

**RSPO PRINCIPLE AND CRITERIA  
PUBLIC SUMMARY REPORT**

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

<b>Client Company Name / Parent Company:</b> <b>Koperasi Serba Usaha Suka Makmur (KSU SM)</b>
Client Company / Parent Company Address: Sukoharjo Hamlet, Tanjung Mulia, Kec. Kampung Rakyat, Labuhanbatu Selatan Regency, Sumatera Utara, Indonesia
Certification Unit: <b>KSU Suka Makmur</b>  Location of Certification Unit: Sukoharjo Hamlet, Tanjung Mulia, Kec. Kampung Rakyat, Labuhanbatu Selatan Regency, Sumatera Utara, Indonesia
Date of Final Report: 23/06/2024

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## Section 1: Scope of the Assessment

1. Company Details			
Parent Company	Koperasi Serba Usaha Suka Makmur (KSU SM)		
RSPO Membership Number	1-0428-23-000-00	Membership Approval Date	17/01/2023
Address	Sukoharjo Hamlet, Tanjung Mulia, Kec. Kampung Rakyat, Labuhanbatu Selatan Regency, Sumatera Utara, Indonesia		
Palm Oil Mill / Group Manager / Estate (Certification Unit)	KSU Suka Makmur		
Location / Address	Sukoharjo Hamlet, Tanjung Mulia, Kec. Kampung Rakyat, Labuhanbatu Selatan Regency, Sumatera Utara, Indonesia		
Website	-		
Management Representative	Efri Paryanto	E-mail	<a href="mailto:eparyanto@sipef.com">eparyanto@sipef.com</a>
Telephone	+62-812-608-7866	Facsimile	-

2. Certification Information			
Certificate Number	RSPO 687965	Certificate Start Date	24/05/2024
Date of First Certification	05/04/2018	Certificate Expiry Date	23/05/2029
Scope of Certification	Production of Sustainable Oil Palm Fresh Fruit Bunch of Independent Smallholders		
Visit Objectives	<ul style="list-style-type: none"> <li>Determination of the conformity of the client's management system, or parts of it, with audit criteria.</li> <li>Evaluation of the ability of the management system to ensure the client organization meets applicable statutory, regulatory and contractual requirements.</li> </ul>		
Assessment Cycle	<input type="checkbox"/> Pre Assessment (Choose an item.) <input type="checkbox"/> Initial Assessment <input type="checkbox"/> Annual Surveillance Assessment (ASA Choose an item.) <input checked="" type="checkbox"/> Recertification Assessment (RA 1) <input type="checkbox"/> Scope Extension		
Applicable Standards / Normative Reference	RSPO Certification System for P&C and RSPO ISH 2020 <input checked="" type="checkbox"/> Indonesia National Interpretation 2022 of the Independent Smallholder Standard 2019		
Supply Chain Module	<input checked="" type="checkbox"/> Identity Preserved; <input type="checkbox"/> Mass Balance	Mill Capacity	N/A
ISH certification Phase	<input type="checkbox"/> Eligibility <input type="checkbox"/> Milestone A <input checked="" type="checkbox"/> Milestone B <input type="checkbox"/> Not Applicable		
Is this a remote audit or on-site audit	<input checked="" type="checkbox"/> On-site audit (Option AI)	<input type="checkbox"/> On-site audit (Option AII)	<input type="checkbox"/> Remote audit (Option B)

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

4. Location(s) of Mill & Supply Bases			
Name (Mill / Supply Base / Group Manager / Smallholders)	Location	GPS Coordinates	
		Latitude	Longitude
Koperasi Serba Usaha Suka Makmur (29 members, 31 plot, 60.15 Ha)	Sukoharjo Hamlet, Tanjung Mulia Village, Kampung Rakyat District, Labuhanbatu Selatan regency, Sumatra Utara Province - Indonesia	02°11' 29.00" N	100° 19' 57.89" E
<i>Note: due to some member passed away, one plot transferred to another member.</i> <i>ASA-4: 30 member</i> <i>Recertification: 29 members</i>			

5. Description of Supply Base					
New Planting Development	<input checked="" type="checkbox"/> No		<input type="checkbox"/> Yes		
Estate / Smallholders	Total Planted (Mature + Immature) (ha)	HCV (ha)	Infrastructure & Other (ha)	Total Area (ha)	% of Planted
Koperasi Serba Usaha Suka Makmur (29 members, 31 plot, 60.15 Ha)	60.15	-	-	60.15	100
<b>Total</b>	<b>60.15</b>	<b>-</b>	<b>-</b>	<b>60.15</b>	<b>100</b>

6. Plantings & Cycle						
Estate / Smallholders	Age (Years) - ha				Mature	Immature
	0 - 3	4 - 14	15 - 25	>25		
Koperasi Serba Usaha Suka Makmur (29 members, 31 plot, 60.15 Ha)	-	-	60.15	-	60.15	-
<b>Total (ha)</b>	<b>-</b>	<b>-</b>	<b>60.15</b>	<b>-</b>	<b>60.15</b>	<b>-</b>

7. Summary of Certified Tonnage of FFB (Own Certified Scope)				
Estate / Smallholders	Tonnage (MT) / year			
	Estimated last year (May 2023 – April 2024)	Actual (Jan – Dec 2023)		Forecast (May 2024 – April 2025)
		Previous license period (Jan – Apr 2023)	Current license period (May – Dec 2023)	
Koperasi Serba Usaha Suka Makmur (29 members, 31 plot, 60.15 Ha)	981.00	199.45	599.55	870.00
Total	981.00	799		870.00
Note: due to weather condition (high rainfall in Jan – Feb 2024 causing flood), all plot lost their maximum crops in that period.				

8. Summary of Certified Tonnage of FFB (from other certified unit(s))				
Estate / Smallholders	Tonnage (MT) / year			
	Estimated last year (key in period)	Actual (key in period)		Forecast (key in period)
		Previous license period (key in period covered)	Current license period (key in period covered)	
N/A		N/A	N/A	
<b>Total</b>		N/A		

9. Summary of Non-Certified Tonnage of FFB (outside supplier – excluded from certificate)				
Out growers / smallholders	Tonnage (MT) / year			
	Estimated last year (key in period)	Actual (key in period)		Forecast (key in period)
		Previous license period (key in period covered)	Current license period (key in period covered)	
N/A	N/A	N/A	N/A	N/A
<b>Total</b>	N/A	N/A		N/A

9A. Monthly Records of Certified and Uncertified FFB Received since the last audit				
No.	Month - Year	Volume of FFB from certified supply base (mt)	Volume of FFB from uncertified supply base (mt)	Total FFB/Month (mt)
1	Jan 2023	55.87	0.00	55.87
2	Feb 2023	54.37	0.00	54.37

3	Mar 2023	52.80	0.00	52.80
4	Apr 2023	36.40	0.00	36.40
5	May 2023	56.06	0.00	56.06
6	Jun 2023	71.20	0.00	71.20
7	Jul 2023	85.75	0.00	85.75
8	Aug 2023	87.48	0.00	87.48
9	Sep 2023	92.71	0.00	92.71
10	Oct 2023	63.98	0.00	63.98
11	Nov 2023	81.98	0.00	81.98
12	Dec 2023	60.34	0.00	60.34
<b>TOTAL</b>		<b>798.94</b>	<b>0.00</b>	<b>798.94</b>

#### 10. Summary of Certified Tonnage (MT) (not applicable for ISS)

Estimated last year (key in period)	Actual (key in period)		Forecast (key in period)
	Previous license period (key in period covered)	Current license period (key in period covered)	
<b>FFB</b>	<b>FFB</b>		<b>FFB</b>
N/A	N/A	N/A	N/A
	<b>TOTAL</b>	N/A	
<b>CPO (OER: %)</b>	<b>CPO (OER: %)</b>		<b>CPO (OER: %)</b>
N/A	N/A	N/A	
	<b>TOTAL</b>	N/A	
<b>PK (KER: %)</b>	<b>PK (KER: %)</b>		<b>PK (KER: %)</b>
N/A	N/A	N/A	N/A
	<b>TOTAL</b>	N/A	

#### 10A. Monthly Records of Certified CPO & PK since the last audit

No.	Month - Year	Certified CPO (MT)	Certified PK (MT)
	N/A	N/A	N/A
<b>TOTAL</b>		N/A	N/A

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11. Summary of Actual Volume sold					
Current License period (key in period)					
	RSPO Certified	Other Schemes Certified		Conventional	Total
		ISCC	Others		
CPO (MT)	N/A	N/A	N/A	N/A	N/A
PK (MT)	N/A	N/A	N/A	N/A	N/A
Credits	N/A	N/A	N/A	N/A	N/A
Previous License period (key in period)					
CPO (MT)	N/A	N/A	N/A	N/A	N/A
PK (MT)	N/A	N/A	N/A	N/A	N/A
Credits	N/A	N/A	N/A	N/A	N/A
<b>Note:</b> Conventional is RSPO certified material but sold as non-RSPO.					

11A. Records of Certified CPO & PK Sold under PalmTrace since the last audit (if any)				
No.	Buyers Name	PalmTrace Trading License Number	Certified CPO Sold (MT)	Certified PK Sold (MT)
	N/A	N/A	N/A	N/A
TOTAL			N/A	N/A
<b>Note:</b>				

11B. Records of certified CPO & PK Sold under other schemes since the last audit (if any)				
No.	Buyers Name	Scheme Name	Certified CPO Sold (MT)	Certified PK Sold (MT)
	N/A	N/A	N/A	N/A
TOTAL			N/A	N/A
<b>Note:</b>				

11C. Records of CPO & PK Sold as conventional since the last audit (if any)			
No.	Buyers Name	CPO Sold (MT)	PK Sold (MT)
	N/A	N/A	N/A
TOTAL		N/A	N/A
<b>Note:</b>			

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11D. Records of Certified CPO Sold under RSPO Credits since the last audit (if any)			
No.	Buyers Name	PalmTrace Trading License Number	RSPO Credits of Certified CPO Sold
	N/A	N/A	N/A
TOTAL			TOTAL
Note:			

12. Independent Smallholders Certified Tonnage (MT) / Volume									
Phase	Estimated last year (May 2023 – Apr 2024)			Actual (Jan – Dec 2023)			Forecast (May 2024 – Apr 2025)		
	Eligibility	MS A	MS B	Eligibility	MS A	MS B	Eligibility	MS A	MS B
	40%	70%	100%	40%	70%	100%	40%	70%	100%
FFB			981.00			798,94			870.00
IS-CSPO									
IS-CSPKO									
IS-CSPKE									
CSPK									

12A. Monthly Records of Certified CPO, PK & PKE (equivalent) produced since the last audit						
No.	Month - Year	FFB (MT)	Certified CPO (MT)	Certified PK (MT)	Certified PKO (MT)	Certified PKE (MT)
1	Jan 2023	55.87	11.17	2.79	1.26	1.53
2	Feb 2023	54.37	10.87	2.72	1.22	1.50
3	Mar 2023	52.80	10.56	2.64	1.19	1.45
4	Apr 2023	36.40	7.28	1.82	0.82	1.00
5	May 2023	56.06	11.21	2.80	1.26	1.54
6	Jun 2023	71.20	14.25	3.56	1.60	1.96
7	Jul 2023	85.75	17.15	4.29	1.93	2.36
8	Aug 2023	87.48	17.50	4.37	1.97	2.40
9	Sep 2023	92.71	18.54	4.64	2.09	2.55
10	Oct 2023	63.98	12.80	3.20	1.44	1.76
11	Nov 2023	81.98	16.40	4.10	1.85	2.26
12	Dec 2023	60.34	12.07	3.02	1.36	1.66
TOTAL		798,94	159.80	39.95	17.98	21.97



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**Note:** 1 mt = 1 credit

### 13. Independent Smallholders Actual Sold Tonnage / Volume

	FFB	FFB Conventional	FFB Other schemes	IS-CSPO	CSPK	IS-CSPKO	IS-CSPKE
<b>Current License period (May – Dec 2023)</b>							
<b>Credits</b>				-	-	-	-
<b>Physical</b>	<b>527.23</b>	<b>72.31</b>	-				
<b>Previous License period (Jan – Apr 2023)</b>							
<b>Credits</b>				-	-	-	-
<b>Physical</b>	<b>152.00</b>	<b>47.40</b>	-				

### 13A. Records of Certified FFB, CPO, PK & PKE (including credits) sold since the last audit

No.	Buyers Name	PalmTrace Trading License Number	FFB Sold (MT)	Certified CPO Sold (MT/credit)	Certified PK Sold (MT/credit)	Certified PKO Sold (MT/credit)	Certified PKE Sold (MT/credit)
1	Buyer A	RSPO_PO1000001670	679.23	-	-	-	-
2	FFB Collector/Agent (Conventional)	-	119.71	-	-	-	-
<b>TOTAL</b>			<b>798.94</b>	-	-	-	-

## Section 2: Assessment Process

### Certification Body:

BSI Services Malaysia Sdn. Bhd. (ASI Accreditation Number: ASI-ACC-067)

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Mid Valley City, Lingkaran Syed Putra,

59200 Kuala Lumpur, Malaysia.

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### 2.1 Assessment Methodology, Programme, Site Visits

The on-site assessment was conducted on 21 – 22 March 2024. The audit programme is included as Section 2.3. Where applicable, prior to the initial certification and recertification audit, 30 days Public Notification was made through the RSPO and BSI website on 13 February 2024.

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 22 – 23 May 2024. 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. Indonesia National Interpretation 2022 of the Independent Smallholder Standard 2019 was used as the normative reference to assess compliance. The comments made by external stakeholders were also taken into account in the assessment.

The minimum sample size is four estates. Sample size for certification unit with more than four (4) estates were determined based on formula  $N = (\sqrt{y}) \times (z)$  where y is the number of estates and where z is the multiplier defined by risk assessment. While, the sampling of smallholders were based on the formula  $(\sqrt{y}) \times (z)$ ; where y is total number of group member and where z is the multiplier defined by the risk assessment. The sampled smallholder listed in Appendix E.

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

Structured worker interviews with male and female workers and staff were held in private at the workplace in the mill and the estates. Fieldworkers were interviewed informally in small groups in the field. In addition, the wives of workers and staff were interviewed in informal group meetings at their housing. Separate visits were made to each

of the local communities to meet with the village head and residents. Company officials were not present at any of the internal or external stakeholder interviews. A list of Stakeholders contacted is included as Section 3.4.

The non-conformities for this audit are detailed in Section 3.3 and unless it is stated in this section, all previous nonconformities including minor nonconformities are remains closed.

This report is structured to provide a summary of assessment finding as provided in Appendix A. The assessment was conducted based on risk based approach sampling and therefore nonconformities may exist.

For Initial, Re-certification and Extension of Scope assessment, the report was externally reviewed by approved external peer reviewer prior to certification decision by BSI.

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

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

Assessment Program					
Name (Mill / Supply Base)	Year 1 (Re-Certification)	Year 2 (ASA1-1)	Year 3 (ASA1-2)	Year 4 (ASA1-3)	Year 5 (ASA1-4)
Koperasi Serba Usaha Suka Makmur (29 members, 31 plot, 60.15 Ha)	√	√	√	√	√

**Tentative Date of Next Visit: January 7, 2025 - January 8, 2025**

**Total Number of Mandays: 9 mds**

## 2.2 BSI Assessment Team

Name	Role	Competency
Andi Pratama Pasaribu	Team Leader	<p><b>Education:</b> Holds a Bachelor Degree majoring Social Economy, Jember University</p> <p><b>Work Experience:</b> 5 years working experience as Field Agronomy Assistant. 10 years working experience as RSPO Auditor / Lead Auditor.</p> <p><b>Training attended:</b> Completed Indonesian Sustainable Palm Oil (ISPO) Lead Auditor training, Endorsed RSPO P&amp;C Lead Auditor course, Introductory Course for High Conservation Value and High Carbon Stock (HCS) in Oil Palm Plantation, ISO 9001:2008 Lead Auditor course, ISO 14001:2005 Lead Auditor course, ISO45001:2018 Lead Auditor Course, RSPO endorsed RSPO SCCS Lead Auditor course, SMETA requirements training</p> <p><b>Language proficiency:</b> Fluent in Bahasa Indonesia and English</p> <p><b>Aspect covered in this audit:</b></p> <p><input checked="" type="checkbox"/> Good Agriculture Practice <input type="checkbox"/> Health and Safety <input type="checkbox"/> Supply chain requirements</p> <p><input checked="" type="checkbox"/> Social <input type="checkbox"/> Environmental <input checked="" type="checkbox"/> Market Communication and claim requirements</p> <p><input checked="" type="checkbox"/> ISH context (ICS, internal audit, policy, business planning and trading system)</p>
Pratama Agung Sedayu	Team Member	<p><b>Education:</b> Holds a Bachelor Degree majoring Social Economic of Agriculture, University of Jenderal Soedirman.</p>

		<p><b>Work Experience:</b> 12 years of practical auditing experience with several accredited Certification Bodies covering assessment against Organic programs, RSPO, FSC, Timber certification, ISO 9001 and ISO 14001. 2 years working experience as consultant on FSC and SVLK certification and independent verifier on BioCert, SDS under CAFÉ Practices program..</p> <p><b>Training attended:</b> Completed the ISO 9001 Lead Auditor Course, ISO 14001 Lead Auditor Course, OHSAS 18001 Lead Auditor Course, Introductory Course for High Conservation Value and High Carbon Stock (HCS) in Oil Palm Plantation, ISPO Lead Auditor endorsed Course and Endorsed RSPO P&amp;C Lead Auditor Course and Endorsed RSPO SCCS Lead Auditor Course, SMETA Requirements training.</p> <p><b>Language proficiency:</b> Fluent in Bahasa Indonesia and English</p> <p><b>Aspect covered in this audit:</b></p> <p><input type="checkbox"/> Good Agriculture Practice <input type="checkbox"/> Health and Safety <input type="checkbox"/> Supply chain requirements</p> <p><input checked="" type="checkbox"/> Social <input type="checkbox"/> Environmental <input type="checkbox"/> Market Communication and claim requirements</p> <p><input checked="" type="checkbox"/> ISH context (ICS, internal audit, policy, business planning and trading system)</p>
Yudwi Wisnu Rahmanto	Team Member	<p><b>Education:</b> Holds a Bachelor of Forestry, Faculty of Forestry, University of Gadjah Mada.</p> <p><b>Work Experience:</b> 7 months working experience in palm oil industry as Agronomy Field Assistant. Over than 13 years working experience as sustainability auditor since 2010 covering Sustainable Forest Management by FSC FM/COC Scheme, RSPO, ISPO, Coffee And Farmer Equity (C.A.F.E Practices) Starbucks, Organic Standard (EU, NOP, JAS) for Coffee Farmers and Organic Exchange for Textile</p> <p><b>Training attended:</b> Completed Endorsed RSPO P&amp;C Lead Auditor Training Course, RSPO NEXT, ISPO Auditor/Lead Auditor Course, RSPO P&amp;C Social and Labour Standards and the Mechanics of Social Auditing Training, SMETA Requirements Training, ISO 9001:2008 Auditor/Lead Auditor Course, GIS-Basic Mapping and Spatial Analysis, Timber Legality Assurance System (SVLK), Verification Organization Training C.A.F.E Practices (Starbucks), UTZ Programme, High Conservation Value (HCV) Training, Sustainability Reporting Assurance Training, Introductory Course for High Conservation Value and High Carbon Stock (HCS) in Oil Palm Plantation, RSPO ISH Standard Training Course and Endorsed RSPO Supply Chain Lead Auditor Training Course.</p> <p><b>Language proficiency:</b> Fluent in Bahasa Indonesia and English</p> <p><b>Aspect covered in this audit:</b></p> <p><input type="checkbox"/> Good Agriculture Practice <input type="checkbox"/> Health and Safety <input type="checkbox"/> Supply chain requirements</p> <p><input checked="" type="checkbox"/> Social <input checked="" type="checkbox"/> Environmental <input type="checkbox"/> Market Communication and claim requirements</p> <p><input checked="" type="checkbox"/> ISH context (ICS, internal audit, policy, business planning and trading system)</p>
Eko Prastio Ramadhan	Team Member	<p><b>Education:</b> Holds a Bachelor Degree in Forest Resources Conservation and Ecotourism from Forestry Faculty, Bogor Agricultural University (IPB).</p> <p><b>Work Experience:</b> Over 4 years of working experience in biodiversity officer with Birdlife Indonesia and consultant with PT Inoa Konsultindo. Over 2½ years of working experience in palm oil estate with PT Salim Ivomas Pratama</p>

		<p>Tbk and Capitol Plantation Group implementing sustainability. Over 4½ years of working experience as RSPO P&amp;C Certification Program Manager and auditor covering standard such as RSPO P&amp;C, RSPO SCCS, ISPO, ISO 9001 and ISO 14001.</p> <p><b>Training attended:</b> Completed ISO 14001:2015 Lead Auditor Course, Endorsed RSPO P&amp;C Lead Auditor Course, Social Impact Assessment Training, Endorsed RSPO SCC Auditor Lead Auditor Course, ISPO Auditor Batch 19 Training, ISO 9001 Lead Auditor Course and Identification of HCV Areas Training.</p> <p><b>Language proficiency:</b> Fluent in Bahasa Indonesia and English</p> <p><b>Aspect covered in this audit:</b></p> <p><input type="checkbox"/> Good Agriculture Practice <input checked="" type="checkbox"/> Health and Safety <input type="checkbox"/> Supply chain requirements</p> <p><input type="checkbox"/> Social <input type="checkbox"/> Environmental <input type="checkbox"/> Market Communication and claim requirements</p> <p><input checked="" type="checkbox"/> ISH context (ICS, internal audit, policy, business planning and trading system)</p>
Briyogi Shadiwa	Team Member	<p><b>Education:</b> Diploma Degree, Oil Palm Plantation, from Institut Pertanian Bogor – Bogor, Indonesia.</p> <p><b>Work Experience:</b> 6 Years working experience in palm oil sector as agronomist and managing sustainability. Qualified RSPO &amp; ISPO auditor since 2018.</p> <p><b>Training Attended:</b> Endorsed RSPO P&amp;C Lead Auditor Course, RSPO ISH Training conducted by the RSPO Secretariat on March 2022, ISO 9001 Lead Auditor Course, ISO 14001 Lead Auditor Course, Social Accountability (SA 8000) Training, OHS Expert Training (Ahli K3 Umum), RSPO Independent Smallholder Training by RSPO Secretariat and RSPO Refreshment Training.</p> <p><b>Language proficiency:</b> Fluent in Bahasa Indonesia and English</p> <p><b>Aspect covered in this audit:</b></p> <p><input checked="" type="checkbox"/> Good Agriculture Practice <input type="checkbox"/> Health and Safety <input type="checkbox"/> Supply chain requirements</p> <p><input checked="" type="checkbox"/> Social <input type="checkbox"/> Environmental <input type="checkbox"/> Market Communication and claim requirements</p> <p><input checked="" type="checkbox"/> ISH context (ICS, internal audit, policy, business planning and trading system)</p>
Dr Suhaili Bin Sahari	Peer Reviewer	<p><b>Education:</b> Graduated from University Technology Mara (UiTM), Malaysia in Diploma in Science in 1990. He furthers his first degree in B.Sc (Hons) in Chemistry with Industrial Chemistry in 1995 from Liverpool University, England. He later advances his study in Master in Business Administration (General) in 2002 and graduated in 2005 from University of Multimedia, Malaysia. Completed his PhD from University Science Islam Malaysia (Faculty of Economy and Muamalat - Management) under the supervision of previous University Vice Chancellor Dato' Mohd Muda.</p> <p><b>Work Experience:</b> Worked with Hong Leong Group of Companies as a production executive cum TQM facilitator and continues to advance in his career as a manager and senior manager in management, production, training and quality for more than 11 years. During his tenure with Hong Leong Group of Companies, he heavily involved in strategic management decision issues such as developing SWOT analysis, Vision, Mission, Business and Corporate Strategy formulation, Acquisition and restructuring strategies. Strategic actions and implementation etc. Then he joint Kumpulan Guthrie</p>

		<p>and Sime Darby Group of Companies for more than 7 years as a manager, heads of department and Assistant Vice President in management, quality and training. Part of his duty is to strategies the departmental vision; mission, critical success factors and action plan into actions and support the corporate strategic plan.</p> <p><b>Training attended:</b></p> <ol style="list-style-type: none"> <li>1. ISO 9001:2015 Lead Auditor and Internal Auditor</li> <li>2. ASI Peer Reviewer Training</li> <li>3. Safety &amp; Health</li> <li>4. ISO 14001:2015 Standard</li> <li>5. RSPO Standards: RSPO P&amp;C 2018 MY-NI 2019</li> <li>6. MSPO Standards: MS 2530:2013 part 1, 2 , 3 and 4</li> <li>7. Problem Solving Technique: 8 D, ICC, QCC, Systematic PS</li> <li>8. HACCP MS 1480:2019</li> <li>9. GAP Standard: Global GAP, Euru GAP</li> </ol>
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**Accompanying Persons: NIL**

