </ul>
	<p><b>Management Responses:</b></p> <ul style="list-style-type: none"> <li>- Initial Gap Audit assessed new member eligibility against the Group Management requirement have been carried out by the ICS team, assisted by Setara.</li> <li>- Koperasi Konsumen Bersatu Makmur Jaya still appreciates the RSPO certification for guidance and supervision from Setara.</li> <li>- Always establish communication with the social institution of society/NGO (Non-Government Organization) both local and international.</li> <li>- HCV assessment has been conducted by Unilever cooperated with Koperasi Konsumen Bersatu Makmur Jaya on August 2019. Report of HCV assessment were available in "Laporan Penilaian NKT di Areal Perkebunan Sawit petani gapoktan Boluk Bersatu/Koperasi Konsumen Bersatu makmur Jaya" dated 25 August 2019.</li> <li>- Koperasi Konsumen Bersatu Makmur Jaya (group manager) has been identified the potential new member. This potential new member are Smallholders with certificate of land ownership was placed in bank as guarantee for loan. The group manager decided they are is potential new member because group manager take time to proceed the certificate land ownership.</li> </ul>
	<p><b>Audit Team Findings:</b>  During audit onsite and interview with stakeholder there is no issue found related to land conflict, illegal ownership of land, illegal of FFB transaction and environmental issue. Koperasi Konsumen Bersatu Makmur Jaya has a commitment to manage their smallholder member according to RSPO standard and comply to relevant regulation.</p>
	<p><b>Feedbacks:</b>  <b>Public figure, head of Nagori Boluk (Pangulu)</b> Ibu Erniwati Sikumbang  <b>Village secretary of Boluk,</b> Ibu Sumarni</p>

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	<ul style="list-style-type: none"> <li>- In general, the existence of the Koperasi Konsumen Bersatu Makmur Jaya (KBMJ) has made the economic impact of surrounding village communities is getting better.</li> <li>- Koperasi Konsumen Bersatu Makmur Jaya oil palm plantations can be developed in collaboration with BUMDES which managed by Nagori Boluk.</li> <li>- 83% of KBMJ members still don't have Land Ownership Certificate or still about 17% of KBMJ members who already have land ownership certificates. The land ownership mostly in the form of SKT (Surat Keterangan kepemilikan tanah) from the local government (Village and District).</li> <li>- A total of 224 members of the KBMJ or 83% are members who still use land certificates in the form of SKT/SKC, SKGT/SKGR.</li> <li>- Koperasi Konsumen Bersatu Makmur Jaya has made all members who do not have land ownership certificates into the PTSL program (<i>Pendaftaran Tanah Sistematis Lengkap</i>). This program is a government program, namely the process of registering land for the first time, which is carried out simultaneously and includes all objects of land registration that have not been registered in a village or sub-district area or other names at the same level.</li> </ul>
	<p><b>Management Responses:</b></p> <ul style="list-style-type: none"> <li>- Collaboration with BUMDES Nagori Boluk Village can be done, this is a plan that has been discussed with the Village Head of Ibu Erniwati previously. The talks will be developed back into a work plan and an explanation of the collective agreement.</li> <li>- Regarding the SKT/SKC, SKGT/SKGR land certificate, it is still in the process of registering with BPN to obtain a certificate of ownership rights of land (SHM) by PTSL (<i>Pendaftaran Tanah Sistematis Lengkap</i>) program (Government program).</li> <li>- Group manager has develop the procedure for identifying legal, customary or user rights, and a procedure for identifying people entitled to compensation and a procedure for calculating and distributing fair compensation as per "SOP Kompensasi Pengalihan hak Legal No.5/Sekretaris/ICS-GKT/II/2019 dated 19 February 2019.</li> </ul>
	<p><b>Audit Team Findings:</b></p> <p>During audit onsite and interview with stakeholder there is no issue found related to land conflict, illegal ownership of land, illegal of FFB transaction and environmental issue. Koperasi Konsumen Bersatu Makmur Jaya has a commitment to manage their smallholder member according to RSPO standard and comply to relevant regulation. All smallholder member has a legal ownership of land in the form of SHM (17%) and SKT (83%). Audit team noted that Group Manager has informed to smallholder member to enhance the ownership status from SKT to SHM.</p>

List of land owner / user contacted					
Name	Years of ownership / used	Land area (ha)	Agreement (Yes / No)	Agreement base on FPIC (Yes/No)	Compliance on the agreement terms and conditions
Marsaid Saniman	<2001	0.8	Yes	Yes	Comply
Suyetno	<2016	0.36	Yes	Yes	Comply

Previous land owner / user comment	
	<b>Feedbacks:</b>

<p>Bpk. Marsaid Saniman (KT Tempel Jaya Lestari)          Bpk. Suyetno, (KT Mekar Jaya Lestari)</p>
<p>Bpk. Marsaid Saniman is domiciled in Huta IX Tempel Jaya Village, Sub District of Bosar Maligas, has a land area of 8,000 m<sup>2</sup> (0.8 Ha) which in 2001 has been sold (transfer of land ownership) to Bpk. Amat Wakidi (KT Tempel Jaya Lestari). The land ownership status is SKT, which is one of the documents issued by the Kelurahan and Kecamatan to show land ownership which will be used to process land registration. The land ownership transfer is made freely without enforcement or coercion and it was agreed by both parties Bpk Marsaid as a seller and Bpk Amat Wakidi as a buyer.</p>
<p>Mr. Suyetno is domiciled in Huta II Mayang Village, has a land area of 3,600 m<sup>2</sup> (0.36 Ha) which in 2016 has been sold (transfer of land ownership) to A. Basirun (KT Mekar jaya Lestari). The land ownership status is SKT, which is one of the documents issued by the Kelurahan and Kecamatan to show land ownership which will be used to process land registration. The land ownership transfer is made freely without enforcement or coercion and it was agreed by both parties Bpk Suyetno as a seller and Bpk A. Basirun as a buyer.</p>
<p>In general, the transfer of land ownership is carried out voluntarily (no forced), and the land status is not in conflict with any party. The price dealing for the land has been agreed by both parties (seller and buyer).</p>
<p>The process of buying and selling land / transferring rights to land was witnessed by local village officials, community leaders and witnesses from surrounding land owners.</p>
<p><b>Management Responses:</b></p> <p>Group manager has develop the procedure for identifying legal, customary or user rights, and a procedure for identifying people entitled to compensation and a procedure for calculating and distributing fair compensation as per "SOP Kompensasi Pengalihan hak Legal No.5/Sekretaris/ICS-GKT/II/2019 dated 19 February 2019. The procedure stipulated the land ownership transfer process.</p> <p>The status of legal ownership of the land shall be clear (legal) in form of certificate (Sertifikat Hak Milik/SHM), land registration (Surat Keterangan Tanah/SKT, transaction minutes, transfer of ownership; Transfer of ownership, legal and/or customary; shall include transfer of right and obligation from previous owner to the new owner; The smallholder group or respective member shall report to "Manager Operasional" should transfer of ownership occurred;</p> <p>To date, no land conflicts have occurred after the process of buying and selling or transfer of land was carried out.</p>
<p><b>Audit Team Findings:</b></p> <p>During audit onsite and interview with stakeholder there is no issue found related to land conflict, illegal ownership of land. Koperasi Konsumen Bersatu Makmur Jaya has a commitment to manage their smallholder member according to RSPO standard and comply to relevant regulation. All smallholder member has a legal ownership of land in the form of SHM (17%) and SKT (83%). Audit team noted that Group Manager has informed to smallholder member to enhance the ownership status from SKT to SHM.</p>


### 3.6 Impartiality and conflict of interest

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



**Formal Signing-off of Assessment Conclusion and Recommendation**

The audit objectives have been achieved and the certificate scope remains appropriate. Based on the results of this audit, it is concluded that Koperasi Konsumen Bersatu Makmur Jaya has complied with the RSPO Independent Smallholder Standard 2019 and audit criteria identified within the audit report. It is deemed that the management system continues to achieve its intended outcomes. Therefore, it is recommended that the certification of Koperasi Konsumen Bersatu Makmur Jaya is continued.

Report prepared by	Acceptance of Assessment Conclusion
<b>Name:</b> Mujinius Jalaraya	<b>Name:</b> Ardiansyah Simto Sirait
<b>Company Name:</b> on behalf BSI Malaysia Services Sdn Bhd.	<b>Company Name:</b> Koperasi Konsumen Bersatu Makmur Jaya
<b>Title:</b> Lead Auditor	<b>Title:</b> Group Manager
<b>Signature:</b> 	<b>Signature:</b> <i>(I the undersigned, being the most senior relevant management representative of the operation seeking or holding certification, agree with the contents of this report and accept the liability in execution of the procedure in the report.)</i> 
<b>Date:</b> 16 March 2021	<b>Date:</b> 31 January 2020

**Appendix A: Summary of Findings**

Criterion / Indicator		Assessment Findings	Compliance
<p><b>Principle 1: Optimise productivity, efficiency, positive impacts and resilience</b>            Implement professional and transparent operations to secure sustainable livelihood improvements.</p>			
<p><b>Criteria 1.1</b>            Smallholders establish a legal entity which has organizational capacity to comply with the RSPO Independent Smallholder Standard.</p>			
Eligibility	<p>E Legally registered entities have documented evidence to include:</p> <ol style="list-style-type: none"> <li>1. Legal formation (as per country requirements)</li> <li>2. Fair and transparent decision making and governance</li> <li>3. Additional documents per requirements for Group Formation and Management.</li> <li>4. Signed or thumb printed Smallholder Declaration from all smallholder members, reference Annex 2 (see appendix 1 for details needed in declaration).</li> </ol>	<p><b>Legal formation:</b>  <i>Koperasi Konsumen Bersatu Makmur Jaya</i> has fulfilled the legal regulation related to palm oil plantation for smallholder as follows:</p> <ul style="list-style-type: none"> <li>• The deed of establishment of the cooperative is based on the notarial deed of Wira Susanty Manalu, SH number 03 dated June 10, 2020 and has been approved by the Ministry of Law and Human Rights cq the Director General of General Legal Administration in accordance with the Decree of the Minister of Law and Human Rights No: AHU-0004081.AH.01.26 of 2020 dated 7 July 2020 regarding the Ratification of the Legal Entity for the <i>Koperasi Konsumen Bersatu Makmur Jaya</i>.</li> <li>• Sighted the tax identification number (Nomor Pokok Wajib Pajak/NPWP) No. 95.361.252.0-117.000 on behalf <i>Koperasi Konsumen Bersatu Makmur Jaya</i>.</li> <li>• <i>Koperasi Konsumen Bersatu Makmur Jaya</i> informed that plantation business permit (Surat Tanda Daftar Budidaya) is still on process. Head of <i>Koperasi Konsumen Bersatu Makmur Jaya</i> have been submitted proposal to the plantation agency of Simalungun District on 11 November 2020. The status still on process until this audit.</li> <li>• Registration of Nomor Induk Berusaha (NIB) from Badan Kordinasi Penanaman Modal (Capital Investment Coordinating Board) on</li> </ul>	Comply

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behalf of *Koperasi Konsumen Bersatu Makmur Jaya* number 0237010172044 dated 24 November 2020.

- Sighted the evidence of land legality of each Persil. Based on sample taken (23 samples) during this audit obtain information of land legality status as follows:

No	Name	Smallholder group	Unique number	Land legality	Area (Ha)
1	Wagirun	Lestari Jaya	125-BB-2019	SKT	0.57
2	Paeran	Mekar Jaya Lestari	204a-BB-2020	SHM	0.37
			204b-BB-2020	SKT	0.22
3	Wagirin	Mekar Jaya Lestari	265a-BB-2020	SKT	0.38
			265b-BB-2020	SKT	0.50
4	Sukiman	Bersama Maju	242-BB-2020	SKTC	2.92
5	Saidah Sinaga	Bersama Maju	082-BB-2019	SKTC	3.99
6	Geman	Tempel Jaya Lestari	019a-BB-2019	SKTC	0.72
			019b-BB-2019	SKT	0.34
7	Suradi	Tempel Jaya Lestari	110a-BB-2019	SKT	0.32
			110b-BB-2019	SKT	0.32

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			110c-BB-2019	SKT	0.40
			110d-BB-2019	SKT	0.40
8	Tumirin	Sidomakmur 2	263-BB-2020	SKT	0.88
9	Afriansyah	Sidomakmur	001-BB-2019	SKT	0.50
10	Lasirun	Sidomakmur	039-BB-2019	SKT	1.40
11	Karino	Sidomakmur	034-BB-2019	SKT	2.83
12	Tukino	Sidomakmur	121-BB-2019	SKT	1.08
13	Sumeri	Sidomakmur	245-BB-2020	SKT	0.64
14	Yusni	Sidomakmur	268-BB-2020	SKT	0.80
15	Sukardi	Sidomakmur	099a-BB-2019	SKTC	1.69
			099b-BB-2019	SKT	0.50
			099c-BB-2019	SKT	0.20
			099d-BB-2019	SKT	0.30
			099e-BB-2019	SKT	0.40
16	Sido	Mekar Jaya V	232-BB-2020	SKT	0.50

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17	Sukerman	Mekar Jaya Lestari	240-BB-2020	SHM	2.57
18	Abdul Kamal	Mekar Jaya Lestari	134-BB-2020	SKTC	0,54
19	Mesnah	Mekar Jaya Lestari	188-BB-2020	SKT	0,56
20	Saidin	Mekar Jaya Lestari	219a-BB-2020	SKT	0.43
			219b-BB-2020	SKT	0.40
			219c-BB-2020	SKT	0.52
21	Suparmin	Mekar Jaya Lestari	249a-BB-2020	SKT	0.16
			249b-BB-2020	SKT	0.38
22	Jimin	Tempel Jaya Lestari	024-BB-2019	SKT	2.92
23	Ngatimun	Tempel Jaya Lestari	059a-BB-2019	SHM	0.672
			059b-BB-2019	SKT	0.50
<b>Total</b>					<b>32,82</b>

*Auditor note:*  
*SKT: Surat Keterangan Tanah* (unofficial land title from village head)  
*SKTC: Surat Keterangan Tanah dari Camat* (unofficial land title from subdistrict head)  
*SHM: Sertifikat Hak Milik* (official private land title)

**Fair and transparent decision making and governance**  
 All member of *Koperasi Konsumen Bersatu Makmur Jaya* has signed joint declaration on 18 May 2020. The agreement declared as follows:

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		<ol style="list-style-type: none"> <li>1. Changed membership from Gapoktan Boluk Bersatu Nagori Boluk to <i>Koperasi Konsumen Bersatu Makmur Jaya</i> and is willing to promote RSPO sustainable palm oil</li> <li>2. We agree to create a certification unit under the coordination of the <i>Koperasi Konsumen Bersatu Makmur Jaya</i> under the name ICS <i>Koperasi Konsumen Bersatu Makmur Jaya</i>.</li> <li>3. We agree that for clarity of authority, appoint the ICS Operations Manager, who has the authority to be the ICS manager for the RSPO certification.</li> <li>4. We agree that Mr. Ardiansyah Sirait will be the Operations Manager for ICS, who will be responsible for implementing the RSPO P&amp;C.</li> <li>5. We as cooperative members are committed to sustainable palm oil and will fully support what we have declared together.</li> </ol> <p><i>Koperasi Konsumen Bersatu Makmur Jaya</i> also has a financial management plan such as estimation of FFB production in the next year (2021) and replanting plan period 2021 - 2022. They projected to produce 11,275 MT FFB.</p>	
<p>Milestone A</p>	<p>Group manager and group members have an Internal Control System (ICS) that meets all the ICS Eligibility and MS A requirements (section 3.2 below) and complete training on oil palm pricing mechanisms, financial management, and best practices for smallholder organisations.</p>	<p>Group Manager <i>Koperasi Konsumen Bersatu Makmur Jaya</i> has set the job description for all level of board such as Manager Operational, secretary, and unit etc on 18 May 2020. Job and responsibility of each level of group manager, secretary, etc has been written in document job description as follows:</p> <ul style="list-style-type: none"> <li>• Manager Operational</li> <li>• Secretary</li> <li>• Unit of member registration</li> <li>• Unit of FFB recording</li> <li>• Unit of field training</li> </ul>	<p>Comply</p>

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		<ul style="list-style-type: none"> <li>• Unit of RSPO documentation</li> <li>• Unit of integrated pest management</li> <li>• Unit of fire emergency information unit</li> <li>• Unit of environmental monitoring</li> <li>• Unit of OHS and scheduled waste recording</li> <li>• Unit of internal audit</li> <li>• Smallholder Group:             <ol style="list-style-type: none"> <li>1. Lestari Jaya: 17 members</li> <li>2. Harapan Jaya: 20 members</li> <li>3. Tempel Jaya Lestari: 46 members</li> <li>4. Mekar Jaya Lestari: 45 members</li> <li>5. Flamboyan: 23 members</li> <li>6. Sidomakmur 2: 39 members</li> <li>7. Sidomakmur: 39 members</li> <li>8. Mekar Jaya 5: 10 members</li> <li>9. Bersama Maju: 32 members</li> </ol> </li> </ul> <p>In addition, <i>Koperasi Konsumen Bersatu Makmur Jaya</i> has been held some training related to palm oil business. Sighted training evidence as follows:</p> <ul style="list-style-type: none"> <li>• Training related to Occupational Safety and Health, PPE usage and chemical handling on 6 November 2020, facilitated by safety officer from PTPN 4 (palm oil plantation state company). Attended by 50 smallholders from Smallholder Group of Lestari Jaya, Flamboyan, Bersama Maju and Harapan Jaya.</li> <li>• Training related to Occupational Safety and Health, PPE usage and chemical handling on 5 November 2020, facilitated by safety officer from PTPN 4 (palm oil plantation state company). Attended</li> </ul>	
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		<p>by 50 smallholders from Smallholder Group of Tempel Jaya Lestari, Sidomakmur and Sidomakmur 2.</p> <ul style="list-style-type: none"> <li>• Training related to best management practices and integrated pest management on 7 October 2020, facilitated by technical expert agronomy from Indonesian Oil Palm Research Institute (IOPRI). Attended by 78 smallholders from Sidomakmur and Sidomakmur 2. The training also included field observation training.</li> <li>• Training related to best management practices and integrated pest management on 8 October 2020, facilitated by technical expert agronomy from Indonesian Oil Palm Research Institute (IOPRI). Attended by 57 smallholders from Tempel Jaya Lestari and Mekar Jaya Lestari. The training also included field observation training.</li> <li>• Training related to best management practices and integrated pest management on 9 October 2020, facilitated by technical expert agronomy from Indonesian Oil Palm Research Institute (IOPRI). Attended by 38 smallholders from Lestari Jaya, Flamboyan, Bersama Maju and Harapan Jaya. The training also included field observation training.</li> <li>• Training related to HCV management on 17 November 2020, facilitated by Uni Oleo Staff located in village meeting room of Tempel Jaya Lestari. Attended by 82 smallholders from Smallholder Group of Tempel Jaya Lestari and Mekar Jaya Lestari.</li> </ul> <p>Internal audit training on 17 December 2020, facilitated by Uni Oleo Staff. Attended by 11 internal auditors.</p>	
<p>Milestone B</p>	<p>Smallholder groups are operating in accordance to best management practices for groups, including:</p> <ul style="list-style-type: none"> <li>• Fair and transparent decision-making and governance</li> <li>• Sustainable financial management</li> </ul>	<p>All member of <i>Koperasi Konsumen Bersatu Makmur Jaya</i> has signed joint declaration on 18 May 2020. The agreement declared as follows:</p> <ol style="list-style-type: none"> <li>1. Changed membership from Gapoktan Boluk Bersatu Nagori Boluk to <i>Koperasi Konsumen Bersatu Makmur Jaya</i> and is willing to promote RSPO sustainable palm oil</li> </ol>	<p>Comply</p>



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		<p>2. We agree to create a certification unit under the coordination of the <i>Koperasi Konsumen Bersatu Makmur Jaya</i> under the name ICS <i>Koperasi Konsumen Bersatu Makmur Jaya</i>.</p> <p>3. We agree that for clarity of authority, appoint the ICS Operations Manager, who has the authority to be the ICS manager for the RSPO certification.</p> <p>4. We agree that Mr. Ardiansyah Sirait will be the Operations Manager for ICS, who will be responsible for implementing the RSPO P&amp;C.</p> <p>5. We as cooperative members are committed to sustainable palm oil and will fully support what we have declared together.</p> <p><i>Koperasi Konsumen Bersatu Makmur Jaya</i> also has a financial management plan such as estimation of FFB production in the next year (2021) and replanting plan period 2021 - 2022. They projected to produce 11,275 MT FFB.</p> <p>Replanting plan 2020 – 2025:</p> <table border="1" data-bbox="1131 925 1585 1316"> <thead> <tr> <th>Replanting year</th> <th>Area (Ha)</th> </tr> </thead> <tbody> <tr> <td>2020</td> <td>18.12</td> </tr> <tr> <td>2021</td> <td>0.62</td> </tr> <tr> <td>2022</td> <td>17.99</td> </tr> <tr> <td>2023</td> <td>1.88</td> </tr> <tr> <td>2024</td> <td>1.70</td> </tr> <tr> <td>2025</td> <td>7.58</td> </tr> <tr> <td><b>Total</b></td> <td><b>47.89</b></td> </tr> </tbody> </table>	Replanting year	Area (Ha)	2020	18.12	2021	0.62	2022	17.99	2023	1.88	2024	1.70	2025	7.58	<b>Total</b>	<b>47.89</b>	
Replanting year	Area (Ha)																		
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<b>Total</b>	<b>47.89</b>																		

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		<i>Note: replanting plan signed by Manager Operational 29 December 2020</i>	
<b>Criteria 1.2</b> Smallholders have the capacity to effectively manage their farm.			
Eligibility	Not Applicable	Not Applicable	N/A
Milestone A	Smallholders complete training on farm business operations, monitoring and planning. The training includes capacity building on record keeping for production, including inputs and yields, transactions, and variety.	<i>Koperasi Konsumen Bersatu Makmur Jaya</i> has been held some training related to palm oil business. Sighted training evidence as follows: <ul style="list-style-type: none"> <li>• Training related to Occupational Safety and Health, PPE usage and chemical handling on 6 November 2020, facilitated by safety officer from PTPN 4 (palm oil plantation state company). Attended by 50 smallholders from Smallholder Group of Lestari Jaya, Flamboyan, Bersama Maju and Harapan Jaya.</li> <li>• Training related to Occupational Safety and Health, PPE usage and chemical handling on 5 November 2020, facilitated by safety officer from PTPN 4 (palm oil plantation state company). Attended by 50 smallholders from Smallholder Group of Tempel Jaya Lestari, Sidomakmur and Sidomakmur 2.</li> <li>• Training related to best management practices and integrated pest management on 7 October 2020, facilitated by technical expert agronomy from Indonesian Oil Palm Research Institute (IOPRI). Attended by 78 smallholders from Sidomakmur and Sidomakmur 2. The training also included field observation training.</li> <li>• Training related to best management practices and integrated pest management on 8 October 2020, facilitated by technical expert agronomy from Indonesian Oil Palm Research Institute (IOPRI). Attended by 57 smallholders from Tempel Jaya Lestari and Mekar Jaya Lestari. The training also included field observation training.</li> </ul>	Comply

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		<ul style="list-style-type: none"> <li>• Training related to best management practices and integrated pest management on 9 October 2020, facilitated by technical expert agronomy from Indonesian Oil Palm Research Institute (IOPRI). Attended by 38 smallholders from Lestari Jaya, Flamboyan, Bersama Maju and Harapan Jaya. The training also included field observation training.</li> <li>• Training related to HCV management on 17 November 2020, facilitated by Uni Oleo Staff located in village meeting room of Tempel Jaya Lestari. Attended by 82 smallholders from Smallholder Group of Tempel Jaya Lestari and Mekar Jaya Lestari.</li> </ul> <p>Internal audit training on 17 December 2020, facilitated by Uni Oleo Staff. Attended by 11 internal auditors.</p>	
<p>Milestone B</p>	<p>Smallholders are managing their farms effectively and maintain records of production and transaction data of all FFB sale</p>	<p><i>Koperasi Konsumen Bersatu Makmur Jaya</i> has conducted GAP training for all their member (see detail in indicator 1.2 milestone A). In addition, board of Koperasi has provided some filling form for each Smallholder group namely <i>Form Pencatatan Aktivitas Kebun Anggota Petani (Form No. 03/Form/ICS/GKT-BB/XII/2019)</i>. That document covered record of chemical weeding, manuring, harvesting and pruning.</p> <p><i>Koperasi Konsumen Bersatu Makmur Jaya</i> has conducted soil and leaf testing in collaboration with Indonesian Oil Palm Research Institute (IOPRI). Sampling was conducted on 5 November 2019. The test was carried out by an accredited laboratory Indonesian Oil Palm Research Institute (National Accreditation Committee LP-472-IDN). Based on the test results, <i>Koperasi Konsumen Bersatu Makmur Jaya</i> issued fertilization recommendations in Manuring Procedure (No: 5/SOP/UPL/ICS/KK-BMJ/V/2020 dated 12 September 20219). The recommended types of fertilizers are Urea, TSP, MOP, Dolomite, Borate.</p>	<p>Comply</p>

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		<p>Based on document verification, board of Koperasi through FFB Recording Unit has recap the FFB production of each member. For example, record of FFB production 2020 on behalf of Wagirun (Smallholder Group of Lestari Jaya) 0.57 Ha as follows:</p> <ul style="list-style-type: none"> <li>• January: 1,282 kg</li> <li>• February: 1,780 kg</li> <li>• March: 1,380 kg</li> <li>• April: 1,470 kg</li> <li>• May: 1,039 kg</li> <li>• June: 1,360 kg</li> <li>• July: 1,335 kg</li> <li>• August: 1,240 kg</li> <li>• September: 1,050 kg</li> <li>• October: 980 kg</li> <li>• November: 650 kg</li> <li>• December: 760 kg</li> </ul> <p>All the record collected and recorded by board of Koperasi regularly.</p>	
<p><b>Criteria 1.3</b></p>			
<p>Smallholders implement good agricultural practices (GAP) on their farms.</p>			
<p>Eligibility</p>	<p>Smallholders commit to implementing good agricultural practices on their farms. (see appendix 1 for details needed in declaration).</p>	<p>All member of <i>Koperasi Konsumen Bersatu Makmur Jaya</i> has signed joint declaration on 18 May 2020. The agreement declared as follows:</p> <ol style="list-style-type: none"> <li>1. Changed membership from Gapoktan Boluk Bersatu Nagori Boluk to <i>Koperasi Konsumen Bersatu Makmur Jaya</i> and is willing to promote RSPO sustainable palm oil</li> </ol>	<p>Comply</p>

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		<ol style="list-style-type: none"> <li>2. We agree to create a certification unit under the coordination of the <i>Koperasi Konsumen Bersatu Makmur Jaya</i> under the name ICS <i>Koperasi Konsumen Bersatu Makmur Jaya</i>.</li> <li>3. We agree that for clarity of authority, appoint the ICS Operations Manager, who has the authority to be the ICS manager for the RSPO certification.</li> <li>4. We agree that Mr. Ardiansyah Sirait will be the Operations Manager for ICS, who will be responsible for implementing the RSPO P&amp;C.</li> <li>5. We as cooperative members are committed to sustainable palm oil and will fully support what we have declared together.</li> </ol> <p>In addition, <i>Koperasi Konsumen Bersatu Makmur Jaya</i> has had Good Agricultural Procedure as follows:</p> <ul style="list-style-type: none"> <li>• SOP Pembibitan kelapa Sawit No: 11/SOP/UPL/ICS/KK-BMJ/V/2020 last revision on 26 May 2020.</li> <li>• SOP Penanaman Baru kelapa Sawit No: 9/SOP/UPL/ICS/KK-BMJ/V/2020 last revision on 26 May 2020.</li> <li>• SOP Persiapan Lahan dan Penanaman ulang kelapa Sawit No: 10/SOP/UPL/ICS/KK-BMJ/V/2020 last revision on 26 May 2020.</li> <li>• SOP Pengendalian Gulma kelapa Sawit No: 7//SOP/UPL/ICS/KK-BMJ/V/2020 last revision on 26 May 2020.</li> <li>• SOP Penggunaan Bahan Kimia No: 8//SOP/UPL/ICS/KK-BMJ/V/2020 last revision on 26 May 2020.</li> <li>• SOP Pemupukan No: 5//SOP/UPL/ICS/KK-BMJ/V/2020 last revision on 26 May 2020.</li> <li>• SOP Pruning/Penunasan No: 6//SOP/UPL/ICS/KK-BMJ/V/2020 last revision on 26 May 2020.</li> </ul>	
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		<ul style="list-style-type: none"> <li>• SOP Panen No: 3//SOP/UPL/ICS/KK-BMJ/V/2020 last revision on 26 May 2020.</li> </ul> <p>During this audit, the auditor teams has taken 23 sampling from each Smallholder group as follows:</p> <ul style="list-style-type: none"> <li>• Smallholder Group of Lestari Jaya: 1 member</li> <li>• Smallholder Group of Mekar Jaya Lestari: 7 members</li> <li>• Smallholder Group of Bersama Maju: 2 members</li> <li>• Smallholder Group of Tempel Jaya Lestari: 4 members</li> <li>• Smallholder Group of Sidomakmur 2: 1 member</li> <li>• Smallholder Group of Sidomakmur: 7 members</li> <li>• Smallholder Group of Mekar Jaya V: 1 member</li> </ul> <p>Based on field visit and interview with respective smallholder obtained information that the smallholders has following the smallholder's declaration above such us zero burning, no longer use parakuat, no underage worker etc.</p>	
Milestone A	Smallholders complete training on Good Agriculture Practices (GAP).	<p><i>Koperasi Konsumen Bersatu Makmur Jaya</i> has been held some training related to palm oil business. Sighted training evidence as follows:</p> <ul style="list-style-type: none"> <li>• Training related to Occupational Safety and Health, PPE usage and chemical handling on 6 November 2020, facilitated by safety officer from PTPN 4 (palm oil plantation state company). Attended by 50 smallholders from Smallholder Group of Lestari Jaya, Flamboyan, Bersama Maju and Harapan Jaya.</li> <li>• Training related to Occupational Safety and Health, PPE usage and chemical handling on 5 November 2020, facilitated by safety officer from PTPN 4 (palm oil plantation state company). Attended by 50 smallholders from Smallholder Group of Tempel Jaya Lestari, Sidomakmur and Sidomakmur 2.</li> </ul>	Comply

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		<ul style="list-style-type: none"> <li>• Training related to best management practices and integrated pest management on 7 October 2020, facilitated by technical expert agronomy from Indonesian Oil Palm Research Institute (IOPRI). Attended by 78 smallholders from Sidomakmur and Sidomakmur 2. The training also included field observation training.</li> <li>• Training related to best management practices and integrated pest management on 8 October 2020, facilitated by technical expert agronomy from Indonesian Oil Palm Research Institute (IOPRI). Attended by 57 smallholders from Tempel Jaya Lestari and Mekar Jaya Lestari. The training also included field observation training.</li> <li>• Training related to best management practices and integrated pest management on 9 October 2020, facilitated by technical expert agronomy from Indonesian Oil Palm Research Institute (IOPRI). Attended by 38 smallholders from Lestari Jaya, Flamboyan, Bersama Maju and Harapan Jaya. The training also included field observation training.</li> <li>• Training related to HCV management on 17 November 2020, facilitated by Uni Oleo Staff located in village meeting room of Tempel Jaya Lestari. Attended by 82 smallholders from Smallholder Group of Tempel Jaya Lestari and Mekar Jaya Lestari.</li> </ul> <p>Internal audit training on 17 December 2020, facilitated by Uni Oleo Staff. Attended by 11 internal auditors.</p>	
Milestone B	Smallholders have adopted GAP on their farms and are tracking productivity through, but not limited to, records of FFB sales.	<p>In addition, <i>Koperasi Konsumen Bersatu Makmur Jaya</i> has had Good Agricultural Procedure as follows:</p> <ul style="list-style-type: none"> <li>• SOP Pembibitan kelapa Sawit No: 11/SOP/UPL/ICS/KK-BMJ/V/2020 last revision on 26 May 2020.</li> <li>• SOP Penanaman Baru kelapa Sawit No: 9/SOP/UPL/ICS/KK-BMJ/V/2020 last revision on 26 May 2020.</li> </ul>	Comply

