

**RSPO PRINCIPLE AND CRITERIA
PUBLIC SUMMARY REPORT**☐ **Initial Assessment**☒ **Annual Surveillance Assessment (3)**☐ **Recertification Assessment** (Choose an item.)☐ **Extension of Scope**

Client Company Name / Parent Company: Perkumpulan Petani Kelapa Sawit Swadaya (PPKSS) Tayo Barokah
Client company Address: Jln Jl. Pelita 7 RT.01 RW.04, Dusun Harapan Makmur, Desa Tapung Jaya, Kecamatan Tandun, Kabupaten Rokan Hulu, Provinsi Riau 28554, Indonesia
Certification Unit: PPKSS Tayo Barokah Location of Certification Unit: Jl. Pelita 7 RT.01 RW.04, Dusun Harapan Makmur, Desa Tapung Jaya, Kecamatan Tandun, Kabupaten Rokan Hulu, Provinsi Riau 28554, Indonesia
Date of Final Report: 02/09/2024

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Section 1: Scope of the Assessment

1. Company Details			
Parent Company	PPKSS Tayo Barokah		
RSPO Membership Number	1-0293-20-000-00	Membership Approval Date	28 February 2020
Address	Jl. Pelita 7 RT.01 RW.04, Dusun Harapan Makmur, Desa Tapung Jaya, Kecamatan Tandun, Kabupaten Rokan Hulu, Provinsi Riau 28554, Indonesia		
Palm Oil Mill / Group Manager / Estate (Certification Unit)	PPKSS Tayo Barokah		
Location / Address	Jl. Pelita 7 RT.01 RW.04, Dusun Harapan Makmur, Desa Tapung Jaya, Kecamatan Tandun, Kabupaten Rokan Hulu, Provinsi Riau 28554, Indonesia		
Website	-		
Management Representative	Jumal	E-mail	apksstayobarokah@gmail.com
Telephone	+6285216470890	Facsimile	-

2. Certification Information			
Certificate Number	RSPO 733038	Certificate Start Date	24/4/2021
Date of First Certification	24/4/2021	Certificate Expiry Date	23/4/2026
Scope of Certification	Production of Sustainable Oil Palm Fresh Fruit Bunches of Independent Smallholders		
Visit Objectives	<p>To assess the conformity and consistency of auditee's management system toward RSPO Independent Smallholder Standard.</p> <p>To evaluate the ability of the management system to ensure the auditee's organization meets applicable statutory, regulatory and contractual requirements.</p>		
Assessment Cycle	<input type="checkbox"/> Pre Assessment (Choose an item.) <input type="checkbox"/> Initial Assessment <input checked="" type="checkbox"/> Annual Surveillance Assessment (ASA 3) <input type="checkbox"/> Recertification Assessment (Choose an item.) <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)

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

4. Location(s) of Mill & Supply Bases			
Name (Smallholders)	Location	GPS Coordinates	
		Latitude	Longitude
PPKSS Tayo Barokah (151 smallholders member)	Jl. Pelita 7 RT.01 RW.04, Dusun Harapan Makmur, Desa Tapung Jaya, Kecamatan Tandun, Kabupaten Rokan Hulu, Provinsi Riau 28554, Indonesia	0° 36' 38.34" N	100° 33' 50.40" E

5. Description of Supply Base					
New Planting Development	<input checked="" type="checkbox"/> No		<input type="checkbox"/> Yes		
Smallholders	Total Planted (Mature + Immature) (ha)	HCV (ha)	Infrastructure & Other (ha)	Total Area (ha)	% of Planted
PPKSS Tayo Barokah (151 smallholders member)	328.98	1.58	0	328.98	100
Total	328.98	1.58*	0	328.98	100

Note:

There are 2 clarifications letter by the ISH:

1. Incorrect input in Smallholder registry under named Sukirno (TJ.074) is not recorded (1.32 Ha)
2. Undernamed Mulyadi (TJ.035) is incorrect input from 0.75 Ha, the actual plot is 1.37 Ha.
3. Under named Rusman (TJ.009). There is an update of the legal rights of the land to SHM, so that the results of the re-measurement by the land agency increase the area from 1.43 Ha become 1.83 Ha.

Therefore according to:

Clarification Letter #1 March 2023: revising area from 326.64 Ha to 328.58 Ha.

Clarification Letter #2 March 2024: revising area from 328.58 Ha to 328.98 Ha

All member plots already covers by LUCA and no additional members during this ASA-3.

*HCV area are within the planted area.

6. Plantings & Cycle						
Estate / Smallholders	Age (Years) - ha				Mature	Immature
	0 - 3	4 - 14	15 - 25	>25		

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PPKSS Tayo Barokah (151 smallholders member)	0	10	234.45	84.53	328.98	0
Total (ha)	0	10	234.45	84.53	328.98	0

Note: Only Mature area is considered as production area

7. Summary of Certified Tonnage of FFB (Own Certified Scope)				
Estate / Smallholders	Tonnage (MT) / year			
	Estimated last year (April 2023 – March 2024)	Actual (April 2023 – March 2024)		Forecast (April 2024 – March 2025)
		Previous license period (Apr23 – Aug23)	Current license period (Sep23 – Feb24)	
PPKSS Tayo Barokah (151 smallholders member)	6,866 + 2,989*	3,505.73	3,345.27	6,871
Total	9,855	6,850.49		6,871

Note: *extension volume approved in Palm Trace dated 7 March 2024 for 2,989 MT, therefore total FFB 9,855 MT.
The certified volume of FFB production is based on the prorate. Therefore, the certified volume of FFB production from September 2024 to March 2025 is 4,008.08 mt

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	
Total				

Note:

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

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Total				
Note:				

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	N/A	N/A	N/A	N/A
2				
3				
4				
5				
6				
7				
8				
9				
10				
11				
12				
TOTAL				
Note:				
1. This table is not applicable for ISH.				

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)	
FFB	FFB		FFB
N/A	N/A	N/A	N/A
	TOTAL	N/A	
CPO (OER: %)	CPO (OER: %)		CPO (OER: %)
N/A	N/A	N/A	N/A
	TOTAL	N/A	
PK (KER: %)	PK (KER: %)		PK (KER: %)

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N/A	N/A	N/A	N/A
	TOTAL	N/A	
Note:			

10A. Monthly Records of Certified CPO & PK since the last audit			
No.	Month - Year	Certified CPO (MT)	Certified PK (MT)
1	N/A	N/A	N/A
2			
3			
4			
5			
6			
7			
8			
9			
10			
11			
12			
TOTAL			
Note:			

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)					
Credits					
Previous License period (key in period)					
CPO (MT)	N/A	N/A	N/A	N/A	N/A
PK (MT)					
Credits					
Note:					
Conventional is RSPO certified material but sold as non-RSPO.					
Auditor Notes:					

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1. For period, please refer to notes in table 7 above.

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				
Note:				

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				
Note:				

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			
Note:			

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			
Note:			

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12. Independent Smallholders Certified Tonnage (MT) / Volume

	Estimated last year (April 2023 – March 2024)			Actual (April 2023 – March 2024)			Forecast (April 2024 – March 2025)		
Phase	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			9,855			6,850.49			6,871
IS-CSPO	N/A	N/A		N/A	N/A		N/A	N/A	
IS-CSPKO	N/A	N/A		N/A	N/A		N/A	N/A	
IS-CSPKE	N/A	N/A		N/A	N/A		N/A	N/A	
CSPK	N/A	N/A		N/A	N/A		N/A	N/A	

Note: *extension volume approved in Palm Trace dated 7 March 2024 for 2,989 MT, therefore total FFB 9,855 MT.

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)
TOTAL						

Note: 1 mt = 1 credit

Notes for Auditor: Please refer to table 9A for reporting period

13. Independent Smallholders Actual Sold Tonnage / Volume

	FFB	FFB Conventional	FFB Other schemes	IS-CSPO	CSPK	IS-CSPKO	IS-CSPKE
Current License period (Sep23 – Mar24)							
Credits				700	0	78	0
Physical	0	3,345.27	0				
Previous License period (Apr23 – Aug23)							
Credits				0	0	0	0
Physical	0	3,505.73	0				

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	KAO CORPORATION	23527	0	354	0	0	0

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		(30-11-2023)					
2	KAO CORPORATION	23529 (30-11-2023)	0	0	0	78	0
3	SABRITAS S de RL de CV	23387	0	346	0	0	0
TOTAL				700	0	78	0
Note:							

Section 2: Assessment Process

Certification Body:

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

Suite 29.01 Level 29, The Gardens North Tower,

Mid Valley City, Lingkaran Syed Putra,

59200 Kuala Lumpur, Malaysia.

Tel +60 (3) 9212 9638; Fax +60 (3) 9212 9639

Representative: Dr. Chaiyaporn Seekao (Chaiyaporn.Seekao@bsigroup.com)

Website: www.bsigroup.com

BSI is a leading global provider of management systems assessment and certification, with more than 92,000 certified locations and clients in over 193 countries. BSI is the UK's National Standards Body. BSI provides independent, third-party certification of management systems. BSI is ASI Accredited (ASI-ACC-067) to conduct RSPO assessment since 31/10/2014 with accredited office located at Kuala Lumpur, Malaysia.

2.1 Assessment Methodology, Programme, Site Visits

The on-site assessment was conducted on **4-6 March 2024**. The audit programme is included as Section 2.3.

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

The Critical NC close out on-site assessment was conducted on **3 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 the certification unit 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 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. officials were not present at any of the internal or external stakeholder interviews. A list of Stakeholders contacted is included as Section 3.4.

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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 (Certification)	Year 2 (ASA-1)	Year 3 (ASA-2)	Year 4 (ASA-3)	Year 5 (ASA-4)
PPKSS Tayo Barokah (151 smallholders member)	X	X	X	X	X

Tentative Date of Next Visit: February 3, 2025 - February 5, 2025

Total Number of Mandays: 9 days

2.2 BSI Assessment Team

Name	Role	Competency
Yudwi Wisnu Rahmanto	Team Leader	<p>Education: Holds a Bachelor of Forestry with Silviculture major study, Faculty of Forestry, University of Gadjah Mada</p> <p>Work Experience: 7 months working experience in palm oil industry as Agronomy Field Assistant. 14 years working experience as sustainability auditor 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>Training attended: Completed Endorsed RSPO P&C Lead Auditor Training Course, RSPO NEXT, ISPO Auditor/Lead Auditor Course, RSPO P&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, SMETA Requirements Training Course, SA8000 Basic Auditor.</p> <p>Language proficiency: Fluent in Bahasa Indonesia and English</p> <p>Aspect covered in this audit:</p> <p><input type="checkbox"/> Good Agriculture Practice <input type="checkbox"/> Health and Safety <input type="checkbox"/> Supply chain requirements</p>

		<input checked="" type="checkbox"/> Social <input checked="" type="checkbox"/> Environmental <input type="checkbox"/> Market Communication and claim requirements <input checked="" type="checkbox"/> ISH context (ICS, internal audit, policy, business planning and trading system)
Imam Fahrurozi	Team Member	<p>Education: Holds a Bachelor Degree majoring in Agriculture Technology, Gadjah Mada University.</p> <p>Work Experience: 2 years working experience oil palm industry, as a sustainability and HSE officer. 10 years working experience as RSPO Auditor / Lead Auditor</p> <p>Training attended: Completed ISO 9001:2008 Lead Auditor Course, 14001:2004 Lead Auditor Course, SMK3 Lead Auditor Course, Endorsed RSPO P&C Lead auditor course, ISO 45001:2018 Lead Auditor Course, SMETAR requirements training, Introductory Course for High Conservation Value and High Carbon Stock (HCS) in Oil Palm Plantation</p> <p>Language proficiency: Fluent in Bahasa Indonesia and English</p> <p>Aspect covered in this audit:</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>
Nanang Rusmana	Team Member	<p>Education: Holds a Bachelor Degree of Forestry, Bogor Agricultural University (IPB)</p> <p>Work Experience: 5 years working experience in palm oil industry as SHE Assistant at PT. Astra Agro Lestari Tbk. 3 years working experience in mining industry as Environment Coordinator and SHE Coordinator with PT. Kapuas Prima Coal Group. 8 years working experience as RSPO/ISPO auditor</p> <p>Training attended: Completed ISO 9001:2015 Lead Auditor Course, ISPO Auditor Course, ISO 14001:2015 Lead Auditor Course, ISO 45001:2018 Lead Auditor Course, Endorsed RSPO P&C Lead Auditor Course, Endorsed RSPO Supply Chain Certification Lead Auditor Course, SMK3 Auditor Course, HCV Assessor Course, General OHS Expert Course, SMETA Requirements training.</p> <p>Language proficiency: Fluent in Bahasa Indonesia and English</p> <p>Aspect covered in this audit:</p> <p><input checked="" type="checkbox"/> Good Agriculture Practice <input 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>

Accompanying Persons: None

2.3 Assessment Plan

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

ASA-3 Assessment Plan

Date	Time	Subjects	Wisnu	Imam	Nanang
Senin, Monday, 04/03/2024	08.00 – 09.00	Opening Meeting / <i>Rapat Pembukaan</i> - Presentation by PPKSS Tayo Barokah / <i>Presentasi oleh PPKSS Tayo Barokah</i> - Presentation by BSI Indonesia / <i>Presentasi oleh BSI Indonesia</i>	√	√	√
	09.00 – 12.00	Document and Record Verification / <i>Kajian dokumen dan catatan rekaman</i> - Principle 1 : Optimize productivity, efficiency, positive impacts and resilience <i>Prinsip 1 Optimalisasi produksi, efisiensi, dampak positif dan ketahanan.</i> - Principle 2 : Ensure legality, respect for land rights and community wellbeing <i>Prinsip 2 Memastikan legalitas, menghormati hak-hak lahan dan kesejahteraan komunitas</i> - Principle 3 : Respect Human Rights, including worker's rights and contions <i>Prinsip 3 menghormati hak asasi manusia, termasuk hak-hak dan ketentuan/perjanjian pekerja.</i> - Principle 4 : Protect, conserve and enhance ecosystem and the environment <i>Prinsip 4 Melindungi, melestarikan dan memperkaya ekosistem dan lingkungan.</i> - Internal Control System (ICS) requirements for smallholder <i>Persyaratan Sistem Kendali Internal untuk Grup Pekebun.</i>	√	√	√

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		Stakeholder Consultation: <i>Konsultasi dengan para pemangku kepentingan:</i> <ul style="list-style-type: none"> Regency government (Plantation Agency, Environmental Agency, Agrarian/Land Agency, Permit/License Agency) <i>Pemerintahan Kabupaten (Dinas Perkebunan, Dinas Lingkungan, Badan Pertanahan, PTSP)</i> <ul style="list-style-type: none"> Local community, Village Head, Local NGO dan previous landowner. <i>Komunitas lokal, Kepala Desa, LSM lokal dan pemilik lahan sebelumnya.</i> 	✓	✓	✓
	12.00 – 14.00	Break / <i>Istirahat</i>	✓	✓	✓
	14.00 – 16.30	Document and record verification Continued / <i>Kajian dokumen dan catatan rekaman lanjutan</i>	✓	✓	✓
	16.30 – 17.00	Daily Progress Meeting and Reporting / <i>Rapat perkembangan harian dan pelaporan</i>	✓	✓	✓
Selasa, Tuesday, 05/03/2024	08.00 – 12.00	Field Observation to 15 Farmers <i>Observasi lapangan ke 15 sampel pekebun</i> Note (High Risk): Total Sampel Plot: $\sqrt{151} \times 1.2 = 14.75 = \text{Rounded to 15 samples of farmer.}$ <i>Catatan (Resiko Tinggi): Total sampel petani = $\sqrt{151} \times 1.2 = 14.75 = \text{Dibulatkan menjadi 15 sample petani.}$</i> Field observation and interview with farmers and workers concerning the role of group manager and ICS team, best management practice, occupational health and safety, worker welfare, HCV, environmental management, continual improvement, etc. <i>Observasi lapangan dan interview dengan pekebun serta pekerja terkait peran grup manajer dan tim ICS, pengelolaan kebun, K3, ketenagakerjaan, pengelolaan lingkungan dan Kawasan konservasi, perbaikan berkelanjutan dan lain-lain.</i>	✓	✓	✓
	12.00 – 14.00	Break / <i>Istirahat</i>	✓	✓	✓

Date	Time	Subjects	Wisnu	Imam	Nanang
	14.00 – 16.30	Document and record verification Continued / <i>Kajian dokumen dan catatan rekaman lanjutan</i>	✓	✓	✓
	16.30 – 17.00	Daily Progress Meeting and Reporting / <i>Rapat perkembangan harian dan pelaporan</i>	✓	✓	✓
Rabu, Wednesday 06/03/2024	08.00 – 12.00	Document and record verification Continued / <i>Kajian dokumen dan catatan rekaman lanjutan</i>	✓	✓	✓
	12.00 – 14.00	Break / <i>Istirahat</i>			
	14.00 – 15.00	Report Preparation / <i>Persiapan Laporan</i>	✓	✓	✓
	15.00 – 16.00	Closing Meeting / <i>Rapat Penutupan</i>	✓	✓	✓

NCR Close-Out Plan

Date	Time	Subjects	Nanang
Jum'at, Friday 03/05/2024	10.00 – 10.30	Document and record verification Continued / <i>Kajian dokumen dan catatan rekaman lanjutan</i>	✓
	10.30 – 12.00	Verification NCR #2466183-202403-M1	✓
	12.00 – 14.00	Break / <i>Istirahat</i>	✓
	14.00 – 14.30	Verification NCR #2466183-202403-M1 (continued)	✓
	14.30 – 15.00	Report Preparation / <i>Persiapan Laporan</i>	✓
	15.00	Closing Meeting / <i>Rapat Penutupan</i>	✓

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?	The certification unit is ISH, this requirements is Not Applicable.	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	The certification unit is ISH, this requirements is Not Applicable.	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. <i>Note:</i> <i>New acquisition is from the moment the company is legally registered with the local notary or chamber of commerce or equivalent.</i>	The certification unit is ISH, this requirements is Not Applicable.	Not Applicable
Any deviations from the maximum periods requires approval by the RSPO Secretariat.	The certification unit is ISH, this requirements is Not Applicable.	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?	The certification unit is ISH, this requirements is Not Applicable.	Not Applicable
Have there been any isolated lapses in implementation of the plan? If yes a Minor non-compliance shall be raised	The certification unit is ISH, this requirements is Not Applicable.	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 Major non-compliance shall be raised	The certification unit is ISH, this requirements is Not Applicable.	Not Applicable
Un-Certified Units or Holdings		
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.	The certification unit is ISH, this requirements is Not Applicable.	Not Applicable

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Any new plantings since January 1 st 2010 shall comply with the RSPO New Plantings Procedure.	The certification unit is ISH, this requirements is Not Applicable.	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 for any land conflicts/Liabilities https://www.rspo.org/certification/remediation-and-compensation/racp-tracker. The progress on the Liabilities shall be verified and reported.</i> <i>Please refer to BSI-RSPO Secretariat approval.</i>	The certification unit is ISH, this requirements is Not Applicable.	Not Applicable
Any Labor disputes are being resolved through a mutually agreed process, in accordance with RSPO P&C criterion 4.2	The certification unit is ISH, this requirements is Not Applicable.	Not Applicable
Any Legal non- compliance is being addressed through measures consistent with the requirements of RSPO P&C criteria 2.1	The certification unit is ISH, this requirements is Not Applicable.	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. <i>Note: if the internal audit is conducted against the RSPO P&C only, it is a non-compliance for this requirement.</i>	The certification unit is ISH, this requirements is Not Applicable.	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? <i>Note: If the Critical (Major) NC is not actively addressed, it is a non-compliance for this requirement. If it is actively addressed, evidence shall be available.</i>	The certification unit is ISH, this requirements is Not Applicable.	Not Applicable
Have there been any stakeholder (including NGO) consultation conducted? <i>Note: if there is any negative comment from the stakeholders, the assessment team is required directly consult with the stakeholder regarding the comment and resolutions.</i>	The certification unit is ISH, this requirements is Not Applicable.	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.	The certification unit is ISH, this requirements is Not Applicable.	Not Applicable

Approved Time Bound Plan

The certification unit is ISH, this requirements is Not Applicable.

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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 One (1) Critical nonconformity raised. The **PPKSS Tayo Barokah** Certification unit submitted Corrective Action Plans for the nonconformity. Corrective action plans with respect to the nonconformity was reviewed by the BSI audit team and accepted.

The implementation of the Corrective Actions for the Critical Nonconformity has been verified for its effectiveness and closed accordingly. The below is the summary of the non-conformity raised during this assessment.

Non-conformity			
NCR Ref #	2466183-202403-M1	Issued Date	6 March 2024
Due Date	5 June 2024	Closure Date	5 May 2024
Indicator & Category (Critical / Minor)	A-1.4 MS-B (Critical)		
Statement of Nonconformity:	Smallholder member unable to demonstrate understanding of signed smallholder declaration as membership requirements.		
Requirement Reference:	All members can demonstrate understanding of membership requirements.		
Objective Evidence:	Not all smallholder sampled is attending the audit to interview related understanding of membership requirements under name Ika Wulandari (D.005) and Rusito (D.033).		
Corrections:	<ul style="list-style-type: none"> - Group Manager and ICS will conduct re-socialisation on the smallholder statement/declaration in RSPO certification. Socialisation will held on 20 April 2024. - Group Manager and ICS ensure the all members having understanding of smallholder statement/declaration in RSPO certification during annual internal audit. - To monitor the understanding of the members, ICS will using internal audit form (updated an internal audit form). 		
Root Cause Analysis:	<ul style="list-style-type: none"> - Group Manager and ICS less control that the members have read and understand the smallholder statement/declaration in RSPO certification. - Group Manager and ICS did not explain clearly to each member related the smallholder statement/declaration in RSPO certification. - Group Manager and ICS is less monitoring to all members related the smallholder statement/declaration in RSPO certification. 		
Corrective Actions:	<p>Group Manager and ICS will conduct re-socialisation and refreshment training on the smallholder statement/declaration in RSPO certification to all members 3 times a year, during Annual Member Meeting, Training GAP and during Medical Check-up.</p> <p>This activities is planned on working program PPKSS Tayo Barokah.</p>		
Assessment Conclusion:	<p>NCR Close-out on 5 May 2024.</p> <ul style="list-style-type: none"> - Group Manager and ICS have been conduct the re-socialisation on the smallholder statement/declaration in RSPO certification, as recorded in Minutes Meeting "Berita Acara Kegiatan ICS Tayo Barokah" dated 20 April 2024. Speaker is Mr. Jumal (Group Manager) and Mr. Rusdi (WRI 		

	<p>Indonesia). Evidence sighted attendance list and invitation letter refer to No. 003.02/SU/PPKSS-TB/IV/2024 tanggal 18 April 2024.</p> <ul style="list-style-type: none"> - Sighted evidence to ensure monitoring of understanding the smallholder statement/declaration in RSPO certification to all members, updated internal audit form is used and already describes the statement, includes willingness to be audited. In the internal audit checklist have mentioned on point 3. Documented verified is "Form Pertanyaan Audit" Revision 1. - Working Program PPKSS Tayo Barokah have been detail inserted in Minutes of Annual Member Meeting (RAT) dated 11 February 2024, on point 1 Capacity of Smallholder Group (Kelembagaan), Refreshment Training GAP (point 1. Training and Extension), Medical Check-up (point 4. Members services). - Interview with smallholders undername Mr. Rusito (D.033) and Mrs. Ika Wulandari (D.005) during NCR Close-out, stated that smallholder statement/declaration in RSPO certification requirements have been understood and committed the willingness to be audited. <p>According to the Corrective action made by certificate holder, this Non-conformity is Satisfactory Closed.</p>
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Opportunity for Improvements	
OFI #	Description
OFI 1	None

Positive Findings	
PF #	Description
PF 1	None

3.3.1 Status of Nonconformities Previously Identified and Opportunity for Improvement

Previous Audit Critical (Major) Non-conformity			
NCR Ref #	2323410-202303-M1	Issued Date	18 March 2023
Due Date	16 June 2023	Closure Date	10 June 2023
Indicator & Category (Critical / Minor)	1.3 Milestone B (Critical)		
Statement of Nonconformity:	Implementation of GAP not in accordance with the procedure		
Requirement Reference:	Smallholders have adopted GAP on their farms and are tracking productivity through, but not limited to, records of FFB sales.		

Objective Evidence:	Based on field visit, some plot's management practices (e.g. on behalf of initial B, AW and AS) that are not in accordance with the procedures for weeding (blanket spraying) that have been set by the group manager since 31 October 2019.
Corrections:	<p>Group Manager and ICS and Smallholder Group provide training and socialization related to GAP specific on plantation upkeep. Verified:</p> <ol style="list-style-type: none"> "Berita Acara Kegiatan ICS Tayo Barokah Sosialisasi GAP di Balai Desa Dayo" dated 28 May 2023. Trainer: Eko Subroto, Agus Suyono, Jaya (WRI). Attended by 30 smallholder members. "Berita Acara Kegiatan ICS Tayo Barokah Sosialisasi GAP di Balai Desa Tapung Jaya" dated 4 June 2023. Trainer: Jumal & Sulastri. Attended by 123 smallholder members. "Berita Acara Kegiatan ICS Tayo Barokah Sekolah Lapang di Kebun Eko Subroto – Desa Dayo" dated 18 June 2023. Trainer: Jaya (WRI). Attended by 30 smallholder members. Conduct regular monitoring to each smallholder ensure the GAP in line with the procedures and policy. Group manager issued Warning Letters to smallholder member and Statement letters on 17 March 2023 to stop upkeep practices deviating from group procedure. Verified: "Surat Peringatan 1 No.004/SP/PPKSS-TB/III/2023" dated 23 March 2023 for Teja Sukmana – for blanket spraying. <p>All smallholders that caused this finding have been attended this training as well.</p>
Root Cause Analysis:	<ul style="list-style-type: none"> Training GAP was not including field practice, therefore not effective to improve understanding/skill of smallholder member. Training only carried out once per year, therefore smallholder cannot remember GAP training material. Smallholder member cannot access training material related to GAP <p>Some member is old, hence carried out by their son, making the plantation upkeep not optimized.</p>
Corrective Actions:	<ul style="list-style-type: none"> Group Manager, Saprodi Unit and Smallholder Group/KT will conduct quarterly monitoring as per working program. Monitoring carried out from sampling and ensuring all smallholder members carrying plantation upkeep in accordance with "SOP Perawatan Kebun". Verified: Record "Perawatan Kebun" month May 2023. Adding warning signboards in each Smallholder Group/KT. The signboards indicating reminding statement to prevent incorrect GAP implementation. Verified: signboard installation on smallholder block Sutrisno (TJ.099.1); Andi Setiawan (TJ.063.4); Jumari (TJ.076.1). Conduct training on financial management for plantation development. Verified: "Berita Acara Kegiatan ICS Tayo Barokah Sosialisasi OHS & Worker's Right; Financial Management di Balai Desa Tapung Jaya" dated 4 June 2023. Trainer: Jumal & Sulastri. Attended by 123 smallholder members. <p>Verified with sampled smallholder Samsu, he carried out manual weed control/slashing on 25 April 2023. Afterwards the weed controlled as per Group procedure.</p>

Assessment Conclusion:	Group manager and smallholder member demonstrated consistent correction and corrective action. Implemented action has been checked and verified satisfactory. NC Critical closed.
Effectiveness Closure (for previous audit closed Critical NC):	Based on ASA-3 audit and smallholder sample plot visit, blanket spraying was not sighted and the smallholders have been aware that blanket spraying is not best practices in oil palm cultivation. Smallholders also using selective spraying, the benefit obtained is cost saving for upkeep. The action of smallholders have effectively implemented, therefore the NC closure of previous audit is effective.