### 2.3 Assessment Plan

The Assessment plan was sent to the client prior to the assessment

Date	Time	Subjects	AP	PS	YW	EP	BS
Thursday, 21/03/2024	08.00 – 08.30	<p>Rapat Pembukaan:</p> <p><b>Opening Meeting</b></p> <ul style="list-style-type: none"> <li>• Presentasi &amp; Penjelasan oleh Group Manager KSU Suka Makmur <i>Presentation by Group Manager KSU Suka Makmur</i></li> <li>• Presentasi oleh Tim BSI (Detail Rencana Audit, dll.) <i>Presentation by BSI Indonesia</i></li> </ul>	✓	✓	✓	✓	✓

## RSPO P&C Public Summary Report

### Revision 15 (Nov 2023)

Date	Time	Subjects	AP	PS	YW	EP	BS
	10.40 – 12.00	<b>Kajian dokumen audit</b> <i>Document Review</i> <ul style="list-style-type: none"> <li>Prinsip 1. Optimalisasi produksi, efisiensi, dampak positif dan ketahanan. <i>Principle 1: Optimize productivity, efficiency, positive impacts and resilience</i></li> <li>Prinsip 2. Memastikan legalitas, menghormati hak-hak lahan dan kesejahteraan komunitas <i>Principle 2: Ensure legality, respect for land rights and community wellbeing</i></li> <li>Prinsip 3. Menghormati hak asasi manusia, termasuk hak-hak dan ketentuan/perjanjian pekerja <i>Principle 3: Respect human rights, including worker's rights and conditions</i></li> <li>Prinsip 4. Melindungi, melestarikan, dan memperkaya ekosistem dan lingkungan <i>Principle 4: Protect, conserve and enhance ecosystems and the environment</i></li> <li>Persyaratan Sistem Kendali Internal untuk grup pekebun <i>Internal Control System (ICS) requirements for Smallholder Groups</i></li> </ul>	√	√	√	√	√
	12.00 – 14.00	Break	√	√	√	√	√
	14.00 – 16.30	<b>Public consultation:</b> <ul style="list-style-type: none"> <li>Dinas terkait di Kabupaten Labuhanbatu Selatan (via phone) <i>Related government agencies in Labuhanbatu Selatan Regency.</i></li> <li>Komunitas local, kepala desa <i>Local community and village head</i></li> <li>Pemilik lahan sebelumnya <i>Previous landowner</i></li> <li>LSM local maupun international <i>Local and international NGO's</i></li> </ul>	√	√	√	√	√
	16.30 – 17.00	Wash up meeting	√	√	√	√	√

## RSPO P&amp;C Public Summary Report

Revision 15 (Nov 2023)

Date	Time	Subjects	AP	PS	YW	EP	BS
Friday, 22/03/2024	08.00 – 12.00	<b>Kunjungan lapangan sampel pekebun</b> <i>Field visits to smallholders sampled.</i>  <i>Total sample of RSPO</i> <i>Sample calculation = <math>\sqrt{y \times z} = \sqrt{30 \times 1.2}</math> (medium risk) = <math>5.47 \times 1.2 = 6.57</math> = rounded to <b>7 sample of farmer</b></i>  Observasi lapangan dan interview dengan pekebun serta pekerja terkait peran Group Manager dan Tim ICS, pengelolaan kebun, K3, ketenagakerjaan, pengelolaan lingkungan dan kawasan konservasi, perbaikan berkelanjutan, dll. <i>Field observation and interview with farmers and workers concerning the role of Group Manager and ICS team, best management practices, occupational health and safety, worker welfare, HCV, environmental management, continual improvement, etc.</i>	√	√	√	√	√
	12.00 – 14.00	Break	√	√	√	√	√
	14.00 – 15.00	Verifikasi dokumen lanjutan <i>Document review continuation</i>	√	√	√	√	√
	15.00 – 17.00	Rapat penutupan <i>Closing meeting</i>	√	√	√	√	√



## RSPO P&C Public Summary Report

### Revision 15 (Nov 2023)

#### NCR Close Out Plan

Date	Time	Subjects	AP
Monday, 20/05/2024	07.05 – 09.30	Traveling Jakarta – Medan (GA-182)	✓
	09.30 – 16.00	Traveling Medan – Site	✓
Wednesday, 22/05/2024	08.00 – 08.30	<b>Opening Meeting</b> <ul style="list-style-type: none"> <li>Presentation by Group Manager KSU Suka Makmur</li> <li>Presentation by BSI Indonesia</li> </ul>	✓
	08.30 – 12.00	CAP Review: <ul style="list-style-type: none"> <li>2471808-202403-M1</li> <li>2471808-202403-M2</li> <li>2471808-202403-M3</li> <li>2471808-202403-M4</li> </ul>	✓
	12.00 – 14.00	Break	✓
	14.00 – 16.30	CAP review continuation: <ul style="list-style-type: none"> <li>2471808-202403-M5</li> <li>2471808-202403-M6</li> <li>2471808-202403-M7</li> <li>2471808-202403-M8</li> <li>2471808-202403-M9</li> </ul>	✓
Thursday, 23/05/2024	08.00 – 12.00	CAP Review and Field Visit KSU Suka Makmur	✓
	12.00 – 14.00	Break	✓
	14.00 – 16.30	<i>Closing meeting</i>	✓
Friday, 24/05/2024	07.00 – 14.00	Traveling Site – Medan	
	16.50 – 19.15	Traveling Medan– Jakarta (GA-121)	

## Section 3: Assessment Findings

### 3.1 Multiple Management Units and Time Bound Plan

Requirement	Assessment	Compliance
Does the time bound plan include all current subsidiaries, estates and mills that is under the control and/or minor shareholding of the holding company?	Not applicable for ISH	Not Applicable
Have all the estates and mills certified within five (5) years after obtaining RSPO membership? If no, has RSPO Secretariat approval obtained? Was the submission according to the template as announced by the RSPO Secretariat on 21/12/2021	Not applicable for ISH	Not Applicable
Have there been any new acquisitions? If yes, the new acquisitions shall be certified within three (3) years from the date of acquisition. Certification plan for the new acquisition shall be available. If no, has RSPO Secretariat approval obtained? Was the submission according to the template as announced by the RSPO Secretariat on 21/12/2021.	Not applicable for ISH	Not Applicable
Any deviations from the maximum periods requires approval by the RSPO Secretariat.	Not applicable for ISH	Not Applicable
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 for ISH	Not Applicable
Have there been any isolated lapses in implementation of the plan? If yes a <b>Minor</b> non-compliance shall be raised	Not applicable for ISH	Not Applicable
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 for ISH	Not Applicable
<b>Un-Certified Units or Holdings</b>		
No replacement of primary forest or any area required to maintain or enhance HCVs and HCS in accordance with RSPO P&C criterion 7.12.	Not applicable for ISH	Not Applicable
Any new plantings since January 1 <sup>st</sup> 2010 shall comply with the RSPO New Plantings Procedure.	Not applicable for ISH	Not Applicable
Any Land conflicts are being resolved through a mutually agreed process, such as RSPO Complaints System or Dispute Settlement Facility, in accordance with RSPO P&C criteria 4.4, 4.5, 4.6, 4.7 and 4.8. <i>Note:</i> <i>The RSPO RaCP tracker shall be checked to confirm</i>	Not applicable for ISH	Not Applicable

for any land conflicts/Liabilities <a href="https://www.rspo.org/certification/remediation-and-compensation/racp-tracker">https://www.rspo.org/certification/remediation-and-compensation/racp-tracker</a> . The progress on the Liabilities shall be verified and reported. Please refer to BSI-RSPO Secretariat approval.		
Any Labor disputes are being resolved through a mutually agreed process, in accordance with RSPO P&C criterion 4.2	Not applicable for ISH	Not Applicable
Any Legal non- compliance is being addressed through measures consistent with the requirements of RSPO P&C criteria 2.1	Not applicable for ISH	Not Applicable
Did the company conduct internal audit for those uncertified estates against the uncertified management units requirement and covering the RSPO P&C criterion 2.1 4.2, 4.4, 4.5, 4.6, 4.7, 4.8 and 7.12? If yes, a positive assurance statement shall be available and justified.	Not applicable for ISH	Not Applicable
Are there any Critical (Major) non-compliance raised against any of the RSPO P&C criterion 2.1 4.2, 4.4, 4.5, 4.6, 4.7, 4.8 and 7.12 during the last internal audit of the uncertified estates? If yes is the NC(s) actively addressed with RSPO?	Not applicable for ISH	Not Applicable
Have there been any stakeholder (including NGO) consultation conducted?	Not applicable for ISH	Not Applicable

### 3.2 Progress of scheme smallholders and/or outgrowers

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

**Approved Time Bound Plan**

Not applicable for ISH

### 3.3 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 nine (9) Critical nonconformities raised. The KSU Suka Makmur 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.

Non-conformity			
NCR Ref #	2471808-202403-M1	Issued Date	22 March 2024
Due Date	21 June 2024	Closure Date	23 May 2024
Indicator & Category (Critical / Minor)	Indicator 2.3 (Critical)		
Statement of Nonconformity:	The sampled smallholder member cannot demonstrate a completed information for History of Land Tenure and Conflict Disclosure of the RSPO ISH Standard Indonesia National Interpretation 2022 as per "Formulir Pengungkapan Sejarah Penguasaan dan Konflik Lahan".		
Requirement Reference:	<p>Indicator 2.3</p> <p>Eligibility</p> <p>Smallholders declare any existing disputes on the land commit to resolving said disputes and provide information on the current status of those disputes (if any) (refer to indicator 1.1E / Appendix 1).</p> <p>MS-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 involved.</p> <p>MS-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 involved.</p>		
Objective Evidence:	<p>Sampled smallholder cannot completely filled the translated form "History of Land Tenure and Conflict Disclosure of the RSPO ISH Standard Indonesia National Interpretation 2022" as per "Formulir Pengungkapan Sejarah Penguasaan dan Konflik Lahan":</p> <p>Edi Gunawan</p> <p>Smallholder member has prepared simplified FPIC approach, referring to Annex 3 in form of "Formulir Pengungkapan Sejarah Penguasaan dan Konflik Lahan Edi Gunawan" for 1 land parcel, 11,760 m<sup>2</sup>/1.17 Ha; section 3 signed but no date; section 6A signed but no date; section 7 signed but no date, and no signature no date from village head and cooperative chairman.</p>		

Ari Panji Sulistiarto

Smallholder member has prepared simplified FPIC approach, referring to Annex 3 in form of "Formulir Pengungkapan Sejarah Penguasaan dan Konflik Lahan Ari Panji Sulistiarto" for 1 land parcel, 2 Ha; no date and no signature from village head and cooperative chairman.

Mustomo

Smallholder member has prepared simplified FPIC approach, referring to Annex 3 in form of "Formulir Pengungkapan Sejarah Penguasaan dan Konflik Lahan Mustomo" for 1 land parcel, 1.6 Ha; no information on land boundary, no information on subject of ownership, no information on object of ownership, no information of ownership type, no information on source of ownership, no information on history of land user section 6A signed but no date; section 7 no signature no date from Group Manager and no signature no date from village head and cooperative chairman.

Taslim

Smallholder member has prepared simplified FPIC approach, referring to Annex 3 in form of "Formulir Pengungkapan Sejarah Penguasaan dan Konflik Lahan Taslim" for 1 land parcel; section 2 information for 1 land parcel, 2.2Ha, no information on land boundary, no information on subject of ownership, no information on object of ownership, no information on type of ownership, no information on source of ownership, no information on history of land use; section 3 no signature and no date; section 4 no statement on conflict status; section 6A no signature no date; section 7 no signature no date from Group Manager, and no signature no date from village head and cooperative chairman.

Tri Yuli Wardani

Smallholder member has prepared simplified FPIC approach, referring to Annex 3 in form of "Formulir Pengungkapan Sejarah Penguasaan dan Konflik Lahan Tri Yuli Wardani" for 1 land parcel; section 3 no signature and no date; section 6A no signature no date; section 7 no signature no date from Group Manager, and no signature no date from village head and cooperative chairman.

Juriah

Smallholder member has prepared simplified FPIC approach, referring to Annex 3 in form of "Formulir Pengungkapan Sejarah Penguasaan dan Konflik Lahan Juriah" for 1 land parcel; section 6A signed but no date; section 7 signed but no date, and no signature no date from village head and cooperative chairman.

Samin

Smallholder member has prepared simplified FPIC approach, referring to Annex 3 in form of "Formulir Pengungkapan Sejarah Penguasaan dan Konflik Lahan Samin R" for 1 land parcel; section 3 no signature no date; section 6A signed but no date; section 7 signed but no date, and no signature no date from village head and cooperative chairman.

<b>Corrections:</b>	<ul style="list-style-type: none"> <li>ICS management ensures that all administrative documents as required are complete.</li> <li>Formulir Pengungkapan Sejarah Penguasaan dan Konflik Lhas been issued and signed by the Chair of KSU Suka Makmur and the Head of Tanjung Mulia Village on 26 March 2024.</li> </ul>
<b>Root Cause Analysis:</b>	<ul style="list-style-type: none"> <li>Formulir Pengungkapan Sejarah Penguasaan dan Konflik Lahan is available but has not yet been signed by the Group Manager of KSU Suka Makmur and the Village Head of Tanjung Mulia.</li> <li>ICS supervision is still weak in terms of ensuring conformity/fulfilment of all required documents.</li> </ul>
<b>Corrective Actions:</b>	ICS management carries out regular checks for the completeness of each operational document both before internal audits and external audits, as well as making corrective efforts if incomplete documents are found.
<b>Assessment Conclusion:</b>	<p><b>Verification on 23 May 2024</b></p> <p>Based on document verification and interview with ICS board and smallholders sampled obtain information as follows:</p> <ul style="list-style-type: none"> <li>Document fulfilment as follows: <ol style="list-style-type: none"> <li>Edi Gunawan: section 3 signed date attached; section 6A signed date attached; section 7 signed date attached, and already signed by village head and cooperative chairman on 26 March 2024.</li> <li>Ari Panji Sulistianto: for 1 land parcel, 2 Ha; and already signed by village head and cooperative chairman on 26 March 2024.</li> <li>Mustomo: information on land boundary attached, information on subject of ownership attached, information on object of ownership attached, information of ownership type attached, information on source of ownership attached, information on history of land user section 6A signed date attached; section 7 already signed by village head and cooperative chairman on 26 March 2024.</li> <li>Taslim: information on land boundary already informed, information on subject of ownership attached, information on object of ownership attached, information on type of ownership attached, information on source of ownership attached, information on history of land use attached; section 3 signature attached; section 4 statement on conflict status attached; section 6A signature attached; section 7 already signed by village head and cooperative chairman on 26 March 2024.</li> <li>Tri Yuli Wardani: section 3 signed date attached; section 6A signed date attached; section 7 and already signed by village head and cooperative chairman on 26 March 2024.</li> <li>Juriah: section 6A signed date attached; section 7 signed date attached, and already signed by village head and cooperative chairman on 26 March 2024.</li> <li>Samin: section 3 signature date attached; section 6A signed date attached; section 7 signed date attached, and already signed by village head and cooperative chairman on 26 March 2024.</li> </ol> </li> <li>Develop a checklist for checking administrative documents for KSU Suka Makmur.</li> </ul>

## RSPO P&C Public Summary Report

### Revision 15 (Nov 2023)

	Based on verification above, this noncompliance <b>satisfactorily closed</b> .
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Non-conformity																																			
<b>NCR Ref #</b>	2471808-202403-M2	<b>Issued Date</b>	22 March 2024																																
<b>Due Date</b>	21 June 2024	<b>Closure Date</b>	23 May 2024																																
<b>Indicator &amp; Category (Critical / Minor)</b>	Indicator 3.1 (Critical)																																		
<b>Statement of Nonconformity:</b>	Not all smallholder completed the training on free and fair labour.																																		
<b>Requirement Reference:</b>	<p>Indicator 3.1 MS-A</p> <p>Smallholders complete training on free and fair labour and implement measures to ensure that all work is voluntary, and the following practices are prohibited:</p> <ul style="list-style-type: none"> <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>																																		
<b>Objective Evidence:</b>	<p>Landowner/plot owner or smallholder did not attend the training on free and fair labour, all training attended by its worker nor other represented person of smallholder but no information.</p> <table border="1"> <thead> <tr> <th>Plot No</th><th>SH Name</th><th>Training date</th><th>Remark</th></tr> </thead> <tbody> <tr> <td>09A02</td><td>Samin R</td><td>18 Apr 2023</td><td>Attended by Suratno (worker)</td></tr> <tr> <td>09B11</td><td>Edi Gunawan</td><td>18 Apr 2023</td><td>Attended by Sapi'i (his father)</td></tr> <tr> <td>09D33</td><td>Juriah</td><td>18 Apr 2023</td><td>Attended by Hamdan (worker)</td></tr> <tr> <td>09D35</td><td>Ari Panji Sulistiarto</td><td>18 Apr 2023</td><td>Attended by Hamdan (worker)</td></tr> <tr> <td>09E41</td><td>Tri Yuli Wardani</td><td>18 Apr 2023</td><td>Attended by Hamdan (worker)</td></tr> <tr> <td>09F56</td><td>Mustomo</td><td>18 Apr 2023</td><td>Not attended</td></tr> <tr> <td>09G58</td><td>Taslim</td><td>18 Apr 2023</td><td>Not attended</td></tr> </tbody> </table>			Plot No	SH Name	Training date	Remark	09A02	Samin R	18 Apr 2023	Attended by Suratno (worker)	09B11	Edi Gunawan	18 Apr 2023	Attended by Sapi'i (his father)	09D33	Juriah	18 Apr 2023	Attended by Hamdan (worker)	09D35	Ari Panji Sulistiarto	18 Apr 2023	Attended by Hamdan (worker)	09E41	Tri Yuli Wardani	18 Apr 2023	Attended by Hamdan (worker)	09F56	Mustomo	18 Apr 2023	Not attended	09G58	Taslim	18 Apr 2023	Not attended
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**RSPO P&C Public Summary Report****Revision 15 (Nov 2023)**

<b>Corrections:</b>	Organizing refreshment training for all members to ensure commitment to the smallholder declaration and RSPO ISH standards.
<b>Root Cause Analysis:</b>	Lack of smallholder awareness to attended refreshment training related to RSPO certification requirements.
<b>Corrective Actions:</b>	<ul style="list-style-type: none"> <li>Board of ICS and team ensure:               <ol style="list-style-type: none"> <li>All members receive information on the implementation of training.</li> <li>Ensure the presence of all members.</li> <li>Ensure understanding of members taking part in training.</li> </ol> </li> <li>If the member is unable to attend, a person representing can attend by providing correct and clear explanations. Representatives are only permitted for important matters that cannot be abandoned by member.</li> </ul>
<b>Assessment Conclusion:</b>	<p><b>Verification on 23 May 2024</b></p> <p>Based on document verification and interview with board of ICS along with smallholders sampled obtain information:</p> <ul style="list-style-type: none"> <li>Smallholder extension staff of PT Tolan Tiga Indonesia has conducted refreshment training related to policy and requirement of RSPO ISH on 22 April 2024. This training attended by 30 smallholders or represented person. This training covered:               <ol style="list-style-type: none"> <li>Free and fair labour.</li> <li>Worker rights to file a complaints/grievance.</li> <li>HCV management.</li> <li>Identification of future risks of flooding or saline intrusion and alternate land development strategies.</li> <li>Premium price of RSPO certified FFB from KSU Suka Makmur.</li> </ol> </li> </ul> <p>Meanwhile, 1 member on behalf of Khodijah has attended refreshment training on 16 May 2024</p> <ul style="list-style-type: none"> <li>Prepare a training agenda for 2024 as follows:               <ol style="list-style-type: none"> <li>GAP training in June and December 2024.</li> <li>Training/socialization of social issues (workers' rights, forced labor, free and fair labor, safe working procedures, non-discrimination, zero child labor, complaints/grievance) in April and October 2024.</li> <li>Socialization and identification of flood risks in April and September 2024.</li> <li>Dissemination of premium disbursement in July 2024.</li> <li>HCV Management in April and August 2024.</li> <li>Hazardous waste management in June and December 2024.</li> </ol> </li> <li>Training invitations are given at least a week before the training is carried out.</li> </ul> <p>Based on verification above, this noncompliance <b>satisfactorily closed</b>.</p>

Non-conformity			
<b>NCR Ref #</b>	2471808-202403-M3	<b>Issued Date</b>	22 March 2024
<b>Due Date</b>	21 June 2024	<b>Closure Date</b>	23 May 2024
<b>Indicator &amp; Category (Critical / Minor)</b>	Indicator 3.4 (Critical)		
<b>Statement of Nonconformity:</b>	Not all smallholder members have completed attend the training on workers' rights to file a complaints/grievance.		
<b>Requirement Reference:</b>	Indicator 3.4 MS-A Smallholders complete training on workers' rights to file a complaints/grievance and communicate to workers the means to file a complaint/grievance.		
<b>Objective Evidence:</b>	Based on Minutes of training on 6 Sep 2023 training related complaint management for member KSU Suka Makmur, only 22 members have attended the training.  No remark if smallholder did not attend the training, then representative person will be replaced.		
<b>Corrections:</b>	Organizing refreshment training for all members to ensure commitment to the smallholder declaration and RSPO ISH standards.		
<b>Root Cause Analysis:</b>	Lack of smallholder awareness to participate in training/socialization regarding submitting and handling complaints in accordance with RSPO certification requirements.		
<b>Corrective Actions:</b>	<ul style="list-style-type: none"> <li>Board of ICS and team ensure:               <ol style="list-style-type: none"> <li>All members receive information on the implementation of training.</li> <li>Ensure the presence of all members.</li> <li>Ensure understanding of members taking part in training.</li> </ol> </li> <li>If the member is unable to attend, a person representing can attend by providing correct and clear explanations. Representatives are only permitted for important matters that cannot be abandoned by member.</li> </ul>		
<b>Assessment Conclusion:</b>	<b>Verification on 23 May 2024</b> Based on document verification and interview with board of ICS along with smallholders sampled obtain information: <ul style="list-style-type: none"> <li>Smallholder extension staff of PT Tolan Tiga Indonesia has conducted refreshment training related to policy and requirement of RSPO ISH on 22 April 2024. This training attended by 30 smallholders or represented person. This training covered:               <ol style="list-style-type: none"> <li>Free and fair labour.</li> <li>Worker rights to file a complaints/grievance.</li> <li>HCV management.</li> <li>Identification of future risks of flooding or saline intrusion and alternate land development strategies.</li> <li>Premium price of RSPO certified FFB from KSU Suka Makmur.</li> </ol> </li> </ul>		

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	<p>Meanwhile, 1 member on behalf of Khodijah has attended refreshment training on 16 May 2024</p> <ul style="list-style-type: none"> <li>Prepare a training agenda for 2024 as follows: <ol style="list-style-type: none"> <li>GAP training in June and December 2024.</li> <li>Training/socialization of social issues (workers' rights, forced labor, free and fair labor, safe working procedures, non-discrimination, zero child labor, complaints/grievance) in April and October 2024.</li> <li>Socialization and identification of flood risks in April and September 2024.</li> <li>Dissemination of premium disbursement in July 2024.</li> <li>HCV Management in April and August 2024.</li> <li>Hazardous waste management in June and December 2024.</li> </ol> </li> <li>Training invitations are given at least a week before the training is carried out.</li> </ul> <p>Based on verification above, this noncompliance <b>satisfactorily closed</b>.</p>
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Non-conformity			
<b>NCR Ref #</b>	2471808-202403-M4	<b>Issued Date</b>	22 March 2024
<b>Due Date</b>	21 June 2024	<b>Closure Date</b>	23 May 2024
<b>Indicator &amp; Category (Critical / Minor)</b>	Indicator 4.1 (Critical)		
<b>Statement of Nonconformity:</b>	Not all members complete training related to HCV management.		
<b>Requirement Reference:</b>	Indicator 4.1 MS-A Smallholders complete training on and are aware of: <ul style="list-style-type: none"> <li>The importance of maintaining and conserving HCVs and HCS forests</li> <li>Human-wildlife conflict and mitigation efforts;</li> <li>Rare, threatened and endangered species and important ecosystems.</li> </ul>		
<b>Objective Evidence:</b>	Based on Training Record review on 6 September 2023, there are members who not attended the training related to HCV management in the name of: Tri Yuli Wardani and Taslim.  <i>Note:</i> Based on field observation, the auditor cannot meet the farmer (Tri Yuli Wardani and Taslim). Recently, the cooperation representative said that Taslim was pass away (RIP) but cannot showed documentation information related to membership change.		
<b>Corrections:</b>	Organizing refreshment training for all members to ensure commitment to the smallholder declaration and RSPO ISH standards.		
<b>Root Cause Analysis:</b>	Lack of farmer awareness to participate in training/socialization regarding HCV management in accordance with RSPO certification requirements.		

