

**RSPO PRINCIPLE AND CRITERIA
PUBLIC SUMMARY REPORT**☐ Initial Assessment☒ Annual Surveillance Assessment (1_2)☐ Recertification Assessment (Choose an item.)☐ Extension of Scope

Client Company Name / Parent Company: PT. Inti Indosawit Subur
Client company Address: Jl. MH. Thamrin No. 31, Jakarta 10230, Indonesia
Certification Unit: PT. Rigunas Agri Utama – Bungo Tebo Mill Location of Certification Unit: Tuo Sumay & Pinang Belai Village, Sumay & Serai Serumpun Sub District, Tebo Regency, Jambi Province, Indonesia
Date of Final Report: 14/10/2024

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Section 1: Scope of the Assessment

1. Company Details			
Parent Company	PT. Inti Indosawit Subur		
RSPO Membership Number	1-0022-06-000-00	Membership Approval Date	6 th February 2006
Address	Jl. Palembang Kav. 35-37 Kebon Melati, Tanah Abang, Jakarta Pusat, DKI. Jakarta. 10230		
Palm Oil Mill / Group Manager / Estate (Certification Unit)	PT. Rigunas Agri Utama – Bungo Tebo Palm Oil Mill		
Location / Address	Tuo Sumay & Pinang Belai Village, Sumay & Serai Serumpun Sub District, Tebo Regency, Jambi Province, Indonesia		
Website	www.asianagri.com		
Management Representative	Ivan Novrizaldie	E-mail	Ivan_Novrizaldie@asianagri.com
Telephone	+62 21 2301 119	Facsimile	+62 21 2301 120

2. Certification Information			
Certificate Number	RSPO 620917	Certificate Start Date	13/05/2022
Date of First Certification	03/12/2015	Certificate Expiry Date	12/05/2027
Scope of Certification	Production of Sustainable Crude Palm Oil (CPO) and Palm Kernel (PK)		
Visit Objectives	<ul style="list-style-type: none"> Determination of the conformity of the client's management system, or parts of it, with audit criteria. Evaluation of the ability of the management system to ensure the client organization meets applicable statutory, regulatory and contractual requirements. 		
Assessment Cycle	<input type="checkbox"/> Pre Assessment (Choose an item.) <input type="checkbox"/> Initial Assessment <input checked="" type="checkbox"/> Annual Surveillance Assessment (ASA 1_2) <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 2020 of the RSPO P&C 2018		
Supply Chain Module	<input type="checkbox"/> Identity Preserved; <input checked="" type="checkbox"/> Mass Balance	Mill Capacity	60 MT/hour
ISH certification Phase	<input type="checkbox"/> Eligibility <input type="checkbox"/> Milestone A <input type="checkbox"/> Milestone B <input checked="" 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
ID05/65250	ISO 14001:2015	SGS	10 June 2026
EU-ISCC-Cert-DE100-02730124	ISCC	SGS	28 June 2025
BSI-ISPO 619412	ISPO	BSI Group Indonesia	5 December 2026

4. Location(s) of Mill & Supply Bases			
Name (Mill / Supply Base / Group Manager / Smallholders)	Location	GPS Coordinates	
		Latitude	Longitude
Bungo Tebo Palm Oil Mill	Village of Tuo Sumay (sub-District of Sumay) and Pinang Belai (sub-District of Serai Serumpun), Tebo Regency, Jambi Province.	1° 20' 46.02" S	102° 27' 17.04" E
Bungo Tebo Estate	Village of Tuo Sumay (sub-District of Sumay) and Pinang Belai (sub-District of Serai Serumpun), Tebo Regency, Jambi Province	01° 15' 13.00" S	102° 21' 39.00" E
Koperasi Tanjung Dani Sakti (110 smallholders)	Tanjung Dani Hamlet, Tuo Sumay Village, Sumay sub-District, Tebo Regency, Jambi Province	01° 19' 17.00" S	102° 24' 36.00" E
Koperasi Sumay Jaya (116 smallholders)	Tuo Sumay Village, Sumay sub-District, Tebo Regency, Jambi Province	01° 23' 02.00" S	102° 26' 13.00" E
Koperasi Sumber Usaha (92 smallholders)	Tuo Sumay Village, Sumay sub-District, Tebo Regency, Jambi Province	01° 23' 06.00" S	102° 26' 49.00" E
Koperasi Sawit Bina Tani (119 smallholders)	Sungai Rambai Village, Tebo Ulu sub-District, Tebo Regency, Jambi Province	01° 22' 31.00" S	102° 23' 54.00" E
Koperasi Belarik Jaya (91 smallholders)	Jati Belarik Village, Sumay sub-District, Tebo Regency, Jambi Province	01° 27' 36.00" S	102° 27' 06.00" E
Koperasi Sawit Tambara Jaya (109 smallholders)	Tambun Arang Village, Sumay sub-District, Tebo Regency, Jambi Province	01° 26' 16.00" S	102° 28' 02.00" E
Koperasi Tunas Harapan (72 smallholders)	Teluk Langkap Village, Sumay sub-District, Tebo Regency, Jambi Province	01° 26' 02.00" S	102° 26' 18.00" E
Koperasi Sejahtera Tani (44 smallholders)	Punti Kalo Village, Sumay sub-District, Tebo Regency, Jambi Province	01° 25' 29.00" S	102° 25' 31.00" E
Koperasi Produksi Tani Mandiri (79 smallholders)	Kandang Village, Tebo Tengah sub-District, Tebo Regency, Jambi Province	01° 26' 34.00" S	102° 29' 24.00" E
Koperasi Tanjung Jaya Bersama (34 smallholders)	Tuo Sumay Village, Sumay sub-District, Tebo Regency, Jambi Province	01° 19' 40.00" S	102° 28' 29.00" E
Koperasi Tanjung Aur Duri (34 smallholders)	Teriti Village, Sumay sub-District, Tebo Regency, Jambi Province	01° 19' 38.00" S	102° 28' 03.00" E

Koperasi Sawit Sumay Makmur (429 smallholders)	Pinang Belai Village, Serai Serumpun sub-District, Tebo Regency, Jambi Province	01° 16' 58.00" S	102° 21' 50.00" E
Koperasi Sawit Makmur (336 smallholders)	Sekutur Jaya Village, Serai Serumpun sub-District, Tebo Regency, Jambi Province	01° 15' 34.00" S	102° 20' 01.00" E
Koperasi Barokah (186 smallholders)	Teluk Kasai Rambahan Village, Tebo Ulu sub-District, Tebo Regency, Jambi Province	01° 18' 00.00" S	102° 18' 40.00" E
Koperasi Sawit Karya Makmur (355 smallholders)	Napal Putih Village, Serai Serumpun sub-District, Tebo Regency, Jambi Province	01° 11' 02.40" S	102° 17' 01.30" E
Koperasi Sawit Tanduk Perkasa (369 smallholders)	Suko Makmur Village, Serai Serumpun sub-District, Tebo Regency, Jambi Province	01° 09' 05.00" S	102° 13' 55.50" E
Koperasi Sawit Makmur Bersama (314 smallholders)	Bukit Pamuatan Village, Serai Serumpun sub-District, Tebo Regency, Jambi Province	01° 12' 15.50" S	102° 18' 33.80" E
Koperasi Sawit Keluarga Sejahtera (68 smallholders)	Bungo Tanjung Village, Tebo Ulu sub-District, Tebo Regency, Jambi Province	01° 12' 46.80" S	102° 18' 57.70" E

5. Description of Supply Base

New Planting Development					
<input checked="" type="checkbox"/> No			<input type="checkbox"/> Yes		
Estate / Smallholders	Total Planted (Mature + Immature) (ha)	HCV (ha)	Infrastructure & Other (ha)	Total Area (ha)	% of Planted
Bungo Tebo Estate	2,489.38	65.00	111.26	2,665.64	93.39
Koperasi Tanjung Dani Sakti	220.00	0.00	0.00	220.00	100.00
Koperasi Sumay Jaya	232.00	0.00	0.00	232.00	100.00
Koperasi Sumber Usaha	184.00	0.00	0.00	184.00	100.00
Koperasi Sawit Bina Tani	238.00	0.00	0.00	238.00	100.00
Koperasi Belarik Jaya	182.00	0.00	0.00	182.00	100.00
Koperasi Sawit Tambara Jaya	218.00	0.00	0.00	218.00	100.00
Koperasi Tunas Harapan	144.00	0.00	0.00	144.00	100.00
Koperasi Sejahtera Tani	88.00	0.00	0.00	88.00	100.00
Koperasi Produksi Tani Mandiri	158.00	0.00	0.00	158.00	100.00
Koperasi Tanjung Jaya Bersama	68.00	0.00	0.00	68.00	100.00
Koperasi Tanjung Aur Duri	68.00	0.00	0.00	68.00	100.00
Koperasi Sawit Sumay Makmur	858.00	0.00	0.00	858.00	100.00
Koperasi Sawit Makmur	672.00	0.00	0.00	672.00	100.00
Koperasi Barokah	372.00	0.00	0.00	372.00	100.00

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Koperasi Sawit Karya Makmur	710.00	0.00	0.00	710.00	100.00
Koperasi Sawit Tanduk Perkasa	738.00	0.00	0.00	738.00	100.00
Koperasi Sawit Makmur Bersama	628.00	0.00	0.00	628.00	100.00
Koperasi Sawit Keluarga Sejahtera	136.00	0.00	0.00	136.00	100.00
Total	8,403.38	65.00	111.26	8,579.64	97.95
Note:					

6. Plantings & Cycle						
Estate / Smallholders	Age (Years) - ha				Mature	Immature
	0 - 3	4 - 14	15 - 25	>25		
Bungo Tebo Estate	0.00	1,977.38	512.00	0.00	2,489.38	0.00
Koperasi Tanjung Dani Sakti	0.00	0.00	220.00	0.00	220.00	0.00
Koperasi Sumay Jaya	0.00	0.00	232.00	0.00	232.00	0.00
Koperasi Sumber Usaha	0.00	82.00	102.00	0.00	184.00	0.00
Koperasi Sawit Bina Tani	0.00	0.00	238.00	0.00	238.00	0.00
Koperasi Belarik Jaya	0.00	0.00	182.00	0.00	182.00	0.00
Koperasi Sawit Tambara Jaya	0.00	0.00	218.00	0.00	218.00	0.00
Koperasi Tunas Harapan	0.00	0.00	144.00	0.00	144.00	0.00
Koperasi Sejahtera Tani	0.00	0.00	88.00	0.00	88.00	0.00
Koperasi Produksi Tani Mandiri	0.00	0.00	158.00	0.00	158.00	0.00
Koperasi Tanjung Jaya Bersama	0.00	0.00	68.00	0.00	68.00	0.00
Koperasi Tanjung Aur Duri	0.00	0.00	68.00	0.00	68.00	0.00
Koperasi Sawit Sumay Makmur	386.00	0.00	472.00	0.00	472.00	386.00
Koperasi Sawit Makmur	0.00	0.00	672.00	0.00	672.00	0.00
Koperasi Barokah	0.00	0.00	372.00	0.00	372.00	0.00
Koperasi Sawit Karya Makmur	0.00	0.00	710.00	0.00	710.00	0.00
Koperasi Sawit Tanduk Perkasa	0.00	0.00	738.00	0.00	738.00	0.00
Koperasi Sawit Makmur Bersama	0.00	0.00	628.00	0.00	628.00	0.00
Koperasi Sawit Keluarga Sejahtera	0.00	0.00	136.00	0.00	136.00	0.00
Total (ha)	386.00	2,059.38	5,958.00	0.00	8,017.38	386.00
Note: Only Mature area is considered as production area						

7. Summary of Certified Tonnage of FFB (Own Certified Scope)				
Estate / Smallholders	Tonnage / Year			
	Estimated Last Year (May 2023 – Apr 2024)	Actual (Jan 2023 – Dec 2023)		Forecast (May 2024 – Apr 2025)
		Previous License Period (Jan – April 2023)	Current License Period (May 2023 – Dec 2023)	
Bungo Tebo Estate	64,979.00	14,133.49	45,242.10	62,250.00
Koperasi Tanjung Dani Sakti	3,566.00	3,051.03	6,074.65	3,300.00
Koperasi Sumay Jaya	6,503.00	783.56	2,668.80	3,944.00
Koperasi Sumber Usaha	2,112.00	117.52	1,038.49	2,944.00
Koperasi Sawit Bina Tani	1,643.00	88.61	433.47	3,570.00
Koperasi Belarik Jaya	2,780.00	118.92	613.38	3,094.00
Koperasi Sawit Tambara Jaya	3,254.00	960.13	4,374.19	4,142.00
Koperasi Tunas Harapan	1,595.00	74.78	0.00	2,736.00
Koperasi Sejahtera Tani	1,363.00	388.66	58.61	1,584.00
Koperasi Produksi Tani Mandiri	2,499.00	175.50	1,515.85	2,528.00
Koperasi Tanjung Jaya Bersama	1,157.00	2.37	179.30	1,088.00
Koperasi Tanjung Aur Duri	642.00	613.85	1,335.14	1,088.00
Koperasi Sawit Sumay Makmur	3,267.00	3,267.62	5,977.36	8,024.00
Koperasi Sawit Makmur	11,162.00	2,382.85	6,667.74	11,424.00
Koperasi Barokah	8,935.00	2,604.20	7,250.12	5,952.00
Koperasi Sawit Karya Makmur	11,043.00	3,066.40	7,728.97	13,490.00
Koperasi Sawit Tanduk Perkasa	11,651.00	2,781.83	10,057.11	12,546.00
Koperasi Sawit Makmur Bersama	10,071.00	3,687.08	9,176.60	10,676.00
Koperasi Sawit Keluarga Sejahtera	1,797.00	459.30	860.22	2,040.00
Total	150,019.00	150,009.80		156,420.00
Note:				

8. Summary of Certified Tonnage of FFB (from other certified unit(s))				
Estate / Smallholders	Tonnage (MT) / year			
	Estimated last year (May 2023 – Apr 2024)	Actual (Jan – Dec 2023)		Forecast (May 2024 – Apr 2025)
		Previous license period (Jan – April 2023)	Current license period (May 2023 –Dec 2023)	
N/A		N/A	N/A	
Total		N/A		
Note:				

9. Summary of Non-Certified Tonnage of FFB (outside supplier – excluded from certificate)				
Out growers / smallholders	Tonnage (MT) / year			
	Estimated last year (May 2023 – Apr 2024)	Actual (Jan – Dec 2023)		Forecast (May 2024 – Apr 2025)
		Previous License Period (Jan – April 2023)	Current License Period (May 2023 –Dec 2023)	
third party supplier (HAZRI, Wan Juma Sari Dewi and etc)	120,000.00	38,365.73	92,588.76	145,000.00
Total	120,000.00	130,954.49		145,000.00
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	Jan-23	10,880.68	11,076.00	21,956.68
2	Feb-23	7,964.59	7,721.83	15,686.42
3	Mar-23	10,795.18	10,964.75	21,759.93
4	Apr-23	9,117.25	8,603.15	17,720.40
5	May-23	13,547.50	14,309.50	27,857.00
6	Jun-23	12,997.82	11,585.30	24,583.12
7	Jul-23	15,461.62	13,917.10	29,378.72
8	Aug-23	15,017.42	13,334.37	28,351.79
9	Sep-23	14,024.70	9,846.35	23,871.05
10	Oct-23	14,304.36	10,755.90	25,060.26

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11	Nov-23	13,540.30	11,328.84	24,869.14
12	Dec-23	12,358.38	7,511.40	19,869.78
TOTAL		150,009.80	130,954.49	280,964.29
Note:				

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

Estimated Last Year (May 2023 – Apr 2024)	Actual (Jan – Dec 2023)		Forecast (May 2024 – Apr 2025)
	Previous License Period (Jan – April 2023)	Current License Period (May 2023 – Dec 2023)	
FFB	FFB		FFB
150,019.00 mt	38,757.73 mt	111,252.07 mt	156,420.00 mt
	TOTAL	150,009.80	
CPO (OER: 20.70%)	CPO (OER: 20.10%)		CPO (OER: 21.00%)
31,053.93 mt	7,799.40 mt	22,356.93 mt	32,850.00 mt
	TOTAL	30,156.33 mt	
PK (KER: 5.50%)	PK (KER: 4.95%)		PK (KER: 5.25 %)
8,251.04 mt	1,989.27 mt	5,429.18 mt	8,210.00 mt
	TOTAL	7,418.45 mt	
Note :			

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

No.	Month - Year	Certified CPO (MT)	Certified PK (MT)
1	Jan-23	2,219.01	566.72
2	Feb-23	1,615.17	414.85
3	Mar-23	2,160.94	552.33
4	Apr-23	1,804.28	455.37
5	May-23	2,745.47	667.06
6	Jun-23	2,566.95	620.08
7	Jul-23	3,057.71	800.53
8	Aug-23	3,070.70	745.34
9	Sep-23	2,893.39	700.65
10	Oct-23	2,874.21	707.70
11	Nov-23	2,708.32	650.97
12	Dec-23	2,440.18	536.85

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TOTAL	30,156.33	7,418.45
Note:		

11. Summary of Actual Volume sold					
Current License Period (May 2023 – Dec 2023)					
	RSPO Certified	Other Schemes Certified		Conventional	Total
		ISCC	Others		
CPO (MT)	24,282.85	1,656.95	-	-	25,939.80
PK (MT)	6,241.08	-	-	-	6,241.08
Credits	-	-	-	-	-
Previous License Period (Jan 2023 – Apr 2023)					
CPO (MT)	-	-	-	-	-
PK (MT)	-	-	-	-	-
Credits	-	-	-	-	-
Note:					

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)
1.	PT. Sari Dumai Sejati	RSPO_PO1000014154	24,282.85	0.00
2.	PT. Rigunas Agri Utama – KCP Bungo Tebo	RSPO_PO1000005127	0.00	6,241.08
TOTAL			24,282.85	6,241.08
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)
1.	PT. Sari Dumai Sejati	ISCC	1,656.95	0.00
TOTAL			1,656.95	0.00
Note:				

11C. Records of CPO & PK Sold as conventional since the last audit (if any)			
No.	Buyers Name	CPO Sold (MT)	PK Sold (MT)

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	-	-	-
TOTAL		-	-

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
	-	-	-
TOTAL			-
Note:			

12.Independent Smallholders Certified Tonnage (MT) / Volume									
	Estimated last year (key in period)			Actual (key in period)			Forecast (key in period)		
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			-			-			-
IS-CSPO	-	-		-	-		-	-	
IS-CSPKO	-	-		-	-		-	-	
IS-CSPKE	-	-		-	-		-	-	
CSPK	-	-		-	-		-	-	

12A. Monthly Records of Certified CPO, PK & PKE (equivalent) produced since the last audit						
No.	Month - Year	FFB (MT)	Certified CPO (MT)	Certified PK (MT)	Certified PKO (MT)	Certified PKE (MT)
	-	-	-	-	-	-
TOTAL						

13.Independent Smallholders Actual Sold Tonnage / Volume							
	FFB	FFB Conventional	FFB Other schemes	IS-CSPO	CSPK	IS-CSPKO	IS-CSPKE
Current License period (key in period)							
Credits				-	-	-	-
Physical	-	-	-				
Previous License period (key in period)							
Credits				-	-	-	-

Physical	-	-	-			
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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)
	-	-	-	-	-	-	-
TOTAL							
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)

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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 25 March 2024 – 03 April 2024. The audit programme is included as Section 2.3.

The approach to the audit was to treat the mill and supply base 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 21-23 May 2024. The audit programs are included in Section 2.3.

The methodology for collection of objective evidence included physical site inspections, observation of tasks and processes, interviews of staff, workers and their families and external stakeholders, review of documentation and monitoring data. Indonesia National Interpretation 2020 of the RSPO P&C 2018 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 mill and the estates. Fieldworkers were interviewed informally in small groups in the field. In addition, the wives of workers and staff were interviewed in informal group meetings at their housing. Separate visits were made to each of the local communities to meet with the village head and residents. Company officials were not present at any of the internal or external stakeholder interviews. A list of Stakeholders contacted is included as Section 3.4.