Previous Audit Critical (Major) Non-conformity			
NCR Ref #	2323410-202303-M2	Issued Date	18 March 2023
Due Date	16 June 2023	Closure Date	10 June 2023
Indicator & Category (Critical / Minor)	3.4 Milestone A (Critical)		
Statement of Nonconformity:	ISH organization has not provided training on workers' rights to file a complaints/grievance and communicate to workers the means to file a complaint/grievance.		
Requirement Reference:	Smallholders complete training on workers' rights to file a complaints/grievance and communicate to workers the means to file a complaint/grievance.		
Objective Evidence:	ISH organization has not provided training on workers' rights to file a complaints/grievance and communicate to workers the means to file a complaint/grievance.		
Corrections:	<p>Group Manager and OHS team communicating the minimum wage standard, worker's rights, work agreement clauses, medical checkup, and mechanism to file complaint/grievance. Verified:</p> <ol style="list-style-type: none"> "Berita Acara Kegiatan ICS Tayo Barokah Sosialisasi GAP & Worker's Right di Balai Desa Dayo" dated 28 May 2023. Trainer: Eko Subroto, Agus Suyono, Jaya (WRI). Attended by 30 smallholder members. "Berita Acara Kegiatan ICS Tayo Barokah Sosialisasi OHS and Worker's Right di Balai Desa Tapung Jaya" dated 4 June 2023. Trainer: Jumal & Sulastri. Attended by 123 smallholder members. "Berita Acara Kegiatan ICS Tayo Barokah Sekolah Lapang di Kebun Eko Subroto – Desa Dayo" dated 18 June 2023. Trainer: Jaya (WRI). Attended by 30 smallholder members. <p>OHS team update worker list in all smallholder member's plantation and acknowledge by manager. Verified:</p> <ol style="list-style-type: none"> "Daftar Pekerja PPKSS Tayo Barokah Desa Tapung Jaya Tahun 2023" dated 23 February 2023 consist of 67 workers. <p>"Daftar Pekerja PPKSS Tayo Barokah Desa Dayo Tahun 2023" dated 23 February 2023 consist of 51 workers.</p>		

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Root Cause Analysis:	Group Manager did not implement annual working plan agreed – with regards to training on worker's right and mechanism to submit complaint/grievance.
Corrective Actions:	<ul style="list-style-type: none"> Group manager and OHS Unit carried out training and socialization plan based on working program. Verified carried out as per working plan. Training on GAP & workers rights on 28 May 2023; Training on OHS & Worker's Right on 4 June 2023; Field training planned for 10 June 2023. Verified: interview with sampled worker Ahmad Roni confirmed that ICS and Group Manager has communicating the GAP training and workers right on 4 June 2023. He now understood the GAP as per Group procedures and his rights as worker. Installation of signboards related to Worker's Right and Mechanism to file complaint/grievance. Verified: signboard installation on smallholder block Sutrisno (TJ.099.1); Andi Setiawan (TJ.063.4); Jumari (TJ.076.1).
Assessment Conclusion:	Group manager and smallholder member demonstrated consistent correction and corrective action. Implemented action has been checked and verified satisfactory. NC Critical closed.
Effectiveness Closure (for previous audit closed Critical NC):	<p>Based on ASA-3 audit and smallholder sample interview, the understanding of training material on workers right and grievance mechanism which given by group manager and ICS was understood.</p> <p>The action of smallholders have effectively implemented, therefore the NC closure of previous audit is effective.</p>

Previous Audit Critical (Major) Non-conformity			
NCR Ref #	2323410-202303-M3	Issued Date	18 March 2023
Due Date	16 June 2023	Closure Date	10 June 2023
Indicator & Category (Critical / Minor)	A.2.3 Milestone B (Critical)		
Statement of Nonconformity:	Based on interviews with sample farmers not all members were able to show an understanding of the results of the training that had been carried out.		
Requirement Reference:	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.		
Objective Evidence:	<p>PPPKS Tayo Barokah has prepared a training program according to the document "Program Kerja PPKSS Tayo Barokah tahun 2023-2024"" and shows records of its implementation in the "Laporan Kegiatan Pelatihan dan Sosialisasi PPKSS Tayo Barokah 2023 – 2024""</p> <p>However, based on interviews with sample farmers not all members were able to show an understanding of the results of the training that had been carried out.</p> <p>Related examples:</p> <ul style="list-style-type: none"> Record sheets to track the annual production and sales of certified volumes, Workers' pays complies with minimum legal requirements 		

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Corrections:	<p>Group manager carried out monitoring and FFB traceability exercise for 5 smallholder members with multiple plantation blocks ownership. Verified:</p> <ul style="list-style-type: none"> • "Lembar Catatan Panen Anggota Barokah Dayo"; Eko Subroto; 14 March 2023; No.202906 harvest 780 kg = 55 bunches; No.202907 harvest 620 kg = 58 bunches; No.202908 harvest 750 kg = 52 bunches. • "Lembar Catatan Panen Anggota Maju Cera Dayo"; Eko Subroto; 14 March 2023; No.202901 harvest 740 kg = 55 bunches; No.202902 harvest 740 kg = 50 bunches; No.202903 harvest 700 kg = 48 bunches; No.202904 harvest 750 kg = 52 bunches; No.202905 harvest 700 kg = 51 bunches. • Weighbridge ticket No.SSM/TBS/230314/012 dated 14 March 2023; from Tayo Barokah; Netto 5,780 kg; • Provide socialization to smallholder members and worker on minimum wage regulation as per PP 36/2021. Verified: Interview with Ahmad Roni & Edi Sucianto (worker) confirmed they have informed on minimum wage regulation and worker's rights by ICS and Group Manager. The work agreement confirmed understood by the sampled worker. <p>OHS Unit adding statement on minimum wage for worker in the "SPK Kontrak Kerja" – work agreement, based on regulation PP 36/2021. Verified: "Surat Perjanjian Kerja Ahmad Roni" signed 12 December 2022 between Ahmad Roni and Ahmad Apipudin (plantation owner); chapter 2 indicating the rights and obligations; chapter 3 indicating the work agreement contract; chapter 4 indicating worker payment schedule and PPE provision; chapter 5 indicating payment regime; chapter 6 indicating timeframe of work agreement.</p>
Root Cause Analysis:	<ul style="list-style-type: none"> • There are 5 smallholder members with multiple plantation blocks – whereby some blocks certified RSPO and some are non-certified blocks. • FFB traceability exercise has not been carried out by Group Manager and Marketing Team. <p>Smallholder member and Worker does not possess information on minimum wage as per regulation PP 36/2021.</p>
Corrective Actions:	<p>Group Manager carried out monitoring and FFB traceability exercise for 5 smallholder members with multiple plantation blocks ownership. Verified:</p> <ul style="list-style-type: none"> • "Lembar Catatan Panen Anggota Barokah Dayo"; Eko Subroto; 14 March 2023; No.202906 harvest 780 kg = 55 bunches; No.202907 harvest 620 kg = 58 bunches; No.202908 harvest 750 kg = 52 bunches. • "Lembar Catatan Panen Anggota Maju Cera Dayo"; Eko Subroto; 14 March 2023; No.202901 harvest 740 kg = 55 bunches; No.202902 harvest 740 kg = 50 bunches; No.202903 harvest 700 kg = 48 bunches; No.202904 harvest 750 kg = 52 bunches; No.202905 harvest 700 kg = 51 bunches. • Weighbridge ticket No.SSM/TBS/230314/012 dated 14 March 2023; from Tayo Barokah; Netto 5,780 kg; • Group Manager and OHS unit conduct sampled checking to smallholder member to check wage received by worker is consistent with "SPK Kontrak Kerja" – work agreement. Verified: "Surat Perjanjian Kerja Ahmad Roni" signed 12 December 2022 between Ahmad Roni and Ahmad Apipudin (plantation owner); chapter 2 indicating the rights and obligations; chapter 3 indicating the work agreement contract; chapter 4 indicating worker payment schedule and PPE provision; chapter 5 indicating payment regime; chapter 6 indicating timeframe of work agreement.

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	<ul style="list-style-type: none"> Verified with sampled smallholder Samsu, he carried out manual weed control/slashing on 25 April 2023. Afterwards the weed controlled as per Group procedure on GAP.
Assessment Conclusion:	Group manager and smallholder member demonstrated consistent correction and corrective action. Implemented action has been checked and verified satisfactory. NC Critical closed.
Effectiveness Closure (for previous audit closed Critical NC):	<p>Based on ASA-3 audit and smallholder sample interview, the understanding of training material given by group manager and ICS was understood.</p> <p>Smallholders can demonstrate that FFB production is recorded in real time and can explain the minimum wage rate.</p> <p>The action of smallholders have effectively implemented, therefore the NC closure of previous audit is effective.</p>

Previous Audit Critical (Major) Non-conformity			
NCR Ref #	2323410-202303-M4	Issued Date	18 March 2023
Due Date	16 June 2023	Closure Date	10 June 2023
Indicator & Category (Critical / Minor)	4.6 Milestone B (Critical)		
Statement of Nonconformity:	Found smallholder member stating they brought home and burned down fertilizer inner plastic bag.		
Requirement Reference:	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.		
Objective Evidence:	Based on interview with sampled smallholder Sarjono and Warso Haryono admitted he burned down fertilizer inner plastic bag, and Bonangin admitted he burned down fertilizer inner plastic bag.		
Corrections:	<p>Group Manager issued Warning Letter to smallholder member found violating "SOP Penyimpanan Bahan Kimia dan Pengelolaan Wadah Bekas Kimia". Verified:</p> <ul style="list-style-type: none"> "Surat Peringatan 1 No.001/SP/PPKSS-TB/III/2023" dated 23 March 2023 for H. Sarjono – for burning hazardous waste. "Surat Peringatan 1 No.002/SP/PPKSS-TB/III/2023" dated 23 March 2023 for Warso haryono – for selling hazardous waste to unlicensed collector. "Surat Peringatan 1 No.003/SP/PPKSS-TB/III/2023" dated 23 March 2023 for Bonangin – for burning hazardous waste. Group Manager issued memorandum on stop using fire for plantation management, dated 18 March 2023. Provision of container for hazardous waste from empty chemical container in each Smallholder Group. Verified: <ul style="list-style-type: none"> a. Tanda Terima Barang PPKSS Tayo Barokah - Penyerahan 1 buah wadah penyimpanan sementara Limbah B3" from ICS to Smallholder Group "Dayo Indah" dated 16 June 2023. 		

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	b. Tanda Terima Barang PPKSS Tayo Barokah - Penyerahan 1 buah wadah penyimpanan sementara Limbah B3" from ICS to Smallholder Group "Maju Cerah Dayo" dated 16 June 2023.
Root Cause Analysis:	<ul style="list-style-type: none"> Not all smallholder member managed/disposed of hazardous waste as per procedure "SOP Penyimpanan Bahan Kimia dan Pengelolaan Wadah Bekas Kimia" OHS Unit does not monitor the hazardous waste disposal practice on the field.
Corrective Actions:	<ul style="list-style-type: none"> Group Manager issued memorandum on hazardous waste management for all smallholder member: plastic waste shall not burned down; empty chemical container and other hazardous waste shall be returned to ISH office. Verified: "Himbauan Group Manager Tayo Barokah" signed 18 March 2023. OHS Unit maintain form for handover empty container/hazardous waste in each Smallholder Group/KT to list the name of smallholder and type of hazardous waste handed over. Verified: Interview with Warso Haryono, he understood the mechanism for controlling hazardous waste, thus handed over 1 empty Round Up container to Smallholder Group leader – May 2023. The empty container then handed over to ISH warehouse "Tanda Terima Barang PPKSS Tayo Barokah" dated 16 June 2023; whereby Smallholder Group/KT Dayo Indah handed over 1 empty chemical container to temporary hazardous waste storage PPKSS Tayo Barokah. Monitoring on hazardous waste in each Smallholder Group/KT monitored. Verified: OHS Unit maintained "Catatan Penerimaan Bekas Wadah Pestisida/Herbisida" in period 2022-2023. From 20 April 2023 recorded: 1 liter Bionasa empty container; 2 empty bags KCL; 1 empty bag ZA fertilizer; 2 empty bags NPK fertilizer; Group Manager and ICS installing signboard to reminder smallholder member to stop using fire for waste disposal. Verified: signboard installation on smallholder block Sutrisno (TJ.099.1); Andi Setiawan (TJ.063.4); Jumari (TJ.076.1).
Assessment Conclusion:	Group manager and smallholder member demonstrated consistent correction and corrective action. Implemented action has been checked and verified satisfactory. NC Critical closed.
Effectiveness Closure (for previous audit closed Critical NC):	<p>Based on ASA-3 audit and smallholder sample interview, the understanding of hazardous waste disposal was understood.</p> <p>Smallholders can demonstrate that hazardous waste must be collected in smallholder office.</p> <p>The action of smallholders have effectively implemented, therefore the NC closure of previous audit is effective.</p>

Previous Audit Critical (Major) Non-conformity			
NCR Ref #	2323410-202303-M5	Issued Date	18 March 2023
Due Date	16 June 2023	Closure Date	10 June 2023
Indicator & Category (Critical / Minor)	D.1.1 Eligibility, Milestone A and Milestone B (Critical)		

Statement of Nonconformity:	With the current sales record, the tracking and accuracy for production record separation between certified and non-certified land parcel cannot be traced.
Requirement Reference:	Record sheets to track the annual production and sales of certified volumes, covering traceability of producers and/or traders are available.
Objective Evidence:	<p>Based on document review the practice for tracking harvest/production and actual sales record cannot demonstrate traceability from individual smallholder member land parcel to smallholder group harvest record to weighbridge ticket in receiving mill is coming from certified smallholder block.</p> <ul style="list-style-type: none"> • Weighbridge ticket "Slip Penimbangan PT. Karya Cipta Nirvana No.KCN/TBS/230103/018; dated 3 January 2023; product FFB; Origin "Desa 1"; netto 4,534 kg; • Weighbridge ticket "Slip Penimbangan PT. Karya Cipta Nirvana No.KCN/TBS/230105/037; dated 5 January 2023; product FFB; Origin "Desa 3"; netto 3,169 kg; • Total weigh 7,703 kg from 2 weighbridge ticket – coming from certified land parcel and non-certified land parcel. • "Lembar Catatan Panen Anggota KT Maju Cerah Dayo" dated 8 January 2023 for: smallholder Eko S, land parcel 202901 dated 8 January 2023, 650 kg, 46 bunches; smallholder Eko S, land parcel 202901 dated 8 January 2023, 650 kg, 46 bunches; smallholder Eko S, land parcel 202902 dated 8 January 2023, 660 kg, 47 bunches; smallholder Eko S, land parcel 202903 dated 8 January 2023, 625 kg, 45 bunches; smallholder Eko S, land parcel 202904 dated 8 January 2023, 640 kg, 46 bunches; smallholder Eko S, land parcel 202905 dated 8 January 2023, 645 kg, 46 bunches; • "Lembar Catatan Panen Anggota KT Barokah Dayo"; smallholder Eko S, land parcel 202906 dated 8 January 2023, 655 kg, 47 bunches; smallholder Eko S, land parcel 202907 dated 8 January 2023, 630 kg, 45 bunches; smallholder Eko S, land parcel 202908 dated 8 January 2023, 640 kg, 45 bunches; • Total production from certified land parcels total 8 parcels weighed 5,145 kg. • The date of harvest record does not matched with weighbridge ticket. • The harvest record does not have prior information to demonstrate traceability and explain how Kelompok Tani can note tonnage and number of bunches produced from each certified land parcel.
Corrections:	<ul style="list-style-type: none"> • Group Manager and Marketing Unit prepare an update list of smallholder member of PPKSS Tayo Barokah; whose owned certified and non-certified blocks. Verified: up-to-date document "Data Lahan Bersertifikat dan Tidak Bersertifikat RSPO" dated 4 June 2023. Name in the list: Eko Subroto, Agus Suyono, Mulyadi, Samsu, Sigit S., Suwandi, Nur Aini, Siti Kahsanah. • Marketing Unit and Smallholder Group Leader suggest Eko Subroto to prepare harvesting data/production sheet in accordance to certified block (only). • Marketing Unit prepare and install smallholder ID tag in each smallholder plantation. Verified: minutes "Berita Acara Kegiatan ICS Tayo Barokah Pemasangan Penanda Kebun" – block identification tag; dated 26 June 2023 in Smallholder Group/KT Dayo Indah. Installed smallholder ID tag 295 smallholder blocks; in progress 44 smallholder blocks.

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	<ul style="list-style-type: none"> Group Manager communicating to the member on FFB record keeping and FFB record mechanism based on certified smallholder plantation block. Verified: "Berita Acara Kegiatan ICS Tayo Barokah Sosialisasi GAP di Balai Desa Tapung Jaya" dated 4 June 2023. Trainer: Jumal & Sulastri. Attended by 123 smallholder members.
Root Cause Analysis:	<ul style="list-style-type: none"> There are 5 smallholder members with multiple plantation blocks – whereby some blocks certified RSPO and some are non-certified blocks. FFB traceability exercise has not been carried out by Group Manager and Marketing Team. For smallholder member under name Eko Subroto, some blocks are certified RSPO and some blocks are non-certified.
Corrective Actions:	<ul style="list-style-type: none"> Marketing Unit and Smallholder Group Leader monitor on regular basis the FFB traceability of 5 smallholder member. Verified: up-to-date document "Data Lahan Bersertifikat dan Tidak Bersertifikat RSPO" dated 4 June 2023. Name in the list: Eko Subroto, Agus Suyono, Mulyadi, Samsu, Sigit S., Suwandi, Nur Aini, Siti Kahsanah. Marketing Unit monitor the harvesting record based on smallholder member ID and smallholder plantation ID – in accordance with annual working program. Verified: Sampled smallholder member Eko Subroto, certified smallholder plantation ID: in smallholder group Barokah Dayo, Eko Subroto owned 3 certified smallholder plantation ID/land parcels No.202906, 202907, 202908. In smallholder group Maju Cerah Dayo, Eko Subroto owned 5 certified smallholder plantation ID/land parcels No.202901, 202902, 202903, 202904, 202905. Smallholder member record number of FFB bunches and FFB tonnage from each land parcel using the smallholder plantation ID. Smallholder Group Leader ensure smallholder report the recording on same date of harvesting day. Verification: <ul style="list-style-type: none"> "Lembar Catatan Panen Anggota Barokah Dayo"; Eko Subroto; 14 March 2023; No.202906 harvest 780 kg = 55 bunches; No.202907 harvest 620 kg = 58 bunches; No.202908 harvest 750 kg = 52 bunches. "Lembar Catatan Panen Anggota Maju Cerah Dayo"; Eko Subroto; 14 March 2023; No.202901 harvest 740 kg = 55 bunches; No.202902 harvest 740 kg = 50 bunches; No.202903 harvest 700 kg = 48 bunches; No.202904 harvest 750 kg = 52 bunches; No.202905 harvest 700 kg = 51 bunches. Weighbridge ticket No.SSM/TBS/230314/012 dated 14 March 2023; from Tayo Barokah; Netto 5,780 kg; "Lembar Catatan Panen Anggota Barokah Dayo"; Eko Subroto; 28 March 2023; No.202906 harvest 720 kg = 52 bunches; No.202907 harvest 755 kg = 54 bunches; No.202908 harvest 835 kg = 61 bunches. "Lembar Catatan Panen Anggota Maju Cerah Dayo"; Eko Subroto; 28 March 2023; No.202901 harvest 700 kg = 52 bunches; No.202902 harvest 750 kg = 51 bunches; No.202903 harvest 665 kg = 50 bunches; No.202904 harvest 700 kg = 53 bunches; No.202905 harvest 745 kg = 49 bunches. Weighbridge ticket No.SSM/TBS/230328/009 dated 28 March 2023; from Tayo Barokah; Netto 5,870 kg;

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Assessment Conclusion:	Group manager and smallholder member demonstrated consistent correction and corrective action. Implemented action has been checked and verified satisfactory. NC Critical closed.
Effectiveness Closure (for previous audit closed Critical NC):	Based on ASA-3 audit and smallholder sample interview, the understanding of training material given by group manager and ICS was understood. Smallholders can demonstrate that FFB production is recorded in real time and separated from non-certified plots. The action of smallholders have effectively implemented, therefore the NC closure of previous audit is effective.

Previous Audit Opportunity for Improvement	
OFI#	Description
OFI 1	OFI Statement: Verification / Follow-up actions:

3.3.2 Summary of the Nonconformities and Status

CAR Ref.	Category (Critical / Minor)	P&C Indicator	Issued Date	Status & Date (Closure)
Initial Assessment				
1992265-202011-M1	Critical	RSPO ISH Standard 2019, Criteria 1.2	26/11/2020	Closed on 21/02/2021
1992265-202011-M2	Critical	RSPO ISH Standard 2019, Criteria C.1.1	26/11/2020	Closed on 21/02/2021
1992265-202011-M3	Critical	RSPO ISH Standard 2019, Criteria 4.9	26/11/2020	Closed on 21/02/2021
ASA-1				
2177053-202203-M1	Critical	RSPO ISH Standard 2019, 3.5 Milestone B	10/03/2022	Closed on 04/06/2022
ASA-2				
2323410-202303-M1	Critical	RSPO ISH Standard 2019, 1.3 Milestone B	18/03/2022	Closed on 10/06/2023
2323410-202303-M2	Critical	RSPO ISH Standard 2019, 3.4 Milestone B	18/03/2022	Closed on 10/06/2023
2323410-202303-M3	Critical	RSPO ISH Standard 2019, A.2.3 Milestone B	18/03/2022	Closed on 10/06/2023
2323410-202303-M4	Critical	RSPO ISH Standard 2019, 4.6 Milestone B	18/03/2022	Closed on 10/06/2023

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2323410-202303-M5	Critical	RSPO ISH Standard 2019, D.1.1 Eligibility, Milestone A and Milestone B	18/03/2022	Closed on 10/06/2023
ASA-3				
2466183-202403-M1	Critical	RSPO ISH Standard 2019, A-1.4 Milestone B	06/03/2024	Closed on 05/05/2024

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 **PPKSS Tayo Barokah** Certification Unit's environmental and social performance, legal and any known dispute issues.

Meetings were conducted with stakeholders to seek their views on the performance of the company with respect to the RSPO requirements and aspects where they considered that improvements could be made. At the start of each meeting, the interviewer explained the purpose of the audit followed by an evaluation of the relationship between the stakeholder and the company before discussions proceeded. The interviewer recorded comments made by stakeholders and later was verified with the management team. Any comment which is not complying to the RSPO P&C requirements / 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)
Union/Contractors/Local Communities	Head of Tapung Jaya Village	Face to face interview
Government Departments	<ul style="list-style-type: none"> Plantation Agency of Rokan Hulu Regency Environmental Agency of Rokan Hulu Regency 	Face to face interview

Stakeholders comment	
01	<p>Feedbacks:</p> <p>Secretary of Environmental Agency of Rokan Hulu Regency</p> <ul style="list-style-type: none"> There is no negative issues related to environmental aspect in Tayo Barokah's plot such as land burning or excessive pesticide usage. <p>Environmental permit can be accelerated to register under the online submission system.</p> <p>Audit Team verification and response:</p>

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	No negative issues. No need further verification
02	<p>Feedbacks: Infrastructure Staff Plantation Agency of Rokan Hulu Regency</p> <ul style="list-style-type: none"> There is no negative issue such as land clearing in prohibited area, land dispute or any other illegal occupancy in PPKSS Tayo Barokah's plot. There is no issues related to land burning. <p>All the smallholder have attended the GAP training and invited the plantation agency. The last training has been held on 3 November 2022.</p> <p>Audit Team verification and response: No negative issues. No need further verification</p>
03	<p>Feedbacks: Village Head of Tapung Jaya</p> <ul style="list-style-type: none"> There is no legal or conflict issues related to smallholders PPKSS Tayo Barokah, especially member who come from Tapung Jaya Village <p>All smallholders member sell their FFB to the local FFB collector.</p> <p>Audit Team verification and response: No negative issues. No need further verification</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
No Prev. land owner of the sample. No plot acquisition since last audit.	N/A	N/A	N/A	N/A	N/A

Previous land owner / user comment	
	<p>Feedbacks: No Prev. land owner of the sample. No plot acquisition since last audit.</p> <p>Audit Team verification and response: N/A</p>

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.

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Formal Signing-off of Assessment Conclusion and Recommendation

<p>The audit objectives have been achieved and the certificate scope is appropriate. Based on the results of this audit, it is concluded that PPKSS Tayo Barokah 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 PPKSS Tayo Barokah is remain certified.</p>	
Report prepared by	Acceptance of Assessment Conclusion
Name: Yudwi Wisnu Rahmanto	Name: Jumal
Company Name: on behalf BSI Malaysia Services Sdn. Bhd	Company Name: Persatuan Petani Kelapa Sawit Swadaya (PPKSS) Tayo Barokah
Title: Lead Auditor	Title: Group Manager
Signature: 	Signature: <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> 
Date: 30 June 2024	Date: 30 June 2024

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Appendix A: Summary of Findings

Criterion / Indicator		Assessment Findings	Compliance
Principle 1: Optimise productivity, efficiency, positive impacts and resilience Implement professional and transparent operations to secure sustainable livelihood improvements.			
Criteria 1.1: 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"> 1. Legal formation (as per country requirements) 2. Fair and transparent decision making and governance 3. Additional documents per requirements for Group Formation and Management. 4. Signed or thumb printed Smallholder Declaration from all smallholder Declaration from all smallholder members (Reference to Appendix 1). 	<p>No changes on legal register of PPKSS Tayo Barokah.</p> <p>Legal formation:</p> <p><i>Perkumpulan Petani Kelapa Sawit Swadaya (PPKSS) Tayo Barokah</i> has fulfil the legal regulation related to palm oil plantation for smallholder as follows:</p> <ul style="list-style-type: none"> • The deed of establishment of the cooperative is based on the notarial deed of Eni Endahwati, SH number 11 dated January 14, 2020 and has been approved by the Ministry of Law and Human Rights and the Director General of General Legal Administration in accordance with the Decree of the Minister of Law and Human Rights No: AHU-0000547.AH.01.07 of 2020 dated 20 January 2020 regarding the Ratification of the Legal Entity for the <i>Perkumpulan Petani Kelapa Sawit Swadaya (PPKSS) Tayo Barokah</i>. • The renewal deed No. 35 on 26 October 2021 by Notary of Eni Endahwati, SH and has been approved by the Ministry of Law and Human Rights No: AHU-0001741.AH.01.08 of 2021 dated 1 December 2021. This amendment of organizational structure due to resignation letter of Agus Ariyanto (previous chairman/group manager) of Tayo Barokah on 28 August 2021 and appointment of Jumal ST as group manager based on approval by all the smallholders member during the annual member meeting on 18 September 2021. The last annual meeting has been held on 11 	Complied

		<p>Ferbruary 2024, attended by all members.</p> <ul style="list-style-type: none"> Sighted the tax identification number (Nomor Pokok Wajib Pajak/NPWP) No. 91.880.521.9-221.000 on behalf <i>Perkumpulan Petani Kelapa Sawit Swadaya (PPKSS) Tayo Barokah</i>. Registration of Nomor Induk Berusaha (NIB) from Badan Kordinasi Penanaman Modal (Capital Investment Coordinating Board) on behalf of <i>Perkumpulan Petani Kelapa Sawit Swadaya (PPKSS) Tayo Barokah</i> number 0218010152456 dated 25 November 2020. <p>Fair and transparent decision making and governance</p> <p><i>Perkumpulan Petani Kelapa Sawit Swadaya (PPKSS) Tayo Barokah</i> has had statutes and bylaws related to transparent decision-making and governance. In chapter XIV clause 20 stated that:</p> <ul style="list-style-type: none"> A meeting is declared valid if it is attended by more than half of the number of members. Decision making is carried out by deliberation and consensus. if there is a deadlock, then the decision is taken based on a mechanism approved by the forum but still on an accountable basis. <p>Group Formation and Management</p> <p>PPKSS Tayo Barokah has formed organization structure chart as per January 2024 as follows:</p> <ul style="list-style-type: none"> Group Manager ICS: Jumal Secretary: Dian Nurlaili Treasurer: Novi Ida Riani Counselling body: Purwanto, Elly Marlina, Eko Styarningsih Supervisory body: Ujang Hendra, Herman, R. Ridho Yahdi, SH 	
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		<ul style="list-style-type: none"> • Approval committee: Samsu, Rusman and Suwandi • Admin: Titin Maroah • Agronomy and production infrastructure: H. A Apipudin & Slamet Mulyono • Dissemination and registration: Siti Hasanah & Nuraini • Internal audit: Mulyadi S, Agus Suyono, Sigit Sugianto & Eko Subroto • Occupational Health and Safety: Sulastris, S.Pd, Elis Ramawati • HCV and Firefighter: Sukirno • Purchasing and marketing: Tri Suci Fitriani • Farmer Sub-Group: <ol style="list-style-type: none"> 1. Barokah Dayo: 24 plots 2. Bina Jaya: 17 plots 3. Dayo Indah: 31 plots 4. Harapan Kita: 26 plots 5. Jaya Bersama: 31 plots 6. Jaya Mandiri: 20 plots 7. Maju Cerah Dayo: 25 plots 8. Maju Jaya: 18 plots 9. Makmur Jaya: 33 plots 10. Mekar Jaya: 30 plots 11. Tani Subur: 46 plots 12. Tunas Dayo: 14 plots 13. Tunas Jaya: 23 plots Total plot: 338 plots 	
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Signed or thumb printed Smallholder Declaration from all smallholder members

No	Smallholder	SH ID	Initial signed	Updated INANI
01	Mulyono	D.003	23-03-2019	30-08-2022
02	Uji Samboro	D.004	22-03-2019	30-08-2022
03	Ika Wulandari	D.005	17-03-2019	30-08-2022
04	Suseto	D.006	18-03-2019	30-08-2022
05	Sutarmo	D.022	23-03-2019	30-08-2022
06	Radi	D.031	23-03-2019	30-08-2022
07	Sumaryanto	D.030	22-03-2019	30-08-2022
08	Rusito	D.033	22-03-2019	30-08-2022
09	Dede Yusuf	TJ.007	20-03-2019	30-08-2022
10	Untung	TJ.023	20-03-2019	30-08-2022
11	Mulyadi	TJ.035	29-03-2019	30-08-2022
12	Saiful Anwar	TJ.004	20-03-2019	30-08-2022
13	Kaiman	TJ.052	18-03-2019	30-08-2022
14	Kasupin	TJ.045	20-03-2019	30-08-2022
15	Sringah	TJ.051	10-03-2019	30-08-2022

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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>Organization structure of group manager and ICS have no changes from previous assessment. The structure of Koperasi Beringin Jaya as below:</p> <p>Appointed Group Manager is Mr. Jumal</p> <ul style="list-style-type: none"> - Secretary: Mrs. Dian Nurlaili - Treasury: Mrs. Novi Ida Riani - Counselling body: Mr. Purwanto, Mrs. Elly Marlina, Mrs. Eko Setyaningsih - Supervisory body: Mr. Ujang Hendra, Mr. Herman, Mr. R. Ridho Yahdi, SH - Approval committee: Mr. Samsu, Mr. Rusman and Mr. Suwandi - Admin: Mrs. Titin Maroah - Agronomy and production infrastructure: Mr. H. A Apipudin & Mr. Slamet Mulyono - Dissemination and registration: Mrs. Siti Hasanah & Mrs. Nuraini - Internal audit: Mr. Mulyadi S, Mr. Agus Suyono, Mr. Sigit Mr. Sugianto & Mr. Eko Subroto - Occupational Health and Safety: Mrs. Sulastri, S.Pd, Mrs. Elis Ramawati - HCV and Firefighter: Mr. Sukirno - Purchasing and marketing: Mrs. Tri Suci Fitriani <p>Training on oil palm pricing mechanism and financial management have been conducted by organization on 11 February 2024.</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"> • Fair and transparent decision-making and governance 	<p>Fair and transparent decision-making and governance</p> <p>Referring to the policies and procedures of the organization, all decisions made are made transparently. For example, the organization</p>	Complied