<b>Corrective Actions:</b>	<ul style="list-style-type: none"> <li>Board of ICS and team ensure:               <ol style="list-style-type: none"> <li>All members receive information on the implementation of training.</li> <li>Ensure the presence of all members.</li> <li>Ensure understanding of members taking part in training.</li> </ol> </li> <li>If the member is unable to attend, a person representing can attend by providing correct and clear explanations. Representatives are only permitted for important matters that cannot be abandoned by member.</li> </ul>
<b>Assessment Conclusion:</b>	<p><b>Verification on 23 May 2024</b></p> <p>Based on document verification and interview with board of ICS along with smallholders sampled obtain information:</p> <ul style="list-style-type: none"> <li>Smallholder extension staff of PT Tolan Tiga Indonesia has conducted refreshment training related to policy and requirement of RSPO ISH on 22 April 2024. This training attended by 30 smallholders or represented person. This training covered:               <ol style="list-style-type: none"> <li>Free and fair labour.</li> <li>Worker rights to file a complaints/grievance.</li> <li>HCV management.</li> <li>Identification of future risks of flooding or saline intrusion and alternate land development strategies.</li> <li>Premium price of RSPO certified FFB from KSU Suka Makmur.</li> </ol> </li> </ul> <p>Meanwhile, 1 member on behalf of Khodijah has attended refreshment training on 16 May 2024</p> <ul style="list-style-type: none"> <li>Prepare a training agenda for 2024 as follows:               <ol style="list-style-type: none"> <li>GAP training in June and December 2024.</li> <li>Training/socialization of social issues (workers' rights, forced labor, free and fair labor, safe working procedures, non-discrimination, zero child labor, complaints/grievance) in April and October 2024.</li> <li>Socialization and identification of flood risks in April and September 2024.</li> <li>Dissemination of premium disbursement in July 2024.</li> <li>HCV Management in April and August 2024.</li> <li>Hazardous waste management in June and December 2024.</li> </ol> </li> <li>Training invitations are given at least a week before the training is carried out.</li> </ul> <p>Based on verification above, this noncompliance <b>satisfactorily closed</b>.</p>

Non-conformity			
<b>NCR Ref #</b>	2471808-202403-M5	<b>Issued Date</b>	22 March 2024
<b>Due Date</b>	21 June 2024	<b>Closure Date</b>	23 May 2024
<b>Indicator &amp; Category (Critical / Minor)</b>	Indicator 4.5 (Critical)		

<b>Statement of Nonconformity:</b>	Not all members complete training related to identification of future risks of flooding or saline intrusion and alternate land development strategies.
<b>Requirement Reference:</b>	Indicator 4.5 MS-A Smallholders with plots on peat complete training on identification of future risks of flooding or saline intrusion and alternate land development strategies.
<b>Objective Evidence:</b>	Based on Training Record review on 18 April 2023, there are members who not attended the training related to identification of future risks of flooding or saline intrusion and alternate land development strategies.in the name of: Tri Yuli Wardani, Edi Gunawan, Ari Panji and Mustomo.
<b>Corrections:</b>	Organizing refreshment training for all members to ensure commitment to the smallholder declaration and RSPO ISH standards.
<b>Root Cause Analysis:</b>	Lack of smallholder awareness to participate in training/socialization related to identification of future risks of flooding or saline intrusion and alternate land development strategies.
<b>Corrective Actions:</b>	<ul style="list-style-type: none"> <li>Board of ICS and team ensure: <ul style="list-style-type: none"> <li>a. All members receive information on the implementation of training.</li> <li>b. Ensure the presence of all members.</li> <li>c. Ensure understanding of members taking part in training.</li> </ul> </li> <li>If the member is unable to attend, a person representing can attend by providing correct and clear explanations. Representatives are only permitted for important matters that cannot be abandoned by member.</li> </ul>
<b>Assessment Conclusion:</b>	<p><b>Verification on 23 May 2024</b></p> <p>Based on document verification and interview with board of ICS along with smallholders sampled obtain information:</p> <ul style="list-style-type: none"> <li>Smallholder extension staff of PT Tolan Tiga Indonesia has conducted refreshment training related to policy and requirement of RSPO ISH on 22 April 2024. This training attended by 30 smallholders or represented person. This training covered: <ol style="list-style-type: none"> <li>1. Free and fair labour.</li> <li>2. Worker rights to file a complaints/grievance.</li> <li>3. HCV management.</li> <li>4. Identification of future risks of flooding or saline intrusion and alternate land development strategies.</li> <li>5. Premium price of RSPO certified FFB from KSU Suka Makmur.</li> </ol> <p>Meanwhile, 1 member on behalf of Khodijah has attended refreshment training on 16 May 2024</p> </li> <li>Prepare a training agenda for 2024 as follows: <ol style="list-style-type: none"> <li>1. GAP training in June and December 2024.</li> <li>2. Training/socialization of social issues (workers' rights, forced labor, free and fair labor, safe working procedures, non-discrimination, zero child labor, complaints/grievance) in April and October 2024.</li> <li>3. Socialization and identification of flood risks in April and September 2024.</li> <li>4. Dissemination of premium disbursement in July 2024.</li> </ol> </li> </ul>

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	<p>5. HCV Management in April and August 2024.</p> <p>6. Hazardous waste management in June and December 2024.</p> <ul style="list-style-type: none"> <li>Training invitations are given at least a week before the training is carried out.</li> </ul> <p>Based on verification above, this noncompliance <b>satisfactorily closed</b>.</p>
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Non-conformity			
NCR Ref #	2471808-202403-M6	Issued Date	22 March 2024
Due Date	21 June 2024	Closure Date	23 May 2024
Indicator & Category (Critical / Minor)	Indicator A1.3 (Critical)		
Statement of Nonconformity:	Sampled smallholder member under name Taslim was passed away, however the audit team found that the ISH organization has not remove and/or process the removal/exclusion of said member from smallholder registration.		
Requirement Reference:	Indicator A1.3 Eligibility, MS-A, MS-B The group has membership requirements.		
Objective Evidence:	<p>Based on field visit dated 21 March 2024 was found that smallholder member Taslim has passed away, hence represented by Mr. Arianto one of cooperative committee.</p> <ul style="list-style-type: none"> <li>The membership for cooperative stipulated in the deed of establishment "Akta Pendirian Koperasi Serba Usaha Suka Makmur No.29 Notaris John Marlon Maraganti, SH, MKn" dated 22 January 2016. Section IV - Verse 12 stated cooperative membership ends when said member passed away or resigning on its own request or expelled by cooperative member or cooperative dismissed.</li> <li>ISH Organization has established procedure for cooperative member registration and acceptance as in "Pedoman Kerja Aturan Kepesertaan Anggota Koperasi KSU Suka Makmur No. KSU-SM/PK/26" dated 22 August 2022. Cooperative membership ends when member passed away. Said member passed away but committee does not know the exact date and retain no death certificate.</li> </ul> <p>Audit team found the passed away member signing documents on 14 February 2024:</p> <ul style="list-style-type: none"> <li>Agreement to become cooperative member "Surat Pernyataan Anggota Mengenai Kepesertaan Anggota Taslim" signed by member and cooperative chairman 14 February 2024.</li> <li>Statement letter to join RSPO certification "Surat Pernyataan Kesediaan Ikut Sertifikasi RSPO Taslim" signed by member and cooperative chairman 14 February 2024,</li> <li>Smallholder commitment "Deklarasi Petani Swadaya untuk Sertifikasi RSPO Taslim 31" signed by member and cooperative chairman 14 February 2024.</li> </ul>		

<b>Corrections:</b>	<ul style="list-style-type: none"> <li>Organizing refreshment training for all members to ensure commitment to the smallholder declaration and RSPO ISH standards especially related to change/transfer of membership status and transfer of ownership rights in accordance with organizational regulations.</li> <li>Make improvements to the membership data base and smallholder registry according to actual data.</li> </ul>
<b>Root Cause Analysis:</b>	<ul style="list-style-type: none"> <li>Lack of understanding Board of ICS KSU Suka Makmur related to membership status as stated in their statute.</li> <li>The ICS team is not careful about the status and completeness of cooperative membership documents.</li> </ul>
<b>Corrective Actions:</b>	<ul style="list-style-type: none"> <li>The ICS board reviews the organization's regulations/SOPs periodically once a year.</li> <li>Conduct socialization regarding changes in membership status in accordance with the organization's regulations/SOP, especially if a member dies or sells their land.</li> <li>Carrying out regular administrative checks including checking membership status before internal audits and external audits, as well as making improvement efforts.</li> </ul>
<b>Assessment Conclusion:</b>	<p><b>Verification on 23 May 2024</b></p> <p>Based on document verification and interview with board of ICS along with smallholders sampled obtain information:</p> <ul style="list-style-type: none"> <li>Smallholder extension staff of PT Tolan Tiga Indonesia has conducted refreshment training related to policy and requirement of RSPO ISH on 22 April 2024. This training attended by 30 smallholders or represented person. This training covered: <ol style="list-style-type: none"> <li>Free and fair labour.</li> <li>Worker rights to file a complaints/grievance.</li> <li>HCV management.</li> <li>Identification of future risks of flooding or saline intrusion and alternate land development strategies.</li> <li>Premium price of RSPO certified FFB from KSU Suka Makmur.</li> </ol> <p>Meanwhile, 1 member on behalf of Khodijah has attended refreshment training on 16 May 2024</p> </li> <li>Prepare a training agenda for 2024 as follows: <ol style="list-style-type: none"> <li>GAP training in June and December 2024.</li> <li>Training/socialization of social issues (workers' rights, forced labor, free and fair labor, safe working procedures, non-discrimination, zero child labor, complaints/grievance) in April and October 2024.</li> <li>Socialization and identification of flood risks in April and September 2024.</li> <li>Dissemination of premium disbursement in July 2024.</li> <li>HCV Management in April and August 2024.</li> <li>Hazardous waste management in June and December 2024.</li> </ol> </li> <li>Training invitations are given at least a week before the training is carried out.</li> </ul>

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	Based on verification above, this noncompliance <b>satisfactorily closed</b> .
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Non-conformity			
<b>NCR Ref #</b>	2471808-202403-M7	<b>Issued Date</b>	22 March 2024
<b>Due Date</b>	21 June 2024	<b>Closure Date</b>	23 May 2024
<b>Indicator &amp; Category (Critical / Minor)</b>	Indicator A.2.3 (Critical)		
<b>Statement of Nonconformity:</b>	Not all members or smallholders representative have attended the required training.		
<b>Requirement Reference:</b>	Indicator A.2.3 MS B 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.		
<b>Objective Evidence:</b>	Based on document review and interview with workers/smallholder representative, it was found not all members or smallholders representative have attended the required training. Records that has been reviewed such as : <ul style="list-style-type: none"> <li>OHS risk and analysis are available in "Daftar Penilaian dan Pengendalian Resiko K3 Koperasi Serba Usaha Suka Makmur" updated on 30 October 2023. The document has been disseminated on 31 October 2023 to 20 persons (16 members and 4 workers).</li> <li>Training on 26 July 2023 about Hazardous Waste Management and MSDS, RSPO Principles and Criterias and Internal Policies/procedure, attended by 21 persons (14 members, 4 workers and 3 from PT Umbul Mas Wisesa). Internal Policies/Procedure consist of Human Rights, Code of Conduct, No discrimination, Sexual harrasment, Fire Emergency Responses And etc.</li> <li>Training on 18 December 2023 about IPM, manuring, harvesting, and water management were attended by 10 smallholder.</li> </ul>		
<b>Corrections:</b>	Organizing refreshment training for all members to ensure commitment to the smallholder declaration and RSPO ISH standards.		
<b>Root Cause Analysis:</b>	Lack of smallholder awareness to participate in training/socialization related to occupational health and safety, waste management and GAP.		
<b>Corrective Actions:</b>	<ul style="list-style-type: none"> <li>Board of ICS and team ensure:               <ol style="list-style-type: none"> <li>All members receive information on the implementation of training.</li> <li>Ensure the presence of all members.</li> <li>Ensure understanding of members taking part in training.</li> </ol> </li> <li>If the member is unable to attend, a person representing can attend by providing correct and clear explanations. Representatives are only permitted for important matters that cannot be abandoned by member.</li> </ul>		
<b>Assessment Conclusion:</b>	<b>Verification on 23 May 2024</b>		



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	<p>Based on document verification and interview with board of ICS along with smallholders sampled obtain information:</p> <ul style="list-style-type: none"> <li>Smallholder extension staff of PT Tolan Tiga Indonesia has conducted refreshment training related to policy and requirement of RSPO ISH on 22 April 2024. This training attended by 30 smallholders or represented person. This training covered: <ol style="list-style-type: none"> <li>Free and fair labour.</li> <li>Worker rights to file a complaints/grievance.</li> <li>HCV management.</li> <li>Identification of future risks of flooding or saline intrusion and alternate land development strategies.</li> <li>Premium price of RSPO certified FFB from KSU Suka Makmur.</li> </ol> <p>Meanwhile, 1 member on behalf of Khodijah has attended refreshment training on 16 May 2024</p> </li> <li>Prepare a training agenda for 2024 as follows: <ol style="list-style-type: none"> <li>GAP training in June and December 2024.</li> <li>Training/socialization of social issues (workers' rights, forced labor, free and fair labor, safe working procedures, non-discrimination, zero child labor, complaints/grievance) in April and October 2024.</li> <li>Socialization and identification of flood risks in April and September 2024.</li> <li>Dissemination of premium disbursement in July 2024.</li> <li>HCV Management in April and August 2024.</li> <li>Hazardous waste management in June and December 2024.</li> </ol> </li> <li>Training invitations are given at least a week before the training is carried out.</li> </ul> <p>Based on verification above, this noncompliance <b>satisfactorily closed</b>.</p>
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Non-conformity			
NCR Ref #	2471808-202403-M8	Issued Date	22 March 2024
Due Date	21 June 2024	Closure Date	23 May 2024
Indicator & Category (Critical / Minor)	Indicator B.1.2 (Critical)		
Statement of Nonconformity:	A sampled smallholder member passed away (Taslim), however the audit team found that the said member signing smallholder declaration, cooperative membership statement, RSPO certification membership statement dated 14 February 2024.		
Requirement Reference:	Indicator B.1.2 Eligibility, MS-A, MS-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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<b>Objective Evidence:</b>	<p>Based on the explanation from ICS, all administrative membership documents were damaged due to flooding in January 2024. Therefore, ICS re-created new documents in February 2024.</p> <p>Based on field visit dated 21 March 2024 was found that smallholder member Taslim has passed away in 2023, however some of the administrative documents still signed by himself. For example:</p> <ul style="list-style-type: none"> <li>• Agreement to become cooperative member "Surat Pernyataan Anggota Mengenai Kepesertaan Anggota Taslim" signed by Taslim himself and cooperative chairman 14 February 2024.</li> <li>• Statement letter to join RSPO certification "Surat Pernyataan Kesediaan Ikut Sertifikasi RSPO Taslim" signed by Taslim himself and cooperative chairman 14 February 2024.</li> <li>• Smallholder commitment "Deklarasi Petani Swadaya untuk Sertifikasi RSPO Taslim 31" signed by Taslim himself and cooperative chairman 14 February 2024.</li> </ul>
<b>Corrections:</b>	<ul style="list-style-type: none"> <li>• Organizing refreshment training for all members to ensure commitment to the smallholder declaration and RSPO ISH standards especially related to change/transfer of membership status and transfer of ownership rights in accordance with organizational regulations.</li> <li>• Make improvements to the membership data base and smallholder registry according to actual data.</li> <li>• Collecting data on documents damaged by the flood.</li> </ul>
<b>Root Cause Analysis:</b>	<ul style="list-style-type: none"> <li>• Lack of control by ICS Board related to membership status as stated in organizational statute.</li> <li>• The KSU Suka Makmur office and document storage cabinet were affected by the flood which resulted in damage to organizational documents.</li> </ul>
<b>Corrective Actions:</b>	<ul style="list-style-type: none"> <li>• The ICS board reviews the organization's regulations/SOPs periodically once a year.</li> <li>• Conduct socialization regarding changes in membership status in accordance with the organization's regulations/SOP, especially if a member dies or sells their land.</li> <li>• Carrying out regular administrative checks including checking membership status before internal audits and external audits, as well as making improvement efforts.</li> <li>• Digitalize all organizational documents.</li> </ul>
<b>Assessment Conclusion:</b>	<p><b>Verification on 23 May 2024</b></p> <p>Based on document review and interview with ICS Board obtain information that several members had died, so membership was transferred to the heirs concerned. In this case the farmers are under the names Lusiono Handoko (changed to Tanti Wahyuni) and Taslim (Khodijah). Membership documents have been changed including identity card, smallholder declaration and land tenure history to become the name of the new owner as well as training related to RSPO ISH requirements.</p>

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	<p>Furthermore, the ICS team has monitored documents damaged by the flood disaster in January 2024. The results of monitoring show that all documents are smallholders records, smallholders declarations, copies of land ownership letters/land certificates, willingness to follow RSPO requirements and historical documents. land tenure has been renewed.</p> <p>Apart from that, the Board of ICS has also made efforts to digitize documents in stages. Until NCR Close Out is completed, all members documents have been digitalized.</p> <p>Based on verification above, this noncompliance <b>satisfactorily closed</b>.</p>
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Non-conformity													
NCR Ref #	2471808-202403-M9	Issued Date	22 March 2024										
Due Date	21 June 2024	Closure Date	31 May 2024										
Indicator & Category (Critical / Minor)	Indicator D.3.1 (Critical)												
Statement of Nonconformity:	All smallholder members KSU Suka Makmur have no record of receipt payment RSPO premium since first time certified.												
Requirement Reference:	<p>Indicator D.3.1</p> <p>Eligibility</p> <p>The group and group manager have agreed on how the premiums should be used, and the agreement is recorded and communicated to the group members. Prices, premiums, and timing of premium payment are clearly communicated and transparent to all group members. Premiums disbursed to members at all stages are recorded and the premiums are paid in a timely and convenient manner.</p> <p>MS-A &amp; MS-B</p> <p>The disbursement of premiums, including price and timing of the disbursement to group members is clearly recorded.</p>												
Objective Evidence:	<p>Based on FFB certified data records to dedicated Mill as below:</p> <table border="1"> <tr> <th colspan="2">Actual FFB Certified delivered to Mill (Jan 23 – Feb 24)</th><th rowspan="3">Total (MT)</th><th>Volume (MT)</th></tr> <tr> <th>Previous license period (Jan 23 – Apr 23)</th><th>Current license period (May 23 – Feb 24)</th><th>Current license period (May 23 - Feb24)</th></tr> <tr> <td>152.00</td><td>611.57</td><td>981</td></tr> </table> <p>According to the FFB certified sold to Umbul Mas Wisesa POM, RSPO premium of FFB certified sold shall be paid and recorded to the smallholder.</p>			Actual FFB Certified delivered to Mill (Jan 23 – Feb 24)		Total (MT)	Volume (MT)	Previous license period (Jan 23 – Apr 23)	Current license period (May 23 – Feb 24)	Current license period (May 23 - Feb24)	152.00	611.57	981
Actual FFB Certified delivered to Mill (Jan 23 – Feb 24)		Total (MT)	Volume (MT)										
Previous license period (Jan 23 – Apr 23)	Current license period (May 23 – Feb 24)		Current license period (May 23 - Feb24)										
152.00	611.57		981										

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	<p>However, during this recertification, found that:</p> <ol style="list-style-type: none"> <li>1. The prices, premiums, and timing of premium payment are not clearly communicated and transparent to all group members.</li> <li>2. Premiums disbursed to members are not recorded and the premiums are not paid in a timely and convenient manner.</li> <li>3. Based on interview with 7 smallholder samples and their represented person, stated that they never received the RSPO premium and did not understand the allocation of RSPO premium since certified.</li> </ol>
<b>Corrections:</b>	ICS Board has conducted socialization regarding the RSPO premium price disbursement to all members on 29 and 30 May 2024 after receiving a response from the Smallholder Department - Head Office Medan on 28 May 2024.
<b>Root Cause Analysis:</b>	Board of ICS and smallholder members of KSU Suka Makmur have not received information from PT. Umbul Mas Wisesa regarding the RSPO premium because it is still in the process of internal discussion within the company regarding the procedures and system for determining the RSPO Premium.
<b>Corrective Actions:</b>	<ul style="list-style-type: none"> <li>• Routinely communicate every request for information to the authorized department.</li> <li>• ICS Board updates information from PT UMW to all members. Including if there has been no response from Company management.</li> </ul>
<b>Assessment Conclusion:</b>	<p><b>Verification on 31 May 2024</b></p> <p>Based on document review, a response from the management representative of c.q Smallholder Department - Head Office Medan dated 28 May 2024 has been shown which states that the RSPO premium funds that should be received by KSU Suka Makmur are smaller than the costs of the certification audit surveillance that should be borne by KSU Suka Makmur.</p> <p>On 29 and 30 May 2024, the letter was socialized to all administrators and members of KSU Suka Makmur. This explanation can be accepted by members so it can be concluded that there will be no RSPO premium sharing in 2024.</p> <p>Based on verification above, this noncompliance <b>satisfactorily closed</b>.</p>

Opportunity for Improvements	
OFI #	Description
OFI 1	NIL

Positive Findings	
PF #	Description
PF 1	NIL

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#### 3.3.1 Status of Nonconformities Previously Identified and Opportunity for Improvement

Previous Audit Critical (Major) Non-conformity			
NCR Ref #	-	Issued Date	-
Due Date	-	Closure Date	-
Indicator & Category (Critical / Minor)	-		
Statement of Nonconformity:	NIL		
Requirement Reference:	-		
Objective Evidence:	-		
Corrections:	-		
Root Cause Analysis:	-		
Corrective Actions:	-		
Assessment Conclusion:	-		
Effectiveness Closure (for previous audit closed Critical NC):	-		

Previous Audit Opportunity for Improvement	
OFI#	Description
OFI 1	NIL

#### 3.3.2 Summary of the Nonconformities and Status

CAR Ref.	Category (Critical / Minor)	P&C Indicator	Issued Date	Status & Date (Closure)
<b>Recertification</b>				
2471808-202403-M1	Critical	Indicator 2.3 E, MS-A, MS-B	22 March 2024	23 May 2024
2471808-202403-M2	Critical	Indicator 3.1 MS-A	22 March 2024	23 May 2024
2471808-202403-M3	Critical	Indicator 3.4 MS-A	22 March 2024	23 May 2024
2471808-202403-M4	Critical	Indicator 4.1 MS-A	22 March 2024	23 May 2024
2471808-202403-M5	Critical	Indicator 4.5 MS-A	22 March 2024	23 May 2024
2471808-202403-M6	Critical	Indicator A.1.3 Eligibility, MS-A, MS-B	22 March 2024	23 May 2024
2471808-202403-M7	Critical	Indicator A.2.3 MS-B	22 March 2024	23 May 2024

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2471808-202403-M8	Critical	Indicator B.1.2 Eligibility, MS-A, MS-B	22 March 2024	23 May 2024
2471808-202403-M9	Critical	Indicator D.3.1 Eligibility, MS-A, MS-B	22 March 2024	31 May 2024
<b>ASA-4</b>				
NIL				
<b>ASA-3</b>				
NIL				
<b>ASA-2</b>				
NIL				
<b>ASA-1</b>				
1872275-202001-N1	Minor	Indicator 4.6.10	28 January 2020	20 January 2021
<b>Initial Assessment</b>				
1758778-201901-M1	Major	Indicator 2.1.1	1 March 2019	1 April 2019

### 3.4 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 KSU Suka Makmur 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 KSU Suka Makmur 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 ISH standard requirements have been incorporated as an assessment finding.

Structured worker interviews with male and female workers and staff were held in private at the workplace. 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.