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		<ul style="list-style-type: none"> <li>SOP Persiapan Lahan dan Penanaman ulang kelapa Sawit No: 10/SOP/UPL/ICS/KK-BMJ/V/2020 last revision on 26 May 2020.</li> <li>SOP Pengendalian Gulma kelapa Sawit No: 7//SOP/UPL/ICS/KK-BMJ/V/2020 last revision on 26 May 2020.</li> <li>SOP Penggunaan Bahan Kimia No: 8//SOP/UPL/ICS/KK-BMJ/V/2020 last revision on 26 May 2020.</li> <li>SOP Pemupukan No: 5//SOP/UPL/ICS/KK-BMJ/V/2020 last revision on 26 May 2020.</li> <li>SOP Pruning/Penunasan No: 6//SOP/UPL/ICS/KK-BMJ/V/2020 last revision on 26 May 2020.</li> </ul> <p>Board of <i>Koperasi Konsumen Bersatu Makmur Jaya</i> has conducted some best management practices training (see indicator 1.3 milestones A).</p>													
<p><b>Principle 2: Ensure Legality, Respect for Land Rights and Community Wellbeing</b>          Comply with the law and respect communities' rights</p>															
<p><b>Criteria 2.1</b>          Smallholders have legal or customary rights to use the land in accordance with national and local laws, and customary practices</p>															
Eligibility	Smallholders provide the coordinates or maps of their plots and evidence of ownership, or rights to use the land (refer to appendix 1).	<i>Koperasi Konsumen Bersatu Makmur Jaya</i> has provided land ownership database that covered the information of member name and number, land ownership status (village head/subdistrict head letter), total area, coordinate and land status. Its database attached with brief maps.	Comply												
Milestone A	Smallholders can demonstrate legal ownership or native and/or customary rights to use the land or demonstrate that they are in the process of legalisation of that right.	Sighted the evidence of land legality of each Persil. Based on sample taken (23 samples) during this audit obtain information of land legality status as follows:	Comply												
		<table border="1"> <thead> <tr> <th>No</th> <th>Name</th> <th>Smallholder group</th> <th>Unique number</th> <th>Land legality</th> <th>Area (Ha)</th> </tr> </thead> <tbody> <tr> <td> </td> <td> </td> <td> </td> <td> </td> <td> </td> <td> </td> </tr> </tbody> </table>	No	Name	Smallholder group	Unique number	Land legality	Area (Ha)							
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		1	Wagirun	Lestari Jaya	125-BB-2019	SKT	0.57
		2	Paeran	Mekar Lestari Jaya	204a-BB-2020	SHM	0.37
					204b-BB-2020	SKT	0.22
		3	Wagirin	Mekar Lestari Jaya	265a-BB-2020	SKT	0.38
					265b-BB-2020	SKT	0.50
		4	Sukiman	Bersama Maju	242-BB-2020	SKTC	2.92
		5	Saidah Sinaga	Bersama Maju	082-BB-2019	SKTC	3.99
		6	Geman	Tempel Lestari Jaya	019a-BB-2019	SKTC	0.72
					019b-BB-2019	SKT	0.34
		7	Suradi	Tempel Lestari Jaya	110a-BB-2019	SKT	0.32
					110b-BB-2019	SKT	0.32
					110c-BB-2019	SKT	0.40
					110d-BB-2019	SKT	0.40
		8	Tumirin	Sidomakmur 2	263-BB-2020	SKT	0.88

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		9	Afriansyah	Sidomakmur	001-BB-2019	SKT	0.50	
		10	Lasirun	Sidomakmur	039-BB-2019	SKT	1.40	
		11	Karino	Sidomakmur	034-BB-2019	SKT	2.83	
		12	Tukino	Sidomakmur	121-BB-2019	SKT	1.08	
		13	Sumeri	Sidomakmur	245-BB-2020	SKT	0.64	
		14	Yusni	Sidomakmur	268-BB-2020	SKT	0.80	
		15	Sukardi	Sidomakmur	099a-BB-2019	SKTC	1.69	
					099b-BB-2019	SKT	0.50	
					099c-BB-2019	SKT	0.20	
					099d-BB-2019	SKT	0.30	
					099e-BB-2019	SKT	0.40	
		16	Sido	Mekar Jaya V	232-BB-2020	SKT	0.50	
		17	Sukerman	Mekar Jaya Lestari	240-BB-2020	SHM	2.57	
		18	Abdul Kamal	Mekar Jaya Lestari	134-BB-2020	SKTC	0,54	
		19	Mesnah	Mekar Jaya Lestari	188-BB-2020	SKT	0,56	
		20	Saidin	Mekar Jaya Lestari	219a-BB-2020	SKT	0.43	
					219b-BB-2020	SKT	0.40	

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				219c-BB-2020	SKT	0.52				
			21	Suparmin	Mekar Lestari	Jaya	249a-BB-2020	SKT	0.16	
							249b-BB-2020	SKT	0.38	
			22	Jimin	Tempel Lestari	Jaya	024-BB-2019	SKT	2.92	
			23	Ngatimun	Tempel Lestari	Jaya	059a-BB-2019	SHM	0.672	
							059b-BB-2019	SKT	0.50	
							<b>Total</b>		<b>32,82</b>	
			<p><i>Auditor note:</i>  <i>SKT: Surat Keterangan Tanah</i> (unofficial land title from village head)  <i>SKTC: Surat Keterangan Tanah dari Camat</i> (unofficial land title from subdistrict head)  <i>SHM: Sertifikat Hak Milik</i> (official private land title)</p>							
Milestone B	Smallholder plots are clearly and visibly demarcated and maintained, and the smallholders are operating only within these boundaries.	Based on field visit and interview with all smallholder samples obtain information that each plot has been demarcated with natural sign such as areca tree, fence or small ditch. There is no land conflict between smallholder and their neighbour. Through the randomly sampling obtained information that all demarcated marking still maintained.								Comply
<b>Criteria 2.2</b>										
Smallholders have not acquired lands from indigenous peoples, local communities or other users without their free, prior and informed consent, based on a simplified FPIC approach.										
Eligibility	For existing plots, smallholders can demonstrate that they have not acquired land without free, prior and informed consent of indigenous peoples, local communities or other users (refer to appendix 1).	Based on document verification, most plots originated from community land ownership or land purchase from each villager. Through the public consultation with village head and government agencies of								Comply

		Simalungun Regency obtain information that there are no indigenous people around the smallholder plots.	
Milestone A	For existing plots, smallholders can demonstrate that they have not acquired land without free, prior and informed consent of indigenous peoples, local communities or other users (refer to appendix 1).	Based on document verification, most plots originated from community land ownership or land purchase from each villager. Through the public consultation with village head and government agencies of Simalungun Regency obtain information that there are no indigenous people around the smallholder plots.	Comply
Milestone B	For existing plots, smallholders can demonstrate that they have not acquired land without free, prior and informed consent of indigenous peoples, local communities or other users (refer to appendix 1).	Based on document verification, most plots originated from community land ownership or land purchase from each villager. Through the public consultation with village head and government agencies of Simalungun Regency obtain information that there are no indigenous people around the smallholder plots.	Comply
<b>Criteria 2.3</b>			
The right to use the land is not disputed by indigenous peoples, local communities or other users			
Eligibility	Smallholders declare any existing disputes on the land commit to resolving said disputes and provide information on the current status of those disputes (if any) (refer to appendix 1).	Grievance resolution mechanism regulated under "SOP Pengaduan dan Keluhan Eksternal dan Internal No.6/Sekretaris/ICS-GKT/II/2019", dated 19 February 2019. The SOP stipulates: <ul style="list-style-type: none"> <li>- "5. <i>Sekretaris harus mencatat saran dan keluhan anggota lalu menyampaikan keluhan tersebut kepada Manager Operasional untuk ditindaklanjuti</i>" – Secretary shall record any input and inform "Manager Operasional" to be follow up;</li> <li>- "6. <i>Jika pengaduan merupakan hal yang bersifat rahasia, maka laporan /pengaduan tersebut akan dicatat dan diberikan kode khusus (rahasia) yang hanya dapat diakses oleh Sekretaris dan Manager Operasional</i> – If the report deemed confidential, then the record shall bear "confidential" remarks and access only for Secretary and "Manager Operasional";</li> <li>- "8. <i>Identitas pelapor yang bersifat rahasia, dijamin kerahasiaannya. Sekretaris ICS dilarang memberitahukan identitas pelapor kepada</i></li> </ul>	Comply

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		<p><i>public ataupun pihak lain” -- The confidentiality of the whistleblower is confidential. The ICS Secretary is prohibited from disclosing the identity of the reporter to the public or other parties.</i></p> <p>- “9. Pokok aduan yang bersifat rahasia, jika tidak dapat diselesaikan dalam internal ICS, maka ICS <i>Koperasi Konsumen Bersatu Makmur Jaya akan menyerahkan masalah tersebut kepada pihak berwenang untuk ditindaklanjuti</i>”. -- If the complaint is confidential, if it cannot be resolved internally in the ICS, the ICS <i>Koperasi Konsumen Bersatu Makmur Jaya</i> will submit the matter to the authorities to be followed up "</p> <p><i>"10. Sekretaris mendokumentasikan semua proses mulai dari pengaduan hingga penyelesaian". -- The secretary documented all processes from complaint to resolution</i></p>	
<p>Milestone A</p>	<p>There is an absence of disputes among indigenous peoples, local communities or other users, regarding land, resource-use and access rights; or where there is a dispute, dispute resolution processes are implemented, and the process is accepted by all parties involve</p>	<p>Grievance resolution mechanism regulated under “SOP Pengaduan dan Keluhan Eksternal dan Internal No.6/Sekretaris/ICS-GKT/II/2019”, dated 19 February 2019. The SOP stipulates:</p> <ul style="list-style-type: none"> <li>- “5. <i>Sekretaris harus mencatat saran dan keluhan anggota lalu menyampaikan keluhan tersebut kepada Manager Operasional untuk ditindaklanjuti</i>” – Secretary shall record any input and inform “Manager Operasional” to be follow up;</li> <li>- “6. <i>Jika pengaduan merupakan hal yang bersifat rahasia, maka laporan /pengaduan tersebut akan dicatat dan diberikan kode khusus (rahasia) yang hanya dapat diakses oleh Sekretaris dan Manager Operasional</i> – If the report deemed confidential, then the record shall bear “confidential” remarks and access only for Secretary and “Manager Operasional”;</li> <li>- “8. <i>Identitas pelapor yang bersifat rahasia, dijamin kerahasiaannya. Sekretaris ICS dilarang memberitahukan identitas pelapor kepada public ataupun pihak lain</i>” -- The confidentiality of the whistleblower</li> </ul>	<p>Comply</p>

		<p>is confidential. The ICS Secretary is prohibited from disclosing the identity of the reporter to the public or other parties.</p> <ul style="list-style-type: none"> <li>- "9. Pokok aduan yang bersifat rahasia, jika tidak dapat diselesaikan dalam internal ICS, maka ICS <i>Koperasi Konsumen Bersatu Makmur Jaya akan menyerahkan masalah tersebut kepada pihak berwenang untuk ditindaklanjuti</i>". -- If the complaint is confidential, if it cannot be resolved internally in the ICS, the ICS <i>Koperasi Konsumen Bersatu Makmur Jaya</i> will submit the matter to the authorities to be followed up "</li> <li>- "10. <i>Sekretaris mendokumentasikan semua proses mulai dari pengaduan hingga penyelesaian</i>". -- <i>The secretary documented all processes from complaint to resolution.</i></li> </ul> <p>Based on interview with village head and respective government agencies in Simalungun Regency informed that there is no indigenous people in smallholder areas.</p>	
<p>Milestone B</p>	<p>There is an absence of disputes among indigenous peoples, local communities or other users, regarding land, resource-use and access rights; or where there is a dispute, dispute resolution processes are implemented, and the process is accepted by all parties involve</p>	<p>Grievance resolution mechanism regulated under "SOP Pengaduan dan Keluhan Eksternal dan Internal No.6/Sekretaris/ICS-GKT/II/2019", dated 19 February 2019. The SOP stipulates:</p> <ul style="list-style-type: none"> <li>- "5. <i>Sekretaris harus mencatat saran dan keluhan anggota lalu menyampaikan keluhan tersebut kepada Manager Operasional untuk ditindaklanjuti</i>" – Secretary shall record any input and inform "Manager Operasional" to be follow up;</li> <li>- "6. <i>Jika pengaduan merupakan hal yang bersifat rahasia, maka laporan /pengaduan tersebut akan dicatat dan diberikan kode khusus (rahasia) yang hanya dapat diakses oleh Sekretaris dan Manager Operasional</i> – If the report deemed confidential, then the record shall bear "confidential" remarks and access only for Secretary and "Manager Operasional";</li> <li>- "8. <i>Identitas pelapor yang bersifat rahasia, dijamin kerahasiaannya. Sekretaris ICS dilarang memberitahukan identitas pelapor kepada</i></li> </ul>	<p>Comply</p>

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		<p><i>public ataupun pihak lain” -- The confidentiality of the whistleblower is confidential. The ICS Secretary is prohibited from disclosing the identity of the reporter to the public or other parties.</i></p> <p>- “9. Pokok aduan yang bersifat rahasia, jika tidak dapat diselesaikan dalam internal ICS, maka ICS <i>Koperasi Konsumen Bersatu Makmur Jaya akan menyerahkan masalah tersebut kepada pihak berwenang untuk ditindaklanjuti</i>”. -- If the complaint is confidential, if it cannot be resolved internally in the ICS, the ICS <i>Koperasi Konsumen Bersatu Makmur Jaya</i> will submit the matter to the authorities to be followed up "</p> <p>- "10. <i>Sekretaris mendokumentasikan semua proses mulai dari pengaduan hingga penyelesaian</i>”. -- <i>The secretary documented all processes from complaint to resolution.</i></p> <p>Based on interview with village head and respective government agencies in Simalungun Regency informed that there is no indigenous people in smallholder areas. Until this audit finish, there is no record of land dispute between members of <i>Koperasi Konsumen Bersatu Makmur Jaya</i> or with other parties.</p>	
<p><b>Criteria 2.4</b></p>			
<p>Smallholder plots are located outside of areas classified as national parks or protected areas, as defined by national, regional or local law or as specified in National Interpretation.</p>			
Eligibility	Smallholder plots are located outside of areas classified as national parks or protected areas as defined by national, regional or local law, or as specified in National Interpretations (refer to appendix 1).	Based on document verification and maps overlay of Koperasi Konsumen Bersatu Makmur Jaya with Forest area maps, there is no smallholder’s area classified as national parks or protected areas. It was also confirmed with Agriculture Department and Environmental Agency of Simalungun Regency during stakeholder consultation.	Comply
Milestone A	Smallholder plots are located outside of areas classified as national parks or protected areas as defined by national, regional or local law, or as specified in National Interpretations (refer to appendix 1).	Based on document verification and maps overlay of Koperasi Konsumen Bersatu Makmur Jaya with Forest area maps, there is no smallholder’s area classified as national parks or protected areas. It	Comply

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		was also confirmed with Agriculture Department and Environmental Agency of Simalungun Regency during stakeholder consultation.	
Milestone B	Smallholder plots are located outside of areas classified as national parks or protected areas as defined by national, regional or local law, or as specified in National Interpretations (refer to appendix 1).	Based on document verification and maps overlay of Koperasi Konsumen Bersatu Makmur Jaya with Forest area maps, there is no smallholder’s area classified as national parks or protected areas. It was also confirmed with Agriculture Department and Environmental Agency of Simalungun Regency during stakeholder consultation.	Comply
<b>Criteria 2.5</b>			
For new planting, smallholders do not clear or acquire any land without obtaining the free, prior and informed consent (FPIC), of indigenous people and/or local communities and/or other users , based on a simplified FPIC approach.			
Eligibility	For new oil palm planting, smallholders commit not to clear or acquire land from indigenous people, local communities, or other users without their free, prior and informed consent, based on a simplified FPIC approach (refer to appendix 1).	Based on field visit, interview and public consultation with smallholder member, village head and government agencies obtained information that there are no plans for new planting. Not Applicable	N/A
Milestone A	A Smallholders complete training on how to conduct a simplified FPIC approach.	Based on field visit, interview and public consultation with smallholder member, village head and government agencies obtained information that there are no plans for new planting. Not Applicable	N/A
Milestone B	Based on a simplified FPIC approach, smallholders jointly agree on a plan with the affected indigenous peoples and/or local communities and/or other rights holders, including vulnerable groups, for new oil palm developments, if these involve land-use change.	Based on field visit, interview and public consultation with smallholder member, village head and government agencies obtained information that there are no plans for new planting. Not Applicable	N/A
<b>Principle 3: Respect human rights, including workers’ rights and conditions</b>			
Safeguard human rights and protect workers’ rights, ensuring safe and decent working conditions.			
<b>Criteria 3.1</b>			
There is no use of forced labour.			



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<p>Eligibility</p>	<p>Smallholders commit to no use of forced labour and ensure that any use of forced labour on the farm is terminated at Eligibility. They provide information on the source of labour on the farm, including family, contract and hired labour (refer to appendix 1).</p>	<p>Smallholder member has signed the statement letter "Pernyataan Pekebun" which stated at point 3 "Ensuring no forced labour on farm operations and ending any existing forced labour".</p> <p>Koperasi Konsumen Bersatu Makmur Jaya (BMJ) already has a decree related to the Prohibition of Discrimination, Forced Labor and Trafficking, SK Group Manager No. 14/SK/BMJ-BB/V/2018 dated May 24, 2020, explaining:</p> <ul style="list-style-type: none"> <li>- "Setiap orang memiliki kesempatan dan hak yang sama terkait hak azasi manusia" – All men are equal in right and obligation related to human rights;</li> <li>- "Anggota Koperasi BMJ Bersatu dilarang melakukan tindakan diskriminasi (warna kulit, suku, jenis kelamin, afiliasi politik, dan lain-lain) atas dasar apapun" – smallholder member of Koperasi BMJ prohibited from discriminative action (skin color, tribe, sex, political affiliation) based on any reason;</li> <li>- "Dilarang melakukan tindakan kerja paksa terhadap tenaga kerja ataupun orang lain dalam situasi apapun" – Prohibit forced labor for worker or other person in any condition;</li> <li>- "Dilarang melakukan tindakan perdagangan orang/tenaga kerja dalam bentuk apapun" - Prohibit to conduct human/worker trafficking in any form;</li> </ul> <p>This policy was socialized to all Smallholders and workers on 31 December 2020 at Sidomulyo Village, this socialization was attended by 31 member and workers. At Mariyat Butar Village on 30 December 2020 attended by 8 participants (mSmallholders and workers). At Boluk Village on 22 Desember 2020 attended by 50 participants, at Tempel Jaya Village on 24 December 2020 attended by 63 participants (member of Smallholders group). At Sidomulyo Village on 31 December 2020 attended by 40 participants.</p>	<p>Comply</p>
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		<p>Based on list of member of Koperasi BMJ period December 2020 that Koperasi BMJ has had member of Female member of 47 smallholder members; and Male members of 224 smallholder members;</p> <p>All workers who work at the Koperasi BMJ Plantation are local residents / communities, i.e Tempel Jaya Village, Sidomulyo Village, Mariyat Butar Village and Boluk Village. In terms of hiring workers, the ICS Tayo Barokah Management has made a Work Agreement with workers, which explains the rights and obligations of workers the list of workers are attached, including the determination of workers' wages, discrimination and force labour policy, for example:</p> <ol style="list-style-type: none"> <li>1) Work Agreement Letter No. 25/KK-BMJ/XI/2020 dated December 28, 2020 which was signed by both parties (job provider and recipient). The work agreement between the Smallholder on behalf of Nuriati (201a-BB-2020 of Mekar Jaya Lestari Smallholders group) and Pak Supandi as a harvest worker.</li> <li>2) Work Agreement Letter No. 20/KK-BMJ/XI/2020 dated December 24, 2020 which was signed by both parties (job provider and recipient). The work agreement between the Smallholder on behalf of Ngatimun (ID: 059a-BB-2019) of Tempel Jaya Lestari Smallholders group) and Pak Mesman as a harvest worker.</li> <li>3) Work Agreement Letter No. 05/KK-BMJ/XI/2020 dated December 23, 2020 which was signed by both parties (job provider and recipient). The work agreement between the Smallholder on behalf of Sido (ID: 232-BB-2020) of Mekar Jaya V Smallholders group) and Pak Mesman as a harvest worker.</li> </ol> <p>The work agreement it is also explained that if there is a cancellation of the Work Agreement due to death, even though the period of the agreement has not ended, there is a violation or action that is not justified, this Work Agreement will be canceled. If the worker intends</p>	
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		<p>to resign, then the worker is obliged to submit his resignation to the plantation owner.</p> <p>Based on the Koperasi Konsumen Bersatu Makmur Jaya employee list for the period 2020, there are a total of 139 workers, consisting of:</p> <ol style="list-style-type: none"> <li>1) Local workers: 14 people (9.73%)</li> <li>2) Non-local workers: 125 (90.27%)</li> </ol>	
Milestone A	<p>Smallholders complete training on free and fair labour and implement measures to ensure that all work is voluntary, and the following practices are prohibited:</p> <ul style="list-style-type: none"> <li>• Retention of identity documents including but not limited to passports;</li> <li>• Payment of recruitment fees by workers;</li> <li>• Contract substitution;</li> <li>• Involuntary overtime;</li> <li>• Lack of freedom of workers to resign;</li> <li>• Penalty for termination of employment;</li> <li>• Debt bondage;</li> <li>• Withholding of wages</li> </ul>	<p>Koperasi Konsumen Bersatu Makmur Jaya, has provided training to Smallholders and their workers (Harvesters, fertilizers and sprayers) on 23-28 September 2020, this training was attended by 217 Smallholders and workers in Koperasi Konsumen BMJ. The material provided at the training includes:</p> <ol style="list-style-type: none"> <li>1) Training of Princip and Criteria RSPO</li> <li>2) Socialization of PSR (Peremajaan Sawit Rakyat)</li> <li>3) Manpower socialization, including: workers' rights, work contracts, standardization of wages, freedom of association, working overtime, termination of employment in accordance with applicable laws and regulations.</li> </ol> <p>Providers of the training materials were: Andri Kurniadi (Unit Pengawas Internal, which has been trained of Pelatihan Audit Internal Untuk Petani Swadaya provides by Yayasan Fortasbi Indonesia collaboration with RSPO and TUV Rheinland Indonesia on 27 February 2020. Mr. Andri Kurniadi juga telah mengikuti pelatihan P&amp;C RSPO 2019 bagi pengawas ICS pada tanggal 9 September 2020 yang diselenggarakan oleh Unioleo (Mr. Sahadi).</p>	Comply
Milestone B	<p>Workers on the farm, including their families, have unrestricted access to their identity documents, have freedom of movement and can declare that their employment is freely chosen.</p>	<p>All workers in the plot, including their families, have the right of access to obtain the Work Agreement documents. This Agreement Letter is made in 3 (three) copies which can be held by each party, including their family members.</p>	Comply

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		<p>Sample taken:</p> <ol style="list-style-type: none"> <li>1) Work Agreement Letter No. 25/KK-BMJ/XI/2020 dated December 28, 2020 which was signed by both parties (job provider and recipient). The work agreement between the Smallholder on behalf of Nuriati (201a-BB-2020 of Mekar Jaya Lestari Smallholders group) and Pak Supandi as a harvest worker.</li> <li>2) Work Agreement Letter No. 20/KK-BMJ/XI/2020 dated December 24, 2020 which was signed by both parties (job provider and recipient). The work agreement between the Smallholder on behalf of Ngatimun (ID: 059a-BB-2019) of Tempel Jaya Lestari Smallholders group) and Pak Mesman as a harvest worker.</li> <li>3) Work Agreement Letter No. 05/KK-BMJ/XI/2020 dated December 23, 2020 which was signed by both parties (job provider and recipient). The work agreement between the Smallholder on behalf of Sido (ID: 232-BB-2020) of Mekar Jaya V Smallholders group) and Pak Mesman as a harvest worker.</li> </ol>	
<p><b>Criteria 3.2</b> Children are not employed or exploited. Work by children is acceptable on family farms, under adult supervision and when not interfering with education programmes. Children are not exposed to hazardous working conditions.</p>			
Eligibility	<p>Smallholders are aware of what defines child labour and ensure that any child labour in the farm operations is terminated at Eligibility. Awareness of child labour and commitment to no child labour includes:</p> <ol style="list-style-type: none"> <li>1. Compliance with the minimum age of workers and as defined by local, state, or national law,</li> <li>2. Not exposing children to hazardous work.</li> <li>3. Providing adult supervision of young people working on the farm.</li> <li>4. Ensuring the practice of children’s rights to education is unrestricted and respected.</li> </ol>	<p>Smallholder member has signed the statement letter “Pernyataan Pekebun” which stated at point 8 “Ensuring no child labour on farm operations and ending any existing child labour”.</p> <p>Koperasi Konsumen Bersatu Makmur Jaya has a policy regarding the prohibition of employing minors through Decree No. 02/SK/GM/PPKSS-TB/X/2019 dated 31 October 2019 concerning the Prohibition of Using Child Labor, i.e:</p> <ol style="list-style-type: none"> <li>1. For Koperasi Konsumen Bersatu Makmur Jaya members not to employ children under 17 years of age.</li> </ol>	Comply

	(Refer to appendix 1).	<p>2. And for children aged 13-17 years, if they work in the field with the aim of helping their parents, it must be under parental supervision, and not do risky jobs.</p> <p>This policy refers to the existing laws and regulations in Indonesia; Law No. 13 of 2013 concerning the prohibition of using child labor.</p> <p>This policy was socialized to all Smallholders and workers on 31 December 2020 at Sidomulyo Village, this socialization was attended by 31 member and workers. At Mariyat Butar Village on 30 December 2020 attended by 8 participants (mSmallholders and workers). At Boluk Village on 22 Desember 2020 attended by 50 participants, at Tempel Jaya Village on 24 December 2020 attended by 63 participants (member of Smallholders group). At Sidomulyo Village on 31 December 2020 attended by 40 participants.</p>	
Milestone A	<p>Group managers and smallholders implement measures to protect children as follows:</p> <ol style="list-style-type: none"> <li>1. There are no workers on smallholder farms under the age of 15 or under the minimum age defined by local, state or national law, whichever is higher.</li> <li>2. Children are only permitted to help on family farms and are not permitted to perform dangerous, hazardous or heavy work.</li> <li>3. If young workers are employed, their work is not mentally or physically harmful and does not interfere with their schooling, if applicable.</li> </ol>	<p>Koperasi Konsumen Bersatu Makmur Jaya has a policy regarding the prohibition of employing minors through Decree No. 02/SK/GM/PPKSS-TB/X/2019 dated 31 October 2019 concerning the Prohibition of Using Child Labor, i.e:</p> <ol style="list-style-type: none"> <li>1. For Koperasi Konsumen Bersatu Makmur Jaya members not to employ children under 17 years of age.</li> <li>2. And for children aged 13-17 years, if they work in the field with the aim of helping their parents, it must be under parental supervision, and not do risky jobs.</li> </ol> <p>This policy refers to the existing laws and regulations in Indonesia; Law No. 13 of 2013 concerning the prohibition of using child labor.</p> <p>This policy refers to the existing laws and regulations in Indonesia; Law No. 13 of 2013 concerning the prohibition of using child labor. This policy was socialized to all Smallholders and workers on 10 – 14 February 2020, this socialization was attended by 139 workers in koperasi Konsumen.</p>	Comply

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		<p>Based on field visits to harvest activities in the plot of Mr. Ngatimun (ID: 059a-BB-2019) and the harvester namely Mr. Misman and Mr. Rahmat Rusli, it was proven that there were no workers under 13 years of age.</p> <p>Based on the Work Agreement Letter, also include personal identity (KTP) to see the age of the worker.</p> <p>Based on the Koperasi Konsumen Bersatu Makmur Jaya Worker List in period 2020, there are 139 workers as harvest, fertilizer and spray workers, the youngest age on the list is Sangkot (as a worker at Pak Irman / ID: 169a-BB-2020); Date of birth 12/07/1992 and working on 12 October 2020 or at the age of 28 years and 3 months.</p>	
<p>Milestone B</p>	<p>Group managers and smallholders implement measures to protect children as follows:</p> <ol style="list-style-type: none"> <li>1. There are no workers on smallholder farms under the age of 15 or under the minimum age defined by local, state or national law, whichever is higher.</li> <li>2. Children are only permitted to help on family farms and are not permitted to perform dangerous, hazardous or heavy work.</li> <li>3. If young workers are employed, their work is not mentally or physically harmful and does not interfere with their schooling, if applicable.</li> </ol>	<p>Koperasi Konsumen Bersatu Makmur Jaya has a policy regarding the prohibition of employing minors through Decree No. 02/SK/GM/PPKSS-TB/X/2019 dated 31 October 2019 concerning the Prohibition of Using Child Labor, i.e:</p> <ol style="list-style-type: none"> <li>1. For Koperasi Konsumen Bersatu Makmur Jaya members not to employ children under 17 years of age.</li> <li>2. And for children aged 13-17 years, if they work in the field with the aim of helping their parents, it must be under parental supervision, and not do risky jobs.</li> </ol> <p>This policy refers to the existing laws and regulations in Indonesia; Law No. 13 of 2013 concerning the prohibition of using child labor.</p> <p>This policy was socialized to all Smallholders and workers on 31 December 2020 at Sidomulyo Village, this socialization was attended by 31 member and workers. At Mariyat Butar Village on 30 December 2020 attended by 8 participants (mSmallholders and workers). At Boluk Village on 22 Desember 2020 attended by 50 participants, at Tempel Jaya Village on 24 December 2020 attended by 63 participants</p>	<p>Comply</p>

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		<p>(member of Smallholders group). At Sidomulyo Village on 31 December 2020 attended by 40 participants.</p> <p>Based on field visits to harvest activities:</p> <ul style="list-style-type: none"> <li>- In the plot of Mr. Ngatimun (059a-BB-2019/Tempel Jaya Lestari Smallholder Group) and the harvester on behalf of Misman, it was proven that there were no workers under 13 years of age. Based on the Work Agreement Letter, also include personal identity (KTP) to see the age of the worker.</li> <li>- In the plot of Mr. Sido (232-BB-2020/Mekar Jaya V Smallholder group) and the harvester on behalf of Surahman, it was proven that there were no workers under 13 years of age. Based on the Work Agreement Letter, also include personal identity (KTP) to see the age of the worker.</li> </ul>	
<p><b>Criteria 3.3</b></p>			
<p>Workers' pay complies with minimum legal requirements, mandatory industry standards as defined by national law or collective bargaining, whichever takes priority in local regulations.</p>			
<p>Note: Are there workers on the farm? If no, SKIP</p>			
Eligibility	Smallholders commit to pay workers according to minimum legal requirements or mandatory industry standards (Refer to appendix 1).	<p>Smallholder member has signed the statement letter "Pernyataan Pekebun" which stated at point 4 "Pay of national level minimum wage".</p> <p>Koperasi Konsumen Bersatu Makmur Jaya has committed in terms of paying workers' wages by establishing policies related to wages through Group Manager Decree No. 12/SK/MO/KK-BMJ/V/2020 dated 24 May 2020 concerning Wage Payments, mentioned: "<i>Koperasi</i></p>	Comply