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

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

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

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

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

Assessment Program					
Name (Mill / Supply Base)	Year 1 (Re-certification 1)	Year 2 (ASA 1_1)	Year 3 (ASA 1_2)	Year 4 (ASA 1_3)	Year 5 (ASA 1_4)
Bungo Tebo POM	X	X	X	X	X
Bungo Tebo Estate	X	X	X	X	X
Koperasi Tanjung Dani Sakti	X	X			X
Koperasi Sumay Jaya	X				X
Koperasi Sumber Usaha	X	X			
Koperasi Sawit Bina Tani		X			X
Koperasi Belarik Jaya	X				
Koperasi Sawit Tambara Jaya	X				
Koperasi Tunas Harapan			X		
Koperasi Sejahtera Tani				X	
Koperasi Produksi Tani Mandiri			X		
Koperasi Tanjung Jaya Bersama				X	
Koperasi Tanjung Aur Duri				X	
Koperasi Sawit Sumay Makmur	X	X			
Koperasi Sawit Makmur	X		X		X
Koperasi Barokah		X			X
Koperasi Sawit Keluarga Sejahtera				X	
Koperasi Sawit Makmur Bersama			X		
Koperasi Sawit Karya Makmur			X		
Koperasi Sawit Tanduk Perkasa				X	

Tentative Date of Next Visit: February 17, 2025 - February 22, 2025

Total Number of Mandays: 27.5

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2.2 BSI Assessment Team

Name	Role	Competency
Eko Prastio Ramadhan (EPR)	Team Leader	<p>Education: Holds a Bachelor Degree in Forest Resources Conservation and Ecotourism from Forestry Faculty, Bogor Agricultural University (IPB).</p> <p>Work Experience: Over 4 years of working experience in biodiversity officer with Birdlife Indonesia and consultant with PT Inoa Konsultindo. Over 2½ years of working experience in palm oil estate with PT Salim Ivomas Pratama Tbk and Capitol Plantation Group implementing sustainability. Over 4½ years of working experience as RSPO P&C Certification Program Manager and auditor covering standard such as RSPO P&C, RSPO SCCS, ISPO, ISO 9001 and ISO 14001.</p> <p>Training attended: Completed ISO 14001:2015 Lead Auditor Course, Endorsed RSPO P&C Lead Auditor Course, Social Impact Assessment Training, Endorsed RSPO SCC Auditor Lead Auditor Course, ISPO Auditor Batch 19 Training, ISO 9001 Lead Auditor Course, Identification of HCV Areas Training, RSPO Independent Smallholder (ISH) Auditor Training, and Endorsed RSPO Refresher Trainings.</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> <p><input type="checkbox"/> Social <input checked="" type="checkbox"/> Environmental <input type="checkbox"/> Market Communication and claim requirements</p> <p><input type="checkbox"/> ISH context (ICS, internal audit, policy, business planning and trading system)</p>
Mujinius Jalaraya (MJ)	Team Member	<p>Education: Holds a Bachelor Degree majoring in Forest Resources Conservation and Ecotourism, Bogor Agricultural University (IPB).</p> <p>Work Experience: 6 years working experience in palm oil plantations as SHE Assistant at PT. Astra Agro Lestari Tbk and Sustainability Supervisor at Teladan Prima Group. 8 years working experience as RSPO Auditor / Lead Auditor.</p> <p>Training attended: Completed ISO 9001 Lead Auditor course, ISPO Lead Auditor course, Endorsed RSPO P&C Lead Auditor course, Endorsed RSPO SCCS Lead Auditor course, Introductory Course for High Conservation Value and High Carbon Stock (HCS) in Oil Palm Plantation, ISO 14001 Internal Auditor Training, ISO 45001 Lead Auditor course, OHS Expert Training, SMETA Requirements Training, RSPO Independent Smallholder (ISH) Auditor Training, and Endorsed RSPO Refresher Trainings.</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 checked="" type="checkbox"/> Supply chain requirements</p> <p><input type="checkbox"/> Social <input type="checkbox"/> Environmental <input checked="" type="checkbox"/> Market Communication and claim requirements</p> <p><input type="checkbox"/> ISH context (ICS, internal audit, policy, business planning and trading system)</p>
Nanang Rusmana (NR)	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</p>

		<p>industry as Environment Coordinator and SHE Coordinator with PT. Kapuas Prima Coal Group. 6 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, RSPO Independent Smallholder (ISH) Auditor Training, and Endorsed RSPO Refresher Trainings.</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 type="checkbox"/> ISH context (ICS, internal audit, policy, business planning and trading system)</p>
Edy Widodo (EW)	Team Member	<p>Education: Holds a Bachelor Degree majoring Agricultural Technology from University of Padjadjaran, Bandung.</p> <p>Work Experience: 8 years working experience in palm oil industry as Agronomist and Assistant Manager in various companies. 9 year working experience as RSPO/ISPO auditor.</p> <p>Training attended: Completed ISO 9001 Lead Auditor Course, ISPO endorsed auditor course, Understanding ISO 14001 training, Auditing ISO 14001: 2004 training, Endorsed RSPO Supply Chain Certification Lead Auditor Course, Endorsed RSPO P&C Lead Auditor Course, SMETA Requirements Training, Introductory Course for High Conservation Value and High Carbon Stock (HCS) in Oil Palm Plantation RSPO Independent Smallholder (ISH) Auditor Training, and Endorsed RSPO Refresher Trainings.</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> <p><input checked="" type="checkbox"/> Social <input type="checkbox"/> Environmental <input type="checkbox"/> Market Communication and claim requirements</p> <p><input type="checkbox"/> ISH context (ICS, internal audit, policy, business planning and trading system)</p>

Accompanying Persons:

Name	Role
-	-

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2.3 Assessment Plan

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

ASA 1_2

Date	Time	Subjects	ER	MJ	NR	EWi
Monday, 25/03/2024	09.20 – 10.40	Flight Jakarta – Jambi (GA 126)	√	√	√	√
	11.00 – 18.00	Travel from Jambi to Bungo Tebo	√	√	√	√
Tuesday, 26/03/2024	08.00 – 09.00	Opening Meeting <ul style="list-style-type: none"> Presentation by PT. RAU – Bungo Tebo POM, Estate and Smallholder Presentation by BSI Indonesia 	√	√	√	√
	09.00 – 12.00	Field Visit to Bungo Tebo Estate <ul style="list-style-type: none"> Herbicide application programmes, harvesting, fertilizing operations, water management, road maintenance, terracing, HCV's, riparian zones, etc. Agrochemical stores, Fertilizer store, workshops, housing, landfill, clinic, riparian zones, Hazardous Waste, waste management, etc. Boundaries inspection, worker interviews, social amenities, etc. Field implementation for Operation Procedure. 	√	√	√	√
	09.00 – 12.00	Public Consultation (External) <ul style="list-style-type: none"> Local communities Contractor Governance body 	√	√	√	√
	12.00 – 14.00	BREAK	√	√	√	√
	14.00 – 16.30	Field Visit to Bungo Tebo POM <ul style="list-style-type: none"> Occupational Health and Safety, Environment Aspect. Social Aspect and workers welfare, workers interview Best Management Practice for Mill and supply chain for mill. Inspection of processing, warehouse, workshop, mill wastes management, Effluent Ponds, OHS, Environment issues, POME application, workers interview, Supply chain for CPO mill, Review on SEIA documents and records, Document review, etc. 	√	√	√	√

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Date	Time	Subjects	ER	MJ	NR	EWi
	14.00 – 16.30	Public Consultation (Internal) <ul style="list-style-type: none"> Union Labour Koperasi Karyawan Gender committee 	✓	✓	✓	✓
	16.30 – 17.00	Review	✓	✓	✓	✓
Wednesday 27/03/2024	08.00 – 12.00	Field Visit to Scheme Smallholder Koperasi Produksi Tani Mandiri Field visit to Kavling/Block member of Smallholder to verify conformity with RSPO INA NI 2020 Standard, BMP, OHS-EMS Implementation, HCV, Social and Labor, Continual improvement, etc. (12 samples)	✓	✓	✓	✓
	12.00 – 14.00	BREAK	✓	✓	✓	✓
	14.00 – 16.30	Field Visit to Scheme Smallholder Koperasi Tanjung Jaya Bersama Field visit to Kavling/Block member of Smallholder to verify conformity with RSPO INA NI 2020 Standard, BMP, OHS-EMS Implementation, HCV, Social and Labor, Continual improvement, etc. (10 samples)	✓	✓	✓	✓
	16.30 – 17.00	Review	✓	✓	✓	✓
Thursday 28/03/2024	08.00 – 12.00	Field Visit to Scheme Smallholder Koperasi Sawit Makmur / Koperasi Sawit Jasa Tani Sekutu Makmur Field visit to Kavling/Block member of Smallholder to verify conformity with RSPO INA NI 2020 Standard, BMP, OHS-EMS Implementation, HCV, Social and Labor, Continual improvement, etc. (15 samples)	✓	✓	✓	✓
	12.00 – 14.00	BREAK	✓	✓	✓	✓
	14.00 – 16.30	Field Visit to Scheme Smallholder Koperasi Sawit Makmur Bersama Field visit to Kavling/Block member of Smallholder to verify conformity with RSPO INA NI 2020 Standard, BMP, OHS-EMS Implementation, HCV, Social and Labor, Continual improvement, etc. (14 samples)	✓	✓	✓	✓
	16.30 – 17.00	Review	✓	✓	✓	✓

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Date	Time	Subjects	ER	MJ	NR	EWi
Friday 29/03/2024	08.00 – 11.00	Field Visit to Scheme Smallholder Koperasi Sawit Karya Makmur Field visit to Kavling/Block member of Smallholder to verify conformity with RSPO INA NI 2020 Standard, BMP, OHS-EMS Implementation, HCV, Social and Labor, Continual improvement, etc. (15 samples)	√	√	√	√
	11.00 – 14.00	BREAK	√	√	√	√
	14.00 – 16.30	Document Review for Bungo Tebo POM and Bungo Tebo Estate	√	√	√	√
	16.30 – 17.00	Review	√	√	√	√
Saturday 30/03/2024	08.00 – 12.00	Document Review for Bungo Tebo POM and Bungo Tebo Estate	√	√	√	√
	12.00 – 14.00	BREAK	√	√	√	√
	14.00 – 16.30	Document Review for Bungo Tebo POM and Bungo Tebo Estate	√	√	√	√
	16.30 – 17.00	Review	√	√	√	√
Sunday 31/03/2024		STAY ON SITE	√	√	√	√
Monday 01/04/2024	08.00 – 12.00	Document Review for Bungo Tebo Scheme Smallholder	√	√	√	√
	12.00 – 14.00	BREAK	√	√	√	√
	14.00 – 16.30	Document Review for Bungo Tebo Scheme Smallholder	√	√	√	√
	16.30 – 17.00	Review	√	√	√	√
Tuesday, 02/04/2024	08.00 – 09.30	Document Review for Bungo Tebo POM, Bungo Tebo Estate and Scheme Smallholder	√	√	√	√
	09.30 – 10.00	Auditors discussion / closing meeting preparation	√	√	√	√
	10.00 – 12.00	Closing meeting	√	√	√	√
	12.00 -	Travel to Jambi	√	√	√	√
Wednesday, 03/04/2024	11.25 – 12.50	Flight Jambi – Jakarta (GA 127)	√	√	√	√

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NCR Close out visit

Date	Time	Subjects	ER
Tuesday, 21/05/2024	09.20 – 10.40	Flight Jakarta – Jambi (GA 126)	✓
	11.00 – 18.00	Travel from Jambi to Bungo Tebo	✓
Wednesday, 22/05/2024	08.00 – 09.00	Opening Meeting • Presentation by BSI Indonesia	✓
	09.00 – 12.00	Field verification and interview with workers	✓
	12.00 – 14.00	BREAK	✓
	14.00 – 16.30	Document verification	✓
	16.30 – 17.00	Closing meeting	✓
	17.00	Travel to Jambi	
Thursday, 23/05/2024	11.25 – 12.50	Flight Jambi – Jakarta (GA 127)	✓

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?	PT Inti Indosawit Subur has explained the certification plan for all of its subsidiaries; indicating all palm oil mills, company-owned estates and scheme smallholder as the supply base.	Complied
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	There are remaining mill and estates that have not certified yet, Bahilang Estate (Supply bases for Tanah Datar Mill) planned in year 2024 due to still in process of RACP. Teluk Panjie Estate (801ha) as supply bases for Teluk Panjie Mill planned in 2026 due to HGU still in process. Sentral Estate (Supply bases for Gunung Melayu II POM planned in 2024 due to still in process of RACP. Revision of TBP has been approved by RSPO on 19/04/2023	Complied
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.	No, there is no new acquisition conducted by PT Inti Indosawit Subur and its subsidiary.	Complied
Any deviations from the maximum periods requires approval by the RSPO Secretariat.	Yes, there is time bound plan revision dated 19 April 2023, signed by Management Representative. Justification available, it caused: <ul style="list-style-type: none"> Topaz Estate (Supply Bases for Topaz POM) with area 230 Ha the HGU is still on proses to Local Government and BPN Pusat, so the plan year for certification is 2026. Bahilang Estate (Supply Bases for Tanah Datar Mill) with area 1,019 Ha the concept note still on progress and submit to RACP team at Q2 2023. Target to conduct audit at Q1 2024. Teluk Panji Estate (Supply Bases for Teluk Panjie POM) with area 801 Ha the HGU still on progress since the estate under 2 different provinces, the final approval must come from National Authority (BPN Pusat). Target to conduct audit in 2026. Sentral Estate (Supply Bases for Gunung Melayu II POM) with area 2,996 Ha. Concept Note still on Progress and submit to RaCP team at Q2 2023. Target to conduct audit at Q1 2024. 	Complied

	Revision of TBP has been approved by RSPO on 19/04/2023.	
<p>Have there been any changes to the time-bound plan since the last audit (both new acquisition and existing)? If yes, justification is required.</p> <p>Is this consistent with the ACOP reporting?</p>	<p>Yes, there is time bound plan revision dated 19 April 2023, signed by Management Representative. Justification available, it caused:</p> <ul style="list-style-type: none"> • Topaz Estate (Supply Bases for Topaz POM) with area 230 Ha. the HGU is still on proses to Local Government and BPN Pusat, so the plan year for certification is 2026. • Bahilang Estate (Supply Bases for Tanah Datar Mill) with area 1,019 Ha the concept note still on progress and submit to RACP team at Q2 2023. Target to conduct audit at Q1 2024. • Teluk Panji Estate (Supply Bases for Teluk Panjie POM) with area 801 Ha the HGU still on progress since the estate under 2 different provinces, the final approval must come from National Authority (BPN Pusat). Target to conduct audit in 2026. • Sentral Estate (Supply Bases for Gunung Melayu II POM) with area 2,996 Ha. Concept Note still on Progress and submit to RaCP team at Q2 2023. Target to conduct audit at Q1 2024. <p>Revision of TBP has been approved by RSPO on 19/04/2023.</p>	Complied
<p>Have there been any isolated lapses in implementation of the plan? If yes a Minor non-compliance shall be raised</p>	<p>There is not any isolated lapses in implementation of the plan. There are the changing on the plan due to RaCP process in Bahilang Estate and Sentral Estate and HGU issuance process for Teluk Panji Estate. Status of uncertified units :</p> <ul style="list-style-type: none"> • Topaz Estate (Supply Bases for Topaz POM) with area 230 Ha. the HGU is still on proses to Local Government and BPN Pusat, so the plan year for certification is 2026. • Bahilang Estate (Supply Bases for Tanah Datar Mill) with area 1,019 Ha the concept note still on progress and submit to RACP team at Q2 2023. Target to conduct audit at Q1 2024. • Teluk Panji Estate (Supply Bases for Teluk Panjie POM) with area 801 Ha the HGU still on progress since the estate under 2 different provinces, the final approval must come from National Authority (BPN Pusat). Target to conduct audit in 2026. • Sentral Estate (Supply Bases for Gunung Melayu II POM) with area 2,996 Ha. Concept Note still on Progress and submit to RaCP team at Q2 2023. Target to conduct audit at Q1 2024. <p>Revision of TBP has been approved by RSPO on 19/04/2023.</p>	Complied

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	There is no fundamental failure to proceed with implementation of the plan. Company has taken action to proceed all uncertified unit to complete the RaCP and to obtain the HGU for Teluk Panji Estate. Topaz Estate (Supply Bases for Topaz POM) with area 230 Ha the HGU is still on proses to Local Government and BPN Pusat, so the plan year for certification is 2026.	Complied
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.	According to Land Use change analysis, there are several area conversion cacao plantation in Bahilang Estate and Sentral Estate, no primary forest. Bahilang Estate (PT Nusa Pusaka Kencana/NPK). RaCP still under Process. Concept Note still on Progress and submit to RaCP team at Q2 2023. Target to conduct audit at Q1 2024. Sentral Estate (PT Gunung Melayu). RaCP still under Process. Certification audit will be planned on 2024. LUCA submission has been sent on 28 Dec 2020, latest update from RSPO email dated 18 March 2021 to company, LUCA still under review and report needs clarification and still follow up by company. Update for Sentral Estate : Concept Note still on Progress and submitted to RaCP team at Q2 2023. Teluk Panji Estate. HGU for this unit has not been obtained and still under process. Certification audit will be planned on 2026. Latest updated April 2023, HGU still on Progress, since the estate under 2 different province, the final approval must come from National Authority (BPN Pusat). Topaz Estate (Supply Bases for Topaz POM) with area 230 Ha. the HGU is still on proses to Local Government and BPN Pusat, so the plan year for certification is 2026. Revision of TBP has been approved by RSPO on 19/04/2023.	Complied
Any new plantings since January 1 st 2010 shall comply with the RSPO New Plantings Procedure.	According to Land Use change analysis, there are several area conversion cacao plantation in Bahilang Estate and Sentral Estate, no primary forest. <ul style="list-style-type: none">Bahilang Estate (PT Nusa Pusaka Kencana/NPK). RaCP still under Process. Concept Note still on Progress and submit to RaCP team at Q2 2023. Target to conduct audit at Q1 2024.Sentral Estate (PT Gunung Melayu). RaCP still under Process. Certification audit will be planned on 2024. LUCA submission has been sent on 28 Dec 2020, latest update from RSPO email dated 18 March 2021 to company, LUCA still under	Complied

	<p>review and report needs clarification and still follow up by company.</p> <ul style="list-style-type: none"> Teluk Panji Estate. HGU for this unit has not been obtained and still under process. Certification audit will be planned on 2026. Latest updated April 2023, HGU still on Progress, since the estate under 2 different province, the final approval must come from National Authority (BPN Pusat) Topaz Estate (Supply Bases for Topaz POM) with area 230 Ha. the HGU is still on proses to Local Government and BPN Pusat, so the plan year for certification is 2026. 	
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.	<p>According to internal audit result on 2023, there is no land conflict occur in area of uncertified units: Topaz Estate, Bahilang Estate, Teluk Panjie Estate and Sentral Estate.</p> <p>According to the RSPO RaCP tracker (https://www.rspo.org/certification/remediation-and-compensation/racp-tracker) update 03 August 2023, PT Inti Indosawit Subur has:</p> <ul style="list-style-type: none"> MU's with potential liabilities: 4 units LUCA Submitted (MUs): 4 units LUCA review completed (MUs): 4 units Concept Note required (MUs): 3 units Concept Note submitted (MUs): 2 units Concept Note approved (MUs): 2 units Concept Note submitted (MUs): 0 Concept Note endorsed (MUs): 0 Remediation Plan required (MUs): 4 units Remediation Plan submitted (MUs): 0 Remediation Plan approved (MUs): 0 	Complied
Any Labor disputes are being resolved through a mutually agreed process, in accordance with RSPO P&C criterion 4.2	Internal audit has conducted for Bahilang Estate on 14 – 19 August 2023, Teluk Panji Estate on 22 – 27 May 2023, Topaz Estate on 10 – 16 May 2023 and Sentral Estate on 8 – 16 August 2023; According to internal audit result confirmed that there is no Labor disputes occur in this management unit.	Complied
Any Legal non- compliance is being addressed through measures consistent with the requirements of RSPO P&C criteria 2.1	Internal audit has conducted for Bahilang Estate on 14 – 19 August 2023, Teluk Panji Estate on 22 – 27 May 2023, Topaz Estate on 10 – 16 May 2023 and Sentral Estate on 8 – 16 August 2023; According to internal audit result confirmed that there is no legal non compliance occurred in this management unit.	Complied
Did the company conduct internal audit for those uncertified estates against the	Internal audit has conducted for Bahilang Estate on 14 – 19 August 2023, Teluk Panji Estate on 22 – 27	Complied

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.	May 2023, Topaz Estate on 10 – 16 May 2023 and Sentral Estate on 8 – 16 August 2023. Report of internal audit are available. Result of internal audit: - Bahilang Estate, Teluk Panji Estate and Sentral Estate has complies to relevant regulation, no issue regarding the legal compliance. - No complaint or grievances and disputes from stakeholders and affected parties. - No labor disputes occur since the latest audit. - No land conflict; Documents related to the history of land tenure and the actual legal or customary use of the land are available. - No new plantings are established on local peoples land and no HCV area replacement.	
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?	According to internal audit result, there is no 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.	Complied
Have there been any stakeholder (including NGO) consultation conducted?	Stakeholders consultation already conducted during internal audit for Bahilang Estate on 14 – 19 August 2022, Teluk Panji Estate on 22 – 27 May 2023, Topaz Estate on 10 – 16 May 2023 and Sentral Estate on 8 – 16 August 2023;. There is no issue from stakeholder consultation.	Complied

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.	Yes, PT Inti Indosawit Subur Group has including 100% the scheme smallholder in their certification.	Complied

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Approved Time Bound Plan

Name of Mill	Mill Address	Name of Supply Bases	Location / Address	Time Bound for Certification	Status
Buatan I Mill – PT Inti Indosawit Subur	Delik & Pangkalan Kerinci Village, Bunut Langgam District, Pelalawan Regency, Riau	Buatan Estate	Delik & Pangkalan Kerinci Village, Bunut Langgam District, Pelalawan Regency, Riau	2010	Certified on 16 September 2010 Re-Certified on 16 September 2015 Re-certified in 2020-2021
		Buatan (Plasma)	Delik & Pangkalan Kerinci Village, Bunut Langgam District, Pelalawan Regency, Riau		
Buatan II Mill - PT Inti Indosawit Subur	Delik & Pangkalan Kerinci Village, Bunut Langgam District, Pelalawan Regency, Riau	Simpang Perak Estate*	Delik & Pangkalan Kerinci Village, Bunut Langgam District, Pelalawan Regency, Riau	2010	Certified on 16 September 2010 Re-Certified on 16 September 2015 *Split From Buatan Estate Since 1 January 2019 Re-certified in 2020-2021
		Buatan (Plasma)	Delik & Pangkalan Kerinci Village, Bunut Langgam District, Pelalawan Regency, Riau		
Ukui I Mill - PT Inti Indosawit Subur	Ukui Village, Ukui District, Pelalawan Regency, Riau	Ukui Estate	Ukui Village, Ukui District, Pelalawan Regency, Riau	2011	Certified on 1 March 2011 Re-Certified on 1 March 2016 Re-certified in 2021
		Sei Lala Estate*	Ukui Village, Ukui District, Pelalawan Regency, Riau	2011	*Split From Ukui & Soga Estate Since 1 January 2019 Re-certified in 2021