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	<ul style="list-style-type: none"> Sustainable financial management 	<p>has held an annual member meeting on March 3, 2022 where the group manager and ICS members submitted their 2021 financial accountability report to all members. Including submitting a premium sharing plan for 2021 with the following composition:</p> <ul style="list-style-type: none"> Mandatory fund 23% Institutional 46% Member 7% Plot maintenance 3% Institutional Development 5% Farmer group 14% Annual member meeting (RAT) 2% <p>Sustainable financial management</p> <p>Refer to Minutes of Annual Member Meeting (RAT) 2023, dated 11 February 2024, the financial report period 2023 in document "Laporan Pertanggungjawaban Pengurus Tahun Buku 2023" stated that PPKSS Tayo Barokah has received IDR xxx,xxx,xxx through the sold the certified volume in palm trace. According to the agreement during the meeting concluded that those profit will be shared with composition as follows:</p> <ul style="list-style-type: none"> Surveillance certification cost Tax Social fund Incentives for ICS Incentives for member Plot maintenance (boundary poles installment/maintenance) 	
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		<ul style="list-style-type: none"> Organizational development (capacity building for ICS and additional membership) Incentives for sub-farmer head. Annual membership meeting. <p>This realization has been informed to all the members during the annual meeting and has been accepted by members at the same day.</p>	
Criteria 1.2: 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>PPPKS Tayo Barokah has held trainings related to palm oil business. The trainings have been conducted includes capacity building on record keeping for production, including inputs and yields, transactions, and variety.</p> <p>The document provides at "Program Kerja PPKSS Tayo Barokah tahun 2024 - 2025, such as:</p> <ul style="list-style-type: none"> Training on Best Agriculture Practices (GAP) including farm business operations, monitoring and planning, capacity building on record keeping for production, including inputs and yields, transactions, and variety. The training has been conducted on Saturday, 11 February 2024 that was attended by all smallholder members. Awareness training of general RSPO ISH and the socialization of corporate policy to all smallholder member and workers. The training has been conducted on Saturday, 11 February 2024 that was attended by all smallholder members. 	Complied

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		- Financial literacy and record keeping for production training. The training has been conducted on Saturday, 11 February 2024 that was attended by all smallholder members.																																											
Milestone B	Smallholders are managing their farms effectively and maintain records of production and transaction data of all FFB sales.	<p>During this ASA3, individual members has shown consistently filled out the form "Laporan Produksi Kelompok Tani". The form was signed by Sub-Group Head and Marketing Section.</p> <p>The flow chart of records starting from smallholder personal record (harvesting, manuring), then the Sub-Group Head (Kelompok Tani) will recap the data. After that, the data of Sub-Group will be recapped by the cooperative. It has been reviewed the data of sample of smallholders, Sub-Group and in Cooperative level. The data in Sub-Group level covering detail of every member, code number, planting year, hectarage, and production.</p> <p>Production data for FFB production and FFB sales for period March 2023 – February 2024 is available.</p> <table><tr><th>No</th><th>Farmer Group</th><th>Actual (MT)</th></tr><tr><td>1</td><td>Barokah Dayo</td><td>895.84</td></tr><tr><td>2</td><td>Bina Jaya</td><td>361.27</td></tr><tr><td>3</td><td>Dayo Indah</td><td>402.66</td></tr><tr><td>4</td><td>Harapan Kita</td><td>321.69</td></tr><tr><td>5</td><td>Jaya Bersama</td><td>502.17</td></tr><tr><td>6</td><td>Jaya Mandiri</td><td>366.20</td></tr><tr><td>7</td><td>Maju Cerah Dayo</td><td>431.41</td></tr><tr><td>8</td><td>Maju Jaya</td><td>567.93</td></tr><tr><td>9</td><td>Makmur Jaya</td><td>1,062.10</td></tr><tr><td>10</td><td>Mekar Jaya</td><td>401.07</td></tr><tr><td>11</td><td>Tani Subur</td><td>416.03</td></tr><tr><td>12</td><td>Tunas Dayo</td><td>683.84</td></tr><tr><td>13</td><td>Tunas Jaya</td><td>471.66</td></tr></table>	No	Farmer Group	Actual (MT)	1	Barokah Dayo	895.84	2	Bina Jaya	361.27	3	Dayo Indah	402.66	4	Harapan Kita	321.69	5	Jaya Bersama	502.17	6	Jaya Mandiri	366.20	7	Maju Cerah Dayo	431.41	8	Maju Jaya	567.93	9	Makmur Jaya	1,062.10	10	Mekar Jaya	401.07	11	Tani Subur	416.03	12	Tunas Dayo	683.84	13	Tunas Jaya	471.66	Complied
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		<table><tr><th>No</th><th>Month</th><th>Actual (MT)</th></tr><tr><td>1</td><td>March 2023</td><td>507.94</td></tr><tr><td>2</td><td>April 2023</td><td>562.43</td></tr><tr><td>3</td><td>May 2023</td><td>584.35</td></tr><tr><td>4</td><td>June 2023</td><td>594.66</td></tr><tr><td>5</td><td>July 2023</td><td>591.50</td></tr><tr><td>6</td><td>August 2023</td><td>583.99</td></tr><tr><td>7</td><td>September 2023</td><td>610.54</td></tr><tr><td>8</td><td>October 2023</td><td>574.92</td></tr><tr><td>9</td><td>November 2023</td><td>579.02</td></tr><tr><td>10</td><td>December 2023</td><td>563.43</td></tr><tr><td>11</td><td>January 2024</td><td>543.93</td></tr><tr><td>12</td><td>February 2024</td><td>587.15</td></tr><tr><td></td><td>Total</td><td>6,883.86</td></tr></table>	No	Month	Actual (MT)		1	March 2023	507.94	2	April 2023	562.43	3	May 2023	584.35	4	June 2023	594.66	5	July 2023	591.50	6	August 2023	583.99	7	September 2023	610.54	8	October 2023	574.92	9	November 2023	579.02	10	December 2023	563.43	11	January 2024	543.93	12	February 2024	587.15		Total	6,883.86
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Based on field observation to the sample of smallholder during ASA3, can be concluded that the smallholder has implemented good agricultural practices, such as maintain harvesting, fertilizing and spraying rotation. Moreover, for IPM, they have understood not to hunt eagle, because eagle has a role as natural predator of rats. Smallholders said that the eagles naturally controlled the rat infestation.																																													

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).	Smallholders have committed to implementing good agriculture practices. This commitment has been written, declared and signed by	Complied

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		<p>all farmer members of the Koperasi Beringin Jaya recorded in the "Surat Pernyataan Pekebun" which was signed in August 2022.</p> <p>This smallholder's commitment declaration document is provided per farmer group and is still being maintained until the surveillance audit is carried out. Verification was carried out in the current surveillance audit of the farmer's commitment statement document, including:</p> <table border="1"> <thead> <tr> <th>No</th><th>Name</th><th>ID</th><th>Signing date</th></tr> </thead> <tbody> <tr> <td>1</td><td>Uji Samboro</td><td>D.004</td><td>30/08/2022</td></tr> <tr> <td>2</td><td>Mulyono</td><td>D.003</td><td>30/08/2022</td></tr> <tr> <td>3</td><td>Suseto</td><td>D.006</td><td>30/08/2022</td></tr> <tr> <td>4</td><td>Sutarno</td><td>D.002</td><td>30/08/2022</td></tr> <tr> <td>5</td><td>Radi</td><td>D.031</td><td>30/08/2022</td></tr> <tr> <td>6</td><td>Sumaryanto</td><td>D.030</td><td>30/08/2022</td></tr> <tr> <td>7</td><td>Dede Yusuf</td><td>D.033</td><td>30/08/2022</td></tr> </tbody> </table> <p>This commitment has been consistently implemented by smallholders based on field observations in the ASA3 audit on plots/persils owned by Mulyono (D.003), Uji Samboro (D.004), Ika Wulandari (D.005), Suseto (D.006), Sutarno (D.022), Radi (D.031), Sumaryanto (D.030), Rusito (D.033), Dede Yusuf (TJ.007), Untung (TJ.023), Mulyadi (TJ.035), Saiful Anwar (TJ.004), Kaiman (TJ.052), Kasupin (TJ.045), and Sringah (TJ.051).</p>	No	Name	ID	Signing date	1	Uji Samboro	D.004	30/08/2022	2	Mulyono	D.003	30/08/2022	3	Suseto	D.006	30/08/2022	4	Sutarno	D.002	30/08/2022	5	Radi	D.031	30/08/2022	6	Sumaryanto	D.030	30/08/2022	7	Dede Yusuf	D.033	30/08/2022	
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Milestone A	Smallholders complete training on Good Agriculture Practices (GAP).	Smallholders have received training related to Good Agricultural Practices (GAP) on 11 February 2024 with the agenda: Application of	Complied																																

		<p>Best Farming and Regenerative Farming Practices, this training was attended by 151 smallholders.</p> <p>This training was organized by the ICS Team of the PPKSS Tayo Barokah (Health and Safety Unit, Penyuluh & IPM Unit and Internal Supervision). The materials on the agenda were: good harvesting practices, harvest rotation, Traceability and harvest recording and management of plant pests and diseases.</p> <p>During this ASA3 audit, interview were conducted with sampled smallholders, Mulyono (D.003), Uji Samboro (D.004), Ika Wulandari (D.005), Suseto (D.006), Sutarno (D.022), Radi (D.031), Sumaryanto (D.030), Rusito (D.033), Dede Yusuf (TJ.007), Untung (TJ.023), Mulyadi (TJ.035), Saiful Anwar (TJ.004), Kaiman (TJ.052), Kasupin (TJ.045), and Sringah (TJ.051), that generally the farmers who are members of the PPKSS Tayo Barokah has understood plantation management based on the GAP.</p>	
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, the smallholders have followed the procedure in their own ways. For example, no longer using Paraquat dichloride, no blanket spraying and maintain the pruning condition.</p> <p>Based on field observations ASA3 of sample plots of farmers Mulyono (D.003), Uji Samboro (D.004), Ika Wulandari (D.005), Suseto (D.006), Sutarno (D.022), Radi (D.031), Sumaryanto (D.030), Rusito (D.033), Dede Yusuf (TJ.007), Untung (TJ.023), Mulyadi (TJ.035), Saiful Anwar (TJ.004), Kaiman (TJ.052), Kasupin (TJ.045) and Sringah (TJ.051) and interviews with them, it shown that farmers have implemented good agricultural practices in their blocks. FFB production and sales, fertilizer inputs, weeding rotations are recorded and traceable and control of pests and plant diseases as well.</p> <p>The recording flow diagram starts from the farmer's personal records (harvest, fertilization, etc.), then will be recapitulated by the Head of the Farmer Group. After that, the Farmer Group data will be</p>	Complied

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recapitulated by the cooperative - Purchasing and Marketing Department. The sample data of smallholder farmers, sub-groups and at the cooperative level have been reviewed. Data at the Sub-Group level includes details of each member, code number, year planted, hectare area, and production.

Based on the record of FFB production data in a monthly basis since previous assessment as follows:

No	Month	Actual (MT)
1	March 2023	507.94
2	April 2023	562.43
3	May 2023	584.35
4	June 2023	594.66
5	July 2023	591.50
6	August 2023	583.99
7	September 2023	610.54
8	October 2023	574.92
9	November 2023	579.02
10	December 2023	563.43
11	January 2024	543.93
12	February 2024	587.15
	Total	6,883.86

PPKSS Tayo Barokah also keeps a record of every sale of FFB supplied by farmers to RSI (Rohul Sawit Industry) POM, LIL (Langga Inti Lestari POM, SSM (Surya Sawit Mandiri POM, KCN (Karya Cipta Nirvana) POM. Verify the record of selling FFB to mill, as follows:

- Form – “Lembar Catatan Panen Anggota” - Member Harvest Record Sheet, Suseto, Date 7 December 2023, Qty 648 Kg,

		<p>Price IDR 2,050/Kg, Buyer: FFB Agent; Date 21 December 2023, Qty 550 Kg, Price IDR 2,050/Kg, Buyer: FFB Agent.</p> <ul style="list-style-type: none"> - Form – “Lembar Catatan Panen Anggota” - Member Harvest Record Sheet, Kasupin, Date 10 December 2023, Qty 790 Kg, Price IDR 2,100/Kg, Buyer: FFB Agent; Date 24 December 2023, Qty 810 Kg, Price IDR 2,100/Kg, Buyer: FFB Agent. - Form – “Lembar Catatan Panen Anggota” - Member Harvest Record Sheet, Untung, Date 11 December 2023, Qty 240 Kg, Price IDR 1,970/Kg, Buyer: FB Agent; Date 25 December 2023, Qty 290 Kg, Price IDR 2,050/Kg, Buyer: FFB Agent. - Form – “Lembar Catatan Panen Anggota” - Member Harvest Record Sheet, Mulyono, Date 12 December 2023, Qty 2,610 Kg, Price IDR 2,170/Kg, Buyer: FB Agent; Date 25 December 2023, Qty 2,250 Kg, Price IDR 2,100/Kg, Buyer: FFB Agent. - Form – “Lembar Catatan Panen Anggota” - Member Harvest Record Sheet, Saiful Anwar, Date 7 December 2023, Qty 910 Kg, Price IDR 2,120/Kg, Buyer: FB Agent; Date 20 December 2023, Qty 1,030 Kg, Price IDR 2,025/Kg, Buyer: FFB Agent. - Form – “Lembar Catatan Panen Anggota” - Member Harvest Record Sheet, Sringah, Date 5 December 2023, Qty 820 Kg, Price IDR 2,000/Kg, Buyer: FB Agent; Date 20 December 2023, Qty 820 Kg, Price IDR 2,100/Kg, Buyer: FFB Agent. - Form – “Lembar Catatan Panen Anggota” - Member Harvest Record Sheet, Mulyadi, Date 10 December 2023, Qty 755 Kg, Price IDR 2,120/Kg, Buyer: FB Agent; Date 29 December 2023, Qty 705 Kg, Price IDR 2,160/Kg, Buyer: FFB Agent. - Form – “Lembar Catatan Panen Anggota” - Member Harvest Record Sheet, Kaiman, Date 06 December 2023, Qty 750 Kg, Price IDR 1,990/Kg, Buyer: FB Agent; Date 20 December 2023, Qty 710 Kg, Price IDR 1,960/Kg, Buyer: FFB Agent. 	
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		<p>PPKSS Tayo Barokah also keeps a record of every sale of FFB supplied by farmers to RSI (Rohul Sawit Industry) POM, LIL (Langga Inti Lestari POM, SSM (Surya Sawit Mandiri POM, KCN (Karya Cipta Nirvana) POM. Verify the record of selling FFB as follows:</p> <p>Farmers' FFB sales from the Farmer Group:</p> <table><tr><th>No</th><th>Name/Farmer Group</th><th>Area (Ha)</th><th>Month</th><th>Harvest Date</th><th>Qty (Kg)</th></tr><tr><td rowspan="6">1</td><td rowspan="6">Mulyono/Dayo Indah</td><td rowspan="6">2.0</td><td rowspan="2">Nov'23</td><td>12/11/2023</td><td>2,212</td></tr><tr><td>26/11/2023</td><td>2,331</td></tr><tr><td rowspan="2">Dec'23</td><td>12/12/2023</td><td>2,610</td></tr><tr><td>26/12/2023</td><td>2,250</td></tr><tr><td rowspan="2">Jan'24</td><td>15/01/2024</td><td>2,200</td></tr><tr><td>30/01/2024</td><td>2,185</td></tr><tr><td rowspan="6">2</td><td rowspan="6">Kasupin/Jaya Mandiri</td><td rowspan="6">0.75</td><td rowspan="2">Nov'23</td><td>12/11/2023</td><td>800</td></tr><tr><td>26/11/2023</td><td>750</td></tr><tr><td rowspan="2">Dec'23</td><td>10/12/2023</td><td>750</td></tr><tr><td>24/12/2023</td><td>750</td></tr><tr><td rowspan="2">Jan'24</td><td>08/01/2024</td><td>980</td></tr><tr><td>22/01/2024</td><td>660</td></tr><tr><td>3</td><td>Kaiman/ Jaya Mandiri</td><td>0.75</td><td>Nov'23</td><td>05/11/2023</td><td>700</td></tr></table>	No	Name/Farmer Group	Area (Ha)	Month	Harvest Date	Qty (Kg)	1	Mulyono/Dayo Indah	2.0	Nov'23	12/11/2023	2,212	26/11/2023	2,331	Dec'23	12/12/2023	2,610	26/12/2023	2,250	Jan'24	15/01/2024	2,200	30/01/2024	2,185	2	Kasupin/Jaya Mandiri	0.75	Nov'23	12/11/2023	800	26/11/2023	750	Dec'23	10/12/2023	750	24/12/2023	750	Jan'24	08/01/2024	980	22/01/2024	660	3	Kaiman/ Jaya Mandiri	0.75	Nov'23	05/11/2023	700	
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							22/11/2023	700
						Dec'23	06/12/2023	750
							20/12/2023	710
							01/01/2024	570
							15/01/2024	610
			4	Sringah / Jaya Mandiri	0.75	Nov'23	07/11/2023	800
							21/11/2023	820
						Dec'23	05/12/2023	850
							19/12/2023	780
						Jan'24	03/01/2024	650
							17/01/2024	690
			5	Suseto/Maju CeraH Dayo	0.75	Nov'23	10/11/2023	822
							20/11/2023	675
						Dec'23	07/12/2023	710
							21/12/2023	610
						Jan'24	04/01/2024	630
							29/01/2024	675
6	Sumaryanto	0.75	Nov'23	03/11/2023	675			
				18/11/2023	760			

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					Dec'23	08/12/2023	780	
						22/12/2023	783	
					Jan'24	12/01/2024	750	
						27/01/2024	770	
				7	Nov'23	07/11/2023	960	
						22/11/2023	870	
					Dec'23	06/12/2023	910	
						26/12/2023	510	
					Jan'24	03/01/2024	880	
						17/01/2024	780	
				8	Nov'23	07/11/2023	660	
						22/11/2023	560	
					Dec'23	06/12/2023	675	
						20/12/2023	510	
					Jan'24	03/01/2024	575	
						17/01/2024	675	

Principle 2: Ensure Legality, Respect for Land Rights and Community Wellbeing

Comply with the law and respect communities' rights

Criteria 2.1: Smallholders have legal or customary rights to use the land in accordance with national and local laws, and customary practices

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Eligibility	<p>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>	<p>PPKSS Tayo Barokah provides the GPS coordinates of all member plots which facilitated by supporting team from World Resources Institute. It can be seen in Appendix E: List of Smallholder Registered and/or sampled.</p> <p>Based on sample during ASA-3, legal ownership verified are below table:</p> <table> <tr> <th>No</th> <th>Smallholder</th> <th>SH ID</th> <th>Land Title</th> <th>Ha</th> </tr> <tr> <td>01</td> <td>Mulyono</td> <td>D.003</td> <td>SHM.27</td> <td>2.00</td> </tr> <tr> <td>02</td> <td>Uji Samboro</td> <td>D.004</td> <td>SHM.4354</td> <td>0.75</td> </tr> <tr> <td>03</td> <td>Ika Wulandari</td> <td>D.005</td> <td>SHM.4284</td> <td>0.75</td> </tr> <tr> <td>04</td> <td>Suseto</td> <td>D.006</td> <td>SHM.4260; 4280</td> <td>0.75</td> </tr> <tr> <td>05</td> <td>Sutarmo</td> <td>D.022</td> <td>SHM.4100</td> <td>0.75</td> </tr> <tr> <td>06</td> <td>Radi</td> <td>D.031</td> <td>SHM.339</td> <td>0.75</td> </tr> <tr> <td>07</td> <td>Sumaryanto</td> <td>D.030</td> <td>SHM.298; 82</td> <td>0.75</td> </tr> <tr> <td>08</td> <td>Rusito</td> <td>D.033</td> <td>SHM.8393</td> <td>0.75</td> </tr> <tr> <td>09</td> <td>Dede Yusuf</td> <td>TJ.007</td> <td>SHM.1043</td> <td>0.75</td> </tr> <tr> <td>10</td> <td>Untung</td> <td>TJ.023</td> <td>SHM.34</td> <td>0.75</td> </tr> <tr> <td>11</td> <td>Mulyadi</td> <td>TJ.035</td> <td>SHM.999; 1251</td> <td>0.75</td> </tr> <tr> <td>12</td> <td>Saiful Anwar</td> <td>TJ.004</td> <td>SHM.1376; 1344</td> <td>0.75</td> </tr> <tr> <td>13</td> <td>Kaiman</td> <td>TJ.052</td> <td>SHM.1291; 628</td> <td>0.75</td> </tr> <tr> <td>14</td> <td>Kasupin</td> <td>TJ.045</td> <td>SHM.1245</td> <td>0.75</td> </tr> <tr> <td>15</td> <td>Sringah</td> <td>TJ.051</td> <td>SHM.916; 1682</td> <td>0.75</td> </tr> </table>	No	Smallholder	SH ID	Land Title	Ha	01	Mulyono	D.003	SHM.27	2.00	02	Uji Samboro	D.004	SHM.4354	0.75	03	Ika Wulandari	D.005	SHM.4284	0.75	04	Suseto	D.006	SHM.4260; 4280	0.75	05	Sutarmo	D.022	SHM.4100	0.75	06	Radi	D.031	SHM.339	0.75	07	Sumaryanto	D.030	SHM.298; 82	0.75	08	Rusito	D.033	SHM.8393	0.75	09	Dede Yusuf	TJ.007	SHM.1043	0.75	10	Untung	TJ.023	SHM.34	0.75	11	Mulyadi	TJ.035	SHM.999; 1251	0.75	12	Saiful Anwar	TJ.004	SHM.1376; 1344	0.75	13	Kaiman	TJ.052	SHM.1291; 628	0.75	14	Kasupin	TJ.045	SHM.1245	0.75	15	Sringah	TJ.051	SHM.916; 1682	0.75	Complied
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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>All of smallholders have had land title in the form of:</p> <ul style="list-style-type: none"> Land Certificate (SHM – <i>Sertifikat Hak Milik</i>) which is issued by Agrarian Agency. SHM is a highest individual land title in Indonesia, signed by Agrarian Agency in Regency level. Decree of Land Ownership History (SKT – <i>Surat Keterangan Tanah</i>) which is issued by Village Head. Land Acquisition Letter (SKGR – <i>Surat Keterangan Ganti Rugi</i>) which is issued by Village Head. <p>Based on sample during ASA-3, legal ownership verified are below table:</p> <table> <tr> <th>No</th> <th>Smallholder</th> <th>SH ID</th> <th>Land Title</th> <th>Ha</th> </tr> <tr><td>01</td><td>Mulyono</td><td>D.003</td><td>SHM.27</td><td>2.00</td></tr> <tr><td>02</td><td>Uji Samboro</td><td>D.004</td><td>SHM.4354</td><td>0.75</td></tr> <tr><td>03</td><td>Ika Wulandari</td><td>D.005</td><td>SHM.4284</td><td>0.75</td></tr> <tr><td>04</td><td>Suseto</td><td>D.006</td><td>SHM.4260; 4280</td><td>0.75</td></tr> <tr><td>05</td><td>Sutarmo</td><td>D.022</td><td>SHM.4100</td><td>0.75</td></tr> <tr><td>06</td><td>Radi</td><td>D.031</td><td>SHM.339</td><td>0.75</td></tr> <tr><td>07</td><td>Sumaryanto</td><td>D.030</td><td>SHM.298; 82</td><td>0.75</td></tr> <tr><td>08</td><td>Rusito</td><td>D.033</td><td>SHM.8393</td><td>0.75</td></tr> <tr><td>09</td><td>Dede Yusuf</td><td>TJ.007</td><td>SHM.1043</td><td>0.75</td></tr> <tr><td>10</td><td>Untung</td><td>TJ.023</td><td>SHM.34</td><td>0.75</td></tr> <tr><td>11</td><td>Mulyadi</td><td>TJ.035</td><td>SHM.999; 1251</td><td>0.75</td></tr> <tr><td>12</td><td>Saiful Anwar</td><td>TJ.004</td><td>SHM.1376; 1344</td><td>0.75</td></tr> <tr><td>13</td><td>Kaiman</td><td>TJ.052</td><td>SHM.1291; 628</td><td>0.75</td></tr> </table>	No	Smallholder	SH ID	Land Title	Ha	01	Mulyono	D.003	SHM.27	2.00	02	Uji Samboro	D.004	SHM.4354	0.75	03	Ika Wulandari	D.005	SHM.4284	0.75	04	Suseto	D.006	SHM.4260; 4280	0.75	05	Sutarmo	D.022	SHM.4100	0.75	06	Radi	D.031	SHM.339	0.75	07	Sumaryanto	D.030	SHM.298; 82	0.75	08	Rusito	D.033	SHM.8393	0.75	09	Dede Yusuf	TJ.007	SHM.1043	0.75	10	Untung	TJ.023	SHM.34	0.75	11	Mulyadi	TJ.035	SHM.999; 1251	0.75	12	Saiful Anwar	TJ.004	SHM.1376; 1344	0.75	13	Kaiman	TJ.052	SHM.1291; 628	0.75	Complied
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		14	Kasupin	TJ.045	SHM.1245	0.75		
		15	Sringah	TJ.051	SHM.916; 1682	0.75		
Milestone B	Smallholder plots are clearly and visibly demarcated and maintained, and the smallholders are operating only within these boundaries.	During field visit to smallholders sample plots, all boundary pegs is visibly and well demarcated. Refer to boundary pegs database record, all the boundary poles have been planted in each plot of smallholder. Through the field visit obtained information that all plot sampling has had the red-mark poles in 4 side. There is no land conflict issue between the smallholders with the neighbours or other parties.						Complied
Criteria 2.2: Smallholders have not acquired lands from indigenous peoples, local communities or other users without their free, prior and informed consent, based on a simplified FPIC approach.								
Eligibility	For existing plots, smallholders can demonstrate that they have not acquired land without FPIC of indigenous peoples, local communities or other users (refer to indicator 1.1E / Appendix 1).	PPKSS Tayo Barokah members have existing plots where the ownership of plots is vary, some plots is owned by smallholders since the first transmigration program, also some members owned the plots from bought from other smallholders. Obtaining the plots is implementing FPIC mechanism.						Complied
Milestone A	For existing plots, smallholders can demonstrate that they have not acquired land without free, prior and informed consent of indigenous peoples, local communities or other users (refer to appendix 1).	All sample of smallholders can demonstrate that they have not acquired land without free, prior and informed consent of indigenous peoples, local communities or other users.						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).							Complied
		During 2023, there was 1 transfer of land rights due to the death of the initial landowner named Budi (TJ.072). Management of the land was transferred to his heir, namely his wife named Sarminah, based on the following documents:						

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- "Surat Keterangan Ahli Waris" No: 470/PEM.TJ/087, dated 22 February 2023.
- "Surat Kuasa Ahli Waris", dated 22 February 2023.
- "Surat Pernyataan Ahli Waris", dated 22 February 2023 from Sarminah to Rina and Sarni.

To ensure this statement, smallholders have signed the Annex 3 and Annex 4 for the Land History and FPIC mechanism.