Stakeholders contacted		
Type of Stakeholder (e.g. Internal, Union, Contractor, Governmental Department, NGO, External, Communities)	Stakeholder name / organization	Means of communication (e.g. face to face interview, email, phone interview, comment from public notice)
Governmental Department	<ul style="list-style-type: none"> <li>Environmental Agency of Labuhanbatu Selatan Regency</li> <li>Plantation Agency of Labuhanbatu Selatan Regency</li> <li>Manpower Agency of Labuhanbatu Selatan Regency</li> </ul>	Phone interview

	<ul style="list-style-type: none"> <li>Land Department of Labuhanbatu Regency</li> </ul>	
Internal	<ul style="list-style-type: none"> <li>Worker Union of Serikat Pekerja Mandiri</li> <li>Gender Committee</li> </ul>	Face to face interview

Stakeholders comment	
#01	<p><b>Feedbacks: Environmental Agency of Labuhanbatu Selatan Regency</b> KSU Suka Makmur have complied with all environmental regulation requirements. No negative issues related on Environmental from communities</p> <p><b>Audit Team verification and response:</b> No issues shall be followed up.</p>
#02	<p><b>Feedbacks: Plantation Agency of Labuhanbatu Selatan Regency</b> Contacted but no response</p> <p><b>Audit Team verification and response:</b> No issues shall be followed up.</p>
#03	<p><b>Feedbacks: Manpower Agency of Labuhanbatu Selatan Regency</b> All KSU Suka Makmur's employee came from their relatives or village fellows. Working agreement including payment agreed by family approach. There is no issues related to the salary payments including salary deduction so on.</p> <p><b>Audit Team verification and response:</b> No issues shall be followed up.</p>
#04	<p><b>Feedbacks: Land Department of Labuhanbatu Regency</b> Cannot contacted and no response</p> <p><b>Audit Team verification and response:</b> No issues shall be followed up.</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
Nil					
<p><b>Note:</b> The smallholders plot is formerly origin from company landbank with no progress development before 2004. The land status is abandoned land. After that, local community establish Farmer Group to develop the land with oil palm crops. Local government giving legal permission to develop the area. Therefore no previous landowner on the smallholders area.</p>					

Previous land owner / user comment
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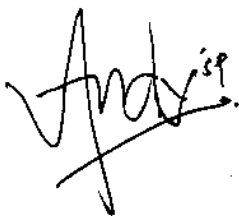
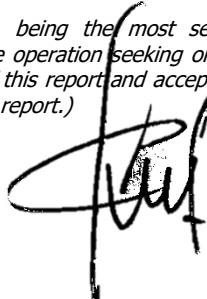
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	<b>Feedbacks: NIL</b>
	<b>Audit Team verification and response: NIL</b>

### 3.5 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 is appropriate. Based on the results of this audit, it is concluded that KSU Suka Makmur has complied with the Indonesia National Interpretation 2022 of the Independent Smallholder Standard 2019 and audit criteria identified within the audit report. It is deemed that the management system has achieved its intended outcomes. Therefore, it is recommended that KSU Suka Makmur is remain certified.	
Report prepared by	Acceptance of Assessment Conclusion
<b>Name: Andi Pratama Pasaribu</b>	<b>Name: Safi'i</b>
<b>Company Name: BSI Services Malaysia Sdn Bhd</b>	<b>Company Name: KSU Suka Makmur</b>
<b>Title: Lead Auditor</b>	<b>Title: Group Manager ICS</b>
<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: 3 June 2024</b>	<b>Date: 3 June 2024</b>



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**Appendix A: Summary of Findings**

Criterion / Indicator		Assessment Findings	Compliance
<b>Principle 1: Optimise productivity, efficiency, positive impacts and resilience</b> Implement professional and transparent operations to secure sustainable livelihood improvements.			
<b>Criteria 1.1:</b> Smallholders establish a legal entity which has organizational capacity to comply with the RSPO Independent Smallholder Standard.			
Eligibility	<p>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 Declaration from all smallholder members (Reference to Appendix 1).</li> </ol>	<p><b>Legal formation</b></p> <p>Deed of establishment under "Akta Pendirian Koperasi Serba Usaha Suka Makmur No.29" by Notary John Marlon Maraganti SH. MKn. dated 22 January 2016. The deed establishment including the basic statute and operational statute.</p> <ul style="list-style-type: none"> <li>• Renewal deed of establishment "Pernyataan Keputusan Rapat" Koperasi Serba Usaha Suka Makmur Act No. 01 by Notary John Marlon Maraganti SH. MKn. dated 03 January 2022. This deed changes:</li> <li>• Chairman: Safi'i</li> <li>• Secretary: Arianto</li> <li>• Treasurer: DTM Ridwan.</li> <li>• Approvement of Renewal Deed issued by Ministry of Justice and Human Rights (KEMENKUMHAM) No. AHU- 0005747.AH.01.28. TAHUN.2022, dated 8 January 2022.</li> <li>• Business Registration Number or "Nomor Induk Berusaha (NIB): 1511220135391, dated 15 November 2022" as listed on Cooperative Department website <a href="http://nik.depkop.go.id/Detail.aspx?KoperasiId=1222020100001">http://nik.depkop.go.id/Detail.aspx?KoperasiId=1222020100001</a> . All the previous permit for this organization has been updated with this registration number. Therefore, the other permit such as "Surat Izin Usaha Perdagangan (SIUP) and Tanda Daftar</li> </ul>	Complied

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Criterion / Indicator		Assessment Findings	Compliance
		<p>Perusahaan (TDP)" that been expired was not applicable since the NIB issued.</p> <ul style="list-style-type: none"> <li>Registration as legal entity as per "Surat Menteri Negara Koperasi dan Usaha Kecil dan Menengah Republik Indonesia Kepala Dinas Perindustrian, Perdagangan, Koperasi dan UKM Kabupaten Labuhanbatu Selatan No.518/65/BH/Indagkop/IV/2016 tentang Pengesahan Akta Pendirian Koperasi Serba Usaha Suka Makmur" signed by regent of Labuhanbatu Selatan, dated 15 February 2016.</li> </ul> <p><b>Fair and transparent decision making and governance</b></p> <p>Annual meeting has been held on 10 May 2023. During this meeting with 27 participants, chairman of KSU Suka Makmur presenting the annual report for financial year 2022.</p> <p><b>Additional documents per requirements for Group Formation and Management</b></p> <p>Based on annual meeting result 2023 and following meetings on 2 August 2023, organization has stipulated the structure for organization as follow:</p> <ul style="list-style-type: none"> <li>Chairman: Safi'i</li> <li>Supervisory board: Marlan &amp; Sardi</li> <li>Secretary: Arianto</li> <li>Treasurer: DTM Ridwan</li> </ul> <p>Apart from the structure above, they also formed Internal Control System (ICS) to manage RSPO certification as follows:</p>	

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Criterion / Indicator		Assessment Findings	Compliance
		<ul style="list-style-type: none"> <li>Chairman: Safi'i</li> <li>Secretary: Rizki Ananda</li> <li>Marketing unit: Suratno; Surya Fadli</li> <li>Training unit: Agronomy team SIPEF – SIPEF RMO North Sumatra</li> <li>Conservation unit: Sumardi; Irwan Harahap</li> <li>Fire emergency unit: Tusiwan; Marlan</li> <li>Document control: Surya Fadli</li> <li>Internal control: SIPEF RMO North Sumatra</li> <li>First aid team: Dwi M; Suratno</li> </ul> <p><b>Signed or thumb printed Smallholder Declaration from all smallholder Declaration from all smallholder members</b></p> <p>Previously, all smallholders have been signed the smallholder declaration during the first certification proses in 2017 and then revised during the new smallholders standard in 2022. Currently, smallholders declaration (appendix 1) re-signed on 12 February 2024 due to all document was broken during flood early January 2024.</p> <p>Sample taken:</p> <ul style="list-style-type: none"> <li>Samin R: signed on 13 February 2024.</li> <li>Edi Gunawan: signed on 13 February 2024.</li> <li>Juriah: signed on 13 February 2024.</li> <li>Ari Panji Sulistiarto: signed on 13 February 2024.</li> <li>Tri Yuli Wardani: signed on 13 February 2024.</li> <li>Mustomo: signed on 13 February 2024.</li> <li>Taslim: signed on 13 February 2024.</li> </ul>	

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Criterion / Indicator		Assessment Findings	Compliance
Milestone A	Group manager and group members have an Internal Control System (ICS) that meets all the ICS Eligibility and MS A requirements (section 3.2 below) and complete training on oil palm pricing mechanisms, financial management, and best practices for smallholder organisations as well as socialising the mechanism at which pricing is set for smallholder organisations.	<p>The ICS member has attended the training during January – December 2023 as follows:</p> <ul style="list-style-type: none"> <li>Best Management Practices training on 18 April 2023. Covering issues related to water management, nursery, harvesting, pruning and manuring. This training attended by 22 participants.</li> <li>Best Management Practices training on 18 December 2023. Covering issues related to upkeep mature, manuring, harvesting, integrated pest management, water management and weeding. This training attended by 10 participants.</li> </ul> <p>Based on contractual agreement between KSU Suka Makmur and PT Umbul Mas Wisesa on 1 November 2017 stated on Chapter 7 clause 1 that both parties agreed to purchase the smallholders FFB based on GAPKI's prices.</p>	Complied
Milestone B	<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><b>Fair and transparent decision-making and governance</b></p> <p>Annual meeting has been held on 10 May 2023. During this meeting with 27 participants, chairman of KSU Suka Makmur presenting the annual report for financial year 2022.</p> <p><b>Sustainable financial management</b></p> <p>In accordance with Working Instruction – Implementation on Monitoring and Internal Audit Certification for Sustainable FFB (No. Doc KSU-SM/PK/013 dated 1 July 2021), organization has conducted internal audit to all member of smallholders during March – November 2023. This document stated that 3 members shall audited each month during January – December to fulfill all members audited. Further detail of the audit report can be seen in refer to indicator B.1.1.</p>	Complied

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Criterion / Indicator		Assessment Findings	Compliance
		<p>Furthermore, SND Department SIPEF North Sumatra also conduct the compliance audit RSPO ISH on 16 January 2024. During that audit, the auditor team were raised 11 findings. Corrective action plan and its evidence has been submitted on 16 February 2024.</p> <p>Group Manager ICS has shown the financial report of KSU Suka Makmur as per March 2024. The organization printed the financial statement at the end of February 2023 where the organization funds in IDR 12.xxx.xxx.</p>	
<b>Criteria 1.2:</b> Smallholders have the capacity to effectively manage their farm.			
Eligibility	Not Applicable	Not applicable	Not Applicable
Milestone A	Smallholders complete training on farm business operations, monitoring and planning. The training includes capacity building on record keeping for production, including inputs and yields, transactions, and variety.	<p>The ICS member has attended the training during January – December 2023 as follows:</p> <ul style="list-style-type: none"> <li>• Best Management Practices training on 18 April 2023. Covering issues related to water management, nursery, harvesting, pruning and manuring. This training attended by 22 participants.</li> <li>• Best Management Practices training on 18 December 2023. Covering issues related to upkeep mature, manuring, harvesting, integrated pest management, water management and weeding. This training attended by 10 participants.</li> </ul>	Complied
Milestone B	Smallholders are managing their farms effectively and maintain records of production and transaction data of all FFB sales.	Based on field visit, all the smallholders plot was in good upkeep condition. The record of production documented in harvesting log and delivery order note (including weighbridge ticket) to Umbul Mas Wisesa POM.	Complied

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Criterion / Indicator		Assessment Findings	Compliance																								
		Until this audit, KSU Suka Makmur has sent 679.24 MT RSPO certified FFB to mill.																									
Criteria 1.3: Smallholders implement good agricultural practices (GAP) on their farms.																											
Eligibility	Smallholders commit to implementing good agricultural practices on their farms. (Reference Smallholder Declaration, 1.1.E / Appendix 1).	<div>Smallholders are committed to implementing GAP on their farm operations. Those commitment documented in Smallholder Declaration or “Deklarasi Petani Swadaya Untuk Sertifikasi RSPO”.</div> <table><tr><th>Plot No</th><th>SH Name</th><th>Declaration signing</th></tr><tr><td>09A02</td><td>Samin R</td><td>12 Feb 2024*</td></tr><tr><td>09B11</td><td>Edi Gunawan</td><td>12 Feb 2024*</td></tr><tr><td>09D33</td><td>Juriah</td><td>12 Feb 2024*</td></tr><tr><td>09D35</td><td>Ari Panji Sulistiarto</td><td>12 Feb 2024*</td></tr><tr><td>09E41</td><td>Tri Yuli Wardani</td><td>12 Feb 2024*</td></tr><tr><td>09F56</td><td>Mustomo</td><td>13 Feb 2024*</td></tr><tr><td>09G58</td><td>Taslim</td><td>12 Feb 2024*</td></tr></table> <div>*The document is re-signing due to a flooding disaster that hit the smallholder office in January 2024. While first declaration signed in 26-27 Nov 2020.</div>	Plot No	SH Name	Declaration signing	09A02	Samin R	12 Feb 2024*	09B11	Edi Gunawan	12 Feb 2024*	09D33	Juriah	12 Feb 2024*	09D35	Ari Panji Sulistiarto	12 Feb 2024*	09E41	Tri Yuli Wardani	12 Feb 2024*	09F56	Mustomo	13 Feb 2024*	09G58	Taslim	12 Feb 2024*	Complied
Plot No	SH Name	Declaration signing																									
09A02	Samin R	12 Feb 2024*																									
09B11	Edi Gunawan	12 Feb 2024*																									
09D33	Juriah	12 Feb 2024*																									
09D35	Ari Panji Sulistiarto	12 Feb 2024*																									
09E41	Tri Yuli Wardani	12 Feb 2024*																									
09F56	Mustomo	13 Feb 2024*																									
09G58	Taslim	12 Feb 2024*																									
Milestone A	Smallholders complete training on Good Agriculture Practices (GAP).	<div>Group Manager ICS has conducted GAP training during January – December 2023 as follows:</div> <ul style="list-style-type: none"><li>GAP training on 18 April 2023. Covering issues related to water management, nursery, harvesting, pruning and manuring. This training attended by 22 participants.</li><li>GAP training on 18 December 2023. Covering issues related to upkeep mature, manuring, harvesting, integrated pest</li></ul>	Complied																								

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Criterion / Indicator		Assessment Findings	Compliance
		management, water management and weeding. This training attended by 10 participants.	
Milestone B	Smallholders have adopted GAP on their farms and are tracking productivity through, but not limited to, records of FFB sales.	<p>Based on field visit, all the smallholders plot was in good upkeep condition. The record of production documented in harvesting log and delivery order note (including weighbridge ticket) to Umbul Mas Wisesa POM.</p> <p>Until this audit, KSU Suka Makmur has sent 679.24 MT RSPO certified FFB to mill.</p>	Complied
<b>Principle 2: Ensure Legality, Respect for Land Rights and Community Wellbeing</b> Comply with the law and respect communities' rights			
<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			
Eligibility	Smallholders provide the coordinates or maps of their plots and evidence of ownership, or rights to use the land (refer to indicator 1.1E / Appendix 1).	<p>ISH organization Koperasi Serba Usaha Suka Makmur provided map and coordinates all the smallholder members "Peta Lokasi Lahan Anggota Koperasi Serba Usaha Suka Makmur yang Ikut Program Sertifikasi RSPO" scale 1:25000 dated 11 August 2017. There were 31 land parcels identified as per smallholder register.</p> <p>Evidence of ownership or rights to use the land for smallholder sampled, detailed as below.</p>	Complied
Milestone A	Smallholders can demonstrate legal ownership or native and/or customary rights to use the land or demonstrate that they are in the process of legalisation of that right.	<p>ISH organization Koperasi Serba Usaha Suka Makmur:</p> <p>Edi Gunawan</p> <p>Land ownership statement letter from village "Surat Keterangan Tanah Kepala Desa Tanjung Mulia No.593/536/TML/2015" dated 1 July 2015. The letter stating Edi Gunawan owns a land of 11,760 m<sup>2</sup> since 2014.</p>	Complied

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		<p>The letter stating upon Edi Gunawan's land, there was no land dispute related to ownership and/or boundary of the land.</p> <p>Ari Panji Sulistiarto Land ownership statement letter from village "Surat Keterangan Tanah Kepala Desa Tanjung Mulia No.593/1435/TML/2009" dated 29 August 2009. The letter stating Panji Sulistiarto owns a land of 20,000 m<sup>2</sup> since 2005. The letter stating upon Panji Sulistiarto's land, obtain from cultivating free state land, there was no land dispute related to ownership, size and/or boundary of the land. Completed with sketch and identification of land's boundary.</p> <p>Mustomo Land certificate "Sertifikat Hak Milik No.02.12.09.11.1.02511; Mustomo; 16,991 m<sup>2</sup>/1.7 Ha" dated 17 November 2016. Completed with survey map 1:2500 for land No.2511 from survey map No.606/Tanjung mulia/2016 dated 7 November 2016.</p> <p>Taslim Land certificate "Sertifikat Hak Milik No.02.12.09.11.1.02545; Taslim; 16,999 m<sup>2</sup>/1.7 Ha" dated 17 November 2016. Completed with survey map 1:2500 for land No.2545 from survey map No.701/Tanjung mulia/2016 dated 7 November 2016.</p> <p>Tri Yuli Wardani Land ownership statement letter from village "Surat Keterangan Tanah Kepala Desa Tanjung Mulia No.593/1942/TML/2009" dated 29 August</p>	



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Criterion / Indicator		Assessment Findings	Compliance
		<p>2009. The letter stating Tri Yuli Wardani owns a land of 20,000 m<sup>2</sup> since 2005. The letter stating upon Tri Yuli Wardani's land, obtain from cultivating free state land, there was no land dispute related to ownership, size and/or boundary of the land. Completed with sketch and identification of land's boundary.</p> <p>Juriah</p> <p>Land ownership statement letter from village "Surat Keterangan Tanah Kepala Desa Tanjung Mulia No.593/343/TML/2006" dated 21 October 2006. The letter stating Juriah owns a land of 20,000 m<sup>2</sup>. The letter stating upon Tri Yuli Wardani's land was once retain the land previously proposed for oil palm plantation "PIR-Transmigrasi PT. Mujur Arta Lampita". Completed with sketch and identification of land's boundary.</p> <p>Samin</p> <p>Land ownership statement letter from village "Surat Keterangan Tanah Kepala Desa Tanjung Mulia No.593/831/TML/2011" dated 5 July 2011. The letter stating Samin owns a land of 20,000 m<sup>2</sup> since 2006. The letter stating upon Samin's land, obtain from cultivating free state land, there was no land dispute related to ownership, size and/or boundary of the land.</p> <p>To increase the smallholder legality status, cooperative applied for plantation registration "Surat Tanda Daftar Budidaya Tanaman Perkebunan/STD-B". The cooperative chairman sent letter to Kepala Dinas Penanaman Modal dan Pelayanan Perizinan Terpadu Satu Pintu Kabupaten Labuhan Batu Selatan "Permohonan Pembuatan Surat</p>	

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Criterion / Indicator		Assessment Findings	Compliance																								
		Tanda Daftar Budi Daya Tanaman Perkebunan (STD-B) masing-masing Anggota KSU Suka Makmur No.002/KSUSM-DPMPTS/I/2021” dated 12 January 2021.																									
Milestone B	Smallholder plots are clearly and visibly demarcated and maintained, and the smallholders are operating only within these boundaries.	<div>Koperasi Serba Usaha Suka Makmur and its smallholder member maintains the boundary poles. The audit team record the sampled boundary pole in the sampled smallholders.</div> <table><tr><th>Name</th><th>Latitude</th><th>Longitude</th></tr><tr><td>Samin R</td><td>2° 11’ 28.58” N</td><td>100° 22’ 3.87” E</td></tr><tr><td>Mustomo</td><td>2° 11’ 49.70” N</td><td>100° 19’ 50.80” E</td></tr><tr><td>Tri Yuli</td><td>2° 11’ 29.90” N</td><td>100° 20’ 1.70” E</td></tr><tr><td>Zuria</td><td>2° 11’ 9.09” N</td><td>100° 20’ 3.21” E</td></tr><tr><td>Ari Panji</td><td>2° 11’ 12.197” N</td><td>100° 20’ 9.82” E</td></tr><tr><td>Edi Gunawan</td><td>2° 11' 46.12" N</td><td>100° 21' 34.78" E</td></tr><tr><td>Taslim</td><td>2° 11' 30.41" N</td><td>100° 18' 53.01" E</td></tr></table> <div>The ISH demonstrated boundary checklist period August 2023 for all smallholder members.</div>	Name	Latitude	Longitude	Samin R	2° 11’ 28.58” N	100° 22’ 3.87” E	Mustomo	2° 11’ 49.70” N	100° 19’ 50.80” E	Tri Yuli	2° 11’ 29.90” N	100° 20’ 1.70” E	Zuria	2° 11’ 9.09” N	100° 20’ 3.21” E	Ari Panji	2° 11’ 12.197” N	100° 20’ 9.82” E	Edi Gunawan	2° 11' 46.12" N	100° 21' 34.78" E	Taslim	2° 11' 30.41" N	100° 18' 53.01" E	Complied
Name	Latitude	Longitude																									
Samin R	2° 11’ 28.58” N	100° 22’ 3.87” E																									
Mustomo	2° 11’ 49.70” N	100° 19’ 50.80” E																									
Tri Yuli	2° 11’ 29.90” N	100° 20’ 1.70” E																									
Zuria	2° 11’ 9.09” N	100° 20’ 3.21” E																									
Ari Panji	2° 11’ 12.197” N	100° 20’ 9.82” E																									
Edi Gunawan	2° 11' 46.12" N	100° 21' 34.78" E																									
Taslim	2° 11' 30.41" N	100° 18' 53.01" E																									
Criteria 2.2: Smallholders have not acquired lands from indigenous peoples, local communities or other users without their free, prior and informed consent, based on a simplified FPIC approach.																											
Eligibility	For existing plots, smallholders can demonstrate that they have not acquired land without FPIC of indigenous peoples, local communities or other users (refer to indicator 1.1E / Appendix 1).	Commitment to not acquiring land without FPIC of indigenous people, local communities or other user stipulated under the Smallholder Declaration “Deklarasi Petani Swadaya untuk Sertifikasi RSPO” as in	Complied																								

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Criterion / Indicator		Assessment Findings	Compliance
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).	RSPO ISH 2019 – INA NI, endorsed 14 February 2022 – Annex 1. Point 9 stipulated “Tidak membuka lahan atau mendapatkan lahan dari masyarakat adat, masyarakat setempat, atau pengguna lain tanpa FPIC dari mereka berdasarkan pendekatan FPIC yang disederhanakan”.	Complied
Milestone B	For existing plots, smallholders can demonstrate that they have not acquired land without free, prior and informed consent of indigenous peoples, local communities or other users (refer to appendix 1).	<p>Edi Gunawan Smallholder commitment “Deklarasi Petani Swadaya untuk Sertifikasi RSPO Edi Gunawan” signed by member and cooperative chairman 12 February 2024.</p> <p>Tri Yuli Wardani Smallholder commitment “Deklarasi Petani Swadaya untuk Sertifikasi RSPO Tri Yuli Wardani 22” signed by member and cooperative chairman 12 February 2024.</p> <p>Samin R Smallholder commitment “Deklarasi Petani Swadaya untuk Sertifikasi RSPO Samin R 09A03” signed by member and cooperative chairman 12 February 2024.</p> <p>Ari Panji Sulistiarto Smallholder commitment “Deklarasi Petani Swadaya untuk Sertifikasi RSPO Ari Panji Sulistiarto 09D35” signed by member and cooperative chairman 12 February 2024.</p> <p>Juriah</p>	Complied

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Criterion / Indicator		Assessment Findings	Compliance
		<p>Smallholder commitment "Deklarasi Petani Swadaya untuk Sertifikasi RSPO Juriah 09D33" signed by member and cooperative chairman 12 February 2024.</p> <p>Mustomo</p> <p>Smallholder commitment "Deklarasi Petani Swadaya untuk Sertifikasi RSPO Mustomo 29" signed by member and cooperative chairman 13 February 2024.</p> <p>Taslim (passed away)</p> <p>Smallholder commitment "Deklarasi Petani Swadaya untuk Sertifikasi RSPO Taslim 31" signed by member and cooperative chairman 14 February 2024.</p> <p>Please note that in December 2023-January 2024 the ISH Koperasi Serba Usaha Suka Makmur's plantation area including the secretariat office was flooded. Some documents were damaged, therefore the cooperative committee and smallholder member needs to re-do the document and record.</p>	
<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 indicator 1.1E / Appendix 1).	Sampled smallholder cannot completely filled the translated form "History of Land Tenure and Conflict Disclosure of the RSPO ISH Standard Indonesia National Interpretation 2022" as per "Formulir Pengungkapan Sejarah Penguasaan dan Konflik Lahan":	Non-compliance
Milestone A	There is an absence of disputes among indigenous peoples, local communities or other users, regarding land, resource-use and access rights; or where there is a dispute, dispute resolution processes are implemented, and the process is accepted by all parties involved.	Edi Gunawan	Non-compliance

Criterion / Indicator		Assessment Findings	Compliance
Milestone B	There is an absence of disputes among indigenous peoples, local communities or other users, regarding land, resource-use and access rights; or where there is a dispute, dispute resolution processes are implemented, and the process is accepted by all parties involved.	<p>Smallholder member has prepared simplified FPIC approach, referring to Annex 3 in form of "Formulir Pengungkapan Sejarah Penguasaan dan Konflik Lahan Edi Gunawan" for 1 land parcel, 11,760 m2/1.17 Ha; section 3 signed but no date; section 6A signed but no date; section 7 signed but no date, and no signature no date from village head and cooperative chairman.</p> <p>Ari Panji Sulistiarto</p> <p>Smallholder member has prepared simplified FPIC approach, referring to Annex 3 in form of "Formulir Pengungkapan Sejarah Penguasaan dan Konflik Lahan Ari Panji Sulistiarto" for 1 land parcel, 2 Ha; no date and no signature from village head and cooperative chairman.</p> <p>Mustomo</p> <p>Smallholder member has prepared simplified FPIC approach, referring to Annex 3 in form of "Formulir Pengungkapan Sejarah Penguasaan dan Konflik Lahan Mustomo" for 1 land parcel, 1.6 Ha; no information on land boundary, no information on subject of ownership, no information on object of ownership, no information of ownership type, no information on source of ownership, no information on history of land user section 6A signed but no date; section 7 no signature no date from Group Manager and no signature no date from village head and cooperative chairman.</p> <p>Taslim</p> <p>Smallholder member has prepared simplified FPIC approach, referring to Annex 3 in form of "Formulir Pengungkapan Sejarah Penguasaan dan Konflik Lahan Taslim" for 1 land parcel; section 2 information for 1 land parcel, 2.2Ha, no information on land boundary, no information</p>	Non-compliance