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		<p><i>Konsumen Bersatu Makmur Jaya membayar upah kepada pekerja merujuk pada standar upah minimum propinsi, kabupaten, regional atau peraturan terkait yang sudah ditetapkan oleh pemerintah – Koperasi Konsumen Makmur Jaya pays wages to workers referring to the provincial, district or regional minimum wage standards or related regulations that have been set by the government".</i></p> <p>The Policy also stipulates that:</p> <ul style="list-style-type: none"> <li>- If the wage is lower than the stipulated, it must be explained by the conversion system of working hours or a special situation</li> <li>- If overtime has to be done, wages can be adjusted based on the duration of overtime work after going through the wage conversion calculation set by the government.</li> <li>- Koperasi Konsumen Makmur Jaya or members (Smallholders) are prohibited from withholding worker's wages</li> <li>- Facilitate the mechanism for making work agreements between Smallholders and workers that refer to applicable government regulations and RSPO requirements.</li> <li>- Payment of wages to workers accompanied by notes, slips or 3 duplicate receipts, each for planters (Smallholders), and workers and archives at Koperasi Konsumen Makmur Jaya.</li> </ul> <p>The government has set the minimum wage in Rokan Hulu Regency through the Governor of Sumatera Utara Decree No. 188.44/674/KPTS/2019 concerning District/City Minimum Wages in Sumatera Utara Province in 2020 amounting to IDR 2,499,423.06 per month.</p>	
<p>Milestone A</p>	<p>Workers receive payments as expected and agreed in accordance with at least the legal minimum wage rate (excluding overtime premiums) and without discrimination against vulnerable groups, including women.</p>	<p>At the time of this audit conducted a document verification (pay slip receipt), based on the verification of harvesters' wages/pay slips for the period of December 2020:</p> <p>1) Slip payment of wages on 18 December 2020:</p>	<p>Comply</p>



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		<p>On behalf of: Mesman          Plot owner/Smallholder: Mr. Ngatimun (ID: 059a-BB-2019) Tempel Jaya Lestari Smallholders group.          Type of Work: Harvest          Total yields: 800 Kg          Working hours: 5 hours (at 08.00 – 13.00)          Wages received by workers: IDR 160,000 (IDR 200 per kg)          Or per hour as much as IDR 32,000.00</p> <p>2) Slip payment of wages on 21 December 2020:          On behalf of: Surahman          Plot owner/Smallholder: Mr. Sido (ID: 232-BB-2020) Mekar Jaya V Smallholders group.          Type of Work: Harvest          Total yields: 330 Kg          Working hours: 3 hours (at 08.00 – 11.00)          Wages received by workers: IDR 49,500 (IDR 150 per kg)          Or per hour as much as IDR 16,500.00</p> <p>The payment of harvest wages is in accordance with the agreement in the harvester's employment contract and also has not been identified as discrimination against workers both men and women. Based on the harvester's wage payment slip above, Koperasi Konsumen Bersatu makmur Jaya provides workers wages above the UMP Sumatera Utara Province in 2020, based on Decree No. 188.44/674/KPTS/2019 concerning District/City Minimum Wages in Sumatera Utara Province in 2020 amounting to IDR 2,499,423.06 per month or IDR 14,282 per hour.</p>	
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<p>Milestone B</p>	<p>Workers receive payments as expected and agreed in accordance with at least the legal minimum wage rate (excluding overtime premiums) and without discrimination against vulnerable groups including women.</p>	<p>At the time of this audit conducted a document (pay slip receipt) verification, based on the verification of harvesters' wages/pay slips for the period of December 2020:</p> <ol style="list-style-type: none"> <li>1) Slip payment of wages on 18 December 2020:  On behalf of: Mesman  Plot owner/Smallholder: Mr. Ngatimun (ID: 059a-BB-2019) Tempel Jaya Lestari Smallholders group.  Type of Work: Harvest  Total yields: 800 Kg  Working hours: 5 hours (at 08.00 – 13.00)  Wages received by workers: IDR 160,000 (IDR 200 per kg)  Or per hour as much as IDR 32,000.00</li> <li>2) Slip payment of wages on 21 December 2020:  On behalf of: Surahman  Plot owner/Smallholder: Mr. Sido (ID: 232-BB-2020) Mekar Jaya V Smallholders group.  Type of Work: Harvest  Total yields: 330 Kg  Working hours: 3 hours (at 08.00 – 11.00)  Wages received by workers: IDR 49,500 (IDR 150 per kg)  Or per hour as much as IDR 16,500.00</li> </ol> <p>The payment of harvest wages is in accordance with the agreement in the harvester's employment contract and also has not been identified as discrimination against workers both men and women. Based on the harvester's wage payment slip above, Koperasi Konsumen Bersatu makmur Jaya provides workers wages above the UMP Sumatera Utara Province in 2020, based on Decree No. 188.44/674/KPTS/2019</p>	<p>Comply</p>
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		<p>concerning District/City Minimum Wages in Sumatera Utara Province in 2020 amounting to IDR 2,499,423.06 per month or IDR 14,282 per hour.</p> <p>The payment of harvest wages is in accordance with the agreement in the harvester's employment contract and also has not been identified as discrimination against workers both men and women. Based on the harvester's wage payment slip above, Koperasi Konsumen Bersatu Makmur Jaya provides workers wages above the UMP Sumatera Utara Province in 2020 period.</p>	
<p><b>Criteria 3.4</b>  Workers understand their rights and freedom to file a complaint/grievance to group manager or relevant third parties, including RSPO.  Note: Are there workers on the farm? If no, SKIP</p>			
Eligibility	Smallholders commit to respect the rights of workers to file a complaint/grievance (Refer to appendix 1).	<p>Koperasi KonsumenBersatu Makmur Jaya has a mechanism on External and Internal Complaints - <i>Pengaduan dan keluhan Eksternal Internal</i> No. 6/Sekretaris/ICS/KK-BMJ/V/2020 dated 25 May 2020, explaining that: "members or other parties (external) can submit suggestions or complaints submitted to the Approval Secretarist (Gunawan Sinaga) in written form, complaints can also be submitted through the Chairman of the Smallholder Group (9 Smallholder groups), than the chairman of the Smallholder group must submit to the Approval Committee".</p> <p>Reports and complaints from members or other parties, must not contain elements of:</p> <ul style="list-style-type: none"> <li>i. Things that contain elements of SARA,</li> <li>ii. Things that can trigger conflict,</li> <li>iii. Domestic violence,</li> <li>iv. Sexual Harassment that has nothing to do with ICS activities</li> <li>v. Human Rights Violations,</li> </ul>	Comply

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		<p>vi. Matters of a criminal nature outside of ICS activities</p> <p>The confidentiality of the Reporting Person is guaranteed. The Approval Committee is prohibited from disclosing the identity of the reporter to the public or other parties. Resolution of complaints or suggestions through deliberation to reach a consensus.</p> <p>The subject of the complaint which is confidential, if it cannot be resolved internally in the Koperasi Konsumen Bersatu Makmur Jaya, the Koperasi Konsumen Bersatu Makmur Jaya management will submit the matter to the competent authority for further action.</p> <p>This procedure has been socialized to Smallholders and workers on 31 December 2020 at Sidomulyo Village, this socialization was attended by 31 member and workers. At Mariyat Butar Village on 30 December 2020 attended by 8 participants (mSmallholders and workers). At Boluk Village on 22 Desember 2020 attended by 50 participants, at Tempel Jaya Village on 24 December 2020 attended by 63 participants (member of Smallholders group). At Sidomulyo Village on 31 December 2020 attended by 40 participants.</p>	
<p>Milestone A</p>	<p>Smallholders complete training on workers' rights to file a complaints/grievance and communicate to workers the means to file a complaint/grievance.</p>	<p>Koperasi KonsumenBersatu Makmur Jaya has a mechanism on External and Internal Complaints - <i>Pengaduan dan keluhan Eksternal Internal</i> No. 6/Sekretaris/ICS/KK-BMJ/V/2020 dated 25 May 2020, explaining that: "members or other parties (external) can submit suggestions or complaints submitted to the Approval Secretarist (Gunawan Sinaga) in written form, complaints can also be submitted through the Chairman of the Smallholder Group (9 Smallholder groups), than the chairman of the Smallholder group must submit to the Approval Committee".</p> <p>Reports and complaints from members or other parties, must not contain elements of:</p> <p>a) Things that contain elements of SARA,</p>	

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		<ul style="list-style-type: none"> <li>b) Things that can trigger conflict,</li> <li>c) Domestic violence,</li> <li>d) Sexual Harassment that has nothing to do with ICS activities</li> <li>e) Human Rights Violations,</li> <li>f) Matters of a criminal nature outside of ICS activities</li> </ul> <p>The confidentiality of the Reporting Person is guaranteed. The Approval Committee is prohibited from disclosing the identity of the reporter to the public or other parties. Resolution of complaints or suggestions through deliberation to reach a consensus.</p> <p>The subject of the complaint which is confidential, if it cannot be resolved internally in the Koperasi Konsumen Bersatu Makmur Jaya, the Koperasi Konsumen Bersatu Makmur Jaya management will submit the matter to the competent authority for further action.</p> <p>This procedure has been socialized to Smallholders and workers on 31 December 2020 at Sidomulyo Village, this socialization was attended by 31 member and workers. At Mariyat Butar Village on 30 December 2020 attended by 8 participants (mSmallholders and workers). At Boluk Village on 22 Desember 2020 attended by 50 participants, at Tempel Jaya Village on 24 December 2020 attended by 63 participants (member of Smallholders group). At Sidomulyo Village on 31 December 2020 attended by 40 participants.</p>	
<p>Milestone B</p>	<p>Workers are aware of and have access to an effective means for filing a complaint/grievance.</p>	<p>Based on interviews with for several Smallholders and workers in Mekar Jaya Lestari, Tempel Jaya Lestari dan Mekar Jaya V, that both Smallholders members and workers (harvesters) have understood the mechanism for the delivery of complaints in accordance with the prsedur that have been set, that is through Secretary of Koperasi Konsumen Bersatu Makmur Jaya by using the form dan pengaduan complaints.</p>	<p>Comply</p>
<p><b>Criteria 3.5</b></p>			

Working conditions and facilities are safe and meet minimum legal requirements.			
Eligibility	Smallholders commit to providing safe working conditions and facilities (Refer to appendix 1).	<p>Smallholder member has signed the statement letter "Pernyataan Pekebun" which stated at point 6 "Menyediakan kondisi dan fasilitas kerja yang aman".</p> <p>Koperasi Konsumen Bersatu Makmur Jaya has provide PPE for smallholder member including workers:</p> <ul style="list-style-type: none"> <li>- Harvester: Safety helmet, Safety boots, Safety glasses</li> <li>- Spraying workers: Apron, Masker, Rubber Handgloves, Safety glasses</li> </ul> <p>Evidence of PPE provision are available as per "Serah Terima Alat Pelindung Diri". Sample seen:</p> <ul style="list-style-type: none"> <li>- Serah terima alat pelindung diri, dated 17 November 2020 at Tempel Jaya Village, PPE provision: 46 Boots shoes and 7 safety helmet for kelompok tani Tempel Jaya Lestari and Mekar Jaya Lestari.</li> <li>- Serah terima alat pelindung diri, dated 16 November 2020, at Sidomulyo village; PPE provision: 49 pcs safety helmet and 9 Boots shoes for Kelompok Tani Sidomakmur, Sidomakmur 2 and Mekar Jaya V.</li> <li>- Serah terima alat pelindung diri dated 8 October 2020 at Tempel Jaya Village, PPE provision: 50 safety helmet and 5 Boots shoes for Kelompok Tani Tempel Jaya Lestari and Mekar Jaya Lestari.</li> <li>- Serah terima alat pelindung diri dated 7 October 2020 at Sidomulyo Village, PPE provision: 60 Boots shoes for Kelompok Tani Sidomakmur, Sidomakmur 2 and Mekar Jaya V.</li> <li>- Serah terima alat pelindung diri dated 6 November 2020 at Penggalangan Village, PPE provision: 20 Boots shoes and 17 safety helmet for Kelompok Tani Bersama Maju, Lestari Jaya, Harapan Jaya and Plamboyan.</li> </ul>	Comply

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		<p>First aid equipment was provide by Koperasi Konsumen Bersatu Makmur Jaya for each smallholder Group "Kelompok Tani". First aid equipment provision were evident as per "Tanda Terima Kotak P3K Koperasi Konsumen Bersatu Makmur Jaya" dated 4 – 6 November 2020 for 9 Kelompok Tani consist of: Kelompok Tani Lestari Jaya, kelompok Tani Harapan Jaya, Kelompok Tani Plamboyan, Kelompok Tani Bersama Maju, Kelompok Tani Tempel Jaya Lestari, Kelompok Tani Mekar Jaya Lestari, Kelompok Tani Mekar Jaya V, Kelompok Tani Sidomakmur, Kelompok Tani Sidomakmur 2.</p> <p>Guidance for first aid handling also provide for each Kelompok Tani and were sighted during audit.</p> <p>Koperasi Konsumen Bersatu Makmur Jaya has identify the OHS risk and analysis as per "Identifikasi Bahaya, Penilaian dan Pengendalian Resiko K3" dated 28 September 2019. Risk analysis was updated on 2020 and there is no change of activity and risk control from previous risk analysis.</p>	
Milestone A	Smallholders, workers, and family members complete training and aware of health and safety risks associated with farm work, (including that of pesticide use) and how to mitigate them	<p>Training for OHS and safety risk asociated with farm work (including that of pesticide use) and how to mitigate them has been conducted on 5 and 6 November 2020 by PTPN IV Mayang at Huta I Penggalangan and Sidomulyo.</p> <p>Evidence of training were available as per "Notulen Pelatihan Koperasi Bersatu Makmur Jaya – Pelatihan K3, APD, P3K dan Pestisida". Training attend by 121 smallholder member from all Kelompok Tani.</p>	Comply
Milestone B	<p>Workers, including smallholder family members, have access to safe working conditions and amenities that include:</p> <ul style="list-style-type: none"> <li>• Safe and adequate housing, where applicable,</li> <li>• Access to basic first aid supplies</li> <li>• Health and safety equipment, including minimum personal protective equipment (PPE) if appropriate for the type of work.</li> </ul>	<p>Workers including smallholder family member have access to safe working conditions and amenities.</p> <p>Each workers and smallholder has their own housing. During field visit to smallholder housing shown that the housing condition is standard for health and safety, working equipment for harvesting store in speared place, herbicide/pesticide store in the separate place.</p>	<p>NC #2008384-202101-M1 Closed on 4 February 2021</p>

	<ul style="list-style-type: none"> <li>• Adequate drinking water</li> <li>• Access to toilets</li> </ul>	<p>Adequate drinking water and access to toilet are available in their own housing based on field visit to smallholder and workers housing.</p> <p>First aid equipment provide by Koperasi Konsumen Bersatu Makmur Jaya for each Smallholder Group. There are 9 smallholder group of Koperasi Konsumen Bersatu Makmur Jaya has receive first aid kit. During field observation confirmed that first aid kit provide has met with the standard. Evidence of First aid kit provision are available as per "Tanda Terima Kotak P3K Koperasi Konsumen Bersatu Makmur Jaya" dated 4 – 6 November 2020.</p> <p>PPE has been provide by Koperasi Konsumen Bersatu Makmur Jaya for all smallholder member including workers, evidence of PPE provision can be demonstrated during audit, i.e:</p> <ul style="list-style-type: none"> <li>- Serah terima alat pelindung diri, dated 17 November 2020 at Tempel Jaya Village, PPE provision: 46 Boots shoes and 7 safety helmet for kelompok tani Tempel Jaya Lestari and Mekar Jaya Lestari.</li> <li>- Serah terima alat pelindung diri, dated 16 November 2020, at Sidomulyo village; PPE provision: 49 pcs safety helmet and 9 Boots shoes for Kelompok Tani Sidomakmur, Sidomakmur 2 and Mekar Jaya V.</li> <li>- Serah terima alat pelindung diri dated 8 October 2020 at Tempel Jaya Village, PPE provision: 50 safety helmet and 5 Boots shoes for Kelompok Tani Tempel Jaya Lestari and Mekar Jaya Lestari.</li> <li>- Serah terima alat pelindung diri dated 7 October 2020 at Sidomulyo Village, PPE provision: 60 Boots shoes for Kelompok Tani Sidomakmur, Sidomakmur 2 and Mekar Jaya V.</li> <li>- Serah terima alat pelindung diri dated 6 November 2020 at Penggalangan Village, PPE provision: 20 Boots shoes and 17 safety helmet for Kelompok Tani Bersama Maju, Lestari Jaya, Harapan Jaya and Plamboyan.</li> </ul>	
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		<p>Non conformity found during audit:</p> <ul style="list-style-type: none"> <li>• During field visit at smallholder plot on behalf Wagirun (Kelompok Tani Lestari Jaya), it was found some unsafe condition: there was an active PLN electric power line that crossed the middle of the road of plantation; there was a well holes that are not fenced; it was potentially dangerous.</li> <li>• During field visit to smallholder plot on behalf Saidin (Kelompok Tani Mekar Jaya Lestari), it was found that harvesting workers were not use safety glasses and handgloves as stipulated in risk control standards.</li> <li>• During field visit to smallholder plot on behalf Ngatimun (Kelompok Tani Tempel Jaya Lestari), it was found that harvesting workers were not use safety helmet and boots as stipulated in risk control standards.</li> <li>• During field visit to smallholder plot on behalf Tukino (Kelompok Tani Sidomakmur), it was found that harvesting workers were not use safety helmet, safety glasses and hand gloves as stipulated in risk control standards.</li> <li>• Koperasi Konsumen Bersatu Makmur Jaya has establish Hazard Identification, Risk Assessment and Risk Control as per "Identifikasi Bahaya, Penilaian, dan Pengendalian Resiko K3". In the document stipulated that harvesting workers shall use PPE covering safety helmet, boots, safety glasses, hand gloves to control the risk.</li> </ul> <p>Correction and corrective action has been made by Koperasi Konumen Bersatu Makmur Jaya. Audit team has accept the corrective action pla. Verification of effectiveness has been caried out by auditor on 4 February 2021 and the NC has been closed accordingly, see section 3.4 Details of Nonconformities.</p>	
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<b>Criteria 3.6</b> There is no discrimination, harassment, or abuse on the farm. <i>Note: Are there workers on the farm? If no, SKIP</i>			
Eligibility	Smallholders commit to no discrimination, harassment or abuse on the farm (Refer to appendix 1).	<p>Smallholder member has signed the statement letter "Pernyataan Pekebun" which stated at point 7 "No discrimination, harassment or abuse on the farm".</p> <p>Koperasi Konsumen Bersatu Makmur Jaya has a policy related to discrimination, violence, forced labor and abuse in the workplace based on Group Manager Decree No. 14/SK/BMJ-BB/V/2018 dated 24 May 2020. The policy explains: "prohibition of discrimination (skin), color, ethnicity, sex, religion, political affiliation, etc.), prohibition of forced labor, prohibition of detention, workers' wages if the worker resigns and prohibits trafficking in persons/labor in any form".</p> <p>This policy has been socialized to Smallholders and workers on 31 December 2020 at Sidomulyo Village, this socialization was attended by 31 member and workers. At Mariyat Butar Village on 30 December 2020 attended by 8 participants (mSmallholders and workers). At Boluk Village on 22 Desember 2020 attended by 50 participants, at Tempel Jaya Village on 24 December 2020 attended by 63 participants (member of Smallholders group). At Sidomulyo Village on 31 December 2020 attended by 40 participants.</p>	Comply
Milestone A	Smallholders complete training on workplace discrimination, harassment and abuse and are aware of need for a safe workspace.	<p>Koperasi Konsumen Bersatu Makmur Jaya has a policy related to discrimination, violence, forced labor and abuse in the workplace based on Group Manager Decree No. 14/SK/BMJ-BB/V/2018 dated 24 May 2020. The policy explains: "prohibition of discrimination (skin), color, ethnicity, sex, religion, political affiliation, etc.), prohibition of forced labor, prohibition of detention, workers' wages if the worker resigns and prohibits trafficking in persons/labor in any form".</p>	Comply

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		<p>This policy has been socialized to Smallholders and workers on 31 December 2020 at Sidomulyo Village, this socialization was attended by 31 member and workers. At Mariyat Butar Village on 30 December 2020 attended by 8 participants (mSmallholders and workers). At Boluk Village on 22 Desember 2020 attended by 50 participants, at Tempel Jaya Village on 24 December 2020 attended by 63 participants (member of Smallholders group). At Sidomulyo Village on 31 December 2020 attended by 40 participants.</p>	
<p>Milestone B</p>	<p>Workers freely express that they are working in a place that is free from discrimination, harassment or abuse.</p>	<p>Koperasi Konsumen Bersatu Makmur Jaya has a policy related to discrimination, violence, forced labor and abuse in the workplace based on Group Manager Decree No. 14/SK/BMJ-BB/V/2018 dated 24 May 2020. The policy explains: "prohibition of discrimination (skin), color, ethnicity, sex, religion, political affiliation, etc.), prohibition of forced labor, prohibition of detention, workers' wages if the worker resigns and prohibits trafficking in persons/labor in any form".</p> <p>This policy has been socialized to Smallholders and workers on 31 December 2020 at Sidomulyo Village, this socialization was attended by 31 member and workers. At Mariyat Butar Village on 30 December 2020 attended by 8 participants (mSmallholders and workers). At Boluk Village on 22 Desember 2020 attended by 50 participants, at Tempel Jaya Village on 24 December 2020 attended by 63 participants (member of Smallholders group). At Sidomulyo Village on 31 December 2020 attended by 40 participants.</p>	<p>Comply</p>

**Principle 4: Protect, conserve and enhance ecosystems and the environment**  
 Protect the environment, conserve biodiversity, enhance ecosystems and ensure sustainable management of natural resources.

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

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

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

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

**Remediation and Compensation Procedure (RaCP)**

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

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

**Criteria 4.1**

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

Eligibility	Smallholders commit to protect HCVs and HCS forests through the precautionary practices approach (Refer to appendix 1).	Smallholder member has signed the statement letter "Pernyataan Pekebun" which stated at point 12 "Protect HCVs and HCS forests through the precautionary practices approach". Koperasi Konsumen Bersatu Makmur Jaya has a commitment to protect the HCV area and maintain HCV area. HCV assessment has been conducted since August 2019 by Unilever and July 2020 for new smallholder member. Report of HCV assessment were available in "Laporan Penilaian NKT di Areal Usaha Perkebunan Sawit Petani Koperasi Konsumen Bersatu Makmur Jaya" dated 18 November 2020. According to HCV	Comply
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		<p>assessment there is no HCV area identified at smallholder plot. Previous assessment on 2019 identify HCV area:</p> <ul style="list-style-type: none"> <li>- HCV 4.1 : Bah Boluk River at Nagori Boluk, Coordinate location: N 03° 05' 6.93" E 099° 20' 25.16"</li> <li>- HCV 6 : Keramat Penggalangan Graveyard at Huta II Penggalangan Nagori boluk, Coordinate location: N 03° 04' 36.5" E 099° 21' 12.5"</li> </ul> <p>However the HCV area was located in the land belong to village government and not at smallholder plot.</p> <p>RTE species identified: Nizaetus bartelsi (Elang). According to HCV assessment report, mostly the animal species identified were not protected by law and categorized as non RTE species such as: Macaca fascicularis, Paradoxurus hermaproditus, tuapia glis, Strix seloputo, Picnonotus aurigaster, Gallus varius, varanus salvator, Naja sumatrana and Phytion reticulatus.</p> <p>Based on HCV and HCS identification, there is no forest identified and area with high carbon stock at smallholder plot.</p> <p>Commitment of smallholder member to protect the HCV and HCS forests also stated in "Surat Pernyataan Pekebun" point 12 "melindungi NKT dan hutan SKT melalui pendekatan praktik kehati-hatian, signed dated 22 December 2020, witnessed by Group Manager Koperasi Konsumen bersatu Makmur Jaya.</p>	
<p>Milestone A</p>	<p>Smallholders complete training on and are aware of:</p> <ul style="list-style-type: none"> <li>• The importance of maintaining and conserving HCVs and HCS forests</li> <li>• Human-wildlife conflict; and</li> <li>• Rare, threatened and endangered species and important</li> </ul>	<p>Training on maintaining and conserving HCVs and HCS forests, Rare, threatened and endangered species and important ecosystems has been conducted on 16 – 18 November 2020 by Unilever team (Lead by Mr Shadi).</p> <p>Evidence of training can be demonstrated during audit as per "Notulen Kegiatan Koperasi Konsumen Bersatu Makmur Jaya" dated 16 – 18</p>	<p>Comply</p>

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	ecosystems.	<p>November 2020. Training held at Sidomulyo Village, Tempel Jaya and Huta II Penggalangan. Training attend by 216 smallholder member.</p> <p>During field visit to smallholder plot and interview with smallholder member, confirmed that they have follow the training of HCV by Unilever team.</p>	
Milestone B	Smallholders implement precautionary practices and manage and maintain rare, threatened and endangered species, HCVs and HCS forests, where applicable	<p>Based on interview with smallholder member during audit, confirmed that they aware regarding the RTE species protection and animal in the smallholder plots. Animal hunting is prohibit by the policy of Koperasi Bersatu Makmur Jaya and also regulation.</p> <p>HCV management and monitoring for riparian zone has been develop by Koperasi Bersatu Makmur Jaya. The management of riparian zone including:</p> <ul style="list-style-type: none"> <li>- Boundary marking of riparian zone to prohibit spraying and chemical application activity with the distance <math>\pm</math> 10 m or one last row of crops from the riverbank. Based on SOP Pengendalian Gulma No: 07/SOP/UPL/ICS/KK-BMJ/V/2020 dated 12 September 2019 regulated that chemical spraying are prohibit near to riverbanks;</li> <li>- Installation of river bank protection information boards;</li> <li>- Enrichment with planting planting woody plants (100 Mahoni trees and 25 Petai trees);</li> <li>- Monitoring of riparian area.</li> </ul> <p>RTE species monitoring has been performed by smallholder member. Record of monitoring available in "Tabel Monitoring Spesies Hewan Dilindungi dan Terancam Koperasi Konsumen Bersatu Makmur Jaya". Sample seen: monitoring form at smallholder plot on behalf Sukiman ID No. 241a-BB-2020 Kelompok Tani Mekar Jaya V, dated 30 December 2020 there is a presence of animal in his plot such as: <i>Naja sumatrana</i>, <i>Phyton reticulatus</i>, <i>Tyto alba</i>, <i>Geopelia striata</i>,</p>	Comply

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		<p><i>Paradoxurus hermaphroditus</i>; Monitoring at plot Saring, ID No. 086-BB-2019 dated 31 December 2020 observed presence of <i>Geopelia striata</i> and <i>Pycnonotus aurigaster</i>.</p> <p>Koperasi Konsumen Bersatu Makmur Jaya has establish the procedure of animal protection and conflict prevention between animal and human as per "SOP Identifikasi NKT di Dalam Kebun Anggota No: 1/SOP/UL/ICS/KK-BMJ/V/2020 Rev. 1 dated 26 May 2020.</p>	
<p><b>Criteria 4.2</b></p>			
<p>Where the existing smallholder plot has been planted and cleared after November 2005 or is on an area identified as HCS forests after November 2019 up to the eligibility period, a RaCP process appropriate for smallholders based on Land Use Change Analysis (LUCA) will be applicable (reference preamble).</p>			
<p>Eligibility</p>	<p>Smallholders provide information on all smallholder plots converted and planted with oil palm after 2005, through use of the simplified combined HCV- HCS approach for Smallholders (Refer to appendix 1).</p>	<p>Koperasi Konsumen Bersatu Makmur Jaya has a commitment to protect the HCV area and maintain HCV area. HCV assessment has been conducted since August 2019 by Unilever and July 2020 for new smallholder member. During assessment, smallholders member provide information on all smallholder plots converted and planted with oil palm after 2005.</p> <p>Report of HCV assessment were available in "Laporan Penilaian NKT di Areal Usaha Perkebunan Sawit Petani Koperasi Konsumen Bersatu Makmur Jaya" dated 18 November 2020. According to HCV assessment there is no HCV area identified at smallholder plot. Previous assessment on 2019 identify HCV area:</p> <ul style="list-style-type: none"> <li>- HCV 4.1 : Bah Boluk River at Nagori Boluk, Coordinate location: N 03° 05' 6.93" E 099° 20' 25.16"</li> <li>- HCV 6 : Keramat Penggalangan Graveyard at Huta II Penggalangan Nagori boluk, Coordinate location: N 03° 04' 36.5" E 099° 21' 12.5"</li> </ul> <p>However the HCV area was located in the land belong to village government and not at smallholder plot.</p>	<p>Comply</p>

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		<p>RTE species identified: Nizaetus bartelsi (Elang). According to HCV assessment report, mostly the animal species identified were not protected by law and categorized as non RTE species such as: Macaca fascicularis, Paradoxurus hermaphroditus, tuapia glis, Strix seloputo Picnonotus aurigaster, Gallus varius, varanus salvator, Naja sumatrana and Phytton reticulatus.</p> <p>Based on HCV and HCS identification, there is no forest identified and area with high carbon stock at smallholder plot.</p> <p>Group manager has identifies the riparian buffer zone, confirmed that there were riparian buffer zone identified (Boluk River) in 14 plots of 10 smallholder member:</p> <ul style="list-style-type: none"> <li>- Ria Malem, Kelompok Tani Bersama Maju</li> <li>- Renna Manurung, Kelompok Tani Bersama Maju</li> <li>- Rasimah Sinaga, Kelompok Tani Bersama Maju</li> <li>- Rahim/Supiati, Kelompok Tani Bersama Maju</li> <li>- Sutres, Kelompok Tani Harapan Jaya</li> <li>- Lasmen Saragih, Kelompok Tani Plamboyan</li> <li>- Supono, Kelompok Tani Plamboyan</li> <li>- Akir Damanik, Kelompok Tani Bersama Maju</li> <li>- Rohamsar Sinaga, Kelompok Tani Tempel Jaya Lestari</li> </ul>	
<p>Milestone A</p>	<p>Group members develop a plan to identify the maximum area for on-site remediation of HCVs lost since 2005 and HCS forests lost since November 2019, through a participatory process and the plan is submitted to RSPO.</p>	<p>Based on Smallholder LUCA Report for Koperasi Konsumen Bersatu Makmur Jaya dated 4 January 2020, there are planting year after November 2005 (conversion from rubber) as bellow:</p> <ul style="list-style-type: none"> <li>- Ismail Manurung (KT Harapan Jaya), 0.40 ha, year planting 2010</li> <li>- Nurlina (KT Harapan Jaya), 0.66 ha, year planting 2006</li> <li>- Rasimah Sinaga (KT Bersama Maju), 3.50 ha, year planting 2016</li> <li>- Rudiansyah Sinaga (KT Bersama Maju), 1.00 ha, year planting 2010</li> </ul>	<p>Comply</p>