Sample taken as below:

No	Smallholder	SH ID	Annex 3	Annex 4
01	Mulyono	D.003	6-04-2022	6-04-2022
02	Uji Samboro	D.004	6-04-2022	6-04-2022
03	Ika Wulandari	D.005	6-04-2022	6-04-2022
04	Suseto	D.006	6-04-2022	6-04-2022
05	Sutarmo	D.022	6-04-2022	6-04-2022
06	Radi	D.031	6-04-2022	6-04-2022
07	Sumaryanto	D.030	6-04-2022	6-04-2022
08	Rusito	D.033	6-04-2022	6-04-2022
09	Dede Yusuf	TJ.007	6-04-2022	6-04-2022
10	Untung	TJ.023	6-04-2022	6-04-2022
11	Mulyadi	TJ.035	6-04-2022	6-04-2022
12	Saiful Anwar	TJ.004	6-04-2022	6-04-2022
13	Kaiman	TJ.052	6-04-2022	6-04-2022
14	Kasupin	TJ.045	6-04-2022	6-04-2022

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		15	Sringah	TJ.051	6-04-2022	6-04-2022	
Criteria 2.3: 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).	<p>Each member under <i>Perkumpulan Petani Kelapa Sawit Swadaya (PPKSS) Tayo Barokah</i> has signed smallholder's declaration dated 1 October 2020. Those declaration (point number 9 and 10) stated the commitment to:</p> <p>9. <i>Do not expand the land or acquire land from indigenous peoples, local communities or other users without their FPIC based on a simple FPIC approach.</i></p> <p>10. <i>Resolve all existing disputes with a mechanism that has been regulated in the PPKSS Tayo Barokah and the RSPO.</i></p>					Complied
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.	<p>All sample of smallholders can demonstrate that they have not acquired land without free, prior and informed consent of indigenous peoples, local communities or other users.</p> <p>During 2023, there was 1 transfer of land rights due to the death of the initial landowner named Budi (TJ.072). Management of the land was transferred to his heir, namely his wife named Sarminah, based on the following documents:</p> <ul style="list-style-type: none"> - "Surat Keterangan Ahli Waris" No: 470/PEM.TJ/087, dated 22 February 2023. - "Surat Kuasa Ahli Waris", dated 22 February 2023. - "Surat Pernyataan Ahli Waris", dated 22 February 2023 from Sarminah to Rina and Sarni. 					Complied

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		<div>To ensure this statement, smallholders have signed the Annex 3 and Annex 4 for the Land History and FPIC mechanism. Sample taken as below:</div> <table><tr><th>No</th><th>Smallholder</th><th>SH ID</th><th>Annex 3</th><th>Annex 4</th></tr><tr><td>01</td><td>Mulyono</td><td>D.003</td><td>6-04-2022</td><td>6-04-2022</td></tr><tr><td>02</td><td>Uji Samboro</td><td>D.004</td><td>6-04-2022</td><td>6-04-2022</td></tr><tr><td>03</td><td>Ika Wulandari</td><td>D.005</td><td>6-04-2022</td><td>6-04-2022</td></tr><tr><td>04</td><td>Suseto</td><td>D.006</td><td>6-04-2022</td><td>6-04-2022</td></tr><tr><td>05</td><td>Sutarmo</td><td>D.022</td><td>6-04-2022</td><td>6-04-2022</td></tr><tr><td>06</td><td>Radi</td><td>D.031</td><td>6-04-2022</td><td>6-04-2022</td></tr><tr><td>07</td><td>Sumaryanto</td><td>D.030</td><td>6-04-2022</td><td>6-04-2022</td></tr><tr><td>08</td><td>Rusito</td><td>D.033</td><td>6-04-2022</td><td>6-04-2022</td></tr><tr><td>09</td><td>Dede Yusuf</td><td>TJ.007</td><td>6-04-2022</td><td>6-04-2022</td></tr><tr><td>10</td><td>Untung</td><td>TJ.023</td><td>6-04-2022</td><td>6-04-2022</td></tr><tr><td>11</td><td>Mulyadi</td><td>TJ.035</td><td>6-04-2022</td><td>6-04-2022</td></tr><tr><td>12</td><td>Saiful Anwar</td><td>TJ.004</td><td>6-04-2022</td><td>6-04-2022</td></tr><tr><td>13</td><td>Kaiman</td><td>TJ.052</td><td>6-04-2022</td><td>6-04-2022</td></tr><tr><td>14</td><td>Kasupin</td><td>TJ.045</td><td>6-04-2022</td><td>6-04-2022</td></tr><tr><td>15</td><td>Sringah</td><td>TJ.051</td><td>6-04-2022</td><td>6-04-2022</td></tr></table>	No	Smallholder	SH ID	Annex 3	Annex 4	01	Mulyono	D.003	6-04-2022	6-04-2022	02	Uji Samboro	D.004	6-04-2022	6-04-2022	03	Ika Wulandari	D.005	6-04-2022	6-04-2022	04	Suseto	D.006	6-04-2022	6-04-2022	05	Sutarmo	D.022	6-04-2022	6-04-2022	06	Radi	D.031	6-04-2022	6-04-2022	07	Sumaryanto	D.030	6-04-2022	6-04-2022	08	Rusito	D.033	6-04-2022	6-04-2022	09	Dede Yusuf	TJ.007	6-04-2022	6-04-2022	10	Untung	TJ.023	6-04-2022	6-04-2022	11	Mulyadi	TJ.035	6-04-2022	6-04-2022	12	Saiful Anwar	TJ.004	6-04-2022	6-04-2022	13	Kaiman	TJ.052	6-04-2022	6-04-2022	14	Kasupin	TJ.045	6-04-2022	6-04-2022	15	Sringah	TJ.051	6-04-2022	6-04-2022	
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Milestone B	There is an absence of disputes among indigenous peoples, local communities or other users, regarding land, resource-use and access	Through the stakeholder consultation with village head and government agencies of Rokan Hulu Regency (Plantation Agency) has obtained information that there are no indigenous people around the smallholder plots.	Complied																																																																																

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	rights; or where there is a dispute, dispute resolution processes are implemented, and the process is accepted by all parties involved.		
Criteria 2.4: Smallholder plots are located outside of areas classified as national parks or protected areas, as defined by national, regional or local law or as specified in National Interpretation.			
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).	<p>During ASA-3-year 2024, PPKSS Tayo Barokah has demonstrated the document to confirm that the smallholder member plots are located outsides of areas classified as national parks or protected areas.</p> <p>Data verified:</p> <ul style="list-style-type: none"> ➔ Forest area map "Peta Kawasan Hutan" based on Keputusan Menteri Lingkungan Hidup dan Kehutanan Republik Indonesia No.SK.903/MENLHK/SETJEN/PLA.2/12/2016 tentang Kawasan Hutan Provinsi Riau, dated 7 December 2016. ➔ Spatial planning "Peraturan Daerah Rokan Hulu No.1 Tahun 2020 tentang Rencana Tata Ruang Wilayah Kabupaten Rokan Hulu Tahun 2020-2040" dated 30 March 2020. ➔ "Surat Keputusan Menteri Lingkungan Hidup dan Kehutanan No.SK.7594/MENLHK-PKTL/IPSDH/PLA.1/9/2022 tentang Penetapan Peta Indikatif Penghentian Pemberian Perizinan Berusaha, Persetujuan penggunaan Kawaan Hutan, Atau Perubahan Peruntukan Kawasan Hutan Baru Pada Hutan Alam Primer dan Lahan Gambut Tahun 2022 Periode II (PIPIB)" ➔ From the overlay maps, the block area located outside protected forest "Hutan Lindung Bukit Suligi dan Bukit Sigadung". ➔ From the overlay maps, the block area located in mineral area, and not peat area. <p>Conclusion:</p>	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).		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

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		<p>Therefore, area of PPKSS Tayo Barokah located outside of areas classified as national parks or protected areas as defined by national, regional, or local law. The smallholders required to maintaining its hydrological function.</p> <p>GPS location for smallholder member sampling during ASA-3, year 2024 such as: Mulyono (D.003), Uji Samboro (D.004), Ika Wulandari (D.005), Suseto (D.006), Sutarno (D.022), Radi (D.031), Sumaryanto (D.030), Rusito (D.033), Dede Yusuf (TJ.007), Untung (TJ.023), Mulyadi (TJ.035), Saiful Anwar (TJ.004), Kaiman (TJ.052), Kasupin (TJ.045), and Sringah (TJ.051).</p>	
Criteria 2.5: For new planting, smallholders do not clear or acquire any land without obtaining the free, prior and informed consent (FPIC), of indigenous people and/or local communities and/or other users , based on a simplified FPIC approach.			
Eligibility	<p>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).</p>	<p>Each member under <i>Perkumpulan Petani Kelapa Sawit Swadaya (PPKSS) Tayo Barokah</i> has signed smallholder's declaration dated 1 October 2020. Those declaration (point number 9 and 10) stated the commitment to:</p> <p>9. <i>Do not expand the land or acquire land from indigenous peoples, local communities or other users without their FPIC based on a simple FPIC approach.</i></p> <p>10. <i>Resolve all existing disputes with a mechanism that has been regulated in the PPKSS Tayo Barokah and the RSPO.</i></p> <p>Tayo Barokah has a Dispute Prevention and Resolution Procedure (No. 2/SOP/GM/PPKSS-TB/X/2020 dated 30 October 2020). Based on the procedure, conflict resolution mechanism shall follow:</p> <ol style="list-style-type: none"> 1. Reporting if any conflict/land dispute 2. Planning of conflict/land dispute resolution 3. Conflict/land dispute handling 4. Monitoring and evaluation 	Complied

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Milestone A	Smallholders complete training on how to conduct a simplified FPIC approach.	<p>The smallholders of PPKSS Tayo Barokah has attended simplified FPIC approach training as a preventive action of land clearing/acquisition with no FPIC. The simplified FPIC approach training has been included in RSPO ISH 2019 standard training conducted on 3 March 2022.</p> <p>PPKSS Tayo Barokah have no plan for new planting development. This indicator is Not Applicable and can be SKIP</p>	Not Applicable
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.	PPKSS Tayo Barokah have no plan for new planting development. This indicator is Not Applicable and can be SKIP	Not Applicable
Principle 3: Respect human rights, including workers' rights and conditions Safeguard human rights and protect workers' rights, ensuring safe and decent working conditions.			
Criteria 3.1: There is no use of forced labour.			
Eligibility	<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>Smallholders commit to no use of forced labour by signing the smallholder declaration.</p> <p>PPKSS Tayo Barokah provide information on the source of labour through document "Daftar Pekerja di Kebun Anggota", sample: Farmer Group Tunas Jaya.</p> <ul style="list-style-type: none"> - SH name: Saiful Anwar. Worker name: M. Ali Abror (39 y.o). Harvester. - SH name: Untung. Worker name: Khoirul Amri (28 y.o). Harvester. - SH name: Mulyadi. Worker name: Boiman (41 y.o). Harvester. 	Complied
Milestone A	Smallholders complete training on free and fair labour and implement measures to ensure that all work is voluntary, and the following practices are prohibited:	During this ASA-3, the smallholder member of PPKSS – Tayo Barokah complete training on 8 November 2023 related to free and fair labour	Complied

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	<ul style="list-style-type: none"> • Retention of identity documents including but not limited to passports; • Payment of recruitment fees by workers; • Contract substitution; • Involuntary overtime; • Lack of freedom of workers to resign; • Penalty for termination of employment; • Debt bondage; • Withholding of wages 	<p>and implement measures to ensure that all work is voluntary, and the following practices are prohibited:</p> <ul style="list-style-type: none"> • Retention of identity documents including but not limited to passports • Payment of recruitment fees by workers • Contract substitution • Involuntary overtime • Lack of freedom of workers to resign • Penalty for termination of employment • Debt bondage • Withholding of wages <p>PPKS - Tayo Barokah has provided training to farmers and their workers (Harvesters, fertilizers, and sprayers) on 8th November 2022</p>	
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.	<p>Based on interview with sample of worker Mr Khoirul Amri (harvester at Mr Untung – ID number: TJ.023), obtained information that all workers in the plot, including their families, have the right of access to obtain the Work Agreement documents. This Agreement Letter is made in 3 (three) copies which can be held by each party, including their family members.</p> <p>All the workers were given the freedom to access identity documents and could freely opt for the jobs listed in the Employment Agreement Letter.</p>	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.			

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Eligibility	<p>Smallholders are aware of what defines child labour and ensure that any child labour in the farm operations is terminated at Eligibility. Awareness of child labour and commitment to no child labour includes:</p> <ol style="list-style-type: none"> 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. 4. Ensuring the practice of children's rights to education is unrestricted and respected. (refer to indicator 1.1E / Appendix 1). 	<p>Members of PPKSS Tayo Barokah are aware of what defines child labour and not employed children on their plots. This commitment is demonstrate by signing the smallholder declaration.</p> <p>PPKSS Tayo Barokah provide information on the source of labour through document "Daftar Pekerja di Kebun Anggota", where no workers employed below 18 years old.</p>	Complied
Milestone A	<p>Group managers and smallholders implement measures to protect children as follows:</p> <ol style="list-style-type: none"> 1. There are no workers on smallholder farms under the age of 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). 	<p>PPKSS Tayo Barokah has established a policy regarding the prohibition of employing minors through Decree No. 02/SK/GM/ PPKSS-TB/X/2019 dated 31 October 2019 concerning the Prohibition of Using Child Labor, i.e.:</p> <ul style="list-style-type: none"> • For PPKSS-Tayo Barokah members not to employ children under 17 years of age. • And for children aged 13-17 years, if they work in the field with the aim of helping their parents, it must be under parental supervision, and not do risky jobs. <p>This policy refers to the existing laws and regulations in Indonesia; Law No. 13 of 2013 concerning the prohibition of using child labour.</p>	Complied
Milestone B	<p>Group managers and smallholders implement measures to protect children as follows:</p> <ol style="list-style-type: none"> 1. There are no workers on smallholder farms under the age of 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). 	<p>PPKSS Tayo Barokah provide information on the source of labour through document "Daftar Pekerja di Kebun Anggota", where no workers employed below 18 years old.</p>	Complied

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Criteria 3.3: 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).	<p>PPKS Tayo Barokah has committed in terms of paying workers' wages by establishing policies related to wages through Group Manager Decree No. 12/SK/GM/PPKS-TB/X/2019 dated 31 October 2019 concerning Wage Payments, mentioned: "<i>PPKSS Tayo barokah membayar upah kepada pekerja merujuk pada standar upah minimum propinsi, kabupaten, regional atau peraturan terkait yang sudah ditetapkan oleh pemerintah</i> - PPKSS Tayo barokah pays wages to workers referring to the provincial, district or regional minimum wage standards or related regulations that have been set by the government".</p> <p>The Policy also stipulates that:</p> <ul style="list-style-type: none"> • If the wage is lower than the stipulated, it must be explained by the conversion system of working hours or a special situation • If overtime has to be done, wages can be adjusted based on the duration of overtime work after going through the wage conversion calculation set by the government. • PPKSS - Tayo Barokah or members (farmers) are prohibited from withholding worker's wages • Facilitate the mechanism for making work agreements between farmers and workers that refer to applicable government regulations and RSPO requirements. <p>Also, this commitment is demonstrated by signing the Smallholder declaration to all members.</p>	Complied
Milestone A	Workers receive payments as expected and agreed in accordance with at least the legal minimum wage rate (excluding overtime premiums)	Based on interview with sample of workers as below:	Complied

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	and without discrimination against vulnerable groups, including women.	<ul style="list-style-type: none"> - SH name: Saiful Anwar. Worker name: M. Ali Abror (39 y.o). Harvester. - SH name: Untung. Worker name: Khoirul Amri (28 y.o). Harvester. - SH name: Mulyadi. Worker name: Boiman (41 y.o). Harvester. 	
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.	<p>The workers stated that they receives payment from the smallholders through the organization, because the organization managed the smallholders workers and keeping updated if any changes on workers recruitment.</p> <p>The workers will signed the detail of payment at the organization office to ensure the amount is appropriate and the calculation is follow the government minimum wages.</p>	Complied
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).	<p>PPKSS Tayo Barakah has defined the procedure of complaint and grievance handling regulated under "SOP Pengaduan dan Keluhan Eksternal Internal No.1/SOP/KP/PPKSS-TB/XI/2019" dated 1 November 2019.</p> <ul style="list-style-type: none"> • All parties can submit complaint and grievance. • Complaint, grievance, suggestion, input can be submitted to "Komite Persetujuan" in writing, then convey to Group Manager. • Complaint and grievance can be submitted with anonymity. • Complaint and grievance in form: SARA, issues instigating conflict, issues related to domestic violence, sexual harassment, human rights violation, criminal activity. <p>Complaint and grievance book recorded in "Laporan Monitoring Saran dan Keluhan PPKSS Tayo Barokah". ISH organization has prepared suggestion box in the office. So far, no complaint or grievance received.</p>	Complied

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Data verified:

- Since 2023 up to February 2024, there was no complaint or grievance recorded.
- PPKS Tayo Barakah has shown the record on annual meeting to discussing the cooperative performance. dated 11 February 2024.

Based on interview with sampled smallholder member “Perkumpulan Petani Sawit Swadaya Tayo Barokah”, they confirmed signing the smallholder declaration. Sampled smallholder signed the Smallholder Declaration “Pernyataan Pekebun” in RSPO ISH 2019 – INA NI, endorsed 14 February 2022 – Annex 2. All sampled smallholder signed “Surat Pernyataan pekebun”. Point D.5 stated “Menghormati hak pekerja untuk menyampaikan pengaduan” – committed to respecting the rights of workers to file a complaint.

Verification was carried out in the current surveillance audit of the farmer's commitment statement document, including:

No	Name	ID	Signing date
1	Uji Samboro	D.004	30/08/2022
2	Mulyono	D.003	30/08/2022
3	Suseto	D.006	30/08/2022
4	Sutarno	D.002	30/08/2022
5	Radi	D.031	30/08/2022
6	Sumaryanto	D.030	30/08/2022

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		7	Dede Yusuf	D.033	30/08/2022		
Milestone A	Smallholders complete training on workers' rights to file a complaints/grievance and communicate to workers the means to file a complaint/grievance.	<p>The smallholder sample has attended training on workers' rights to file a complaints/grievance prior to signing the declaration letter.</p> <p>Based on interview with sample smallholder, Sutarno (D.022), Radi (D.031), Sumaryanto (D.030), Rusito (D.033), Dede Yusuf (TJ.007), Untung (TJ.023), Mulyadi (TJ.035), Saiful Anwar (TJ.004), Kaiman (TJ.052), Kasupin (TJ.045), and Sringah (TJ.051), they understood the member commit to respect the rights of workers to file a complaint/grievance</p> <p>In addition, the smallholder has attended the training on workers' rights to file a complaints/grievance. Sample verified: Training document, attendance list and training material dated 15th January 2024.</p>					Non-compliance
Milestone B	Workers are aware of and have access to an effective means for filing a complaint/grievance.	<p>Based on interviews with sample farmers (Sutarno (D.022), Radi (D.031), Sumaryanto (D.030), Rusito (D.033), Dede Yusuf (TJ.007), Untung (TJ.023), Mulyadi (TJ.035), Saiful Anwar (TJ.004), Kaiman (TJ.052), Kasupin (TJ.045), and Sringah (TJ.051), during the field visit, it was found that the farmers had understood the rights of workers to express grievances. Farmers said that, if workers have complaints, it is usually conveyed directly to farmers or the head of the farmer group where the worker works, and the farmer or head of the farmer group immediately responds.</p>					Complied

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		<p>Based observation visit in Office of Perkumpulan Petani Sawit Swadaya Tayo Barokah also provides box to accommodate outpourings/suggestions from farmers or from workers.</p> <p>Up to ASA 3-year 2024, there were no complaints submitted through the suggestion and complaint box at the Cooperative office.</p>																																	
Criteria 3.5: Working conditions and facilities are safe and meet minimum legal requirements.																																			
Eligibility	Smallholders commit to providing safe working conditions and facilities (refer to indicator 1.1E / Appendix 1).	<p>conditions and facilities in the document "<i>Surat Pernyataan Pekebun: Kesiediaan Mengikuti Sertifikasi RSPO dan Komitmen Mematuhi Prinsip, Persyaratan dan Indikator RSPO</i>" which was declared on 30 August 2022 and all members have signed the declaration. It is stated in the document that: [6] "Farmers are committed to provide safe working conditions and facilities</p> <p>Verification was carried out in the current surveillance audit of the farmer's commitment statement document, including:</p> <table border="1"> <thead> <tr> <th>No</th><th>Name</th><th>ID</th><th>Signing date</th></tr> </thead> <tbody> <tr> <td>1</td><td>Uji Samboro</td><td>D.004</td><td>30/08/2022</td></tr> <tr> <td>2</td><td>Mulyono</td><td>D.003</td><td>30/08/2022</td></tr> <tr> <td>3</td><td>Suseto</td><td>D.006</td><td>30/08/2022</td></tr> <tr> <td>4</td><td>Sutarno</td><td>D.002</td><td>30/08/2022</td></tr> <tr> <td>5</td><td>Radi</td><td>D.031</td><td>30/08/2022</td></tr> <tr> <td>6</td><td>Sumaryanto</td><td>D.030</td><td>30/08/2022</td></tr> <tr> <td>7</td><td>Dede Yusuf</td><td>D.033</td><td>30/08/2022</td></tr> </tbody> </table>	No	Name	ID	Signing date	1	Uji Samboro	D.004	30/08/2022	2	Mulyono	D.003	30/08/2022	3	Suseto	D.006	30/08/2022	4	Sutarno	D.002	30/08/2022	5	Radi	D.031	30/08/2022	6	Sumaryanto	D.030	30/08/2022	7	Dede Yusuf	D.033	30/08/2022	Complied
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		<p>PPKS Tayo Barokah provide PPE for workers, e.g: Harvester (Safety helmet, Safety boots, Safety glasses) and spraying workers (Apron, Masker, Rubber Hand gloves, Safety glasses)</p> <p>Evidence of PPE provision are available as per "List Peminjaman Alat Pelindung Diri (APD) PPKS Tayo Barokah in January – December 2023. Example: "Daftar Kepemilikan dan Perawatan APD, dated 18th December 2023"</p> <p>Based on interviews with sample farmers (Sutarno (D.022), Radi (D.031), Sumaryanto (D.030), Rusito (D.033), Dede Yusuf (TJ.007), Untung (TJ.023), Mulyadi (TJ.035), Saiful Anwar (TJ.004), Kaiman (TJ.052), Kasupin (TJ.045), and Sringah (TJ.051), that the PPE was loaned as long as the person concerned worked for the land owner. If the worker resigns or is no longer working for the smallholders, the PPE must be returned. This is in accordance with national regulations which state that employers are required to provide PPE for workers, in which case workers have used proper PPE while working.</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>PPKSS Tayo Barokah has been identified risk associated with the farm work and recorded in Identifikasi Sumber Bahaya, Penilaian dan Pengendalian Resiko PPKSS Tayo Barokah update 15th January 2024.</p> <p>PPKSS Tayo Barokah has reviewed and monitored the risk assessment trough refresher training related to the application of policies dated 28th December 2023. The agenda of training, such as:</p>	Complied

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		<ul style="list-style-type: none"> • Fire prevention and management • Limited use of B3 and K3 pesticides • Introduction to hazard identification, risk assessment and control Occupational health and safety. • Use of personal protective equipment <p>Based on interviews with sample farmers (Sutarno (D.022), Radi (D.031), Sumaryanto (D.030), Rusito (D.033), Dede Yusuf (TJ.007), Untung (TJ.023), Mulyadi (TJ.035), Saiful Anwar (TJ.004), Kaiman (TJ.052), Kasupin (TJ.045), and Sringah (TJ.051), in generally, farmers have understood related to the risks identified in the activities carried out on the land (harvesting, manuring, clearing weeds etc.)</p> <p>Through the data concluded that there was no work incidents record during that period. Based on those facts, there was no need to change the risk assessment and control.</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"> • Safe and adequate housing, where applicable, • Access to basic first aid supplies • Health and safety equipment, including minimum personal protective equipment (PPE) if appropriate for the type of work. • Adequate drinking water • Access to toilets 	<p>Worker at Koperasi Beringin Jaya are members of the surrounding village, possibly even members of their own families, so housing facilities for workers are not necessary.</p> <p>PPKSS Tayo Barokah has carried out Hazard Identification, Occupational Health and Safety Risk Assessment and Control which has been updated 15th January 2024.</p> <p>During this ASA 3-year 2024, there some record of changing the expired of first aid kit content such as alcohol, betadine and cotton cleaner facilitated by the government clinics in Village.</p>	Complied

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		<p>The last renewal of first aid kit content was on 16 January 2023.</p> <p>Based on interviews with sample farmers (Sutarno (D.022), Radi (D.031), Sumaryanto (D.030), Rusito (D.033), Dede Yusuf (TJ.007), Untung (TJ.023), Mulyadi (TJ.035), Saiful Anwar (TJ.004), Kaiman (TJ.052), Kasupin (TJ.045), and Sringah (TJ.051), the auditor team found that the head of Farmers Sub-Group already had a first aid kit which was brought to the plot when there was activity/work such harvesting, manuring /or pesticides application.</p>	
Criteria 3.6: 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>Smallholder members have signed the statement letter "Pernyataan Pekebun" which stated at point 7 "No discrimination, harassment or abuse on the farm".</p> <p>PPKSS Tayo Barokah has policies related to discrimination, violence, forced labor and abuses at work based on Group Manager Decree No. 14/SK/GM/PPKSS/X/2019 dated 31 October 2019. The policy explains: "prohibition of discrimination (skin color, ethnicity, gender, religion, political affiliation and others), prohibition against forced labour, prohibition of detention. Worker's wages if the worker resigns and prohibits trafficking in persons / labour in any form".</p> <p>This policy has been disseminated to farmers and workers at PPKSS Tayo Barokah. The training has been conducted on Saturday, 11 February 2024 that was attended by all smallholder members.</p> <p>Based on interviews with sample farmers (Sutarno (D.022), Radi (D.031), Sumaryanto (D.030), Rusito (D.033), Dede Yusuf (TJ.007), Untung (TJ.023), Mulyadi (TJ.035), Saiful Anwar (TJ.004), Kaiman</p>	Complied

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		(TJ.052), Kasupin (TJ.045), and Sringah (TJ.051), they have understand related to smallholders commit to no discrimination, harassment or abuse on the farm	
Milestone A	Smallholders complete training on workplace discrimination, harassment and abuse and are aware of the need for a safe workspace.	<p>PPKS Tayo Barokah has policies related to discrimination, violence, forced labor and abuses at work based on Group Manager Decree No. 14/SK/GM/PPKSS/X/2019 dated 31 October 2019. The policy explains: "prohibition of discrimination (skin color, ethnicity, gender, religion, political affiliation and others), prohibition against forced labor, prohibition of detention. workers' wages if the worker resigns and prohibits trafficking in persons / labor in any form".</p> <p>This policy has been disseminated to farmers and workers at PPKSS Tayo Barokah. The training has been conducted on Saturday, 11 February 2024 that was attended by all smallholder members.</p> <p>According to the list of workers PPKSS Tayo barokah above, it appears that PPKSS Tayo Barokah does not distinguish the origin of workers (local or non-local) and gender.</p> <p>All workers are people living in villages around PPKSS Tayo Barokah plantations (100% of the villagers around ex-transmigration), there is no practices of discrimination, harassment, and abuse on workplace.</p>	Complied
Milestone B	Workers freely express that they are working in a place that is free from discrimination, harassment or abuse.	PPKS Tayo Barokah has policies related to discrimination, violence, forced labor and abuses at work based on Group Manager Decree No. 14/SK/GM/PPKSS/X/2019 dated 31 October 2019. The policy explains: "prohibition of discrimination (skin color, ethnicity, gender, religion, political affiliation and others), prohibition against forced labor,	Complied

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		<p>prohibition of detention. workers' wages if the worker resigns and prohibits trafficking in persons / labor in any form".</p> <p>This policy has been disseminated to farmers and workers at PPKSS Tayo Barokah. The training has been conducted on Saturday, 11 February 2024 that was attended by all smallholder members.</p> <p>According to the list of workers PPKSS Tayo barokah above, it appears that PPKSS Tayo Barokah does not distinguish the origin of workers (local or non-local) and gender.</p> <p>All workers are people living in villages around PPKSS Tayo Barokah plantations (100% of the villagers around ex-transmigration), there is no practices of discrimination, harassment, and abuse on workplace.</p>	
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Principle 4: Protect, conserve and enhance ecosystems and the environment

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

Preamble

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

This 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.

Aligned with the new HCS requirements in the RSPO P&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.

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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.

Remediation and Compensation Procedure (RaCP)

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

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

Procedural Note: The RaCP mechanism for independent smallholder will not be an obstacle to the independent smallholder certification process since it is not yet available.

Criteria 4.1: High Conservation Values (HCVs) on the smallholder plot or within the managed area and High Carbon Stock (HCS) forests identified after November 2019 using the simplified combined HCV-HCS approach, are managed to ensure that they are maintained and/or enhanced.

Eligibility	Smallholders commit to protect HCVs and HCS forests through the precautionary practices approach (refer to indicator 1.1E / Appendix 1).	Smallholders commit to protect HCVs and HCS forests through the precautionary practices approach by signing the smallholder declaration.	Complied
Milestone A	Smallholders complete training on and are aware of: <ul style="list-style-type: none"> The importance of maintaining and conserving HCVs and HCS forests Human-wildlife conflict and mitigation efforts; Rare, threatened and endangered species and important ecosystems. 	No changes on HCV training held. The annual refreshment training is conducted by Group Manager and ICS. PPKSS Tayo Barokah carried out training on HCV to its smallholder member on 14 November 2022. The training attended by 73 smallholder members. Sighted training material: HCV type, definition of HCS, legal requirement on RTE species and reason to protect, mitigate conflict wildlife and human, presence of HCV 4.1 for water source and flood control for community living downstream the river (natural service).	Complied
Milestone B	Smallholders implement precautionary practices and manage and maintain rare, threatened and endangered species, HCVs and HCS forests, where applicable.	Members of PPKSS Tayo Barokah implement precautionary practices and manage and maintain rare, threatened and endangered species, HCVs through periodical monitoring.	Complied

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		Sample taken for monitoring as below: HCV Monitoring Activity Report, dated 24 Dec 2023 and 2 Jun 2024 Farmer Siti Hasanah (D.014.01), observation area: River boundary. Farmer Mulyadi S. (TJ.010.01), observation area: Protected animals.	
Criteria 4.2: 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).	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 and Land Use Change Analysis (LUCA) assisted by WRI prior to join certification.	Complied
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.	PPKSS Tayo Barokah does not have plan for new planting. However there is plan to add new member. Whereby as per the SOP for member registration, potential member shall demonstrate the oil palm plantation is not converting primary forest, HCV, HCS.	Complied
Milestone B	An RSPO-approved plan to remediate for HCVs lost since November 2005 and HCS forests lost since November 2019 is implemented.	There is no changes of RaCP process - PPKSS Tayo Barokah submitted the filled form "Reporting Template for Disclosure Area Cleared without Prior HCV Assessment since November 2005 (Independent Smallholders) to RSPO. - The form covers ISH certification scope of 151 smallholder members, 342 land parcels, total planted area 333.58 Ha. RSPO Secretariat stated on 20 October 2020: "Based on the revised disclosure form, all 151 farmers (342 plots, 333.58 ha) have disclosed no liability and thus, LUCA would not be applicable to Tayo Barokah and they made proceed with the certification process".	Complied
Criteria 4.3: New planting of independent smallholders, since November 2019: <ul style="list-style-type: none"> Do not replace any HCVs Do not replace any HCS forests as defined by the simplified combined HCV-HCS approach 			

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<ul style="list-style-type: none"> 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%. Are not on peat areas of any depth - In reference to the definition of peat in Government Regulation No. 57/2006 on Peat Ecosystem Protection and Management. 			
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).	PPKSS Tayo Barokah does not have plan for new planting. This indicator is Not Applicable	Not Applicable
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.	PPKSS Tayo Barokah does not have plan for new planting. This indicator is Not Applicable	Not Applicable
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.	PPKSS Tayo Barokah does not have plan for new planting. This indicator is Not Applicable	Not Applicable
Criteria 4.4: Where smallholder plots exist on peat, subsidence and degradation of peat soils is minimised by use of best management practices.			
Eligibility	Group manager confirms presence of peat on existing plots within the group and smallholders on peat commit to using best management practices (BMPs), and minimizing subsidence and degradation of peat soils (refer to indicator 1.1E / Appendix 1).	Based on overlayed smallholder member block map overlayed with soil type map "Peta Jenis Tanah Pusat Penelitian Tanah dan Agroklimat Bogor". Based on soil type map for Tandun District where smallholder member block located is Alluvial. There is no peat soil in the area. According to the HCV Assessment report conducted by ICS board of PPKSS Tayo Barokah that facilitated by WRI, there is no plot identified as peat land. During this ASA3 audit, the auditor team who conducted field visit also confirmed that there is no soil type identified as peat.	Complied