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Name of Mill	Mill Address	Name of Supply Bases	Location / Address	Time Bound for Certification	Status
		Ukui (Plasma)	Ukui & Lubuk Batu Jaya District, Pelalawan & Inhu Regency, Riau	2011	Certified on 1 March 2011 Re-Certified on 1 March 2016 Re-certified in 2021
Ukui II Mill - PT Inti Indosawit Subur	Ukui Village, Ukui District, Pelalawan Regency, Riau	Soga Estate	Ukui Village, Ukui District, Pelalawan Regency, Riau	2011	Certified on 1 March 2011 Re-Certified on 1 March 2016 Re-certified in 2021
		Ukui (Plasma)	Ukui & Lubuk Batu Jaya District, Pelalawan & Inhu Regency, Riau	2011	Certified on 1 March 2011 Re-Certified on 1 March 2016 Re-certified in 2021
Tungkal Ulu Mill - PT Inti Indosawit Subur	Pulau Pauh / Penyabungan / Merlung Village, Tungkal Ulu District, Tanjung Jabung Regency, Jambi	Tungkal Ulu Estate	Pulau Pauh / Penyabungan / Merlung Village, Tungkal Ulu District, Tanjung Jabung Regency, Jambi	2012	Certified on 15 August 2012 Re-Certification in August 2017 Re-certified in 2022
		Tungkal Ulu (Plasma)	Renah Mendalo, Merlung, Muara Papalik District, Tanjung Jabung Barat Regency,	2012	Certified on 15 August 2012 Re-Certification in August 2017 Re-certified in 2022
Muara Bulian Mill - PT Inti Indosawit Subur	Singoan / Bukit Sari / Bulian Jaya Village, Muara Bulian / Pemayung District, Batang Hari Regency, Jambi	Muara Bulian Estate	Singoan / Bukit Sari / Bulian Jaya Village, Muara Bulian / Pemayung District, Batang Hari Regency,	2013	Certified on 12 July 2013 Re-Certification in August 2017 Re-certified in 2022
		Muara Bulian (Plasma)	Maro Sebo Ilir District, Batanghari Regency, Jambi	2013	Certified on 12 July 2013 Re-Certification in August 2017 Re-certified in 2022

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Name of Mill	Mill Address	Name of Supply Bases	Location / Address	Time Bound for Certification	Status
Topaz Mill – PT Tunggal Yunus Estate	Petapahan Village, Tapung District, Kampar Regency, Riau	Topaz Estate	Petapahan Village, Tapung District, Kampar Regency, Riau	2015	Certified on 30 March 2015 Re-certified in 2020
	Petapahan Village, Tapung District, Kampar Regency, Riau	Topaz Estate	Petapahan Village, Tapung District, Kampar Regency, Riau	2026	area of 230 Ha, the HGU is still on proses to Local Government and BPN Pusat
Taman Raja Mill – PT Dasa Anugrah Sejati	Lubuk Bernai / Kampung Baru / Pelabuhan Dagang / Pematang Pauh Vilage, Tungkal Ulu District, Tanjung Jabung Regency, Jambi	Taman Raja, Badang & Bernai Estate*	Lubuk Bernai / Kampung Baru / Pelabuhan Dagang / Pematang Pauh Vilage, Tungkal Ulu District, Tanjung Jabung Regency, Jambi	2015	Certified on 20 February 2015 *Bernai Estate Split From Taman Raja & Badang Estate Since 1 January 2019 Re-certified in 2020
Segati Mill – PT Mitra Unggul Pusaka	Langkan / Penarikan / Tambak / Sotol Village, Langgam District, Pelalawan Regency, Riau	Segati Estate	Langkan / Penarikan / Tambak / Sotol Village, Langgam District, Pelalawan Regency, Riau	2022	Certified on 1 November 2022
		Gondai Estate	Pangkalan Sarik / Baru Village, Langgam / Siak Hulu District, Pelalawan / Kampar Regency, Riau	2022	Certified on 1 November 2022
Penarikan Mill – PT Mitra Unggul Pusaka	Penarikan Village, Langgam District, Pelalawan Regency, Riau	Penarikan Estate*	Penarikan / Tambak Village, Langgam District, Pelalawan Regency, Riau	2022	Certified on 1 November 2022

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Name of Mill	Mill Address	Name of Supply Bases	Location / Address	Time Bound for Certification	Status
Tanah Datar Mill – PT Supra Matra Abadi	Tanah Datar Petatal Village, Talawi District, Asahan Regency, North Sumatera	Tanah Datar Estate	Tanah Datar Petatal Village, Talawi District, Asahan Regency, North Sumatera	2015	Certified on 18 May 2015 Re-certified in 2020
		Bahilang Estate	Bahilang Village, Tebing Tinggi District, Serdang Bedagai Regency, North Sumatera	2024	*Bahilang Estate on Process RaCP
Aek Nabara Mill – PT Supra Matra Abadi	S1-S3 / Sukadame Village, Bilah Hulu / Kota Pinang District, Labuhan Batu Regency, North Sumatera	Aek Nabara Estate	S1-S3 / Sukadame Village, Bilah Hulu / Kota Pinang District, Labuhan Batu Regency, North Sumatera	2015	Certified on 6 March 2015 Re-certified in 2020
Teluk Panjie Mill – PT Supra Matra Abadi	Teluk Panjie Village, Kampung Rakyat District, Labuhan Batu Regency, North Sumatera	Teluk Panjie Estate (3,885 Ha)	Teluk Panjie Village, Kampung Rakyat District, Labuhan Batu Regency, North Sumatera	2015	Certified on 21 April 2015 Re-certified in 2020
		Teluk Panjie Estate (801 Ha)		2026	HGU is still in Process
Peranap Mill – PT Rigunas Agri Utama	Simelinyang / Pauh Ranap / Sengkilo Village, Peranap District, Indragiri Hulu Regency, Riau	Peranap Estate	Simelinyang / Pauh Ranap / Sengkilo Village, Peranap District, Indragiri Hulu Regency, Riau	2015	Certified on 7 January 2015 Re-certified in 2020
		Peranap (Plasma)		2016	Certified on 18 August 2016 Re-certified in 2021
Bungo Tebo Mill – PT Rigunas Agri Utama	Tuo Sumai / Sungai Rambai Village, PWK Sumai / Tebo Ulu District, Bungo Tebo Regency, Jambi	Bungo Tebo Estate	Tuo Sumai / Sungai Rambai Village, PWK Sumai / Tebo Ulu District, Bungo Tebo Regency, Jambi	2015	Certified on 3 December 2015 Re-certified in 2020
		Bungo Tebo (Plasma)		2017	Certified on 7 February 2017 Re-certified in 2022

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Name of Mill	Mill Address	Name of Supply Bases	Location / Address	Time Bound for Certification	Status
Tanjung Selamat Mill – PT Indo Sepadan Jaya	Kampung Padang Village, Bilah Hilir District, Labuhan Batu Regency, North Sumatra	Tanjung Selamat	Kampung Padang Village, Bilah Hilir District, Labuhan Batu Regency, North Sumatra	2015	Certified on 26 May 2015 Re-certified in 2020
		Pangkalan	Sennah Village, Bilah Hilir District, Labuhan Batu Regency, North Sumatra	2015	Certified on 26 May 2015 Re-certified in 2020
Gunung Melayu I – PT Saudara Sejati Luhur	Rahuning Village, Bandar Pulau District, Asahan Regency, North Sumatra	Pulau Maria Estate	Rahuning Village, Bandar Pulau District, Asahan Regency, North Sumatra	2015	Certified on 7 September 2015 Re-certified in 2020
Gunung Melayu II – PT Gunung Melayu	Gonting Malaha Village, Bandar Pulau District, Asahan Regency, North Sumatra	Aek Tarum & Batu Anam Estate	Gonting Malaha Village, Bandar Pulau District, Asahan Regency, North Sumatra	2015	Certified on 8 July 2015 Re-certified in 2020
		Sentral Estate		2024	*Sentral Estate on Process RaCP
Negri Lama II Mill – PT Hari Sawit Jaya	Negri Lama Seberang Village, Bilah Hilir District, Labuhan Batu Regency, North Sumatra	Negri Lama	Negri Lama Seberang Village, Bilah Hilir District, Labuhan Batu Regency, North Sumatra	2016	<ul style="list-style-type: none"> • Certified on 23 December 2016 as Independent Mill • Audit in 2016 as Mill and Supply Base • Re-certified in 2021
		Aek Kuo (2,088 Ha)	Aek Korsik Village, Aek Natas District, Labuhan Batu Regency, North Sumatra	2018	Certified in 2018
		Aek Kuo (501 Ha)		2018	

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Name of Mill	Mill Address	Name of Supply Bases	Location / Address	Time Bound for Certification	Status
Negri Lama I Mill – PT Hari Sawit Jaya	Negri Lama Seberang Village, Bilah Hilir District, Labuhan Batu Regency, North Sumatra	*3rd party which is excluded from scope of certification	Negri Lama Seberang Village, Bilah Hilir District, Labuhan Batu Regency, North Sumatra	2015	<ul style="list-style-type: none">• Certified on 8 April 2015• Audit in 2016 as Independent Mill• Re-certified in 2020

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 1 Critical (Major) non-conformity and 2 minor non-conformities and no Opportunity For Improvement raised. The PT Rigunas Agri Utama – Bungo Tebo Certification Unit submitted Corrective Action Plans for the non-conformities. Corrective action plans with respect to the non-conformities were reviewed by the BSI audit team and accepted.

The implementation of the corrective action plans to address the minor non-conformities will be followed up during the next surveillance assessment. 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 #	2469915-202403-M1	Issued Date	02 April 2024
Due Date	01 July 2024	Closure Date	23 May 2024
Indicator & Category (Critical / Minor)	Critical 6.7.3		
Statement of Nonconformity:	During field visit it was found that PPE which is Safety boots, use by some workers provided by themselves (buy outside) not free of charge		
Requirement Reference:	(C) Workers use appropriate personal protective equipment (PPE) which is provided free of charge to all workers in the workplace, to cover all potentially hazardous operations, such as pesticides application, machine operations, land preparation, and harvesting. Sanitation facilities for those applying pesticides are available, so that workers can change out of PPE, wash and put on their personal clothing.		
Objective Evidence:	During field visits and interviews with a sample of workers in work activities at Tebo Estate, it was discovered that the PPE used by workers was provided independently by the workers in the form of providing PPE boots, namely at the Spray Block B17c – Afd IV job (4 people out of the 4 workers interviewed) and Block C18d Afd III harvest activities (4 people from 4 harvest workers). Furthermore, based on verification at the Bungo Tebo garden warehouse and factory, it was observed that there was no stock of PPE available. Based on the SOP procedure AA-OP.101.R-R3 regarding company procurement of PPE, it is stated that the company must provide a stock of 10% of PPE for total employees.		
Corrections:	Make a request to purchase of PPE for all workers to replace all damaged PPE and complete the minimum 10% PPE stock in the warehouse		
Root Cause Analysis:	<p>Spraying Worker</p> <p>The personal protective equipment provided by the company to workers was damaged and was not notified to the foreman and there was no follow up by the foreman regarding replacing damaged PPE, so workers purchased PPE privately.</p> <p>Harvesting Workers</p> <p>Lack of understanding by foremen and harvest employees regarding the implementation of SOP AA-OP.101.R-R3 where the shoes that harvesters should wear are Toyo shoes and the shoe change period must be done every 3 months.</p>		

	<p>Warehouse</p> <p>The Warehouse Head does not monitor the availability of PPE stock of at least 10% of the number of employees per each job in the plantation or factory.</p>
Corrective Actions:	<ul style="list-style-type: none"> • Install a PPE replacement mechanism in each afdelling office and carry out socialization regarding the PPE replacement mechanism in accordance with unit policy, namely that it is mandatory to attach evidence of damaged PPE so that PPE replacement can be provided. • Supervision monitors the use of PPE during the morning briefing. All spray and harvest workers make a statement to use personal protective equipment provided by the company in accordance with applicable procedures and are willing to accept sanctions given by the company if they do not do so properly. • Issue a Memorandum to the Head of Administration as PIC for the availability of PPE stock in the warehouse and assisted by the Head of the Warehouse to carry out and ensure monitoring of the availability of PPE stock in the Garden and Factory Warehouse at a minimum of 10% of the number of workers. • The Warehouse Head makes a request to purchase PPE if the PPE stock in the warehouse based on monitoring is approaching the minimum stock of 10%
Assessment Conclusion:	<p>The auditor has reviewed and verified all evidences and records of CAP implementation, such as :</p> <ul style="list-style-type: none"> • Stock of PPE in warehouse based on Bin Card PPE showed during verification. At the moment, there are 182 pcs of Toyo shoes for harvesters, 45 pcs of AP boots for workers and etc. • PPE replacement mechanism dated 8 April 2024 and workers statement to complied to the mechanism dated 15 May 2024 • Internal memorandum about the availability of PPE in warehouse No. 01/RAU-KBT/EM/MEMO/05/2024 dated 14 May 2024 PPE monitoring on 20-21 May 2024 to harvesters and spraying workers showed all of them using proper PPE • Interview with workers (harvesters, spraying and warehouse officer) showed that they are know and understand about the PPE replacement mechanism. They also said all of workers will get PPE from the company, no exception. Meanwhile, form the warehouse officer told that they are monitor the PPE amount so the minimum quota maintained. <p>Based on the information obtained, it is concluded that the Critical (Major) finding is closed.</p>

Non-conformity			
NCR Ref #	2469915-202403-N1	Issued Date	02 April 2024
Due Date	Next audit	Closure Date	Next audit
Indicator & Category (Critical / Minor)	Minor 2.2.2		
Statement of Nonconformity:	It is known that there are FFB unloading work contractors in PBT, however, cooperation contracts and proof of compliance with applicable legal requirements cannot be produced.		
Requirement Reference:	All contract, including those for FFB supply, contain specific clause on meeting relevant legal requirements and this can be demonstrated by the third party		
Objective Evidence:	Based on field visits and interviews with FFB unloading workers on behalf of SL, it is known that he works as a FFB unloading worker from the Tuo Sumay Village Group, where the person concerned does not have or is not registered with the Worker Social Security program of his group. Furthermore, a cooperation contract with this group has not yet been demonstrated.		
Corrections:	Making a Work Agreement between the Tuo Sumay Village Group and the Bungo Tebo Factory (PBT)		
Root Cause Analysis:	There is no yet available Work Agreement Letter (SPK) between the Tuo Sumay Village Group and the Bungo Tebo Factory (PBT) regarding the FFB unloading work so that the articles governing work, employment, social security and K3 have not been agreed upon.		
Corrective Actions:	<p>Will add articles related to social security for workers for the cooperation party as stated in the cooperation contract with the company as an absolute condition for working within PT Rigunas Agri Utama-Bungo Tebo Group.</p> <p>Conduct socialization of each of the articles contained in the Tuo Sumay Village Group's FFB unloading Work Agreement Letter with the Bungo Tebo Factory (PBT) to representatives of the heads of each group</p>		
Assessment Conclusion:	Will be verified in the next surveillance audit		

Non-conformity			
NCR Ref #	2469915-202403-N2	Issued Date	02 April 2024
Due Date	Next audit	Closure Date	Next audit
Indicator & Category (Critical / Minor)	Minor 3.3.2		
Statement of Nonconformity:	Mechanisms for checking the implementation of plantation best practice procedures are not consistently applied.		
Requirement Reference:	A mechanism to check consistent implementation of procedures is in place		
Objective Evidence:	Implementation of plantation best practice procedures established by the company is not consistently applied in plasma plantations. Some field audit evidence is as follows:		

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	<ul style="list-style-type: none"> The condition of the plots is not well maintained for the plate and pickle market, there are lots of wood chips and bush plates (Koperasi Jasa Tani Sekutur Makmur, Koperasi Jasa Tani Mandiri, Koperasi Sawit Karya Makmur) Found a farmer's plot at the Koperasi Jasa Tani Mandiri (Kav No. 2418) which was in an unkempt condition (uncontrolled weeds in the dish and pickle market) Farmers' plots were found in KUD Tanjung Jaya Bersama, namely plot 3285, Kav. 3273 and Kav. 3275 which is in an unkempt condition (uncontrolled weeds in the disks and picul market) The condition of the sample plots of farmers in KUD Tanjung Jaya Bersama which was completely sprayed (Kavling No 3288) was found.
Corrections:	Plasma management, in this case the Assistant, carries out regular coaching and outreach to farmers and creates a weed control work program for each KUD.
Root Cause Analysis:	Farmers lack understanding regarding the Best Management Practice (BMP) process in managing their respective plots and the negative impact of bushy plot conditions and total spraying.
Corrective Actions:	The plasma assistant and foreman check the condition of the plot (weed condition, TUS spray/self-spray) and monitor it every 3 months Create billboards throughout the cooperative regarding the total prohibition and danger of spraying as a condition for meeting RSPO requirements Provide guidance to farmers regarding the dangers of total spraying and conduct outreach regarding weed control and limited pesticides to all KUDs
Assessment Conclusion:	Will be verified in the next surveillance audit

Opportunity for Improvements	
OFI #	Description
OFI 1	-

Positive Findings	
PF #	Description
PF 1	-

3.3.1 Status of Nonconformities Previously Identified and Opportunity for Improvement

Previous Audit Critical (Major) Non-conformity			
NCR Ref #	2304646-202302-M1	Issued Date	25 February 2023
Due Date	26 May 2023	Closure Date	31 March 2023
Indicator & Category (Critical / Minor)	7.2.5 CRITICAL (Escalated from Minor)		
Statement of Nonconformity:	During field visit it was found the paraquat usage by smallholder member without due diligence process, or when authorized by government authorities for pest outbreaks		
Requirement Reference:	<p>Pesticides that are categorised as World Health Organisation Class 1A or 1B, or that are listed by the Stockholm or Rotterdam Conventions and paraquat, are not to be used, unless in exceptional circumstances, as validated by a due diligence process, or when authorised by government authorities for pest outbreaks. The due diligence refers to:</p> <p>7.2.5a Judgment of the threat and verify why this is a major threat.</p> <p>7.2.5b Why there is no other alternative which can be used.</p> <p>7.2.5c Which process was applied to verify why there is no other less hazardous alternative.</p> <p>7.2.5d Process to limit the negative impacts of the application.</p> <p>7.2.5e Estimation of the timescale of the application and steps taken to limit application to the specific outbreak.</p>		
Objective Evidence:	Based on field visit to smallholder plots at KUD Barokah Plot No 584 M Hodi, Plot No.585 Slamet, Plot No. 697 Mulyadi and KUD Sawit Sumay Makmur, in area Plot No. 151 Harnowo, Plot No. 152 Damono, audit team found confirmed that weeds control in plots was handle by himself using Gramoxone.		
Corrections:	<ol style="list-style-type: none"> 1. Conduct socialization regarding weed control and RSPO requirements for using gramoxone/the active ingredient paraquat to KUD Barokah No. plot 584 M Hodi, plot number 585 Slamet, plot number 697 Mulyadi and KUD Sawit Sumay Makmur in plot number 151 Harnowo, plot number 152 Damono. 2. Make a letter of warning to the smallholder plasma plots at KUD Barokah plot No. 584 M Hodi, plot number 585 Slamet, plot number 697 Mulyadi and KUD Sawit Sumay Makmur at plot number 151 Harnowo, plot number 152 Damono. 		
Root Cause Analysis:	<ol style="list-style-type: none"> 1. Lack of farmers' understanding of the risks of using gramoxone and the requirements needed when using gramoxone (limited pesticides). 2. Lack of farmers' understanding of weed control techniques in oil palm plantations. 3. Because farmers are going to carry out replanting, the condition of the gardens is not well maintained, so farmers have the initiative, one of which is by spraying themselves. <p>Initiative farmers spray themselves because there is no longer a TUS program due to replanting, while farmers still expect production from oil palm plantations.</p>		
Corrective Actions:	<ol style="list-style-type: none"> 1. Making billboards throughout cooperatives prohibiting self-spray and the use of the active ingredient paraquat before meeting RSPO requirements. 		

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	<p>2. Conduct socialization related to weed control and RSPO requirements if using gramoxone/paraquat active ingredient to all KUD.</p> <p>The plasma assistant and the foreman check the condition of the plots (weed condition, spray TUS/self-spray) and make monitoring once every 3 months.</p>
Assessment Conclusion:	<p>Verification:</p> <p>Records was sighted and reviewed such as:</p> <ol style="list-style-type: none"> 1. Socialization of pesticide use in KUD Barokah and KUD Sawit Sumay Makmur on 7 March 2023 attended by 25 smallholders from KUD Sawit Sumay Makmur and 10 smallholders from KUD Barokah (Evidence document No. 01 and 02). 2. Reprimand letter / warning letter dated 7 March 2023 to KUD Barokah's smallholder and KUD Sawit Sumay Makmur's smallholder as mentions in the objective evidence above (Evidence document No. 03 and 04). 3. Field verification and interview with smallholder from KUD Barokah, namely Muslim, Linda and Fatmawati, and KUD Sawit Sumay Makmur, namely Damono and Harnowo. (Evidence document No 10). 4. Installment of warning sign as stated in "Berita Acara Pemasangan Plang Himbauan SSM dan Barokah" dated 4 March 2023 (Evidence document No 05). 5. Socialization of pesticide use in Koperasi Sawit Tambara Jaya and Koperasi Belarik Jaya on 11 March 2023 attended by 58 smallholders from both Koperasi (Evidence document No. 06). 6. Socialization and warning sign installation program for other Koperasi with due date in June 2023 (Evidence document No. 07). 7. Monitoring of scheme smallholder plot by Plasma Assistant such as monitoring report of KUD Sawit Tambara Jaya dated 1 March 2023; monitoring report of KUD Belarik Jaya date 6 March 2023; monitoring report of KUD Sawit Sumay Makmur dated 2 March 2023; monitoring report of KUD Barokah dated 7 March 2023. (Evidence document No. 08). 8. Monitoring program for other Koperasi was seen (Evidence document No. 09) <p>6. Field verification and interview with smallholder from KUD Barokah, namely Muslim, Linda and Fatmawati, and KUD Sawit Sumay Makmur, namely Damono and Harnowo. (Evidence document No 10).</p> <p>CAP has been implemented satisfactorily; NC can be closed.</p>
Effectiveness Closure (for previous audit closed Critical NC):	<p>The CAP implemented consistently, no recurrence NC in this surveillance audit.</p>

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Previous Audit Minor Non-conformity			
NCR Ref #	2304646-202302-N1	Issued Date	25 February 2023
Due Date	Surveillance 1.2	Closure Date	3 April 2024
Indicator & Category (Critical / Minor)	2.1.3 Minor		
Statement of Nonconformity:	Legal boundary pegs in sample of HGU pegs are not visibly maintained.		
Requirement Reference:	Legal or authorized boundaries are clearly demarcated and visibly maintained and there is no planting beyond these legal or authorized boundaries.		
Objective Evidence:	During field visit to Bungo Tebo Estate in the boundary of HGU to check HGU pegs number: RAU 04, RAU 05, RAU 06, RAU 07, RAU 08 it was found that the HGU pegs was not visibly maintained; HGU pegs are difficult to find because they are covered in weeds and land cover crops.		
Corrections:	Perform maintenance on HGU stakes: RAU 04, RAU 05, RAU 06, RAU 07, RAU 08.		
Root Cause Analysis:	The working area of the Bungo Tebo Plantation is divided into 2 areas (Bukit Harapan and Lalo) while the officers who have been appointed are domiciled in Bukit Harapan so that the condition of the HGU stakes in the Lalo working area is less controlled and maintained.		
Corrective Actions:	<ol style="list-style-type: none"> 1. Make a memorandum of appointment of Officers to carry out HGU Bench maintenance for the Bukit Harapan Working Area and the Lalo Working Area. 2. Adding to the HGU monitoring format, namely a photo of the condition of the stakes. 		
Assessment Conclusion:	CAP has been implemented satisfactorily; NC can be closed.		