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		<p>Land Use Change Analysis has been done by RSPO since 10 December 2020. Based on LUCA report confirmed that previous land use change were Rubber; Total FCL (Final Conservation Liability) was 0.00 ha; However Koperasi Konsumen Bersatu Makmur Jaya needs to remediate a total of 0.33 ha of Oil Palm Plantation Area as there is a plot located adjacent to river chanel. Considering the above, it concluded that LUC Analysis status of Koperasi Bersatu Makmur Jaya is Pass.</p> <p>Koperasi Konsumen Bersatu Makmur Jaya has develop the plan to remediate the riparian at Rasimah Sinaga Plot by Planting the wooden trees (Mahoni and Petai), Marking the boundary of riparian and install the warning sign to prohibit the chemical activity at the riparian zone, and monitoring the areal. Evidence of plan implementation can be demonstrated during audit; the marking of riparian boundary, warning sign installation, and planting Mahoni (<i>Swietenia macrophylla</i>) and Petai (<i>Parkia speciosa</i>) has been done on December 2020.</p> <p>Previous Land Use Change Analysis for old member has been done by RSPO, according to LUCA report dated 16 October 2019, planting year after November 2005 (conversion from rubber) as bellow:</p> <ul style="list-style-type: none"> <li>- Daud Suprpto (KT Sidomakmur), 0.60 ha, year planting 2015</li> <li>- Misono (KT Tempel Jaya Lestari), 0.31 ha, year planting 2009</li> <li>- Multayam (KT Tempel Jaya Lestari), 0.12 ha, year planting 2009</li> <li>- Saimun (KT Tempel Jaya Lestari), 0.33 ha, year planting 2009</li> <li>- Saimun (KT Tempel Jaya Lestari), 0.65 ha, year planting 2012</li> <li>- Sunardi (KT Tempel Jaya Lestari), 0.34 ha, year planting 2009</li> </ul> <p>Based on LUCA report, confirmed that above planting area has total FCL 0.00 ha and total area needs to remediate is 0.00 ha.</p>	
<p>Milestone B</p>	<p>An RSPO-approved plan to remediate for HCVs lost since 2005 and HCS forests lost since November 2019 is implemented.</p>	<p>Based on Smallholder LUCA Report for Koperasi Konsumen Bersatu Makmur Jaya dated 4 January 2020, there are planting year after November 2005 (conversion from rubber) as bellow:</p>	<p>Comply</p>

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		<ul style="list-style-type: none"> <li>- Ismail Manurung (KT Harapan Jaya), 0.40 ha, year planting 2010</li> <li>- Nurlina (KT Harapan Jaya), 0.66 ha, year planting 2006</li> <li>- Rasimah Sinaga (KT Bersama Maju), 3.50 ha, year planting 2016</li> <li>- Rudiansyah Sinaga (KT Bersama Maju), 1.00 ha, year planting 2010</li> </ul> <p>Land Use Change Analysis has been done by RSPO since 10 December 2020. Based on LUCA report confirmed that previous land use change were Rubber; Total FCL (Final Conservation Liability) was 0.00 ha; However Koperasi Konsumen Bersatu Makmur Jaya needs to remediate a total of 0.33 ha of Oil Palm Plantation Area as there is a plot located adjacent to river chanel. Considering the above, it concluded that LUC Analysis status of Koperasi Bersatu Makmur Jaya is Pass.</p> <p>Koperasi Konsumen Bersatu Makmur Jaya has develop the plan to remediate the riparian at Rasimah Sinaga Plot by Planting the wooden trees (Mahoni and Petai), Marking the boundary of riparian and install the warning sign to prohibit the chemical activity at the riparian zone, and monitoring the areal. Evidence of plan implementation can be demonstrated during audit; the marking of riparian boundary, warning sign installation, and planting Mahoni (<i>Swietenia macrophylla</i>) and Petai (<i>Parkia speciosa</i>) has been done on December 2020.</p> <p>Previous Land Use Change Analysis for old member has been done by RSPO, according to LUCA report dated 16 October 2019, planting year after November 2005 (conversion from rubber) as bellow:</p> <ul style="list-style-type: none"> <li>- Daud Suprpto (KT Sidomakmur), 0.60 ha, year planting 2015</li> <li>- Misono (KT Tempel Jaya Lestari), 0.31 ha, year planting 2009</li> <li>- Multayam (KT Tempel Jaya Lestari), 0.12 ha, year planting 2009</li> <li>- Saimun (KT Tempel Jaya Lestari), 0.33 ha, year planting 2009</li> <li>- Saimun (KT Tempel Jaya Lestari), 0.65 ha, year planting 2012</li> <li>- Sunardi (KT Tempel Jaya Lestari), 0.34 ha, year planting 2009</li> </ul>	
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		Based on LUCA report, confirmed that above planting area has total FCL 0.00 ha and total area needs to remediate is 0.00 ha.	
<p><b>Criteria 4.3</b>            New planting of independent smallholders, since November 2019:</p> <ul style="list-style-type: none"> <li>• Do not replace any HCVs</li> <li>• Do not replace any HCS forests as defined by the simplified combined HCV-HCS approach</li> <li>• Are not on steep slopes (more than 25 degrees or as in the National Interpretation)</li> <li>• Are not on peat areas of any depth.</li> </ul> <p>Note: Do any smallholders within the group have plans for new planting of oil palm? If none, SKIP</p>			
Eligibility	Smallholders provide information on all planned new plantings and commit that no new planting are on HCVs or HCS forests, on steep slopes (more than 25 degrees or as in the National Interpretation) or on peat (Refer to appendix 1).	<p>Smallholder member has signed the statement letter "Pernyataan Pekebun" which stated at point 11 "No new planting or no expansion of existing farms in primary forests, HCV areas, HCS forests, in riparian areas, or on steep slopes (more than 25 degrees or as in National Interpretation)".</p> <p>Group manager Koperasi Konsumen Bersatu Makmur Jaya has develops the procedure for planting in slopes as defined in "SOP Pengendalian Erosi Tanah No: 3/SOP/UL/ICS-KK-BMJ/V/2020 Rev. 1 dated 26 May 2020. Smallholders member are provide information on all planned new plantings, however there is no plans for new planting.</p> <p>According to procedure, sloping area are managed by terracing (individual terrace), prohibiting to conduct blanket chemical spraying to prevent soil erosion and palm frond stacking.</p> <p>All smallholder member of Koperasi Konsumen Bersatu Makmur Jaya has signed the commitment letter which stated in point 11 that "No new planting or no expansion of existing farms in primary forests, HCV areas, HCS forests, in riparian areas, or on steep slopes (more than 25 degrees or as in National Interpretation)".</p>	Comply

Milestone A	Before any land preparation commences, group members develop an integrated management plan through a participatory approach to maintain or enhance HCVs as well as HCS forests identified after November 2019, as identified by the simplified combined HCV and HCS approach, before any land preparation commences	Based on interview and document verification, confirmed that there is no planing for Koperasi Konsumen Bersatu Makmur Jaya to do the new planting or expansion. All member plantation are existing palm oil plantation.	Comply
Milestone B	Smallholders have an RSPO approved integrated management plan for their planned new planting and share a notice of this plan with those involved in the participatory mapping before any land preparation commences.	Based on interview and document verification, confirmed that there is no planing for Koperasi Konsumen Bersatu Makmur Jaya to do the new planting or expansion. All member plantation are existing palm oil plantation..  Koperasi Konsumen Bersatu Makmur Jaya shown document of Replanting program as per "Rencana Replanting Koperasi KBMJ", dated 29 December 2020. Replanting will be planed on 2025.	Comply
<p><b>Criteria 4.4</b>  Where smallholder plots exist on peat, subsidence and degradation of peat soils is minimised by use of best management practices.  Note: Do any smallholders within the group have existing plots on peat? If no, SKIP</p>			
Eligibility	Group manager confirms presence of peat on existing plots within the group and smallholders on peat commit to using best management practices (BMPs), and minimizing subsidence and degradation of peat soils (Refer to appendix 1).	There is no peat land according to field survey, Soil Maps overlay and GAP Analysis conducted by ICS Koperasi Konsumen Bersatu Makmur Jaya. GAP Analysis for new smallholder member conducted on 10 August 2020. Report of GAP Analysis was sighted.  There is no peat land over the land of Koperasi Konsumen Bersatu Makmur Jaya. It was confirmed during field visit and soil maps overlay using a Land Unit map published by Geoportal Provinsi Sumatera Utara and Peta Rupa Bumi Indonesia. Generally the soil type of Koperasi Konsumen Bersatu Makmur Jaya consist of: <ul style="list-style-type: none"> <li>- Dystropepts, Dystrandepsts, Haplorthox</li> <li>- Dystrandepsts, Eutrandepst, Hydrandepsts;</li> <li>- Dystropepts, Distrandepsts, Tropusults;</li> </ul>	Comply

		<p>No peatlands were found and in general the soil characteristics were quite suitable for oil palm cultivation.</p> <p>All smallholder member of Koperasi Konsumen Bersatu Makmur Jaya has signed the commitment letter which stated in point 13 that "No new planting on peat and replanting on peat only in areas with low risk of flooding and saline intrusion" and point 14 "Use of best management practices for oil palm on peat".</p>	
Milestone A	<p>Smallholders complete training on best management practices (BMPs) for peat. The group has an action plan to minimize risk of fire, to apply BMPs for plantings on peat and manage water systems in the certification unit.</p>	<p>Training BMP on peat has not carried out by Koperasi Konsumen Bersatu Makmur Jaya since there is no peat soil identified.</p> <p>BMP training has been carried out by Pusat Penelitian Kelapa Sawit Medan (fasilitator) to smallholder member to enhance the knowledge related to best management practices of palm oil plantation including pesticide handling, harvesting, plant upkeep to increase productivity, manuring, pest and disease handling, nursery and planting, etc. Training carried out on 7 – 9 October 2020 (3 batch training at Tempel Jaya Village, Sidomulyo Village and Huta II Penggalangan Village, covering all smallholder member Group). Training material and evidence of training are available.</p> <p>During interview with team member they have aware and understand regarding the best management practices in their plantation.</p>	Comply
Milestone B	<p>Smallholders implement the group's action plan based on BMPs, including fire and water management, and monitoring of subsidence rate for existing planting on peat.</p>	<p>There is no peat land according to field survey, soil map overlay and GAP Analysis conducted by ICS Koperasi Konsumen Bersatu Makmur Jaya.</p> <p>All smallholder member of Koperasi Konsumen Bersatu Makmur Jaya has signed the commitment letter which stated in point 13 that "No new planting on peat and replanting on peat only in areas with low risk of flooding and saline intrusion" and point 14 "Use of best management practices for oil palm on peat".</p>	Comply

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		<p>Koperasi Konsumen Bersatu Makmur Jaya also has a policy to prohibit land clearing and planting on peat area or peat ecosystem according to "SURAT KEPUTUSAN NOMOR: 13/SK/MO/KK-BMJ/V/2020 TENTANG LARANGAN BAKAR LAHAN DAN NO PEAT, NO FOREST, NO CONFLICT", dated 24 May 2020.</p> <p>Water management and monitoring of subsidence rate is not applicable since there is no peat soil identified in area of Koperasi Konsumen Bersatu Makmur Jaya.</p>	
<p><b>Criteria 4.5</b>  Plots on peat are replanted only on areas with low risk of flooding or saline intrusion as demonstrated by a risk assessment.</p>			
<p>Eligibility</p>	<p>Smallholders commit to provide information on all plans for replanting and commit that replanting will only be in areas with low risk of flooding or saline intrusion (Refer to appendix 1).</p>	<p>Smallholder member has signed the statement letter "Pernyataan Pekebum" which stated at point 13 "No new planting on peat and replanting on peat only in areas with low risk of flooding and saline intrusion".</p> <p>There is no peat land according to field survey, soil maps overlay and GAP Analysis conducted by ICS Koperasi Konsumen Bersatu Makmur Jaya.</p> <p>Koperasi Konsumen Bersatu Makmur Jaya has not planed for new planting. Replanting will be planed on 2025.</p> <p>Based on Soil map and river map shown that generally plantation of Koperasi Konsumen Bersatu Makmur Jaya was far from the river or sea and there is no risk of flooding, in addition there is no peat soil in area of Koperasi Konsumen Bersatu Makmur Jaya. However there is a plot of smallholder near to River Boluk and Koperasi has develop management plan to protect riparian zone.</p> <p>All smallholder member of Koperasi Konsumen Bersatu Makmur Jaya has signed the commitment letter which stated in point 13 that "No new planting on peat and replanting on peat only in areas with low risk of flooding and saline intrusion".</p>	<p>Comply</p>

Milestone A	Smallholders with plots on peat complete training on identification of future risks of flooding or saline intrusion and alternate land development strategies.	<p>There is no peat land according to field survey, soil maps overlay and GAP Analysis conducted by ICS Koperasi Konsumen Bersatu Makmur Jaya. Generally the soil type of Koperasi Konsumen Bersatu Makmur Jaya consist of:</p> <ul style="list-style-type: none"> <li>- Dystropepts, Dystrandepsts, Haplorthox with total area 143.83 ha.</li> <li>- Dystrandepsts, Eutrandepst, Hydrandepsts; with total area 4.22 ha.</li> <li>- Dystropepts, Distrandepsts, Tropusults; with total area 126.08 ha.</li> </ul> <p>No peatlands were found and in general the soil characteristics were quite suitable for oil palm cultivation.</p>	Comply
Milestone B	Prior to replanting on peat smallholders complete a risk assessment related to flooding or saline intrusion and, where there is high risk, present a plan that includes alternate land development strategies, referencing alternative livelihood planning.	<p>There is no peat land according to field survey, soil map overlay and GAP Analysis conducted by ICS Koperasi Konsumen Bersatu Makmur Jaya.</p> <p>All smallholder member of Koperasi Konsumen Bersatu Makmur Jaya has signed the commitment letter which stated in point 13 that "No new planting on peat and replanting on peat only in areas with low risk of flooding and saline intrusion" and point 14 "Use of best management practices for oil palm on peat".</p> <p>Koperasi Konsumen Bersatu Makmur Jaya also has a policy to prohibit land clearing and planting on peat area or peat ecosystem according to "SURAT KEPUTUSAN NOMOR: 13/SK/MO/KK-BMJ/V/2020 TENTANG LARANGAN BAKAR LAHAN DAN NO PEAT, NO FOREST, NO CONFLICT", dated 24 May 2020.</p>	Comply
<p><b>Criteria 4.6</b>            Fire is not used on the oil palm plot for preparing land or for pest control, nor open fire for waste management on the farm.</p>			
Eligibility	Smallholders commit to no burning for preparing land or for pest control, nor open fire for waste management. Group manager records evidence of prior burning of members joining the group (Refer to appendix 1).	Smallholder member has signed the statement letter "Pernyataan Pekebun" which stated at point 15 "No burning for preparing land or pest control".	Comply

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		<p>Koperasi Konsumen Bersatu Makmur Jaya has a policy to prohibit land preparation and pest control by burning as per "SURAT KEPUTUSAN NOMOR: 13/SK/MO/KK-BMJ/V/2020 TENTANG LARANGAN BAKAR LAHAN DAN NO PEAT, NO FOREST, NO CONFLICT", dated 24 May 2020.</p> <p>Socialization of policy and decree letter has been delivered on 31 December 2020 to all smallholder member. Evidence of socialization can be demonstrated during audit. During interview with smallholder member confirmed that they aware regarding the policy of no burning for lan preparation, pest control and waste management.</p> <p>All smallholder member of Koperasi Konsumen Bersatu Makmur Jaya has signed the commitment letter which stated in point 15 that "No burning for preparing land or pest control".</p> <p>Koperasi Konsumen Bersatu Makmur Jaya has establish the procedure of chemical storage and ex chemical container management as per "SOP Penyimpanan Bahan Kimia dan Pengelolaan Wadah Bekas Kimia Np: 4/SOP/UK3PLB3/ICS/KK-BMJ/V/2020" Rev. 1 dated 26 May 2020. According to the procedure ex chemical container, no open fire was allowed for the waste management.</p>	
<p>Milestone A</p>	<p>There is no physical evidence of new burning (after eligibility) for land preparation for oil palm by smallholders. Smallholders complete training on and are aware of:</p> <ul style="list-style-type: none"> <li>• Alternatives to fire for land preparation and farm waste management (where appropriate possible).</li> <li>• Alternatives to fire for pest control.</li> <li>• Fire prevention and how to respond to and manage fires in their plots.</li> </ul>	<p>During field visit to smallholder plots, there is no evidence of new burning for land preparation for oil palm by smallholders.</p> <p>Training and socialization related to zero burning and SOP of Koperasi Konsumen Bersatu Makmur Jaya has been conducted on 31 December 2020 to all smallholder member. Evidence of socialization can be demonstrated during audit. During interview with smallholder member confirmed that they have aware regarding the zero burning policy for all activity in their plantation.</p> <p>Fire prevention and mitigation to respon and manage fires in the smallholder plots has been carried out by Koperasi Konsumen Bersatu Makmur Jaya through OHS Training on 6 – 8 November 2020.</p>	<p>Comply</p>



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		<p>Koperasi Konsumen Bersatu Makmur Jaya has establish the procedure for fire prevention and mitigation as per "SOP Unit Darurat Api Pemadaman Kebakaran Lahan No: 1/SOP/UDA/ICS/KK-BMJ/V/2020" Rev. 1 dated 26 May 2020. Socialization of procedure has been cored out on 31 December 2020.</p>	
<p>Milestone B</p>	<p>Smallholders do not use fire or practice burning for land preparation, waste management or pest control on the farm. For pest control, fire may be used only in exceptional circumstances i.e. where no other effective measures exist and with prior approval of relevant authority.</p>	<p>Koperasi Konsumen Bersatu Makmur Jaya has a policy to prohibit land preparation and pest control by burning as per "SURAT KEPUTUSAN NOMOR: 13/SK/MO/KK-BMJ/V/2020 TENTANG LARANGAN BAKAR LAHAN DAN NO PEAT, NO FOREST, NO CONFLICT", dated 24 May 2020.</p> <p>Socialization of policy and decree letter has been delivered on 31 December 2020 to all smallholder member. Evidence of socialization can be demonstrated during audit. During interview with smallholder member confirmed that they aware regarding the policy of no burning for lan preparation, pest control and waste management.</p> <p>All smallholder member of Koperasi Konsumen Bersatu Makmur Jaya has signed the commitment letter which stated in point 15 that "No burning for preparing land or pest control".</p> <p>Smallholders do not use fire or practice burning for land preparation, waste management or pest control on the farm. It was confirmed during GAP Analysis by ICS Koperasi Konsumen Bersatu Makmur Jaya before member admission.</p> <p>Koperasi Konsumen Bersatu Makmur Jaya has establish the procedure of chemical storage and ex chemical container management as per "SOP Penyimpanan Bahan Kimia dan Pengelolaan Wadah Bekas Kimia Np: 4/SOP/UK3PLB3/ICS/KK-BMJ/V/2020" Rev. 1 dated 26 May 2020. According to the procedure ex chemical container, no open fire was allowed for the waste management. Koperasi Konsumen Bersatu Makmur Jaya has collaboration agreement regarding Hazardous Waste Management with PT. Unilever Oleochemical Indonesia. This is stated</p>	<p>Comply</p>

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		<p>in agreement between GAPOKTAN BOLUK BERSATU and PT. UNILEVER OLEOCHEMICAL INDONESIA related Collection of Hazardous Waste, dated 20 November 2019.</p> <p>Whereby, PT. UNILEVER OLEOCHEMICAL INDONESIA has a license for Hazardous Storage or "Izin Tempat Penyimpanan Limbah B3 sesuai SK No. 188.45/1282/10.3/2017", dated 11 September 2017 (validity period 10 September 2022).</p> <p>Record of Agrochemical Containers Receivment Koperasi Konsumen Bersatu Makmur can be shown during audit.</p>	
<p><b>Criteria 4.7</b>  Riparian buffer zones are identified and managed to ensure they are maintained and/or enhanced.</p>			
<p>Eligibility</p>	<p>Group manager identifies riparian buffer zones within the group and smallholders commit to no new planting in riparian zones (Refer to appendix 1).</p>	<p>Group manager has identifies the riparian buffer zone through HCV Assessment and riparian identification, confirmed that there were riparian buffer zone identified (Boluk River) in 14 plots of 10 smallholder member:</p> <ul style="list-style-type: none"> <li>- Ria Malem, Kelompok Tani Bersama Maju</li> <li>- Renna Manurung, Kelompok Tani Bersama Maju</li> <li>- Rasimah Sinaga, Kelompok Tani Bersama Maju</li> <li>- Rahim/Supiati, Kelompok Tani Bersama Maju</li> <li>- Sutres, Kelompok Tani Harapan Jaya</li> <li>- Lasmen Saragih, Kelompok Tani Plamboyan</li> <li>- Supono, Kelompok Tani Plamboyan</li> <li>- Akir Damanik, Kelompok Tani Bersama Maju</li> <li>- Rohamsar Sinaga, Kelompok Tani Tempel Jaya Lestari</li> </ul> <p>All smallholder member of Koperasi Konsumen Bersatu Makmur Jaya has signed the commitment letter which stated in point 11 that "No new planting or no expansion of existing farms in primary forests, HCV</p>	<p>Comply</p>

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		areas, HCS forests, in riparian areas, or on steep slopes (more than 25 degrees or as in National Interpretation)".	
Milestone A	Smallholders complete training on and are aware of riparian buffer zone management, and the group has an action plan to maintain and/or enhance riparian buffer zones.	<p>Training of riparian buffer zone management available as per "Pelatihan NKT/HCV" conducted on 16 – 18 November 2020 by Unilever team (Lead by Mr Shadi).</p> <p>Evidence of training can be demonstrated during audit as per "Notulen Kegiatan Koperasi Konsumen Bersatu Makmur Jaya" dated 16 – 18 November 2020. Training held at Sidomulyo Village, Tempel Jaya and Huta II Penggalangan. Training attend by 216 smallholder member.</p> <p>During field visit to smallholder plot and interview with smallholder member, confirmed that they have follow the training of HCV by Unilever team.</p> <p>Riparian buffer zones management plan has been establish by Koperasi Konsumen Bersatu makmur as per "Pengelolaan Kawasan Pinggiran Sungai". For the riparian buffer zone identified, Koperasi Bersatu Makmur Jaya has implementing the action to maintain riparian buffer zone, covering:</p> <ul style="list-style-type: none"> <li>- Boundary marking of riparian zone to prohibit spraying and chemical application activity with the distance ± 10 m or one last row of crops from the riverbank. Based on SOP Pengendalian Gulma No: 07/SOP/UPL/ICS/KK-BMJ/V/2020 dated 12 September 2019 regulated that chemical spraying are prohibit near to riverbanks;</li> <li>- Installation of river bank protection information boards;</li> <li>- Enrichment with planting planting woody plants (100 Mahoni trees and 25 Petai trees);</li> <li>- Monitoring of riparian area.</li> </ul>	Comply
Milestone B	Smallholders maintain and/or enhance riparian buffer zone areas.	Riparian buffer zones management plan has been establish by Koperasi Konsumen Bersatu makmur as per "Pengelolaan Kawasan	Comply

		<p>Pinggiran Sungai". For the riparian buffer zone identified, Koperasi Bersatu Makmur Jaya has implementing the action to maintain riparian buffer zone, covering:</p> <ul style="list-style-type: none"> <li>- Boundary marking of riparian zone to prohibit spraying and chemical application activity with the distance ± 10 m or one last row of crops from the riverbank. Based on SOP Pengendalian Gulma No: 07/SOP/UPL/ICS/KK-BMJ/V/2020 dated 12 September 2019 regulated that chemical spraying are prohibit near to riverbanks;</li> <li>- Installation of river bank protection information boards;</li> <li>- Enrichment with planting planting woody plants (100 Mahoni trees and 25 Petai trees);</li> <li>- Monitoring of riparian area.</li> </ul> <p>Evidence of Riparian maintaining can be demonstrated during audit such as: boundary marking of riparian area, planting Mahoni (<i>Swietenia macrophylla</i>) and Petai (<i>Parkia speciosa</i>), prohibiting chemical activity on riparian area and placing the warning signboard to campaign the riparian area protection and prohibition of riparian destruction and contamination.</p>	
<p><b>Criteria 4.8</b></p>			
<p>Pesticides are used in ways that do not endanger health of workers, family, communities or the environment.</p>			
<p>Eligibility</p>	<p>Smallholders commit to phase out paraquat and pesticides categorized as WHO Class 1A or 1B and those listed by the Stockholm or Rotterdam Conventions by:</p> <ul style="list-style-type: none"> <li>• Immediately stopping purchasing of these pesticides</li> <li>• Phasing out use of remaining stock by MS A</li> <li>• Providing information for the group manager to keep record of pesticide purchase and use.</li> </ul>	<p>Koperasi Konsumen Bersatu Makmur Jaya has a Policy to stop and prohibit paraquat usage as per "Surat Keputusan Nomor: 18/MO/KK-BMJ/V/2020 Tentang Pengurangan Penggunaan Bahan Kimia Berbahaya Aktif Paraquat" dated 24 May 2020, revised on 5 January 2021.</p> <p>During field visit to smallholder plots and interview with smallholder member confirmed that they aware to stop purchase paraquat and no longer use paraquat for weeds control.</p>	<p>Comply</p>

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	(Refer to appendix 1)	<p>Record of pesticide usage are provide by smallholder member and record as per "Form Pencatatan Aktivitas Kebun Anggota Petani No: 03/Form/ICS/GKT-BB/XII/2019". Sample seen:</p> <ul style="list-style-type: none"> <li>- Ngatimun ID No. 059a-BB-2019 and 059b-BB-2019, KT Tempel Jaya Lestari, pesticide application: Round Up (Glifosat) on September with volume 0.5 L + 0.5 L.</li> <li>- Jimen ID No. 024-BB-2019 KT Tempel Jaya Lestari, pesticide application: Polaris (Glifosat) on June with volume 2 L and October CBA6 (2.4 Dimetil Amina) with volume 2 L.</li> </ul> <p>ICS Koperasi Konsumen Bersatu Makmur Jaya recap all pesticide/herbicide usage by smallholder member and kept the record in the office.</p>	
Milestone A	Smallholders complete training on BMPs for pesticides including pesticide usage, awareness on risks for pregnant and breastfeeding women and young workers; storage and disposal; paraquat and pesticides listed by WHO Class 1A or 1B, the Stockholm or Rotterdam Conventions (and in compliance with 3.5).	<p>Training on BMPs for pesticides including pesticide usage, awareness on risks for pregnant and breastfeeding women and young workers; storage and disposal; paraquat and pesticides listed by WHO Class 1A or 1B, the Stockholm or Rotterdam Conventions has been conducted on 7 – 9 October 2020. Evidence of training can be demonstrated during audit.</p> <p>During field visit to smallholder plots and interview with member confirmed that they have aware regarding the BMP on pesticide usage including the risks for pregnant and breastfeeding women and young workers; storage and disposal; paraquat restriction usage.</p>	Comply
Milestone B	Smallholders implement BMPS for all pesticide use, including prohibiting use of pesticides by pregnant and breastfeeding women and young workers, and exclusion of paraquat and pesticides that are categorized as WHO Class 1A or 1B, or those listed by the Stockholm or Rotterdam Conventions, unless when authorized by relevant authorities for pest outbreaks.	<p>Koperasi Konsumen Bersatu Makmur Jaya has establish the policy and decree letter to prohibit pregnant and breastfeeding women to perform chemical handling including herbicide/pesticide. Decree letter as per "Surat Keputusan Nomor: 11/SK/MO/KK-BMJ/V/2019 Tentang Larangan Mempekerjakan Ibu Hamil dan Menyusui Terkait Pekerjaan Pengelolaan Bahan Kimia" dated 24 May 2020.</p> <p>During audit found nonconformity as below:</p>	<p>NC            #2008384-202101-M2            Closed on            4/02/2021</p>

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		<ul style="list-style-type: none"> <li>• During field visit to smallholder plots on behalf Jimin (Kelompok Tani Tempel Jaya Lestari), found that pesticide storage were not follow the procedure "SOP Penyimpanan Bahan Kimia dan Pengelolaan Wadah Bekas Kimia No: 4/SOP/UK3PLB3/ICS/KK-BMJ/V/2020":             <ul style="list-style-type: none"> <li>✓ Chemical storage of CBA-6 (Dimetil Amina 865 g/l) is only wrapped in a plastic bag and hung in the ex former (behind his house) cow shed openly. Storage of chemicals should be carried out in a locked place, good ventilation and water proof.</li> <li>✓ There were found 4 jerycan @5L of ex CBA-6 (Dimetil Amina 865 g/l) in the location of ex former cow, it should be deliver to temporary hazardous waste storage at Koperasi Konsumen Bersatu Makmur Jaya.</li> </ul> </li> <li>• During field visit to smallholder plot on behalf Sukiman (Kelompok Tani Bersama Maju) it was found that herbicide spraying for weeds was carried out by total spraying (blanket), this was not in accordance with the Oil Palm Weed Control procedure No: 7/SOP/UPL/ICS/KK- BMJ/V/2020 Rev. 1 dated 26 May 2020.</li> </ul> <p>Correction and corrective action has been made by Koperasi Konumen Bersatu Makmur Jaya. Audit team has accept the corrective action pla. Verification of effectiveness has been caried out by auditor on 4 February 2021 and the NC has been closed accordingly, see section 3.4 Details of Nonconformities.</p>	
<p><b>Criteria 4.9</b> The group and smallholders manage pests, diseases, weeds and invasive introduced species using appropriate techniques, including but not limited to Integrated Pest Management (IPM) techniques.</p>			
Eligibility	Not applicable		

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Milestone A	Smallholders complete training on and are aware of BMPs, including, but not limited to safe chemical use, IPM, weed and invasive species management.	Training for BMPs, including, but not limited to safe chemical use, IPM, weed and invasive species management has been conducted on 7 – 9 October 2020. Evidence of training can be demonstrated. During interview with smallholder member confirmed that they aware with BMPs and well implemented in the field.	Comply
Milestone B	The group and smallholders maximize use of IPM approaches to minimize use of pesticides and herbicides on their farm.	<p>Koperasi Konsumen Bersatu makmur jaya has establish "SOP Pengendalian Hama Terpadu (PHT) No: 1/SOP/UPHT/ICS/KK-KBMJ/V/2020 Rev. 1 dated 26 May 2020.</p> <p>Integrated pest management has been developed by Koperasi Konsumen Bersatu Makmur Jaya as per "Program Deteksi Hama Penyakit Tanaman Koperasi Konsumen Bersatu Makmur Jaya Tahun 2020 – 2021". Evidence of program implementation can be demonstrated as per "Laporan PHT" dated 15 January 2020, 18 April 2020, 21 July 2020 and 15 October 2020. Based on pest and disease monitoring, there is no pest attack since January – October 2020, however there are mostly the disease attack of Ganoderma with percentage 2 – 15 %.</p> <p>Another action for integrated pest management are conserving the pest biological enemy such as: Snake as enemy for rats, Eagle and barn owl as enemy of rats. smallholders maximize use of IPM approaches to minimize use of pesticides and herbicides on their farm. Most of smallholder member using mechanics way to control the weeds and reduce the herbicide usage.</p>	Comply
<b>Internal Control System requirements for smallholder groups.</b>			
<b>A – ICS: Group entity and group management requirements</b>			
<b>A.1 The Group demonstrates that they are legally formed.</b>			
<b>A.1.1</b>			

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Eligibility	The Group has appointed a group manager	<p>All member of <i>Koperasi Konsumen Bersatu Makmur Jaya</i> has signed joint declaration on 18 May 2020. The agreement declared as follows:</p> <ol style="list-style-type: none"> <li>1. Changed membership from Gapoktan Boluk Bersatu Nagori Boluk to <i>Koperasi Konsumen Bersatu Makmur Jaya</i> and is willing to promote RSPO sustainable palm oil</li> <li>2. We agree to create a certification unit under the coordination of the <i>Koperasi Konsumen Bersatu Makmur Jaya</i> under the name ICS <i>Koperasi Konsumen Bersatu Makmur Jaya</i>.</li> <li>3. We agree that for clarity of authority, appoint the ICS Operations Manager, who has the authority to be the ICS manager for the RSPO certification.</li> <li>4. We agree that Mr. Ardiansyah Sirait will be the Operations Manager for ICS, who will be responsible for implementing the RSPO P&amp;C.</li> <li>5. We as cooperative members are committed to sustainable palm oil and will fully support what we have declared together.</li> </ol>	Comply
Milestone A	The Group has appointed a group manager		
Milestone B	The Group has appointed a group manager		
<b>A.1.2</b>			
Eligibility	The group manager has evidence of legal identity.	<p>All member of <i>Koperasi Konsumen Bersatu Makmur Jaya</i> has signed joint declaration on 18 May 2020. The agreement declared as follows:</p> <ol style="list-style-type: none"> <li>1. Changed membership from Gapoktan Boluk Bersatu Nagori Boluk to <i>Koperasi Konsumen Bersatu Makmur Jaya</i> and is willing to promote RSPO sustainable palm oil</li> <li>2. We agree to create a certification unit under the coordination of the <i>Koperasi Konsumen Bersatu Makmur Jaya</i> under the name ICS <i>Koperasi Konsumen Bersatu Makmur Jaya</i>.</li> <li>3. We agree that for clarity of authority, appoint the ICS Operations Manager, who has the authority to be the ICS manager for the RSPO certification.</li> </ol>	Comply



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		<p>4. We agree that Mr. Ardiansyah Sirait will be the Operations Manager for ICS, who will be responsible for implementing the RSPO P&amp;C.</p> <p>5. We as cooperative members are committed to sustainable palm oil and will fully support what we have declared together.</p>	
Milestone A	The group manager has evidence of legal identity.	<p>All member of <i>Koperasi Konsumen Bersatu Makmur Jaya</i> has signed joint declaration on 18 May 2020. The agreement declared as follows:</p> <p>6. Changed membership from Gapoktan Boluk Bersatu Nagori Boluk to <i>Koperasi Konsumen Bersatu Makmur Jaya</i> and is willing to promote RSPO sustainable palm oil</p> <p>7. We agree to create a certification unit under the coordination of the <i>Koperasi Konsumen Bersatu Makmur Jaya</i> under the name ICS <i>Koperasi Konsumen Bersatu Makmur Jaya</i>.</p> <p>8. We agree that for clarity of authority, appoint the ICS Operations Manager, who has the authority to be the ICS manager for the RSPO certification.</p> <p>9. We agree that Mr. Ardiansyah Sirait will be the Operations Manager for ICS, who will be responsible for implementing the RSPO P&amp;C.</p> <p>We as cooperative members are committed to sustainable palm oil and will fully support what we have declared together.</p>	Comply
Milestone B	The group manager has evidence of legal identity.		
<b>A1.3</b>			
Eligibility	The group has membership requirements.	<p><i>Koperasi Konsumen Bersatu Makmur Jaya</i> has had Standar Operational Procedure related to Membership Criteria and Requirement (Doc. No. 1/SOP/UP/ICS/KK-BMJ/V/2020 dated 12 September 2020). The requirements of a new member as follows:</p> <p>1. Criteria for prospective members:</p>	Comply
Milestone A	The group has membership requirements.		
Milestone B	The group has membership requirements.		