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		<p>All the smallholder existing plots of PPKSS Tayo Barokah has signing smallholder declaration. Sample of declaration sighted and verified at ASA3 as below:</p> <table border="1"> <thead> <tr> <th>No</th><th>Name</th><th>ID</th><th>Signing date</th></tr> </thead> <tbody> <tr> <td>1</td><td>Uji Samboro</td><td>D.004</td><td>30/08/2022</td></tr> <tr> <td>2</td><td>Mulyono</td><td>D.003</td><td>30/08/2022</td></tr> <tr> <td>3</td><td>Suseto</td><td>D.006</td><td>30/08/2022</td></tr> <tr> <td>4</td><td>Sutarno</td><td>D.002</td><td>30/08/2022</td></tr> <tr> <td>5</td><td>Radi</td><td>D.031</td><td>30/08/2022</td></tr> <tr> <td>6</td><td>Sumaryanto</td><td>D.030</td><td>30/08/2022</td></tr> <tr> <td>7</td><td>Dede Yusuf</td><td>D.033</td><td>30/08/2022</td></tr> </tbody> </table> <p>PPKSS Tayo Barokah also has a policy to prohibit land clearing and planting on peat area or peat ecosystem according to "Surat Keputusan Nomor: 13/Sk/GM/PPKSS-TB/X/2019 Tentang Larangan Bakar Lahan Dan No Peat, No Forest, No Conflict ", dated 13 October 2019. Last dissemination was on 3 March 2022 during Rapat Anggota PPKSS Tayo Barokah that attended by 140 members.</p> <p>Identification of soil types is carried out using a Land Unit map published by the Center for Soil Research in Bogor, known as the Center for Agricultural Land Resources (BBSDLP). Based on the overlay with the map of the PPKSS Tayo Barokah, it is known that the distribution of soil types in the PPKSS Tayo Barokah plantation is entirely Alluvial land (333.6 Ha). The land is identified as land formed from the sediment of rivers in that location. Alluvial soils include land</p>	No	Name	ID	Signing date	1	Uji Samboro	D.004	30/08/2022	2	Mulyono	D.003	30/08/2022	3	Suseto	D.006	30/08/2022	4	Sutarno	D.002	30/08/2022	5	Radi	D.031	30/08/2022	6	Sumaryanto	D.030	30/08/2022	7	Dede Yusuf	D.033	30/08/2022	
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		suitable for development for oil palm plantations. No peatlands were found and in general the soil characteristics were quite suitable for oil palm cultivation. The map of the PPKSS Tayo Barokah soil type can be shown in the HCV Assessment document. There is no change related to the HCV Assessment and soil type in the PPKSS Tayo Barokah.	
Milestone A	Smallholders complete training on best management practices (BMPs) for peat. The group has an action plan to minimize risk of fire, to apply BMPs for plantings on peat and manage water systems in the certification unit.	<p>Although no peat land identified, the smallholder have attended the training on best management practices (BMP's) in peat. Training Y2022 conducted along the best management practices training was held on Saturday, 18 September 2022 located in meeting room of KUD Karya Mukti. The refresh training has carried out on 11 February 2024. Attended by all members.</p> <p>Training material consist of</p> <ul style="list-style-type: none"> • BMP (Field/Plot assessment, harvesting, traceability, integrated IPM, Weeding control, manuring/fertilizing). • Environmental impact: Identification and management HCV, waste management. <p>Introduction of RIS certification (RIS system and standard, internal audit, commitment to group and organization development).</p>	Complied
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.	<p>Due to no peat land identified, there is no implementation of BMP's on peat.</p> <p>Although no peat land identified, the smallholder has attended the training on best management practices (BMP's) in peat. Training Y2022 conducted along the best management practices training was held on Saturday, 18 September 2022 located in meeting room of KUD Karya Mukti.</p> <p>The refresh training has carried out on 11 February 2024. Attended by all members.</p> <p>Training material consist of</p> <ul style="list-style-type: none"> • BMP (Field/Plot assessment, harvesting, traceability, integrated IPM, Weeding control, manuring/fertilizing). • Environmental impact: Identification and management HCV, 	Complied

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		<p>waste management.</p> <ul style="list-style-type: none"> • Introduction of RIS certification (RIS system and standard, internal audit, commitment to group and organization development). <p>Manuring data in 2023 for 151 members (327.96 Ha) at PPKSS Tayo Barokah is below:</p> <ul style="list-style-type: none"> - Rock Phosphate: 1,700 Kg - KCL: 4,500 Kg - Urea: 1,100 Kg - ZA: 800 Kg - Phonska: 700 Kg - NPK: 2,200 Kg - Dolomit: 600 Kg <p>Fertilizer data for Farmer Group also has verified, for example Farmer Group Dayo Indah, Tunas Dayo, Maju Cerah Dayo, Barokah Dayo, Tunas Jaya, Maju Jaya, Jaya Mandiri and Jaya Bersama as follows:</p> <ul style="list-style-type: none"> - Member name: Mastur Ifas (D.008), Tunas Dayo, date of application: 09/03/2023, KCL, Qty: 150 Kg. - Member name: Eko Subroto (D.029, Maju Cerah Dayo, date of application: 18/03/2023, ZA, Qty: 150 Kg. <p>Member name: Mulyono, Dayo Indah, date of application: 05/05/2023, KCL, Qty: 400 Kg.</p>	
Criteria 4.5: Plots on peat are replanted only on areas with low risk of flooding or saline intrusion as demonstrated by a risk assessment.			
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).	Based on interview with sampled smallholder members "Perkumpulan Petani Sawit Swadaya Tayo Barokah" during ASA3, they confirmed through signing the smallholder declaration. Sampled smallholder signed the Smallholder Declaration "Pernyataan Pekebun" in RSPO ISH 2019 – INA NI, endorsed 14 February 2022 – Annex 2. All sampled	Complied

		<p>smallholder signed "Surat Pernyataan pekebun". Point D.13 stated "Tidak melakukan penanaman baru di atas lahan gambut dan penanaman Kembali di atas gambut hanya dilakukan di wilayah dengan resiko banjir dan intrusi air asin yang rendah" – committed to no new planting on peat and replanting on peat only in areas with low risk of flooding and saline intrusion. Verified signed smallholder declarations:</p> <table border="1"> <thead> <tr> <th>No</th><th>Name</th><th>ID</th><th>Signing date</th></tr> </thead> <tbody> <tr> <td>1</td><td>Uji Samboro</td><td>D.004</td><td>30/08/2022</td></tr> <tr> <td>2</td><td>Mulyono</td><td>D.003</td><td>30/08/2022</td></tr> <tr> <td>3</td><td>Suseto</td><td>D.006</td><td>30/08/2022</td></tr> <tr> <td>4</td><td>Sutarno</td><td>D.002</td><td>30/08/2022</td></tr> <tr> <td>5</td><td>Radi</td><td>D.031</td><td>30/08/2022</td></tr> <tr> <td>6</td><td>Sumaryanto</td><td>D.030</td><td>30/08/2022</td></tr> <tr> <td>7</td><td>Dede Yusuf</td><td>D.033</td><td>30/08/2022</td></tr> </tbody> </table> <p>- Smallholders within the group have no plans for replanting plots.</p>	No	Name	ID	Signing date	1	Uji Samboro	D.004	30/08/2022	2	Mulyono	D.003	30/08/2022	3	Suseto	D.006	30/08/2022	4	Sutarno	D.002	30/08/2022	5	Radi	D.031	30/08/2022	6	Sumaryanto	D.030	30/08/2022	7	Dede Yusuf	D.033	30/08/2022	
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Milestone A	Smallholders with plots on peat complete training on identification of future risks of flooding or saline intrusion and alternate land development strategies.	<p>Based on overlaid smallholder member block map overlaid with soil type map "Peta Jenis Tanah Pusat Penelitian Tanah dan Agroklimat Bogor". Based on soil type map for Tandun District where smallholder member block located is Alluvial. There is no peat soil in the area.</p> <p>No peat in smallholder member plantation of Perkumpulan Petani Kelapa Sawit Swadaya Tayo Barokah.</p> <p>Smallholders within the group have no plans for replanting plots.</p>	Complied																																

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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.	Based on overlaid smallholder member block map overlaid with soil type map "Peta Jenis Tanah Pusat Penelitian Tanah dan Agroklimat Bogor". Based on soil type map for Tandun District where smallholder member block located is Alluvial. There is no peat soil in the area. No peat in smallholder member plantation of Perkumpulan Petani Kelapa Sawit Swadaya Tayo Barokah. Smallholders within the group have no plans for replanting plots.	Complied																																
Criteria 4.6: Fire is not used on the oil palm plot for preparing land or for pest control, nor open fire for waste management on the farm.																																			
Eligibility	Smallholders commit to no burning for preparing land or for pest control, nor open fire for waste management. Group manager records evidence of prior burning of members joining the group (refer to indicator 1.1E / Appendix 1).	<p>Smallholders commit to no burning for preparing land or for pest control, nor open fire for waste management by signing the smallholder declaration. Sample of declaration sighted and verified during ASA3 as below:</p> <table border="1"> <thead> <tr> <th>No</th><th>Name</th><th>ID</th><th>Signing date</th></tr> </thead> <tbody> <tr> <td>1</td><td>Uji Samboro</td><td>D.004</td><td>30/08/2022</td></tr> <tr> <td>2</td><td>Mulyono</td><td>D.003</td><td>30/08/2022</td></tr> <tr> <td>3</td><td>Suseto</td><td>D.006</td><td>30/08/2022</td></tr> <tr> <td>4</td><td>Sutarno</td><td>D.002</td><td>30/08/2022</td></tr> <tr> <td>5</td><td>Radi</td><td>D.031</td><td>30/08/2022</td></tr> <tr> <td>6</td><td>Sumaryanto</td><td>D.030</td><td>30/08/2022</td></tr> <tr> <td>7</td><td>Dede Yusuf</td><td>D.033</td><td>30/08/2022</td></tr> </tbody> </table> <p>During interview with smallholders sampled, the auditor team noted that the smallholders aware regarding the policy of no burning for land preparation, pest control and waste management.</p>	No	Name	ID	Signing date	1	Uji Samboro	D.004	30/08/2022	2	Mulyono	D.003	30/08/2022	3	Suseto	D.006	30/08/2022	4	Sutarno	D.002	30/08/2022	5	Radi	D.031	30/08/2022	6	Sumaryanto	D.030	30/08/2022	7	Dede Yusuf	D.033	30/08/2022	Complied
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		PPKSS Tayo Barokah also established procedure of chemical storage and ex chemical container management as per "SOP Penyimpanan Bahan Kimia dan Pengelolaan Wadah Bekas Kimia No: 4/SOP/UK3/PPKS-TB/XI/2019" dated 1 October 2020. According to the procedure ex chemical container, "no open fire" was allowed for the waste management. Those procedure also disseminated during best management practices training on Saturday, 11 February 2024 located in meeting room of KUD Karya Mukti. Attended by all members. There is no change related to the SOP until this audit.	
Milestone A	<p>There is no physical evidence of new burning (after eligibility) for land preparation for oil palm by smallholders. Smallholders complete training on and are aware of:</p> <ul style="list-style-type: none"> • Alternatives to fire for land preparation and farm waste management (where appropriate possible). • Alternatives to fire for pest control. • Fire prevention and how to respond to and manage fires in their community and village. 	<p>During this ASA3 audit, the auditor team has conducted field visit to 15 smallholders sampled also confirmed that there is no physical evidence of new burning for land preparation, replanting or pest control.</p> <p>Other than that, PPKSS Tayo Barokah has establish the procedure for fire prevention and mitigation as per "SOP Penanggulangan Kebakaran Lahan No: 2/SOP/UNKT-PKL/PPKSS-TB/X/2019" dated 31 October 2019. Those procedure also disseminated during best management practices training on Saturday, 11 February 2024 located in meeting room of KUD Karya Mukti. Attended by all members.</p>	Complied
Milestone B	<p>Smallholders do not use fire or practice burning for land preparation, waste management or pest control on the farm. For pest control, fire may be used only in exceptional circumstances i.e. where no other effective measures exist and with prior approval of relevant authorities.</p>	<p>During field observation at ASA3 for 15 samples of smallholder plots, Smallholders do not use fire or practice burning for land preparation, waste management or pest control on the farm.</p> <p>It was also confirmed during interview with the sampled members, that they commit to no burning for preparing land or for pest control, nor open fire for waste management.</p>	Complied
Criteria 4.7: Riparian buffer zones are identified and managed to ensure they are maintained and/or enhanced.			

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Eligibility	<p>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).</p>	<p>PPKSS Tayo Barokah assisted by consultant WRI to prepare map of river riparian zone scale 1:11,000. There was identified small irrigation flow across KT Tani Subur and KT Dayo Indah.</p> <p>No new planting in the riparian buffer zone since the area was already planted with oil palm as early as 1982.</p> <p>Based on interview with sampled smallholder member “Perkumpulan Petani Sawit Swadaya Tayo Barokah”, they confirmed signing the smallholder declaration. Sampled smallholder signed the Smallholder Declaration “Pernyataan Pekebun” in RSPO ISH 2019 – INA NI, endorsed 14 February 2022 – Annex 2. All sampled smallholder signed “Surat Pernyataan pekebun”. Point D.11 stated “Tidak melakukan penanaman baru atau perluasan dan kebun yang ada saat ini di hutan primer, Kawasan NKT, hutan SKT, kawasan sempadan sungai atau lereng curam (lebih dari 25 derajat atau sebagaimana diatur dalam Interpretasi Nasional)” – committed to no new planting or no expansion of existing farms in primary forests, HCV areas, HCS forests, in riparian areas, or on steep slopes (more than 25 degrees or as in National Interpretation). Verified signed smallholder declarations:</p> <table border="1"> <thead> <tr> <th>No</th><th>Name</th><th>ID</th><th>Signing date</th></tr> </thead> <tbody> <tr> <td>1</td><td>Uji Samboro</td><td>D.004</td><td>30/08/2022</td></tr> <tr> <td>2</td><td>Mulyono</td><td>D.003</td><td>30/08/2022</td></tr> <tr> <td>3</td><td>Suseto</td><td>D.006</td><td>30/08/2022</td></tr> <tr> <td>4</td><td>Sutarno</td><td>D.002</td><td>30/08/2022</td></tr> <tr> <td>5</td><td>Radi</td><td>D.031</td><td>30/08/2022</td></tr> <tr> <td>6</td><td>Sumaryanto</td><td>D.030</td><td>30/08/2022</td></tr> </tbody> </table>	No	Name	ID	Signing date	1	Uji Samboro	D.004	30/08/2022	2	Mulyono	D.003	30/08/2022	3	Suseto	D.006	30/08/2022	4	Sutarno	D.002	30/08/2022	5	Radi	D.031	30/08/2022	6	Sumaryanto	D.030	30/08/2022	Complied
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		7	Dede Yusuf	D.033	30/08/2022	
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.	ISH Organization Perkumpulan Petani Kelapa Sawit Swadaya Tayo Barokah carried out training on HCV to its smallholder member on 11 February 2024. The training attended by all smallholder members. Sighted training material: presence of HCV 4.1 in form river buffer zone for water source and flood control for community living downstream the river (natural service).				Complied
Milestone B	Smallholders maintain and/or enhance riparian buffer zone areas.	Based on field visit to sampled smallholder block located adjacent to the riparian buffer zone during ASA3, it was known that the smallholder member does not perform spraying in the last palm. The riparian buffer zone was naturally vegetated.				Complied
Criteria 4.8: Pesticides are used in ways that do not endanger health of workers, family, communities or the environment.						
Eligibility	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: <ul style="list-style-type: none">• Immediately stopping purchasing of these pesticides• Phasing out use of remaining stock by MS A• Providing information for the group manager to keep record of pesticide purchase and use. (refer to indicator 1.1E / Appendix 1)	Commitment of smallholder members phase out paraquat and pesticides categorized as WHO Class 1A or 1B and those listed by the Stockholm or Rotterdam Conventions confirmed during field audit and interview. All of smallholder member sample interview were no longer use pesticide categorized as WHO Class 1A or 1B. In addition, PPKSS Tayo Barokah has a Policy to stop and prohibit paraquat usage as per "SOP Penggunaan Bahan Kimia No: 6/SOP/UBS/PPKS-TB/X/2019" dated 14 July 2020. There is no change related to the SOP until this audit.				Complied
Milestone A	Smallholders complete training on BMPs for pesticides including pesticide usage, awareness on risks for pregnant and breastfeeding women and young workers; storage and disposal; paraquat and pesticides listed by WHO Class 1A or 1B, the Stockholm or Rotterdam Conventions (and in compliance with 3.5).	Smallholders has attended the training related to pesticide usage and awareness on risk for pregnant and breastfeeding women and young workers, pesticide handling as well on best management practices training dated 11 February 2024 located in meeting room of KUD Karya Mukti. Attended by all participants.				Complied

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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.	Based on interview and field visit to the 15 smallholders sampled plot during ASA3, the auditor team noted that there is no paraquat usage, no pregnant or breastfeeding worker who work as pesticide applicator. Other than that, the smallholders can explain the risk of paraquat usage as WHO's highly hazardous pesticide. Refer to their best management practices training result, the smallholders and ICS also known the substitution of paraquat which is isopropyl amine glyphosate for chemical weeding.	Complied
Criteria 4.9: The group and smallholders manage pests, diseases, weeds and invasive introduced species using appropriate techniques, including but not limited to Integrated Pest Management (IPM) techniques.			
Eligibility	Not applicable	Not Applicable	Not Applicable
Milestone A	Smallholders complete training on and are aware of BMPs, including, but not limited to safe chemical use, IPM, weed and invasive species management.	Training for BMPs, including, but not limited to safe chemical use, IPM, weed and invasive species management has been conducted by ICS on 11 February 2024. Training material and evidence of training are available. During interview with smallholder member confirmed that they aware with BMPs and well implemented in the field.	Complied
Milestone B	The group and smallholders maximize use of IPM approaches to minimize use of pesticides and herbicides on their farm.	Integrated pest management has been developed by PPKSS Tayo Barokah as per "Program Kerja PPKSS Tayo Barokah 2023 – 2024". Program of integrated pest management are covering: <ul style="list-style-type: none"> • Turnera subulate planting as a beneficial plant (host of natural enemies of caterpillar). • Pest and disease monitoring in each Kelompok Tani (annually). • Prohibiting total spraying/blanket spraying. • Integrated pest management training to smallholder members. During the field visit observed that there is physical evidence of beneficial plant such as <i>Turnera subulate</i> planted in plot of	Complied

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		<p>smallholders. For example, plot on behalf of Uji Samboro, Mulyono, Suseto, Sutarno, Radi, Sumaryanto and Dede Yusuf.</p> <p>Until this ASA3 audit, there is no chemical usage to control rat infestation. The smallholders still using the natural predator such as owl and snake to control rat.</p>	
Internal Control System requirements for smallholder groups.			
A – ICS: Group entity and group management requirements			
A.1 The Group demonstrates that they are legally formed.			
A.1.1			
Eligibility	The Group has appointed a group manager	<p>Perkumpulan Petani Sawit Swadaya Tayo Barokah has demonstrated the appointed a group manager letter.</p> <p>The ISH organization made meeting to appoint Group Manager as per minute "Berita Acara Musyawarah Pemilihan Group Manager PPKSS Tayo Barokah" dated 18 August 2021. The member meeting attended by 84 members and led by governance body "Badan Pengawas"; the number of meeting participant met quorum for decision making.</p> <p>Through the member meeting, organization member appointed new Group Manager Mr. Jumal, effective 18 September 2021.</p> <p>Existing resources are managed based on the Organizational Structure of the Independent Oil Palm Farmer Association Tayo Barokah based on the Decree of the Group Manager No. 17/SK/GM/PPKSS-TB/X/2019 dated 31 October 2019, concerning the Formation of Work Units in the PPKSS Tayo Barokah ICS Structure, as follows:</p> <ul style="list-style-type: none"> <i>Komite Persetujuan</i> - The Approval Committee is the unit responsible for examining and approving candidate members. 	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>a. <i>Unit Budidaya dan Saprodi</i> - Cultivation Unit and Saprodi are the units responsible for planning production, replanting and the best cultivation techniques for oil palm plantations, planning fertilization and providing production facilities for members.</p> <p>b. <i>Unit Penyuluh dan Pendaftaran</i> - Extension and Registration Unit is a unit that is responsible for socialization and field extension related to Oil Palm Cultivation and certification regulations and field implementation, this unit is also in charge of implementing new recruits.</p> <p>c. <i>Unit Penilai Internal</i> - Internal Assessment Unit is a unit that is responsible for assessing members in the application of the P&C standard for sustainable palm oil, both documents and plantation application.</p> <p>d. <i>Unit K3</i> – Occupational Health and Safety Unit is the unit responsible for identifying risks of work in the garden, office. Conducting outreach on the use of Personal Protective Equipment and B3 waste management</p> <p>e. <i>Unit NKT/HCV dan Praktek Kerja Lapangan</i> - HCV and Field Practices units are units responsible for identifying High Conservation Values in the PPKSS-Tayo Barokah management area, carrying out management and monitoring and disseminating the importance of maintaining and protecting HCV.</p> <p>f. <i>Unit Pemasaran</i> - Marketing Unit is a unit that is responsible for marketing FFB members and documenting the amount of production on a regular basis.</p> <p>g. <i>Unit Administrasi</i> – Administrations units is a unit that is responsible for data and documents in the institution.</p> <p>Furthermore, the fields mentioned above oversee the 9 farmer Sub-groups in PPKSS Tayo Barokah, namely:</p> <p>0. Jaya Mandiri Farmer Sub-Group</p>	
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		<ol style="list-style-type: none"> 1. Jaya Bersama Farmer Sub-Group 2. Harapan Kita Farmer Sub-Group 3. Bina Jaya Sub-Group 4. Makmur Jaya Farmer Sub-Group 5. Subur Farmer Sub-Group 6. Barokah Dayo Farmer Sub-Group 7. Maju Cerah Dayo Farmer Sub-Group 8. Dayo Indah Farmer Sub-Group <p>To manage programs and activities in PPKS Tayo Barokah according to the organizational structure, PPKS Barokah has set TUPOKSI (Main Duties and Functions – <i>Tugas Pokok dan Fungsi</i>).</p>	
A.1.2			
Eligibility	The group manager has evidence of legal identity.	<p>Perkumpulan Petani Sawit Swadaya Tayo Barokah has demonstrated legal formation document:</p> <ul style="list-style-type: none"> • Deed of establishment: "Akta Pendirian Perkumpulan Petani Sawit Swadaya Tayo Barokah No.11 oleh Notaris Eni Endahwati, SH." dated 14 January 2020. • There is update in the deed of establishment as in "Pernyataan perubahan Anggaran Dasar Perkumpulan Petani Kelapa Sawit Swadaya Tayo Barokah No.35 oleh Notaris Eni Endahwati, SH." Dated 26 October 2021. The change in the deed of establishment related to resignation of Mr. Agus Ariyanto from Group Manager, and newly appointed Group Manager Mr. Jumal. • Registration with the Ministry of Justice and Human Rights "Keputusan Menteri Hukum dan Hak Asasi Manusia No.AHU-0001741.AH.01.08. Tahun 2021 tentang Persetujuan Perubahan Perkumpulan Petani Kelapa Sawit Swadaya Tayo Barokah", dated 1 December 2021. The attachment including information on Group Manager, Secretary, Treasurer and Governing Body. 	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"> Statute as in the deed of establishment "Anggaran Dasar dan Anggaran Rumah Tangga (AD/ART) Perkumpulan Petani Kelapa Sawit Swadaya Tayo Barokah" dated 14 January 2020. Business Permit of organization "Perizinan Berusaha Berbasis Resiko Nomor Induk Berusaha 1503230058476" dated 15 March 2023. 	
A1.3			
Eligibility	The group has membership requirements.	The ISH organization membership requirement has been established.	Complied
Milestone A	The group has membership requirements.	In the statute "Anggaran Dasar/Anggaran Rumah Tangga" as per the deed of establishment. Chapter 7 regulated:	Complied
Milestone B	The group has membership requirements.	<ul style="list-style-type: none"> Active in organization activity Accept the statute, general program, regulation in the ISH organization Apply as member for the organization by filling in registration form Approved and established as member by committee. <p>Membership requirement as per "SOP Kriteria dan Syarat Anggota No.3/SOP/UPP/PPKSS-TB/X/2019" dated 31 October 2019.</p> <ul style="list-style-type: none"> Member criterion: Obey rules on PPKSS Tayo Barokah rules; has oil palm plantation; if as caretaker – shall demonstrate letter on power of attorney from landowner; able to demonstrate legal ownership of the land; land is not located in peat area/forest area/conflict area; plantation is well managed. Register to "Unit Penyuluhan dan Pendaftaran Anggota" Fill in registration form. 	Complied

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		<ul style="list-style-type: none"> • Complete the administration requirement: copy of ID, photograph, copy of legal ownership of land, fill in application form for certification. • "Unit Pendaftaran" and "Unit NKT dan PKL" conduct gap analysis. • Approval from Approval Committee "Komite Persetujuan" and validated by Group Manager, once all requirement completed by potential member. • Obey ISH organization rules on regulating worker in member's plantation. • Approved member registered under "Buku Registrasi <p>Resignation and expulsion of member as per "SOP Keluar dan Bergabung Kembali Anggota No.5/SOP/UPP/PPKSS-TB/X/2019" dated 31 October 2019.</p> <p>Resign:</p> <ul style="list-style-type: none"> • Submit resignation letter as member • Group Manager will issue validation on resigning member. <p>Expulsion:</p> <ul style="list-style-type: none"> • Member violate ISH organization rules and regulation. • Member conduct heavy violation and/or damage organization name. • Member does not carry out ISH organization rules • Member does not improve the plantation condition for 3 years. • Member does not rectify finding from internal audit for 3 semesters. 	
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		Group Manager will consult "Unit Penyuluhan dan Pendaftaran" and "Komite Persetujuan" to decide and issue expulsion letter.																													
A.1.4																															
Eligibility	All members have signed and acknowledged membership requirements.	<p>Membership requirement for ISH organization PPKSS Tayo Barokah stated in registration form "Formulir Pendaftaran Anggota" – made reference to the SOP on registration.</p> <p>Based on interview with sampled smallholder during ASA3 they can explain the basic rules on joining ISH organization and stated will obey the rules. The sampled smallholder demonstrate commitment in compliance with ISH organization rules in daily plantation operation: maintain water level in drainage; avoid using herbicide to control weed; practicing weed slashing (manual) for plantation upkeep; etc.</p> <p>Sampled smallholder signed "Surat Pernyataan Pekebun". Sampled smallholder signed "Surat Pernyataan Pekebun". Verified signed smallholder declarations:</p> <table border="1"> <thead> <tr> <th>No</th><th>Name</th><th>ID</th><th>Signing date</th></tr> </thead> <tbody> <tr> <td>1</td><td>Uji Samboro</td><td>D.004</td><td>30/08/2022</td></tr> <tr> <td>2</td><td>Mulyono</td><td>D.003</td><td>30/08/2022</td></tr> <tr> <td>3</td><td>Suseto</td><td>D.006</td><td>30/08/2022</td></tr> <tr> <td>4</td><td>Sutarno</td><td>D.002</td><td>30/08/2022</td></tr> <tr> <td>5</td><td>Radi</td><td>D.031</td><td>30/08/2022</td></tr> <tr> <td>6</td><td>Sumaryanto</td><td>D.030</td><td>30/08/2022</td></tr> </tbody> </table>	No	Name	ID	Signing date	1	Uji Samboro	D.004	30/08/2022	2	Mulyono	D.003	30/08/2022	3	Suseto	D.006	30/08/2022	4	Sutarno	D.002	30/08/2022	5	Radi	D.031	30/08/2022	6	Sumaryanto	D.030	30/08/2022	Complied
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		7	Dede Yusuf	D.033	30/08/2022	
		<ul style="list-style-type: none">However, during ASA3 there is smallholder member unable to demonstrate understanding of signed smallholder declaration as membership requirements, namely not all smallholder sampled is attending the audit to interview related understanding of membership requirements on behalf D.005 and D.003. This is raised as noncompliance.				
Milestone A	All members can demonstrate understanding of membership requirements.	Based on interview with sampled smallholder, Bonangin, Sarjono, Warso Haryono understand the membership requirement and have fulfilled the requirement. <ul style="list-style-type: none">The sampled member has oil palm plantationThe sampled member has legal ownership of the land in form of land title/"Sertifikat Hak Milik"The sampled smallholder member has register to "Unit Pendaftaran"The sampled smallholder member has fulfilled the administrative requirement.The sampled smallholder member's block has been inspected/carried out with gap analysis.The sampled smallholder member understood they will obey ISH organization rules, be subject to internal audit on each year.				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.	Group Manager of PPKSS Tayo Barokah have appointed the Internal Control System, prepared the manpower for information officer (penyuluh) as well as Interview (during ASAS 3-year 2024) with group manager, field visit and observation to group office, audit team seen the sufficient resources in term of human capital, financial, buildings				Complied

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		<p>and other infrastructure such as agriculture tools, emergency response equipment, vehicles, and office utensils.</p> <p>Identification and regulation of roles and responsibility for group manager and the staff has been defined clearly under each appointment letter.</p> <p>Rules of group member has been established by group manager – regulating receiving member, assessing potential member, exiting member, internal audit procedure, non-conformity handling and other procedures.</p> <p>To manage programs and activities in PPKS Tayo Barokah according to the organizational structure, PPKS Tayo Barokah has set TUPOKSI (Main Duties and Functions – <i>Tugas Pokok dan Fungsi</i>).</p> <p><u>Main Duties and Functions of the Group Manager:</u></p> <ul style="list-style-type: none"> • As Group Manag • Designing Internal Policy • Establish and appoint a Group Manager of PPKS Tayo Barokah working unit. • Together with the Council of Extension Officers, the Unit of Registration Approval Commission, and other units, drafted the registration and membership requirements. • Provide input to the approval commission in member approval. • Coordinating the work units within the Group Manager of PPKS Tayo Barokah • Make requests for external and internal audits to ensure compliance with the RSPO principles and criteria by members. • Sales RSPO certificates virtually to buyers after consulting with members. 	
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		<ul style="list-style-type: none"> Communicating with stakeholders (other parties) related to certification. Ensure that all Group Manager of PPKS Tayo Barokah documents related to the implementation of sustainable palm oil are well maintained for a period of 5 years. Ensure that Group Manager of PPKS Tayo Barokah documents are well structured, in accordance with the classification and nature of the document. <p><u>B. Authority</u></p> <ul style="list-style-type: none"> To appoint, deactivate and dismiss the chairman of Working Unit. To form, add or reduce work units in Group Manager of PPKS Tayo Barokah To impose sanctions in accordance with the discipline that have been set jointly for work units that do not carry out their duties. To impose sanctions on members who do not comply with the regulations, either internal Group Manager of PPKS Tayo Barokah regulations or the RSPO Principles and Criteria. To receive reports from work units within Group Manager of PPKS Tayo Barokah regarding documentation and work progress. To delegate authority to Group Manager of PPKS Tayo Barokah to represent the Operations Manager in activities that cannot be attended by the manager To reply when there is a unilateral termination by the Group Manager of PPKS Tayo Barokah. 	
Milestone A	The group manager can demonstrate compliance of the ICS by individual members.	Based on interview with sampled smallholder member "Perkumpulan Petani Sawit Swadaya Tayo Barokah", they confirmed signing the smallholder declaration. Sampled smallholder signed the Smallholder Declaration "Pernyataan Pekebun" in RSPO ISH 2019 – INA NI, endorsed 14 February 2022 – Annex 2. All sampled smallholder signed "Surat Pernyataan Pekebun".	Complied
Milestone B	The group manager can demonstrate compliance of the ICS by individual members.		Complied