Previous Audit Minor Non-conformity			
NCR Ref #	2304646-202302-N2	Issued Date	25 February 2023
Due Date	Surveillance 1.2	Closure Date	3 April 2024
Indicator & Category (Critical / Minor)	7.12.7 Minor		
Statement of Nonconformity:	The status of HCV area determined by PT RAU Bungo Tebo was not well monitored.		
Requirement Reference:	The status of HCVs, HCS forests after 15 November 2018, other natural ecosystems, peatland conservation areas and RTE species is monitored. Outcomes of this monitoring are fed back into the management plan.		
Objective Evidence:	During field visit to HCV area in Bungo Tebo Estate, Riparian of Sungai Lalo Block D08G and D08H has determined the riparian area is 10 m from left/right side of the river, however there is no clear boundary and information board to denote the HCV area managed and monitored.		
Corrections:	1. Installing riparian stakes in the Lalo River blocks D08G and D08H.		

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	2. Installing HCV area information boards on the Lalo Riparian River blocks D08G and D08H.
Root Cause Analysis:	The working area of the Bungo Tebo Plantation is divided into 2 areas (Bukit Harapan and Lalo) while the officers who have been appointed are domiciled in Bukit Harapan so that the riparian boundary markers and HCV information boards in the Lalo working area are not well controlled and maintained.
Corrective Actions:	<ol style="list-style-type: none"> 1. Prepare a memorandum for the appointment of a riparian Inspection Officer for the Bukit Harapan Working Area and the Lalo Working Area. 2. Adding to the riparian stake monitoring format and HCV area information boards in the form of condition documentation photos.
Assessment Conclusion:	CAP has been implemented satisfactorily; NC can be closed.

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)
2127485-202110-M1	Critical	6.7.3	03/11/2021	Closed on 26/01/2022
2127485-202110-N1	Minor	3.3.3	03/11/2021	Closed on 25/02/2023
2127485-202110-N2	Minor	7.2.5	03/11/2021	Escalated to Critical
2127485-202110-N3	Minor	6.2.7	03/11/2021	Closed on 25/02/2023
2304646-202302-M1	Critical	7.2.5	25/02/2023	Closed on 31/03/2023
2304646-202302-N1	Minor	2.1.3	25/02/2023	Closed on 3 April 2024
2304646-202302-N2	Minor	7.12.7	25/02/2023	Closed on 3 April 2024
2469915-202403-M1	Critical	6.7.3	03/04/2024	Closed on 23 May 2024
2469915-202403-N1	Minor	2.2.2	03/04/2024	Open
2469915-202403-N2	Minor	3.3.2	03/04/2024	Open

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 PT Rigunas Agri Utama – Bungo Tebo POM Certification Unit's environmental and social performance, legal and any known dispute issues.

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

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

Stakeholders contacted		
Type of Stakeholder (e.g. Internal, Union, Contractor, Governmental Department, NGO, External, Communities)	Stakeholder name / organization	Means of communication (e.g. face to face interview, email, phone interview, comment from public notice)
Governmental Department	Dinas Lingkungan Hidup Kabupaten Tebo Bpk. Muhamad Nuri (Kabid Pengelolaan)	Phone interview
	Dinas Perkebunan, Peternakan dan Perikanan Kabupaten Tebo Bpk. Ikhwan	Phone interview
	Dinas Tenaga Kerja Kabupaten Tebo Bpk. Ikbil (Bidang Norma Kerja),	Phone interview
Communities	Village head Bpk. Hazri - Tuo Sumay Village	Face to face interview
Union	Serikat Pekerja PUK SPPP-SPSI Sdr. TJ. Purba (Union Chairman of PUKSPPP-SPSI)	Face to face interview
Internal	Gender Committee Ibu Ms. Nurbaiti (Ketua Komite Gender PT RAU)	Face to face interview

Stakeholders comment	
1	<p>Feedbacks: Dinas Lingkungan Hidup Kabupaten Tebo Bpk. Muhamad Nur</p> <ul style="list-style-type: none"> - Communication has been performed effectively. - Permits related to the environment have been owned, such as AMDAL, Liquid Waste Application Permit, Temporary Hazardous waste Storage Permit. - Environmental management has been carried out well and so that it can be improved again. - Reporting has been carried out in accordance with jadwal based on applicable laws and regulations, such as RKL-RPL Report per 6 months, Liquid Waste Application Report per 6 months and LB3 Management Report per 3 months. - Until now there are no issues related to the environment either pollution or other environmental destruction. There were no reports related to the environment from the surrounding community or other parties or NGOs around plantations. - <p>Audit Team verification and response:</p> <ul style="list-style-type: none"> - This is a positive responses and requires no further response. - Environmental Permits have been fulfilled by the company in accordance with environmental regulations i.e. "ANDAL (<i>Analisa Dampak Lingkungan</i>) & RKL-RPL (<i>Rencana Pengelolaan Lingkungan – Rencana Pemantauan Lingkungan Rencana Pemantauan Lingkungan Perkebunan Kelapa Sawit Pola PIR-TRANS dan Pabrik Pengolahan Minyak Sawit PT Rigunas Agri Utama</i>" datum 2003. - Routine environmental reports are reported to the Environment Agency such as: Tebo Regency, Jambi Province and the Ministry of Environment.
2	<p>Feedbacks: Dinas Tenaga Kerja Kabupaten Tebo Bpk. Ikbali (Bidang Norma Kerja)</p> <ul style="list-style-type: none"> - Workers' rights have been fulfilled in accordance with applicable laws and regulations, for example: wages, working hours, overtime pay, leave (H1 and H2) - Until now, there have been no cases of industrial relations - No indication of child labor, forced labor and discrimination - There were no reports of fatality accidents - All workers have been registered as participants of BPJS Ketenagakerjaan and BPJS Kesehatan - The promotion program for PHL harvesters to permanent workers has been running in accordance with the established program. <p>Audit Team verification and response:</p> <ul style="list-style-type: none"> - This is a positive response, no further response is needed. - In 2023, 17 PHL workers (Harvesters) will be promoted to permanent workers and in 2024 there will be 12 workers (Harvesters). Further details have been conveyed in the report (3.5.1)
3	<p>Feedbacks: Dinas Perkebunan, Peternakan dan Perikanan Kabupaten Tebo Bpk. Ikhwan</p> <ul style="list-style-type: none"> - Communication has been performed effectively. - There were no complaints from the local community, especially plasma farmers (Smallholders).

Stakeholders comment	
	<ul style="list-style-type: none"> - The company PT Rigunas Agri Utama regularly submits a Plantation Business Development Report (LPUP) every semester. The second semester of 2023 LPUP report has been reported. - The development of the case of overlapping areas in Pinang Belai Village is still ongoing, although there is no conclusion as a solution yet. <p>Audit Team verification and response: Issue related the overlapping area: A document review and interview was carried out with Mr. A. Bastari (Public Relations) PT Rigunas Agri Utama, obtained the following developments in conflict resolution: On October 4 2023, an investigative audit was carried out regarding land conflicts in the community of Pinang Belai Village, District. Tebo for 294 Certificates of Ownership Rights (SHM) with HGU No. 17/Sungai Rambai on behalf of PT Rigunas Agri Utama. From the Ministry of Agrarian Affairs and Spatial Planning / National Land Agency Inspectorate General Assigned 5 investigators/auditors based on Assignment Letter No. 212/ST-900.PW.05.03/X/2023 dated 4 October 2023 and reporting will be completed within 8 working days from 20 to 31 October 2023. Based on the results of the investigative audit regarding the dispute between the community of the Mitra Serumpun Farmers Group, Pinang Belai Village, Tebo Regency, as recipients of 294 SHM Prona-Petani in 2016 and SHGU No. 17/Sungai Rambai in the name of PT Rigunas Agri Utama dated 21 December 2023, resulting in the following Recommendations: "The Inspectorate General recommended to the Provincial BPN Regional Office. Jambi and the Tebo District Land Office to improve the spatial data plotting of SHGU No. 17/Sungai Rambai and 18/Tuo Sumay are in accordance with the initial KKP plotting data in 2017 by adjusting the remaining SHGU area after release for plasma purposes in 1999 and 2002, the results of field checks from the Provincial BPN Regional Office. Jambi, as well as the results of field verification by the Directorate General of Land and Spatial Survey and Mapping regarding the position of SHGU Number 17/Sungai Rambai and No. 18/Tuo Sumay". In the next audit, verification will be carried out again for the progress of completion.</p>
4	<p>Feedbacks: Village head Bpk. Hazri - Tuo Sumay Village</p> <ul style="list-style-type: none"> - Communication is always well established - There are no social issues or environmental issues that occur in the 2023-2024 period. - There were no reports of violence, human rights violations and coercion of workers. - There were no cases related to pollution or environmental pollution reported by the people of Tuo Sumay Village. - CSR program assistance has no obstacles and runs well. - Until now, there have been no other land conflicts (except in the case of Pinang Belai Village) <p>Audit Team verification and response: This is a positive response and requires no further response.</p>
5	<p>Feedbacks: Serikat Pekerja PUK SPPP-SPSI Sdr. TJ. Purba (Chairman of PUK SPPP-SPSI) Gender Committee Ibu Nurbaiti (Ketua Komite Gender PT RAU)</p> <ul style="list-style-type: none"> - Communication is established through regular 3-monthly meetings

Stakeholders comment	
	<ul style="list-style-type: none"> - Every time there is an employment case, it is always discussed through a bipartite meeting with the company. - To date, there have been no cases of industrial worker relations. - There are no practices that violate human rights - Normatively, workers' rights have been fulfilled properly, for example: wages, overtime and working hours are in accordance with applicable rules and regulations - There are no fees collected when recruiting workers - To date, there have been no cases related to enlightening, employing children (under 18 years of age) - The program for appointing PHL workers to become permanent workers has been implemented in accordance with the established program. - The company fulfills the rights of female workers, including: allowing them to breastfeed their children during working hours for 30 minutes, carrying out pregnancy checks on female workers who work using chemicals.
	Audit Team verification and response: <ul style="list-style-type: none"> - This is a positive response related to employment and workers' rights that has been given by PT RAU. - Time/permission for breastfeeding mothers. Company compliance: permission is given to female employees who are still breastfeeding their children from 10.00-10.30 in accordance with Memorandum No. o. 002/EM-RAU/KBT/MEMO/2/2021 dated February 1, 2021. - In 2023, 17 PHL workers (Harvesters) will be promoted to permanent workers and in 2024 there will be 12 workers (Harvesters). Further details have been conveyed in the report (3.5.1)

List of land owner / user contacted					
Name	Years of ownership / used	Land area (ha)	Agreement (Yes / No)	Agreement base on FPIC (Yes/No)	Compliance on the agreement terms and conditions
Nil	Nil	Nil	Nil	Nil	Nil
<p>PT Rigunas Agri Utama – Bungo Tebo POM has established since 1985 and has planting palm oil since 1994, 1995 and 1996. Currently the palm oil has been replanting since 2016 and finished in 2019.</p> <p>For scheme smallholder, their land already a private properties shown by Certificate of Land (Sertifikat Hak Milik) so there are no previous land owner nor new land owner (bought land from other villager/smallholder) in this audit.</p>					



Previous land owner / user comment	
	Feedbacks: -
	Audit Team verification and response: -

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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The audit objectives have been achieved and the certificate scope is appropriate. Based on the results of this audit, it is concluded that PT. Rigunas Agri Utama – Bungo Tebo Mill has complied with the Indonesia National Interpretation 2020 of the RSPO P&C 2018 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 PT. Rigunas Agri Utama – Bungo Tebo Mill is remain certified.

Report prepared by	Acceptance of Assessment Conclusion
Name: Eko Prastio Ramadhan	Name: Putu Grhyate Yonata Aksa
Company Name: BSI Services Malaysia Sdn. Bhd.	Company Name: PT Rigunas Agri Utama
Title: Client Manager	Title: Sustainability Operation and CSR 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: 12 July 2024	Date: 15 July 2024

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Appendix A: Summary of Findings

Criterion / Indicator		Assessment Findings	Compliance
Principle 1: Behave ethically and transparently Drive ethical business behaviour, build trust and transparency with stakeholders to ensure strong and healthy relationships.			
Criteria 1.1: The unit of certification provides adequate information to relevant stakeholders on environmental, social and legal issues relevant to RSPO Criteria, in appropriate languages and forms to allow for effective participation in decision making.			
1.1.1	(C) Management documents that are specified in the RSPO P&C are made publicly available. - Critical (Major) compliance -	<p>PT RAU has procedures related to requests for information by stakeholders SOP no. AA-GL-5008.1-RI, where the company will receive and respond to requests for information from stakeholders in the form of verbal or letter.</p> <p>Apart from that, PT Rigunas Agri Utama has created a list of documents that can be accessed by the public/interests and is always updated every year. Updated list of documents and information for public access on January 2 2024 and made by Public Relations (Mr. A. Bastari) and acknowledged by the Group Manager (Mr. Mustakim).</p> <p>This document is recorded in the List of Documents and Information Accessible to the Public of PT Rigunas agri Utama, this determination is based on Law no. 14 of 2008 concerning Openness of public information.</p> <p>There are 31 types of documents that can be accessed by stakeholders and 1 type of document that cannot be accessed by the public, namely documents related to the company's financial reports, including:</p> <ol style="list-style-type: none"> 1. AMDAL - Environmental impact analysis 1. RKL/RPL – Environmental management report 2. SOCIAL IMPACT ASSESSMENT 3. HCV IDENTIFICATION 	Complied

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		<ul style="list-style-type: none"> 4. Land Licenses, such as: Location Permit, Priccipal Permit, IPKH, HGU certificate), 5. Buildings permit - Izin Mendirikan Bangunan (IMB) 6. Environmental permits 7. Licensing of Mill Machinery 8. Report on the implementation of occupational health and accident programs - P2K3 Report & K3 Program 9. Plantation Business Development Report 10. Conservation Management Plant 11. Environmental Management Program 12. CSR program and realizations report 13. FFB Proce board 14. LKPM Laporan Kegiatan Penanaman Modal - Investment Activity Report 15. Forest and land fire reports 16. Taxes and levies 17. business entity licensing 18. Company policy 19. Continuous improvement program 20. SOP for handling information, SOP for complaints and SOP for handling land conflicts 21. Document of complaints from workers and interested parties and their responses 22. Hazardous and Toxic Waste Management Report 23. Application Land Management Report 24. Surface water use report 	
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		<p>25. Obligated to report about employment</p> <p>26. Report on physical and chemical analysis of river water</p> <p>27. Recording of the deliberation process and results of land compensation</p> <p>28. RSPO public summary report from the certification body</p> <p>The types of documents that can be accessed by the stakeholders above are in accordance with the requirements contained in the RSPO P&C.</p> <p>Based on interviews with several stakeholders during the audit (Tuo Sumay Village Head and Government service in Tebo Regency) they obtained access to documents when necessary.</p> <p>Scheme Smallholder:</p> <p>Since establishing a list of documents that can be accessed by the public in 2022, this has not changed, where each Cooperative / KUD has determined a list of documents and information that can be accessed by the public, including:</p> <ol style="list-style-type: none"> 1. "Akte Pendirian Koperasi" – Cooperative establishment deeds; 2. Social Impact Assessment; 3. "Buku RAT" – Annual cooperative meeting records; 4. "Identifikasi HCV" – HCV identification; 5. "Sertifikat tanah (SHM)" – smallholder land certificate; 6. "SOP agronomi" – Standard Operating Procedure for Agronomy ; 7. "IMB" – Building permit; 8. "Pelaksanaan K3" – health and safety policy and implementation; 9. "Dokumen CSR" – Cooperative Social Responsibility document; 10. "Pajak dan retribusi" – tax and retribution record; 	
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		<p>11. "Kebijakan Koperasi" – Cooperative Policy Book; 12. Public Summary Report from Certification Body; 13. "Identifikasi dan Pengurangan Sumber Polusi" – Identification of pollution source and Pollution reduction plan; 14. "Logbook Keluhan" – Complaint logbook; 15. "Mekanisme penanganan konflik area plasma" – Mechanism for conflict resolution in smallholder area; 16. "Mekanisme keluhan, konsultasi dan komunikasi" – Mechanism for complaint, consultation and communication; 17. "Program Perbaikan Terus-menerus" – continuous improvement program;</p> <p>Based on interviews with heads of cooperatives/KUDs during field visits with member farmers, basically every document can be accessed by the public and can be provided as long as the purpose does not conflict with regulations.</p>	
1.1.2	<p>Information is provided in appropriate languages and accessible to relevant stakeholders. - Minor compliance -</p>	<p>Some information/documents including established procedures are presented in Indonesian which is easy to understand. Based on interviews with several stakeholders (Village Head Tuo Sumay), as well as government agencies (plantation and environmental services services) and NGOs (LKLH), it is stated that obtaining information and documents can be done by sending a letter of request to PT RAU management. Information and documents are presented in Indonesian so that they can be understood by other parties. Including presenting reports on employment, the environment and others in Indonesian. It can also be explained regarding the information provided, so that there are no misunderstandings.</p>	Complied

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1.1.3	<p>(C) Records of requests for information and responses are maintained.</p> <ul style="list-style-type: none"> - Critical (Major) compliance - 	<p>Based on SOP procedure no. AA-GL-5008.1-RI concerning Handling Stakeholder Information Requests, states that:</p> <ul style="list-style-type: none"> - The request can be verbal or written or can also be represented by a party appointed by the community. - Requests for information will be received by Public Relations (Mr. A. Bastari) - Requests entered through Kenbun Plasma will be directed/forwarded to Kebun Public Relations. - Public Relations provides status information (if necessary) - A response will be provided within 14 working days - All information requests will be recorded in the Log Book of information requests and responses. <p>In this surveillance audit, several verifications are carried out regarding requests for information from interested parties which must be responded, such as:</p> <ul style="list-style-type: none"> - Dated 18 September 2023 from Komando Distrik Militer 0209/Lab FSPMI. In the recording of such information is not explained what information is meant. - Dated 9 January 2024 from Camat Pangkatan; regarding Information for the Tuo Sumay Village Head (Kades) to present their respective village heads and PKK Desa Village. <p>Some of the information provided regularly to Tebo Regency government agencies, such as:</p> <ul style="list-style-type: none"> - Providing information on the RKL-RPL Environmental Monitoring Implementation Report for the period July – December 2023, 	Complied
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		<p>has been submitted to the Ministry of Environment and Forestry via the SIMPLE application on 03/23/2024.</p> <ul style="list-style-type: none">- The monitoring report on land and factory fires for the 2nd semester of 2022 was submitted to the Jambi Province Plantation Service on January 23 2023.- The Plant and Animal Management Monitoring Report for Semester II 2023 was submitted to the Tebo Regency Environmental Service on January 20 2024 <p>Based on document verification of requests for information for the 2023 period and also reporting (providing information) to Tebo Regency government agencies, all requests for information have been responded to in accordance with established procedures. Through interviews with villages and also district government agencies. Tebo, that the Company has consistently responded to requests for information from stakeholders.</p> <p>Scheme Smallholder:</p> <p>Cooperatives or plasma plantations/partnerships with PT RAU have implemented information procedures i.e. The Communication, Consultation and Complaints Mechanism explains that the response to requests for information from stakeholders is no more than 4 days.</p> <p>Explaining that requests for information from interested parties can be by letter or verbally and will be recorded by the KUD/Cooperative Secretary in the Communication and Consultation Information Request Book, then it will be discussed by the Copetration/KUD management and also related parties and then it will be decided through discussion.</p> <p>The following are examples of several responses to requests for information in the 2023 period, for example:</p>	
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		<p>Koperasi Tanjung Jaya Bersama, year 2023 there are 5 informations request, e.g:</p> <ul style="list-style-type: none"> - Dated 20 February 2023, the information required from smallholder member (Mr Aan): the information request related to grading process in POM. The cooperative has responded on 22 June 2023. - Dated 28th June 2023, the information required from smallholder member (Mr Wahid): the information request related to additional amount of member in Hamparan 51. The cooperative has responded on 29 June 2023 that the required will discussed with PT Rigunas Agri Utama. <p>Koperasi Sawit Makmur, in 2018 there are 10 informations request, e.g:</p> <ul style="list-style-type: none"> - Dated 7 July 2023; the information required from smallholder member (Mr Manulang): the information request related to the update of FFB price. The cooperative has responded on 9 July 2023 that "FFB price was given by Dinas Perkebunan" - Dated 14 August 2023, the information required from farmer smallholders member (Mr Herman): the information request of criterion of grading of FFB in POM. The cooperative has responded on 15 August 2023. 	
1.1.4	<p>(C) Consultation and communication procedures are documented, disclosed, implemented, made available, and explained to all relevant stakeholders by a nominated management official.</p> <p>- Critical (Major) compliance -</p>	<p>The Company has 3 procedures related to communication, information and consultation, namely:</p> <ul style="list-style-type: none"> • Handling Stakeholder Information Requests (SOP AA-GL-5008.1-R1, dated 22 August 2011). Which explains the company's response to all requests for information sent by stakeholders including a response time of 14 working days after the request for information is received. 	Complied