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		<ul style="list-style-type: none"> <li>• Willing to follow the ICS rules for the <i>Koperasi Konsumen Bersatu Makmur Jaya</i></li> <li>• Owns an oil palm plot.</li> <li>• Smallholders as plot managers must show a power of attorney as manager of the land owner</li> <li>• Have clear land legality proven by a land title</li> <li>• Land cannot be in peat area (peat with more than 3 meters deep or refers to statutory regulations, forest areas or areas in conflict.</li> <li>• Palm oil plots are well managed.</li> </ul> <ol style="list-style-type: none"> <li>2. Register with the member registration unit</li> <li>3. Fill out the registration form</li> <li>4. Complete the requirements:             <ul style="list-style-type: none"> <li>• Copy of ID card</li> <li>• Photo</li> <li>• Copy of land ownership certificate</li> <li>• Filled in the commitment document to participate in RSPO ICS certification.</li> </ul> </li> <li>5. Respective unit will check the land suitability (gap analysis).</li> <li>6. Prospective members will become members if all conditions are met and the operational manager approves.</li> <li>7. Registered in the ICS registration book of the <i>Koperasi Konsumen Bersatu Makmur Jaya</i>.</li> </ol>	
<b>A.1.4</b>			
Eligibility	All members have signed and acknowledged membership requirements.	Each of the Smallholder groups who joined the <i>Koperasi Konsumen Bersatu Makmur Jaya</i> signed the Smallholder Group Declaration on 18	Comply

Milestone A	All members can demonstrate understanding of membership requirements.	May 2020 (see criteria 1.3). In addition, they also fulfil the membership requirement as described in indicator A1.3.	
Milestone B	All members can demonstrate understanding of membership requirements.		
<b>A.2 The Group Manager is responsible for managing the Group for certification.</b>			
<b>A.2.1</b>			
Eligibility	The group manager has planned for the implementation of the ICS.	<p>The Group Manager have established plan for the implementation of ICS on the form of "<i>Program Kerja Manager Operasional ICS 2020-2021 has been reviewed on 15 October 2020</i>, that are contains:</p> <ol style="list-style-type: none"> <li>1) Institutional: <ul style="list-style-type: none"> <li>- The annual member meeting</li> <li>- Management Meeting (quarterly)</li> <li>- Financial training planning training</li> </ul> </li> <li>2) Membership: <ul style="list-style-type: none"> <li>- Member Recruitment</li> <li>- Mapping of members' land, especially new members</li> <li>- Installation of stake boundary for Smallholder area</li> <li>- Health check</li> <li>- Socialization of Agronomy Procedures / SOPs</li> </ul> </li> <li>3) ICS training <ul style="list-style-type: none"> <li>- ICS Training</li> <li>- Internal Audit Training</li> </ul> </li> <li>4) Training and Extension <ul style="list-style-type: none"> <li>- Practical best management application training</li> <li>- Training on understanding and applying HCV</li> </ul> </li> </ol>	Comply

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		<ul style="list-style-type: none"> <li>- Training on the application of the K3 system in activities in the field (harvesting and maintenance of oil palm plants)</li> <li>- Integrated pest control training</li> <li>- Conducting visits and counseling to smallholders regarding the application of RSPO principles</li> </ul> <p>5) Cooperative CSR Program</p> <p>6) Implementation of Internal audits</p> <ul style="list-style-type: none"> <li>- Internal assessment of members</li> <li>- Correction of findings of non-conformities in internal audit</li> </ul> <p>7) External Audit</p> <ul style="list-style-type: none"> <li>- External audit (surveillance)</li> <li>- Correction of non-conformity findings.</li> </ul>	
Milestone A	The group manager can demonstrate compliance of the ICS by individual members.	<p>The Group Manager have established plan for the implementation of ICS on the form of "<i>Program Kerja Manager Operasional ICS 2020-2021 has been reviewed on 15 October 2020</i>" as above.</p> <p>This ICS Program has been socialized to Smallholders and workers on 31 December 2020 at Sidomulyo Village, this socialization was attended by 31 member and workers. At Mariyat Butar Village on 30 December 2020 attended by 8 participants (mSmallholders and workers). At Boluk Village on 22 Desember 2020 attended by 50 participants, at Tempel Jaya Village on 24 December 2020 attended by 63 participants (member of Smallholders group). At Sidomulyo Village on 31 December 2020 attended by 40 participants.</p> <p>Based on interviews during the audit with Smallholders; Bpk. Ngatimun (ID: 059a-BB-2019), Bpk. Jimen (ID: 024-BB-2019), Bpk. Geman (ID: 019a-BB-2019), Bpk. Suradi (ID: 110a-BB-2019) and Bpk. Sido (ID: 232-BB-2020), that Smallholders have been able to explain the Koperasi Konsumen BMJ program plan for the 2020 -2021 period</p>	Comply
Milestone B	The group manager can demonstrate compliance of the ICS by individual members.		

		including training plans, internal audits, replanting plans that will be carried out and others.	
<b>A.2.2</b>			
Eligibility	The group manager demonstrates understanding of the ISH Standard, group certification and related topics and has sufficient resources to manage the group.	<p>The designation of the group manager ICS on behalf of Ardiansyah Simto Sirait through the joint declaration to engage in RSPO certification of Koperasi Konsuen Bersatu Makmur Jaya (BMJ) dated May 18, 2020, already have competence about ISH standard. Group manager have followed standard study of training, the principle of criteria for non governmental Smallholders who diselenggarakan da rspo by fortasbi on July 16, 2020.</p> <p>Some certificates from training ever followed by the group manager, these included:</p> <ul style="list-style-type: none"> <li>- Oil Palm fertilizing training certificate on Program Pengembangan Petani Swadaya Kelapa Sawit Indonesia provides by IFC collaboration with Korea-World Bank Partership Facility on 27 November 2020</li> <li>- Oil Palm harvesting training certificate - Program Pengembangan Petani Swadaya Kelapa Sawit Indonesia by IFC collaboration with Korea-World Bank Partership Facility on 27 November 2020</li> </ul> <p>Group manager have managed sufficient resources to manage Koperasi Konsumen Bersatu Makmur Jaya. The existing resources based on the structure organizations has set on July 1, 2020, regarding the formation of the structure of the United consumer cooperative rspo unit prosperous Jaya, as follows:</p> <p>a. Internal Control Unit: in assessing members on the implementation of the P&amp;C sustainable palm oil standard, both documents and plantation application. Make suggestions and internal audit</p>	Comply

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		<p>scheduling, perform internal audit processes and create internal audit reports.</p> <ul style="list-style-type: none"> <li>b. Member Registration Unit is the unit responsible for checking and giving approval to prospective members</li> <li>c. The Cultivation Unit including recording of FFB production, the units responsible for planning production, replanting and the best cultivation techniques for oil palm plantations, planning fertilization and providing production facilities for members.</li> <li>d. Field Extension Unit is a unit that is responsible for socialization and field extension related to Oil Palm Cultivation and certification regulations and field implementation, this unit is also in charge of implementing new recruits.</li> <li>e. RSPO Documentations, responsible for record and develop documents that are required in RSPO certification</li> <li>f. The K3 Unit and recording for management of hazardous waste is the unit responsible for identifying risks of work in the garden, office. Conducting outreach on the use of Personal Protective Equipment and B3 waste management</li> <li>g. The HCV and environmental units are units responsible for identifying High Conservation Values in the koperasi Konsumen Bersatu Makmur Jaya management area, carrying out management and monitoring and disseminating the importance of maintaining and protecting HCV.</li> <li>h. Pest Management Unit; responsible for prevention and control of pests and plant diseases</li> <li>i. Fire Emergency Information Unit; responsible for the prevention of land fires and their control. This unit ensures that member Smallholders do not carry out land clearing using burning.</li> </ul>	
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		<p>Furthermore, the fields mentioned above are in charge of 9 Smallholder groups in the United Consumer Prosperous Jaya Cooperative.</p> <p>To manage programs and activities in the Makmur Jaya United Consumer Cooperative in accordance with the organizational structure, also establish TUPOKSI (<i>Tugas Pokok dan Fungsi</i> - Main Duties and Functions).</p>	
Milestone A	The group manager can demonstrate capacity to manage and operate group certification and certification requirements.	<p>Group manager have managed sufficient resources to manage Koperasi Konsumen Bersatu Makmur Jaya. The existing resources based on the structure organizations has set on July 1, 2020, regarding the formation of the structure of the United consumer cooperative rspo unit prosperous Jaya, as follows:</p> <ul style="list-style-type: none"> <li>a. Internal Control Unit: in assessing members on the implementation of the P&amp;C sustainable palm oil standard, both documents and plantation application. Make suggestions and internal audit scheduling, perform internal audit processes and create internal audit reports.</li> <li>b. Member Registration Unit is the unit responsible for checking and giving approval to prospective members</li> <li>c. The Cultivation Unit including recording of FFB production, the units responsible for planning production, replanting and the best cultivation techniques for oil palm plantations, planning fertilization and providing production facilities for members.</li> <li>d. Field Extension Unit is a unit that is responsible for socialization and field extension related to Oil Palm Cultivation and certification regulations and field implementation, this unit is also in charge of implementing new recruits.</li> <li>e. RSPO Documentations, responsible for record and develop documents that are required in RSPO certification</li> </ul>	Comply
Milestone B	The group manager can demonstrate capacity to manage and operate group certification and certification requirements.		

		<p>f. The K3 Unit and recording for management of hazardous waste is the unit responsible for identifying risks of work in the garden, office. Conducting outreach on the use of Personal Protective Equipment and B3 waste management</p> <p>g. The HCV and environmental units are units responsible for identifying High Conservation Values in the koperasi Konsumen Bersatu Makmur Jaya management area, carrying out management and monitoring and disseminating the importance of maintaining and protecting HCV.</p> <p>h. Pest Management Unit; responsible for prevention and control of pests and plant diseases</p> <p>i. Fire Emergency Information Unit; responsible for the prevention of land fires and their control. This unit ensures that member Smallholders do not carry out land clearing using burning.</p> <p>Furthermore, the fields mentioned above are in charge of 9 Smallholder groups in the United Consumer Prosperous Jaya Cooperative.</p> <p>To manage programs and activities in the Makmur Jaya United Consumer Cooperative in accordance with the organizational structure, also establish TUPOKSI (<i>Tugas Pokok dan Fungsi</i> - Main Duties and Functions).</p> <p>The Group Manager of the Koperasi Konsumen Bersama Makmur Jaya, has the competence and experience in managing an organization as evidenced by several trainings that have been followed and the experience he has.</p> <p>The members of the Koperasi Konsumen Bersama Makmur Jaya are the majority of indigenous people around the plantation and former workers at PTPN 4 (PT Perkebunan Nusantara 4) Plantation with relatively homogeneous cultures and backgrounds, and have the same</p>	
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		culture and culture with the group manager, making it easier to manage.	
<b>A.2.3</b>			
Eligibility	A group annual training plan is available covering the RSPO Independent Smallholder Standard, group management (which includes group objectives, structure, relevant procedures and the certification process) and other topics as outlined in the ISH Standard.	The Koperasi Konsumen Bersama Makmur Jaya has established a Training Plan program for the period 2020-2021, as follows: <ul style="list-style-type: none"> <li>- Job Training for Workers &amp; Smallholders</li> <li>- Limited use of pesticides</li> <li>- Hazardous Waste Management</li> <li>- Prevention and Handling of Forest and Forestry</li> <li>- Financial Management Training</li> <li>- Internal Audit Training</li> <li>- Oil palm plantation best practice field school and sustainability training for members, including: limited pesticide use training, B3 and K3 as well as fire prevention and control training</li> <li>- RSPO Principles and Criteria 2019 Training, SOPs, Policies and decisions to change the Makmur Jaya United Consumer Cooperative.</li> </ul>	Comply
Milestone A	The group manager implements a phased approach to ensure members have progressively attended training on the ISH Standard, group management and other topics as outlined in the ISH Standard according to the group annual training plan.	The Koperasi Konsumen Bersama Makmur Jaya has established a Training Plan program for the period 2020-2021, as follows: <ul style="list-style-type: none"> <li>- Job Training for Workers &amp; Smallholders</li> <li>- Limited use of pesticides</li> <li>- Hazardous Waste Management</li> <li>- Prevention and Handling of Forest and Forestry</li> <li>- Financial Management Training</li> <li>- Internal Audit Training</li> </ul>	Comply

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		<ul style="list-style-type: none"> <li>- Oil palm plantation best practice field school and sustainability training for members, including: limited pesticide use training, B3 and K3 as well as fire prevention and control training</li> <li>- RSPO Principles and Criteria 2019 Training, SOPs, Policies and decisions to change the Makmur Jaya United Consumer Cooperative.</li> </ul> <p>The training plans for the 2020 period are as follows:</p> <ul style="list-style-type: none"> <li>- IPM and GAP training which was carried out in collaboration with PPKS Marihat Medan, was held on October 8, 2020 attended by 60 Smallholders</li> <li>- October 7, 2020; Integrated pest management training in collaboration with PPKS Marihat Medan was attended by 83 Smallholders.</li> <li>- HCV / HCV training was held on 16-18 November 2020 which was carried out in collaboration with Unioleo and attended by 120 Smallholders.</li> <li>- K3 training on the management and use of PPE, P3k and management and use of pesticides was held on 4-6 November 2020 in collaboration with PTPN 4 Mayang attended by 187 Smallholders.</li> </ul>	
<p>Milestone B</p>	<p>All members attended training and can demonstrate understanding of the ISH Standard, group management and certification requirements including awareness on BMPs, HCV, environmental protection, social welfare of workers and business operations.</p>	<p>All member smallholder has attended the training of the ISH Standard, group management and certification requirements including awareness on BMPs, HCV, environmental protection, social welfare of workers and business operation. Evidence of series training can be demonstrated during audit, sample seen:</p> <ul style="list-style-type: none"> <li>- Training for OHS and safety risk associated with farm work (including that of pesticide use) and how to mitigate them has been conducted on 5 and 6 November 2020 by PTPN IV Mayang</li> </ul>	<p>Comply</p>

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		<p>at Huta I Penggalangan and Sidomulyo. Attend by 121 smallholder member from all Kelompok Tani</p> <ul style="list-style-type: none"> <li>- Training on maintaining and conserving HCVs and HCS forests, Rare, threatened and endangered species and important ecosystems has been conducted on 16 – 18 November 2020 by Unilever team (Lead by Mr Shadi). Training attend by 216 smallholder member</li> <li>- BMP training has been carried out by Pusat Penelitian Kelapa Sawit Medan (fasilitator) to smallholder member to enhance the knowledge related to best management practices of palm oil plantation including pesticide handling, harvesting, plant upkeep to increase productivity, manuring, pest and disease handling, nursery and planting, etc. Training carried out on 7 – 9 October 2020 (3 batch training ats Tempel Jaya Village, Sidomulyo Village and Huta II Penggalangan Village, covering all smallholder member Group).</li> <li>- Training and socialization related to zero burning and SOP of Koperasi Konsumen Bersatu Makmur Jaya has been conducted on 31 December 2020 to all smallholder member.</li> <li>- Training of Fire prevention and mitigation to respon and manage fires in the smallholder plots has been carried out by Koperasi Konsumen Bersatu Makmur Jaya through OHS Training on 6 – 8 November 2020.</li> <li>- Training of riparian buffer zone management available as per “Pelatihan NKT/HCV” conducted on 16 – 18 November 2020 by Unilever team (Lead by Mr Shadi). Training attend by 216 smallholder member</li> <li>- Training RSPo P &amp; C to smallholder member and their workers (Harvesters, fertilizers and sprayers) on 23-28 September 2020, this training was attended by 217 participants.</li> </ul>	
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		<ul style="list-style-type: none"> <li>- Policy training and socialization to smallholder members and workers on 31 December 2020 at Sidomulyo Village, this socialization was attended by 31 member and workers. At Mariyat Butar Village on 30 December 2020 attended by 8 participants (mSmallholders and workers). At Boluk Village on 22 Desember 2020 attended by 50 participants, at Tempel Jaya Village on 24 December 2020 attended by 63 participants (member of Smallholders group). At Sidomulyo Village on 31 December 2020 attended by 40 participants.</li> </ul>	
<b>B – ICS: Policies and management</b>			
<b>B.1 The group Internal Control System contains documented policies and procedures for operational management.</b>			
<b>B.1.1</b>			
Eligibility	A group Internal Control System is available for operational management including procedures of expulsion and sanctions for members who fail to comply, and a procedure to conduct internal audits	<p>Koperasi Konsumen Bersama Makmur Jaya (BMJ) has established an internal audit implementation mechanism based on Procedure No. 1/ SOP/UPI/ICS/KK-BMJ/V/2020, Rev.01 dated 26 May 2020 concerning the Implementation of Internal Assessments.</p> <p>The procedure describes:</p> <p>The procedure explains for audit criteria (standard to be use), audit program/frequency, parameter of auditee (smallholder member), internal audit execution (team selection, internal auditor competence requirement, internal auditor job description, checklist preparation, audit planning, internal audit exercise), audit reporting and follow up findings. It is also stated that internal auditors who conduct internal audits must be free from conflicts of interest.</p> <p>Training for internal control team: "Daftar Hadir Pelatihan ICS dan Audit Internal Koperasi Brsatu Makmur Jaya": Mr. Toni, Mr. Sasongko, Mr. Andri Kurniadi, Mr. Budi Aman Silitongah, Mr. Ardiansyah Sirait dated 11 August 2019.</p>	Comply

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		<p>Audit programme has been determined by ICS as per "Program Kerja Audit Internal Koperasi Konsumen Bersatu makmur Jaya" dan Rencana Penilaian Internal". Internal audit program determined on monthly basis, for 26 members in each month. The purpose is to complete coverage of 271 smallholder member by 12 month/annual period of January – Desember 2021.</p> <p>Record of internal audit were evident in:</p> <ul style="list-style-type: none"> <li>- "Table Checklist Audit Internal Group Manager" dated 17 December 2020; (auditor: Abdul Kohar, petani: Ramean Sipahutar/ID: 072-BB-2019/KT Plamboyan</li> <li>- "Laporan Temuan Audit dan Rencana Perbaikan" dated 17 December 2020.</li> <li>- According to latest internal audit report, audit has been performed to 13 member of Koperasi (1 member of KT Bersama Maju, 1 member of KT Harapan Jaya, 1 member of Lestari Jaya, 1 member of KT Plamboyan, 4 member of KT Tempel Jaya Lestari and 4 member of KT Sidomakmur). Group Manager and ICS has conducted internal audit on 15 January 2020.</li> <li>- Internal audit period November 2020 for 4 smallholder members and on December 2020 for 1 member from all 128 members, including Group Manager and ICS.</li> </ul> <p>Koperasi Konsumen Bersama Makmur Jaya also has a procedure on Member Warnings and Sanctions, No. 4/SOP/UP/ICS/KK-BMJ/V/2020 dated 26 May 2020, explaining that:</p> <ul style="list-style-type: none"> <li>- If there is a minor violation, for example administrative disorder, then the sanction will be given in the form of a warning in the form of Warning Letter 1 by the Operations manager.</li> <li>- If the time period given in warning 1 has expired to make repairs, then it will be continued with the issuance of Warning Letter 2. If</li> </ul>	
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		<p>the repair has not been done after the period given in warning 2, a Warning Letter 3 will be issued.</p> <ul style="list-style-type: none"> <li>- If there is a serious violation that creates a risk of defamation of the organization's reputation, financial embezzlement, manipulation, the operational manager has the right to remove members from membership.</li> </ul> <p>This procedure has been socialized to smallholder members on December 31, 2020, at Sidomakmur 2 Smallholders Group (39 Smallholders). December 31, 2020, to 39 Sidomakmur Smallholders. December 22, 2020, submission of files to 32 Smallholders in the Joint Maju Smallholder Group. There were 20 Smallholders in the Harapanna Jaya Smallholders Group on 29 December 2020. At the Plamboyan Smallholder Group on 29 December 2020 to 23 Smallholders. The Lestari Smallholders Group was victorious on 29 December 2020 to 17 member Smallholders. Makar Jaya Lestari Smallholder Group on December 24, 2020 to 45 Smallholder members. The Tempel Jaya Lestari Group on December 24, 2020 to 45 Smallholder members.</p>	
Milestone A	The ICS is implemented and an internal audit is conducted for at least half of the group members and all audit findings are closed	<p>Internal audits are carried out every month for 12 Smallholder members, in the 2020 period an internal audit has been carried out for 128 Smallholder members of the Koperasi Konsumen Bersama Makmur Jaya.</p> <p>Taken sample of Internal audit carried out on period November 2020 for 8 smallholder members and on December 2020 for 1 member from all 128 members.</p> <p>The Internal Control Unit has also conducted a GAP assessment of 143 new members from 9 Smallholder groups in December 2020, samples were taken from the results of the GAP assessment on December 20 for 10 Smallholder members (Smallholders on behalf of: Ales Sandi,</p>	Comply
Milestone B	The ICS is implemented and an annual internal audit of the group is conducted for all group members and all audit findings are resolved.		

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		<p>Alex, Basri Sinaga, Herni, Ponijo , Sardo, Sido, Sukiman, Surahman and Tukimin).</p> <p>GAP assessment on December 17, 2020 to 1 new member on behalf of Ramean Sipahutar. For new members, only a GAP assessment has been carried out, while the internal audit program is programmed for the period of 2021.</p> <p>Internal audit checklist verification and Audit Findings report and Improvement Plan.</p> <p>With the addition of 143 new members in 2020, the members of Koperasi Konsumen Bersama Makmur Jaya as of December 2020 will become 271 members. Internal audit plans and programs for the period of 2021 are subject to changes/reviews, where each month an internal audit will be carried out for 26 members.</p>	
<b>B.1.2</b>			
Eligibility	Basic information, farm information, production data, legal documentation of group members and signed Smallholder Declarations are available to the group manager	<p>Koperasi Konsumen Bersama Makmur Jaya has been recorded all plantations information including production data for each Smallholder per month, legality documents (copy of SHM and SKT/SKTC documents) and a copy of the declaration of Smallholder membership in the Koperasi Bersatu Makmur Jaya, which includes: no. Smallholder ID (KTP), date of birth, address, total area and membership number (attached).</p> <p>Example of a declaration for a Smallholder (Pekebun/Petani) statement:</p> <ol style="list-style-type: none"> <li>1. Surat Pernyataan Kesediaan Ikut Sertifikasi RSPO or a declaration on behalf of Suparmin's Smallholder (ID: 249a-BB-2020-KT Mekar Jaya Lestari) dated 5 May 2020, date of birth 11/1/1956, gender: male, address: Huta II Tempel Jaya, SKT No. 140/35/VI/TJ/2007 covering an area of 0.16 Ha.</li> </ol>	Comply
Milestone A	Basic information, farm information, production data, legal documentation of group members and signed Smallholder Declarations are available to the group manager		
Milestone B	Basic information, farm information, production data, legal documentation of group members and signed Smallholder Declarations are available to the group manager		

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2. Surat Pernyataan Kesediaan Ikut Sertifikasi RSPO or a declaration on behalf of Sido Smallholders (ID: 232-BB-2020-KT Mekar Jaya V) dated March 6, 2020, date of birth 31/12/1960, gender: male, address: Huta V Butar Lembu, SKT No. 593/28/2010/2020 covering an area of 0.5 Ha.

The ICS Management of the Bersatu Makmur Jaya Consumer cooperative has recorded and documented the production or acquisition of FFB per month for each Smallholder, as follows:

<b>Farmer's Name</b>	: Paeran I	
<b>Farmers Group</b>	: Mekar Jaya Lestari	
	<b>]</b>	<b>Persil/Plot</b>
<b>Year 2020</b>	ID: 204a-BB-2020	ID: 204b-BB-2020
<b>Planting Year</b>	2005	2000
<b>Areas (Ha)</b>	0.37	0.22
<b>Number of Plant</b>	35	30
<b>Month</b>	<b>Production (Kg)</b>	
Jan	412	475
Feb	430	370
Mar	320	330
Apr	400	412
May	747	760
Jun	324	330
Jul	400	379
Aug	531	540
Sep	470	400
Oct	435	405
Nov	380	330
Dec	410	370
<b>Total</b>	<b>5.259</b>	<b>5.101</b>



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		Farmer's Name	: Ngatimun		
		Farmers Group	: Tempel Jaya Lestari		
			Persil/Plot	Persil/Plot	
		Year 2020	ID: 059a-BB-2019	ID: 059b-BB-2019	
		Planting Year	2000	2000	
		Areas (Ha)	0.67	0.5	
		Number of Plant	80	78	
		Month	Production (Kg)		
		Jan	550	776	
		Feb	1.300	747	
		Mar	1.420	1.140	
		Apr	1.300	1.130	
		May	1.310	1.180	
		Jun	900	824	
		Jul	685	461	
		Aug	950	735	
		Sep	1.155	873	
		Oct	842	813	
Nov	774	800			
Dec	780	800			
<b>Total</b>	<b>11.966</b>	<b>10.279</b>			

<b>C – ICS: Group Business planning</b>			
<b>C.1 The group has a Business Plan prepared with the participation and contributions of all group members</b>			
<b>C.1.1</b>			
Eligibility	An annual group business plan is available, which includes <ul style="list-style-type: none"> <li>• Production and income forecasting based on historical records</li> </ul>	<i>Koperasi Konsumen Bersatu Makmur Jaya</i> has set the annual business plan. That document informed of estimate of FFB production,	Comply

	<ul style="list-style-type: none"> <li>Plans for expansion</li> </ul>	<p>replanting area, FFB price etc. Based on interview with group manager during this audit, there is no expansion plan in the next year ahead.</p> <p><i>Koperasi Konsumen Bersatu Makmur Jaya</i> also has a financial management plan such as estimation of FFB production in the next year (2021) and replanting plan period 2021 - 2022. They projected to produce 11,275 MT FFB on 2021.</p> <p>The detail of long-term business plan period 2020 – 2022 as follows:</p> <p><b>2020:</b>            Realization of FFB Production: 10,748 MT            Realization of CPO Production: 2,149 MT            Realization of PK Production: 537.41 MT            Realization of PKO Production: 241.83 MT            Realization of PKE Production: 295.58 MT</p> <p><b>2021:</b>            Estimation of FFB Production: 11,275 MT            Estimation of CPO Production: 2,255 MT            Estimation of PK Production: 564 MT            Estimation of PKO Production: 254 MT            Estimation of PKE Production: 310 MT</p> <p><b>2022:</b>            Estimation of FFB Production: 11,434 MT            Estimation of CPO Production: 2,268 MT            Estimation of PK Production: 571 MT            Estimation of PKO Production: 257 MT            Estimation of PKE Production: 314 MT</p>	
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		Based on field visit, interview and public consultation with smallholder member, village head and government agencies obtained information that there are no plans for new planting.	
Milestone A	The group business plan is implemented and reviewed at least annually.	Group manager has showed the annual business plan for 2020 and 2021. <i>Koperasi Konsumen Bersatu Makmur Jaya</i> starting their annual period from October 2019 – September 2020. Since they changed smallholder association from Gapoktan Boluk Bersatu into <i>Koperasi Konsumen Bersatu Makmur Jaya</i> on May 2020, the annual review program has been postponed due to Covid 19 pandemic.  Until this audit finish, the annual reviewed still postponed. However, the record implementation of annual program is in place.	Comply
Milestone B	The group demonstrates financial stability and growth, and is able to support itself financially.	<i>Koperasi Konsumen Bersatu Makmur Jaya</i> has conducted GAP training for all their member (see detail in indicator 1.2 milestone A). In addition, board of Koperasi has provided some filling form for each Smallholder group namely <i>Form Pencatatan Aktivitas Kebun Anggota Petani (Form No. 03/Form/ICS/GKT-BB/XII/2019)</i> . That document covered record of chemical weeding, manuring, harvesting and pruning.  Based on interview with group manager and smallholder sampled obtained information that annual profit of FFB/CPO/PK transaction in palmtrace has been shared with all member. In accordance with meeting result, the profit has been shared in form of fertilizer for all members on November 2020.  The group manager optimistic that annual profit of <i>Koperasi Konsumen Bersatu Makmur Jaya</i> will be gain in the next year.	Comply
<b>C.2 The ICS of the group is integrated with the group’s management plan.</b>			
<b>C.2.1</b>			
Eligibility	A group management plan is available which includes:	An Annual Group Management Plan is available as per “Program Kerja	Comply

	<ul style="list-style-type: none"> <li>• Training/capacity building plans to improve productivity of group members.</li> <li>• An approach to strengthen links within the supply chain.</li> <li>• Plan for continuous improvement projects (i.e. on waste, soil, etc.), if any.</li> </ul>	<p>Manager Operasional ICS”, which includes:</p> <ul style="list-style-type: none"> <li>• Annual meeting</li> <li>• Regularly meeting with board of Koperasi and Smallholder Group Leader</li> <li>• New member recruitment</li> <li>• Land mapping</li> <li>• Boundary marking installation</li> <li>• Medical check up for chemical applicator</li> <li>• Training/capacity building plans to improve productivity of group members.</li> <li>• Internal audit</li> <li>• External audit</li> </ul>	
Milestone A	The group management plan is implemented and reviewed at least annually.	Group manager has showed the annual business plan for 2020 and 2021. <i>Koperasi Konsumen Bersatu Makmur Jaya</i> starting their annual period from October 2019 – September 2020. Since they changed smallholder association from Gapoktan Boluk Bersatu into <i>Koperasi Konsumen Bersatu Makmur Jaya</i> on May 2020, the annual review program has been postponed due to Covid 19 pandemic.	Comply
Milestone B	The group manager demonstrates the group’s compliance with this ISH Standard.	Group Manager has showed the evidence of annual training related to GAP and capacity building. Sighted training evidence as follows: <ul style="list-style-type: none"> <li>• Training related to Occupational Safety and Health, PPE usage and chemical handling on 6 November 2020, facilitated by safety officer from PTPN 4 (palm oil plantation state company). Attended by 50 smallholders from Smallholder Group of Lestari Jaya, Flamboyan, Bersama Maju and Harapan Jaya.</li> <li>• Training related to Occupational Safety and Health, PPE usage and chemical handling on 5 November 2020, facilitated by safety officer from PTPN 4 (palm oil plantation state company). Attended</li> </ul>	Comply