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		<p>The compliance against their smallholder's declaration or RSPO Independent Smallholders Standard can be prove through the annual internal audit or regular field visit. The last internal audit has been held in the period of September – October 2023 by ICS team.</p> <p>Moreover, thought the interview with sample of smallholders, it is verified that smallholders were able to explain the group program and RSPO general requirement, for instance the prohibition of paraquat application. The cooperative also promotes the smallholder to manual weeding instead of chemical weeding.</p>	
A.2.2			
Eligibility	The group manager demonstrates understanding of the ISH Standard, and related topics and has sufficient resources to manage the group.	<p>The Group Manager has attended the Training of Trainer for Smallholder Facilitators on March 20-24 March 2017 and has received a certificate from the RSPO.</p> <p>Several certificates from the training that the Group Manager has participated in, including:</p> <ul style="list-style-type: none"> • Internal audit training related to RSPO ISH Indonesia Interpretation year 2019 facilitated by TUV Rheinland on 8 – 10 February 2021. • Training of Trainer related to "Family Friendly and Resilient Farming" facilitated on 2 November – 2 December 2022. • Training for Local Trained with topic RSPO ISH 2019, ICS Requirement and Preparing Procedure ICS. Facilitated by FORTASBI on 2 - 3 September 2022. 	Complied

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		<ul style="list-style-type: none"> • Sustainability training certificate for group management / ICS at Tapung Jaya and Dayo, on 24-26 January 2019 organized by a collaboration between Fortasbi, WRI Indonesia, ASOFA-SKE and RSPO related to the "Pelatihan Dinamika Kelompok bagi ICS Desa Tapung jaya dan Desa Dayo". • Public Speaking on 1 November by FORTASBI and RSPO. <p>The group manager has formed organization structure and has managed sufficient resources to manage the PPKSS Tayo Barokah. Existing resources are managed based on the Organizational Structure of the Independent Oil Palm Farmer Association Tayo Barokah based on the Decree of the Group Manager No. 17/SK/GM/PPKSS-TB/X/2019 dated 31 October 2019, concerning the Formation of Work Units in the PPKSS Tayo Barokah ICS Structure, as follows:</p> <ol style="list-style-type: none"> a. Komite Persetujuan - The Approval Committee is the unit responsible for examining and approving candidate members. b. Unit Budidaya dan Saprodi - Cultivation Unit and Saprodi are the units responsible for planning production, replanting and the best cultivation techniques for oil palm plantations, planning fertilization and providing production facilities for members. c. Unit Penyuluh dan Pendaftaran - Extension and Registration Unit is a unit that is responsible for socialization and field extension related to Oil Palm Cultivation and certification regulations and field implementation, this unit is also in charge of implementing new recruits. d. Unit Penilai Internal - Internal Assessment Unit is a unit that is responsible for assessing members in the application of the P&C standard for sustainable palm oil, both documents and plantation application. 	
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		<p>e. Unit K3 – Occupational Health and Safety Unit is the unit responsible for identifying risks of work in the garden, office. Conducting outreach on the use of Personal Protective Equipment and B3 waste management</p> <p>f. Unit NKT/HCV dan Praktek Kerja Lapangan - HCV and Field Practices units are units responsible for identifying High Conservation Values in the PPKSS-Tayo Barokah management area, carrying out management and monitoring and disseminating the importance of maintaining and protecting HCV.</p> <p>g. Unit Pemasaran - Marketing Unit is a unit that is responsible for marketing FFB members and documenting the amount of production on a regular basis.</p> <p>h. Unit Administrasi – Administrations units is a unit that is responsible for data and documents in the institution.</p> <p>Furthermore, the fields mentioned above are in charge of the 9 farmer Sub-groups in PPKSS Tayo Barokah, namely:</p> <ol style="list-style-type: none"> 1. Jaya Mandiri Farmer Sub-Group 2. Jaya Bersama Farmer Sub-Group 3. Harapan Kita Farmer Sub-Group 4. Bina Jaya Sub-Group 5. Makmur Jaya Farmer Sub-Group 6. Subur Farmer Sub-Group 7. Barokah Dayo Farmer Sub-Group 8. Maju Cerah Dayo Farmer Sub-Group 9. Dayo Indah Farmer Sub-Group 	
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		<p>To manage programs and activities in PPKS Tayo Barokah according to the organizational structure, PPKS Barokah has set TUPOKSI (Main Duties and Functions – Tugas Pokok dan Fungsi).</p> <p>Furthermore, the Group manager also has sufficient funding to manage the group that comes from RSPO premium sharing. The premium sharing has been agreed as per SOP of RSPO Credit Sharing (No. 01/SK/GM/PPKSS-TB/XI/2021 dated 16 November 2021). The premium sharing term and mechanism also have been communicated during Annual Member Meeting (Rapat Anggota Tahunan/RAT).</p> <p>According to procedure, RSPO premium sharing will be used for:</p> <ul style="list-style-type: none"> • Mandatory contribution : 23% • Organization : 46% • Members : 7% • Farmer's plot : 3% • Organization development : 5% • Farmers Group : 14% • Annual member meeting (RAT) : 2% <p>For Y2024, the premium sharing allocation based on Surat Keputusan No. 02/SK/GM/PPKSS-TB/II/2024 "Pengelolaan Dana Kredit RSPO period 2024" dated 11 February 2024 and has been socialized on 11 February 2024 to all members.</p> <p>According to procedure, RSPO premium sharing Y2024 will be used for:</p> <ul style="list-style-type: none"> • Mandatory contribution : 9% • Incentif: 27% • Organization : 8% 	
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		<ul style="list-style-type: none"> • Parcels maintenance: 1% • Organization development: 9% • Annual member meeting (RAT) : 2% • PSR fund – “dana replanting”: 1% • Organization cash: 43% <p>During the ASA3 audit, Operational Manager (Group Manager) has understood the implementation of RSPO ISH standard, group certification, and how to manage the group. During interview with cooperative officials, ICS teams, and members, can be concluded that the effectiveness of the ICS system and implementation in the field is because of the result of effective management system conducted by the Operational Manager.</p> <p>Operational Manager (Group Manager) PPKS Tayo Barokah has appointed the Internal Control System, prepared the manpower for information officer (Penyuluh). Based on interview and observation in the cooperative office and smallholder’s plots during ASA3, can be concluded that the group manager has sufficient resources in term of human capital (organization structure and job description), financial, buildings and other infrastructure such as agriculture tools, emergency response equipment, vehicles and office utensils.</p>	
Milestone A	The group manager can demonstrate capacity to manage and operate ISH Standard and certification requirements.	During the ASA3 audit, can be concluded that the Group Manager has understood the implementation of RSPO ISH standard and how to manage the group. During interview with KUD officials, ICS teams, and members, can be concluded that the effectiveness of the ICS system and implementation in the field is because of the result of effective management system conducted by the Group Manager. For	Complied
Milestone B	The group manager can demonstrate capacity to manage and operate ISH Standard and certification requirements.		Complied

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		<p>instance, monthly and annual ICS meetings have been conducted regularly to monitor the implementation of the standard.</p> <p>Based on interview with sample of smallholders, as well as RSPO standard implementation in the field, can be concluded that the Group Manager have sufficient capacity to manage and implement the RSPO standard in the field.</p> <p>The resources have been mentioned in the report such as organization structure (team), trainings, and sub-group (kelompok tani) structure. Furthermore, the Group manager also has sufficient funding to manage the group that comes from RSPO premium sharing. The premium sharing has been agreed as per SOP of RSPO Credit Sharing (No. 01/SK/GM/PPKSS-TB/XI/2021 dated 16 November 2021). The premium sharing term and mechanism also have been communicated during Annual Member Meeting (Rapat Anggota Tahunan/RAT) on 3 March 2022.</p> <p>According to procedure, RSPO premium sharing will be used for:</p> <ul style="list-style-type: none"> a. Mandatory contribution : 23% b. Organization : 46% c. Members : 7% d. Farmer's plot : 3% e. Organization development : 5% f. Farmers Group : 14% <ul style="list-style-type: none"> • Annual member meeting (RAT) : 2% 	
A.2.3			
Eligibility	A group annual training plan is available covering the RSPO Independent Smallholder Standard, group management (which includes group objectives, structure, relevant procedures and the certification process) and other topics as outlined in the ISH Standard.	<p>PPKSS Tayo Barokah has determined the 2024 Training Plan program in January 2024, it contains: Objectives, activities, achievement indicators, targets, PIC and implementation time targets, as follows:</p> <ul style="list-style-type: none"> • Limited use of pesticides 	Complied

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		<ul style="list-style-type: none"> • Hazardous Waste Management • Prevention and Handling of Forest and Forestry • Financial Management Training • Internal Audit Training • Oil palm plantation best practice field school and sustainability training for members, including limited pesticide use training, B3 and K3 as well as fire prevention and control training • Training on RSPO Principles and Criteria 2019, SOP, Policies and PPKSS changes decision by Tayo Barokah. 	
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.	All member has included in training. Since IC PPKSS Tayo Barokah directly implement the Milestone B requirement.	Complied
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>PPKSS Tayo Barokah has been held some training related to palm oil business. The trainings have been conducted in this ASA as follows:</p> <ul style="list-style-type: none"> • Training on Best Agriculture Practices (GAP). The training has been conducted on 11 February 2024. • Awareness training of general RSPO ISH and the socialization of corporate policy to all smallholder member and workers, example: last socialization on 11 February 2024. • Training on financial literacy and FFB recording on 11 February 2024. • Training on OHS for members and workers on 21 January 2024. • Training on workers' rights and employment contracts on 21 January 2024. <p>PPPKS Tayo Barokah has prepared a training program according to the document "Program Kerja PPKSS Tayo Barokah tahun 2023-2024" and</p>	Non-compliance

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		<p>shows records of its implementation in the "Laporan Kegiatan Pelatihan dan Sosialisasi PPKSS Tayo Barokah 2023 – 2024".</p> <p>However, sample taken during ASA-3 to smallholders and visited to their plots, some smallholders did not attend the audit and during interview with sample smallholders, some smallholders did not understand the certification requirements.</p> <p>Sample of smallholders are Ika Wulandari (D.005) and Rusito (D.033). According to this, not all smallholder sampled is attending the audit to interview related understanding of membership requirements.</p> <p>This is non-conformity raised.</p>	
B – ICS: Policies and management			
B.1 The group Internal Control System contains documented policies and procedures for operational management.			
B.1.1			
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>No changes the operational procedures.</p> <p>PPKSS Tayo Barokah has established an internal audit implementation mechanism based on Procedure No. 1/SOP/UPI/PPKSS-TB/XI/2019 Rev.01 dated 30 October 2020 concerning Assessment. The procedure explains that: <i>"Internal assessment is a systemic and documented process, carried out by an internal assessment without having a relationship with the subject of the assessment (clear of conflicts of interest), to assess the performance of group members and determine the effectiveness of the ICS system implemented by the Group"</i>.</p> <p>The sample study should always include interviews of Group members whose locations are being studied. Based on the results of the risk</p>	Complied

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		<p>assessment of PPKSS-Tayo Barokah is the High-risk level. Audit sampling, for the latest procedure is 100% members and the audit is carried out once a year. Internal audit is carried out by means of a 50% member being audited in the first semester and the remaining 50% of the members being audited in the second semester of the current year.</p> <p>PPKSS Tayo Barokah has also established procedures related to improvements to internal audit findings, SOP No: 2/SOP/UPI/PPKSS-TB/XI/2019 dated November 1, 2019 and SOP No. 6/SOP/UPP/PPKSS-TB/X/2019 dated 31 October 2019 related to giving warnings and sanctions - <i>Pemberian Peringatan dan Sanksi</i>, explaining that:</p> <ul style="list-style-type: none"> • Members are required to meet or correct the findings of the Assessment within a predetermined time limit. • Group Manager has the right to give a warning, if a member does not attempt to correct the findings. • Furthermore, the Group Manager has the right to provide a warning letter 1 or 2 or 3 (<i>Surat Peringatan-SP</i>), then also has the right to remove members if they do not heed or correct the findings of the Assessment. (set in SOP Warning and Sanctions for Members) • If the member does not correct the findings, it will have implications for ICS such as the certification will be pending, then the Group Manager has the right to exclude the member from the RSPO certification process. • The repair period is carried out by members for 90 days after the findings are reported. • If there are findings that are not carried out by members, the sanctions will return to the SOP for Warning and Sanctions. • Internal assessors can go through a return visit after 90 days, to ensure the findings have been completed by the members. 	
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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	The last internal audit has been conducted for all smallholders in the period of July – November 2023 by ICS team – the document reported on December 2023.	Complied
Milestone B	The ICS is implemented and an annual internal audit of the group is conducted for all group members and all audit findings are resolved.	<p>The internal audit report of 15 smallholders sample resulted that all indicator are fully complied.</p> <p>Based on field observation, the auditors have seen the follow up of this issue and was not found over spraying activities and PPE issue for harvester.</p>	Complied
B.1.2			
Eligibility	Basic information, farm information, production data, legal documentation of group members and signed Smallholder Declarations are available to the group manager	PPKSS Tayo Barokah has recorded all plantations information including production data for each farmer per month, recorded legality documents (Copy of SHM and SKGR documents) and a copy of the declaration of farmer membership in PPKSS Tayo Barokah, which includes name, Farmer ID (KTP), date of birth, address, total area, and membership number (attached). The land title of sample of smallholder can be seen in indicator 2.1 MS A.	Complied
Milestone A	Basic information, farm information, production data, legal documentation of group members and signed Smallholder Declarations are available to the group manager		Complied
Milestone B	Basic information, farm information, production data, legal documentation of group members and signed Smallholder Declarations are available to the group manager	<p>Group manager and their smallholder member bound by contractual agreement as group member. The contract explains commitment in organization; commitment to implement sustainable oil palm production; commitment to fulfil administrative requirement; allowing ICS and external auditor to perform field inspection; commitment to obey group manager rules and sanction; contract valid during membership period.</p> <p>The record of production submitted by each smallholder in real time after the harvesting day through WhatsApp's Group to the Head of Sub-Farmer Group and forwarded to the Purchasing and Marketing Department.</p>	Complied

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ISH Perkumpulan Petani Kelapa Sawit Swadaya Tayo Barokah record the FFB production period "Rekap Produksi PPKSS Tayo Barokah".

No	Month	Production (Kg)
1	Apr-23	562,430
2	May-23	584,349
3	Jun-23	594,656
4	Jul-23	591,498
5	Aug-23	583,988
6	Sep-23	610,543
7	Oct-23	574,924
8	Nov-23	579,024
9	Dec-23	563,429
10	Jan-24	543,928
11	Feb-24	587,147
12	Mar-24	635,544
Total		7,011,460

C – ICS: Group Business planning

C.1 The group has a Business Plan prepared with the participation and contributions of all group members

C.1.1

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Eligibility	<p>An annual group business plan is available, which includes</p> <ul style="list-style-type: none">• Production and income forecasting based on historical records• Plans for expansion	<p>PPKSS Tayo Barokah has set the annual business plan. That document informed of estimate of FFB production, replanting area, FFB price etc. Based on interview with group manager during this audit, there is no expansion plan in the next 5 year ahead.</p> <p>The record of production submitted by each smallholders in real time after the harvesting day through WhatsApp’s Group to the Head of Sub-Farmer Group and forwarded to the Purchasing and Marketing Department. Based on the record of FFB production data in a monthly basis since previous assessment as follows:</p> <table><tr><th>Month</th><th>MT</th></tr><tr><td>March</td><td>507.94</td></tr><tr><td>April</td><td>562.43</td></tr><tr><td>May</td><td>584.35</td></tr><tr><td>June</td><td>594.66</td></tr><tr><td>July</td><td>591.50</td></tr><tr><td>August</td><td>583.99</td></tr><tr><td>September</td><td>610.54</td></tr><tr><td>October</td><td>574.92</td></tr><tr><td>November</td><td>579.02</td></tr><tr><td>December</td><td>563.43</td></tr><tr><td>January</td><td>543.93</td></tr><tr><td>February</td><td>587.15</td></tr><tr><td>Total</td><td>6,883.86</td></tr></table> <p>For the next certification period (2024-2025), Group Manager ICS has estimated PPKSS Tayo Barokah to produced 6,866 MT FFB.</p>	Month	MT	March	507.94	April	562.43	May	584.35	June	594.66	July	591.50	August	583.99	September	610.54	October	574.92	November	579.02	December	563.43	January	543.93	February	587.15	Total	6,883.86	Complied
Month	MT																														
March	507.94																														
April	562.43																														
May	584.35																														
June	594.66																														
July	591.50																														
August	583.99																														
September	610.54																														
October	574.92																														
November	579.02																														
December	563.43																														
January	543.93																														
February	587.15																														
Total	6,883.86																														

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Milestone A	The group business plan is implemented and reviewed at least annually.	The annual business plan has been reviewed and reported in the Annual Report. Then the Annual Report is presented in the Annual Member Meeting (RAT - Rapat Anggota Tahunan). The last annual member meeting has been held 11 February 2024.	Complied
Milestone B	The group demonstrates financial stability and growth, and is able to support itself financially.	As informed in previous assessment, during annual member meeting Group Manager ICS presented the financial report of 2023 (including the revenue from RSPO premium sales), the achievement of 2023 compares with the work program, projection of 2023 and described and reviewed of each program. Based on the financial report presented and accepted by the member, the auditor team noted that all the members accept the Group Manager's presentation. Until this assessment obtained that the organization are able to support the organization activity.	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"> • Training/capacity building plans to improve productivity of group members. • An approach to strengthen links within the supply chain. • Plan for continuous improvement projects (i.e. on waste, soil, etc.), if any. 	During this ASA, PPKSS – Tayo Barokah has prepared An Annual Group Management Plan is available as per "Program Kerja Group Manager 2023 - 2024 of PPKS Tayo Barokah, which includes: <ul style="list-style-type: none"> • Organization strengthening program. • Submission of work reports and accountability for the 1st year of management of PPKSS – Tayo Barokah • Designing work programs that will be implemented and evaluating work programs that have been implemented or have not been implemented. • Designing an HCV management and monitoring program and implementing the program • Increasing the legality of member's plantations to become SHM • Increase members' knowledge about gardening • Organization strengthening program. 	Complied

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		<ul style="list-style-type: none"> • Training/capacity building plans to improve productivity of group members. • An approach to strengthen links within the supply chain, available as "Kelembagaan Program" <p>Plan for continuous improvement projects (i.e., on waste, soil, etc.), if any.</p>	
Milestone A	The group management plan is implemented and reviewed at least annually.	<p>The annual business plan has been implemented and reported in the Annual Report.</p> <p>Then the Annual Report is presented in the Annual Member Meeting (RAT- Rapat Anggota Tahunan). The RAT for bookkeeping of 2023 has been conducted on 11 February 2024 – location in Balai Desa Tapung Jaya. This meeting is open to all member members, Cooperative Agency and Agricultural Agency, and Village Officials.</p> <p>Agenda on meeting to discuss:</p> <ul style="list-style-type: none"> • Submission of management accountability reports for fiscal year 2023 • Submission of the fiscal year 2023 supervisory agency accountability report • Submission of the 2024 work plan • Reporting of operational activities • 2023 financial reporting. <p>The meeting and report have described and reviewed of each program.</p>	Complied
Milestone B	The group manager demonstrates the group's compliance with this ISH Standard.	Based on the interview during ASA3, the Group Manager has able to demonstrate compliance with ISH standard by showing compliance to legal requirements, annual business plan, annual work program, annual review, record of smallholder activity covering production, fertilizer input, upkeep, IPM and financial report. Moreover, ICS team has been formed in every sub-group (kelompok tani) to monitor the	Complied

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		implementation of the standard. Internal audit also has been conducted annually covering all farmers, all NCs have been followed up and fulfilled.	
D – ICS: Group trading system for certified volumes			
D.1 The group has a procedure and system in place for the tracking of FFB.			
D.1.1			
Eligibility	Record sheets to track the annual production and sales of certified volumes, covering traceability of producers and/or traders are available.	<p>PPKSS Tayo Barakah has shown the document of production and sales record for each smallholder member. Sampled smallholder member production data.</p> <p>PPKSS Tayo Barokah has also keeps a record of every sale of FFB supplied by farmers to RSI (Rohul Sawit Industry) POM, LIL (Langga Inti Lestari POM, SSM (Surya Sawit Mandiri POM, KCN (Karya Cipta Nirvana) POM. Verify the record of selling FFB to mill, as follows:</p> <ul style="list-style-type: none"> Form – “Lembar Catatan Panen Anggota” - Member Harvest Record Sheet, Suseto, Date 7 December 2023, Qty 648 Kg, Price IDR 2,050/Kg, Buyer: FFB Agent; Date 21 December 2023, Qty 550 Kg, Price IDR 2,050/Kg, Buyer: FFB Agent. Form – “Lembar Catatan Panen Anggota” - Member Harvest Record Sheet, Kasupin, Date 10 December 2023, Qty 790 Kg, Price IDR 2,100/Kg, Buyer: FFB Agent; Date 24 December 2023, Qty 810 Kg, Price IDR 2,100/Kg, Buyer: FFB Agent. Form – “Lembar Catatan Panen Anggota” - Member Harvest Record Sheet, Untung, Date 11 December 2023, Qty 240 Kg, Price IDR 1,970/Kg, Buyer: FB Agent; Date 25 December 2023, Qty 290 Kg, Price IDR 2,050/Kg, Buyer: FFB Agent. 	Complied

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		<p>Certified FFB production sold as non-certified FFB to non-certified collectors. PPKSS Tayo Barokah also keeps a record of every sale of FFB supplied by farmers to RSI (Rohul Sawit Industry) POM, LIL (Langga Inti Lestari POM, SSM (Surya Sawit Mandiri POM, KCN (Karya Cipta Nirvana) POM. Verify the record of selling FFB as follows:</p> <p>Farmers' FFB sales from the Farmer Group:</p> <table><tr><th>No</th><th>Name/Farmer Group</th><th>Area (Ha)</th><th>Month</th><th>Harvest Date</th><th>Qty (Kg)</th></tr><tr><td rowspan="6">1</td><td rowspan="6">Mulyono/Dayo Indah</td><td rowspan="6">2.0</td><td rowspan="2">Nov'23</td><td>12/11/2023</td><td>2,212</td></tr><tr><td>26/11/2023</td><td>2,331</td></tr><tr><td rowspan="2">Dec'23</td><td>12/12/2023</td><td>2,610</td></tr><tr><td>26/12/2023</td><td>2,250</td></tr><tr><td rowspan="2">Jan'24</td><td>15/01/2024</td><td>2,200</td></tr><tr><td>30/01/2024</td><td>2,185</td></tr><tr><td rowspan="6">2</td><td rowspan="6">Kasupin/Jaya Mandiri</td><td rowspan="6">0.75</td><td rowspan="2">Nov'23</td><td>12/11/2023</td><td>800</td></tr><tr><td>26/11/2023</td><td>750</td></tr><tr><td rowspan="2">Dec'23</td><td>10/12/2023</td><td>750</td></tr><tr><td>24/12/2023</td><td>750</td></tr><tr><td rowspan="2">Jan'24</td><td>08/01/2024</td><td>980</td></tr><tr><td>22/01/2024</td><td>660</td></tr><tr><td rowspan="2">3</td><td rowspan="2">Kaiman/ Jaya Mandiri</td><td rowspan="2">0.75</td><td rowspan="2">Nov'23</td><td>05/11/2023</td><td>700</td></tr><tr><td>22/11/2023</td><td>700</td></tr></table>	No	Name/Farmer Group	Area (Ha)	Month	Harvest Date	Qty (Kg)	1	Mulyono/Dayo Indah	2.0	Nov'23	12/11/2023	2,212	26/11/2023	2,331	Dec'23	12/12/2023	2,610	26/12/2023	2,250	Jan'24	15/01/2024	2,200	30/01/2024	2,185	2	Kasupin/Jaya Mandiri	0.75	Nov'23	12/11/2023	800	26/11/2023	750	Dec'23	10/12/2023	750	24/12/2023	750	Jan'24	08/01/2024	980	22/01/2024	660	3	Kaiman/ Jaya Mandiri	0.75	Nov'23	05/11/2023	700	22/11/2023	700	
No	Name/Farmer Group	Area (Ha)	Month	Harvest Date	Qty (Kg)																																																
1	Mulyono/Dayo Indah	2.0	Nov'23	12/11/2023	2,212																																																
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						Dec'23	06/12/2023	750
						20/12/2023	710	
						01/01/2024	570	
						15/01/2024	610	
			4	Sringah / Jaya Mandiri	0.75	Nov'23	07/11/2023	800
							21/11/2023	820
						Dec'23	05/12/2023	850
							19/12/2023	780
						Jan'24	03/01/2024	650
							17/01/2024	690
			5	Suseto/Maju Cerah Dayo	0.75	Nov'23	10/11/2023	822
							20/11/2023	675
						Dec'23	07/12/2023	710
							21/12/2023	610
						Jan'24	04/01/2024	630
							29/01/2024	675
6	Sumaryanto	0.75	Nov'23	03/11/2023	675			
				18/11/2023	760			
			Dec'23	08/12/2023	780			
				22/12/2023	783			

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					Jan'24	12/01/2024	750												
						27/01/2024	770												
		7	Sutarmo/Barokah Dayo	0.75	Nov'23	07/11/2023	960												
						22/11/2023	870												
					Dec'23	06/12/2023	910												
						26/12/2023	510												
					Jan'24	03/01/2024	880												
						17/01/2024	780												
		8	Radi/Barokah Dayo	0.75	Nov'23	07/11/2023	660												
						22/11/2023	560												
					Dec'23	06/12/2023	675												
						20/12/2023	510												
					Jan'24	03/01/2024	575												
						17/01/2024	675												
Milestone A	Group manager maintains annual production records and sales of certified volumes.	ISH Perkumpulan Petani Kelapa Sawit Swadaya Tayo Barokah record the FFB production period "Rekap Produksi PPKSS Tayo Barokah".					Complied												
		<table><tr><th>No</th><th>Month</th><th>Production (Kg)</th></tr><tr><td>1</td><td>Apr-23</td><td>562,430</td></tr><tr><td>2</td><td>May-23</td><td>584,349</td></tr><tr><td>3</td><td>Jun-23</td><td>594,656</td></tr></table>					No	Month	Production (Kg)	1	Apr-23	562,430	2	May-23	584,349	3	Jun-23	594,656	
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2	May-23	584,349																	
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		<table><tr><td>4</td><td>Jul-23</td><td>591,498</td></tr><tr><td>5</td><td>Aug-23</td><td>583,988</td></tr><tr><td>6</td><td>Sep-23</td><td>610,543</td></tr><tr><td>7</td><td>Oct-23</td><td>574,924</td></tr><tr><td>8</td><td>Nov-23</td><td>579,024</td></tr><tr><td>9</td><td>Dec-23</td><td>563,429</td></tr><tr><td>10</td><td>Jan-24</td><td>543,928</td></tr><tr><td>11</td><td>Feb-24</td><td>587,147</td></tr><tr><td>12</td><td>Mar-24</td><td>635,544</td></tr><tr><td colspan="2">Total</td><td>7,011,460</td></tr></table> <p>Sales in PalmTrace</p> <ul style="list-style-type: none">• Allocated 6,870 MT of certified FFB. There was any volume extension requested by the ISH to PalmTrace to complete the actual production 7,011 MT.• For IS-CPKO: 78 IS-CSPKO dated 30 November 2023 at USD 150 – total USD 11,700 USD.• For IS-CPKO: 11 IS-CSPKO dated 23 June 2023 at USD 202.50 – total USD 2,227.50 USD. <p>For IS-CSPKO, stock of transaction: ST-TR-ad29fdf5-4f6a, dated 17th November 2023, volume 56 MT.</p>	4	Jul-23	591,498	5	Aug-23	583,988	6	Sep-23	610,543	7	Oct-23	574,924	8	Nov-23	579,024	9	Dec-23	563,429	10	Jan-24	543,928	11	Feb-24	587,147	12	Mar-24	635,544	Total		7,011,460	
4	Jul-23	591,498																															
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Total		7,011,460																															
Milestone B	Group Manager maintains annual production records and sales of certified volumes of all FFB sources.	ISH Perkumpulan Petani Kelapa Sawit Swadaya Tayo Barokah record the FFB production period “Rekap Produksi PPKSS Tayo Barokah”.	Complied																														

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		No	Month	Production (Kg)	
		1	Apr-23	562,430	
		2	May-23	584,349	
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		4	Jul-23	591,498	
		5	Aug-23	583,988	
		6	Sep-23	610,543	
		7	Oct-23	574,924	
		8	Nov-23	579,024	
		9	Dec-23	563,429	
		10	Jan-24	543,928	
		11	Feb-24	587,147	
		12	Mar-24	635,544	
		Total		7,011,460	

Sales in PalmTrace

- Allocated 6,870 MT of certified FFB. There was any volume extension requested by the ISH to PalmTrace to complete the actual production 7,011 MT.
- For IS-CPKO: 78 IS-CSPKO dated 30 November 2023 at USD 150 – total USD 11,700 USD.
- For IS-CPKO: 11 IS-CSPKO dated 23 June 2023 at USD 202.50 – total USD 2,227.50 USD.