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		<ul style="list-style-type: none"> • Submission and Resolution of Employee Complaints (internal) SOP AA-HR-308.5-R1, dated 1 December 2019. Ensure profile anonymity. • Handling Public Complaints (SOP AA-GL-510.1-R0, dated 1 Jan 2013). <p>The responsibility regarding communication and consultation for the Bungo Tebo Group (Factories, Plantations and Small Farmers) is Mr. Ahmad Bastari as the management official appointed by Memorandum No. 037/HR-RO3/MEMO/11/2018 from the Bungo Tebo Plantation Manager dated November 6 2018 regarding the reassignment of Mr. Ahmad Bastari as Public Relations of PT Rigunas Agri Utama until this supervisory audit was carried out.</p> <p>The above procedures have been conveyed several times to relevant stakeholders through meetings with all PT RAU stakeholders on 6-7 June 2023. This socialization was attended by FFB suppliers (both plasma and non-plasma), Empty Bunch Transporter (EFB) in the name of A. Rahman, heavy equipment rental PT Aneka Sumatrindo and others.</p> <p>Based on interviews with stakeholders during this surveillance audit, in general the stakeholders have understood the processes in terms of requesting information to PT RAU, namely by contacting the person responsible for the information to the Dept. Public Relations (Mr. A. Bastari). To date, there have been no requests for information that have not been responded to by PT RAU management.</p> <p>Smallholders:</p> <p>Mekanisme untuk berkomunikasi telah ditetapkan oleh masing-masing Koperasi/KUD dalam bentuk "Mekanisme Komunikasi, Konsultasi dan Keluhan".</p> <p>This decision is informed either verbally or in writing to stakeholders and/or small farmers. The administrative officer of the cooperative</p>	
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		<p>(Cooperative/KUD Secretary) records every decision that is informed to stakeholders and/or smallholders.</p> <p>Cooperatives / KUDs also have cooperative policies related to providing information, including:</p> <ul style="list-style-type: none">- Policy of Koperasi Produksi Tani Mandiri" was signed on 4 January 2021 by Chairman of Cooperative; in point 15 explains: To provide adequate information for parties in accordance with applicable law regarding environmental, social, occupational health and safety issues.- Policy of Koperasi Tanjung Jaya Bersama" was signed on 4 January 2021 by Chairman of Cooperative; in point 15 explains: To provide adequate information for parties in accordance with applicable law regarding environmental, social, occupational health and safety issues.- Policy of Koperasi Sawit Makmur" was signed on 4 January 2021 by Chairman of Cooperative; in point 15 explains: To provide adequate information for parties in accordance with applicable law regarding environmental, social, occupational health and safety issues.- Policy of Koperasi Sawit Jasa Tani Karya Makmur" was signed on 4 January 2021 by Chairman of Cooperative; in point 15 explains: To provide adequate information for parties in accordance with applicable law regarding environmental, social, occupational health and safety issues. <p>Based on interviews with several stakeholders, including: Tuo Sumay Village Head and several rejuvenation contractors, the implementation of procedures regarding information and communication has been carried out well and according to procedures. The stakeholders acknowledged that the PT RAU Plasma Cooperative/KUD had submitted</p>	
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		procedures related to communication and information at meetings at their respective village offices every year, recently conveyed again in January 2024.	
1.1.5	An up-to-date list of contacts and detailed stakeholder information is available along with designated representatives. - Minor compliance -	<p>BungoTebo POM and Estate, Scheme Smallholder:</p> <p>PT RAU; Mill and Estate have made a list of interested parties in the Stakeholder List form and it is updated every year, the last update was in January 2024.</p> <p>This list contains the name of the agency or organization, address, contact person, email address (if any) and telephone number. This list is categorized by location/region, into:</p> <ul style="list-style-type: none"> - Local plantation level stakeholders: there are 43 stakeholders, including Plasma Cooperatives/KUDs, Schools, Tuo Sumay Traditional Institutions. - Subdistrict level (there are 2 subdistricts, i.e: Pinang Belai and Serai Serumpun subdistricts): consists of 11 stakeholders - Regency level (Tebo Regency): consists of 9 stakeholders, including government agencies. - Provincial level: there are 17 stakeholders including government agencies and NGOs (Jambi Independent, LKLH, Borneo Orangutan Survival Foundation, Sawit Watch, Scale Up etc.). 	Complied
Criteria 1.2: The unit of certification commits to ethical conduct in all business operations and transactions.			
1.2.1	A policy for ethical conduct is in place and implemented in all business operations and transactions, including recruitment and contracts. - Minor compliance -	The code of ethics policy at PT Rigunas Agri Utama was signed by the President Director on 1 December 2019. The policy states the company's commitment to uphold and respect the code of ethics in all operations; "The company is committed to ethical behavior in all business transactions and operations, in all forms of corruption, bribery and fraud in the use of funds and resources."	Complied

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		<p>This company policy has been socialized in February, April and July 2022 to all workers and stakeholders. In 2023, it was socialized again on 30 November 2023. Apart from that, this company policy is also communicated publicly through warning boards in strategic places.</p> <p>Based on interviews with workers, during consultations with stakeholders, it is known that workers have a basic understanding of company policies regarding codes of conduct and can explain them in understandable language and parables.</p> <p>In the contract agreement with the contractor, business ethics actions including fraud, corruption and conspiracy are explained in the Ordinary Work Agreement.</p> <p>In the Heavy Equipment Rental Agreement document, the code of ethics is stated in Article 12; Responsibilities, stating:</p> <p>[q] Be ethical in all business operations and transactions, complying with all existing regulations. Violations of all forms of corruption, bribery and embezzlement of money and resources, guidelines and procedures for giving gifts and gratuities, ...</p> <p>Taken as an example of a Cooperation Agreement document:</p> <ul style="list-style-type: none"> - Heavy Equipment Rental (Excavator Type Liugong 906E / PC 50) No. 049/E3KBT/01/24 dated 1 January 2024 in the name of PT Aneka Sumatrindo and will expire on 30 June 2024. - Contract Agreement of FFB Transportation No. 044/E3KBT/01/24 dated 1 January 2024 in the name of A. Rahman and will expire on 31 December 2024. - CPO, PK and CPKO Transportation Agreement no. 04/XII/TJP-RAU/2020 dated 1 December 2020 in the name of PT Trans Jaya Pertama and will end after both parties terminate the agreement. 	
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		<p>In the 2023 period, there will be no worker recruitment process either at the Mill or at the Estate. Based on an interview with the Chairman of the Workers' Union (PUK FP PP SPSI) Mr. T.J. Purba, that in the process of recruiting workers, the company is very committed regarding ethics, without any payment (fees) or other violations of the code of ethics.</p> <p>Scheme Smallholder:</p> <p>In each Cooperative/KUD, a Cooperative/KUD Policy has been established which is signed by the Chairman of the Cooperative/KUD, including:</p> <ul style="list-style-type: none"> - The Koperasi Produksi Tani Mandiri policy was signed by the Chairman of the Cooperative on 15 January 2021 and has not changed until this surveillance audit. This policy has socialization to all members on 3 February 2021. - The Koperasi Tanjung Jaya Bersama policy was signed by the Chairman of the Cooperative on 15 January 2021 and has not changed until this surveillance audit. This policy has socialization to all members on 5 February 2021. - The Koperasi Sawit Makmur policy was signed by the Chairman of the Cooperative on 15 January 2021 and has not changed until this surveillance audit. This policy has socialization to all members on 6-7 November 2023. - The Koperasi Sawit Jasa Tani Makmur policy was signed by the Chairman of the Cooperative on 15 January 2021 and has not changed until this surveillance audit. This policy has socialization to all members on 4-5 November 2023. - The Koperasi Sawit Makmur Bersama policy was signed by the Chairman of the Cooperative on 15 January 2021 and has not 	
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		<p>changed until this surveillance audit. This policy has socialization to all members on 5-6 November 2023.</p> <ul style="list-style-type: none"> - The Koperasi Sawit Karya makmur policy was signed by the Chairman of the Cooperative on 15 January 2021 and has not changed until this surveillance audit. This policy has socialization to all members on 6-7 November 2023. <p>In the Cooperative Policy above, it is stipulated:</p> <ul style="list-style-type: none"> - Fulfillment of applicable legal requirements in carrying out activities in cooperatives. - Ethical behavior in conducting business in all business transactions and operations - Respect human rights by treating all KUD employees and farmers fairly. - Prohibit children from working in any activity. - Prevent sexual harassment and various forms of violence against women. - Respect every KUD employee or farmer who will form or become a member of a labor union and guarantee the confidentiality of the reporter (Whistle-blower). - Respect human rights defenders (HRD) without providing threats and intimidation. - Do not provide work under threat, sanction or punishment where the worker does not have the freedom to agree to the implementation of the work. <p>Based on interviews during field visits in several sample cooperatives (Koperasi Sawit Karya Makmur, Kop. Sawit Makmur Bersama, and Kop.</p>	
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		Jasa Tanjung Jaya Bersama), smallholder were able to understand and explain the application of business ethics in the field, giving an example: weighing FFB must be appropriate, FFB pricing is appropriate.	
1.2.2	A system is in place to monitor compliance and the implementation of the policy and overall ethical business practice. - Minor compliance -	<p>The code of ethics policy at PT Rigunas Agri Utama was signed by the President Director on 1 December 2019. The policy states the company's commitment to uphold and respect the code of ethics in all operations; "The company is committed to ethical behavior in all business transactions and operations, in all forms of corruption, bribery and fraud in the use of funds and resources."</p> <p>To ensure the implementation of company policies regarding this code of ethics, the company has an internal control system that routinely carries out internal audits (VA: Visit Agronomy and VE: Visit Engineering) every year. In order to run well, the company has built procedure No. AA-SOP-ES-6001-R5 concerning Internal Audit.</p> <p>The last internal audit was carried out on 29 August - 3 September 2023, and the organization has made a corrective action plan due to VA, all problems have been closed in October 2022. Meanwhile, the VE internal audit visit was carried out on 18-20 June 2023</p> <p>The results of this VA/VE visit show that there were no actions that violated the company's code of ethics: bribery, corruption, kickbacks, etc. because of the findings regarding agronomic operational activities such as FFB quality, FFB transportation for more than 24 hours, etc.</p>	Complied
Principle 2: Operate legally and respect rights Implement legal requirements as the basic principles of operation in any jurisdiction.			
Criteria 2.1: There is compliance with all applicable local, national and ratified international laws and regulations.			
2.1.1	(C) The unit of certification complies to relevant regulations. - Critical (Major) compliance -	In this surveillance 1.2 audit there are no changes in compliance statement compared to last year audit.	Complied

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		<p>The company and smallholders have shown compliance to applicable national and ratified international regulations, in aspects of legality, operational practices, OHS, employment, and environmental.</p> <p>In term of best management practices, it was known that estate and mill and smallholder management have implemented several pursuant with Indonesia laws and regulations, for example has conducting mechanical or zero burning method during land clearing, oil palms planted were derived from official high quality seeds (DxP) producers recognized by the government of Indonesia. Furthermore, estate (each unit management) has implementing integrated pest management, biological control and only used pesticides listed on government website pesticide.id.</p> <p>In legality aspect, the company has shown the legal compliance toward Indonesia law such as land title (HGU) and plantation business permit (IUP) that will be described in more detail in indicator 4.4.1</p> <p>In worker welfare aspect it's known that the units have paid the employees wage in accordance with applicable regulation. In OHS Aspect the company has established the structure for guiding committee for occupational health and safety in each management unit.</p> <p>Furthermore, in environmental aspect the company has EIA document that approved by government, have hazardous and toxic waste storage issued by relevant agencies.</p>	
2.1.2	<p>A documented system for ensuring legal compliance is in place. This system has means to track changes to the law and also includes listing and evidence on evaluation of legal compliance of all contracted third parties, such as: recruitment agencies, service provider and labour contractor.</p> <p>- Minor compliance -</p>	<p>In this surveillance 1.2 audit there are no changes in compliance statement compared to last year audit.</p> <p>PT. Rigunas Agri Utama referred to SOP of Regulation Compliance "SOP Pemenuhan Peraturan Perundang- undangan dan Perubahannya No.AA-GL-5001.1-R0" dated 5 December 2009. The evaluation of laws and regulation mechanism:</p>	Complied

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		<ul style="list-style-type: none"> - Law/ regulation owner will inform/announce of new laws/regulations. Information dissemination can be of different format. - PIC Law Compliance will extract and obtain hard copy/ soft copy of the new laws/ regulation. PIC Law Compliance shall perform socialization on the interpretation of new laws and regulation and the implementation for operational purposes. - Respective Department shall ensure the new laws/ regulations be implemented in form of review and revised policy/ procedure/ work instruction and communicating the changes to relevant parties. <p>Written information on legal requirements for Estate and Smallholders are available in Regulation Evaluation "Evaluasi Kepatuhan Hukum Tahun 2024". Responsible person for updating legal register onsite is Public Relation and Sustainability Officer, under Law Compliance and Social, Security, License Department.</p> <p>The Company has reviewed several regulations that issued in 2021 and 2022, as follows:</p> <ul style="list-style-type: none"> - Act No.11 of 2021 related "Cipta Kerja" / employment enforcement. - Government regulation No. 35 of 2021 related temporary worker (PKWT) - Government Regulation No.36 of 2021 related payment. - Forestry Minister Regulation No. 1 of 2022 related revocation of forestry concession. <p>Scheme Smallholder</p> <p>Since the Plasmas are full managed by the company, the system is following the company's procedure.</p>	
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2.1.3	Legal or authorized boundaries are clearly demarcated and visibly maintained and there is no planting beyond these legal or authorized boundaries. - Minor compliance -	Estate Legal (HGU) boundaries are clearly demarcated and maintained based on HGU Map issued by National Land Agency. Based on field observation on HGU pegs and land demarcation in Estate during ASA1.2, has known that HGU pegs has been installed in accordance with the coordinates, and other boundaries such as boundary drain, and boundary road were maintained. There was no planting exceed the HGU boundary. The company has conducted semesterly HGU pegs monitoring for all certificates of HGU. The monitoring and maintenance for Semester I and II of 2023 have been conducted based on report on 18 January 2023 and 6 July 2023. All HGU pegs are in good condition after maintenance. While monitoring for Semester I of 2024 is in progress. Scheme smallholder: For smallholder, based on field visit during ASA1.2, the boundaries are well demarcated in the form of land title (SHM) pegs, path, drain, trees, etc. Based on interview to the smallholder members, there is no indication of dispute among the plots as well with external parties.	Complied																																			
Criteria 2.2: All contractors providing operational services and supplying labour, and Fresh Fruit Bunch (FFB) suppliers, comply with legal requirements.																																						
2.2.1	A list of contracted parties is available. - Minor compliance -	PT Rigunas Agri Utama – Bungo Tebo Group has created a list of contractors with detailed contractor names, addresses, no. contract documents and their validity period. In the 2023 period, the list of Bungo Tebo Group Contractors is as follows: <table><tr><th>No.</th><th>Contraktors Name</th><th>Address</th><th>Contract Doc.</th><th>Type of Jobs</th></tr><tr><td>1</td><td>A. Rahman</td><td>Embacang Parit RT 04, Desa T. Singkawang, Kab Tebo</td><td>005/E3KBT/01/23</td><td>EFB Transport</td></tr><tr><td>2</td><td>R. Saputra</td><td>Bukit Kembang II, Desa Teluk Kembang, RT. 005, Kec. Tebo Ulu, Kab. Tebo</td><td>260/E3/KBT/10/23</td><td>EFB Transport</td></tr><tr><td>3</td><td>PT Aneka Sumatrindo</td><td>Jl. HR. Soebrantas, Kec. Tampan, Kota Pekanbaru</td><td>140/P3KBT/03/23</td><td>Mini Excavator loans</td></tr><tr><td>4</td><td>PT Padang Raya Cakrawala</td><td>Jl. Tj. Priuk, Teluk Bayur, Kota Padang</td><td></td><td></td></tr><tr><td>5</td><td>PT Sari Dumai Sejati</td><td>Lubuk Gaung, Sungai Sembilan, Kota Dumai</td><td></td><td></td></tr><tr><td>6</td><td>PT Asian Agro Agungjaya</td><td>Jl. Semarang BI A-6, Marunda, Jakarta Utara</td><td></td><td></td></tr></table>	No.	Contraktors Name	Address	Contract Doc.	Type of Jobs	1	A. Rahman	Embacang Parit RT 04, Desa T. Singkawang, Kab Tebo	005/E3KBT/01/23	EFB Transport	2	R. Saputra	Bukit Kembang II, Desa Teluk Kembang, RT. 005, Kec. Tebo Ulu, Kab. Tebo	260/E3/KBT/10/23	EFB Transport	3	PT Aneka Sumatrindo	Jl. HR. Soebrantas, Kec. Tampan, Kota Pekanbaru	140/P3KBT/03/23	Mini Excavator loans	4	PT Padang Raya Cakrawala	Jl. Tj. Priuk, Teluk Bayur, Kota Padang			5	PT Sari Dumai Sejati	Lubuk Gaung, Sungai Sembilan, Kota Dumai			6	PT Asian Agro Agungjaya	Jl. Semarang BI A-6, Marunda, Jakarta Utara			Complied
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2.2.2	<p>All contract, including those for FFB supply, contain specific clause on meeting relevant legal requirements and this can be demonstrated by the third party.</p> <p>- Minor compliance -</p>	<p>PT RAU has established a list of contractors and TBS suppliers for the period of 2023, as follows:</p> <table><tr><th>No.</th><th>Contraktors Name</th><th>Address</th><th>Contract Doc.</th><th>Type of Jobs</th></tr><tr><td>1</td><td>A. Rahman</td><td>Embacang Parit RT 04, Desa T. Singkawang, Kab Tebo</td><td>005/E3KBT/01/23</td><td>EFB Transport</td></tr><tr><td></td><td>R. Saputra</td><td>Bukit Kembang II, Desa Teluk Kembang, RT. 005, Kec. Tebo Ulu, Kab. Tebo</td><td>260/E3/KBT/10/23</td><td>EFB Transport</td></tr><tr><td>2</td><td></td><td></td><td></td><td></td></tr><tr><td>3</td><td>PT Aneka Sumatrindo</td><td>Jl. HR. Soebrantas, Kec. Tampan, Kota Pekanbaru</td><td>140/P3KBT/03/23</td><td>Mini Excavator loans</td></tr><tr><td>4</td><td>PT Padang Raya Cakrawala</td><td>Jl. Tj. Priuk, Teluk Bayur, Kota Padang</td><td></td><td></td></tr><tr><td>5</td><td>PT Sari Dumai Sejati</td><td>Lubuk Gaung, Sungai Sembilan, Kota Dumai</td><td></td><td></td></tr><tr><td>6</td><td>PT Asian Agro Agungjaya</td><td>Jl. Semarang BI A-6, Marunda, Jakarta Utara</td><td></td><td></td></tr></table> <p>The Company has also registered FFB suppliers in collaboration with PT RAU – Bungo in the period 2023 – until February 2024, as follows:</p>	No.	Contraktors Name	Address	Contract Doc.	Type of Jobs	1	A. Rahman	Embacang Parit RT 04, Desa T. Singkawang, Kab Tebo	005/E3KBT/01/23	EFB Transport		R. Saputra	Bukit Kembang II, Desa Teluk Kembang, RT. 005, Kec. Tebo Ulu, Kab. Tebo	260/E3/KBT/10/23	EFB Transport	2					3	PT Aneka Sumatrindo	Jl. HR. Soebrantas, Kec. Tampan, Kota Pekanbaru	140/P3KBT/03/23	Mini Excavator loans	4	PT Padang Raya Cakrawala	Jl. Tj. Priuk, Teluk Bayur, Kota Padang			5	PT Sari Dumai Sejati	Lubuk Gaung, Sungai Sembilan, Kota Dumai			6	PT Asian Agro Agungjaya	Jl. Semarang BI A-6, Marunda, Jakarta Utara			<p>Non-compliance</p>
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Based on sample of document review of contract agreement with the local contractor, it describes compliance with the applicable regulatory

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		<p>and statutory requirements, states that; The Second Party (Contractor) is obliged to follow the applicable government regulations in providing vehicles and drivers, including but not limited to manpower and tools to carry out work.</p> <p>Based on the verification of the contract documents, in the attachment to the Work Agreement Letter it is also stated regarding regulatory and statutory requirements, employment, human rights as outlined in Chapter I. Specifications and Conditions of Work: Number 7: The second party (Contractor) is obliged to comply with the regulations applicable employment, especially those relating to the payment of wages and the age of workers, namely over 18 (eighteen) years. As well as complying with the prohibition on employing children, forced labor and workers from human trafficking and must comply with company business ethics and comply with all certification requirements and standards.</p> <p>In the cooperation contract documents with CPO and CPKO contractors, it is explained in the work contract regarding fulfilling legal requirements and not employing underage children in Article 7: Responsibilities and Obligations, explaining the prohibition of employing children, complying with applicable regulations in Indonesia and applying wages according to with regulations.</p> <p>Based on field visits and interviews with FFB unloading workers on behalf of SL, it is known that he works as a FFB unloading worker from the Tuo Sumay Village Group, where the person concerned does not have or is not registered with the Worker Social Security program of his group. Furthermore, a cooperation contract with this group has not yet been demonstrated.</p>	
2.2.3	<p>All contracts, including those for FFB supply, contain clauses disallowing child, forced and trafficked labour.</p> <p>- Minor compliance -</p>	<p>Based on the example of reviewing contract agreement documents with local contractors above (2.2.1), explained in Article 8; Responsibilities, it is stated that:</p>	Complied