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		<p>by 50 smallholders from Smallholder Group of Tempel Jaya Lestari, Sidomakmur and Sidomakmur 2.</p> <ul style="list-style-type: none"> <li>• Training related to best management practices and integrated pest management on 7 October 2020, facilitated by technical expert agronomy from Indonesian Oil Palm Research Institute (IOPRI). Attended by 78 smallholders from Sidomakmur and Sidomakmur 2. The training also included field observation training.</li> <li>• Training related to best management practices and integrated pest management on 8 October 2020, facilitated by technical expert agronomy from Indonesian Oil Palm Research Institute (IOPRI). Attended by 57 smallholders from Tempel Jaya Lestari and Mekar Jaya Lestari. The training also included field observation training.</li> <li>• Training related to best management practices and integrated pest management on 9 October 2020, facilitated by technical expert agronomy from Indonesian Oil Palm Research Institute (IOPRI). Attended by 38 smallholders from Lestari Jaya, Flamboyan, Bersama Maju and Harapan Jaya. The training also included field observation training.</li> <li>• Training related to HCV management on 17 November 2020, facilitated by Uni Oleo Staff located in village meeting room of Tempel Jaya Lestari. Attended by 82 smallholders from Smallholder Group of Tempel Jaya Lestari and Mekar Jaya Lestari.</li> <li>• Internal audit training on 17 December 2020, facilitated by Uni Oleo Staff. Attended by 11 internal auditors.</li> </ul> <p>In addition, board of Koperasi has provided some filling form for each Smallholder group namely <i>Form Pencatatan Aktivitas Kebun Anggota Petani (Form No. 03/Form/ICS/GKT-BB/XII/2019)</i>. That document covered record of chemical weeding, manuring, harvesting and pruning. Based on document verification, the recap of activity form has been summarized by secretary.</p>	
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<b>D – ICS: Group trading system for certified volumes</b>			
<b>D.1 The group has a procedure and system in place for the tracking of FFB.</b>			
<b>D.1.1</b>			
Eligibility	Record sheets to track the annual production and sales of certified volumes, covering traceability of producers and/or traders are available.	<p>Smallholder member maintain annual production data in “Form Pencatatan Aktivitas Kebvun Anggota Petani No: 03/Form/ICS.GKT-BB/XII/2019”. Sample seen:</p> <ul style="list-style-type: none"> <li>- Wagirun, ID No. 125-BB-2019, Kelompok Tani Lestari Jaya, FFB production January – December 2020: 14,358 kg.</li> <li>- Saidah, ID No. 082-BB-2019, Kelompok Tani Bersama Maju, FFB production January – December 2020: 60,382 kg.</li> <li>- Tukino, ID No. 121-BB-2019, Kelompok Tani Sidomakmur, FFB production January – December 2020: 14,220 kg.</li> </ul> <p>Annual production and sales of certified volumes are available at Koperasi Konsumen Bersatu Makmur Jaya Office. Unit Pencatatan TBS (Ms. Tumi) are responsible to record the production and sales volume. Record of FFB production presented in “Rekapitulasi Hasil Produksi TBS Anggota Tahun 2020”.</p> <p>Record of FFB sales to traders are presented in “Nota Bon Penjualan TBS Koperasi Bersatu Makmur Jaya No: 01/Form/ICS/K-BMJ/2020”. Record of FFB sales are well maintain by Unit Pencatatan TBS. Sample seen:</p> <ul style="list-style-type: none"> <li>- Nota Bon Penjualan Dated 13/06/2020, smallholder name: Jimen, ID No. 125-BB-2019, Kelompok Tani Lestari Jaya, FFB volume: 2,360 kg, Vehicle number: BK8352LW, FFB price: IDR 1,020/kg, Buyer: Joni (Agent/Loading Ramp).</li> <li>- Nota Bon Penjualan Dated 13/01/2020, smallholder name: Wagirun, ID No. 024-BB-2019, Kelompok Tani Tempel Jaya</li> </ul>	Comply

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		<p>Lestari, FFB volume: 792 kg, Vehicle number: BK8352LW, FFB price: IDR 1,020/kg</p> <ul style="list-style-type: none"> <li>- Nota Bon Penjualan Dated 30/09/2020, smallholder name: Ngatimun, ID No. 059b-BB-2019, Kelompok Tani Tempel Jaya Lestari, FFB volume: 237 kg, Vehicle number: BK6049MAH, FFB price: IDR 1,630/kg, buyer: Sujimin (Agent/Loading ramp)</li> <li>- Nota Bon Penjualan Dated 16/04/2020, smallholder name: Saidah Sinaga, ID No. 082-BB-2019, Kelompok Tani Bersama Maju, FFB volume: 2,820 kg, Vehicle number: BK9235BK, FFB price: IDR 1,320/kg, buyer: PT MASS (Agent/Loading ramp)</li> <li>- Nota Bon Penjualan Dated 28/10/2020, smallholder name: Sukerman, ID No. 240-BB-2020, Kelompok Tani Mekar Jaya Lestari, FFB volume: 620 kg, Vehicle number: BK8920, FFB price: IDR 1,700/kg, buyer: Sujimin (Agent/Loading ramp)</li> </ul> <p>FFB produce by smallholder member are record by each member and head of KT including: date of transaction, FFB nett weight, name of smallholder member, ID number, vehicle number, FFB price and buyer name.</p> <p>Koperasi Konsumen Bersatu Makmur Jaya has develop the procedure of traceability as per "SOP Pendokumentasian Penjualan TBS Anggota No: 1/SOP/UPT/ICS/KK-BMJ/V/2020" Rev.1 dated 26 May 2020 and SOP Penjualan TBS atau Credit RSPO No: 2/SOP/UPT/ICS/KK-BMJ/V/2020, Rev. 1 dated 26 May 2020.</p>	
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<p>Milestone A</p>	<p>Group manager maintains annual production records and sales of certified volumes.</p>	<p>Annual production record and sales of certified volume are recap by Group Manager. Below are the data of FFB production volume record since January – December 2020:</p> <table border="1" data-bbox="1131 475 1944 842"> <thead> <tr> <th>Smallholder Group</th> <th>Number of member</th> <th>Area (ha)</th> <th>FFB Production (MT)</th> </tr> </thead> <tbody> <tr> <td>KT Bersama Maju</td> <td>10</td> <td>47.76</td> <td>598,666</td> </tr> <tr> <td>KT Lestari Jaya</td> <td>15</td> <td>24.81</td> <td>324,890</td> </tr> <tr> <td>KT Harapan Jaya</td> <td>10</td> <td>13.52</td> <td>229,960</td> </tr> <tr> <td>KT Plamboyan</td> <td>19</td> <td>55.89</td> <td>818,183</td> </tr> <tr> <td>KT Tempel Jaya Lestari</td> <td>35</td> <td>0.06</td> <td>875,053</td> </tr> <tr> <td>KT Sidomakmur</td> <td>39</td> <td>82.09</td> <td>1,488,426</td> </tr> <tr> <td><b>TOTAL</b></td> <td><b>128</b></td> <td><b>274.13</b></td> <td><b>4,335.18</b></td> </tr> </tbody> </table> <p>All FFB production physical was sold as non certified product because Koperasi Konsumen Bersatu Makmur Jaya are sold the certified volume as credit. Below are the recap of certified volume sales since 2020:</p> <table border="1" data-bbox="1131 959 1944 1107"> <thead> <tr> <th>Product</th> <th>Credit</th> <th>Physical Volume (MT)</th> </tr> </thead> <tbody> <tr> <td><b>IS-CSPO</b></td> <td>917</td> <td>Nil</td> </tr> <tr> <td><b>IS-CSPKO</b></td> <td>103</td> <td>Nil</td> </tr> <tr> <td><b>IS-CSPKE</b></td> <td>126</td> <td>Nil</td> </tr> </tbody> </table>	Smallholder Group	Number of member	Area (ha)	FFB Production (MT)	KT Bersama Maju	10	47.76	598,666	KT Lestari Jaya	15	24.81	324,890	KT Harapan Jaya	10	13.52	229,960	KT Plamboyan	19	55.89	818,183	KT Tempel Jaya Lestari	35	0.06	875,053	KT Sidomakmur	39	82.09	1,488,426	<b>TOTAL</b>	<b>128</b>	<b>274.13</b>	<b>4,335.18</b>	Product	Credit	Physical Volume (MT)	<b>IS-CSPO</b>	917	Nil	<b>IS-CSPKO</b>	103	Nil	<b>IS-CSPKE</b>	126	Nil	<p>Comply</p>
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<p>Milestone B</p>	<p>Group Manager maintains annual production records and sales of certified volumes of all FFB sources.</p>	<p>Annual production and sales of certified volumes are available at Koperasi Konsumen Bersatu Makmur Jaya Office. Unit Pencatatan TBS (Ms. Tumi) are responsible to record the production and sales volume. Record of FFB production presented in "Rekapitulasi Hasil Produksi TBS Anggota Tahun 2020".</p> <table border="1" data-bbox="1133 547 1944 916"> <thead> <tr> <th>Smallholder Group</th> <th>Number of member</th> <th>Area (ha)</th> <th>FFB Production (MT)</th> </tr> </thead> <tbody> <tr> <td>KT Bersama Maju</td> <td>10</td> <td>47.76</td> <td>598,666</td> </tr> <tr> <td>KT Lestari Jaya</td> <td>15</td> <td>24.81</td> <td>324,890</td> </tr> <tr> <td>KT Harapan Jaya</td> <td>10</td> <td>13.52</td> <td>229,960</td> </tr> <tr> <td>KT Plamboyan</td> <td>19</td> <td>55.89</td> <td>818,183</td> </tr> <tr> <td>KT Tempel Jaya Lestari</td> <td>35</td> <td>0.06</td> <td>875,053</td> </tr> <tr> <td>KT Sidomakmur</td> <td>39</td> <td>82.09</td> <td>1,488,426</td> </tr> <tr> <td><b>TOTAL</b></td> <td><b>128</b></td> <td><b>274.13</b></td> <td><b>4,335.18</b></td> </tr> </tbody> </table> <p>All FFB production physical was sold as non certified product because Koperasi Konsumen Bersatu Makmur Jaya are sold the certified volume as credit. Below are the recap of certified volume sales since 2020:</p> <table border="1" data-bbox="1133 1031 1944 1182"> <thead> <tr> <th>Product</th> <th>Credit</th> <th>Physical Volume (MT)</th> </tr> </thead> <tbody> <tr> <td><b>IS-CSPO</b></td> <td>917</td> <td>Nil</td> </tr> <tr> <td><b>IS-CSPKO</b></td> <td>103</td> <td>Nil</td> </tr> <tr> <td><b>IS-CSPKE</b></td> <td>126</td> <td>Nil</td> </tr> </tbody> </table>	Smallholder Group	Number of member	Area (ha)	FFB Production (MT)	KT Bersama Maju	10	47.76	598,666	KT Lestari Jaya	15	24.81	324,890	KT Harapan Jaya	10	13.52	229,960	KT Plamboyan	19	55.89	818,183	KT Tempel Jaya Lestari	35	0.06	875,053	KT Sidomakmur	39	82.09	1,488,426	<b>TOTAL</b>	<b>128</b>	<b>274.13</b>	<b>4,335.18</b>	Product	Credit	Physical Volume (MT)	<b>IS-CSPO</b>	917	Nil	<b>IS-CSPKO</b>	103	Nil	<b>IS-CSPKE</b>	126	Nil	<p>Comply</p>
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<p><b>D.2 The group documents and implements a system for the tracking of FFB</b></p>																																															
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<p>Milestone A</p>	<p>The group manager maintains annual production data and sales of certified volumes through Book and Claim for the group based on actual receipts for and sales by all members</p>	<p>Annual production and sales of certified volumes are available at Koperasi Konsumen Bersatu Makmur Jaya Office. Unit Pencatatan TBS (Ms. Tumi) are responsible to record the production and sales volume. Record of FFB production presented in "Rekapitulasi Hasil Produksi TBS Anggota Tahun 2020".</p> <table border="1" data-bbox="1133 545 1944 916"> <thead> <tr> <th>Smallholder Group</th> <th>Number of member</th> <th>Area (ha)</th> <th>FFB Production (MT)</th> </tr> </thead> <tbody> <tr> <td>KT Bersama Maju</td> <td>10</td> <td>47.76</td> <td>598,666</td> </tr> <tr> <td>KT Lestari Jaya</td> <td>15</td> <td>24.81</td> <td>324,890</td> </tr> <tr> <td>KT Harapan Jaya</td> <td>10</td> <td>13.52</td> <td>229,960</td> </tr> <tr> <td>KT Plamboyan</td> <td>19</td> <td>55.89</td> <td>818,183</td> </tr> <tr> <td>KT Tempel Jaya Lestari</td> <td>35</td> <td>0.06</td> <td>875,053</td> </tr> <tr> <td>KT Sidomakmur</td> <td>39</td> <td>82.09</td> <td>1,488,426</td> </tr> <tr> <td><b>TOTAL</b></td> <td><b>128</b></td> <td><b>274.13</b></td> <td><b>4,335.18</b></td> </tr> </tbody> </table> <p>All FFB production physical was sold as non certified product because Koperasi Konsumen Bersatu Makmur Jaya are sold the certified volume as credit. Below are the recap of certified volume sales since 2020:</p> <table border="1" data-bbox="1133 1027 1944 1155"> <thead> <tr> <th>Product</th> <th>Credit</th> <th>Buyer</th> </tr> </thead> <tbody> <tr> <td><b>IS-CSPO</b></td> <td>917</td> <td>Unilever Ais Private Ltd</td> </tr> <tr> <td><b>IS-CSPKO</b></td> <td>103</td> <td>Unilever Ais Private Ltd</td> </tr> <tr> <td><b>IS-CSPKE</b></td> <td>126</td> <td>Act. Commodities B.V</td> </tr> </tbody> </table>	Smallholder Group	Number of member	Area (ha)	FFB Production (MT)	KT Bersama Maju	10	47.76	598,666	KT Lestari Jaya	15	24.81	324,890	KT Harapan Jaya	10	13.52	229,960	KT Plamboyan	19	55.89	818,183	KT Tempel Jaya Lestari	35	0.06	875,053	KT Sidomakmur	39	82.09	1,488,426	<b>TOTAL</b>	<b>128</b>	<b>274.13</b>	<b>4,335.18</b>	Product	Credit	Buyer	<b>IS-CSPO</b>	917	Unilever Ais Private Ltd	<b>IS-CSPKO</b>	103	Unilever Ais Private Ltd	<b>IS-CSPKE</b>	126	Act. Commodities B.V	<p>Comply</p>
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<b>D.3 The group has a procedure and system for premium distribution.</b>																		
<b>D.3.1</b>																		
Eligibility	The group and group manager have agreed on how the premiums should be used and the agreement is recorded and communicated to the group members. Prices, premiums, and timing of premium payment are clearly communicated and transparent to all group members. Premiums disbursed to members at all stages are recorded and the premiums are paid in a timely and convenient manner.	Group and group manager have agreed on how the premiums should be used and the agreement is recorded as per "Keputusan Bersama No: 01/SKB/ICS/KK-BMJ/XI/2020 Tentang: Prosedur Alur Penerimaan Dana Penjualan Kredit dan Pengelolaan Dana Penjualan Credit" Rev. 1 dated 23 November 2020. The premium sharing term and mechanism has communicated to the group members on 31 December 2020. Evidence of socialization can be demonstrated during audit. Interview with smallholder member confirmed that all smallholder member				Comply												

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		<p>sampled aware and understand regarding the premium sharing mechanism.</p> <p>Based on procedure, premium sharing are as below:</p> <ul style="list-style-type: none"> <li>- 50% allocated for overhead with detail: 14% for personalia cost, 10% for ICS saving, 1% for fee Cooperative, 25% for surveillance audit cost</li> <li>- 50% allocated for smallholder member in the form of Fertilizer. Volume of fertilizer share was IDR 30/kg of FFB production.</li> </ul>	
Milestone A	The disbursement of premiums, including price and timing of the disbursement to group members is clearly recorded.	<p>The disbursement of premiums from the RSPO certified volume are carried out according to "Keputusan Bersama No: 01/SKB/ICS/KK-BMJ/XI/2020 Tentang: Prosedur Alur Penerimaan Dana Penjualan Kredit dan Pengelolaan Dana Penjualan Credit" Rev. 1 dated 23 November 2020".</p> <p>The premium sharing was disburse based on the production in each smallholder member. The price and timing of disbursement to smallholder member are recorded in "Tanda Terima Penyerahan Kredit RSPO (Pupuk) Ke Anggota Koperasi Konsumen Bersatu Makmur Jaya". The premium sharing was deliver in the form of fertilizer (NPK, Urea, Kcl) for smallholder member.</p> <p>Record and evidence of premium sharing for all smallholder member was sighted during audit and found met with the procedure and agreement of all smallholder member.</p>	Comply
Milestone B	The disbursement of premiums, including price and timing of the disbursement to group members is clearly recorded.		

**Appendix B: Approved Time Bound Plan**

Not applicable.

**Appendix C: GHG Reporting Executive Summary**

Not applicable.

**Appendix D: List of Group Member and Total Certified Area (Ha)**

No	Name of Farmer	Location	GPS Reference		Area Summary (Ha)		Forecasted annual FFB Production (MT)	Date of Joining
			Latitude (N)	Longitude (E)	Total Certified Area	Planted Area		
1	Afriansyah	Sidomulyo	03° 01'42.73"	99° 22' 2.09"	0.50	0.50	9.22	22-May-19
2	Aladin Silitonga	Boluk	03° 04'28.12"	99° 21' 30.30"	0.50	0.50	10.80	15-Mar-19
3	Aman Damanik	Tempel Jaya	03° 01'48.02"	99° 21' 18.42"	0.80	0.80	18.58	10-Apr-19
		Tempel Jaya	03° 01' 48.54"	99° 21' 19.78"	2.04	2.04	32.43	
4	Amat Wakidi	Tempel jaya	03° 01' 33.98"	99° 21' 24.96"	0.80	0.80	15.70	15-May-19
5	Anwar	Sidomulyo	03° 01' 35.01"	99° 21' 56.84"	0.18	0.18	4.39	22-May-19
		Sidomulyo	03° 01' 26.93"	99° 22' 11.25"	0.52	0.52	11.79	
		Sidomulyo	03° 01' 34.99"	99° 22' 39.92"	0.22	0.22	6.86	
6	Arwin	Sidomulyo	03° 02' 11.42"	99° 22' 1.36"	1.56	1.56	23.65	
7	BSA Hutauruk	Tempel jaya	03° 01' 47.70"	99° 21' 16.06"	1.83	1.83	32.45	18-May-19
8	Boiman	Sidomulyo	03° 01'37.23"	99° 21' 52.44"	0.50	0.50	14.25	20-May-19
9	Budiono	Boluk	03° 04' 26.39"	99° 21' 59.75"	1.00	1.00	23.76	30 Des 18
		Boluk	03° 04' 23.12"	99° 21' 0.46"	0.56	0.56	8.69	
10	Burhanuddin Silitonga	Boluk	03° 04' 27.61"	99° 21' 15.43"	0.80	0.80	18.67	15-Mar-19
11	Chandra Gunawan	Kelurahan	03° 04' 46.68"	99° 24' 55.45"	1.50	1.50	27.19	30-Jun-19
		Kelurahan	03° 05' 6.38"	99° 24' 57.56"	1.88	1.88	36.86	
		Kelurahan	03° 04' 59.38"	99° 24' 59.37"	11.11	11.11	0	
		Kelurahan	03° 05' 8.73"	99° 24' 53.77"	1.59	1.59	32.47	
		Kelurahan	03° 04' 58.79"	99° 24' 50.69"	1.50	1.50	27.31	
		Kelurahan	03° 04' 59.97"	99° 24' 51.79"	1.88	1.88	36.22	
12	Daim	Sidomulyo	03° 02' 0.82"	99° 23' 7.57"	1.18	1.18	27.04	16-May-19
		Sidomulyo	03° 02' 20.75"	99° 23' 15.09"	1.00	1.00	22.42	
		Sidomulyo	03° 01' 38.94"	99° 22' 45.18"	0.40	0.40	8.21	
		Sidomulyo	03° 01' 36.43"	99° 22' 45.14"	0.18	0.18	6.57	
13	Darwis	Tempel Jaya	03° 02' 0.34"	99° 20' 44.22"	0.24	0.24	4.39	07-Apr-20

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		Tempel Jaya	03° 02' 6.47"	99° 20' 30.58"	0.13	0.13	2.74	
		Tempel Jaya	03° 02' 12.07"	99° 20' 27.67"	0.47	0.47	9.85	
14	Daud Suprpto	Sidomulyo	03° 02' 11.24"	99° 22' 57.01"	1.00	1.00	19.11	16-May-19
		Sidomulyo	03° 01' 30.41"	99° 22' 26.77"	0.60	0.60	11.29	
15	Edy Syahputra	Sidomulyo	03° 02' 25.73"	99° 23' 0.87"	0.88	0.88	16.00	28-Feb-19
16	Erniwati Sikumbang	Tempel Jaya	03° 02' 10.27"	99° 20' 53.51"	0.76	0.76	17.03	28-Feb-19
17	Fajar Muriyanto	Tempel jaya	03° 01' 52.14"	99° 20' 40.33"	0.40	0.40	5.98	15-Jun-19
		Tempel jaya	03° 02' 7.45"	99° 20' 39.52"	1.00	1.00	18.56	
		Tempel jaya	03° 02' 6.37"	99° 20' 45.29"	0.33	0.33	7.42	
18	Geman	Tempel Jaya	03° 02' 51.89"	99° 21' 8.56"	0.72	0.72	12.78	18-May-19
		Tempel Jaya	03° 02' 43.56"	99° 20' 58.45"	0.34	0.34	7.55	
19	Heti Susana purba	Boluk	03° 05' 49.99"	99° 20' 3.57"	0.22	0.22	3.72	20-Apr-19
20	Irwan salim	Kelurahan	03° 04' 55.73"	99° 25' 5.85"	1.67	1.67	33.96	30-Jun-19
		Kelurahan	03° 04' 43.42"	99° 24' 55.45"	1.50	1.50	29.00	
		Kelurahan	03° 05' 6.38"	99° 24' 58.86"	1.88	1.88	39.24	
21	Jahaman saragih	Boluk	03° 04' 23.33"	99° 21' 34.93"	1.88	1.88	40.43	28-May-18
		Boluk	03° 04' 38.3"	99° 22' 7.4"	2.00	2.00	42.70	
22	Jimen	Tempel Jaya	03° 01' 40.8"	99° 20' 49.1"	2.92	2.92	51.44	10-May-19
23	Juari	Sidomulyo	03° 01' 36.51"	99° 22' 7.82"	0.50	0.50	16.24	22-May-19
24	Julhaidin Saragih	Boluk	03° 04' 24.31"	99° 21' 45.04"	0.96	0.96	16.92	03-Feb-19
		Boluk	03° 04' 29.78"	99° 21' 34.77"	0.60	0.60	9.47	23-May-18
		Panggalangan	03° 04' 24.72"	99° 21' 47.85"	0.42	0.42	5.95	02-Feb-20
		Panggalangan	03° 04' 32.90"	99° 21' 30.10"	0.12	0.12	5.89	
		Panggalangan	03° 04' 25.21"	99° 21' 42.34"	0.60	0.60	19.76	
		Panggalangan	03° 04' 27.78"	99° 21' 58.16"	1.02	1.02	30.59	
25	Jumadi	Boluk	03° 04' 20.05"	99° 21' 19.48"	0.25	0.25	7.12	20-Mar-19
26	Jumingan	Sidomulyo	03° 01' 45.71"	99° 22' 49.23"	0.58	0.58	21.43	15-May-19
		Sidomulyo	03° 02' 15.73"	99° 23' 3.88"	0.50	0.50	18.40	
27	Jumino	Tempel jaya	03° 01' 33.73"	99° 21' 16.38"	0.33	0.33	15.39	07-Apr-19
		Tempel jaya	03° 01' 41.94"	99° 21' 4.52"	0.19	0.19	5.31	



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		Tempel jaya	03° 01' 29.95"	99° 21' 16.28"	0.34	0.34	16.47	
		Tempel jaya	03° 01' 31.68"	99° 20' 42.43"	0.29	0.29	9.36	
28	Jusdi	Panggalangan	03° 04' 2.94"	99° 21' 42.38"	11.31	11.31	165.53	21-May-19
29	Kamino	Boluk	03° 04' 23.95"	99° 21' 45.88"	0.45	0.45	6.46	26-Mar-19
30	Kardi Wibowo	Tempel jaya	03° 01' 37.83"	99° 21' 6.18"	1.04	1.04	19.39	18-May-19
31	Karino	Sidomulyo	03° 02' 7.98"	99° 23' 8.61"	2.83	2.83	51.19	15-May-19
32	karyo Suwito	Boluk	03° 04' 25.77"	99° 22' 2.08"	0.68	0.68	9.90	23-May-19
33	Kasmin	Sidomulyo	03° 01' 24.58"	99° 22' 20.49"	2.57	2.57	19.62	27-May-19
		Sidomulyo	03° 01' 51.45"	99° 22' 18.88"	2.00	2.00	17.33	
34	Kemat	Tempel jaya	03° 01' 27.71"	99° 20' 41.94"	0.43	0.43	14.49	20-Apr-19
35	Kemen	Tempel jaya	03° 01' 40.88"	99° 21' 56.68"	1.50	1.50	11.05	07-May-19
		Tempel jaya	03° 01' 52.98"	99° 22' 17.94"	0.50	0.50	6.45	
36	lasirun	Sidomulyo	03° 01' 32.38"	99° 21' 50.94"	1.40	1.40	19.74	20-May-19
37	Lasmaida Turnip	Sidomulyo	03° 02' 11.03"	99° 22' 22.15"	1.44	1.44	21.72	02-May-19
		Tempel Jaya	03° 01' 44.05"	99° 21' 10.87"	1.24	1.24	16.62	
38	Lasmen Saragih	Boluk	03° 04' 25.64"	99° 21' 55.76"	0.68	0.68	21.45	28-May-18
		Boluk	03° 04' 34.46"	99° 22' 18.35"	1.72	1.72	34.07	
39	Legiah Manurung	Boluk	03° 04' 30.37"	99° 15' 52.66"	0.16	0.16	5.87	26-Mar-19
40	Lina	Kelurahan	03° 04' 59.38"	99° 24' 59.37"	3.34	3.34	69.50	30-Jun-19
		Kelurahan	03° 05' 6.54"	99° 24' 56.3"	1.67	1.67	32.89	
41	M Ali Damri	Sidomulyo	03° 02' 1.01"	99° 21' 44.09"	3.50	3.50	43.71	04-Jan-19
		Sidomulyo	03° 01' 58.85"	99° 22' 5.3"	4.09	4.09	77.32	
42	Mariadi	Sidomulyo	03° 02' 25.73"	99° 23' 0.87"	0.88	0.88	14.96	10-May-19
43	Marsiman Sinaga	Boluk	03° 04' 40.03"	99° 22' 3.12"	0.80	0.80	18.82	22-Jan-19
		Boluk	03° 04' 41.89"	99° 22' 6.04"	0.40	0.40	8.45	
44	Mesiyem	Boluk	03° 04' 18.28"	99° 21' 37.85"	1.50	1.50	13.88	28-Feb-19
45	Mesnah	Boluk	03° 04' 31.53"	99° 22' 13.1"	0.64	0.64	11.22	03-May-18
46	Misdi	Tempel jaya	03° 02' 15.59"	99° 20' 41.66"	0.44	0.44	9.60	17-Jun-19
47	Misno	Tempel jaya	03° 01' 37.29"	99° 21' 57.23"	1.00	1.00	13.84	07-Jun-19
48	Misro	Tempel jaya	03° 02' 19.81"	99° 22' 51.57"	1.00	1.00	26.11	09-May-19

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		Tempel jaya	03° 01' 39.56"	99° 22' 27.97"	0.88	0.88	14.49	
		Tempel jaya	03° 02' 5.91"	99° 22' 15.93"	0.56	0.56	12.65	
49	Mukiman	Mayang	03° 01' 42.56"	99° 20' 35.27"	1.00	1.00	12.92	07-Apr-19
50	Mukri	Boluk	03° 04' 18.01"	99° 21' 15.72"	0.54	0.54	4.48	02-May-19
		Boluk	03° 04' 17.33"	99° 21' 59.16"	0.80	0.80	26.72	
		Boluk	03° 04' 30.26"	99° 21' 59.59"	0.59	0.59	5.49	
51	Munarji Saragih	Boluk	03° 04' 21.23"	99° 21' 4.19"	0.57	0.57	11.66	20-Mar-19
52	Mustafa	Tempel Jaya	03° 01' 43.98"	99° 21' 29.31"	6.57	6.57	108.02	20-Jun-19
53	Ngadiman/Suratmi	Sidomulyo	03° 02' 23.45"	99° 23' 2.36"	1.08	1.08	22.43	10-Apr-19
		Sidomulyo	03° 01' 59.94"	99° 22' 58.66"	0.94	0.94	22.40	
54	Ngadiyo	Boluk	03° 04' 15.35"	99° 21' 44.68"	1.22	1.22	23.87	24-Nov-19
		Panggalangan	03° 04' 24.04"	99° 21' 18.11"	0.46	0.46	11.69	11-Jun-20
55	Ngatimun	Tempel jaya	03° 01' 45.98"	99° 20' 36.5"	0.67	0.67	11.97	18-May-19
		Tempel jaya	03° 01' 40.11"	99° 21' 20.72"	0.50	0.50	9.78	
56	Ngatinah	Tempel jaya	03° 01' 36.33	99° 21' 32.54"	2.80	2.80	41.46	15-Jun-19
57	Normah Sembiring	Boluk	03° 04' 25.95	99° 20' 52.78"	1.00	1.00	26.07	20-May-19
58	Nurhamid	Sidomulyo	03° 02' 14.96	99° 22' 55.01"	1.60	1.60	37.81	16-May-19
		Sidomulyo	03° 01' 58.25	99° 22' 48.2"	0.28	0.28	9.84	
		Sidomulyo	03° 01' 52"	99° 22' 52.44"	0.62	0.62	15.46	
59	Nurmini	Boluk	03° 04' 16.01"	99° 21' 34.64"	0.38	0.38	7.74	07-Mar-19
60	Opir Manaek Tua S.	Sidomulyo	03° 01' 46.5"	99° 22' 23.22"	2.00	2.00	34.11	28-May-19
		Nagori Mayang	03° 00' 20.56"	99° 19' 43.92"	1.80	1.80	35.11	11-Mar-20
61	Parman	Sidomulyo	03° 01' 27.12"	99° 22' 31.34"	2.07	2.07	35.45	20-May-19
		Sidomulyo	03° 01' 36.73"	99° 22' 30.7"	0.40	0.40	7.42	
62	Ponidi	Sidomulyo	03° 02' 15.11"	99° 23' 3.98"	0.62	0.62	13.70	20-Apr-19
		Sidomulyo	03° 02' 6.28"	99° 23' 15.41"	0.30	0.30	8.85	
		Sidomulyo	03° 02' 12.25"	99° 22' 58.05"	1.00	1.00	26.96	
		Sidomulyo	03° 01' 41.67"	99° 22' 50.81"	1.00	1.00	19.28	
		Sidomulyo	03° 02' 26.48"	99° 22' 56.34"	0.40	0.40	9.10	
		Sidomulyo	03° 01' 29.37"	99° 22' 39.99"	0.54	0.54	10.38	