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		For IS-CSPKO, stock of transaction: ST-TR-ad29fdf5-4f6a, dated 17 th November 2023, volume 56 MT.																																		
D.2 The group documents and implements a system for the tracking of FFB																																				
D.2.1																																				
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	<div>Group Manager calculated the forecast for next certification cycle (12 months) based on previous year production record. Current production record maintained. This information has been recorded and reported in the public summary report.</div> <table><tr><th>No</th><th>Month</th><th>Production (Kg)</th></tr><tr><td>1</td><td>Apr-23</td><td>562,430</td></tr><tr><td>2</td><td>May-23</td><td>584,349</td></tr><tr><td>3</td><td>Jun-23</td><td>594,656</td></tr><tr><td>4</td><td>Jul-23</td><td>591,498</td></tr><tr><td>5</td><td>Aug-23</td><td>583,988</td></tr><tr><td>6</td><td>Sep-23</td><td>610,543</td></tr><tr><td>7</td><td>Oct-23</td><td>574,924</td></tr><tr><td>8</td><td>Nov-23</td><td>579,024</td></tr><tr><td>9</td><td>Dec-23</td><td>563,429</td></tr><tr><td>10</td><td>Jan-24</td><td>543,928</td></tr></table>	No	Month	Production (Kg)	1	Apr-23	562,430	2	May-23	584,349	3	Jun-23	594,656	4	Jul-23	591,498	5	Aug-23	583,988	6	Sep-23	610,543	7	Oct-23	574,924	8	Nov-23	579,024	9	Dec-23	563,429	10	Jan-24	543,928	Complied
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11	Feb-24	587,147																									
12	Mar-24	635,544																									
Total		7,011,460																									
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>During ASA 3-year 2024 - Perkumpulan Petani Kelapa Sawit Swadaya Tayo Barokah has shown the record of FFB production “Rekap Produksi PPKSS Tayo Barokah” for period March 2023 – February 2024.</p> <table><tr><th>No</th><th>Month</th><th>Production (Kg)</th></tr><tr><td>1</td><td>Apr-23</td><td>562,430</td></tr><tr><td>2</td><td>May-23</td><td>584,349</td></tr><tr><td>3</td><td>Jun-23</td><td>594,656</td></tr><tr><td>4</td><td>Jul-23</td><td>591,498</td></tr><tr><td>5</td><td>Aug-23</td><td>583,988</td></tr><tr><td>6</td><td>Sep-23</td><td>610,543</td></tr><tr><td>7</td><td>Oct-23</td><td>574,924</td></tr></table>	No	Month	Production (Kg)	1	Apr-23	562,430	2	May-23	584,349	3	Jun-23	594,656	4	Jul-23	591,498	5	Aug-23	583,988	6	Sep-23	610,543	7	Oct-23	574,924	Complied
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		8	Nov-23	579,024		
		9	Dec-23	563,429		
		10	Jan-24	543,928		
		11	Feb-24	587,147		
		12	Mar-24	635,544		
		Total		7,011,460		
		Sales in PalmTrace				
<ul style="list-style-type: none">Allocated 6,870 MT of certified FFB. There was any volume extension requested by the ISH to PalmTrace to complete the actual production 7,011 MT.For IS-CPKO: 78 IS-CSPKO dated 30 November 2023 at USD 150 – total USD 11,700 USD.For IS-CPKO: 11 IS-CSPKO dated 23 June 2023 at USD 202.50 – total USD 2,227.50 USD.For IS-CSPKO, stock of transaction: ST-TR-ad29fdf5-4f6a, dated 17th November 2023, volume 56 MT.						
Extension volume approved in Palm Trace dated 7 March 2024 for 2,989 MT, therefore total FFB 9,855 MT.						
D.3 The group has a procedure and system for premium distribution.						
D.3.1						
Eligibility	The group and group manager have agreed on how the premiums should be used and the agreement is recorded and communicated to the group members. Prices, premiums, and timing of premium payment are clearly communicated and transparent to all group members. Premiums disbursed to members at all stages are recorded	Group Manager and ICS team prepared the allocation for premium sharing “Premium Sharing 2023”. This information on premium sharing has been communicated to smallholder group/”kelompok tani”. There is no change related to the percentage of premium sharing compared to the Y2022 period. The percentage of premium				Complied

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	and the premiums are paid in a timely and convenient manner.	<p>sharing has been socialized to all members during Y2022 and Y2023 in January 2023. Evidence of socialization has been shown during audit.</p> <ul style="list-style-type: none"> For Y2024, the premium sharing allocation based on Surat Keputusan No. 02/SK/GM/PPKSS-TB/II/2024 "Pengelolaan Dana Kredit RSPO period 2024" dated 11 February 2024 and has been socialized on 11 February 2024 to all members. 	
Milestone A	The disbursement of premiums, including price and timing of the disbursement to group members is clearly recorded.	<p>ISH Organization Perkumpulan Petani Kelapa Sawit Swadaya Tayo Barokah has prepared the RSPO allocation premium year 2023 based on RSPO IS-CSPKO and IS-CSPKE sales performance year 2022. The premium allocation recorded in "Rencana dan Realisasi Anggaran PPKSS Tayo Barokah 2023", as agreed by the smallholder members.</p> <p>The organization has disbursed the year 2023 RSPO premium for all of its smallholder member during the latest annual member meeting "Rapat Anggota Tahunan" dated 11 February 2024. The evidence of distribution of premium sharing for members has been shown during audit, for example: Triyanto – ID D001 received IDR 450,000, Wardi – ID D.002 received IDR 825,000, Mulyono – ID D.003 received IDR 600,000, Uji Samboro – ID D.004 received IDR 225,000.</p> <p>Plan for Premium Sharing Y2024 has been stated refers to "Surat Keputusan No. 02/SK/GM/PPKSS-TB/II/2024 Pengelolaan Dana Kredit RSPO period 2024" dated 11 February 2024. "Surat Keputusan" has been to all members at the Annual Member Meeting/ Rapat Anggota Tahunan (RAT) on 11 February 2024.</p> <p>During interview with sample of smallholders at ASA3, acknowledged that they have received the premium.</p>	Complied
Milestone B	The disbursement of premiums, including price and timing of the disbursement to group members is clearly recorded.	<p>ISH Organization Perkumpulan Petani Kelapa Sawit Swadaya Tayo Barokah has prepared the RSPO allocation premium year 2021 based on RSPO IS-CSPKO and IS-CSPKE sales performance year 2021. The</p>	Complied

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		<p>premium allocation recorded in "Rencana dan Realisasi Anggaran PPKSS Tayo Barokah 2021", as agreed by the smallholder members.</p> <p>The organization has disbursed the year 2021 RSPO premium for all of its smallholder member during the latest annual member meeting "Rapat Anggota Tahunan" dated 3 March 2022. The rate Rp.150,000 + PPE helmet for each smallholder member – as recorded "Daftar Pengambilan Insentif dan APD Anggota Petani PPKSS Tayo Barokah 2022.</p>	
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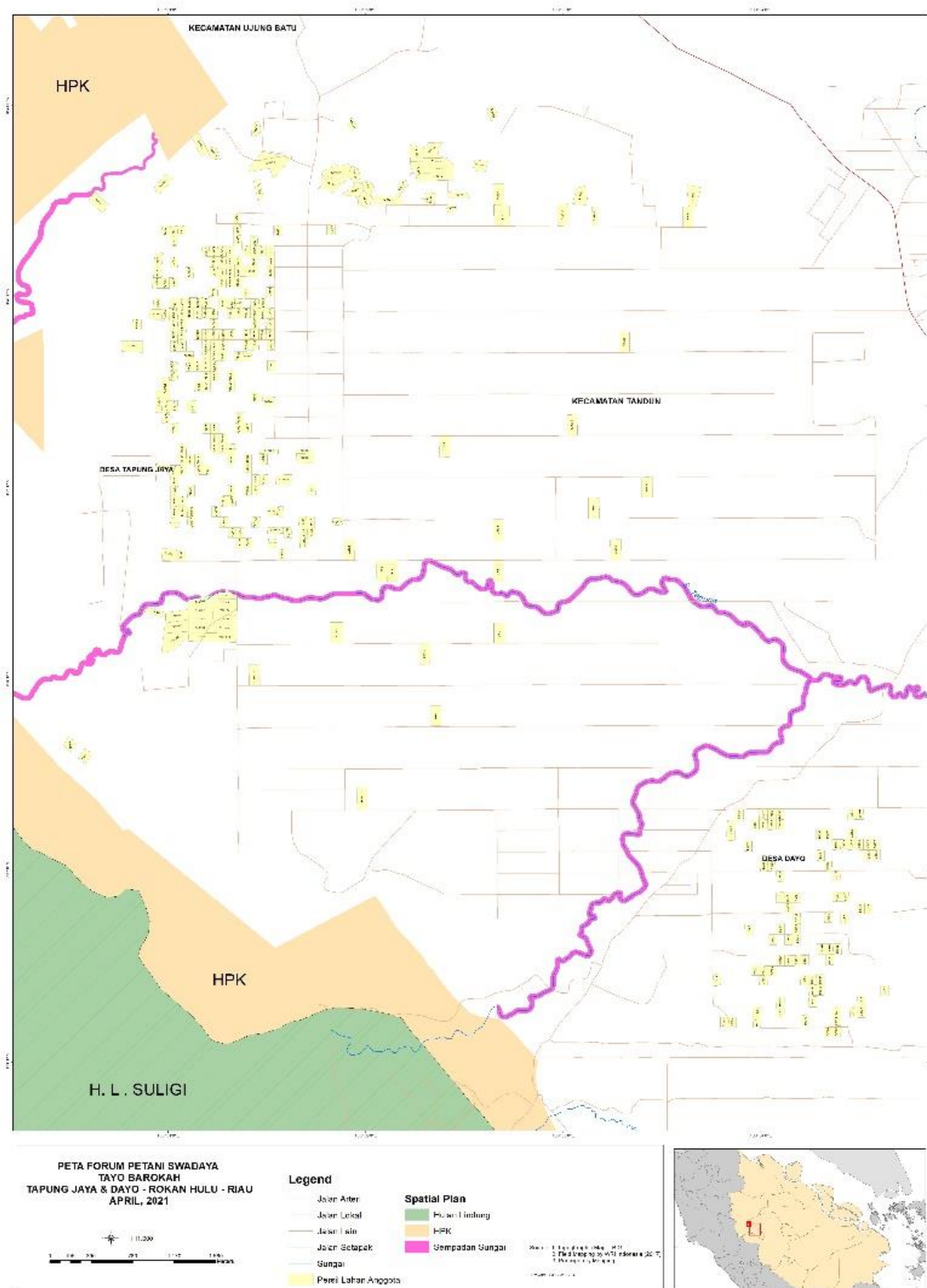
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Appendix B: GHG Reporting Executive Summary

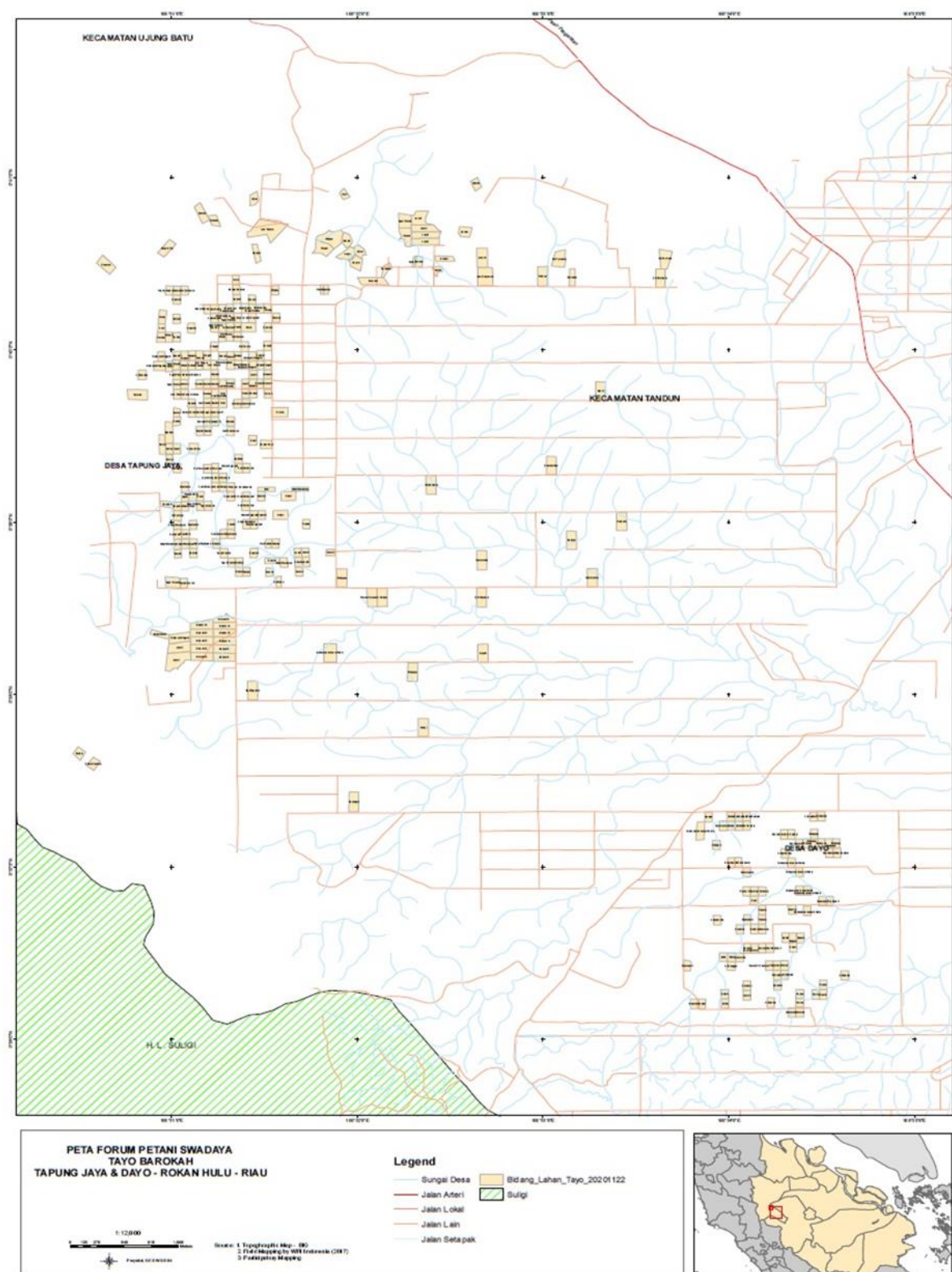
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Appendix D: Estate Field Map



Appendix E: List of Smallholder Registered and/or sampled

Sampling Group	Current Certification	Scope Extension	Other: <i>Please specify</i>
Risk Factor Applied	1.2 (medium risk)	N/A	N/A
Justification of Risk Factor Applied	NC histories		
Number of samples	15		
Remarks			

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	Triyanto	Dayo Village	0°36'45.10"	100°34'12.00"	0.75	0.75	15.79	21/06/2019	D.001
		Dayo Village	0°36'41.74"	100°34'12.00"	0.75	0.75	15.79	21/06/2019	D.001
2	Wardi	Dayo Village	0°36'25.78"	100°34'19.20"	0.75	0.75	15.79	21/06/2019	D.002
		Dayo Village	0°37'48.58"	100°32'20.40"	2.00	2.00	38	21/06/2019	D.002
3	Mulyono*	Dayo Village	0°38'53.71"	100°33'10.80"	2.00	2.00	38	21/06/2019	D.003
4	Uji Samboro	Dayo Village	0°36'25.75"	100°34'15.60"	0.75	0.75	15.79	21/06/2019	D.004
5	Ika Wulandari*	Dayo Village	0°36'31.82"	100°34'12.00"	0.75	0.75	15.79	21/06/2019	D.005
6	Suseto	Dayo Village	0°36'35.41"	100°34'19.20"	0.75	0.75	15.79	21/06/2019	D.006
		Dayo Village	0°36'35.35"	100°34'22.80"	0.75	0.75	15.79	21/06/2019	D.006
7	Warso Haryono	Dayo Village	0°38'33.90"	100°32'06.00"	2.00	2.00	42.12	21/06/2019	D.007
8	Nurholis	Dayo Village	0°39'00.28"	100°33'25.20"	2.00	2.00	42.12	21/06/2019	D.008
9	Mastur Ifas	Dayo Village	0°36'28.55"	100°34'04.80"	0.75	0.75	15.79	21/06/2019	D.009
10	Syamsuari	Dayo Village	0°36'25.69"	100°33'46.80"	0.75	0.75	15.79	21/06/2019	D.010
		Dayo Village	0°36'41.71"	100°34'4.80"	0.75	0.75	15.79	21/06/2019	D.010
		Dayo Village	0°36'48.11"	100°34'30.00"	0.75	0.75	15.79	21/06/2019	D.010
		Dayo Village	0°36'48.09"	100°34'33.60"	0.75	0.75	15.79	21/06/2019	D.010
11	Parino	Dayo Village	0°36'12.79"	100°34'22.80"	0.75	0.75	15.79	21/06/2019	D.011
		Dayo Village	0°36'15.83"	100°34'22.80"	0.75	0.75	15.79	21/06/2019	D.011
		Dayo Village	0°36'15.64"	100°34'26.40"	0.75	0.75	15.79	21/06/2019	D.011
12	Muslih	Dayo Village	0°36'35.40"	100°34'19.20"	2.00	2.00	38	21/06/2019	D.012
		Dayo Village	0°36'15.61"	100°34'30.00"	0.75	0.75	15.79	21/06/2019	D.012
		Dayo Village	0°38'14.42"	100°32'42.00"	0.75	0.75	15.79	21/06/2019	D.012
13	Pamuji Tri Prasetyo	Dayo Village	0°36'25.70"	100°34'12.00"	0.75	0.75	15.79	21/06/2019	D.013
14	Siti Hasanah	Dayo Village	0°38'33.88"	100°32'38.40"	1.97	1.97	41.49	21/06/2019	D.014
15	Wahyono	Dayo Village	0°38'40.63"	100°31'55.20"	2.00	2.00	42.12	21/06/2019	D.015
		Dayo Village	0°37'11.58"	100°34'26.40"	0.75	0.75	15.79	21/06/2019	D.015

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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			
		Dayo Village	0°37'08.22"	100°34'26.40"	0.75	0.75	15.79	21/06/2019	D.015
		Dayo Village	0°37'08.22"	100°34'26.40"	0.75	0.75	15.79	21/06/2019	D.015
		Dayo Village	0°37'08.22"	100°34'30.00"	0.75	0.75	15.79	21/06/2019	D.015
		Dayo Village	0°37'08.22"	100°34'33.60"	0.75	0.75	15.79	21/06/2019	D.015
		Dayo Village	0°37'08.23"	100°34'33.60"	0.75	0.75	15.79	21/06/2019	D.015
		Dayo Village	0°38'07.87"	100°32'16.80"	2.00	2.00	42.12	21/06/2019	D.015
16	Suwandi	Dayo Village	0°36'18.73"	100°34'04.80"	0.75	0.75	15.79	21/06/2019	D.016
		Dayo Village	0°36'31.80"	100°34'12.00"	0.75	0.75	15.79	21/06/2019	D.016
17	Rusito	Dayo Village	0°36'51.56"	100°34'04.80"	0.75	0.75	15.79	21/06/2019	D.017
18	Jumari	Dayo Village	0°36'15.39"	100°34'40.80"	0.75	0.75	15.79	21/06/2019	D.018
19	Memed	Dayo Village	0°37'17.48"	100°33'54.00"	0.75	0.75	15.79	21/06/2019	D.019
		Dayo Village	0°36'12.39"	100°33'50.40"	0.75	0.75	15.79	21/06/2019	D.019
20	Musalim	Dayo Village	0°36'12.40"	100°33'50.40"	0.75	0.75	15.79	21/06/2019	D.020
		Dayo Village	0°36'18.83"	100°34'15.60"	0.75	0.75	15.79	21/06/2019	D.020
		Dayo Village	0°36'31.81"	100°34'04.80"	0.75	0.75	15.79	21/06/2019	D.020
21	Sigit Sugianto	Dayo Village	0°38'01.44"	100°31'26.40"	2.00	2.00	42.12	21/06/2019	D.021
22	Sutarmo	Dayo Village	0°36'51.52"	100°34'08.40"	0.75	0.75	15.79	21/06/2019	D.022
23	H. Sarjono	Dayo Village	0°38'33.91"	100°32'09.60"	2.00	2.00	42.12	21/06/2019	D.023
24	Hariyanto	Dayo Village	0°36'51.53"	100°34'12.00"	0.75	0.75	15.79	21/06/2019	D.024
25	Ali Sodikin	Dayo Village	0°37'17.57"	100°34'26.40"	0.75	0.75	15.79	21/06/2019	D.025
		Dayo Village	0°37'17.66"	100°34'30.00"	0.75	0.75	15.79	21/06/2019	D.025
		Dayo Village	0°36'12.84"	100°34'12.00"	0.75	0.75	15.79	21/06/2019	D.025
		Dayo Village	0°36'22.48"	100°34'15.60"	0.75	0.75	15.79	21/06/2019	D.025
		Dayo Village	0°36'22.32"	100°34'37.20"	0.75	0.75	15.79	21/06/2019	D.025
		Dayo Village	0°36'22.50"	100°34'19.20"	0.75	0.75	15.79	21/06/2019	D.025
26	Sukarjo	Dayo Village	0°36'45.21"	100°34'19.20"	0.75	0.75	15.79	21/06/2019	D.026
27	Sulkin	Dayo Village	0°36'15.76"	100°33'57.60"	0.75	0.75	15.79	21/06/2019	D.027
		Dayo Village	0°36'12.47"	100°33'57.60"	0.75	0.75	15.79	21/06/2019	D.027
28	Muhammad Jaenal Abidin	Dayo Village	0°37'12.56"	100°33'50.40"	1.51	1.51	31.8	21/06/2019	D.028
		Dayo Village	0°37'01.47"	100°34'19.20"	0.75	0.75	15.79	21/06/2019	D.028
		Dayo Village	0°38'14.63"	100°31'51.60"	2.00	2.00	38	21/06/2019	D.028
		Dayo Village	0°36'58.26"	100°34'22.80"	0.75	0.75	15.79	21/06/2019	D.028
		Dayo Village	0°36'51.81"	100°34'22.80"	0.75	0.75	15.79	21/06/2019	D.028
		Dayo Village	0°36'51.83"	100°34'26.40"	0.75	0.75	15.79	21/06/2019	D.028
		Dayo Village	0°36'44.79"	100°34'26.40"	0.75	0.75	15.79	21/06/2019	D.028
29	Eko Subroto	Dayo Village	0°37'11.37"	100°34'19.20"	0.75	0.75	15.79	21/06/2019	D.029

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			Latitude (N)	Longitude (E)	Total Certified Area	Planted Area			
		Dayo Village	0°37'11.35"	100°34'19.20"	0.75	0.75	15.79	21/06/2019	D.029
		Dayo Village	0°37'08.14"	100°34'22.80"	0.75	0.75	15.79	21/06/2019	D.029
		Dayo Village	0°37'04.92"	100°34'33.60"	0.75	0.75	15.79	21/06/2019	D.029
		Dayo Village	0°37'04.89"	100°34'33.60"	0.75	0.75	15.79	21/06/2019	D.029
		Dayo Village	0°37'14.42"	100°34'04.80"	0.75	0.75	15.79	21/06/2019	D.029
		Dayo Village	0°37'17.64"	100°34'04.80"	0.75	0.75	15.79	21/06/2019	D.029
		Dayo Village	0°37'17.56"	100°34'04.80"	0.75	0.75	15.79	21/06/2019	D.029
30	Summaryanto*	Dayo Village	0°37'14.39"	100°33'57.60"	0.75	0.75	15.79	21/06/2019	D.030
		Dayo Village	0°36'58.21"	100°34'04.80"	0.75	0.75	15.79	21/06/2019	D.030
		Dayo Village	0°37'01.51"	100°34'01.20"	0.75	0.75	15.79	21/06/2019	D.030
		Dayo Village	0°38'46.80"	100°32'42.00"	2.00	2.00	42.12	21/06/2019	D.030
		Dayo Village	0°38'40.71"	100°33'14.40"	2.00	2.00	42.12	21/06/2019	D.030
		Dayo Village	0°37'01.58"	100°34'04.80"	0.75	0.75	15.79	21/06/2019	D.030
31	Radi*	Dayo Village	0°36'48.36"	100°34'08.40"	0.75	0.75	15.79	21/06/2019	D.031
32	Sumarno	Dayo Village	0°36'09.39"	100°34'19.20"	0.75	0.75	15.79	21/06/2019	D.032
		Dayo Village	0°36'09.39"	100°34'22.80"	0.75	0.75	15.79	21/06/2019	D.032
		Dayo Village	0°36'38.34"	100°34'04.80"	0.75	0.75	15.79	21/06/2019	D.032
		Dayo Village	0°36'38.43"	100°34'12.00"	0.75	0.75	15.79	21/06/2019	D.032
33	Rusito*	Dayo Village	0°36'19.00"	100°34'30.00"	0.75	0.75	15.79	21/06/2019	D.033
34	Sutiyo	Dayo Village	0°37'17.58"	100°34'01.20"	0.75	0.75	15.79	21/06/2019	D.034
		Dayo Village	0°37'14.37"	100°34'04.80"	0.75	0.75	15.79	21/06/2019	D.034
		Dayo Village	0°37'14.39"	100°34'01.20"	0.75	0.75	15.79	21/06/2019	D.034
35	Salam	Dayo Village	0°36'32.08"	100°34'19.20"	0.75	0.75	15.79	21/06/2019	D.035
36	Miskiyah	Dayo Village	0°37'07.69"	100°33'57.60"	0.75	0.75	15.79	21/06/2019	D.036
37	Jepi Damanik	Dayo Village	0°36'31.72"	100°34'08.40"	0.75	0.75	15.79	21/06/2019	D.037
38	Adi Sumarto	Dayo Village	0°39'13.04"	100°32'24.00"	2.00	2.00	42.12	21/06/2019	D.038
39	Adnan Arifin	Dayo Village	0°36'41.55"	100°33'57.60"	0.75	0.75	15.79	21/06/2019	D.039
40	Abdul Rohim	Dayo Village	0°37'04.79"	100°34'19.20"	0.75	0.75	15.79	21/06/2019	D.040
41	Ali Sanggar	Dayo Village	0°36'25.55"	100°34'01.20"	0.75	0.75	15.79	21/06/2019	D.041
42	Mudiono	Dayo Village	0°36'38.37"	100°34'08.40"	0.75	0.75	15.79	21/06/2019	D.042
43	Sukir	Dayo Village	0°36'28.65"	100°33'57.60"	0.75	0.75	15.79	21/06/2019	D.043
		Dayo Village	0°36'28.60"	100°34'01.20"	0.75	0.75	15.79	21/06/2019	D.043
44	Bonangin	Dayo Village	0°37'22.66"	100°31'58.80"	2.00	2.00	42.12	21/06/2019	D.044
45	Wijiono	Tapung Jaya Village	0°40'20.77"	100°31'33.60"	0.75	0.75	15.79	21/06/2019	TJ.001
		Tapung Jaya Village	0°40'25.66"	100°32'60.00"	1.32	1.32	27.8	21/06/2019	TJ.001
		Tapung Jaya Village	0°40'38.86"	100°31'51.60"	1.84	1.84	38.75	21/06/2019	TJ.001

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46	Arifin	Tapung Jaya Village	0°40'24.35"	100°31'19.20"	0.75	0.75	15.79	21/06/2019	TJ.002
47	Teja Sukmana	Tapung Jaya Village	0°40'20.71"	100°30'57.60"	0.75	0.75	15.79	21/06/2019	TJ.003
		Tapung Jaya Village	0°40'11.12"	100°31'19.20"	0.75	0.75	15.79	21/06/2019	TJ.003
48	Saiful Anwar*	Tapung Jaya Village	0°40'14.40"	100°31'30.00"	0.75	0.75	15.79	21/06/2019	TJ.004
		Tapung Jaya Village	0°40'20.67"	100°31'04.80"	0.75	0.75	15.79	21/06/2019	TJ.004
49	Mulyadi*	Tapung Jaya Village	0°39'41.39"	100°31'04.80"	0.75	0.75	15.79	21/06/2019	TJ.006
		Tapung Jaya Village	0°39'57.93"	100°31'04.80"	0.75	0.75	15.79	21/06/2019	TJ.006
50	Dede Yusuf*	Tapung Jaya Village	0°40'14.38"	100°31'19.20"	0.75	0.75	15.79	21/06/2019	TJ.007
51	Oong Herdiana	Tapung Jaya Village	0°40'14.38"	100°31'26.40"	0.75	0.75	15.79	21/06/2019	TJ.008
52	Rusman	Tapung Jaya Village	0°40'29.62"	100°30'39.60"	0.75	0.75	15.79	21/06/2019	TJ.009
		Tapung Jaya Village	0°40'11.16"	100°31'33.60"	1.83	1.83	30.12	21/06/2019	TJ.009
53	Mulyadi S.	Tapung Jaya Village	0°38'26.20"	100°31'15.60"	1.90	1.13	38	21/06/2019	TJ.010
		Tapung Jaya Village	0°38'15.88"	100°31'15.60"	1.90	1.90	40.01	21/06/2019	TJ.010
		Tapung Jaya Village	0°38'16.02"	100°31'08.40"	1.90	1.90	40.01	21/06/2019	TJ.010
		Tapung Jaya Village	0°38'13.05"	100°31'15.60"	1.90	1.90	38	21/06/2019	TJ.010
		Tapung Jaya Village	0°38'13.24"	100°31'08.40"	1.90	1.13	38	21/06/2019	TJ.010
		Tapung Jaya Village	0°38'23.97"	100°31'15.60"	1.90	1.90	38	21/06/2019	TJ.010
		Tapung Jaya Village	0°38'24.26"	100°31'08.40"	1.90	1.90	38	21/06/2019	TJ.010
		Tapung Jaya Village	0°38'21.48"	100°31'15.60"	1.90	1.90	38	21/06/2019	TJ.010
		Tapung Jaya Village	0°38'21.51"	100°31'08.40"	1.90	1.90	38	21/06/2019	TJ.010
		Tapung Jaya Village	0°38'18.72"	100°31'15.60"	1.90	1.90	40.01	21/06/2019	TJ.010
		Tapung Jaya Village	0°38'18.81"	100°31'08.40"	1.90	1.90	42.12	21/06/2019	TJ.010
54	Sutarlim	Tapung Jaya Village	0°39'44.41"	100°30'50.40"	2.00	2.00	42.12	21/06/2019	TJ.011
55	Buardjo	Tapung Jaya Village	0°40'17.54"	100°31'26.40"	1.58	1.58	33.27	21/06/2019	TJ.012
56	Amri	Tapung Jaya Village	0°40'07.50"	100°30'57.60"	0.75	0.75	15.79	21/06/2019	TJ.013
57	Suwadak	Tapung Jaya Village	0°40'27.99"	100°32'09.60"	1.90	1.90	40.01	21/06/2019	TJ.014
		Tapung Jaya Village	0°40'23.94"	100°32'06.00"	0.10	0.10	2.11	21/06/2019	TJ.014
		Tapung Jaya Village	0°40'25.23"	100°33'10.80"	1.00	1.00	21.06	21/06/2019	TJ.014
58	Suparno	Tapung Jaya Village	0°40'07.76"	100°31'15.60"	0.75	0.75	15.79	21/06/2019	TJ.015
		Tapung Jaya Village	0°39'6.29"	100°30'57.60"	0.75	0.75	15.79	21/06/2019	TJ.015
		Tapung Jaya Village	0°39'05.54"	100°31'01.20"	0.75	0.75	15.79	21/06/2019	TJ.015
		Tapung Jaya Village	0°38'49.34"	100°31'26.40"	0.75	0.75	15.79	21/06/2019	TJ.015
59	Jaer Renata	Tapung Jaya Village	0°39'41.58"	100°31'12.00"	0.75	0.75	15.79	21/06/2019	TJ.016
		Tapung Jaya Village	0°39'44.46"	100°31'01.20"	0.75	0.75	15.79	21/06/2019	TJ.016
		Tapung Jaya Village	0°39'54.73"	100°31'12.00"	0.75	0.75	15.79	21/06/2019	TJ.016
		Tapung Jaya Village	0°40'41.94"	100°31'30.00"	2.00	2.00	42.12	21/06/2019	TJ.016