Criterion / Indicator		Assessment Findings	Compliance
		<p>on subject of ownership, no information on object of ownership, no information on type of ownership, no information on source of ownership, no information on history of land use; section 3 no signature and no date; section 4 no statement on conflict status; section 6A no signature no date; section 7 no signature no date from Group Manager, and no signature no date from village head and cooperative chairman.</p> <p>Tri Yuli Wardani Smallholder member has prepared simplified FPIC approach, referring to Annex 3 in form of "Formulir Pengungkapan Sejarah Penguasaan dan Konflik Lahan Tri Yuli Wardani" for 1 land parcel; section 3 no signature and no date; section 6A no signature no date; section 7 no signature no date from Group Manager, and no signature no date from village head and cooperative chairman.</p> <p>Juriah Smallholder member has prepared simplified FPIC approach, referring to Annex 3 in form of "Formulir Pengungkapan Sejarah Penguasaan dan Konflik Lahan Juriah" for 1 land parcel; section 6A signed but no date; section 7 signed but no date, and no signature no date from village head and cooperative chairman.</p> <p>Samin Smallholder member has prepared simplified FPIC approach, referring to Annex 3 in form of "Formulir Pengungkapan Sejarah Penguasaan dan Konflik Lahan Samin R" for 1 land parcel; section 3 no signature no date; section 6A signed but no date; section 7 signed but no date, and no signature no date from village head and cooperative chairman.</p>	

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Criterion / Indicator		Assessment Findings	Compliance
		This is raised as <b>noncompliance</b> .	
<b>Criteria 2.4:</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 Interpretation.			
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 indicator 1.1E / Appendix 1).	There’s no change of scope area on certificate holder. Currently, there’s no expansion area/members on this latest assessment.	Complied
Milestone A	Smallholder plots are located outside of areas classified as national parks or protected areas as defined by national, regional or local law, or as specified in National Interpretations (refer to indicator 1.1E / Appendix 1).	Based on HCV assessment on March 2017, all members plot not located on forest or protected area. This is based on map location with scale 1:400.000 and overlay with Decree of Forestry Minister No. 579/2014. All member’s plot is in area with status “Other Usage Area” ( <i>Areal Penggunaan Lain</i> ).	Complied
Milestone B	Smallholder plots are located outside of areas classified as national parks or protected areas as defined by national, regional or local law, or as specified in National Interpretations (refer to indicator 1.1E / Appendix 1).		Complied
<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 FPIC, based on a simplified FPIC approach (refer to indicator 1.1E / Appendix 1).	ISH organization demonstrated the document indicating smallholder member’s plan for new planting/new land clearing/acquire land as in “Rencana Pembukaan Lahan Baru Anggota Koperasi Serba Usaha Suka Makmur 2024”, dated 3 January 2024. The form indicating there is no plan for new planting/new land clearing/land acquisition.  Commitment to not acquiring land without FPIC of indigenous people, local communities or other user stipulated under the Smallholder	Not Applicable

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		<p>Declaration "Deklarasi Petani Swadaya unutm Sertifikasi RSPO" in RSPO ISH 2019 – INA NI, endorsed 14 February 2022 – Annex 1. Point 9 stipulated "Tidak membuka lahan atau mendapatkan lahan dari masyarakat adat, masyarakat setempat, atau pengguna lain tanpa FPIC dari mereka berdasarkan pendekatan FPIC yang disederhanakan".</p> <p>Edi Gunawan  Smallholder commitment "Deklarasi Petani Swadaya untuk Sertifikasi RSPO Edi Gunawan" signed by member and cooperative chairman 12 February 2024.</p> <p>Tri Yuli Wardani  Smallholder commitment "Deklarasi Petani Swadaya untuk Sertifikasi RSPO Tri Yuli Wardani 22" signed by member and cooperative chairman 12 February 2024.</p> <p>Samin R  Smallholder commitment "Deklarasi Petani Swadaya untuk Sertifikasi RSPO Samin R 09A03" signed by member and cooperative chairman 12 February 2024.</p> <p>Ari Panji Sulistiarto  Smallholder commitment "Deklarasi Petani Swadaya untuk Sertifikasi RSPO Ari Panji Sulistiarto 09D35" signed by member and cooperative chairman 12 February 2024.</p> <p>Juriah</p>	



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		<p>Smallholder commitment "Deklarasi Petani Swadaya untuk Sertifikasi RSPO Juriah 09D33" signed by member and cooperative chairman 12 February 2024.</p> <p>Mustomo</p> <p>Smallholder commitment "Deklarasi Petani Swadaya untuk Sertifikasi RSPO Mustomo 29" signed by member and cooperative chairman 13 February 2024</p> <p>Taslim (passed away)</p> <p>Smallholder commitment "Deklarasi Petani Swadaya untuk Sertifikasi RSPO Taslim 31" signed by member and cooperative chairman 14 February 2024.</p>	
Milestone A	Smallholders complete training on how to conduct a simplified FPIC approach.	<p>Koperasi Serba Usaha Suka Makmur provided FPIC training on 28 February 2023. The training attended by cooperative chairman, Sardi, Marlan, Tusiwan, Sumardi, Arianto, Tanti Wahyuni.</p> <p>FPIC training material gathered from "Panduan Teknis untuk Anggota RSPO dalam Pengembangan Areal Baru Perkebunan Kelapa Sawit di Indonesia". The FPIC training material including the FPIC flowchart: scoping -&gt; identification community representative and decision making method -&gt; initial socialization -&gt; decision making if oil palm plantation can be considered by community.</p>	Complied
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.	ISH organization demonstrated the document indicating smallholder member's plan for new planting/new land clearing/acquire land as in "Rencana Pembukaan Lahan Baru Anggota Koperasi Serba Usaha Suka	Not Applicable

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Criterion / Indicator		Assessment Findings	Compliance								
		Makmur 2024", dated 3 January 2024. The form indicating there is no plan for new planting/new land clearing/land acquisition.									
<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.											
Eligibility	<p>Smallholders commit to no use of forced labour and ensure that any use of forced labour on the farm is terminated at Eligibility.</p> <p>They provide information on the source of labour, including family members, working on the farm and hired labour including contract workers (refer to indicator 1.1E / Appendix 1).</p>	<p>KSU Suka Makmur commit to no use of forced labour by establishing organization policy refer to "Surat Keputusan Ketua Koperasi Serba Usaha No: 002/SKPTS/KSU-SM/II/2017 Tentang Larangan Menggunakan Tenaga Kerja Anak Dibawah Umur, Wanita Hamil /Menyusui Dan Pekerja Paksa and No: 004/SKPTS/KSU-SM/IV/2017 tentang Menghormati Hak Azasi Manusia".</p> <p>KSU Suka Makmur provide information on the source of labour, including family members, working on the farm and hired labour including contract workers, documented in List of Smallholder workers or "Data Nama Pekerja di Areal Lahan Anggota KSU Suka Makmur Periode 2023".</p> <p>There are only 5 workers employed from 13 plot owner, the remain 18 plots are managed by plot owner itself.</p>	Complied								
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> </ul>	<p>Not all smallholder completed the training on free and fair labour.</p> <p>Landowner/plot owner or smallholder did not attend the training on free and fair labour, all training attended by its worker nor other represented person of smallholder but no information.</p> <table border="1"> <thead> <tr> <th>Plot No</th><th>SH Name</th><th>Training date</th><th>Remark</th></tr> </thead> <tbody> <tr> <td>09A02</td><td>Samin R</td><td>18 Apr 2023</td><td>Attended by Suratno (worker)</td></tr> </tbody> </table>	Plot No	SH Name	Training date	Remark	09A02	Samin R	18 Apr 2023	Attended by Suratno (worker)	Non-compliance
Plot No	SH Name	Training date	Remark								
09A02	Samin R	18 Apr 2023	Attended by Suratno (worker)								

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Criterion / Indicator		Assessment Findings				Compliance												
	<ul style="list-style-type: none"><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>	09B11	Edi Gunawan	18 Apr 2023	Attended by Sapi'i (his father)													
		09D33	Juriah	18 Apr 2023	Attended by Hamdan (worker)													
		09D35	Ari Panji Sulistiarto	18 Apr 2023	Attended by Hamdan (worker)													
		09E41	Tri Yuli Wardani	18 Apr 2023	Attended by Hamdan (worker)													
		09F56	Mustomo	18 Apr 2023	Not attended													
		09G58	Taslim	18 Apr 2023	Not attended													
		This is raised as <b>noncompliance</b> .																
Milestone B	Workers on the farm, including their families, have unrestricted access to their identity documents, have freedom of movement and can declare that their employment is freely chosen.	According to an interview with a smallholder worker named Ratno at Plot Samin R (09A02), the working agreement between the worker and the plot owner is approved verbally, there is no documented contract in between.  But worker acknowledge that no withholding of identity documents by landowner. Most of the workers are local people nor neighbour.				Complied												
Criteria 3.2: Children are not employed or exploited. Work by children is acceptable on family farms, under adult supervision and when not interfering with education programmes. Children are not exposed to hazardous working conditions.																		
Eligibility	Smallholders are aware of what defines child labour and ensure that any child labour in the farm operations is terminated at Eligibility. Awareness of child labour and commitment to no child labour includes:  1. Compliance with the minimum age of workers at 18 years old. 2. Not exposing children to hazardous work. 3. Providing adult supervision of children working on the farm.	Smallholders are aware of what defines child labour and ensure that any child labour in the farm operations is terminated by signing Smallholder Declaration or "Deklarasi Petani Swadaya Untuk Sertifikasi RSPO". <table><tr><th>Plot No</th><th>SH Name</th><th>Declaration signing</th></tr><tr><td>09A02</td><td>Samin R</td><td>12 Feb 2024*</td></tr><tr><td>09B11</td><td>Edi Gunawan</td><td>12 Feb 2024*</td></tr><tr><td>09D33</td><td>Juriah</td><td>12 Feb 2024*</td></tr></table>				Plot No	SH Name	Declaration signing	09A02	Samin R	12 Feb 2024*	09B11	Edi Gunawan	12 Feb 2024*	09D33	Juriah	12 Feb 2024*	Complied
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09A02	Samin R	12 Feb 2024*																
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Criterion / Indicator		Assessment Findings			Compliance
	4. Ensuring the practice of children's rights to education is unrestricted and respected. (refer to indicator 1.1E / Appendix 1).	09D35	Ari Panji Sulistiarto	12 Feb 2024*	
		09E41	Tri Yuli Wardani	12 Feb 2024*	
		09F56	Mustomo	13 Feb 2024*	
		09G58	Taslim	12 Feb 2024*	
		<i>*The document is re-signing due to a flooding disaster that hit the smallholder office in January 2024. While first declaration signed in 26-27 Nov 2020.</i>  Awareness on child labour disallowance policy was not held during 2023, but workers understand no child labour.			
Milestone A	Group managers and smallholders implement measures to protect children as follows: 1. There are no workers on smallholder farms under the age of 18. 2. Children are only permitted to help on family farms and are not permitted to perform hazardous work that may be physically or mentally harmful and that may intervene with the educational activities at school. 3. If young workers are employed, their work is not mentally or physically harmful and does not interfere with their schooling, if applicable. (Young workers are not permitted in Indonesia).	KSU Suka Makmur as group managers implements measures to protect children though issuing Decree No: 002/SKPTS/KSU-SM/II/2017, dated 7 Feb 2017 mentioned that if there are children or family member under 18 years old helping their parent in doing plantation job, it shall be supervised by parent and not doing high risk job.  Put on notice board at smallholder office that no child allowed to work on smallholder plot.  Based on interview with workers who employed at smallholder plot, in example worker named Ratno at Plot Samin R (09A02), Rapi worker at Tri Yuli Wardani plot (09E41) and Roni at Juriah plot (09D33) and Ari Panji plot (09D35) have already understood that no children allowed working at smallholder plot.			Complied
Milestone B	Group managers and smallholders implement measures to protect children as follows: 1. There are no workers on smallholder farms under the age of 18. 2. Children are only permitted to help on family farms and are not permitted to perform hazardous work that may be physically or				Complied

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Criterion / Indicator		Assessment Findings	Compliance																								
	mentally harmful and that may intervene with the educational activities at school.  3. If young workers are employed, their work is not mentally or physically harmful and does not interfere with their schooling, if applicable. (Young workers are not permitted in Indonesia).																										
<b>Criteria 3.3:</b> Workers’ pay complies with minimum legal requirements, mandatory industry standards as defined by national law or collective bargaining, whichever takes priority in local regulations.																											
Eligibility	Smallholders commit to pay workers according to at least equal to the Minimum Wage based on the smallholder’s location as applicable by law (refer to indicator 1.1E / Appendix 1).	<div>Smallholders commit to pay workers according to at least equal to the Minimum Wage based on the smallholder’s location as applicable by law by signing the Smallholder Declaration.</div> <div>According to the smallholder sample during RA1-2024 as below:</div> <table><tr><th>Plot No</th><th>SH Name</th><th>Declaration signing</th></tr><tr><td>09A02</td><td>Samin R</td><td>12 Feb 2024*</td></tr><tr><td>09B11</td><td>Edi Gunawan</td><td>12 Feb 2024*</td></tr><tr><td>09D33</td><td>Juriah</td><td>12 Feb 2024*</td></tr><tr><td>09D35</td><td>Ari Panji Sulistiarto</td><td>12 Feb 2024*</td></tr><tr><td>09E41</td><td>Tri Yuli Wardani</td><td>12 Feb 2024*</td></tr><tr><td>09F56</td><td>Mustomo</td><td>13 Feb 2024*</td></tr><tr><td>09G58</td><td>Taslim</td><td>12 Feb 2024*</td></tr></table> <div><i>*The document is re-signing due to a flooding disaster that hit the smallholder office in January 2024.</i></div> <div>KSU Suka Makmur have made calculation and calibration harvesting rate in 2024 and documented in “Kalibrasi Tarif Upah Borongan di</div>	Plot No	SH Name	Declaration signing	09A02	Samin R	12 Feb 2024*	09B11	Edi Gunawan	12 Feb 2024*	09D33	Juriah	12 Feb 2024*	09D35	Ari Panji Sulistiarto	12 Feb 2024*	09E41	Tri Yuli Wardani	12 Feb 2024*	09F56	Mustomo	13 Feb 2024*	09G58	Taslim	12 Feb 2024*	Complied
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		KSU Suka Makmur 2024". This calculation is referred to Minimum wage of Labuhanbatu Selatan regency. Where wage determined is IDR 25,577/hour or IDR 200/kg.	
Milestone A	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.	KSU Suka Makmur have calibrated for smallholder worker wage and documented in "Kalibrasi Tarif Upah Borongan di KSU Suka Makmur 2024", where minimum wage refers to Minimum Wage of Labuhanbatu Selatan Regency 2023.	Complied
Milestone B	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.	Based on calibration that wages determined IDR 200/kg. Sample of worker receive payments verified during onsite visit as below: <ul style="list-style-type: none"> <li>Roni: worker of Ari Panji plot (09D33). Payment receives is recorded in "Bukti Transaksi Pembayaran Upah Pekerja Anggota KSU Suka Makmur" within Smallholder activities note or "Buku Catatan Petani Tahun 2023". Harvesting 1 November 2023 (1,201 kg) &amp; 15 November 2023 (1,271 kg). Total payment: IDR 494,400 receive and signed at same date.</li> <li>Rapi: worker of Tri Yuli Wardani plot (09E41). Payment receives is recorded in "Bukti Transaksi Pembayaran Upah Pekerja Anggota KSU Suka Makmur" within Smallholder activities note or "Buku Catatan Petani Tahun 2023". Harvesting 2 December 2023 (853 kg) &amp; 16 December 2023 (828 kg). Total payment: IDR 336,200 receive and signed on 17 Dec 2023.</li> <li>Ratno: worker of Samin R plot (09A02). Payment receives is recorded in "Bukti Transaksi Pembayaran Upah Pekerja Anggota KSU Suka Makmur" within Smallholder activities note or "Buku Catatan Petani Tahun 2024". Harvesting 29 January 2024 (1,455 kg) &amp; 13 February 2024 (1,355 kg). Total payment: IDR 291,000</li> </ul>	Complied

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Criterion / Indicator		Assessment Findings	Compliance																								
		(receive 29/01/2024) for January 2024 and IDR 271,000 (receive 13/02/2024) for Feb 2024.																									
Criteria 3.4: Workers understand their rights and freedom to file a complaint/grievance to group manager or relevant third parties, including RSPO.																											
Eligibility	Smallholders commit to respect the rights of workers to file a complaint/grievance (refer to indicator 1.1E / Appendix 1).	<div>Smallholders commit to respect the rights of workers to file a complaint/grievance by signing Smallholder Declaration or “Deklarasi Petani Swadaya Untuk Sertifikasi RSPO”.</div> <table><tr><th>Plot No</th><th>SH Name</th><th>Declaration signing</th></tr><tr><td>09A02</td><td>Samin R</td><td>12 Feb 2024*</td></tr><tr><td>09B11</td><td>Edi Gunawan</td><td>12 Feb 2024*</td></tr><tr><td>09D33</td><td>Juriah</td><td>12 Feb 2024*</td></tr><tr><td>09D35</td><td>Ari Panji Sulistarto</td><td>12 Feb 2024*</td></tr><tr><td>09E41</td><td>Tri Yuli Wardani</td><td>12 Feb 2024*</td></tr><tr><td>09F56</td><td>Mustomo</td><td>13 Feb 2024*</td></tr><tr><td>09G58</td><td>Taslim</td><td>12 Feb 2024*</td></tr></table> <div>*The document is re-signing due to a flooding disaster that hit the smallholder office in January 2024. While first declaration signed in 26-27 Nov 2020.</div>	Plot No	SH Name	Declaration signing	09A02	Samin R	12 Feb 2024*	09B11	Edi Gunawan	12 Feb 2024*	09D33	Juriah	12 Feb 2024*	09D35	Ari Panji Sulistarto	12 Feb 2024*	09E41	Tri Yuli Wardani	12 Feb 2024*	09F56	Mustomo	13 Feb 2024*	09G58	Taslim	12 Feb 2024*	Complied
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Milestone A	Smallholders complete training on workers’ rights to file a complaints/grievance and communicate to workers the means to file a complaint/grievance.	<div>Not all smallholder members have completed attend the training on workers’ rights to file a complaints/grievance.</div> <div>Based on Minutes of training on 6 Sep 2023 training related complaint management for member KSU Suka Makmur, only 22 members have attended the training.</div>	Non-compliance																								

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Criterion / Indicator		Assessment Findings	Compliance
		<p>No remark if smallholder did not attend the training, then representative person will be replaced.</p> <p>Based on that fact above, this is raised as <b>noncompliance</b>.</p>	
Milestone B	Workers are aware of and have access to an effective means for filing a complaint/grievance.	<p>Based on interview with sample workers Roni (worker of Ari Panji plot 09D35), Rapi (worker of Tri Yuli Wardani plot 09E41), Ratno (worker of Samin R plot 09A02), it is clearly understood that any complaint/grievance shall address to landowner/smallholder.</p> <p>Any complaint/grievance can be discussed between worker and landowner/smallholder.</p>	Complied
<b>Criteria 3.5:</b> Working conditions and facilities are safe and meet minimum legal requirements.			
Eligibility	Smallholders commit to providing safe working conditions and facilities (refer to indicator 1.1E / Appendix 1).	<p>All smallholder member have signed the Smallholder Declaration (<i>Surat Pernyataan</i>) which stated at point D.6 to provide decent working condition and supporting facilities (<i>Menyediakan kondisi dan fasilitas kerja yang aman</i>). Sample seen for smallholder declaration:</p> <ul style="list-style-type: none"> <li>a. On behalf of Edi Gunawan signed on 12 February 2024</li> <li>b. On behalf of Tri Yuli Wardani signed on 12 February 2024</li> <li>c. On behalf of Samin signed on 12 February 2024</li> <li>d. On behalf of Ari Panji Sulisharto signed on 12 February 2024</li> <li>e. Juriah signed on 12 February 2024</li> <li>f. Mustomo signed on 13 February 2024</li> <li>g. Taslim signed on 14 February 2024</li> </ul>	Complied



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Criterion / Indicator		Assessment Findings	Compliance
		<p>KSU Suka Makmur has establish "Pedoman Kerja" or Work Guidance for every activities in members area, such as FFB Harvesting, FFB transport, manuring and etc. In each Work Guidance stated the required PPE, such as Work Guidance for FFB Harvesting No : KSU/SM/PK/06 dated 6 January 2017 stated the PPEs for harvesting are safety shoes and <i>egrek/dodos</i> cover; Work Guidance for FFB Transport to Mill No: KSU-SM/PK/08 dated 6 January 2017 stated the PPEs for transport are safety shoes and safety helmet; and, Work Guidance for Manuring No : KSU-SM/PK/03 dated 6 January 2017 stated the PPEs for manuring are safety shoes, mask and hand gloves. OHS risk and analysis are available in "Daftar Penilaian dan Pengendalian Resiko K3 Koperasi Serba Usaha Suka Makmur" updated on 30 October 2023. The document has been disseminated on 31 October 2023.</p> <p>The organization has provided PPEs for members and workers, the last one was on 13 November 2023. List workers was available and has been verified during audit.</p>	
Milestone A	Smallholders, workers, and family members who work at the farm complete training and are aware of health and safety risks associated with farm work, (including that of pesticide use) and how to mitigate them.	<p>OHS risk and analysis are available in "Daftar Penilaian dan Pengendalian Resiko K3 Koperasi Serba Usaha Suka Makmur" updated on 30 October 2023. The document has been disseminated on 31 October 2023 to 20 persons (16 members and 4 workers).</p> <p>Training on 26 July 2023 about Hazardous Waste Management and MSDS, RSPO Principles and Criterias and Internal Policies/procedure, attended by 21 persons (14 members, 4 workers and 3 from PT Umbul Mas Wisesa). Internal Policies/Procedure consist of :</p> <ul style="list-style-type: none"> <li>• Human Rights</li> <li>• Code of Conduct</li> </ul>	Complied

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		<ul style="list-style-type: none"> <li>• No discrimination</li> <li>• Sexual harrasment</li> <li>• Fire Emergency Responses</li> <li>• And etc</li> </ul> <p>Training on 18 December 2023 about IPM, manuring, harvesting, and water management were attended by 10 smallholder.</p> <p>During filed observation and interview with smallholders and workers confirmed that they have aware regarding health and safety risks associated with farm work, (including that of pesticide use) and how to mitigate them. In addition, dissemination signboard related OHS and PPE awareness are available in the some places on the farms.</p>	
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> <li>• Adequate drinking water</li> <li>• Access to toilets</li> </ul>	<p><b>Safe and adequate housing</b></p> <p>The farmer did not provide housing to the workers because the workers are surrounding community who have their own houses. Moreover, the type of workers (if they employ workers) are casual workers. It also has been verified from interview with workers and members.</p> <p><b>First aid kit provision</b></p> <p>The organization has provided first aid kit for members and located in organization office. The first aid kit refill was on 21 August 2023. All members have access to first aid kit.</p> <p><b>OHS &amp; PPE Provision</b></p>	Complied

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		<p>PPE for workers were provided by organization in accordance with working type. PPE for harvesting are safety helmet and boots; PPE for spraying working are safety glasses, safety helmet, apron, masker, hand gloves. The organization has provided PPEs for members and workers, the last one was on 13 November 2023</p> <p><b>Drinking water and toilet</b></p> <p>Regarding drinking water provision, based on interview with harvester, it is known that the farmers have sometime provide snacks and drinking water for harvesters as additional, because the harvester also brought drinking water by themselves. For toilets, it can be accessed in the farmer's house (if the house is located within the farm), or in the farmer's shed.</p>	
<b>Criteria 3.6:</b> There is no discrimination, harassment, or abuse on the farm.			
Eligibility	Smallholders commit to no discrimination, harassment or abuse on the farm (refer to indicator 1.1E / Appendix 1).	<p>All smallholder member have signed the Smallholder Declaration. In the declaration in point D.7, the smallholder committed to no discrimination, harassment or abuse on the farm. Sample seen for smallholder declaration:</p> <ul style="list-style-type: none"> <li>a. On behalf of Edi Gunawan signed on 12 February 2024</li> <li>b. On behalf of Tri Yuli Wardani signed on 12 February 2024</li> <li>c. On behalf of Samin signed on 12 February 2024</li> <li>d. On behalf of Ari Panji Sulisharto signed on 12 February 2024</li> <li>e. Juriah signed on 12 February 2024</li> <li>f. Mustomo signed on 13 February 2024</li> <li>g. Taslim signed on 14 February 2024</li> </ul>	Complied