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		<ul style="list-style-type: none">- Comply with applicable regulations in the Republic of Indonesia and not be involved in forced labor practices and human trafficking- Providing skilled and experienced workforce, where the first party is responsible for providing adequate wages and other welfare facilities as required by statutory regulations- Do not employ minors based on statutory regulations- Be ethical in all operations and business transactions- Willing to follow company policies and socialization- Willing to fulfill Supply Chain System requirements when transporting raw materials and willing to be audited both internally and externally. <p>Based on interviews with PT RAU staff, this collaboration will be evaluated every year to be able to update the work contract documents. Evaluation of the contractor is carried out before the contract period is completed (usually 1 year) and an extension will be carried out. example:</p> <ul style="list-style-type: none">- Contract Agreement No. 044/E3KBT/01/24 dated 2 January 2024 in the name of A. Rahman, for EFB transportation work expiring on 31 December 2024. The previous contract expired on 31 December 2023. Evaluation was carried out on 2 January 2024 to assess compliance with agreed requirements includes prohibited for child labour and force and trafficking labour.- Contract Agreement No. 049/E3KBT/01/24 dated 1 January 2024 in the name of PT Aneka Sumatrindo, for mini excavator load expiring on 30 June 2024. This is a new cooperation contract, so the evaluation regarding the terms of cooperation was carried out on 1 January 2024.	
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Criteria 2.3: All FFB supplies from outside the unit of certification are from legal sources.			
2.3.1	<p>(C) For all directly sourced FFB, Palm Oil Mill (POM) requires:</p> <ul style="list-style-type: none"> Information regarding the geolocation of FFB origins; Proof of ownership status, right/claim of the land by grower/smallholder; If relevant, valid planting/operational/trading license, or is part of a cooperative which allows the buying and selling of FFB. <p>- Critical (Major) compliance -</p>	<p>Based on document review and interview to the management during ASA1.2, it was known that PT. Rigunas Agri Utama – Bungo Tebo POM does not have direct sourced FFB supplier. The FFB supplier categorized as indirect sourced FFB supplier.</p> <p>For plasma/scheme smallholder directly supply its FFB to company's Mill, however, they are the unit certification of Bungo Tebo POM. Therefore, the plasma is not applicable in this indicator.</p>	Not Applicable
2.3.2	<p>For all indirectly sourced FFB, the unit of certification obtains from the collection centres, agents or other intermediaries, the evidence as listed in indicator 2.3.1.</p> <p>- Minor compliance -</p>	<p>PT. Rigunas Agri Utama – Bungo Tebo POM obtains indirect FFB supplied from third-parties who have been identified the source/origin of FFB using the geolocation. This FFB supplier is an indirect source (third party), however, company has carried out identification related to land ownership, trading business licensing and identifying the geolocation from which the FFB originates.</p> <p>The indirect of FFB supplier's sample that has been verified is HAZRI, document verified as follows:</p> <ul style="list-style-type: none"> Keto, with area 2.5 Ha; geolocation E 102° 29' 37.44" N 01° 16' 19.08"; land status SKT (<i>Surat Keterangan Tanah</i>) dated 30/08/2005. Radi, with area 1.5 Ha; geolocation E 102° 29' 21.96" N 01° 16' 12.42"; land status SKT (<i>Surat Keterangan Tanah</i>) dated 01/01/2005. Rodi, with area 1.0 Ha; geolocation E 102° 29' 18.12" N 01° 15' 57.12"; land status SKT (<i>Surat Keterangan Tanah</i>) dated 01/01/2005. <p>Operational/Trading License for Wan Juma Sari Dewi is NIB (<i>Nomor Induk Berusaha</i>) has shown during audit.</p>	Complied

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		<p>Based on the agreement (Contract cooperation agreement) that have been verified as above, there are explanations on legal requirements, employment (including wage) and compliance with legislation and the obligation to respect human rights, disallowing child, force labor and business ethics in article 1 page 2 related to business ethics.</p> <p>Based on document verification and interview with Create Share Value (CSV) staff obtained information that both suppliers have been verified and visited by FFB purchasing staff.</p>	
Principle 3: Optimise productivity, efficiency, positive impact and resilience Implement plans, procedures and systems for continuous improvement.			
Criteria 3.1: There is an implemented management plan for the unit of certification that aims to achieve long-term economic and financial viability.			
3.1.1	<p>(C) A business or management plan (minimum of three years) is documented and where applicable, includes a jointly developed business case for Scheme Smallholders.</p> <p>- Critical (Major) compliance -</p>	<p>Bungo Tebo POM and Estate:</p> <p>PT Rigunas Agri Utama has committed to economic and financial sustainability and has documented the working plan in the Financial Budget Plan "Rencana Kerja Perusahaan". The company has set up a business management plan for the next 5 (five) years and the forecast have been well documented in the document "Proyeksi Produk Sustainable & Non-Sustainable PT Rigunas Agri Utama BungoTebo" 2024 - 2028. Management plan was set up including FFB from scheme smallholder and independent FFB suppliers. Its management plan includes:</p> <ul style="list-style-type: none"> • FFB Production projection 2024 – 2028. • CPO, PK, production projection 2024 – 2028. • OER, KER projection 2024 – 2028. • Estate Cost Estimation: Upkeep cost, manuring cost, pest and disease management cost, pruning cost, census cost, terrace maintenance cost, road and bridge maintenance cost, harvesting cost. 	Complied

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		<ul style="list-style-type: none">• Mill Cost, KCP Cost, Selling cost, Bulking cost and Tax portion actual 2023 and projection 2024 – 2028.• Net Profit/Loss. <p>Below are crop projection Bungo Tebo Estate 2024 – 2028.</p> <table><tr><th rowspan="2">Ha</th><th colspan="5">Estimated FFB Production (MT)</th></tr><tr><th>2024</th><th>2025</th><th>2026</th><th>2027</th><th>2028</th></tr><tr><td>2,490 Ha</td><td>47,553</td><td>52,308</td><td>57,539</td><td>63,293</td><td>69,622</td></tr></table> <p>Projection of production Bungo Tebo POM period 2024 – 2028</p> <table><tr><th>Description</th><th>2024</th><th>2025</th><th>2026</th><th>2027</th><th>2028</th></tr><tr><td>FFB Processed (MT)</td><td>302,620</td><td>304,133</td><td>305,654</td><td>307,182</td><td>308,718</td></tr><tr><td>CPO Production (MT)</td><td>60,243</td><td>60,544</td><td>60,847</td><td>61,151</td><td>61,457</td></tr><tr><td>PK Production (MT)</td><td>14,875</td><td>14,949</td><td>15,024</td><td>15,099</td><td>15,175</td></tr><tr><td>OER (%)</td><td>19.91</td><td>20.11</td><td>20.31</td><td>20.51</td><td>20.72</td></tr><tr><td>KER (%)</td><td>5.50</td><td>5.56</td><td>5.61</td><td>5.67</td><td>5.72</td></tr></table> <p>Production cost (IDR/MT CPO)</p> <table><tr><th>Description</th><th>2024</th><th>2025</th><th>2026</th><th>2027</th><th>2028</th></tr><tr><td>Estate cost</td><td>1,224,969</td><td>1,199,478</td><td>1,200,470</td><td>1,440,564</td><td>1,320,517</td></tr></table>	Ha	Estimated FFB Production (MT)					2024	2025	2026	2027	2028	2,490 Ha	47,553	52,308	57,539	63,293	69,622	Description	2024	2025	2026	2027	2028	FFB Processed (MT)	302,620	304,133	305,654	307,182	308,718	CPO Production (MT)	60,243	60,544	60,847	61,151	61,457	PK Production (MT)	14,875	14,949	15,024	15,099	15,175	OER (%)	19.91	20.11	20.31	20.51	20.72	KER (%)	5.50	5.56	5.61	5.67	5.72	Description	2024	2025	2026	2027	2028	Estate cost	1,224,969	1,199,478	1,200,470	1,440,564	1,320,517	
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3.1.2	An annual replanting programme projected for a minimum of five years with yearly review, is available. - Minor compliance -	<p>Based on document verification during ASA1.2, the replanting program of PT Rigunas Agri Utama has been completed in 2019, at this moment the certificate holder does not have replanting program for short term. However, there is replanting program for Scheme Smallholders for Y2023 – 2027 as follows:</p> <table><tr><th rowspan="2">Organization</th><th rowspan="2">Area (Ha)</th><th colspan="5">Program (Ha)</th></tr><tr><th>2023</th><th>2024</th><th>2025</th><th>2026</th><th>2027</th></tr><tr><td>Koperasi Produksi Tani Mandiri</td><td>158</td><td>-</td><td>-</td><td>124</td><td>-</td><td>-</td></tr><tr><td>Koperasi Tanjung Jaya Bersama</td><td>68</td><td>-</td><td>-</td><td>-</td><td>-</td><td>-</td></tr><tr><td>Koperasi Sawit Jasa Tani Sekutu Makmur</td><td>672</td><td>-</td><td>-</td><td>350</td><td>-</td><td>322</td></tr><tr><td>Koperasi Sawit Makmur Bersama</td><td>628</td><td>-</td><td>-</td><td>-</td><td>-</td><td>-</td></tr><tr><td>Koperasi Sawit Karya Makmur</td><td>710</td><td>-</td><td>-</td><td>-</td><td>-</td><td>400</td></tr></table> <p>During ASA1.2 has been verified the is no replanting activities at Scheme Smallholders.</p>	Organization	Area (Ha)	Program (Ha)					2023	2024	2025	2026	2027	Koperasi Produksi Tani Mandiri	158	-	-	124	-	-	Koperasi Tanjung Jaya Bersama	68	-	-	-	-	-	Koperasi Sawit Jasa Tani Sekutu Makmur	672	-	-	350	-	322	Koperasi Sawit Makmur Bersama	628	-	-	-	-	-	Koperasi Sawit Karya Makmur	710	-	-	-	-	400	Complied
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3.1.3	<p>The unit of certification holds management review at planned term according to the scale and nature of the activities undertaken.</p> <p>- Minor compliance -</p>	<p>During ASA1_2 has been verified that PT Rigunas Agri Utama has held management review on 1 February 2024. Management review attended by key personnel e.g., Senior Manager, Mill Manager, Head Assistant, Assistant and Sustainability Staff. Management review has discussed all required agenda, such as:</p> <ul style="list-style-type: none"> a. Results of internal audits; All nonconformance raised during internal audit has been followed up by the unit, included internal audit result in scheme smallholder. Nonconformance related to the list of the contractors, P2K3 report, conservation management plan and fire handling tools. b. Customer feedback: there was complaint from customer related to road access from Mill, the road condition are some times slippery and need improvement. Organization has appointed Operational Assistant – POM to coordinate with Traction Assistant for road maintenance. There is no complaint from the customer for period Y2023. c. Process performance and product conformity; PT Rigunas Agri Utama has scheduled VE visits, as a supervision for regular mill performance (once a year). If there is input from the VE visit, it is in the form of quick input, which is immediately corrected and reported back in the form of observations that can be checked at the next visit. The issues are related to VE result has been followed up by the organization. d. Status of preventive and corrective actions; there is action plan that need to be follow up to the TC (Technical Controller) and manager to close the nonconformances. e. Follow-up actions from management reviews: All corrective actions discussed in the previous year have been completed. f. Changes that could affect the management system; Revising some mechanism related to the need of new mother and socilaization of 	Complied
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		company policy. g. Improvement recommendations: Provide an understanding of KTU (head of administrasi) and the person in charge document file storage so that you always save the file with neat and easy to access.	
Criteria 3.2: The unit of certification regularly monitors and reviews their economic, social and environmental performance and develops and implements action plans that allow demonstrable continuous improvement in key operations.			
3.2.1	<p>(C) The action plan for continuous improvement is implemented, based on consideration of the main social and environmental impact and opportunities of the unit of certification.</p> <p>- Critical (Major) compliance -</p>	<p>During ASA1.2, the certificate holder regularly checks and review the performance of economic, social and environment, then develop and implement action plan for continuous improvement. Monitoring in Bungo Tebo Estate and POM are done by e.g. Visit Agronomy (VA) and Visit R&D and Visit Engineering (VE), verified data for example:</p> <p>a. Visit Agronomy (VA) at Bungo Tebo Estate has conducted in July 2023 by Simon Sihotang. The organization has made corrective action plan as a result of the VA, all issues have been closed in October 2023.</p> <p>b. Visit Engineering at Bungo Tebo POM was conducted on 18 – 20 July 2023 as per report VE-PBT-JUL-FULL-18072023, all issues have been closed in August 2023.</p> <p>Other record of continuous improvement is documented in AAIA (Asian Agri Innovation Award) for Y2023. For example, of Continuous Improvement (CI) recorded in AAIA namely modification of the Efficient use of fossil fuels and reduced use of chemicals.</p> <p>Continuous improvement for smallholders is their participation in ISPO Certification in 2023. The company has continued the process to complete the legal document for each farmer such as STDB (<i>Surat Tanda Daftar Budidaya</i>) and SPPL (<i>Surat Pernyataan Kesanggupan Pengelolaan Lingkungan</i>)</p>	Complied

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3.2.2	As part of the monitoring and continuous improvement process, annual reports are submitted to the RSPO Secretariat by Certification Body during Annual Surveillance Assessment by using the RSPO metrics template. - Minor compliance -	RSPO Annual Communication of Progress (ACOP) period 2023 of PT Inti Indosawit Subur has been available in RSPO website under membership number 1-0022-06-000-00. RSPO Metrics Template has been shown and verified during ASA1_2 audit.	Complied
Criteria 3.3: Operating procedures are appropriately documented, consistently implemented and monitored.			
3.3.1	(C) Standard Operating Procedures (SOPs) for the unit of certification are in place. - Critical (Major) compliance -	Bungo Tebo POM and Estate: During ASA1_2, there is no change of organization's procedures. PT Rigunas Agri Utama has procedures for estate best agriculture practice, starting from land preparation up to replanting, as follows: <ol style="list-style-type: none"> 1. SOP AA-APM-OP-1100.01-R4 dated 5/09/2016 Nursery. 2. SOP AA-APM-OP-1100.02-R3 10/06/2015 New Planting. 3. SOP AA-APM-OP-1100.03-R2 24/07/2015 Road and Bridge Construction and Maintenance explains road and bridge construction and maintenance. 4. SOP AA-APM-OP-1100.04-R3 07/12/2015 Drainage Construction and Maintenance explains culvert/drainage construction and maintenance. 5. SOP AA-APM-OP-1100.05-R3 23/11/2016 Soil & Water Conservation. 6. SOP AA-APM-OP-1100.06-R5 16/02/2017 Planting cover crops. 7. SOP AA-APM-OP-1100.07-R6 16/02/2017, Oil Palm Planting. 8. SOP AA-APM-OP-1100.08-R6 11/05/2016 Weed control. 9. SOP AA-APM-OP-1100.09. R6 12/06/2017 Fertilizer application. 10. SOP AA-APM-OP-1100.10. R6 23/11/2016 Pests and Disease Control. 11. SOP AA-APM-OP-1100.11. R1 01/02/2009 Pesticide handling and Management. 	Complied

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		<p>12. SOP AA-APM-OP-1100.12. R3 23/11/2016 Castration explain cutting all generative product (male flower, female flower, all fruit, to support vegetative growth) – done 5-6 months before being harvested.</p> <p>13. SOP AA-APM-OP-1100.13. R3 04/03/2016 Pruning.</p> <p>14. SOP AA-APM-OP-1100.14. R3 16/02/2017 Census and Palm identification.</p> <p>15. SOP AA-APM-OP-1100.15. R2 01/10/2010 Production census.</p> <p>16. SOP AA-APM-OP-1100.16. R1 01/02/2009 Consolidation, Provision of support to fallen palm.</p> <p>17. SOP AA-APM-OP-1100.17. R1 23/10/2014 Water management.</p> <p>18. SOP AA-APM-OP-1100.18. R3 20/04/2015 Harvesting.</p> <p>19. SOP AA-APM-OP-1100.19. R1 01/02/2009 FFB Transport.</p> <p>20. SOP AA-APM-OP-1100.20-R6 16/02/2017 Replanting.</p> <p>During ASA1_2 there is no change of organization's procedures. Procedures for mill best management practice has been established and documented as well, as follows:</p> <ol style="list-style-type: none"> 1. SOP AA-MPM-OP-1400.02.R2 FFB receiving station. 2. SOP AA-MPM-OP-1400.03.R1 Sterilizer station. 3. SOP AA-MPM-OP-1400.04.R1 Thresher station and loose fruit separation. 4. SOP AA-MPM-OP-1400.05-R1 Pressing station. 5. SOP AA-MPM-OP-1400.06-R1 Clarification station. 6. SOP AA-MPM-OP-1400.07-R1 Nut and fiber separation. 7. SOP AA-MPM-OP-1400.08-R1 Kernel station. 8. SOP AA-MPM-OP-1400.09-R1 Boiler station. 	
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		<p>9. SOP AA-MPM-OP-1400.10-R1 Engine room station.</p> <p>10. SOP AA-MPM-OP-1400.11-R1 Water treatment station.</p> <p>11. SOP AA-MPM-OP-1400.12-R1 Laboratorium.</p> <p>12. SOP AA-MPM-OP-1400.13-R1 Palm oil mill effluent treatment.</p> <p>13. SOP AA-MPM-OP-1400.14-R2 CPO and kernel bulking and dispatch operation.</p> <p>14. SOP AA-MPM-OP-1400.15-R1 Preventive maintenance.</p> <p>The mill operational procedures explain the flow process, specification of material and process, machinery and tools required, step-by-step process, control, monitoring and measurement and health and safety requirements.</p> <p>Scheme Smallholder:</p> <p>During ASA1_2, there is no change of organization's procedures. Kebun Plasma Bungo Tebo has established and maintained guidance to perform and monitor the best agriculture practices. The procedures were sighted, for example:</p> <ol style="list-style-type: none"> 1. SOP AA-Plasma-PP-KS-01; Nursery; dated 1 Sept 2011. 2. SOP AA-Plasma-PP-KS-02; Pest and Disease Control; dated 1 Sept 2011. 3. SOP AA-Plasma-PP-KS-03; Fertilizing; dated 1 Sept 2011. 4. SOP AA-Plasma-PP-KS-04; Harvesting; dated 1 Sept 2011. 5. SOP No.007/DOK/SOP/AA2016; Internal Communication Group Certification. 6. SOP No.013/DOK/SOP/AA/2016; Assessment and Inspection Member Group Plantation. 	
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		<p>7. SOP No. 020/DOK/SOP/AA/2016; FFB Sale Mechanism.</p> <p>8. AA-SOP-06-KLO dated 1 February 2009; Weeds Control.</p> <p>Manager of Kebun Plasma Bungo Tebo in cooperation with Koperasi (Cooperative) has developed training programme Y2023 for Good Agriculture Practise according to the procedure for smallholder.</p>	
3.3.2	<p>A mechanism to check consistent implementation of procedures is in place.</p> <p>- Minor compliance -</p>	<p>During ASA1.2 has verified that the organization has a mechanism to ensuring field implementation consistent with procedures is in place, the mechanism namely by conducting the visit form operation department, verified document for example:</p> <ul style="list-style-type: none"> a. Visit Agronomy (VA) at Bungo Tebo Estate has conducted in July 2023 by Simon Sihotang. The organization has made corrective action plan as a result of the VA, all issues have been closed in October 2023. b. Visit Engineering at Bungo Tebo POM was conducted on 18 – 20 July 2023 as per report VE-PBT-JUL-FULL-18072023, all issues have been closed in August 2023. c. Annual Quality Control visit conducted by Quality Control Assistant, the last visit in December 2023. d. Management review meeting. For example, there is a record of management review meeting Bungo Tebo Estate on 3 February 2024 attended by technical controller, group manager, estate manager, field assistant and head clerk. <p>During the ASA1.2 audit, auditor also has carried out interview to QC staff for estate and mill. Through the interview obtain information as follows:</p> <ul style="list-style-type: none"> a. QC in estate conducted regularly at least once a month. The items that shall verify is quality of harvesting (circle, harvesting 	Non-compliance

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		<p>path and FFB/loose fruit left), manuring, upkeep in immature area. Last report on January 2024 showed that Bungo Tebo Estate are in 'good' status.</p> <p>b. QC in mill conducted regularly at least once a month (minimum 4 man days). Items to check is for all station in Mill, such as quality of sortation in loading ramp, sterilizer, USB check, LTDS, wet shell, fibre cyclone, temperature in clarification, kernel silo and press station, mass balance of solid and liquid and calibration of CPO/PK production in laboratory. Last report on December 2023 showed that Bungo Tebo POM is in 'good' status.</p> <p>Scheme Smallholder</p> <p>Based on interview with Plasma Manager as ICS Manager in coordination with board of KUD has set the monthly management meeting to discuss issues related to best management practices, social, occupational safety and health, environment, and any other issues. The meeting also discussed the improvements that will be made in the future. The verified document for example on 4 April 2023, 20 March 2023, 15 July 2023.</p> <p>For operational activities (harvesting and manuring), the Plasma Assistant with Foreman conduct daily monitoring to smallholder plots to ensure the activities has complied to procedures. Meanwhile for spraying, because it done by spraying team (TUS) from the company so their compliance against procedure was monitored by Spraying Foreman and Plasma Assistant.</p>	
3.3.3	Records of monitoring and any actions taken are maintained and available. - Minor compliance -	During ASA1.2 has verified that the certificate holder regularly checks and review the performance of economic, social and environment, then develop and implement action plan for continuous improvement. Monitoring in Bungo Tebo Estate and POM are done by e.g. Visit Agronomy (VA) and Visit Engineering (VE), verified data for example:	Complied