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		Tapung Jaya Village	0°39'54.73"	100°31'12.00"	1.00	1.00	21.06	21/06/2019	TJ.016
60	Riyadi	Tapung Jaya Village	0°40'35.35"	100°31'48.00"	2.00	2.00	42.12	21/06/2019	TJ.017
61	Kholis	Tapung Jaya Village	0°40'07.89"	100°31'22.80"	0.75	0.75	15.79	21/06/2019	TJ.018
		Tapung Jaya Village	0°40'07.87"	100°31'26.40"	0.75	0.75	15.79	21/06/2019	TJ.018
62	Taslim	Tapung Jaya Village	0°40'27.79"	100°32'27.60"	0.25	0.25	5.26	21/06/2019	TJ.019
63	Sukron	Tapung Jaya Village	0°40'41.13"	100°32'34.80"	0.93	0.93	19.59	21/06/2019	TJ.020
		Tapung Jaya Village	0°40'57.71"	100°32'38.40"	1.00	1.00	21.06	21/06/2019	TJ.020
64	Abdul Muhni	Tapung Jaya Village	0°40'14.50"	100°31'22.80"	0.75	0.75	15.79	21/06/2019	TJ.021
		Tapung Jaya Village	0°40'14.27"	100°31'15.60"	0.75	0.75	15.79	21/06/2019	TJ.021
		Tapung Jaya Village	0°40'14.22"	100°31'12.00"	0.75	0.75	15.79	21/06/2019	TJ.021
		Tapung Jaya Village	0°40'14.25"	100°31'12.00"	0.75	0.75	15.79	21/06/2019	TJ.021
		Tapung Jaya Village	0°40'11.00"	100°31'15.60"	0.75	0.75	15.79	21/06/2019	TJ.021
65	Helmi	Tapung Jaya Village	0°39'09.14"	100°31'37.20"	2.00	2.00	40.12	21/06/2019	TJ.022
		Tapung Jaya Village	0°39'2.58"	100°31'33.60"	0.75	0.75	15.79	21/06/2019	TJ.022
		Tapung Jaya Village	0°40'34.28"	100°32'02.40"	0.75	0.75	15.79	21/06/2019	TJ.022
		Tapung Jaya Village	0°40'33.34"	100°31'55.20"	0.75	0.75	15.79	21/06/2019	TJ.022
		Tapung Jaya Village	0°40'52.56"	100°31'26.40"	0.75	0.75	15.79	21/06/2019	TJ.022
66	Untung	Tapung Jaya Village	0°40'14.42"	100°31'30.00"	0.75	0.75	15.79	21/06/2019	TJ.023
67	Sukidi	Tapung Jaya Village	0°40'30.59"	100°32'16.80"	0.25	0.25	5.26	21/06/2019	TJ.024
68	Yanti	Tapung Jaya Village	0°40'54.12"	100°31'55.20"	0.94	0.94	19.8	21/06/2019	TJ.025
69	Hendra	Tapung Jaya Village	0°40'38.25"	100°31'55.20"	1.81	1.81	38.12	21/06/2019	TJ.026
70	Samsu	Tapung Jaya Village	0°40'04.45"	100°31'01.20"	0.75	0.75	15.79	21/06/2019	TJ.027
		Tapung Jaya Village	0°38'46.15"	100°31'40.80"	0.75	0.75	15.79	21/06/2019	TJ.027
		Tapung Jaya Village	0°38'52.62"	100°31'33.60"	0.75	0.75	15.79	21/06/2019	TJ.027
		Tapung Jaya Village	0°39'35.15"	100°31'01.20"	0.75	0.75	15.79	21/06/2019	TJ.027
71	Samsul Hadi	Tapung Jaya Village	0°39'19.76"	100°33'03.60"	2.00	2.00	42.12	21/06/2019	TJ.028
72	Trimo	Tapung Jaya Village	0°40'20.99"	100°31'48.00"	0.25	0.25	5.26	21/06/2019	TJ.029
73	Herman	Tapung Jaya Village	0°40'04.31"	100°30'57.60"	0.75	0.75	15.79	21/06/2019	TJ.030
74	Sahudi	Tapung Jaya Village	0°39'54.65"	100°31'04.80"	0.75	0.75	15.79	21/06/2019	TJ.031
		Tapung Jaya Village	0°39'54.65"	100°31'04.80"	0.75	0.75	15.79	21/06/2019	TJ.031
75	Maman Saiman	Tapung Jaya Village	0°40'20.99"	100°31'19.20"	0.75	0.75	15.79	21/06/2019	TJ.032
76	Saman Ichwan	Tapung Jaya Village	0°39'44.57"	100°31'4.80"	0.75	0.75	15.79	21/06/2019	TJ.033
77	Suyarto	Tapung Jaya Village	0°38'42.65"	100°31'30.00"	0.75	0.75	15.79	21/06/2019	TJ.034
		Tapung Jaya Village	0°38'46.68"	100°31'33.60"	0.75	0.75	15.79	21/06/2019	TJ.034
78	Mulyadi*	Tapung Jaya Village	0°40'10.81"	100°31'01.20"	0.75	0.75	15.79	21/06/2019	TJ.035
		Tapung Jaya Village	0°40'17.64"	100°31'22.80"	0.75	0.75	15.79	21/06/2019	TJ.035

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		Tapung Jaya Village	0°40'33.65"	100°31'26.40"	1.36	1.36	15.79	21/06/2019	TJ.035
79	Suwandi R.	Tapung Jaya Village	0°39'35.02"	100°31'12.00"	2.00	2.00	40.12	21/06/2019	TJ.035
		Tapung Jaya Village	0°39'38.28"	100°31'15.60"	0.75	0.75	15.79	21/06/2019	TJ.036
		Tapung Jaya Village	0°39'35.09"	100°31'15.60"	0.75	0.75	15.79	21/06/2019	TJ.036
80	Samsul	Tapung Jaya Village	0°40'31.77"	100°32'27.60"	1.01	1.01	21.27	21/06/2019	TJ.036
81	Suwono	Tapung Jaya Village	0°40'30.71"	100°32'20.40"	0.75	0.75	15.79	21/06/2019	TJ.037
82	Tatik	Tapung Jaya Village	0°39'41.44"	100°31'15.60"	0.75	0.75	15.79	21/06/2019	TJ.038
		Tapung Jaya Village	0°39'44.83"	100°31'15.60"	0.75	0.75	15.79	21/06/2019	TJ.039
83	Suyatmi	Tapung Jaya Village	0°40'21.02"	100°31'51.60"	0.25	0.25	5.26	21/06/2019	TJ.039
84	Robiah	Tapung Jaya Village	0°38'59.37"	100°31'44.40"	0.75	0.75	15.79	21/06/2019	TJ.040
85	Ade M. Sholehuddin	Tapung Jaya Village	0°39'12.21"	100°31'19.20"	0.75	0.75	15.79	21/06/2019	TJ.041
86	Ngadi	Tapung Jaya Village	0°39'08.86"	100°31'04.80"	0.75	0.75	15.79	21/06/2019	TJ.042
		Tapung Jaya Village	0°39'45.73"	100°33'18.00"	2.00	2.00	42.12	21/06/2019	TJ.043
87	Tri Utari	Tapung Jaya Village	0°39'38.30"	100°31'33.60"	0.75	0.75	15.79	21/06/2019	TJ.043
		Tapung Jaya Village	0°39'44.78"	100°31'30.00"	0.75	0.75	15.79	21/06/2019	TJ.044
88	Kasupin*	Tapung Jaya Village	0°40'01.43"	100°31'30.00"	0.75	0.75	15.79	21/06/2019	TJ.045
		Tapung Jaya Village	0°39'54.85"	100°31'22.80"	0.75	0.75	15.79	21/06/2019	TJ.045
		Tapung Jaya Village	0°39'54.86"	100°31'22.80"	0.75	0.75	15.79	21/06/2019	TJ.045
		Tapung Jaya Village	0°39'54.66"	100°31'08.40"	0.75	0.75	15.79	21/06/2019	TJ.045
		Tapung Jaya Village	0°39'58.00"	100°31'04.80"	0.75	0.75	15.79	21/06/2019	TJ.045
		Tapung Jaya Village	0°39'57.96"	100°31'08.40"	0.75	0.75	15.79	21/06/2019	TJ.045
		Tapung Jaya Village	0°40'04.44"	100°30'57.60"	0.75	0.75	15.79	21/06/2019	TJ.045
89	Asef Safarudin	Tapung Jaya Village	0°39'44.75"	100°31'15.60"	0.75	0.75	15.79	21/06/2019	TJ.046
		Tapung Jaya Village	0°39'48.19"	100°31'15.60"	0.75	0.75	15.79	21/06/2019	TJ.046
90	Sugiono	Tapung Jaya Village	0°39'38.30"	100°31'12.00"	0.75	0.75	15.79	21/06/2019	TJ.047
91	Atmari	Tapung Jaya Village	0°39'44.88"	100°31'22.80"	0.75	0.75	15.79	21/06/2019	TJ.048
92	Supardi	Tapung Jaya Village	0°39'02.57"	100°31'30.00"	0.75	0.75	15.79	21/06/2019	TJ.049
		Tapung Jaya Village	0°39'57.97"	100°31'01.20"	0.75	0.75	15.79	21/06/2019	TJ.049
		Tapung Jaya Village	0°39'54.29"	100°30'57.60"	0.75	0.75	15.79	21/06/2019	TJ.049
93	Siswoyo	Tapung Jaya Village	0°39'48.29"	100°31'19.20"	0.75	0.75	15.79	21/06/2019	TJ.050
		Tapung Jaya Village	0°39'44.74"	100°31'12.00"	0.75	0.75	15.79	21/06/2019	TJ.050
		Tapung Jaya Village	0°40'45.02"	100°31'12.00"	1.03	1.03	21.69	21/06/2019	TJ.050
94	Sringah*	Tapung Jaya Village	0°39'54.76"	100°31'30.00"	0.75	0.75	15.79	21/06/2019	TJ.051
		Tapung Jaya Village	0°39'58.03"	100°31'12.00"	0.75	0.75	15.79	21/06/2019	TJ.051
		Tapung Jaya Village	0°40'01.20"	100°31'12.00"	0.75	0.75	15.79	21/06/2019	TJ.051
95	Kaiman*	Tapung Jaya Village	0°39'54.73"	100°31'30.00"	0.75	0.75	15.79	21/06/2019	TJ.052

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			Latitude (N)	Longitude (E)	Total Certified Area	Planted Area			
		Tapung Jaya Village	0°39'58.03"	100°31'30.00"	0.75	0.75	15.79	21/06/2019	TJ.052
96	Sunarti	Tapung Jaya Village	0°39'57.93"	100°31'19.20"	0.75	0.75	15.79	21/06/2019	TJ.053
		Tapung Jaya Village	0°39'57.90"	100°31'15.60"	0.75	0.75	15.79	21/06/2019	TJ.053
97	Slamet Mulyono	Tapung Jaya Village	0°39'54.80"	100°31'19.20"	0.75	0.75	15.79	21/06/2019	TJ.054
		Tapung Jaya Village	0°39'51.32"	100°31'04.80"	0.75	0.75	15.79	21/06/2019	TJ.054
98	Supijan	Tapung Jaya Village	0°39'31.80"	100°31'12.00"	0.75	0.75	15.79	21/06/2019	TJ.055
		Tapung Jaya Village	0°39'31.79"	100°31'08.40"	0.75	0.75	15.79	21/06/2019	TJ.055
99	Supartin	Tapung Jaya Village	0°40'07.59"	100°31'04.80"	0.75	0.75	15.79	21/06/2019	TJ.056
100	Munasir	Tapung Jaya Village	0°39'51.47"	100°31'30.00"	0.75	0.75	15.79	21/06/2019	TJ.057
		Tapung Jaya Village	0°39'48.30"	100°31'30.00"	0.75	0.75	15.79	21/06/2019	TJ.057
101	Suwandi (B)	Tapung Jaya Village	0°39'09.00"	100°31'19.20"	0.75	0.75	15.79	21/06/2019	TJ.058
102	Sundari	Tapung Jaya Village	0°39'48.33"	100°31'26.40"	0.75	0.75	15.79	21/06/2019	TJ.059
		Tapung Jaya Village	0°39'48.27"	100°31'30.00"	0.75	0.75	15.79	21/06/2019	TJ.059
103	Kastubi	Tapung Jaya Village	0°39'48.18"	100°31'12.00"	0.75	0.75	15.79	21/06/2019	TJ.060
		Tapung Jaya Village	0°39'51.44"	100°31'15.60"	0.75	0.75	15.79	21/06/2019	TJ.059
		Tapung Jaya Village	0°39'48.12"	100°31'15.60"	0.75	0.75	15.79	21/06/2019	TJ.059
104	Nuribat	Tapung Jaya Village	0°39'44.87"	100°31'26.40"	0.75	0.75	15.79	21/06/2019	TJ.061
		Tapung Jaya Village	0°39'48.09"	100°31'08.40"	0.75	0.75	15.79	21/06/2019	TJ.061
		Tapung Jaya Village	0°39'38.30"	100°31'08.40"	0.75	0.75	15.79	21/06/2019	TJ.061
105	Waijin	Tapung Jaya Village	0°40'04.54"	100°31'15.60"	0.75	0.75	15.79	21/06/2019	TJ.062
		Tapung Jaya Village	0°40'11.49"	100°30'57.60"	0.75	0.75	15.79	21/06/2019	TJ.062
106	Andi Setiyawan	Tapung Jaya Village	0°39'18.86"	100°31'22.80"	0.75	0.75	15.79	21/06/2019	TJ.063
		Tapung Jaya Village	0°39'08.99"	100°31'22.80"	0.75	0.75	15.79	21/06/2019	TJ.063
		Tapung Jaya Village	0°39'05.83"	100°31'22.80"	0.75	0.75	15.79	21/06/2019	TJ.063
		Tapung Jaya Village	0°39'12.29"	100°31'15.60"	0.75	0.75	15.79	21/06/2019	TJ.063
		Tapung Jaya Village	0°39'12.28"	100°31'15.60"	0.75	0.75	15.79	21/06/2019	TJ.063
		Tapung Jaya Village	0°39'31.77"	100°31'19.20"	0.75	0.75	15.79	21/06/2019	TJ.063
		Tapung Jaya Village	0°40'25.49"	100°32'42.00"	1.00	1.00	21.06	21/06/2019	TJ.063
107	Sukirman	Tapung Jaya Village	0°38'39.25"	100°31'33.60"	0.75	0.75	15.79	21/06/2019	TJ.064
108	Musfiroh	Tapung Jaya Village	0°39'22.06"	100°31'22.80"	0.75	0.75	15.79	21/06/2019	TJ.065
		Tapung Jaya Village	0°38'49.29"	100°31'08.40"	0.75	0.75	15.79	21/06/2019	TJ.065
109	Warsim	Tapung Jaya Village	0°39'35.10"	100°31'19.20"	0.75	0.75	15.79	21/06/2019	TJ.066
110	Jumari	Tapung Jaya Village	0°38'42.85"	100°31'40.80"	0.75	0.75	15.79	21/06/2019	TJ.067
		Tapung Jaya Village	0°38'49.49"	100°31'51.60"	0.75	0.75	15.79	21/06/2019	TJ.065
111	Sucipto	Tapung Jaya Village	0°37'39.59"	100°30'28.80"	2.00	2.00	42.12	21/06/2019	TJ.068
112	Edi Purwanto	Tapung Jaya Village	0°40'31.59"	100°33'03.60"	1.95	1.95	41.07	21/06/2019	TJ.069

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			Latitude (N)	Longitude (E)	Total Certified Area	Planted Area			
		Tapung Jaya Village	0°39'15.50"	100°31'15.60"	0.75	0.75	15.79	21/06/2019	TJ.069
		Tapung Jaya Village	0°39'15.50"	100°31'15.60"	0.75	0.75	15.79	21/06/2019	TJ.069
		Tapung Jaya Village	0°39'18.73"	100°31'15.60"	1.00	1.00	21.06	21/06/2019	TJ.069
		Tapung Jaya Village	0°39'18.71"	100°31'12.00"	1.58	1.58	33.27	21/06/2019	TJ.069
		Tapung Jaya Village	0°40'24.98"	100°33'39.60"	1.91	1.91	40.22	21/06/2019	TJ.069
		Tapung Jaya Village	0°40'31.81"	100°33'39.60"	2.00	2.00	42.12	21/06/2019	TJ.069
113	Mujiyat	Tapung Jaya Village	0°38'52.57"	100°31'15.60"	0.75	0.75	15.79	21/06/2019	TJ.070
		Tapung Jaya Village	0°38'46.00"	100°31'22.80"	0.75	0.75	15.79	21/06/2019	TJ.070
		Tapung Jaya Village	0°38'42.76"	100°31'22.80"	0.75	0.75	15.79	21/06/2019	TJ.070
		Tapung Jaya Village	0°38'42.78"	100°31'22.80"	0.75	0.75	15.79	21/06/2019	TJ.070
114	Sasa	Tapung Jaya Village	0°39'09.00"	100°31'08.40"	0.75	0.75	15.79	21/06/2019	TJ.071
115	Budi	Tapung Jaya Village	0°39'28.45"	100°31'26.40"	0.75	0.75	15.79	21/06/2019	TJ.072
		Tapung Jaya Village	0°39'11.47"	100°31'30.00"	0.75	0.75	15.79	21/06/2019	TJ.072
116	Nur Sobirin	Tapung Jaya Village	0°38'52.62"	100°31'30.00"	0.75	0.75	15.79	21/06/2019	TJ.073
117	Yamidi	Tapung Jaya Village	0°38'59.25"	100°31'19.20"	0.75	0.75	15.79	21/06/2019	TJ.075
118	Jumal	Tapung Jaya Village	0°38'49.44"	100°31'40.80"	0.75	0.75	15.79	21/06/2019	TJ.076
		Tapung Jaya Village	0°38'49.50"	100°31'44.40"	0.75	0.75	15.79	21/06/2019	TJ.076
		Tapung Jaya Village	0°38'46.18"	100°31'44.40"	0.75	0.75	15.79	21/06/2019	TJ.076
119	Narwin	Tapung Jaya Village	0°39'21.89"	100°30'57.60"	0.75	0.75	15.79	21/06/2019	TJ.077
		Tapung Jaya Village	0°39'25.62"	100°30'57.60"	0.75	0.75	15.79	21/06/2019	TJ.077
		Tapung Jaya Village	0°39'27.04"	100°30'57.60"	1.43	1.43	30.12	21/06/2019	TJ.077
120	Agus Suyono	Tapung Jaya Village	0°38'46.02"	100°31'19.20"	0.75	0.75	15.79	21/06/2019	TJ.078
		Tapung Jaya Village	0°38'49.27"	100°31'15.60"	0.75	0.75	15.79	21/06/2019	TJ.078
		Tapung Jaya Village	0°40'11.19"	100°31'22.80"	0.75	0.75	15.79	21/06/2019	TJ.078
121	Nuraini	Tapung Jaya Village	0°40'30.31"	100°31'58.80"	1.49	1.49	31.38	21/06/2019	TJ.079
122	Ngateno	Tapung Jaya Village	0°39'31.18"	100°30'57.60"	2.00	2.00	42.12	21/06/2019	TJ.080
123	Dedi Sumarlin	Tapung Jaya Village	0°38'55.92"	100°31'15.60"	0.75	0.75	15.79	21/06/2019	TJ.081
124	Syaefudin	Tapung Jaya Village	0°38'55.94"	100°31'19.20"	0.75	0.75	15.79	21/06/2019	TJ.082
		Tapung Jaya Village	0°38'59.15"	100°31'08.40"	0.75	0.75	15.79	21/06/2019	TJ.082
		Tapung Jaya Village	0°38'55.94"	100°31'04.80"	0.75	0.75	15.79	21/06/2019	TJ.082
		Tapung Jaya Village	0°38'55.81"	100°31'01.20"	0.75	0.75	15.79	21/06/2019	TJ.082
		Tapung Jaya Village	0°39'12.29"	100°31'04.80"	0.75	0.75	15.79	21/06/2019	TJ.082
		Tapung Jaya Village	0°39'18.75"	100°31'01.20"	0.75	0.75	15.79	21/06/2019	TJ.082
125	Ahmad Roni	Tapung Jaya Village	0°39'27.11"	100°31'30.00"	0.75	0.75	15.79	21/06/2019	TJ.083
		Tapung Jaya Village	0°39'08.94"	100°31'08.40"	0.75	0.75	15.79	21/06/2019	TJ.083

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		Tapung Jaya Village	0°39'25.59"	100°31'08.40"	0.75	0.75	15.79	21/06/2019	TJ.083
126	Agus Taryana	Tapung Jaya Village	0°38'39.10"	100°31'01.20"	3.64	3.64	76.66	21/06/2019	TJ.084
127	Ahmad Apipudin	Tapung Jaya Village	0°39'18.85"	100°31'22.80"	0.75	0.75	15.79	21/06/2019	TJ.085
		Tapung Jaya Village	0°39'02.58"	100°31'26.40"	0.75	0.75	15.79	21/06/2019	TJ.085
		Tapung Jaya Village	0°38'59.33"	100°31'26.40"	0.75	0.75	15.79	21/06/2019	TJ.085
		Tapung Jaya Village	0°38'59.33"	100°31'22.80"	0.75	0.75	15.79	21/06/2019	TJ.085
128	Agus Ariyanto	Tapung Jaya Village	0°40'07.80"	100°31'15.60"	0.75	0.75	15.79	21/06/2019	TJ.086
		Tapung Jaya Village	0°40'11.02"	100°31'15.60"	0.75	0.75	15.79	21/06/2019	TJ.086
		Tapung Jaya Village	0°39'05.76"	100°31'12.00"	0.75	0.75	15.79	21/06/2019	TJ.086
		Tapung Jaya Village	0°39'05.71"	100°31'08.40"	0.75	0.75	15.79	21/06/2019	TJ.086
129	Junaidi	Tapung Jaya Village	0°40'32.08"	100°32'42.00"	2.00	2.00	42.12	21/06/2019	TJ.087
130	Aji Santoso	Tapung Jaya Village	0°39'02.34"	100°31'01.20"	0.75	0.75	15.79	21/06/2019	TJ.088
		Tapung Jaya Village	0°39'51.29"	100°30'50.40"	0.75	0.75	15.79	21/06/2019	TJ.088
		Tapung Jaya Village	0°40'07.84"	100°31'19.20"	0.75	0.75	15.79	21/06/2019	TJ.088
131	Agus Riyanto	Tapung Jaya Village	0°39'48.00"	100°31'01.20"	0.75	0.75	15.79	21/06/2019	TJ.089
		Tapung Jaya Village	0°40'44.85"	100°32'16.80"	1.78	1.78	37.49	21/06/2019	TJ.089
		Tapung Jaya Village	0°39'54.75"	100°31'01.20"	0.75	0.75	15.79	21/06/2019	TJ.089
		Tapung Jaya Village	0°39'51.36"	100°31'01.20"	0.75	0.75	15.79	21/06/2019	TJ.089
132	Turinah	Tapung Jaya Village	0°40'39.71"	100°32'16.80"	1.91	1.91	40.22	21/06/2019	TJ.090
133	Sudarso	Tapung Jaya Village	0°40'20.64"	100°31'01.20"	0.75	0.75	15.79	21/06/2019	TJ.091
		Tapung Jaya Village	0°40'17.50"	100°31'01.20"	0.75	0.75	15.79	21/06/2019	TJ.091
134	Kusdi	Tapung Jaya Village	0°39'25.60"	100°31'01.20"	0.75	0.75	15.79	21/06/2019	TJ.092
135	Sidi Darmo	Tapung Jaya Village	0°39'41.31"	100°31'22.80"	0.75	0.75	15.79	21/06/2019	TJ.093
		Tapung Jaya Village	0°39'41.27"	100°31'22.80"	0.75	0.75	15.79	21/06/2019	TJ.093
		Tapung Jaya Village	0°40'01.15"	100°31'22.80"	0.75	0.75	15.79	21/06/2019	TJ.093
		Tapung Jaya Village	0°40'04.58"	100°31'22.80"	0.75	0.75	15.79	21/06/2019	TJ.093
		Tapung Jaya Village	0°40'04.61"	100°31'19.20"	0.75	0.75	15.79	21/06/2019	TJ.093
136	Asmari	Tapung Jaya Village	0°39'38.20"	100°31'01.20"	0.75	0.75	15.79	21/06/2019	TJ.094
		Tapung Jaya Village	0°39'48.09"	100°31'04.80"	0.75	0.75	15.79	21/06/2019	TJ.094
137	Solihun	Tapung Jaya Village	0°39'57.94"	100°31'22.80"	0.75	0.75	15.79	21/06/2019	TJ.095
138	Hamidin	Tapung Jaya Village	0°39'41.52"	100°31'15.60"	0.75	0.75	15.79	21/06/2019	TJ.096
139	Abdul Halim	Tapung Jaya Village	0°39'05.60"	100°31'04.80"	0.75	0.75	15.79	21/06/2019	TJ.097
140	Dedi Supriadi	Tapung Jaya Village	0°40'11.12"	100°31'26.40"	0.75	0.75	15.79	21/06/2019	TJ.098
141	Sutrisno	Tapung Jaya Village	0°40'07.87"	100°31'30.00"	0.75	0.75	15.79	21/06/2019	TJ.099
142	Slamet Iswanto	Tapung Jaya Village	0°37'35.98"	100°30'36.00"	2.00	2.00	42.12	21/06/2019	TJ.100
143	Rosidin	Tapung Jaya Village	0°38'49.01"	100°31'01.20"	0.75	0.75	15.79	21/06/2019	TJ.101

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			Latitude (N)	Longitude (E)	Total Certified Area	Planted Area			
144	Sumarji	Tapung Jaya Village	0°40'47.54"	100°31'08.40"	0.75	0.75	15.79	21/06/2019	TJ.102
		Tapung Jaya Village	0°39'09.10"	100°31'30.00"	1.54	1.54	32.43	21/06/2019	TJ.102
145	Luyati	Tapung Jaya Village	0°39'48.21"	100°31'22.80"	0.75	0.75	15.79	21/06/2019	TJ.104
		Tapung Jaya Village	0°39'51.40"	100°31'26.40"	0.75	0.75	15.79	21/06/2019	TJ.104
		Tapung Jaya Village	0°40'37.68"	100°32'20.40"	2.00	2.00	42.12	21/06/2019	TJ.104
		Tapung Jaya Village	0°40'40.01"	100°32'20.40"	1.95	1.95	41.07	21/06/2019	TJ.104
		Tapung Jaya Village	0°40'42.27"	100°32'20.40"	2.00	2.00	42.12	21/06/2019	TJ.104
		Tapung Jaya Village	0°40'45.78"	100°32'20.40"	2.00	2.00	42.12	21/06/2019	TJ.104
		Tapung Jaya Village	0°38'16.44"	100°31'01.20"	2.00	2.00	42.12	21/06/2019	TJ.104
		Tapung Jaya Village	0°38'12.05"	100°31'01.20"	2.00	2.00	42.12	21/06/2019	TJ.104
146	Nurbaiti Amin	Tapung Jaya Village	0°39'38.28"	100°31'08.40"	0.75	0.75	15.79	21/06/2019	TJ.105
		Tapung Jaya Village	0°38'20.99"	100°30'57.60"	1.00	1.00	21.06	21/06/2019	TJ.105
147	Nurhayati Ningsih	Tapung Jaya Village	0°39'54.55"	100°31'26.40"	0.75	0.75	15.79	21/06/2019	TJ.106
		Tapung Jaya Village	0°39'57.75"	100°31'26.40"	0.75	0.75	15.79	21/06/2019	TJ.106
		Tapung Jaya Village	0°39'54.43"	100°30'57.60"	2.00	2.00	42.12	21/06/2019	TJ.106
		Tapung Jaya Village	0°39'57.76"	100°30'57.60"	0.90	0.90	18.95	21/06/2019	TJ.106
		Tapung Jaya Village	0°38'19.78"	100°31'01.20"	2.00	2.00	42.16	21/06/2019	TJ.106
148	Sucipto Pio	Tapung Jaya Village	0°40'35.39"	100°30'57.60"	1.00	1.00	21.06	21/06/2019	TJ.107
149	Abdul Warisman	Tapung Jaya Village	0°39'11.52"	100°31'40.80"	0.75	0.75	15.79	21/06/2019	TJ.108
		Tapung Jaya Village	0°38'59.03"	100°31'01.20"	0.75	0.75	15.79	21/06/2019	TJ.108
		Tapung Jaya Village	0°38'52.54"	100°31'08.40"	0.75	0.75	15.79	21/06/2019	TJ.108
		Tapung Jaya Village	0°38'52.47"	100°31'04.80"	0.75	0.75	15.79	21/06/2019	TJ.108
		Tapung Jaya Village	0°38'52.41"	100°31'01.20"	0.75	0.75	15.79	21/06/2019	TJ.108
		Tapung Jaya Village	0°38'46.01"	100°31'37.20"	0.75	0.75	15.79	21/06/2019	TJ.108
150	Apip Munawar	Tapung Jaya Village	0°38'38.83"	100°31'4.80"	0.75	0.75	15.15	21/06/2019	TJ.109
151	Sukirno	Tapung Jaya Village	0°37'30.95"	100°30'25.20"	1.32	1.32	26.66	21/06/2019	TJ.074
Total					328.98	328.98	6,871		

Note: * are smallholders sampled in this audit.

The certified volume of FFB production is based on the prorated. Therefore, the certified volume of FFB production from September 2024 to March 2025 is 4,008.08 mt

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