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63	Ponimin	Tempel Jaya	03° 02' 32.48"	99° 20' 55.92"	0.08	0.08	3.44	10-Apr-19
		Tempel Jaya	03° 02' 37.92"	99° 21' 8.82"	0.78	0.78	19.16	
64	Poniran	Boluk	03° 04' 39.38"	99° 22' 13.78"	0.70	0.70	13.95	25-Dec-19
		Gunung Maratur	03° 04' 36.47"	99° 21' 54.17"	0.50	0.50	16.62	11-Mar-20
		Gunung Maratur	03° 04' 40.73"	99° 22' 12.97"	0.24	0.24	4.48	11-Mar-20
65	Prayetno	Tempel jaya	03° 02' 2.92"	99° 20' 20.15"	0.24	0.24	4.00	18-May-19
		Tempel jaya	03° 02' 5.95"	99° 20' 19.34"	0.32	0.32	4.67	
		Tempel jaya	03° 01' 47.6"	99° 21' 15.99"	0.50	0.50	7.90	
66	Pristiwanto	Sidomulyo	03° 02' 17.07"	99° 23' 13.25"	1.01	1.01	18.85	10-May-19
		Sidomulyo	03° 02' 14.26"	99° 23' 12.66"	1.75	1.75	23.13	
67	Rainah Manurung	Tempel jaya	03° 02' 5.57"	99° 21' 22.8"	1.00	1.00	18.26	18-May-19
68	Ramean Sipahutar	Kelurahan	03° 04' 54.19"	99° 25' 19.68"	1.07	1.07	17.53	30-Jun-19
69	Riah Malen	Boluk	03° 05' 6.93"	99° 20' 25.16"	3.72	3.72	62.76	10-Apr-19
		Raja Maligas	03° 02' 6.99"	99° 19' 47.10"	0.50	0.50	12.64	15-Jun-20
70	Rida Wanti Sinaga	Sidomulyo	03° 01' 46.61"	99° 21' 56.88"	1.83	1.83	30.45	10-Apr-18
71	Rima damiati	Sidomulyo	03° 01' 42.96"	99° 21' 51.37"	1.00	1.00	17.64	22-May-19
		Sidomulyo	03° 01' 49.54"	99° 21' 54.25"	1.00	1.00	16.38	
72	Risma Susanto	Tempel Jaya	03° 01' 35.61"	99° 21' 15.8"	0.76	0.76	13.79	03-May-19
73	Rohman	Sidomulyo	03° 02' 11.56"	99° 23' 8.03"	1.00	1.00	22.07	08-May-19
74	Rosmardiah	Sidomulyo	03° 02' 7.99"	99° 22' 48.2"	15.00	15.00	143.98	20-Jul-19
75	Rudi Sembiring	Sidomulyo	03° 02' 3.76"	99° 22' 32.71"	15.00	15.00	129.66	20-Jul-19
76	Sabarudin Sinaga	Boluk	03° 05' 51.85"	99° 20' 2.69"	0.28	0.28	9.84	07-Mar-18
77	Sagimun	Sidomulyo	03° 01' 24.55"	99° 22' 14.82"	2.00	2.00	38.25	19-May-19
78	Saidah Sinaga	Boluk	03° 04' 29.11"	99° 20' 46.63"	3.99	3.99	60.38	15-Mar-19
79	Saiful ansari	Tempel Jaya	03° 01' 42.69"	99° 20' 58.47"	0.91	0.91	15.87	23-May-19
		Mayang	03° 01' 48.14"	99° 20' 30.38"	0.46	0.46	7.21	
80	Sakimo	Boluk	03° 04' 23.71"	99° 22' 2.11"	0.80	0.80	14.00	30-Mar-19
81	Samiran	Sidomulyo	03° 02' 17.45"	99° 23' 19.47"	0.50	0.50	8.73	07-Apr-19
82	Saring	Sidomulyo	03° 01' 24.62"	99° 22' 4.77"	1.00	1.00	21.91	22-May-19
83	Satria Damanik	Boluk	03° 04' 18.93"	99° 21' 41.93"	5.00	5.00	40.73	12-Mar-19

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84	Sehat Surbakti	Sidomulyo	03° 02' 2.05"	99° 21' 46.26"	2.00	2.00	32.59	15-Mar-19
		Sidomulyo	03° 01' 58.72"	99° 22' 7.64"	2.00	2.00	23.20	15-Mar-19
85	Senti Gultom	Sidomulyo	03° 02' 24.04"	99° 23' 1.55"	2.00	2.00	43.12	16-May-19
86	Setiawan	Tempel jaya	03° 01' 47.6"	99° 21' 2.55"	0.63	0.63	16.48	18-May-19
87	Subandi	Tempel Jaya	03° 02' 22.84"	99° 21' 8.91"	0.52	0.52	12.45	16-May-19
		Tempel Jaya	03° 02' 23.5"	99° 20' 40.56"	0.40	0.40	9.58	
88	Subono	Tempel Jaya	03° 02' 22.22"	99° 21' 0.49"	0.76	0.76	10.00	27-Jun-19
		Tempel Jaya	03° 02' 32.39"	99° 20' 56.6"	0.36	0.36	5.92	
		Tempel Jaya	03° 02' 31.24"	99° 21' 13.77"	0.80	0.80	11.27	
89	Sugiman Sinaga	Boluk	03° 04' 46.61"	99° 22' 12.13"	1.00	1.00	20.36	28-Dec-19
90	Sugimin	Tempel Jaya	03° 01' 54.99"	99° 21' 8.87"	0.82	0.82	20.31	24-May-19
		Tempel Jaya	03° 02' 9.06"	99° 21' 6.57"	1.44	1.44	23.72	
		Tempel Jaya	03° 01' 35.13"	99° 21' 9.67"	0.51	0.51	17.15	
		Tempel Jaya	03° 01' 46.5"	99° 21' 6.47"	0.62	0.62	12.43	
91	Sujana	Tempel jaya	03° 02' 1.27"	99° 21' 34.26"	0.71	0.71	10.33	04-Apr-19
92	Sujiati	Tempel jaya	03° 01' 59.2"	99° 21' 4.5"	2.99	2.99	43.39	07-Jul-19
93	Sujimin	Tempel Jaya	03° 02' 6.37"	99° 20' 45.29"	1.20	1.20	5.80	20-May-19
		Tempel Jaya	03° 02' 31.33"	99° 21' 10.98"	0.64	0.64	5.51	03-Feb-20
		Tempel Jaya	03° 02' 29.27"	99° 21' 11.27"	1.32	1.32	23.41	03-Feb-20
94	Sukardi1	Boluk	03° 04' 10.89"	99° 21' 45.39"	2.01	2.01	43.37	24-May-19
95	Sukardi2	Sidomulyo	03° 02' 24.55"	99° 23' 23.97"	1.69	1.69	21.10	10-May-19
		Sidomulyo	03° 01' 38.39"	99° 22' 40.64"	0.50	0.50	9.82	
		Sidomulyo	03° 01' 59.16"	99° 22' 57.88"	0.20	0.20	4.30	
		Sidomulyo	03° 02' 3.06"	99° 23' 16.67"	0.30	0.30	4.24	
		Sidomulyo	03° 01' 55.77"	99° 23' 4.36"	0.40	0.40	4.88	
96	sukino	Boluk	03° 04' 28.18"	99° 22' 1.44"	0.84	0.84	8.94	28-May-19
97	Sukiyo	Boluk	03° 04' 21.61"	99° 21' 30.27"	0.18	0.18	7.68	30-Dec-18
		Boluk	03° 04' 16.34"	99° 20' 55.99"	0.70	0.70	14.08	
98	Sumadi	Sidomulyo	03° 01' 40.49"	99° 21' 39.35"	1.00	1.00	18.34	10-Jun-19
99	Sumarni Silitonga	Boluk	03° 04' 29.82"	99° 21' 21.1"	0.36	0.36	4.13	04-Apr-19

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100	Sumono	Tempel jaya	03° 02' 7.52"	99° 20' 23.26"	0.38	0.38	8.22	23-Apr-19
101	Sunario	Boluk	03° 04' 34.59"	99° 22' 7.69"	1.66	1.66	24.85	29-Mar-19
102	Sungkowo	Sidomulyo	03° 02' 15.64"	99° 22' 55.39"	3.38	3.38	49.36	10-May-19
		Sidomulyo	03° 02' 4.43"	99° 23' 5.69"	0.64	0.64	16.96	
		Sidomulyo	03° 02' 12.87"	99° 23' 7.74"	0.50	0.50	14.53	
103	Supian saragih	Boluk	03° 04' 24.7"	99° 21' 50.42"	2.01	2.01	43.66	23-May-18
		Boluk	03° 04' 29.26"	99° 21' 38.37"	0.92	0.92	19.76	
104	Supono	Boluk	03° 04' 43.45"	99° 22' 15.82"	5.00	5.00	42.52	28-Apr-19
		Boluk	03° 04' 45.27"	99° 22' 9.48"	1.20	1.20	17.49	
105	Supriono Damanik	Tempel jaya	03° 01' 58.46"	99° 20' 21.99"	1.00	1.00	18.12	18-May-19
106	Suradi	Tempel Jaya	03° 02' 28.48"	99° 21' 6.13"	0.32	0.32	5.69	27-Jun-19
		Tempel Jaya	03° 02' 31.08"	99° 21' 15.72"	0.32	0.32	6.26	
		Tempel Jaya	03° 02' 43.55"	99° 21' 7.85"	0.40	0.40	7.64	
		Tempel Jaya	03° 02' 45.18"	99° 21' 7.14"	0.40	0.40	7.38	
107	Suratmin	Boluk	03° 04' 25.32"	99° 21' 46.01"	0.43	0.43	5.29	12-Mar-19
108	Surianto	Boluk	03° 04' 28.15"	99° 21' 43.91"	0.41	0.41	4.72	24-May-19
109	Surianto sitorus	Boluk	03° 04' 29.04"	99° 21' 12.16"	0.80	0.80	8.97	28-Feb-19
110	Sutresno	Boluk	03° 04' 27.39"	99° 22' 1.43"	0.68	0.68	17.36	30-Dec-18
111	Sutrisno	Tempel Jaya	03° 02' 13.59"	99° 21' 21.15"	0.84	0.84	23.15	28-May-19
		Sidomulyo	03° 01' 30.22"	99° 22' 10.96"	0.40	0.40	10.58	
		Marihat Butar	03° 00' 39.38"	99° 19' 48.01"	1.78	1.78	23.53	07-Aug-20
		Marihat Butar	03° 00' 28.63"	99° 19' 52.51"	1.08	1.08	18.59	
112	Suwito	Sidomulyo	03° 02' 13.03"	99° 23' 1.22"	1.00	1.00	19.12	16-May-19
		Sidomulyo	03° 02' 14.3"	99° 23' 7.48"	0.88	0.88	9.75	
113	Tri Nani	Tempel Jaya	03° 01' 36.2"	99° 21' 12.88"	0.77	0.77	11.64	07-Apr-19
		Tempel Jaya	03° 02' 10.39"	99° 21' 4.14"	0.80	0.80	23.03	12-Feb-20
		Tempel Jaya	03° 02' 10.39"	99° 21' 4.14"	0.54	0.54	0.00	12-Feb-20
114	Tuginem	Boluk	03° 04' 24.75"	99° 20' 56.67"	0.17	0.17	2.76	04-Jan-19
115	Tuharman	Sidomulyo	03° 01' 31.97"	99° 22' 44.79"	1.64	1.64	22.28	25-Jun-19
116	Tukimin	Boluk	03° 04' 46.41"	99° 22' 13.14"	0.76	0.76	8.49	26-Feb-19

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		Boluk	03° 04' 16.01"	99° 21' 16.89"	0.16	0.16	2.99	
117	Tukino	Sidomulyo	03° 01' 52.37"	99° 22' 13.85"	1.08	1.08	14.22	20-May-19
118	Tumi	Boluk	03° 04' 8.29"	99° 21' 39.3"	1.00	1.00	16.96	24-May-19
119	Ubaidi	Sidomulyo	03° 01' 54.05"	99° 22' 49.39"	2.50	2.50	34.23	08-May-19
		Sidomulyo	03° 02' 30.88"	99° 22' 55.92"	2.16	2.16	33.38	08-May-19
		Sidomulyo	03° 01' 36.17"	99° 22' 45.44"	0.84	0.84	10.01	08-May-19
		Sidomulyo	03° 01' 36.2"	99° 17' 26.27"	0.23	0.23	6.55	08-May-19
		Sidomulyo	03° 01' 43.86"	99° 22' 45.05"	0.20	0.20	4.61	08-May-19
120	Wagiren	Boluk	03° 04' 28.39"	99° 21' 5.58"	1.00	1.00	14.71	28-Mar-19
121	Wagirun	Boluk	03° 02' 41.41"	99° 18' 39.47"	0.57	0.57	14.36	04-Jan-19
122	Warmin	Tempel Jaya	03° 01' 57.25"	99° 20' 28.76"	0.50	0.50	8.47	18-May-19
		Tempel Jaya	03° 01' 55.06"	99° 20' 58.47"	1.00	1.00	15.23	18-May-19
123	Watno	Sidomulyo	03° 02' 16.97"	99° 23' 15.71"	2.00	2.00	30.08	10-May-19
		Sidomulyo	03° 02' 18.14"	99° 23' 15.61"	1.70	1.70	23.66	10-May-19
124	Widodo	Sidomulyo	03° 01' 59.81"	99° 22' 53.19"	0.66	0.66	12.26	16-May-19
		Sidomulyo	03° 02' 0.24"	99° 22' 50.53"	0.24	0.24	2.74	16-May-19
125	Misono	Tempel Jaya	03° 02' 26.62"	99° 21' 2.69"	0.31	0.31	7.73	20-May-19
		Tempel Jaya	03° 02' 25.93"	99° 21' 17.85"	0.16	0.16	3.50	20-May-19
		Tempel Jaya	03° 02' 37.32"	99° 21' 19.76"	0.72	0.72	16.07	20-May-19
126	Sunardi	Tempel Jaya	03° 02' 20.69"	99° 20' 41.37"	0.34	0.34	3.33	20-May-19
		Tempel Jaya	03° 02' 19.36"	99° 20' 47.98"	0.36	0.36	8.67	20-May-19
127	Multayam	Tempel Jaya	03° 02' 34.07"	99° 21' 14.19"	0.12	0.12	3.12	20-May-19
		Tempel Jaya	03° 02' 28.24"	99° 21' 10.46"	0.12	0.12	2.99	20-May-19
		Tempel Jaya	03° 02' 22.00"	99° 20' 41.43"	1.96	1.96	13.76	20-May-19
128	Saimun	Tempel Jaya	03° 02' 25.93"	99° 21' 17.85"	0.33	0.33	8.68	20-May-19
		Tempel Jaya	03° 02' 28.24"	99° 21' 10.46"	0.65	0.65	14.71	20-May-19
129	A.Basirun	Tempel Jaya	03° 01' 50.57"	99° 21' 45.11"	0.40	0.40	4.00	22-Jun-20
130	Abdul Kamal	Tempel Jaya	03° 02' 41.55"	99° 21' 10.14"	0.54	0.54	9.56	02-Feb-20
131	Aini Saragih	Panggalangan	03° 04' 29.28"	99° 21' 27.86"	1.50	1.50	35.59	16-Jul-20
			03° 04' 30.68"	99° 21' 33.50"	1.50	1.50	27.53	16-Jul-20

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132	Aker Damanik	Marihat Bandar	03° 00' 40.36"	99° 19' 38.10"	1.27	1.27	31.78	12-Feb-20
133	Ales Sandi Damanik	Butar Lembu	02° 58' 55.44"	99° 20' 39.06"	1.14	1.14	14.93	02-Mar-20
			02° 59' 3.09"	99° 20' 35.96"	1.25	1.25	15.47	02-Mar-20
134	Alex Damanik	Butar Lembu	02° 59' 5.70"	99° 20' 35.25"	0.15	0.15	15.35	06-Mar-20
			02° 59' 1.69"	99° 20' 32.20"	1.00	1.00	21.78	06-Mar-20
135	Aliannoor Rangkuti		03° 02' 8.54"	99° 20' 35.14"	0.18	0.18	4.65	29-Jun-20
136	Aman Saripuddin Sirait	Tempel Jaya	03° 01' 38.91"	99° 20' 16.50"	6.16	6.16	84.62	14-Jun-20
137	Amat Dawi	Tempel Jaya	03° 02' 1.69"	99° 20' 56.39"	1.00	1.00	17.22	05-Feb-20
138	Amirullah Damanik	Sidomulyo	03° 02' 3.37"	99° 21' 56.91"	4.00	4.00	96.45	14-Jun-20
		Sidomulyo	03° 01' 59.45"	99° 22' 12.65"	1.50	1.50	36.60	
		Timbulan Boluk	03° 02' 20.72"	99° 22' 23.29"	3.00	3.00	72.53	
		Sahing	03° 01' 53.89"	99° 16' 17.42"	3.62	3.62	86.49	
		Sahing	03° 02' 34.91"	99° 22' 35.70"	2.00	2.00	48.56	
		Sahing	03° 01' 56.88"	99° 22' 6.53"	0.75	0.75	18.30	
139	Andika Prasetyo	Tempel Jaya	03° 02' 32.40"	99° 21' 2.04"	0.77	0.77	16.53	12-Feb-20
140	Anto	Sidomulyo	03° 02' 8.90"	99° 22' 11.81"	1.00	1.00	13.53	11-Mar-20
		Balok-balok	03° 02' 13.51"	99° 22' 50.85"	0.24	0.24	4.87	
141	Asnah	Dusun Tempel I	03° 02' 25.72"	99° 21' 11.82"	0.50	0.50	6.98	24-Jan-20
		Dusun Tempel II	03° 02' 0.04"	99° 20' 28.79"	0.36	0.36	6.60	24-Jan-20
142	Bambang Lukito	Huta Pambela	02° 57' 11.90"	99° 23' 51.29"	2.00	2.00	22.71	22-Jun-20
143	Bandiran	Balok-balok	03° 01' 39.22"	99° 22' 40.02"	0.80	0.80	11.24	07-Aug-20
		Balok-Balok	03° 01' 38.37"	99° 22' 45.88"	0.36	0.36	6.33	07-Aug-20
144	Basri Sinaga	Butar Lembu	02° 59' 53.91"	99° 21' 30.59"	2.00	2.00	32.01	10-Mar-20
145	Bukari	Tempel Jaya	03° 02' 31.79"	99° 20' 58.99"	1.60	1.60	23.95	19-Aug-20
146	Damiri	Tempel Jaya	03° 02' 38.43"	99° 21' 13.09"	0.48	0.48	6.54	02-Feb-20
		Tempel Jaya	03° 02' 41.49"	99° 21' 16.65"	0.50	0.50	6.66	02-Feb-20
147	Darianto Damanik	Huta I Boluk	03° 04' 36.96"	99° 20' 31.59"	0.57	0.57	17.85	16-Jun-20
		Huta I Boluk	03° 04' 35.66"	99° 20' 27.38"	1.26	1.26	33.20	
148	Darlianti	Huta I Boluk	03° 04' 23.70"	99° 20' 29.75"	3.50	3.50	84.64	14-Jun-20
		Parbutaran	02° 57' 2.70"	99° 21' 38.12"	1.40	1.40	33.46	

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		Huta I Boluk	03° 04' 29.92"	99° 20' 29.55"	0.08	0.08	14.94	
					0.05	0.05	0	
					0.08	0.08	0	
					0.28	0.28	0	
					0.04	0.04	0	
					0.05	0.05	0	
					0.04	0.04	0	
		Huta II Panggalagan	03° 04' 32.86"	99° 21' 56.02"	0.12	0.12	19.02	
					0.68	0.68	0	
			02° 56' 25.92"	99° 22' 10.08"	1.40	1.40	34.44	
		Sinambella	02° 56' 53.45"	99° 21' 35.46"	1.40	1.40	101.19	
					1.40	1.40	0	
					1.40	1.40	0	
		Huta I Sidomulyo	03° 01' 54.96"	99° 22' 2.15"	1.32	1.32	31.48	
			02° 55' 41.99"	99° 21' 59.54"	0.85	0.85	0	
149	Dewani Harahap	Panggalagan	03° 04' 10.61"	99° 21' 50.44"	14.82	14.82	162.36	16-Jul-20
		Kramat	03° 01' 48.67"	99° 20' 32.12"	1.85	1.85	20.94	16-Jul-20
150	Edi	Tempel Jaya	03° 02' 7.33"	99° 20' 38.15"	0.30	0.30	4.17	02-Feb-20
		Huta V Tempel Jaya	03° 01' 52.74"	99° 20' 38.63"	0.28	0.28	3.13	02-Feb-20
		Huta V Tempel Jaya	03° 02' 2.22"	99° 20' 35.37"	0.48	0.48	7.71	02-Feb-20
		Huta V Tempel Jaya	03° 02' 1.92"	99° 21' 12.69"	1.43	1.43	16.19	02-Feb-20
151	Edi Gunawan	Huta II Balok-balok	03° 01' 59.60"	99° 22' 56.52"	0.44	0.44	6.90	18-Feb-20
		Huta II Balok-balok	03° 01' 59.44"	99° 23' 1.38"	0.40	0.40	5.81	18-Feb-20
152	Galfrin Purba	Panggalagan	03° 04' 21.93"	99° 20' 58.64"	1.00	1.00	19.55	16-Jun-20
		Panggalagan	03° 04' 33.07"	99° 20' 56.34"	2.00	2.00	35.92	
153	Giyem	Huta II Balok-balok	03° 01' 46.81"	99° 22' 38.63"	0.48	0.48	4.90	07-Aug-20
154	Hepiandi	Panggalagan	03° 04' 32.24"	99° 22' 0.81"	3.00	3.00	45.45	23-Jan-20
		Panggalagan	03° 04' 26.74"	99° 21' 24.56"	1.51	1.51	34.36	23-Jan-20
		Panggalagan	03° 04' 41.29"	99° 21' 57.64"	0.28	0.28	9.64	23-Jan-20
		Panggalagan	03° 04' 34.43"	99° 21' 21.03"	0.36	0.36	10.47	23-Jan-20



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155	Herman Yudanto	Tempel Jaya	03° 02' 7.95"	99° 20' 59.34"	0.65	0.65	10.47	12-Feb-20		
		Tempel Jaya	03° 02' 7.24"	99° 20' 21.86"	0.88	0.88	15.78	12-Feb-20		
156	Herni	Huta V butar Lembu	02° 59' 11.66"	99° 20' 32.95"	0.52	0.52	5.37	08-Mar-20		
157	Hesbon Sitomurang	Sidomulyo	03° 01' 31.59"	99° 21' 29.26"	1.04	1.04	9.81	15-Jun-20		
158	Hj Boirah	Tempel I	03° 02' 24.26"	99° 21' 7.38"	1.04	1.04	10.26	15-Jun-20		
		Huta VI Tempel I	03° 02' 42.69"	99° 21' 10.40"	1.28	1.28	12.95			
159	Hombrin Saragih	Huta V Tempel Jaya	03° 02' 0.20"	99° 20' 40.16"	0.89	0.89	14.44	24-Jan-20		
160	Husniadi Sinaga	Panggalangan	03° 04' 52.85"	99° 22' 3.28"	0.80	0.80	14.61	16-Jul-20		
161	Ichsan Nasution	Kramat	03° 01' 37.11"	99° 20' 33.38"	13.09	13.09	221.39	16-Jul-20		
162	Ilham Magriby	Tempel Jaya	03° 01' 53.16"	99° 20' 35.14"	0.80	0.80	11.96	05-Jun-20		
163	Imron Sitorus	Panggalangan	03° 04' 31.34"	99° 21' 21.55"	1.10	1.10	9.24	20-Jan-20		
		Panggalangan	03° 04' 45.40"	99° 21' 57.45"	1.01	1.01	16.63	20-Jan-20		
164	Irham Nasution	Panggalangan	03° 04' 19.72"	99° 22' 18.89"	18.24	18.24	298.90	16-Jul-20		
165	Irman	Huta VI Tempel Jaya	03° 01' 58.24"	99° 20' 50.46"	0.70	0.70	15.65	12-Feb-20		
			03° 02' 17.03"	99° 20' 57.50"	0.56	0.56	13.50			
			03° 01' 59.15"	99° 21' 1.86"	0.52	0.52	10.39			
			03° 01' 59.90"	99° 20' 56.45"	0.32	0.32	5.84			
166	Irwan Damanik	Parbutaran	02° 56' 21.17"	99° 21' 34.54"	1.40	1.40	34.34	14-Jun-20		
			02° 56' 25.53"	99° 22' 0.75"	1.00	1.00	24.54			
		Dusun Sinambela Parbutaran	02° 56' 16.80"	99° 22' 3.14"	1.40	1.40	77.05			
					1.40	1.40	0			
					0.40	0.40	0			
		marihat Butar	03° 00' 20.16"	99° 19' 48.13"	1.03	1.03	36.08			
					0.45	0.45	0			
					03° 00' 21.44"	99° 19' 35.01"	1.04		1.04	24.45
					03° 00' 21.04"	99° 19' 47.81"	2.23		2.23	53.47
					03° 00' 28.38"	99° 19' 36.44"	1.00		1.00	24.34
03° 00' 40.98"	99° 19' 38.68"	1.98	1.98	79.73						
			1.36	1.36	0					
167	Ismail Manurung	Panggalangan	03° 04' 31.96"	99° 21' 24.98"	0.40	0.40	6.20	21-Jan-20		

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		Panggalagan	03° 04' 36.28"	99° 21' 44.32"	0.40	0.40	5.82	21-Jan-20
168	Jamson Bakkara	Parhaporasan	03° 01' 31.23"	99° 23' 8.62"	0.64	0.64	19.17	07-Aug-20
		Parhaporasan	03° 01' 35.53"	99° 23' 3.64"	9.00	9.00	131.37	07-Aug-20
169	Jefri Andi	Huta II Tempel Jaya	03° 02' 32.37"	99° 21' 2.85"	0.14	0.14	5.44	22-Jun-20
		Tempel Jaya	03° 02' 16.73"	99° 21' 23.16"	1.00	1.00	18.30	22-Jun-20
170	Jhon Sinatra	Tempel Jaya	03° 02' 12.62"	99° 20' 18.42"	0.30	0.30	7.17	16-Jul-20
171	Jumadi	Tempel Jaya	03° 01' 37.60"	99° 20' 43.46"	0.12	0.12	3.97	02-Feb-20
		Tempel Jaya	03° 01' 39.68"	99° 20' 47.09"	0.16	0.16	5.46	02-Feb-20
		Tempel Jaya	03° 01' 38.90"	99° 20' 41.80"	0.53	0.53	16.03	02-Feb-20
172	Kadiyok/Bibit	Huta Balok-balok	03° 02' 8.13"	99° 22' 56.20"	1.20	1.20	19.93	11-Mar-20
173	Kamislani Silalahi	Tempel Jaya	03° 01' 57.02"	99° 21' 47.87"	1.00	1.00	17.69	20-Feb-20
			03° 02' 2.52"	99° 20' 46.73"	3.50	3.50	54.03	
174	Kamriadi	Huta V Tempel Jaya	03° 01' 59.22"	99° 20' 56.07"	1.00	1.00	26.98	24-Jul-20
					0.26	0.26	0	
					0.37	0.37	7.45	
175	Kardi	Huta I Sidomulyo	03° 01' 28.45"	99° 22' 6.39"	1.00	1.00	22.71	11-Mar-20
176	Lasimun	Huta I Sidomulyo	03° 01' 38.55"	99° 21' 53.11"	0.52	0.52	11.17	07-Aug-20
177	Lasmen Saragih	Tempel Jaya	03° 02' 4.13"	99° 21' 12.49"	0.89	0.89	7.50	12-Feb-20
		Gunung Maratur			1.50	1.50	30.18	16-Jul-20
178	Legimen	Panggalagan	03° 04' 23.38"	99° 22' 3.56"	0.96	0.96	19.25	03-Feb-20
179	Mariam Sinaga	Panggalagan	03° 04' 33.19"	99° 21' 35.09"	0.41	0.41	6.00	27-Jul-20
180	Mariati	Huta II Tempel Jaya	03° 02' 37.06"	99° 20' 57.73"	1.33	1.33	16.97	03-Feb-20
		Huta II Tempel Jaya	03° 02' 30.55"	99° 20' 54.88"	0.68	0.68	8.37	22-Jun-20
181	Mariyaman Manurung	Tempel Jaya	03° 02' 3.80"	99° 21' 29.44"	4.50	4.50	50.10	22-Jun-20
		Tempel Jaya	03° 02' 8.71"	99° 21' 43.04"	1.60	1.60	37.10	22-Jun-20
182	Mesman	Sidomulyo	03° 01' 54.77"	99° 22' 2.09"	1.00	1.00	12.13	07-Aug-20
183	Mesnah	Huta II Tempel Jaya	03° 02' 41.78"	99° 21' 7.58"	0.56	0.56	9.85	29-Jun-20
184	Meswan	Huta II Balok-Balok	03° 02' 5.99"	99° 22' 39.90"	0.99	0.99	11.75	07-Aug-20
185	Miat	Tempel Jaya	03° 02' 5.76"	99° 21' 15.15"	1.52	1.52	26.25	28-Jul-20
186	Misdarwin	Tempel Jaya	03° 02' 12.02"	99° 20' 34.79"	0.19	0.19	3.11	02-Feb-20

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187	Misdi	Tempel Jaya	03° 02' 11.54"	99° 20' 36.31"	0.85	0.85	9.39	02-Feb-20	
		Tempel Jaya	03° 02' 12.47"	99° 21' 7.25"	0.55	0.55	6.15	16-Jul-20	
		Tempel jaya	03° 02' 3.07"	99° 20' 33.32"	0.11	0.11	2.36	16-Jul-20	
188	Monir Arif	Tempel Jaya	03° 01' 53.25"	99° 21' 22.73"	0.72	0.72	28.93	27-Jan-20	
					0.76	0.76	0		
					0.71	0.71	0		
		Tempel Jaya	03° 01' 53.12"	99° 21' 23.50"	0.78	0.78	29.30		
					0.76	0.76	0		
					0.77	0.77	0		
189	Muhidin	Tempel Jaya	03° 02' 11.53"	99° 21' 2.52"	2.00	2.00	26.43		
		Sidomulyo	03° 01' 45.29"	99° 22' 8.27"	1.20	1.20	13.76	07-Aug-20	
190	Mujer	Sidomulyo	03° 01' 48.87"	99° 22' 13.33"	1.20	1.20	14.98	07-Aug-20	
		Huta I Sidomulyo	03° 01' 31.75"	99° 21' 34.28"	0.40	0.40	11.84	07-Aug-20	
		Huta I Sidomulyo	03° 01' 36.93"	99° 21' 35.78"	1.02	1.02	23.58		
191	Mujito	Sidomulyo	03° 02' 0.58"	99° 23' 2.80"	2.20	2.20	39.64	07-Aug-20	
192	Munden Saragih	Tempel Jaya	03° 02' 6.53"	99° 21' 52.37"	0.62	0.62	16.37	22-Jun-20	
		Tempel Jaya			0.50	0.50	0		
		Tempel Jaya	03° 02' 1.26"	99° 21' 21.37"	1.50	1.50	18.54	22-Jun-20	
193	Musdianto	Huta II Balok-balok	03° 01' 35.60"	99° 22' 46.21"	0.40	0.40	13.78	29-Jan-20	
194	Nasiah	Tempel Jaya	03° 02' 11.15"	99° 20' 21.40"	0.60	0.60	9.94	12-Feb-20	
195	Ngadini	Panggalangan	03° 04' 19.70"	99° 21' 41.53"	0.40	0.40	7.81	16-Jul-20	
196	Ngadino	Huta I Sidomulyo	03° 02' 7.95"	99° 22' 7.76"	0.50	0.50	8.06	07-Aug-20	
		Huta I Sidomulyo	03° 01' 45.22"	99° 22' 8.34"	1.00	1.00	10.83	07-Aug-20	
197	Nuriati	Tempel Jaya	03° 02' 6.06"	99° 20' 58.82"	0.86	0.86	14.81	16-Feb-20	
		Huta V Tempel Jaya	03° 02' 8.14"	99° 21' 13.01"	0.50	0.50	7.27	16-Feb-20	
198	Nurlina	Panggalangan	03° 04' 36.55"	99° 20' 51.91"	0.66	0.66	8.94	20-Jan-20	
199	Padearma Damanik	Rifqi	Marihat Tanjung	02° 56' 49.63"	99° 21' 56.29"	1.40	1.40	33.86	02-Aug-20
			Marihat Tanjung	02° 56' 16.09"	99° 21' 36.84"	1.40	1.40	33.85	
			Marihat Tanjung	02° 56' 55.96"	99° 21' 39.48"	1.40	1.40	34.02	
			Marihat Tanjung	02° 55' 55.57"	99° 21' 46.45"	2.09	2.09	97.40	