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		<p>a. Visit Agronomy (VA) at Bungo Tebo Estate has conducted in July 2023 by Simon Sihotang. The organization has made corrective action plan as a result of the VA, all issues have been closed in October 2023.</p> <p>b. Visit Engineering at Bungo Tebo POM was conducted on 18 – 20 July 2023 as per report VE-PBT-JUL-FULL-18072023, all issues have been closed in August 2023.</p> <p>c. Annual Quality Control visit conducted by Quality Control Assistant, the last visit in December 2023.</p> <p>d. Management review meeting. For example, there is a record of management review meeting Bungo Tebo Estate on 3 February 2024 attended by technical controller, group manager, estate manager, field assistant and head clerk.</p> <p>Document of Action plan for result of VA and VE at Bungo Tebo Estate and POM are available during ASA1_2 audit. Samples of record reviewed during audit for example Bungo Tebo POM; Brondolan was spilled when filling the lorry, it was repaired by carrying out engineering techniques by adding plates to prevent leaks; The parking lot for TBS cars and CPO cars is too narrow and the road position drops sharply, follow-up is currently in the repair process stage.</p>	
Criteria 3.4: A comprehensive Social and Environmental Impact Assessment (SEIA) is undertaken prior to new plantings or operations, and a social and environmental management and monitoring plan is implemented and regularly updated in ongoing operations.			
3.4.1	<p>(C) SEIA in new planting or operation including mills, is conducted independently and participatively by involving the affected stakeholders, inclusive of impact assessment from the smallholder/outgrower scheme (if any). The assessment is to be documented.</p> <p>- Critical (Major) compliance -</p>	<p>There is no change in term of the statement of conformity when comparing from the previous audit result. Up to now since previous assessment last year till the date of this audit, no new planting in PT Rigunas Agri Utama – Bungo Tebo plantation area.</p> <p>The company already have document EIA and SIA :</p>	Complied

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		<p>1. The previous SEIA was "ANDAL (Analisa Dampak Lingkungan) & RKL-RPL (Rencana Pengelolaan Lingkungan – Rencana Pemantauan Lingkungan Rencana Pemantauan Lingkungan Perkebunan Kelapa Sawit Pola PIR-TRANS dan Pabrik Pengolahan Minyak Sawit PT Rigunas Agri Utama" datum 2003. The documents have been approved based on "Persetujuan Komisi AMDAL Propinsi Jambi No.273 Tahun 2003" dated 11th July 2003.</p> <p>Addendum AMDAL "Rencana kegiatan Pembangunan Kernel Crushing Plant (KCP) dengan Kapasitas Produksi 200 ton/hari, Pembangunan Pembangkit Listrik Tenaga Biogas (PLTBG) yang dihasilkan Tenaga listrik Sebesar 3 MW dan Replanting Dengan Rencana Luas Lahan 2.506 ha di Kecamatan Sumay dan Kecamatan Serai Serumpun Kabupaten Tebo Provinsi Jambi Oleh PT Rigunas Agri Utama. Rencana Pengelolaan Lingkungan Hidup – Rencana Pemantauan Lingkungan Hidup (RKL–RPL)" regarding Development of Kernel Crushing Plant (KCP) with production capacity 200 ton/day, development of electricity power (PLTBG) that produced electricity 3 MW and replanting for 2,506 Ha. The documents have been approved based on Decree of Tebo Regent No.86 Year 2017" dated 2nd February 2017 regarding Environment Permit (Izin Lingkungan) and No.85 Year 2017 dated 2nd February 2017 regarding "Kelayakan Lingkungan". This documents covers the area of 8,676 Ha (2,551 Ha planted for nucleus estate and 6,116 Ha planted for scheme smallholders), with palm oil mill capacity 60 tons FFB/hour, KCP 200 ton/day, electricity power 3 MW and 2,506 replanting area in the nucleus estate. The area of study covers Tuo Sumay Village, Sungai Rambai Village, Pinang Belai Village (SP1), Sekuntum Jayo Village (SP2), Bukit Pemuatan Village (SP5) and Napal Putih Village (SP6) – Sumai sub-district, Tebo Regency, Jambi Province, year of study 2016.</p>	
3.4.2	For the unit of certification, a SEIA is available and social and environmental management plan and its monitoring have been developed with participation of affected stakeholders.	There is no change in term of the statement of conformity when comparing from the previous audit result. Up to now since previous assessment last year till the date of this audit, the social environmental	Complied

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	- Minor compliance -	<p>management plan have been developed with participation of affected stakeholder. Details of management plan can be seen in document "Rencana Pengelolaan Lingkungan" and dokumen "Rencana Kerja Lingkungan" consisted of:</p> <ol style="list-style-type: none"> 1. Significant Impacts: Mobilization of heavy equipment and material during replanting; decrease of air quality; Program: air quality are maintained (parameter SO₂, CO, NO₂, O₃, HC, PM₁₀, PM_{2.5}) under standard based on PP No.41/1999 regarding Air Pollution Control. 2. Significant Impact: increase of noise level; Program: Decree of Minister of Environment No. KEP-48/MENLH/11/1996, regarding standard of noise level; 3. Significant Impact: decrease of community health; Program: increase community sanitary environment, clean and healthy attitude of community. 4. Significant Impacts: Soil erosion due to replanting activity; Program: <ul style="list-style-type: none"> - Make terrace in areas with a slope > 12° - Planting legume cover crop - Make a trench subside in lowland areas - Make a stop in the area of the bunch teresan - Making the hoof to areas with a slope < 12° 	
3.4.3	<p>(C) The social and environmental management and monitoring plan is implemented, reviewed and updated regularly in participatory way.</p> <p>- Critical (Major) compliance -</p>	<p>The social and environmental management and monitoring plan has been implemented, reviewed and updated regularly in participatory way. The frequency of environment monitoring or analysis is per semester and annually, based on identification in document "Rencana Pengelolaan Lingkungan" and dokumen "Rencana Kerja Lingkungan". The analysis covered :</p> <ul style="list-style-type: none"> • Air quality and noisy monitoring from FFB processing performed by emission measurement against Boiler and generator each semester, 	Complied

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		<p>ambient air quality measurement each semester, noisy measurement (indoor and outdoor) each semester, odor measurement each semester. Latest monitoring and analysis on 19 August – 14 September 2022 by PT ITEC Solution Indonesia, Analysis report number D.08.1539-1/LHU/2022 dated 14 September 2022 shown that the air quality, Odor and noise are met with the quality standard/threshold PP RI No. 22 Tahun 2021, KepMenLH No. 48 Tahun 1996 and Permenakertrans No. 5 Tahun 2018.</p> <ul style="list-style-type: none"> • Air emission quality monitoring for vehicle, genset and boiler has been conducted on 22 August – 15 September 2022 by PT ITEC Solution Indonesia, Analysis report number D.08.1533-1/LHU/2022 (vehicle) dated 15 September 2022 and D.08.1539-1/LHU/2022 dated 14 September 2022 (genset and boiler), shown that the air emission are met with the quality standard/threshold PerMenLH No. 07 tahun 2007 and PerMenLH No. 13 tahun 2009. • Surface water quality and water biota monitoring to prevent and control the physic and chemist quality of surface water comply to PP RI Nomor 22 tahun 2021. Performed by waste water quality monitoring each month, hazardous waste monitoring, land application monitoring, surface water quality monitoring each semester. Surface water quality monitoring and analysis in Sungai Belangkai, Sungai Lalo and Sungai Pamuatan by PT ITEC Solution Indonesia, analysis report shown that water quality has been met with the standard PP Nomor Nomor 22 tahun 2021. • Flora fauna monitoring performed by wildlife monitoring and monitoring the conservation area (HCV) each month. Monitoring for Semester 2/2023 at shown that there were found the presence of wildlife species such as reptile, bird and mammals. • Community perception monitoring performed by community interview, employee data monitoring, interview with village head or public figure regarding their perception to company. Company has 	
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		<p>monitored the public perception through stakeholder meeting and questioner each year. Questionnaire to public perception regarding the impact of company presence has been disseminated to surrounding community. Latest monitoring of public perception has been performed in December 2023, questioner of public perception can be demonstrated and well documented. Generally public perception was positive regarding the company presence and contribution to the surrounding community.</p> <ul style="list-style-type: none"> The RKL RPL report has been evaluated, reviewed and reported to government agency per semester (six monthly). 	
Criteria 3.5: A system for managing human resources is in place.			
Guidance: Applicable regulation that can be made as a reference for this Criterion is the Act No. 13 of 2003 concerning Manpower.			
3.5.1	<p>Employment procedures for recruitment, selection, hiring, promotion, retirement and termination are documented and made available to the workers and their representatives in accordance with the applicable regulation.</p> <p>- Minor compliance -</p>	<p>Since 2021, procedures for recruitment, selection, hiring, promotion, retirement and dismissal (SOP no. AA-HR-305-7-00 dated 1 August 2021) have not changed. However, its implementation has been implemented consistently by PT RAU, this was confirmed by PT RAU management through a Memorandum issued by Group Manager Memorandum No. No. 034/RAU/MEMO/IX/20 dated 1 September 2020.</p> <p>Both mechanisms refer to applicable laws and regulations, namely Law no. 1 of 2020 concerning the Job Creation Law, PP 35 of 2021 concerning Specific Time Work Agreements, Outsourcing, Working Time and Rest Time and Termination of Employment Relations.</p> <p>This procedure has also been socialized to all workers through representatives of the PT RAU PUK-SPPP-SPSI Workers Union on behalf of TJ. Purba on 9 November 2023 and 30 November 2023. The agenda discussed included employee recruitment, promotions and transfers.</p> <p>Based on interviews with 4 harvest workers, 6 fertilizer application workers, 5 spraying workers at Bungo Tebo Plantation and 11 workers</p>	Complied

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		<p>at the Rigunas Agri Factory, workers can access these documents and they understand them well enough. In fact, based on an interview with the Chairman of the PUK SPSI Workers Union Soudara TJ. Purba that during the explanation/socialization of procedures on 9 November 2023 regarding the recruitment process for the PUK SPSI trade union, it stated that a copy of the procedure was also obtained and posted on the notice board at the PUK SPSI trade union secretariat.</p> <p>In the 2024 period there was no worker recruitment, but in the 2023 period there was a worker recruitment at the Tebo Mill, for example: Recruitment on behalf of Dimas DI Juanda for the position of workshop mechanic at Bungo Tebo Mill. The process continues starting from the requirements for complete personal data such as:</p> <ul style="list-style-type: none">- Diploma from SMK N 1 Tebo with Automotive Engineering skills program dated June 6 2022- Photocopy of Family Card and Resident Identity Card- List of Vocational High School Values for 2021-2022- Health Certificate from Sultan Thaha Saifuddin Hospital dated February 1 2023, with the results of a health examination to carry out work. <p>Recruitment file documents are stored and well maintained</p> <p>The following are the promotions of PHL workers (daily workers) to SKUH (Permanent Workers):</p>	
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		<table><tr><th colspan="5">Year 2023</th></tr><tr><th>No.</th><th>Employee's Name</th><th>Memorandum</th><th>Date</th><th>Position</th></tr><tr><td>1</td><td>Darius Laila</td><td>225/RAU-KBT/EM/MEMO/11/2023</td><td>02/11/2023</td><td>Harvester</td></tr><tr><td>2</td><td>Muhammad Amin</td><td>225/RAU-KBT/EM/MEMO/11/2023</td><td>02/11/2023</td><td>FFB Loader</td></tr><tr><td>3</td><td>Mushola</td><td>225/RAU-KBT/EM/MEMO/11/2023</td><td>02/11/2023</td><td>Harvester</td></tr><tr><td>4</td><td>Taat Widodo</td><td>225/RAU-KBT/EM/MEMO/11/2023</td><td>02/11/2023</td><td>Harvester Spv.</td></tr><tr><td>5</td><td>Bagus Setiadi</td><td>225/RAU-KBT/EM/MEMO/11/2023</td><td>02/11/2023</td><td>Krani-Hrv. Adm.</td></tr><tr><td>6</td><td>Antonyus E. Simamora</td><td>225/RAU-KBT/EM/MEMO/11/2023</td><td>02/11/2023</td><td>Harvester</td></tr><tr><td>7</td><td>Yereni Waruwu</td><td>225/RAU-KBT/EM/MEMO/11/2023</td><td>02/11/2023</td><td>Harvester</td></tr><tr><td>8</td><td>Nur Efendi</td><td>225/RAU-KBT/EM/MEMO/11/2023</td><td>02/11/2023</td><td>Harvester</td></tr><tr><td>9</td><td>Heskian Kengki Sitorus</td><td>225/RAU-KBT/EM/MEMO/11/2023</td><td>02/11/2023</td><td>Harvester</td></tr><tr><td>10</td><td>Sauti</td><td>225/RAU-KBT/EM/MEMO/11/2023</td><td>02/11/2023</td><td>FFB Loader</td></tr><tr><td>11</td><td>Forman Laila</td><td>225/RAU-KBT/EM/MEMO/11/2023</td><td>02/11/2023</td><td>Harvester</td></tr><tr><td>12</td><td>Nolofasi Giawa</td><td>225/RAU-KBT/EM/MEMO/11/2023</td><td>02/11/2023</td><td>Harvester</td></tr><tr><td>13</td><td>Peringatan Zebua</td><td>225/RAU-KBT/EM/MEMO/11/2023</td><td>02/11/2023</td><td>Harvester</td></tr><tr><td>14</td><td>Toni Putra</td><td>225/RAU-KBT/EM/MEMO/11/2023</td><td>02/11/2023</td><td>DT Driver</td></tr><tr><td>15</td><td>Makmur</td><td>225/RAU-KBT/EM/MEMO/11/2023</td><td>02/11/2023</td><td>DT Driver</td></tr><tr><td>16</td><td>Marwansyah</td><td>225/RAU-KBT/EM/MEMO/11/2023</td><td>02/11/2023</td><td>DT Driver</td></tr><tr><td>17</td><td>Rosani Fransiska</td><td>225/RAU-KBT/EM/MEMO/11/2023</td><td>02/11/2023</td><td>Nurshery Adm.</td></tr></table> <table><tr><th colspan="5">Year 2024</th></tr><tr><th>No.</th><th>Employee's Name</th><th>Memorandum</th><th>Date</th><th>Position</th></tr><tr><td>1</td><td>Ali Putra Laila</td><td>029/RAU-KBT/EM/MEMO/03/2024</td><td>12/03/2024</td><td>Harvester</td></tr><tr><td>2</td><td>Dirwan Waoma</td><td>029/RAU-KBT/EM/MEMO/03/2024</td><td>12/03/2024</td><td>Harvester</td></tr><tr><td>3</td><td>Pandapotan Malau</td><td>029/RAU-KBT/EM/MEMO/03/2024</td><td>12/03/2024</td><td>Krani-Harv. 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S.</td><td>029/RAU-KBT/EM/MEMO/03/2024</td><td>12/03/2024</td><td>Driver</td></tr></table> <p>Based on verification of the promotion of daily workers (PHL) to permanent workers (SKUH), the promotion process has referred to applicable regulations, including workers' rights after promotion. Several provisions on workers' rights and obligations can still be accessed through the Collective Labor Agreement (PKB) for the 2022-2024 period.</p>	Year 2023					No.	Employee's Name	Memorandum	Date	Position	1	Darius Laila	225/RAU-KBT/EM/MEMO/11/2023	02/11/2023	Harvester	2	Muhammad Amin	225/RAU-KBT/EM/MEMO/11/2023	02/11/2023	FFB Loader	3	Mushola	225/RAU-KBT/EM/MEMO/11/2023	02/11/2023	Harvester	4	Taat Widodo	225/RAU-KBT/EM/MEMO/11/2023	02/11/2023	Harvester Spv.	5	Bagus Setiadi	225/RAU-KBT/EM/MEMO/11/2023	02/11/2023	Krani-Hrv. Adm.	6	Antonyus E. 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3.5.2	Employment procedures are implemented and records are maintained.	PT Rigunas Agri Utama has established procedures, mechanisms or policies related to employment, including:	Complied																																																																																																																																																																					

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	<p>- Minor compliance –</p>	<ul style="list-style-type: none"> - Procedures for recruitment, selection, hiring, promotion, retirement and dismissal (SOP no. AA-HR-305-7-00 dated 1 August 2021) have not changed. However, its implementation has been implemented consistently by PT RAU, this was confirmed by PT RAU management through a Memorandum issued by Group Manager Memorandum No. No. 034/RAU/MEMO/IX/20 dated 1 September 2020. - Collective Labor Agreement (PKB) for the 2022-2024 period, which contains employment provisions that have been agreed between workers and the company <p>Both mechanisms refer to applicable laws and regulations, namely Law no. 1 of 2020 concerning the UU Cipta Kerja, PP 35 of 2021 concerning Specific Time Work Agreements, Outsourcing, Working Time and Rest Time and Termination of Employment Relations.</p> <p>This procedure has also been socialized to all workers through representatives of the PT RAU PUK-SPPP-SPSI Workers Union on behalf of TJ. Purba on 9 November 2023 and 30 November 2023. The agenda discussed included employee recruitment, promotions and transfers.</p> <p>Based on interviews with 4 harvest workers, 6 fertilizer application workers, 5 spraying workers at Bungo Tebo Plantation and 11 workers at the Rigunas Agri Factory, workers can access these documents and they understand them well enough. In fact, based on an interview with the Chairman of the PUK SPSI Workers Union Soudara TJ. Purba that during the explanation/socialization of procedures on 9 November 2023 regarding the recruitment process for the PUK SPSI trade union, it stated that a copy of the procedure was also obtained and posted on the notice board at the PUK SPSI trade union secretariat.</p>	
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		In the 2024 period there was no worker recruitment, but in the 2023 period there was worker recruitment can be seen in 3.5.1 above. PT RAU properly records and maintains labor-related documents.	
Criteria 3.6: An Occupational health and safety (H&S) plan is documented, effectively communicated and implemented.			
3.6.1	<p>(C) All operational activities risks assessed to identify the H&S issues. Mitigation plans and procedures are documented and implemented.</p> <p>- Critical (Major) compliance -</p>	<p>Bungo Tebo POM and Estate</p> <p>Company has establish OHS risk assessment procedure SOP "<i>Identifikasi bahaya, Penilaian Resiko dan Penentuan Pengendalian</i>" " AA-SOP-HSE-03 R0 dated 20 May 2018 was established and implemented for Mill and Estates activities both routine and non-routine activities. Hierarchy of control was considered for planning of risk control. According to the procedure, the OHS risk assessment and analysis must be reviewed once a year. Risk assessment in plantation were available.</p> <p>Risk assessment method used is quantitative and qualitative method which is the multiplication of severity with the level of possibility. The company has set matrix multiplication result, which is subsequently determined from the matrix level/quality risk is divided into five (5) categories: extreme, high, moderate, low and tolerance/permitted.</p> <p>PT Rigunas Agri Utama-Bungo Tebo Estate has prepared risk assessment which is updated yearly. The risk assessment method was calculating exposure x frequency x severity. Bungo Tebo Estate and Bungo Tebo POM have documented in form Hazard Identification Risk Assessment and Control (HIRAC), date of last review is in 15 January 2024. The risk acceptance level has been established for each risk score tier.</p> <p>The risk assessment has covered for all activities in Estate and Mill, such as: land clearing, FFB harvesting, FFB transport, manuring, pesticide/herbicide spraying, road maintenance, HCV monitoring, boundary monitoring, weighbridge, grading FFB, sterilizer station,</p>	Complied