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		The organization also have policy about sexual harrasment as per "Surat Keputusan Ketua Koperasi Serba Usaha Suka Makmur No : SKPTS/KSU-SM/VIII/2017" dated 8 August 2017.	
Milestone A	Smallholders complete training on workplace discrimination, harassment and abuse and are aware of the need for a safe workspace.	<p>Training on 26 July 2023 about Hazardous Waste Management and MSDS, RSPO Principles and Criterias and Internal Policies/procedure, attended by 21 persons (14 members, 4 workers and 3 from PT Umbul Mas Wisesa). Internal Policies/Procedure consist of :</p> <ul style="list-style-type: none"> <li>• Human Rights</li> <li>• Code of Conduct</li> <li>• No discrimination</li> <li>• Sexual harrasment</li> <li>• Fire Emergency Responses</li> <li>• And etc</li> </ul> <p>Based on interview with smallholders, they have known their commitment to no discrimination, harassment or abuse on the farm, and also have been given training related to those terms.</p>	Complied
Milestone B	Workers freely express that they are working in a place that is free from discrimination, harassment or abuse.	Based on interview with sampled smallholders and workers (7 persons), it is informed that workers freely express they needs and never occurs harassment or abuse during to work.	Complied

**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**

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<p>This ISH Standard is pursuing the objective of the RSPO Smallholder Strategy to increase smallholder inclusion, prioritise improved practices that 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.</p> <p>Aligned with the new HCS requirements in the RSPO P&amp;C 2018, 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.</p> <p>In the meantime, independent smallholders are not allowed to clear any primary forests, and/or any areas required to protect or enhance HCV 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 planting 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.</p> <p><b>Remediation and Compensation Procedure (RaCP)</b></p> <p>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.</p> <p>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) fully supported and funded by the RSPO Secretariat.</p> <p><b>Procedural Note:</b> The RaCP mechanism for independent smallholder will not be an obstacle to the independent smallholder certification process since it is not yet available.</p>		<p><b>Criteria 4.1:</b> 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.</p>	
Eligibility	Smallholders commit to protect HCVs and HCS forests through the precautionary practices approach (refer to indicator 1.1E / Appendix 1).	<p>All sampled members had signed commitment declaration based on annex 2 of RISS 2020. The commitment covers all point on annex 2, especially related to HCV protection on point 12 "Protecting HCV and HCS Forest through the precautionary practice approach". The commitment signed on February 2024.</p> <p>The declaration is re-signed by all members because of flood disaster in January 2024. The first declaration had signed on 2020.</p>	Complied

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Criterion / Indicator		Assessment Findings	Compliance
Milestone A	Smallholders complete training on and are aware of: <ul style="list-style-type: none"> <li>The importance of maintaining and conserving HCVs and HCS forests</li> <li>Human-wildlife conflict and mitigation efforts;</li> <li>Rare, threatened and endangered species and important ecosystems.</li> </ul>	<p>Not all members complete training related to HCV management.</p> <p>Based on Training Record review on 6 September 2023, there are members who not attended the training related to HCV management in the name of: Tri Yuli Wardani and Taslim.</p> <p>This is raised as <b>noncompliance</b>.</p>	Non-compliance
Milestone B	Smallholders implement precautionary practices and manage and maintain rare, threatened and endangered species, HCVs and HCS forests, where applicable.	Based on field observation on sampled members, it has been found that there's no chemical spraying activities on riparian area (main canal drainage).	Complied
<b>Criteria 4.2:</b> 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).			
Eligibility	Smallholders provide information on all smallholder plots converted and planted with oil palm after November 2005, through use of the simplified combined HCV-HCS approach for Smallholders (refer to indicator 1.1E / Appendix 1).	<p>Organization has information relate to HCV/HCS for existing member here's the detail:</p> <p>The smallholder LUCA has been conducted and reviewed by Skymap Global (M) Sdn. Bhd. On 30 December 2022. As reported in the Disclosure Reporting Template, the total number of smallholders are 30 with total area is 60.15 hectares. Total area of raw liability is 60.15 ha, total area of conservation liability is 8.78 ha and total remediation area is 60.15 ha. The results of LUC analysis methodology review is passed.</p> <p>HCV assessment reported on "Laporan Penilaian Nilai Konservasi Tinggi di Areal Kebun Sawit Smallholder Koperasi Mitra PT Umbul Mas Wisesa Provinsi Sumatera Utara" on March 2017 which compiled by consultant. Based on that report assessment there's no HCV 1, 2, 3, 5 and 6. The only HCV exist is HCV 4 in the form of a main canal buffer.</p>	Complied

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		All plots of smallholders not in forest area and located on peatlands. There was no species listed as CR under IUCN red list found in the landscape.	
Milestone A	Group members develop a plan to identify the maximum area for on-site remediation of HCVs lost since November 2005 and HCS forests lost since November 2019, through a participatory process and the plan is submitted to RSPO.	<p>Currently, the RaCP process for ISH has only been limited to quantifying and recording conservation obligations as well as identifying areas that require remediation, namely through Disclosure and LUCA. Further requirements regarding RaCP will only apply once the RaCP mechanism for ISH has been published. However, RSPO emphasizes on its members to implement best management practices for areas managed by its members and the surrounding environment.</p> <p>The smallholder have program plan related to HCV management on "Program Pengelolaan NKT Tahun 2023", here's the following detail for activities plan:</p> <ul style="list-style-type: none"> <li>- HCV socialization (once a year)</li> <li>- HCV monitoring (every month)</li> <li>- Pineapple planting on riparian (twice a year)</li> <li>- Weed upkeep on canal (twice a year)</li> </ul>	Complied
Milestone B	An RSPO-approved plan to remediate for HCVs lost since November 2005 and HCS forests lost since November 2019 is implemented.	As explained in milestone A, the RaCP process for ISH has only been limited to quantifying and recording conservation obligations as well as identifying areas that require remediation, namely through Disclosure and LUCA. Further requirements regarding RaCP will only apply once the RaCP mechanism for ISH has been published. However, RSPO emphasizes on its members to implement best management practices for areas managed by its members and the surrounding environment.	Complied

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		<p>The cooperation showed implementation of HCV management on “<i>Laporan Kegiatan Pengelolaan Area Bernilai Konservasi Tinggi Periode Januari – Desember 2023</i>”. The activities implementation include:</p> <ul style="list-style-type: none"> <li>- Flora and Fauna Monitoring.</li> <li>- Training for all members.</li> <li>- Enrichment of HCV area.</li> <li>- Controlling <i>Mucuna bractetata</i> as an invasive species.</li> </ul> <p>This implementation records in line with sampled members explanation, especially related to HCV management.</p>	
<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 22 degrees or as in the National Interpretation) in reference to Indonesian regulations (Minister of Agriculture No. 47/2006 on Guide to Agriculture on Mountainous Areas). Slope must not be more than or equal to 40%.</li> <li>• Are not on peat areas of any depth - In reference to the definition of peat in Government Regulation No. 57/206 on Peat Ecosystem Protection and Management.</li> </ul>			
Eligibility	Smallholders provide information on all planned new planting and commit to no new planting are on HCVs or HCS forests, on steep slopes (more than 22 degrees or as in the National Interpretation) or on peat (refer to indicator 1.1E / Appendix 1).	<p>The latest oil palm crops of existing members year of planting members are between 2008-2009.</p> <p>Based on the results of interviews and field visits on sampled members. It was stated that there were no plans for new land clearing or replanting activities at the time the RC audit activity was carried out.</p>	Complied



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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-HCS approach, before any land preparation commences.	As explained in eligibility phase, that there were no plans for new land clearing or replanting activities at the time the RC audit activity was carried out.	Complied
Milestone B	Smallholders have an RSPO approved integrated management plan for their planned new planting and share a notice of this plan with those involved in the participatory mapping before any land preparation commences.	As explained in eligibility phase, that there were no plans for new land clearing or replanting activities at the time the RC audit activity was carried out.	Complied
<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.			
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 indicator 1.1E / Appendix 1).	Each smallholder has signed commitment in form of smallholder declaration or "Deklarasi Petani Swadaya Untuk Sertifikasi RSPO", as required in Appendix 1.  Smallholder Declaration has been appropriate with RSPO Independent Smallholder Standard Indonesia National Interpretation For the Production of Sustainable Palm Oil 2020, 14 February 2022.  KSU Suka Makmur committed no plan for new development/planting on HCV area or peatland onward.	Complied
Milestone A	Smallholders complete training on best management practices (BMPs) for peat. The group has an action plan to minimize risk of fire, to apply BMPs for plantings on peat and manage water systems in the certification unit.	Unit of certification has documented the training record of water management on 18 December 2023 and facilitated by Field Head Assistant and smallholder extension staff PT UMW. This training covering issues related to upkeep mature, manuring, harvesting, integrated pest management, water management and weeding. This training attended by 10 participants.  There is a list of firefighting infrastructure for KSU Suka Makmur members, namely in the form of knapsack sprayer, hose, buckets,	Complied

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		two-function axes, masks, shovels / taper, fire knots, sharp rakes, goggles, gumboots and helmets.  All equipment are in good condition and ready to use.	
Milestone B	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.	KSU Suka Makmur implementing peat management as BMP's action plan by monitoring water level and subsidence rate in smallholders plot. Only one (1) peat subsidence pole installed located in Tanti Wahyuni's plot to cover all smallholders plot.  Water management in smallholders group plots was monitored in monthly basis. Record of monitoring water level "Program Water Management dan Peat Subsidence KSU Suka Makmur Tahun 2023" showed that the water table in normal level.	Complied
<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.			
Eligibility	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 indicator 1.1E / Appendix 1).	All sampled members had signed commitment declaration based on annex 2 of RISS 2020. The commitment covers all point on annex 2, especially related to risk of flooding plants on point 13 "No new planting on peat and replanting on peat only in areas with low risk of flooding and saline intrusion". The commitment signed on February 2024.  The declaration is re-signed by all members because of flood disaster on January 2024. The first declaration had signed on 2020.	Complied
Milestone A	Smallholders with plots on peat complete training on identification of future risks of flooding or saline intrusion and alternate land development strategies.	Not all members complete training related to identification of future risks of flooding or saline intrusion and alternate land development strategies.	Non-compliance

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		<p>Based on Training Record review on 18 April 2023, there are members who not attended the training related to identification of future risks of flooding or saline intrusion and alternate land development strategies.in the name of: Tri Yuli Wardani, Edi Gunawan, Ari Panji and Mustomo.</p> <p>This is raised as <b>noncompliance</b>.</p>													
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>Currently, based on document review and field observation on sampled members it is known that there's no replanting activities on plot members. However, the cooperation has program plan related to risk assessment related to flooding on 6 January 2023. Here's the following plan:</p> <table border="1"> <thead> <tr> <th>Disaster Type</th><th>Potential Frequently</th><th>Cause</th><th>Corrective Plan</th></tr> </thead> <tbody> <tr> <td rowspan="3">Flood</td><td rowspan="3">Once a year</td><td>High Rainfall</td><td>Implementation and controlling of water level</td></tr> <tr> <td>Drainage not optimal</td><td>Water management on water gate for keep the water level on 40 cm</td></tr> <tr> <td></td><td>Drainage cleaning routinely</td></tr> </tbody> </table>	Disaster Type	Potential Frequently	Cause	Corrective Plan	Flood	Once a year	High Rainfall	Implementation and controlling of water level	Drainage not optimal	Water management on water gate for keep the water level on 40 cm		Drainage cleaning routinely	Complied
Disaster Type	Potential Frequently	Cause	Corrective Plan												
Flood	Once a year	High Rainfall	Implementation and controlling of water level												
		Drainage not optimal	Water management on water gate for keep the water level on 40 cm												
			Drainage cleaning routinely												

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Criterion / Indicator		Assessment Findings	Compliance
<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.			
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 indicator 1.1E / Appendix 1).	<p>All sampled members had signed commitment declaration based on annex 2 of RISS 2020. The commitment covers all point on annex 2, especially related to no burning issues on point 13 "No burning for preparing land or pest control". The commitment signed on February 2024.</p> <p>The declaration is re-signed by all members because of flood disaster on January 2024. The first declaration had signed on 2020.</p>	Complied
Milestone A	<p>There is no physical evidence of new burning (after eligibility) for land preparation for oil palm by smallholders. Smallholders complete training on and are aware of:</p> <ul style="list-style-type: none"> <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 community and village.</li> </ul>	<p>Based on the results of interviews and field visits on sampled members, it was stated that there were no plans for new land clearing or replanting activities at the time the RC audit activity was carried out. In Addition, auditor did not find any sign of fire on smallholder members related to new planting or replanting activities.</p> <p>Certificate holder has procedure related to hazardous waste management on "<i>Penggunaan Bahan Kimia</i>" (KSU-SM/PK/09, dated 6 January 2017). Generally, the certificate holder cooperates with PT Umbul Mas Wisesa to transporting the hazardous waste. Here's the procedure informs:</p> <ul style="list-style-type: none"> <li>- The used containers need to clean with clean water before sent to hazardous waste temporary storage in smallholder warehouse.</li> <li>- The hazardous waste will be recorded on logbook before sent to hazardous wastes temporary storage in PT Umbul Mas Wisesa.</li> </ul>	Complied

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		For examples, the certificate holder showed hazardous waste transport record to PT Umbul Mas Wisesa on 27 November 2023. The record informs hazardous material in the form of used container of pesticide as amount as 1.2 kg.	
Milestone B	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 authorities.	Based on the results of interviews with organization group managers, it was found that there was no use of fire by member smallholders in land clearing activities and pest control. This is reinforced by the results of field visits to several smallholders where there were no traces of fire use on the smallholder's land and when the audit was carried out there were no Land Clearing activities in the areas managed by the Association, as well as additional information from interviews with village officials (for example, interviews with the head of Sei Siarti) that there has never been land clearing using fire.	Complied
<b>Criteria 4.7:</b> Riparian buffer zones are identified and managed to ensure they are maintained and/or enhanced.			
Eligibility	Group manager identifies riparian buffer zones within the group and smallholders commit to no new planting in riparian zones (refer to indicator 1.1E / Appendix 1).	Based on LUCA review report with datasets from multitemporal Landsat 5 TM, Landsat 7 ETM+ and Landsat 8 OLI with less than 10% cloud cover, all smallholder's members plots located far from the river network. Thus, no smallholder area planted with oil palm within riparian areas.	Complied
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.	The cooperation has conducted training related to riparian buffer zone management on 6 September 2023. The training includes riparian management such as: <ul style="list-style-type: none"> <li>- Prohibition to use fertilizer on riparian and water bodies.</li> <li>- Don't put waste on water bodies.</li> <li>- No use fire on plot.</li> </ul>	Complied
Milestone B	Smallholders maintain and/or enhance riparian buffer zone areas.	Based on field observation on sampled members, it has been found that there's no chemical spraying activities on riparian area. Also,	Complied

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		there's realization of enrichment on riparian / canal drain with pineapples seeds in June 2023 as amount as 215 trees.	
<b>Criteria 4.8:</b> Pesticides are used in ways that do not endanger health of workers, family, communities or the environment.			
Eligibility	<p>Smallholders commit to phase out paraquat and pesticides categorized as WHO Class 1A or 1B and those listed by the Stockholm or Rotterdam Conventions by:</p> <ul style="list-style-type: none"> <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>(refer to indicator 1.1E / Appendix 1)</p>	<p>Chairman of KSU Suka Makmur has established the circular memo to phase out paraquat and pesticides categorized as per "Surat Edaran No: 004/SE-INT/KSU-SM/IV/2017 tentang Daftar Bahan Aktif Pestisida Yang Dilarang Digunakan dan Bahan Aktif Pestisida Terbatas". All the smallholders have also signed the commitment letter to avoid the paraquat usage on 06 January 2021.</p>	Complied
Milestone A	<p>Smallholders complete training on BMPs for pesticides including pesticide usage, awareness on risks for pregnant and breastfeeding women and young workers; storage and disposal; paraquat and pesticides listed by WHO Class 1A or 1B, the Stockholm or Rotterdam Conventions (and in compliance with 3.5).</p>	<p>The ICS member has attended the training during January – December 2023 as follows:</p> <ul style="list-style-type: none"> <li>• Best Management Practices training on 18 April 2023. Covering issues related to water management, nursery, harvesting, pruning and manuring. This training attended by 22 participants.</li> <li>• Best Management Practices training on 18 December 2023. Covering issues related to upkeep mature, manuring, harvesting, integrated pest management, water management and weeding. This training attended by 10 participants.</li> </ul> <p>During this field visit and interview with smallholders sampled obtained information that they were using chemical weeding services from some skilled labour according to the working agreement No. 001/KSUSM/PKB/I/2024 dated 1 January 2024. No women workers involved until this assessment.</p>	Complied

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Criterion / Indicator		Assessment Findings	Compliance
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>According to the agreement above, ICS Manager provide the herbicide for the chemical weeding labour where they controlled to not use paraquat. So far, they only use 2 type of herbicide i.e isopropyl amine glyphosate and metil metsulfuron. It can be proved that all ex-hazardous waste can that handover from KSU Suka Makmur to the temporary hazardous waste station of Umbul Mas Wisesa South on 27 November 2023 was ex-can of isopropyl amine glyphosate and metil metsulfuron.</p> <p>Until this assessment, there is no information pesticide usage for pest outbreaks.</p>	Complied
<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.			
Eligibility	Not applicable	Not applicable	Complied
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.	<p>The ICS member has attended the training during January – December 2023 as follows:</p> <ul style="list-style-type: none"> <li>• Best Management Practices training on 18 April 2023. Covering issues related to water management, nursery, harvesting, pruning and manuring. This training attended by 22 participants.</li> <li>• Best Management Practices training on 18 December 2023. Covering issues related to upkeep mature, manuring, harvesting, integrated pest management, water management and weeding. This training attended by 10 participants.</li> </ul> <p>During this field visit and interview with smallholders sampled obtained information that they only introducing owl and planting beneficial plant towards IPM implementation.</p>	Complied

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Milestone B	The group and smallholders maximize use of IPM approaches to minimize use of pesticides and herbicides on their farm.	<p>Based on document verification, the smallholders only use pesticide to control termite infestation. Within 2023 obtained information that usage 360 cc pesticide that applied in 11 plots.</p> <p>Other than that, KSU Suka Makmur has planted 112 pieces Turnera subulata that spread into 31 plots. This type of beneficial plant used to be host for predator who control eat leaf caterpillar infestation.</p> <p>Until this assessment, it was found 3 barn owl boxes located in plots no 10; 22 and 24. As per latest monitoring record on 21 December 2023, all of barn owl box was fully occupied.</p>	Complied
<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>			
Eligibility	The Group has appointed a group manager	<p>Based on annual meeting result 2023 and following meetings on 2 August 2023, organization has stipulated the structure for organization as follow:</p> <ul style="list-style-type: none"> <li>Chairman: Safi'i</li> <li>Supervisory board: Marlan &amp; Sardi</li> <li>Secretary: Arianto</li> <li>Treasurer: DTM Ridwan</li> </ul>	Complied
Milestone A	The Group has appointed a group manager		Complied
Milestone B	The Group has appointed a group manager		Complied



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		<p>Apart from the structure above, they also formed Internal Control System (ICS) to manage RSPO certification as follows:</p> <ul style="list-style-type: none"> <li>Chairman: Safi'i</li> <li>Secretary: Rizki Ananda</li> <li>Marketing unit: Suratno; Surya Fadli</li> <li>Training unit: Agronomy team SIPEF – SIPEF RMO North Sumatra</li> <li>Conservation unit: Sumardi; Irwan Harahap</li> <li>Fire emergency unit: Tusiwan; Marlan</li> <li>Document control: Surya Fadli</li> <li>Internal control: SIPEF RMO North Sumatra</li> <li>First aid team: Dwi M; Suratno</li> </ul>	
<b>A.1.2</b>			
Eligibility	The group manager has evidence of legal identity.	<p>Based on annual meeting result 2023 and following meetings on 2 August 2023, organization has stipulated the structure for organization as follow:</p> <ul style="list-style-type: none"> <li>Chairman: Safi'i</li> <li>Supervisory board: Marlan &amp; Sardi</li> <li>Secretary: Arianto</li> <li>Treasurer: DTM Ridwan</li> </ul> <p>Apart from the structure above, they also formed Internal Control System (ICS) to manage RSPO certification as follows:</p> <ul style="list-style-type: none"> <li>Chairman: Safi'i</li> </ul>	Complied
Milestone A	The group manager has evidence of legal identity.		Complied
Milestone B	The group manager has evidence of legal identity.		Complied

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		<ul style="list-style-type: none"> <li>Secretary: Rizki Ananda</li> <li>Marketing unit: Suratno; Surya Fadli</li> <li>Training unit: Agronomy team SIPEF – SIPEF RMO North Sumatra</li> <li>Conservation unit: Sumardi; Irwan Harahap</li> <li>Fire emergency unit: Tusiwan; Marlan</li> <li>Document control: Surya Fadli</li> <li>Internal control: SIPEF RMO North Sumatra</li> <li>First aid team: Dwi M; Suratno</li> </ul>	
<b>A1.3</b>			
Eligibility	The group has membership requirements.	<p>Based on field visit dated 21 March 2024 was found that smallholder member Taslim has passed away, hence represented by Mr. Arianto one of cooperative committee.</p> <ul style="list-style-type: none"> <li>The membership for cooperative stipulated in the deed of establishment "Akta Pendirian Koperasi Serba Usaha Suka Makmur No.29 Notaris John Marlon Maraganti, SH, MKn" dated 22 January 2016.</li> </ul> <p>Section IV - Verse 12 stated cooperative membership ends when said member passed away or resigning on its own request or expelled by cooperative member or cooperative dismissed.</p> <ul style="list-style-type: none"> <li>ISH Organization has established procedure for cooperative member registration and acceptance as in "Pedoman Kerja Aturan Kepesertaan Anggota Koperasi KSU Suka Makmur No. KSU-SM/PK/26" dated 22 August 2022. Cooperative membership ends when member passed away. Said member passed away but committee does not know the exact date and retain no death certificate.</li> </ul>	Non-compliance
Milestone A	The group has membership requirements.		Non-compliance
Milestone B	The group has membership requirements.		Non-compliance

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		<p>Audit team found the passed away member signing documents on 14 February 2024:</p> <ul style="list-style-type: none"> <li>• Agreement to become cooperative member "Surat Pernyataan Anggota Mengenai Kepesertaan Anggota Taslim" signed by member and cooperative chairman 14 February 2024.</li> <li>• Statement letter to join RSPO certification "Surat Pernyataan Kesediaan Ikut Sertifikasi RSPO Taslim" signed by member and cooperative chairman 14 February 2024,</li> <li>• Smallholder commitment "Deklarasi Petani Swadaya untuk Sertifikasi RSPO Taslim 31" signed by member and cooperative chairman 14 February 2024.</li> </ul> <p>This is raised as <b>noncompliance</b>.</p>	
<b>A.1.4</b>			
Eligibility	All members have signed and acknowledged membership requirements.	<p>Membership requirement have been read and signed by smallholder members.</p> <p>Edi Gunawan</p> <ul style="list-style-type: none"> <li>• Agreement to become cooperative member "Surat Pernyataan Anggota Mengenai Kepesertaan Anggota Edi Gunawan" signed by member and cooperative chairman 12 February 2024. Point 1 stating the said member shall obey the cooperative rules and policy. Point 4 stating the said member will sell the FFB production through cooperative.</li> <li>• Statement letter to join RSPO certification "Surat Pernyataan Kesediaan Ikut Sertifikasi RSPO Edi Gunawan" signed by member and cooperative chairman 12 February 2024, which stating the said member is willing fully enters RSPO certification in KSU Suka</li> </ul>	Complied

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Criterion / Indicator		Assessment Findings	Compliance
		<p>Makmur, improve the best management practice following RSPO standard, will accept assessment for RSPO certification.</p> <ul style="list-style-type: none"> <li>• Smallholder commitment "Deklarasi Petani Swadaya untuk Sertifikasi RSPO Edi Gunawan" signed by member and cooperative chairman 12 February 2024.</li> </ul> <p>Tri Yuli Wardani</p> <ul style="list-style-type: none"> <li>• Agreement to become cooperative member "Surat Pernyataan Anggota Mengenai Kepesertaan Anggota Tri Yuli Wardani" signed by member and cooperative chairman 12 February 2024. Point 1 stating the said member shall obey the cooperative rules and policy. Point 4 stating the said member will sell the FFB production through cooperative.</li> <li>• Statement letter to join RSPO certification "Surat Pernyataan Kesiediaan Ikut Sertifikasi RSPO Tri Yuli Wardani" signed by member and cooperative chairman 12 February 2024, which stating the said member is willing fully enters RSPO certification in KSU Suka Makmur, improve the best management practice following RSPO standard, will accept assessment for RSPO certification.</li> <li>• Smallholder commitment "Deklarasi Petani Swadaya untuk Sertifikasi RSPO Tri Yuli Wardani 22" signed by member and cooperative chairman 12 February 2024.</li> </ul> <p>Samin R</p> <ul style="list-style-type: none"> <li>• Agreement to become cooperative member "Surat Pernyataan Anggota Mengenai Kepesertaan Anggota Samin R" signed by member and cooperative chairman 13 February 2024. Point 1</li> </ul>	