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					1.98	1.98	0	
		Marihat Tanjung	02° 55' 56.91"	99° 21' 49.27"	2.04	2.04	221.02	
					2.03	2.03	0	
					2.07	2.07	0	
					1.09	1.09	0	
					1.98	1.98	0	
200	Paeran I	Tempel Jaya	03° 02' 43.38"	99° 20' 54.33"	0.37	0.37	5.26	12-Feb-20
		Huta II Tempel Jaya	03° 02' 40.64"	99° 21' 1.52"	0.22	0.22	5.10	12-Feb-20
201	Paiman	Nagori Tempel Jaya	03° 02' 32.34"	99° 21' 1.29"	0.40	0.40	8.70	31-Jan-20
202	Pantriadi	Sidomulyo	03° 02' 7.49"	99° 21' 51.29"	1.35	1.35	23.29	16-Feb-20
203	Parni	Sidomulyo	03° 01' 37.71"	99° 21' 32.21"	0.09	0.09	8.82	07-Aug-20
					0.26	0.26	0	
					0.10	0.10	0	
		Dusun XI Sidomulyo	03° 01' 52.23"	99° 21' 47.61"	0.28	0.28	4.15	07-Aug-20
		Dusun XI Sidomulyo	03° 01' 32.40"	99° 22' 23.77"	0.40	0.40	7.99	07-Aug-20
204	Ponijo	Huta Teladan	02° 59' 58.01"	99° 23' 38.01"	1.00	1.00	15.32	08-Mar-20
		Huta Teladan	02° 59' 56.02"	99° 23' 31.53"	0.24	0.24	4.40	08-Mar-20
205	Poniran	Huta II Balok-balok	03° 01' 52.96"	99° 22' 47.51"	0.61	0.61	11.04	24-Jan-20
		Huta II Balok-balok	03° 01' 56.12"	99° 22' 49.39"	0.35	0.35	5.22	24-Jan-20
		Huta II Balok-balok	03° 02' 34.87"	99° 22' 52.84"	0.40	0.40	6.07	24-Jan-20
		Huta II Balok-balok			0.50	0.50	7.19	24-Jan-20
		Huta II Balok-balok			0.84	0.84	16.46	24-Jan-20
206	Ponirin	Tempel Jaya	03° 02' 47.71"	99° 21' 4.73"	0.20	0.20	4.63	22-Jun-20
		Tempel Jaya	03° 02' 28.47"	99° 20' 43.44"	0.37	0.37	6.61	22-Jun-20
207	Rasimah Sinaga	Huta I Boluk	03° 04' 51.16"	99° 20' 29.10"	2.77	2.77	66.12	14-Jun-20
		Huta I Boluk	03° 04' 25.13"	99° 20' 29.77"	3.50	3.50	84.38	
		Lobang Gajah	02° 55' 50.10"	99° 21' 48.52"	3.00	3.00	72.66	
		Sidomulyo	03° 02' 16.81"	99° 22' 28.14"	1.00	1.00	25.50	
		Bahal Batu	03° 04' 42.27"	99° 20' 22.46"	0.83	0.83	19.48	
		Panggalangan	03° 04' 36.25"	99° 21' 44.36"	0.40	0.40	45.88	

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					1.51	1.51	0	
		Huta I boluk	03° 04' 41.06"	99° 20' 26.47"	0.22	0.22	5.13	
		Marihat Butar			5.00	5.00	111.41	
208	Renna manurung	Boluk	03° 05' 9.07"	99° 20' 22.95"	1.00	1.00	18.60	02-Jun-20
209	Rohamsar sinaga	Marihat Bandar	03° 01' 3.87"	99° 19' 43.80"	4.00	4.00	65.28	28-Jul-20
		Marihat Bandar	03° 00' 45.28"	99° 19' 40.24"	3.42	3.42	55.65	28-Jul-20
210	Rosni Darmayanti	Huta I Boluk	03° 04' 36.37"	99° 20' 40.40"	1.49	1.49	34.28	24-Jul-20
211	Rospita Damanik	Tempel Jaya	03° 02' 0.19"	99° 21' 25.16"	1.02	1.02	13.33	12-Feb-20
		Tempel Jaya	03° 02' 10.48"	99° 21' 26.17"	1.00	1.00	18.41	12-Feb-20
212	Rudiamsyah sinaga	Panggalangan	03° 04' 29.98"	99° 20' 47.89"	1.00	1.00	22.37	16-Jun-20
213	Rudiyanto Sihotang	Tempel Jaya	03° 01' 51.98"	99° 21' 14.56"	0.30	0.30	3.24	22-Jun-20
214	Safari	Huta I Boluk	03° 05' 12.76"	99° 20' 3.87"	0.19	0.19	7.04	22-Jun-20
215	Saidin	Huta I Tempel Jaya	03° 02' 28.73"	99° 20' 36.57"	0.23	0.23	7.86	02-Feb-20
					0.20	0.20	0	
		Huta I Tempel Jaya	03° 02' 35.66"	99° 21' 7.09"	0.40	0.40	4.67	
		Tempel Jaya	03° 02' 26.90"	99° 21' 5.92"	0.52	0.52	11.53	
216	Saimin	Tempel Jaya	03° 01' 34.34"	99° 20' 38.56"	0.44	0.44	8.46	22-Jun-20
			03° 01' 37.43"	99° 20' 38.56"	0.20	0.20	4.79	
			03° 01' 33.26"	99° 20' 45.56"	0.16	0.16	3.64	
			03° 01' 36.56"	99° 20' 37.17"	0.12	0.12	3.20	
217	Sainem	Huta II Balok-balok	03° 01' 43.36"	99° 22' 11.80"	1.00	1.00	9.50	07-Aug-20
		Huta II Balok-balok	03° 01' 40.88"	99° 22' 33.80"	0.72	0.72	10.30	07-Aug-20
		Huta II Balok-balok	03° 02' 14.31"	99° 23' 15.54"	0.46	0.46	4.95	07-Aug-20
218	Sairi	Dusun XI Sidomulyo	03° 01' 35.98"	99° 21' 54.53"	0.50	0.50	9.44	07-Aug-20
219	Sakimen	Tempel Jaya	03° 01' 45.47"	99° 21' 19.22"	0.70	0.70	21.18	02-Feb-20
		Tempel Jaya			0.30	0.30	0	
220	Salamah	Huta II Balok-balok	03° 02' 3.38"	99° 22' 50.62"	1.60	1.60	17.98	18-Feb-20
221	Samenah	Huta I Boluk	02° 59' 9.97"	99° 20' 27.34"	0.14	0.14	7.77	10-Mar-20
222	Samirun	Nagori sidomulyo	03° 01' 48.47"	99° 22' 19.03"	2.00	2.00	35.40	07-Aug-20
223	Samirun	Huta II Balok-balok	03° 02' 8.55"	99° 23' 2.58"	1.00	1.00	23.66	18-Feb-20

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224	Sardo	Butar Lembu	02° 59' 38.52"	99° 20' 51.00"	0.50	0.50	12.45	10-Mar-20
		Huta butar lembu	02° 59' 45.20"	99° 20' 52.27"	0.36	0.36	6.90	10-Mar-20
		Butar Lembu	02° 59' 55.97"	99° 21' 4.71"	0.20	0.20	4.62	
225	Sareng	Tempel Jaya	03° 02' 51.22"	99° 21' 16.23"	0.32	0.32	6.13	31-Jan-20
226	Selamat	Dusun Balok-balok	03° 01' 46.74"	99° 22' 38.50"	0.76	0.76	22.86	18-Feb-20
					0.44	0.44	0	18-Feb-20
227	Setia Gunawan	Huta II Tempel Jaya	03° 02' 33.02"	99° 20' 58.51"	0.86	0.86	34.23	20-Jul-20
		Huta I Tempel Jaya			0.16	0.16	0	
		Huta I Tempel Jaya			0.04	0.04	0	
		Huta II Tempel Jaya			0.35	0.35	0	
		Huta I Tempel Jaya			0.16	0.16	0	
		Huta II Tempel Jaya	03° 02' 32.31"	99° 21' 3.88"	0.29	0.29	4.39	
		Tempel Jaya	03° 02' 28.63"	99° 21' 0.74"	0.36	0.36	7.19	
228	Sido	Huta V butar Lembu	03° 00' 9.26"	99° 21' 12.68"	0.50	0.50	10.15	06-Mar-20
229	Sihar Sidabutar	Marihat Butar	03° 00' 39.67"	99° 19' 48.82"	2.89	2.89	48.34	11-Mar-20
230	Siti Maisaroh	Huta II Balok-balok	03° 01' 58.95"	99° 22' 51.88"	0.67	0.67	8.98	07-Aug-20
231	Sri Utami Eka putri Juli	Panggalagan	03° 04' 7.33"	99° 21' 39.20"	2.10	2.10	32.38	16-Jul-20
		Kramat	03° 01' 28.64"	99° 20' 35.65"	16.13	16.13	178.60	16-Jul-20
232	Suamin Sireger	Tempel Jaya	03° 01' 59.87"	99° 20' 33.12"	0.69	0.69	12.35	02-Feb-20
		Tempel Jaya	03° 02' 4.63"	99° 20' 50.11"	0.34	0.34	4.80	02-Feb-20
233	Suandi Hutagalung	Huta sahing	03° 02' 11.69"	99° 22' 24.19"	1.00	1.00	19.29	11-Mar-20
234	Sudayem	Panggalagan	03° 04' 45.39"	99° 22' 10.44"	0.68	0.68	14.23	11-Mar-20
235	Suhaidi	Tempel Jaya	03° 01' 57.25"	99° 21' 25.77"	0.61	0.61	32.65	11-Mar-20
					0.63	0.63	0	
					0.63	0.63	0	
		Panggalagan	03° 04' 23.89"	99° 20' 57.25"	1.00	1.00	15.50	11-Mar-20
		Panggalagan			0.50	0.50	6.39	
		Panggalagan	03° 04' 35.61"	99° 21' 19.11"	0.80	0.80	13.43	
		Tempel Jaya	03° 01' 53.25"	99° 21' 20.78"	1.50	1.50	28.31	
				03° 01' 51.92"	99° 21' 13.04"	1.00	1.00	18.03

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		Keramat	03° 01' 37.74"	99° 20' 10.51"	1.50	1.50	23.40	
236	Sukerman	Tempel Jaya	03° 02' 49.21"	99° 21' 3.95"	0.57	0.57	18.34	02-Feb-20
237	Sukiman1	Nagori Teladan	02° 59' 44.61"	99° 20' 51.88"	1.00	1.00	21.20	01-Mar-20
		Huta V butar Lembu	02° 59' 56.49"	99° 21' 28.33"	1.00	1.00	19.97	01-Mar-20
238	Sukiman2	Tempel Jaya	03° 02' 9.70"	99° 21' 0.90"	1.18	1.18	35.99	24-Jun-20
					0.76	0.76	0	
					0.99	0.99	0	
239	Sumadi	Huta II Balok-balok	03° 02' 19.66"	99° 23' 2.87"	0.62	0.62	11.65	18-Feb-20
240	Sumanto	Huta II Balok-balok	03° 02' 45.34"	99° 20' 54.40"	0.16	0.16	4.47	07-Aug-20
		Huta II Balok-balok	03° 02' 42.37"	99° 20' 56.86"	0.08	0.08	1.91	07-Aug-20
		Huta II Balok-balok	03° 02' 42.63"	99° 20' 55.33"	0.10	0.10	2.86	07-Aug-20
241	Sumeri	Huta II Balok-Balok	03° 02' 12.69"	99° 22' 59.73"	0.64	0.64	8.72	07-Aug-20
242	Sumiati	Huta I Sidomulyo	03° 01' 40.50"	99° 22' 1.08"	0.50	0.50	5.88	07-Aug-20
243	Supar	Huta I Sidomulyo	03° 01' 44.47"	99° 21' 51.75"	0.32	0.32	6.01	11-Mar-20
244	Supardi	Tempel Jaya	03° 01' 40.00"	99° 21' 14.72"	0.80	0.80	16.39	02-Feb-20
245	Suparmin	Tempel Jaya	03° 02' 14.62"	99° 20' 53.09"	0.16	0.16	6.08	05-Jun-20
		Tempel Jaya	03° 02' 28.57"	99° 20' 36.70"	0.38	0.38	8.47	05-Jun-20
246	Supiara	Perladangan Boluk	03° 04' 20.24"	99° 20' 49.05"	1.00	1.00	18.74	20-Jun-20
247	Surahman	Huta V butar Lembu	02° 59' 1.62"	99° 20' 45.51"	2.75	2.75	39.52	06-Mar-20
		Huta V butar Lembu	02° 59' 16.83"	99° 20' 42.31"	0.52	0.52	9.18	06-Mar-20
		Huta V butar Lembu	02° 59' 59.39"	99° 21' 3.19"	0.72	0.72	29.25	06-Mar-20
					0.50	0.50	0	
		Huta V butar Lembu	03° 00' 3.01"	99° 20' 55.48"	0.72	0.72	15.32	06-Mar-20
					0.90	0.90	0	
Huta V butar Lembu	02° 59' 51.00"	99° 20' 51.91"	0.50	0.50	9.73	06-Mar-20		
248	Sutresno	Panggalangan	03° 04' 14.91"	99° 21' 48.56"	10.24	10.24	118.13	
249	Sutrisno	Tempel Jaya	03° 02' 17.36"	99° 20' 49.20"	0.32	0.32	9.35	01-Feb-20
		Huta I Tempel Jaya	03° 02' 28.76"	99° 20' 36.57"	0.48	0.48	11.48	01-Feb-20
		Tempel Jaya	03° 02' 14.37"	99° 20' 42.04"	0.26	0.26	5.58	01-Feb-20
		Huta I Tempel Jaya	03° 02' 30.88"	99° 20' 48.62"	0.26	0.26	6.14	01-Feb-20

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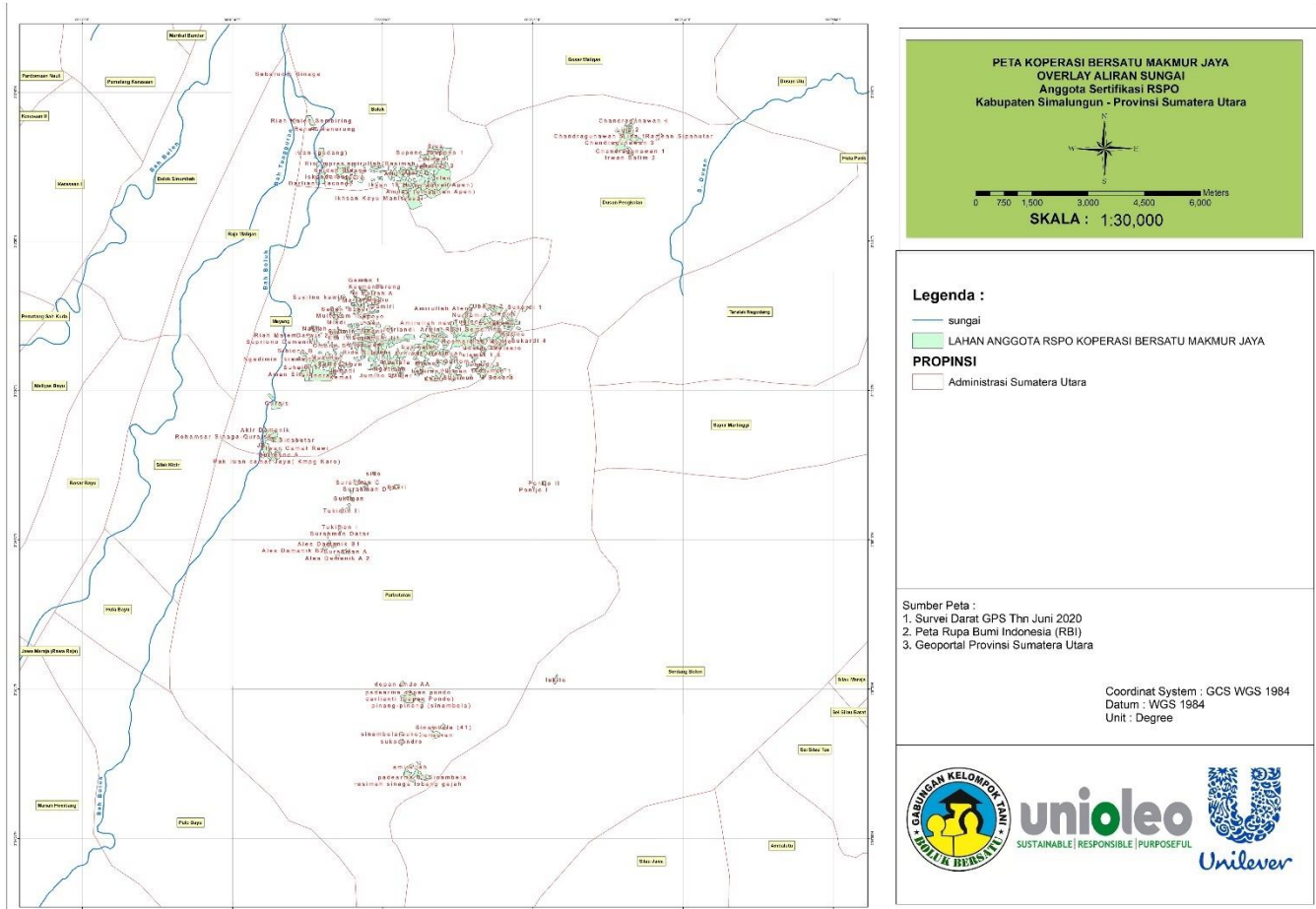
250	Suyatno	Huta Sahing	03° 02' 6.26"	99° 22' 11.80"	0.68	0.68	19.90	07-Aug-20
251	Suyetno/Kawet	Huta I Tempel Jaya	03° 02' 40.97"	99° 20' 46.23"	0.40	0.40	13.08	31-Jan-20
252	Syahril Nasution	Tempel Jaya	03° 02' 8.73"	99° 20' 48.20"	0.50	0.50	6.57	12-Feb-20
253	Syukur Widiarto	Huta I Tempel Jaya	03° 02' 33.68"	99° 20' 43.47"	0.48	0.48	7.95	12-Aug-20
254	Tarmin	Huta II Tempel Jaya	03° 02' 50.44"	99° 21' 19.70"	0.22	0.22	5.88	02-Feb-20
255	Teguh	Huta Balok-balok	03° 02' 23.80"	99° 23' 2.75"	1.00	1.00	18.82	11-Mar-20
256	Tugino	Huta Sahing	03° 02' 16.68"	99° 22' 30.86"	2.00	2.00	36.29	08-Mar-20
		Huta Sahing	03° 02' 6.16"	99° 22' 14.11"	2.04	2.04	37.28	08-Mar-20
257	Tukimin	Huta V butar Lembu	02° 59' 34.58"	99° 20' 43.06"	0.72	0.72	8.01	08-Mar-20
		Huta V butar Lembu	02° 59' 37.71"	99° 20' 48.50"	0.68	0.68	11.10	08-Mar-20
		Huta V butar Lembu	02° 59' 19.73"	99° 20' 43.32"	0.50	0.50	7.66	08-Mar-20
258	Tuminah	Huta I Sidomulyo	03° 02' 7.30"	99° 22' 11.91"	0.76	0.76	9.95	07-Aug-20
259	Tumirin	Huta I Sidomulyo	03° 01' 34.22"	99° 21' 34.22"	0.68	0.68	13.86	07-Aug-20
		Dusun XI Sidomulyo			0.20	0.20	0	
260	Usman Saragih	Tempel Jaya	03° 02' 19.05"	99° 21' 12.56"	0.75	0.75	29.21	12-Feb-20
					0.79	0.79	0	
261	Wagirin	Tempel I	03° 02' 43.31"	99° 21' 5.31"	0.38	0.38	8.09	02-Feb-20
		Huta II Tempel Jaya	03° 02' 36.76"	99° 21' 16.81"	0.50	0.50	9.21	02-Feb-20
262	Wakit	Huta I Sidomulyo	03° 02' 9.35"	99° 22' 10.45"	1.00	1.00	19.42	07-Aug-20
		Huta II Balok-Balok	03° 01' 49.12"	99° 22' 24.54"	0.39	0.39	4.21	07-Aug-20
		Huta II Balok-balok	03° 01' 52.96"	99° 22' 47.51"	0.40	0.40	6.06	07-Aug-20
		Huta II Balok-balok	03° 02' 2.92"	99° 23' 3.09"	0.85	0.85	13.32	07-Aug-20
263	Nurhaida Silalahi	Tempel Jaya	03° 01' 48.70"	99° 21' 4.71"	2.00	2.00	81.29	22-Jan-20
					2.00	2.00	0	
264	Yusni	Huta II Balok-balok	03° 02' 14.35"	99° 22' 58.66"	0.80	0.80	12.51	03-Feb-20
265	Mardiwiwono	Kp.Kramat Sari	03° 01' 42.58"	99° 20' 28.13"	0.30	0.30	4.29	19-Jun-20
266	Jayus	Huta II Tempel Jaya	03° 02' 38.36"	99° 21' 0.13"	0.72	0.72	9.74	22-Jun-20
267	Sarmiyah Saragih	Tempel Jaya	03° 01' 45.09"	99° 21' 13.13"	0.64	0.64	8.32	18-Aug-20
268	Sugiono	Huta IV Kramat sari	03° 01' 52.62"	99° 20' 12.91"	0.69	0.69	8.54	15-Jun-20
		Huta IV Kramat sari	03° 01' 52.52"	99° 20' 12.72"	0.18	0.18	1.35	15-Jun-20



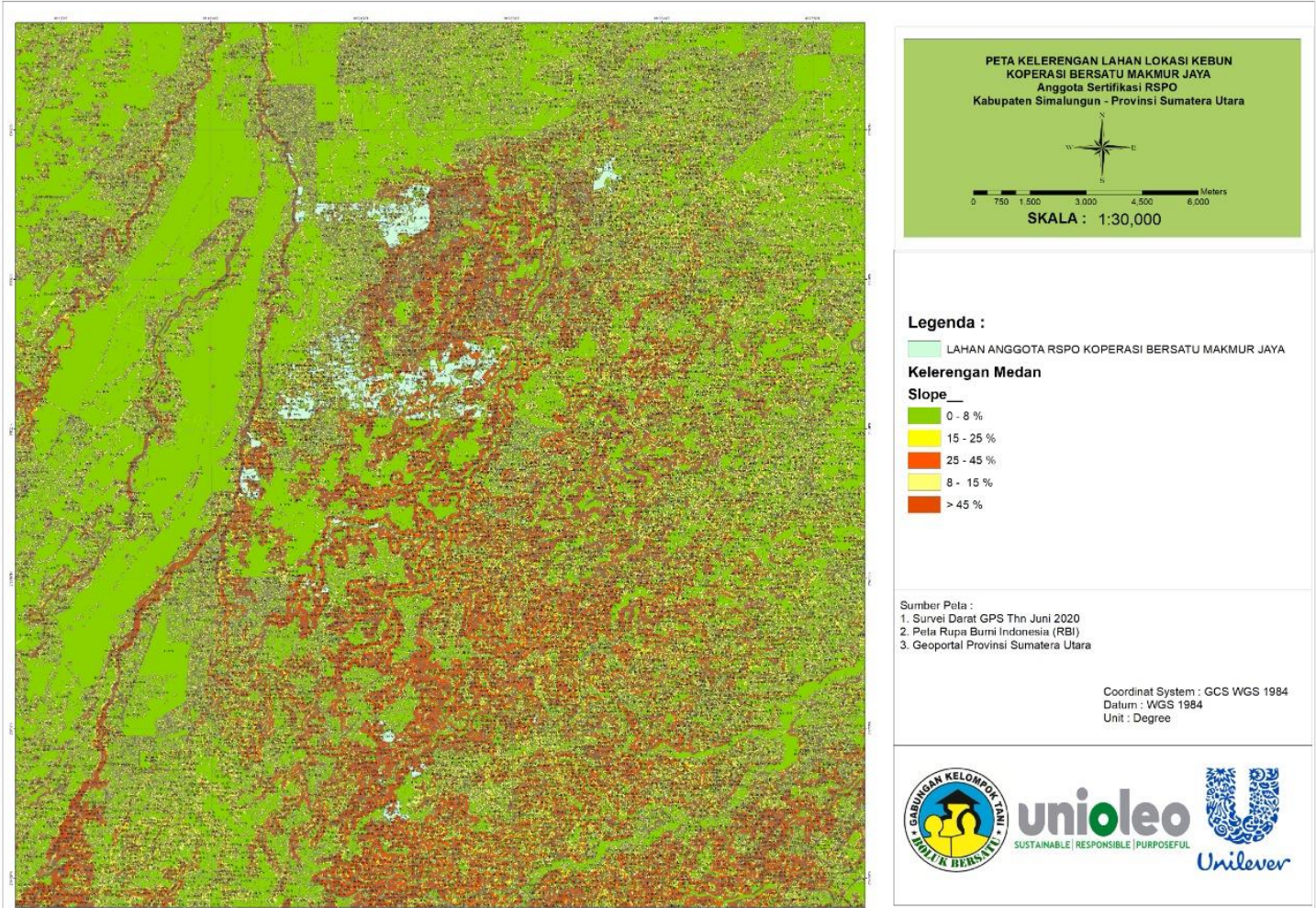
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269	Jumiatun	Huta IV Kramat sari	03° 01' 48.29"	99° 20' 5.04"	0.50	0.50	7.89	15-Jun-20
270	Erniwati Hasibuan	Sidomulyo	03° 01' 59.46"	99° 21' 58.01"	4.00	4.00	64.38	15-Jun-20
271	Mariani Sinaga	Huta I Sidomulyo	03° 01' 54.28"	99° 21' 50.59"	8.00	8.00	145.80	24-Aug-20
Total					659.38	659.38	11,167.74	

**Appendix E: Location Map of Certification Unit and Supply bases**



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**Appendix F: List of Smallholder Sampled**

No.	Smallholder Group Name	Smallholder Block ID	Individual Member Name	Area (ha)
1.	Mekar Jaya Lestari	265a-BB-2020	Wagirin	0.38
	Mekar Jaya Lestari	265b-BB-2020	Wagirin	0.50
2.	Mekar Jaya Lestari	204a-BB-2020	Paeran	0.37
	Mekar Jaya Lestari	204b-BB-2020	Paeran	0.22
3.	Mekar Jaya Lestari	240-BB-2020	Sukerman	0.57
4.	Mekar Jaya Lestari	134-BB-2020	Abdul Kamal	0.54
5.	Mekar Jaya Lestari	188-BB-2020	Mesnah	0.56
6.	Mekar Jaya Lestari	219a-BB-2020	Saidin	0.43
	Mekar Jaya Lestari	219b-BB-2020	Saidin	0.40
	Mekar Jaya Lestari	219c-BB-2020	Saidin	0.52
7.	Mekar Jaya Lestari	249a-BB-2020	Suparmin	0.16
	Mekar Jaya Lestari	249b-BB-2020	Suparmin	0.38
8.	Bersama Maju	242-BB-2020	Sukiman	2.92
9.	Bersama Maju	082-BB-2019	Saidah Sinaga	3.99
10.	Sidomakmur	001-BB-2019	Afrialsyah	0.50
11.	Sidomakmur	064-BB-2019	Opir Manaek Tua S.	2.00
	Sidomakmur	064b-BB-2020	Opir Manaek Tua S.	1.80
12.	Sidomakmur	034-BB-2019	Karino	2.83
13.	Sidomakmur	121-BB-2019	Tukino	1.08
14.	Sidomakmur	099a-BB-2019	Sukardi	1.69
	Sidomakmur	099b-BB-2019	Sukardi	0.50
	Sidomakmur	099c-BB-2019	Sukardi	0.20
	Sidomakmur	099d-BB-2019	Sukardi	0.30
	Sidomakmur	099e-BB-2019	Sukardi	0.40
15.	Lestari Jaya	125-BB-2019	Wagirun	0.57
16.	Tempel Jaya Lestari	019a-BB-2019	Geman	0.72
	Tempel Jaya Lestari	019b-BB-2019	Geman	0.34
17.	Tempel Jaya Lestari	110a-BB-2019	Suradi	0.320
	Tempel Jaya Lestari	110b-BB-2019	Suradi	0.320
	Tempel Jaya Lestari	110c-BB-2019	Suradi	0.400
	Tempel Jaya Lestari	110d-BB-2019	Suradi	0.400
18.	Tempel Jaya Lestari	024-BB-2019	Jimen	2.92
19.	Tempel Jaya Lestari	059a-BB-2019	Ngatimun	0.672
	Tempel Jaya Lestari	059b-BB-2019	Ngatimun	0.500
20.	Sidomakmur 2	263-BB-2020	Tumirin	0.88
21.	Sidomakmur 2	268-BB-2020	Yusni	0.80
22.	Sidomakmur 2	227-BB-2020	Samirun	1.00
23.	Mekar Jaya V	232-BB-2020	Sido	0.50

**Appendix G: List of Abbreviations**

a.i	Active Ingredient
BMJ	Bersatu Makmur Jaya
BOD	Biochemical Oxygen Demand
CB	Certification Bodies
CHRA	Chemical Health Risk Assessment
COD	Chemical Oxygen Demand
CPO	Crude Palm Oil
CSPO	Certified Sustainable Palm Oil
CSPKO	Certified Sustainable Palm Kernel Oil
EFB	Empty Fruit Bunch
EHS	Environmental, Health and Safety
EIA	Environmental Impact Assessment
EMS	Environmental Management System
FFB	Fresh Fruit Bunch
FPIC	Free, Prior, Informed and Consent
GAP	Good Agricultural Practice
GHG	Greenhouse Gas
GMP	Good Manufacturing Practice
GPS	Global Positioning System
HCV	High Conservation Value
IPM	Integrated Pest Management
IP	Identity Preserved
IS - CSPO	Independent Smallholder Certified Sustainable Palm Oil
IS – CSPKO	Independent Smallholder Certified Sustainable Palm Kernel Oil
IS – CSPKE	Independent Smallholder Certified Sustainable Palm Kernel Expeller
ISCC	International Sustainable Carbon Certification
KBMJ	Koperasi Bersatu Makmur Jaya
KT	Kelompok Tani
LD50	Lethal Dose for 50 sample
MB	Mass Balance
MSDS	Material Safety Data Sheet
MT	Metric Tonnes
OER	Oil Extraction Rate
OSH	Occupational Safety and Health
PK	Palm Kernel
PKO	Palm Kernel Oil
POM	Palm Oil Mill
POME	Palm Oil Mill Effluent
PPE	Personal Protective Equipment
RSPO	Roundtable on Sustainable Palm Oil
P&C	Principles & Criteria
RTE	Rare, Threatened or Endangered species
SCCS	Supply Chain Certification Standard
SEIA	Social & Environmental Impact Assessment
SIA	Social Impact Assessment
SOP	Standard Operating Procedure