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		<p>stating the said member shall obey the cooperative rules and policy. Point 4 stating the said member will sell the FFB production through cooperative.</p> <ul style="list-style-type: none"> <li>Statement letter to join RSPO certification "Surat Pernyataan Kesediaan Ikut Sertifikasi RSPO Samin R" signed by member and cooperative chairman 13 February 2024, which stating the said member is willing fully enters RSPO certification in KSU Suka Makmur, improve the best management practice following RSPO standard, will accept assessment for RSPO certification.</li> <li>Smallholder commitment "Deklarasi Petani Swadaya untuk Sertifikasi RSPO Samin R 09A03" signed by member and cooperative chairman 12 February 2024.</li> </ul> <p>Ari Panji Sulistiarto</p> <ul style="list-style-type: none"> <li>Agreement to become cooperative member "Surat Pernyataan Anggota Mengenai Kepesertaan Anggota Ari Panji Sulistiarto" signed by member and cooperative chairman 12 February 2024. Point 1 stating the said member shall obey the cooperative rules and policy. Point 4 stating the said member will sell the FFB production through cooperative.</li> <li>Statement letter to join RSPO certification "Surat Pernyataan Kesediaan Ikut Sertifikasi RSPO Ari Panji Sulistiarto" signed by member and cooperative chairman 12 February 2024, which stating the said member is willingly enters RSPO certification in KSU Suka Makmur, improve the best management practice following RSPO standard, will accept assessment for RSPO certification.</li> </ul>	

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		<ul style="list-style-type: none"> <li>Smallholder commitment "Deklarasi Petani Swadaya untuk Sertifikasi RSPO Ari Panji Sulistiarto 09D35" signed by member and cooperative chairman 12 February 2024.</li> </ul> <p>Juriah</p> <ul style="list-style-type: none"> <li>Agreement to become cooperative member "Surat Pernyataan Anggota Mengenai Kepesertaan Anggota Juriah" signed by member and cooperative chairman 12 February 2024. Point 1 stating the said member shall obey the cooperative rules and policy. Point 4 stating the said member will sell the FFB production through cooperative.</li> <li>Statement letter to join RSPO certification "Surat Pernyataan Kesediaan Ikut Sertifikasi RSPO Juriah" signed by member and cooperative chairman 12 February 2024, which stating the said member is willing fully enters RSPO certification in KSU Suka Makmur, improve the best management practice following RSPO standard, will accept assessment for RSPO certification.</li> <li>Smallholder commitment "Deklarasi Petani Swadaya untuk Sertifikasi RSPO Juriah 09D33" signed by member and cooperative chairman 12 February 2024.</li> </ul> <p>Mustomo</p> <ul style="list-style-type: none"> <li>Agreement to become cooperative member "Surat Pernyataan Anggota Mengenai Kepesertaan Anggota Mustomo" signed by member and cooperative chairman 13 February 2024. Point 1 stating the said member shall obey the cooperative rules and policy. Point 4 stating the said member will sell the FFB production through cooperative.</li> </ul>	

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		<ul style="list-style-type: none"> <li>Statement letter to join RSPO certification "Surat Pernyataan Kesediaan Ikut Sertifikasi RSPO Mustomo" signed by member and cooperative chairman 12 February 2024, which stating the said member is willingly enters RSPO certification in KSU Suka Makmur, improve the best management practice following RSPO standard, will accept assessment for RSPO certification.</li> <li>Smallholder commitment "Deklarasi Petani Swadaya untuk Sertifikasi RSPO Mustomo 29" signed by member and cooperative chairman 13 February 2024.</li> </ul> <p>Taslim (passed away)</p> <ul style="list-style-type: none"> <li>Agreement to become cooperative member "Surat Pernyataan Anggota Mengenai Kepesertaan Anggota Taslim" signed by member and cooperative chairman 14 February 2024. Point 1 stating the said member shall obey the cooperative rules and policy. Point 4 stating the said member will sell the FFB production through cooperative.</li> <li>Statement letter to join RSPO certification "Surat Pernyataan Kesediaan Ikut Sertifikasi RSPO Taslim" signed by member and cooperative chairman 14 February 2024, which stating the said member is willing fully enters RSPO certification in KSU Suka Makmur, improve the best management practice following RSPO standard, will accept assessment for RSPO certification.</li> <li>Smallholder commitment "Deklarasi Petani Swadaya untuk Sertifikasi RSPO Taslim 31" signed by member and cooperative chairman 14 February 2024.</li> </ul>	

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		Please note that in December 2023-January 2024 the ISH Koperasi Serba Usaha Suka Makmur’s plantation area including the secretariat office was flooded. Some documents were damaged, therefore the cooperative committee and smallholder member needs to re-do the document and record.	
Milestone A	All members can demonstrate understanding of membership requirements.	Based on interview process, the sampled smallholder understood the membership requirement as written in smallholder commitment: the member understood they shall obey the ICS regulation, the member understood they shall implement the RSPO ISH standard requirement, the member understood they are subject for annual internal audit and be sample for RSPO external audit.	Complied
Milestone B	All members can demonstrate understanding of membership requirements.		Complied
A.2 The Group Manager is responsible for managing the Group for certification.			
A.2.1			
Eligibility	The group manager has planned for the implementation of the ICS.	Currently, the work program for ICS implementation has been develop by PT Umbul Mas Wisesa. The group manager still need assistance from PT Umbul Mas Wisesa regarding to working plan which established on 3 January 2023. The working plan include all activities on the cooperation, such as internal audit, LSU analysis, production projection and upkeep activities.	Complied
Milestone A	The group manager can demonstrate compliance of the ICS by individual members.	Currently, with the assistance from PT Umbul Mas Wisesa, the certificate holder demonstrates compliance of the ICS, such as: <ul style="list-style-type: none"><li>- Internal audit for all members.</li><li>- 3 monthly meeting with members.</li><li>- Subsidence pole maintenance.</li><li>- Best management practice training for members.</li></ul>	Complied
Milestone B	The group manager can demonstrate compliance of the ICS by individual members.		Complied
A.2.2			



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Eligibility	The group manager demonstrates understanding of the ISH Standard, and related topics and has sufficient resources to manage the group.	<p>Group manager has demonstrates understanding of the ISH standard, group certification and related topics of RSPO certification. It was confirmed during interview with Group Manager. Relevant training for RSPO certification has been verified.</p> <p>Based on annual meeting result 2023 and following meetings on 2 August 2023, organization has stipulated the structure for organization as follow:</p> <ul style="list-style-type: none"> <li>• Chairman: Safi'i</li> <li>• Supervisory board: Marlan &amp; Sardi</li> <li>• Secretary: Arianto</li> <li>• Treasury: DTM Ridwan</li> </ul> <p>Apart from the structure above, they also formed Internal Control System (ICS) to manage RSPO certification as follows:</p> <ul style="list-style-type: none"> <li>• Group Manager: Safi'i</li> <li>• Secretary: Rizki Ananda</li> <li>• Marketing unit: Suratno; Surya Fadli</li> <li>• Training unit: Agronomy team SIPEF – SIPEF RMO North Sumatra</li> <li>• Conservation unit: Sumardi; Irwan Harahap</li> <li>• Fire emergency unit: Tusiwan; Marlan</li> <li>• Document control: Surya Fadli</li> <li>• Internal control: SIPEF RMO North Sumatra</li> <li>• First aid team: Dwi M; Suratno</li> </ul>	Complied

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		To manage programs and activities, the organization also establish job description for each function in the ICS structure, this can be seen in document "Uraian Tugas".	
Milestone A	The group manager can demonstrate capacity to manage and operate ISH Standard and certification requirements.	Group manager has demonstrates understanding of the ISH standard, group certification and related topics of RSPO certification. It was confirmed during interview with Group Manager. Relevant training for RSPO certification has been Relevant training for RSPO certification has been verified.	Complied
Milestone B	The group manager can demonstrate capacity to manage and operate ISH Standard and certification requirements.	<p>During interview with Group Manager, it was confirmed that he has sufficient understanding on RSPO standard for independent smallholder and related topics to RSPO.</p> <p>Group Manager stated that have the program for Internal Inspection to ensure compliance with ISH standard and to manage and operate ISH Standard and certification requirements. KSU Suka Makmur has prepared the annual training program to refresh the understanding of ISH requirement.</p> <p>To operate the ISH Standard and certification requirements, KSU Suka Makmur has established the Group Manager and its unit. ICS structure consist of:</p> <ul style="list-style-type: none"> <li>• Group Manager: Safi'i</li> <li>• Secretary: Rizki Ananda</li> <li>• Marketing unit: Suratno; Surya Fadli</li> <li>• Training unit: Agronomy team SIPEF – SIPEF RMO North Sumatra</li> <li>• Conservation unit: Sumardi; Irwan Harahap</li> <li>• Fire emergency unit: Tusiwan; Marlan</li> <li>• Document control: Surya Fadli</li> <li>• Internal control: SIPEF RMO North Sumatra</li> </ul>	Complied

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		<ul style="list-style-type: none"> <li>First aid team: Dwi M; Suratno</li> </ul> <p>To manage programs and activities, the organization also establish job description for each function in the ICS structure, this can be seen in document "Uraian Tugas".</p>	
<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.	<p>KSU Suka Makmur has annual training program as in "Program Training Tahun 2023" dated 3 January 2023, such as :</p> <ul style="list-style-type: none"> <li>Socialization of filling out farmers' notebooks</li> <li>FFB price mechanism and financial management</li> <li>Water management and palm oil fertilization</li> <li>Oil palm seeding, harvesting and sprouting of oil palm</li> <li>MSDS and waste management</li> <li>RSPO P&amp;C</li> <li>Socialization of P3K/K3/Risk Assessment</li> <li>Treatment for oil palm plants, controlling weeds and controlling plant pests and diseases</li> </ul> <p>The training plan has been done, evidence of training can be shown during audit. Minutes of training and attendance list are available during audit.</p>	Complied
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 Group Manager has demonstrated the implementation 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.	Complied

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		<p>The training was conducted by FGD and by door-to-door visit. Records has been reviewed and verified, such as :</p> <ul style="list-style-type: none"> <li>• OHS risk and analysis are available in "Daftar Penilaian dan Pengendalian Resiko K3 Koperasi Serba Usaha Suka Makmur" updated on 30 October 2023. The document has been disseminated on 31 October 2023 to 20 persons (16 members and 4 workers).</li> <li>• Training on 26 July 2023 about Hazardous Waste Management and MSDS, RSPO Principles and Criterias and Internal Policies/procedure, attended by 21 persons (14 members, 4 workers and 3 from PT Umbul Mas Wisesa). Internal Policies/Procedure consist of Human Rights, Code of Conduct, No discrimination, Sexual harrasment, Fire Emergency Responses And etc</li> <li>• Training on 18 December 2023 about IPM, manuring, harvesting, and water management were attended by 10 smallholder.</li> <li>• Door-to door visit on 16 March 2024, explaining about organization policies. The attendee were Santo (representatives of Juniawati, Samin and Alijah), Tusiwan and Edi Gunawan.</li> <li>• Door-to-door visit on 18 January 2024, explaining about organization policies. The attendee were M. Hidayat, Sido, Intoha, Sumardi and Sardi.</li> </ul>	
Milestone B	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>Not all members or smallholders representative have attended the required training.</p> <p>Based on document review and interview with workers/smallholder representative, it was found not all members or smallholders representative have attended the required training. Records that has been reviewed such as :</p>	Non-compliance

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		<ul style="list-style-type: none"> <li>OHS risk and analysis are available in "Daftar Penilaian dan Pengendalian Resiko K3 Koperasi Serba Usaha Suka Makmur" updated on 30 October 2023. The document has been disseminated on 31 October 2023 to 20 persons (16 members and 4 workers).</li> <li>Training on 26 July 2023 about Hazardous Waste Management and MSDS, RSPO Principles and Criterias and Internal Policies/procedure, attended by 21 persons (14 members, 4 workers and 3 from PT Umbul Mas Wisesa). Internal Policies/Procedure consist of Human Rights, Code of Conduct, No discrimination, Sexual harrasment, Fire Emergency Responses And etc.</li> <li>Training on 18 December 2023 about IPM, manuring, harvesting, and water management were attended by 10 smallholder.</li> </ul> <p>This is raised as <b>noncompliance</b>.</p>	
<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>the Group Manager of KSU Suka Makmur has prepared a procedure for Internal audit. There was not any changed related procedure to conduct internal audits since last audit.</p> <p>The procedure to conduct internal audits has regulated the frequency, methodology, internal auditor requirements, management of corrective action plan and sanction for smallholder member "Pedoman Kerja Pelaksanaan Pengawasan dan Penilaian Internal Audit Sertifikasi</p>	Complied

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		<p>TBS Berkelanjutan” document number: KSU-SM/PK/013, dated revision 02 dated 1<sup>st</sup> July 2021.</p> <p>The procedure explained:</p> <ul style="list-style-type: none"> <li>• Scheduling/frequency: Minimum once per year, for all smallholder members. Internal audit schedule arranged by Group Manager.</li> <li>• Methodology: Visit directly to smallholder member’s oil palm block.</li> <li>• Competence of internal audit</li> <li>• Addressing non-conformity: Correction and corrective action carried out maximum 1 month after assessment. The committee will report the progress of correction and corrective action to internal auditor.</li> <li>• Maintenance of Internal audit records: All internal audit records will be maintained in cooperative for 5 years.</li> </ul> <p>Procedures of expulsion and sanctions for members who fail to comply as per “Pedoman Kerja Aturan Kepesertaan Anggota</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 audit was conducted from February – November 2023 to all members of KSU Suka Makmur. Compliance status against requirement of RSPO Independent Smallholder Standard are available in the “Internal Audit Kebun Swadaya Anggota Koperasi”. All findings in the report audit has been follow up.</p> <p>Report of internal audit are available as per “Form Observasi Internal Audit”. Sample seen of Internal audit report during audit on behalf:</p> <ol style="list-style-type: none"> <li>On behalf of Edi Gunawan, audited on 14 March 2023, no finding</li> <li>On behalf of Tri Yuli Wardani, audited on 12 August 2023, no finding</li> <li>On behalf of Samin, audited on 23 February 2023, no finding</li> </ol>	Complied
Milestone B	The ICS is implemented and an annual internal audit of the group is conducted for all group members and all audit findings are resolved.		Complied

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		d. On behalf of Ari Panji Sulisharto, audited on 20 June 2023, no finding e. Juriah signed on 12 February 2024, audited on 20 June 2023, no finding f. Mustomo, audited on 24 November 2023, no finding g. Taslim, audited on 24 November 2023, no finding	
<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	Based on field visit dated 21 March 2024 was found that smallholder member Taslim has passed away, hence represented by Mr. Arianto one of cooperative committee.	Non-compliance
Milestone A	Basic information, farm information, production data, legal documentation of group members and signed Smallholder Declarations are available to the group manager	<ul style="list-style-type: none"> <li>Agreement to become cooperative member "Surat Pernyataan Anggota Mengenai Kepesertaan Anggota Taslim" signed by member and cooperative chairman 14 February 2024.</li> </ul>	Non-compliance
Milestone B	Basic information, farm information, production data, legal documentation of group members and signed Smallholder Declarations are available to the group manager	<ul style="list-style-type: none"> <li>Statement letter to join RSPO certification "Surat Pernyataan Kesiadaan Ikut Sertifikasi RSPO Taslim" signed by member and cooperative chairman 14 February 2024.</li> <li>Smallholder commitment "Deklarasi Petani Swadaya untuk Sertifikasi RSPO Taslim 31" signed by member and cooperative chairman 14 February 2024.</li> </ul> <p>This is raised as <b>noncompliance</b>.</p>	Non-compliance
<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		Complied

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	<ul style="list-style-type: none"><li>• Production and income forecasting based on historical records</li><li>• Plans for expansion</li></ul>	Annual group business plan is available, covers FFB production estimates and income forecasting. Available Business Plan 2022 – 2026 of KSU Suka Makmur as evidence of sustainable financial management. Business plans comprise projected FFB production, price assumption, total earning. There is no plan for expansion for year 2024. Estimated production for 2024 is 981.22 tons FFB.  The business plan reviewed annually by the ICS Board during annual membership meeting. Until this assessment, Group Manager ICS stated that the organization still depends on PT UMW for its operations due to FFB shortage delivery to mill. However, the smallholder member has gained profit from FFB special prices from mill.	
Milestone A	The group business plan is implemented and reviewed at least annually.		Complied
Milestone B	The group demonstrates financial stability and growth, and is able to support itself financially.		Complied
C.2 The ICS of the group is integrated with the group’s management plan.			
C.2.1			
Eligibility	A group management plan is available which includes: <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>	KSU Suka Makmur has established annual work program that demonstrated financial stability as per document of “ <i>Rencana Ekonomi Jangka Panjang Kebun Kelapa Sawit Petani Tahun 2022 – 2026</i> ”, consist of: <ul style="list-style-type: none"><li>• Members Annual Meeting</li><li>• Meeting of Cooperative work program development</li><li>• Cooperative work program evaluation meeting</li><li>• Compilation of an annual cooperative business plan</li><li>• Carry out the cooperative's annual business plan</li><li>• Management of SHM (land tittle) for members' blocks</li><li>• Management of Occupational Health and Safety</li><li>• Purchase PPE and provides PPE loan facilities for members and workers</li></ul>	Complied



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Criterion / Indicator		Assessment Findings	Compliance
		<ul style="list-style-type: none"> <li>• Establish facilities for submitting suggestions or complaints</li> <li>• Sales of FFB</li> <li>• Monitoring and maintenance of members' land boundary markers</li> <li>• Training of Good Agricultural Practices (GAP)</li> <li>• IPM training</li> <li>• FFB quality training</li> <li>• Internal audit training</li> <li>• Training of Forest and land fire prevention and control</li> <li>• Dissemination of the RSPO Standard for Independent Smallholders</li> <li>• Dissemination of SOPs</li> <li>• Internal Audit</li> <li>• External Audit</li> </ul> <p>Based on document verification obtained information of the latest training that has held as follows:</p> <ul style="list-style-type: none"> <li>• OHS risk and analysis are available in "Daftar Penilaian dan Pengendalian Resiko K3 Koperasi Serba Usaha Suka Makmur" updated on 30 October 2023. The document has been disseminated on 31 October 2023 to 20 persons (16 members and 4 workers).</li> <li>• Training on 26 July 2023 about Hazardous Waste Management and MSDS, RSPO Principles and Criterias and Internal Policies/procedure, attended by 21 persons (14 members, 4 workers and 3 from PT Umbul Mas Wisesa). Internal Policies/Procedure consist of Human Rights, Code of Conduct, No discrimination, Sexual harrasment, Fire Emergency Responses And etc</li> </ul>	

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Criterion / Indicator		Assessment Findings	Compliance
		<ul style="list-style-type: none"> <li>• Training on 18 December 2023 about IPM, manuring, harvesting, and water management were attended by 10 smallholder.</li> <li>• Door-to door visit on 16 March 2024, explaining about organization policies. The attendee were Santo (representatives of Juniawati, Samin and Alijah), Tusiwan and Edi Gunawan.</li> <li>• Door-to-door visit on 18 January 2024, explaining about organization policies. The attendee were M. Hidayat, Sido, Intoha, Sumardi and Sardi.</li> </ul> <p>An approach to strengthen links within the supply chain by doing communication and coordination with PT Umbul Mas Wisesa, such as training with staff of PT UMW, FFB pricing and preparation for internal and external audit.</p> <p>Continuous improvement programs for Y2023 was observed such as chemical substances use and hazardous waste management, HCV area dissemination, beneficial plants (Turnera) and social aspect (local communities).</p>	
Milestone A	The group management plan is implemented and reviewed at least annually.	Group management plan are implemented and reviewed during annual review (Rapat Anggota Tahunan – RAT). Latest annual review carried out in cooperative level was on 10 May 2023, reviewing 2022 performance, attended by 27 participants including steering committee. Records has been reviewed such as “Berita Acara Rapat Anggota Tahunan Koperasi Serba Usaha Suka Makmur” and “Laporan Pertanggung Jawaban Pengurus Tahun Buku 2022 Koperasi Serba Usaha Suka Makmur”.	Complied
Milestone B	The group manager demonstrates the group’s compliance with this ISH Standard.	KSU Suka Makmur organization has appointed a Group Manager, Mr. Safi'i, to oversee the continuous improvement of key operations and ensure compliance with ISH standards. The Group Manager is	Complied

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		<p>responsible for showing compliance with legal requirements, annual business plan, annual work program, annual review, and record of smallholder activity, which includes production, fertilizer input, upkeep, IPM and financial report. The Group Manager also monitors the Group Management Plan. One of the key responsibilities of the Group Manager is to develop and implement an annual business plan and annual work program. This plan outlines the goals and objectives for the upcoming year and details the specific actions that will be taken to achieve them. The Group Manager is responsible for ensuring that these plans are executed effectively, and that progress is tracked and reported on regularly.</p> <p>Another important responsibility of the Group Manager is to maintain a record of smallholder activity. This includes tracking production levels, fertilizer input, upkeep, and IPM (Integrated Pest Management) practices. The Group Manager also monitors the financial reports of smallholder activity, to ensure that the company is operating efficiently and effectively. Overall, the Group Manager plays a critical role in ensuring the success of the ICS – KSU Suka Makmur by overseeing the continuous improvement of key operations and ensuring compliance with ISH standards.</p>	
<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>Koperasi Serba Usaha Suka Makmur demonstrated a copy of FFB production and sales record to PT. Umbul Mas Wisesa, as certified product.</p> <ul style="list-style-type: none"> <li>Delivery FFB from Field No.KSU/SM/001 dated 24 January 2024, from KSU Suka Makmur, Block Sardi 102 bunches, M Hidayat 107</li> </ul>	Complied

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Criterion / Indicator		Assessment Findings	Compliance
		<p>bunches, Tanti Wahyuni 111 bunches; OP 2008 and 2009, total 320 bunches.</p> <ul style="list-style-type: none"> <li>Receiving Slip/weighbridge ticket No.FFB24000927W, dated 24 January 2024; Truck BK8767EL; Koperasi Serba Usaha Suka Makmur; product FFB; D/O No.001; nett weigh 3693 kg, Block 08C23-09C32-09E42; Division KSUSM, total 320 bunches. Information Sardi 102 bunches/1.179 MT; M Hidayat 107 bunches/1.220 MT; Tanti Wahyuni 111 bunches/1.294 MT.</li> <li>Delivery FFB from Field No.KSU/SM/002 dated 26 January 2024, from KSU Suka Makmur, Block Victor Girsang 118 bunches, Sumardi 105 bunches, Mariati 97 bunches; block 09B13, 09C20, 09D34; OP 2008 and 2009, total 320 bunches.</li> <li>Receiving Slip/weighbridge ticket No.FFB24001061W, dated 26 January 2024; Truck BK8767EL; Koperasi Serba Usaha Suka Makmur; product FFB; D/O No.002; nett weigh 3,831 kg, Block 09B13, 09C20, 09D34; Division KSUSM, total 320 bunches. Information Sumardi 105 bunches/1.257 MT; Victor Girsang 118 bunches/1.413 MT; Mariati 97 bunches/1.156 MT.</li> </ul> <p>Koperasi Serba Usaha Suka Makmur demonstrated a copy of FFB production and sales record to collector, as non-certified product;</p> <p>Juriah 2023</p> <ul style="list-style-type: none"> <li>Sales sheet (on piece of paper) dated 5 December 2023; tonnage 981 kg; price IDR.2080/kg; total earning IDR.2,040,000;</li> <li>Sales sheet (on piece of paper) dated 22 December 2023; tonnage 896 kg; price IDR.2000/kg; total earning IDR.1,972,000;</li> </ul>	

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Criterion / Indicator		Assessment Findings	Compliance
		<p>2024</p> <ul style="list-style-type: none"> <li>Sales sheet (on piece of paper) dated 5 February 2024; tonnage 910 kg; price IDR.2140/kg; total earning IDR.1,974,400</li> <li>Sales sheet (on piece of paper) dated 18 February 2024; tonnage 830 kg; price IDR.2150/kg; total earning IDR.1,784,500</li> </ul> <p>Ari Panji Sulistiarto</p> <p>2023</p> <ul style="list-style-type: none"> <li>Sales sheet (on piece of paper) dated 5 December 2023; tonnage 957 kg; price IDR.2080/kg; total earning IDR.1,990,560</li> <li>Sales sheet (on piece of paper) dated 22 December 2023; tonnage 972 kg; price IDR.2000/kg; total earning IDR.1,944,500</li> </ul> <p>2024</p> <ul style="list-style-type: none"> <li>Sales sheet (on piece of paper) dated 5 February 2024; tonnage 1,240 kg; price IDR.2040/kg; total earning IDR.2,653,600</li> <li>Sales sheet (on piece of paper) dated 18 February 2024; tonnage 1,005 kg; price IDR.2160/kg; total earning IDR.2,160,750</li> </ul>	
Milestone A	Group manager maintains annual production records and sales of certified volumes.	<p>Koperasi Serba Usaha Suka Makmur demonstrated a copy of FFB production and sales record to PT. Umbul Mas Wisesa, as certified product.</p> <ul style="list-style-type: none"> <li>Delivery FFB from Field No.KSU/SM/001 dated 24 January 2024, from KSU Suka Makmur, Block Sardi 102 bunches, M Hidayat 107 bunches, Tanti Wahyuni 111 bunches; OP 2008 and 2009, total 320 bunches.</li> </ul>	Complied

Criterion / Indicator		Assessment Findings	Compliance
		<ul style="list-style-type: none"> <li>Receiving Slip/weighbridge ticket No.FFB24000927W, dated 24 January 2024; Truck BK8767EL; Koperasi Serba Usaha Suka Makmur; product FFB; D/O No.001; nett weigh 3693 kg, Block 08C23-09C32-09E42; Division KSUSM, total 320 bunches. Information Sardi 102 bunches/1.179 MT; M Hidayat 107 bunches/1.220 MT; Tanti Wahyuni 111 bunches/1.294 MT.</li> <li>Delivery FFB from Field No.KSU/SM/002 dated 26 January 2024, from KSU Suka Makmur, Block Victor Girsang 118 bunches, Sumardi 105 bunches, Mariati 97 bunches; block 09B13, 09C20, 09D34; OP 2008 and 2009, total 320 bunches.</li> <li>Receiving Slip/weighbridge ticket No.FFB24001061W, dated 26 January 2024; Truck BK8767EL; Koperasi Serba Usaha Suka Makmur; product FFB; D/O No.002; nett weigh 3,831 kg, Block 09B13, 09C20, 09D34; Division KSUSM, total 320 bunches. Information Sumardi 105 bunches/1.257 MT; Victor Girsang 118 bunches/1.413 MT; Mariati 97 bunches/1.156 MT.</li> </ul> <p>Koperasi Serba Usaha Suka Makmur demonstrated a copy of FFB production and sales record to collector, as non-certified product;</p> <p>Juriah 2023</p> <ul style="list-style-type: none"> <li>Sales sheet (on piece of paper) dated 5 December 2023; tonnage 981 kg; price IDR.2080/kg; total earning IDR.2,040,000;</li> <li>Sales sheet (on piece of paper) dated 22 December 2023; tonnage 896 kg; price IDR.2000/kg; total earning IDR.1,972,000;</li> </ul> <p>2024</p>	

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Criterion / Indicator		Assessment Findings	Compliance
		<ul style="list-style-type: none"> <li>Sales sheet (on piece of paper) dated 5 February 2024; tonnage 910 kg; price IDR.2140/kg; total earning IDR.1,974,400</li> <li>Sales sheet (on piece of paper) dated 18 February 2024; tonnage 830 kg; price IDR.2150/kg; total earning IDR.1,784,500</li> </ul> <p>Ari Panji Sulistiarto 2023</p> <ul style="list-style-type: none"> <li>Sales sheet (on piece of paper) dated 5 December 2023; tonnage 957 kg; price IDR.2080/kg; total earning IDR.1,990,560</li> <li>Sales sheet (on piece of paper) dated 22 December 2023; tonnage 972 kg; price IDR.2000/kg; total earning IDR.1,944,500</li> </ul> <p>2024</p> <ul style="list-style-type: none"> <li>Sales sheet (on piece of paper) dated 5 February 2024; tonnage 1,240 kg; price IDR.2040/kg; total earning IDR.2,653,600</li> <li>Sales sheet (on piece of paper) dated 18 February 2024; tonnage 1,005 kg; price IDR.2160/kg; total earning IDR.2,160,750</li> </ul>	
Milestone B	Group Manager maintains annual production records and sales of certified volumes of all FFB sources.	<p>Koperasi Serba Usaha Suka Makmur demonstrated a copy of FFB production and sales record to PT. Umbul Mas Wisesa, as certified product.</p> <ul style="list-style-type: none"> <li>Delivery FFB from Field No.KSU/SM/001 dated 24 January 2024, from KSU Suka Makmur, Block Sardi 102 bunches, M Hidayat 107 bunches, Tanti Wahyuni 111 bunches; OP 2008 and 2009, total 320 bunches.</li> <li>Receiving Slip/weighbridge ticket No.FFB24000927W, dated 24 January 2024; Truck BK8767EL; Koperasi Serba Usaha Suka Makmur; product FFB; D/O No.001; nett weigh 3693 kg, Block 08C23-09C32-09E42; Division KSUSM, total 320 bunches.</li> </ul>	Complied

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Criterion / Indicator		Assessment Findings	Compliance
		<p>Information Sardi 102 bunches/1.179 MT; M Hidayat 107 bunches/1.220 MT; Tanti Wahyuni 111 bunches/1.294 MT.</p> <ul style="list-style-type: none"> <li>• Delivery FFB from Field No.KSU/SM/002 dated 26 January 2024, from KSU Suka Makmur, Block Victor Girsang 118 bunches, Sumardi 105 bunches, Mariati 97 bunches; block 09B13, 09C20, 09D34; OP 2008 and 2009, total 320 bunches.</li> <li>• Receiving Slip/weighbridge ticket No.FFB24001061W, dated 26 January 2024; Truck BK8767EL; Koperasi Serba Usaha Suka Makmur; product FFB; D/O No.002; nett weigh 3,831 kg, Block 09B13, 09C20, 09D34; Division KSUSM, total 320 bunches. Information Sumardi 105 bunches/1.257 MT; Victor Girsang 118 bunches/1.413 MT; Mariati 97 bunches/1.156 MT.</li> </ul> <p>Koperasi Serba Usaha Suka Makmur demonstrated a copy of FFB production and sales record to collector, as non-certified product;</p> <p>Juriah 2023</p> <ul style="list-style-type: none"> <li>• Sales sheet (on piece of paper) dated 5 December 2023; tonnage 981 kg; price IDR.2080/kg; total earning IDR.2,040,000;</li> <li>• Sales sheet (on piece of paper) dated 22 December 2023; tonnage 896 kg; price IDR.2000/kg; total earning IDR.1,972,000;</li> </ul> <p>2024</p> <ul style="list-style-type: none"> <li>• Sales sheet (on piece of paper) dated 5 February 2024; tonnage 910 kg; price IDR.2140/kg; total earning IDR.1,974,400</li> <li>• Sales sheet (on piece of paper) dated 18 February 2024; tonnage 830 kg; price IDR.2150/kg; total earning IDR.1,784,500</li> </ul>	



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Criterion / Indicator		Assessment Findings	Compliance
		<p>Ari Panji Sulistiarto 2023</p> <ul style="list-style-type: none"> <li>Sales sheet (on piece of paper) dated 5 December 2023; tonnage 957 kg; price IDR.2080/kg; total earning IDR.1,990,560</li> <li>Sales sheet (on piece of paper) dated 22 December 2023; tonnage 972 kg; price IDR.2000/kg; total earning IDR.1,944,500</li> </ul> <p>2024</p> <ul style="list-style-type: none"> <li>Sales sheet (on piece of paper) dated 5 February 2024; tonnage 1,240 kg; price IDR.2040/kg; total earning IDR.2,653,600</li> <li>Sales sheet (on piece of paper) dated 18 February 2024; tonnage 1,005 kg; price IDR.2160/kg; total earning IDR.2,160,750</li> </ul>	
<b>D.2 The group documents and implements a system for the tracking of FFB</b>			
<b>D.2.1</b>			
Eligibility	Not Applicable	Not applicable	Not Applicable
Milestone A	The group manager maintains annual production data and sales of certified volumes through Book and Claim for the group based on actual receipts for and sales by all members	<p>The ISH organization did not sell the credit proportion in the PalmTrace. The ISH organization sold their FFB as certified product. In addition, Koperasi Serba Usaha Suka Makmur demonstrated PalmTrace stock management by removing stock because the FFB processed as RSPO-certified physically.</p> <p>Sampled:</p> <ul style="list-style-type: none"> <li>Transaction ID ST-TR-b50d75c9-97b1 dated 20 March 2024 for removing 10.21 MT from stock because already processed in August 2023</li> </ul>	Not Applicable

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Criterion / Indicator		Assessment Findings	Compliance
		<ul style="list-style-type: none"> <li>Transaction ID ST-TR-9b29d541-1ae3 dated 20 March 2024 for removing 20.58 MT from stock because already processed in January 2023</li> </ul> <p><i>Not applicable.</i></p>	
Milestone B	The group manager maintains annual production data and sales of certified volumes through physical or Book and Claim for the group based on actual receipts and sales for all members and 100% all certified volumes.	<p>The ISH organization did not sell the credit proportion in the PalmTrace. The ISH organization sold their FFB as certified product. In addition, Koperasi Serba Usaha Suka Makmur demonstrated PalmTrace stock management by removing stock because the FFB processed as RSPO-certified physically.</p> <p>Sampled:</p> <ul style="list-style-type: none"> <li>Transaction ID ST-TR-b50d75c9-97b1 dated 20 March 2024 for removing 10.21 MT from stock because already processed in August 2023</li> <li>Transaction ID ST-TR-9b29d541-1ae3 dated 20 March 2024 for removing 20.58 MT from stock because already processed in January 2023</li> </ul> <p><i>Not applicable.</i></p>	Not Applicable
<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	All smallholder members KSU Suka Makmur have no record of receipt payment RSPO premium since first time certified.	Non-compliance

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Criterion / Indicator		Assessment Findings				Compliance
	members. Premiums disbursed to members at all stages are recorded and the premiums are paid in a timely and convenient manner.	Based on FFB certified data records to dedicated Mill as below:				
Milestone A	The disbursement of premiums, including price and timing of the disbursement to group members is clearly recorded.	Actual FFB Certified delivered to Mill (Jan 23 – Feb 24)		Total (MT)	Volume (MT)	Non-compliance
Milestone B	The disbursement of premiums, including price and timing of the disbursement to group members is clearly recorded.	Previous license period (Jan 23 – Apr 23)	Current license period (May 23 – Feb 24)		Current license period (May 23 - Feb24)	Non-compliance
		152.00	611.57			
		According to the FFB certified sold to Umbul Mas Wisesa POM, RSPO premium of FFB certified sold shall be paid and recorded to the smallholder. However, during this recertification, found that: 1. The prices, premiums, and timing of premium payment are not clearly communicated and transparent to all group members. 2. Premiums disbursed to members are not recorded and the premiums are not paid in a timely and convenient manner. 3. Based on interview with 7 smallholder samples and their represented person, stated that they never received the RSPO premium and did not understand the allocation of RSPO premium since certified.  Based on fact above, this is raised as <b>noncompliance</b> .				

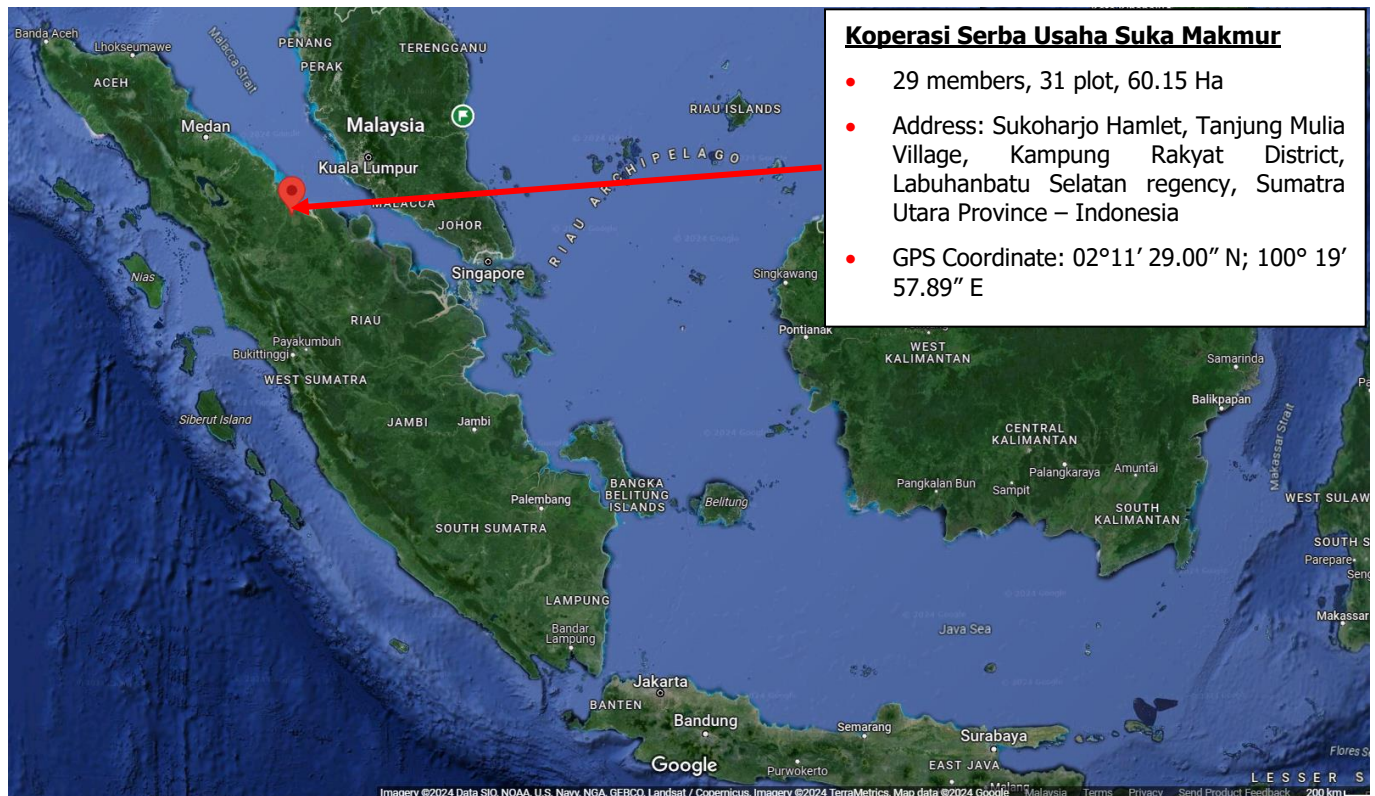
**Appendix B: GHG Reporting Executive Summary**

Not applicable for Independent Smallholders

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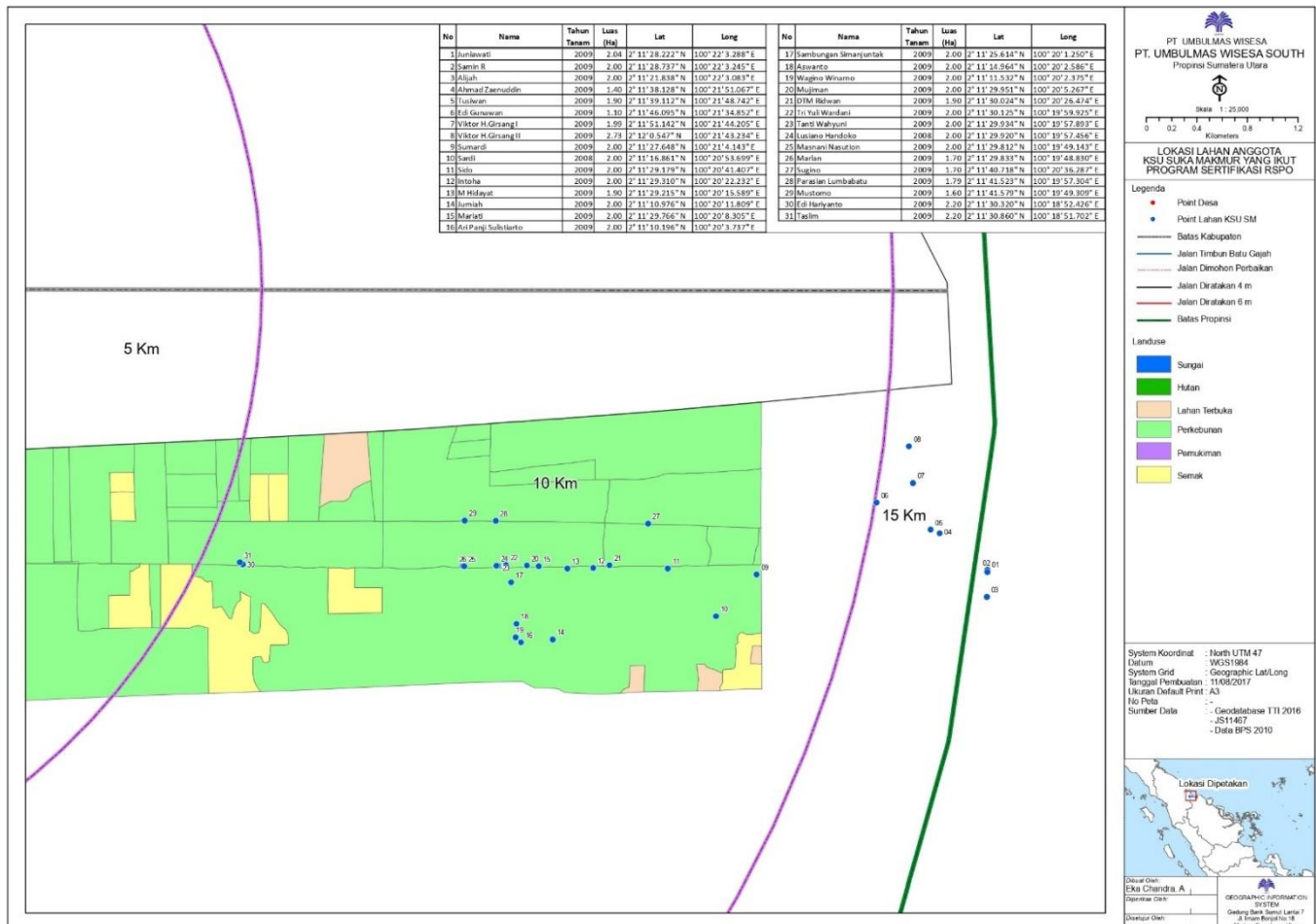
#### Appendix C: Location Map of Certification Unit and Supply bases



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### Appendix D: Estate Field Map



## Appendix E: List of Smallholder Registered and/or sampled

Sampling Group	Current Certification	Scope Extension	Other: -
Risk Factor Applied	1.2 (medium risk)	Choose an item.	Choose an item.
Justification of Risk Factor Applied	<ul style="list-style-type: none"> <li>Zero findings at previous assessment</li> <li>Plot located in nearby areas</li> <li>Smallholder member came from the same communities.</li> <li>There was unresolved issue related to the premium price.</li> </ul>	N/A	N/A
Number of samples	7 samples	N/A	N/A
Remarks	-	N/A	N/A

No	Name of farmer	Location	GPS Reference		Area Summary (Ha)		Forecasted annual FFB Production (MT)	Date of joining	Smallholder ID
			Latitude (N)	Longitude (E)	Total Certified Area	Planted Area			
1	Juniawati	Desa Tanjung Mulia	2° 11' 28.222" N	100° 22' 3.288" E	2.04	2.04	44	26/11/2020	09A01
2	Samin R	Desa Tanjung Mulia	2° 11' 28.737" N	100° 22' 3.245" E	2.00	2.00	44	26/11/2020	09A02
3	Alijah	Desa Tanjung Mulia	2° 11' 21.838" N	100° 22' 3.083" E	2.00	2.00	44	26/11/2020	09A03
4	Ahmad Zainuddin	Desa Tanjung Mulia	2° 11' 38.128" N	100° 21' 51.067" E	1.40	1.40	20	26/11/2020	09B09
5	Tusiwan	Desa Tanjung Mulia	2° 11' 39.112" N	100° 22' 48.742" E	1.90	1.90	31	26/11/2020	09B10
6	Edi Gunawan	Desa Tanjung Mulia	2° 11' 46.095" N	100° 21' 34.852" E	1.10	1.10	17	26/11/2020	09B11
7	Viktor H.Girsang I	Desa Tanjung Mulia	2° 11' 51.142" N	100° 22' 44.205" E	1.99	1.99	30	26/11/2020	09B12
	Viktor H.Girsang II	Desa Tanjung Mulia	2° 12' 0.547" N	100° 21' 43.234" E	2.73	2.73	32	26/11/2020	09B13
8	Sumardi	Desa Tanjung Mulia	2° 11' 27.648" N	100° 21' 4.143" E	2.00	2.00	22	26/11/2020	09C20
9	Sardi	Desa Tanjung Mulia	2° 11' 16.861" N	100° 20' 53.699" E	2.00	2.00	25	26/11/2020	08C23
10	Sido	Desa Tanjung Mulia	2° 11' 29.179" N	100° 20' 41.407" E	2.00	2.00	46	26/11/2020	09C26
11	Intoha	Desa Tanjung Mulia	2° 11' 29.310" N	100° 20' 22.232" E	2.00	2.00	27	26/11/2020	09D30
12	M Hidayat	Desa Tanjung Mulia	2° 11' 29.215" N	100° 20' 15.589" E	1.90	1.90	26	26/11/2020	09D32
13	Juriah	Desa Tanjung Mulia	2° 11' 10.976" N	100° 20' 11.809" E	2.00	2.00	24	26/11/2020	09D33
14	Mariati	Desa Tanjung Mulia	2° 11' 29.766" N	100° 20' 8.305" E	2.00	2.00	22	26/11/2020	09D34
15	Ari Panji Sulistiarto	Desa Tanjung Mulia	2° 11' 10.196" N	100° 20' 3.737" E	2.00	2.00	26	26/11/2020	09D35
16	Sambungan Simanjuntak	Desa Tanjung Mulia	2° 11' 25.614" N	100° 20' 1.250" E	2.00	2.00	22	26/11/2020	09D36
17	Aswanto	Desa Tanjung Mulia	2° 11' 14.964" N	100° 20' 2.586" E	2.00	2.00	22	26/11/2020	09D37
18	Wagino Winarno	Desa Tanjung Mulia	2° 11' 11.532" N	100° 20' 2.375" E	2.00	2.00	25	26/11/2020	09D38
19	Mujiman	Desa Tanjung Mulia	2° 11' 29.951" N	100° 20' 5.267" E	2.00	2.00	21	26/11/2020	09D39
20	DTM Ridwan	Desa Tanjung Mulia	2° 11' 30.024" N	100° 20' 26.474" E	1.90	1.90	41	26/11/2020	09D40
21	Tri Yuli Wardani	Desa Tanjung Mulia	2° 11' 30.125" N	100° 19' 59.925" E	2.00	2.00	22	26/11/2020	09E41
22	Tanti Wahyuni	Desa Tanjung Mulia	2° 11' 29.934" N	100° 19' 57.893" E	2.00	2.00	27	26/11/2020	09E42
	Tanti Wahyuni	Desa Tanjung Mulia	2° 11' 29.920" N	100° 19' 57.456" E	2.00	2.00	37	26/11/2020	08E43
23	Masnani Nasution	Desa Tanjung Mulia	2° 11' 29.812" N	100° 19' 49.143" E	2.00	2.00	22	26/11/2020	09E46
24	Marlan	Desa Tanjung Mulia	2° 11' 29.833" N	100° 19' 48.830" E	1.70	1.70	22	26/11/2020	09E47

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No	Name of farmer	Location	GPS Reference		Area Summary (Ha)		Forecasted annual FFB Production (MT)	Date of joining	Smallholder ID
			Latitude (N)	Longitude (E)	Total Certified Area	Planted Area			
25	Sugino	Desa Tanjung Mulia	2° 11' 40.718" N	100° 20' 36.287" E	1.70	1.70	27	26/11/2020	09F51
26	Parasian Lumban batu	Desa Tanjung Mulia	2° 11' 41.523" N	100° 22' 3.288" E	1.79	1.79	21	26/11/2020	09F55
27	Mustomo	Desa Tanjung Mulia	2° 11' 41.579" N	100° 19' 49.309" E	1.60	1.60	27	26/11/2020	09F56
28	Edi Hariyanto	Desa Tanjung Mulia	2° 11' 30.320" N	100° 18' 52.426" E	2.20	2.20	24	26/11/2020	09G57
29	Taslim	Desa Tanjung Mulia	2° 11' 30.860" N	100° 18' 51.702" E	2.20	2.20	30	26/11/2020	09G58
<b>Total</b>					<b>60.15</b>	<b>60.15</b>	<b>870</b>		
<b>Note: Smallholder Sampled During this Recertification Assessment</b>									



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#### Appendix F: List of Abbreviations

a.i	Active Ingredient
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
ISS	Independent Smallholder Standard
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