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		<p>pressing station, engine, room, boiler station, workshop, office activities. Mitigation plan to reduce and minimize the risk impact has been develop by company covering:</p> <ul style="list-style-type: none">• Elimination of risk. One of elimination risk is arrangement of FFB truck vehicles on loading ramp by installing a barriers sign to maintain a safe distance between cars and workers.• Substitution of material and process.• Engineering control.• Administrative control. Administrative control was performed by employee mutation/rotation, sanction for safety rules violation. Safety inspection was performed regularly to ensure the compliance of safety regulation.• Personal protective equipment. Company has provide PPE for all workers according to the type of work and risk. <p>Engineering control was implemented to prevent hearing loss, e.g. install noise reduction agent and administrative by put signboard of noise area, as described in Risk. Administrative control was performed by employee mutation/rotation, sanctionfor safety rules violation. Safety inspection was performed regularly to ensurethe compliance of safety regulation.</p> <p>Mitigation plan to reduce the hazard and risk impact also has been developed in OHS Program of PMKS Bungo Tebo & Kebun Bungo Tebo PT Rigunas Agri Utama of 2024, such as:</p> <ul style="list-style-type: none">- Hazard and Risk identification and Analysis- Safety warning sign installation- Safety inspection and observation- Regular inspection of APAR and Hydrant including emergency equipment- PPE provision	
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		<ul style="list-style-type: none"> - OHS training for workers - Regular monitoring of OHS implementation including safety committee meeting - First aid training - First aid kit provision and monitoring <p>Implementation of the OHS programme can be demonstrated during audit. The OHS programme implementation progress are reported each quarter to Manpower Agency.</p> <p>Monitoring of the safety plan was conducted by regular safety meeting once in a month. Several action plans were raised for the unachieved safety targets and plans.</p> <p>Several Procedure to mitigate the risk and hazard has been develop by company:</p> <ul style="list-style-type: none"> - SOP Identifikasi Bahaya Penilaian Resiko dan Penentuan Pengendalian AA-SMK3-1101.02-R0 dated 1 May 2017 - SOP Investigasi Kecelakaan Kerja AA-SMK3-1101.01-R0 dated 1 May 2017 - SOP Kesiagaan Tanggap Darurat AA-EMS-820-PR dated 5 April 2017 - SOP Pengendalian Kebakaran Lahan AA-KL-14-EFP dated 5 May 2013, described the mechanism of handling fire. - SOP Pengendalian Kebakaran di Pabrik, Kantor, dan Perumahan AA-KL- 15-EFP dated 1 December 2010 - SOP Pengendalian Tumpahan B3 dan Limbah B3 AA-KL-16-EFP dated 1 December 2010 - SOP Pengendalian Tanggap Darurat Boiler AA-KL-17-EFP dated 1 December 2010 - SOP Pengendalian Gempa Bumi, Banjir, dan Tanah Longor AA-KL-18 - EFP dated 1 December 2010 	
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		<ul style="list-style-type: none"> - Accident and emergency procedures no. AA-EMS-446-PR (operation control), AA-EMS-447-PR (Emergency preparedness), AA-EMS-001-FM (Emergency plan), AA-EMS-003-FM (Emergency incident), and AA-EMS- 004-FM (Emergency incident Reporting). - Job safety analysis for working in confined space (e.g. cleaning of storagetank), working at height, welding and other critical area. Work permit system and job safety analysis was established and implemented for these works. <p>Scheme Smallholder:</p> <p>Risk Assessment (HIRAC) for Smallholders cooperative was made by cooperative secretary and assisted by the company. This risk assessment approved by Cooperative Chairman. The content of risk assessment are similar to all smallholders cooperative, where the main activities applied in smallholders blocks being consider within the risk assessment document.</p> <p>During audit document HIRADC document for cooperative were available and could be demonstrated. Activities coverage on HIRAC for Smallholders are FFB loading at blocks and unloading FFB's at Mill; Applying Fertilizer at blocks; Applying herbicides (by spraying team); Harvesting and Pest Control (particularly Elephant disruption).</p> <p>An OHS plan year 2024 has prepared as per "Rencana K3 (Keselamatan dan Kesehatan Kerja) majority to provide and control use of PPE, including socialization and monitoring, program such as:</p> <ul style="list-style-type: none"> – Inspection and monitoring on using of PPE for harvester – daily – Training on emergency and preparedness – once a year – Training of first aider and monitoring of first aid kit – Refresh training of OHS including risk assessment. 	
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		The implementation of risk analysis and risk control can be demonstrated during field audit such as: PPE provision for harvester (helmet, safety boot, glasses and handgloves, egrek cover), OHS awareness for harvester and smallholder member.	
3.6.2	<p>(C) The effectiveness of the H&S plan to address health and safety risks to people is monitored.</p> <p>- Critical (Major) compliance -</p>	<p>H&S Plan addressing health and safety risk of people are monitored as below:</p> <ul style="list-style-type: none"> - PPE usage monitoring: PPE monitoring performed in daily basis by each department. PPE monitoring present in "Checklist Penggunaan APD". PPE monitoring period 2023 and 2024 can be demonstrated during audit. - OHS inspection conducted each month by OHS expert and team each month. OHS inspection covering: PPE usage inspection, unsafe action and unsafe condition in area of: Workshop, harvesting, spraying working, manuring, housing. OHS inspection recorded in "General Estate Inspection" sample seen: inspection on 27/12/2023 at Bungo Tebo Estate and 26/12/2023 in Bungo Tebo POM. OHS inspection schedule 2024 were sighted. - Safety committee meeting, conducted each month to review the effectiveness of OHS program and to discuss the OHS issue. Minutes of Safety committee meeting are available and reported in P2K3 report. Document verified for safety committee meeting period January – December 2023. <p>Based on field visit during onsite audit for spraying workers it was found that sprayer has using appropriate PPE (eye wear/safety glasses, mask, and hand gloves) to mitigate the risk and regular training for sprayer workers are conducted by Bungo Tebo Estate management.</p> <p>Discipline of PPE usage monitoring regularly conducted by Estate management to ensure all workers use the appropriate PPE during working. Monitoring record present in "Daftar Pemeriksaan Alat Pelindung Diri (APD)". Sample seen for PPE monitoring of fertilizer</p>	Complied

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		<p>workers, spraying workers and harvester period January – June and July – December 2024.</p> <p>Based on interview with worker in pesticides application, method to minimizing risk and negative impact i.e: - Mixing of chemical conducted by trained person (Supervisor). There were aims to ensuring proper dosage, type of pesticide use. - Using of PPE while chemical mixing. Mixing of chemical located in mixing area, side by side with the chemical storage. Effectiveness of OHS implementation was reported in P2K3 report which submitted to Manpower office Pelalawan Regency and Riau Province. Report submission receipt can be shown during audit. Sample seen report P2K3 period Q1 – Q4 year 2023.</p>	
Criteria 3.7: All staff, workers, Scheme Smallholders, outgrowers, and contract workers are appropriately trained.			
3.7.1	<p>(C) A documented programme that provides training is in place, which is accessible to all staff, workers, scheme smallholders, and outgrowers taking into account gender- specific needs, and which covers applicable aspects of P&C Principles, in a form they understand and includes assessment of the training.</p> <p>- Critical (Major) compliance -</p>	<p>Bungo Tebo POM and Estate:</p> <p>PT Rigunas Agri Utama has demonstrated the records of training program related to P&C RSPO under "Program Pelatihan Environmental and Sustainability" in 2023 and 2024, that prepared by Training Center Asian Agri –based on competence mapping. The program is accessible to all staff, workers, scheme smallholders taking into account gender-specific needs.</p> <p>Training programs comprise of:</p> <ol style="list-style-type: none"> 1.Sustainability Awareness (RSPO P&C, ISCC, ISPO) 2.HCV trainin 3.Basic Safety – K3 training 4.Basic Fire training 5.First aider/"Pertolongan Pertama Gawat Darurat" 6.Handling of hazardous waste and chemical material 7.Safety Use Herbicide and Chemical 8.Manuring training 	Complied

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		<p>9. Pest and disease handling training</p> <p>10. Water operator training</p> <p>11. Boiler operator refreshment training</p> <p>12. Traceability and mass balance training</p> <p>Scheme Smallholder: <u>The sampled smallholder have had annual training program 2023 and 2024, comprise of:</u></p> <ul style="list-style-type: none"> - Cooperative policy training - Pricing Mechanism socialization - OHS training and first aid - Harvesting training - Weeds control training - HCV training - Soil and water conservation - Basic fire training - Integrated pest management training 	
3.7.2	<p>Records of training are maintained, where appropriate on an individual basis.</p> <p>- Minor compliance -</p>	<p>Bungo Tebo POM & Estate:</p> <p>Record of training implementation are well maintained, in the form of attendance list, minutes of training and photograph. Below are some training implementations of 2023:</p> <ul style="list-style-type: none"> - Training of sustainability awareness on 13 October 2023. - Traceability and mass balance training on 14 August 2023 - Training of Human Right Defender on 30 November 2023 - Training of BMP including manuring, spraying, harvesting, pest and disease handling on 09 November 2023 	Complied

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		Scheme Smallholder: The trainings for smallholder were conducted collectively for smallholder's cooperative. Some trainings held in 2023 among others: <ul style="list-style-type: none"> - RSPO certification training on 04 April 2023. - Training of PPE, HCV, SEIA, Basic Safety on 20 March 2023. - Training of Basic fire and pesticides handling on 15 February 2023. - Training of BMP including manuring, spraying, harvesting, pest and disease handling on 15 July 2023 	
3.7.3	<p>Appropriate training is provided for personnel carrying out the tasks critical to the effective implementation of the Supply Chain Certification Standard (SCCS). Training is specific and relevant to the task(s) performed.</p> <p>- Minor compliance -</p>	<p>Training for personnel carrying out the tasks critical to the effective implementation of the Supply Chain Certification Standard (SCCS) has been carried out by company on 14 August 2023, the training is carried out every year to refresh the member's knowledge.</p> <p>Training attend by participants: Mill Manager, production clerk, weighbridge clerk, KTU/administration, Dispatch and Sustainability team. Evidence of training can be demonstrated (note of training, photo and attendance list). During interview with weighbridge Clerk, mill manager, dispatch operator and KTU (head of administration) confirmed that they has understanding on RSPO supply chain.</p>	Complied
Criteria 3.8: Supply chain requirements for mills. Procedure note: all requirements are classified as Critical Indicators . However it will not contribute to suspension if there is more than 5 non-compliance within a principle)			
3.8.1	<p>Identity Preserved Module</p> <p>A mill is deemed to be Identity Preserved (IP) if the FFB processed by the mill are sourced from plantations/estates that are certified against the RSPO Principles and Criteria (RSPO P&C), or against the Group Certification scheme.</p> <p>Certification for CPO mills is necessary to verify the volumes and sources of certified FFB entering the mill, the implementation of any processing controls (for example, if physical separation is used), and volume sales of</p>	<p>The certificate holder uses Mass Balance as the RSPO Supply Chain Module. This indicator is not applicable.</p>	Not Applicable

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	RSPO certified products. If a mill process certified and uncertified FFB without physically separating them, then only Mass Balance Module is applicable.		
3.8.2	<p>Mass Balance Module</p> <p>A mill is deemed to be Mass Balance (MB) if the mill process FFB from both RSPO certified and uncertified plantations/estates. A mill may be taking delivery of FFB from uncertified growers, in addition to those from its own and 3rd party certified supply base. In that scenario, the mill can claim only the volume of oil palm products produced from processing of the certified FFB as MB.</p>	<p>The certificate holder is a palm oil mill that uses RSPO supply chain model Mass Balance, therefore they can process FFB from certified and non-certified sources. The site aware that they can only claim their product (CPO and PK) as Mass Balance. PT Rigunas Agri Utama – Bungo Tebo Palm Oil Mill only claim the certified volume of oil palm products produced from processing of the certified FFB.</p> <p>Certified FFB coming from Bungo Tebo Estate and Scheme smallholder (18 cooperative) and non-certified FFB from third party supplier (PD Asan Jaya, SDR, SDR AS, HAZRI).</p>	Complied
3.8.3	<p>The estimated tonnage of CPO and PK products that could potentially be produced by the certified mill shall be recorded by the certification body (CB) in the public summary of the P&C certification report. This figure represents the total volume of certified oil palm product (CPO and PK) that the certified mill is allowed to deliver in a year. The actual tonnage produced shall then be recorded in each subsequent annual surveillance report.</p>	<p>The estimated tonnage of certified CPO and PK that could potentially produce by PT. Rigunas Agri Utama – Bungo Tebo POM its recorded in RSPO Public Summary report, certificate and RSPO IT Paltform.</p> <p>The mill has met registration and reporting requirement as it registered in RSPO IT Platform (PalmTrace) with ID number RSPO_PO1000002913.</p> <p>Below are the total volume of certified oil palm product (CPO and PK) that the certified mill is allowed to deliver in a year 2023/2024:</p> <p><u>Forecast volume (May 2023 – Apr 2024)</u></p> <p>FFB : 150,019 MT</p> <p>CPO : 31,053.93 MT (OER: 20.70%)</p> <p>PK : 8,251.05 MT (KER: 5.50%)</p> <p><u>Actual production volume (Mar 2023 – Feb 2024)</u></p> <p>FFB: 149,203.10 MT</p> <p>CPO: 30,037.39 MT</p>	Complied

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		<p>PK: 7,331.62 MT</p> <p><u>Actual delivery/sold volume (Mar 2023 – Feb 2024)</u></p> <p>CPO: 28,528.16 MT</p> <p>PK: 7,342.68 MT</p>	
3.8.4	The mill shall also meet all registration and reporting requirements for the appropriate supply chain through the RSPO IT platform.	<p>PT. Rigunas Agri Utama – Bungo Tebo POM is subsidiary of PT. Inti Indosawit Subur, a member of RSPO, with RSPO membership No.1-0022-06-000-00 since 6 February 2006.</p> <p>PT. Rigunas Agri Utama – Bungo Tebo POM has meet all registration and reporting requirements.</p> <p>RSPO IT Platform/PalmTrace account RSPO_ PO1000002913.</p>	Complied
3.8.5	<p>Documented procedures</p> <p>The mill shall have written procedures and/or work instructions or equivalent to ensure the implementation of all elements of the applicable supply chain model specified. This shall include at minimum the following:</p> <ul style="list-style-type: none"> a) Complete and up to date procedures covering the implementation of all the elements of the supply chain model requirements. b) Complete and up to date records and reports that demonstrate compliance with the supply chain model requirements (including training records). c) Identification of the role of the person having overall responsibility for and authority over the implementation of these requirements and compliance with all applicable requirements. This person shall be able to demonstrate awareness of the mill's procedures for the implementation of this standard. d) The mill shall have documented procedures for receiving and processing certified and non-certified FFBs including ensuring no contamination in the IP mill. 	<p>During this surveillance assessment ASA1.2, there is no changing on procedure related to supply chain. PT Rigunas Agri Utama - Bungo Tebo POM can demonstrates procedures:</p> <ul style="list-style-type: none"> a. Standard Operating Procedures – Traceability (AA-MPM-OP-1400.17.R7) dated 1 October 2019. The procedures cover traceability of CPO and PK, since FFB receiving from Bungo Tebo Estate and Bungo Tebo Plasma, processing up to shipping of CPO and PK as well as daily production report. The procedure also regulates the internal audit by Sustainability Internal Audit Manager. Traceability records are to be kept for 10 years. b. Standard Operating Procedure – Book Keeping (AA-MPM-OP-1400.18- R4). The procedure explains method to check only certified product received. The book keeping mass balance stated every 3 months: January-March, April-June, July-September, and October-December each year. Head of Environment and Sustainability will inform to Certification Body in the case of projected overproduction. c. Standard Operating Procedure – System RSPO PalmTrace (AA-SM-405- .2-R3) dated 1 January 2018. Described method to check 	Complied

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		<p>certificate validity and how to make the Shipping Announcement, Confirmation, Trace and Remove in PalmTrace.</p> <p>d. SOP of Palm Oil Mill operation:</p> <ul style="list-style-type: none"> - SOP AA-MPM-OP-1400.02.R2, dated 1 September 2011, Stasiun Penerimaan (FFB Receiving Station) - SOP AA-MPM-OP-1400.03.R1, dated 1 February 2009, Stasiun Rebusan (Sterilizer) - SOP AA-MPM-OP-1400.04.R1, dated 1 February 2009, Stasiun Pemisahan Berondolan (Loose Fruit Separation) - SOP AA-MPM-OP-1400.05-R1, dated 1 February 2009, Stasiun Pengadukan dan Pengempaan (Pressing Station) - SOP AA-MPM-OP-1400.06-R1, dated 1 February 2009, Stasiun Pemurnian (Clarification) - SOP AA-MPM-OP-1400.07-R1, dated 1 February 2009, Stasiun Pemisahan Nut dan Fiber (Nut and Fiber separation) - SOP AA-MPM-OP-1400.08-R1, dated 1 February 2009, Stasiun Kernel (Kernel Station) - SOP AA-MPM-OP-1400.09-R1, dated 1 February 2009, Stasiun Boiler - SOP AA-MPM-OP-1400.10-R1, dated 1 February 2009, Stasiun Engine Room - SOP AA-MPM-OP-1400.11-R1, dated 1 February 2009, Stasiun Water Treatment - SOP AA-MPM-OP-1400.12-R1, dated 1 February 2009, Laboratorium - SOP AA-MPM-OP-1400.13-R1, dated 1 February 2009, Stasiun Pengelolaan Limbah (Palm Oil Mill Effluent Treatment) - SOP AA-MPM-OP-1400.14-R2, dated 1 September 2011, Stasiun 	
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		<p>Penimbunan dan Pengiriman CPO dan Kernel (CPO and PK Storage and Despatch)</p> <ul style="list-style-type: none"> - SOP AA-MPM-OP-1400.15-R1, dated 1 February 2009, Perawatan (Preventive Maintenance and Repair). <p>PT Rigunas Agri Utama – Bungo Tebo POM is able to demonstrate complete and up-to-date records and report demonstrating compliance with the supply chain's general requirement and modular requirement, including training records. Sample seen: Mass balance report January – December 2023, January – ytd February 2023, Production record (certified and non-certified FFB, CPO, PK), transaction record in PalmTrace, FFB receiving record, CPO and PK delivery record.</p> <p>As per Procedure of Traceability (AA-MPM-OP-1400.17-R7), the responsible person in charge to the supply chain system is Mill/ Factory Manager and General Manager. During audit, the Mill Manager was able to demonstrate sufficient knowledge and understanding on RSPO supply chain implementation for Palm Oil Mill.</p> <p>Audit team sighted management letter "<i>Memorandum Group Manager PT. Rigunas Agri Utama No.023/RAU/PBT/MEMO/10/21, Hal Penunjukan Saudara Sangal Leonard Butar Butar</i>" dated 14 October 2021. The letter appointed mill manager as person in charge for operational and implementation of sustainability standard, including audit process.</p> <p>Bungo Tebo POM has SOP AA-MPM-OP-1400.02.R2, Stasiun Penerimaan (FFB Receiving Station) that described procedures for receiving and processing certified and non-certified FFB.</p> <p>PT Rigunas Agri Utama – Bungo Tebo POM has a procedures for receiving and processing certified and non-certified FFBs including ensuring no contamination in the IP mill, as described in SOP AA-MPM-OP-1400.17-R7 Traceability, dated 1 October 2019. However Bungo Tebo POM is implementing MB for supply chain model.</p>	
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3.8.6	<p>Internal Audit</p> <p>i) The mill shall have a written procedure to conduct annual internal audit to determine whether the mill;</p> <p>a) Conforms to the requirements in the RSPO Supply Chain Certification Standard and the RSPO Market Communications and Claims Documents.</p> <p>b) Effectively implements and maintains the standard requirements within its organisation.</p> <p>ii) Any non-conformities found as part of the internal audit shall be issued corrective action. The outcomes of the internal audits and all actions taken to correct non-conformities shall be subject to management review at least annually. The mill shall maintain the internal audit records and reports.</p>	<p>PT Rigunas Agri Utama – Bungo Tebo POM has a procedure to conduct internal audit RSPO, including RSPO SCCS as per Procedure of Traceability (AA-MPM-OP-1400.17-R7) chapter 6.7, Sustainability Internal Audit Manager conducted internal audit annually, to ensure all operational and documentation activities are comply with the requirement in RSPO Supply Chain Certification Standard and the RSPO Market Communications and Claims Documents. Internal audit for all scheme including RSPO SCCS also refer to SOP Internal Audit Nomor: AA-SOP-ES-6001-R5 dated 1 August 2020; Chapter 4.0 stated that Internal audit conducted minimum once a year considering the critical area.</p> <p>Internal audit SCCS has been conducted on 9 – 13 December 2023 by Internal auditor Hendryk Simanjuntak, Ian Septian Arifin, Wahyu Mulya Atmaja. Internal audit conducted integrated with RSPO P&C audit. Internal audit report were evident, all issue raised during internal audit has been followed up by Corrective Action. According to internal audit result there is an issue related to shipping announcement CPO and PK that has not been announce in Palmtrace; Bungo Tebo POM has taken action by immediately announce the CPO and PK transaction in Palmtrace.</p> <p>Management review conducted once a year as per SOP Internal Audit Nomor: AA-SOP-ES-6001-R5 dated 1 August 2020. Management review has been conducted on 1 February 2024. Input of management review consist of:</p> <ul style="list-style-type: none"> - Internal audit result - Customer feedback - Proses performance and product conformity - Status of Corrective and Preventive Action - Follow up previous management review 	Complied
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		<ul style="list-style-type: none"> - Change that could effect to the management system <p>Output of management review has include:</p> <ul style="list-style-type: none"> - Recommendation for improvement - Resources needed. <p>Record of internal audit and management review are maintain and kept in the office by KTU (head administration Bungo tebo POM).</p>	
3.8.7	<p>Purchasing and Goods In</p> <p>i) The mill shall verify and document the tonnage and sources of certified and the tonnage of non-certified FFBs received.</p> <p>ii) The mill shall inform the CB immediately if there is a projected overproduction of certified tonnage.</p> <p>iii) The mill shall have a mechanism in place for handling non-conforming FFB and/or documents.</p>	<p>Bungo Tebo POM received FFB from certified and non-certified source. Certified source consists of company own estate (Bungo Tebo Estate) and Scheme Smallholder (Bungo Tebo Plasma). Non-certified FFB sourced from third party supplier 2023/2024 consist of individual farmers and/or FFB collectors, e.g.: PD Asan Jaya, SDR, SDR AS, HAZRI. Document "Surat Pengantar TBS" (FFB Delivery Note) and Kartu Timbangan (Weighbridge Card) described identity and location of FFB source and other item required.</p> <p>Laporan Harian Produksi (Daily Production Report) is document that mentioned and verified the tonnage of certified and non-certified FFB received. E.g. Daily Production Report dated 31 March 2024, mention that:</p> <ul style="list-style-type: none"> - Certified FFB received today is 311,250 kg (consist 10,400 kg from Bungo Tebo Estate and 159,271 kg from Bungo Tebo Plasma and 141,579 kg from third party supplier); total certified FFB 169,671 kg and non-certified FFB 141,579 kg. For period month todate 31 March 2024, certified FFB received is 9,647,330 kg (4,118,460 kg from Bungo Tebo Estate and 5,528,870 kg from Bungo Tebo Plasma); non-certified FFB received is 4,845,226 kg from third party supplier. <p>Sustainability Department/Corporate relation officer will inform to Certification Body in the case of projected overproduction. During this audit ASA1.2 there is no overproduction of FFB projection.</p>	Complied

		In the case on non-conforming raw material entering the process, Bungo Tebo POM has the mechanism to handle non-conforming material and/or document according to Procedure of Traceability (AA-MPM-OP-1400.17-R7). Non-conforming material will be downgraded to non-certified material/product.	
3.8.8	<p>Sales and Goods Out</p> <p>The supplying mill shall ensure that the following minimum information for RSPO certified products is made available in document form. The information shall be complete and can be presented either on a single document or across a range of documents issued for RSPO certified oil palm products (for example, delivery notes, shipping documents and specification documentation):</p> <ul style="list-style-type: none"> a) The name and address of the buyer; b) The name and address of the seller; c) The loading or shipment / delivery date; d) The date on which the documents were issued; e) RSPO certificate number; f) A description of the product, including the applicable supply chain model (Identity Preserved or Mass Balance or the approved abbreviations); g) The quantity of the products delivered; h) Any related transport documentation; i) A unique identification number. 	<p>PT. Rigunas Agri Utama - Bungo Tebo POM demonstrated SOP of Traceability (AA-MPM-OP-1400.7.R7). Chapter 6.2 indicates the Marketing Manager issued Delivery Order (DO) that contain information: Name and address of production unit; name and address of buyer; contract number, type of product transportation (air, land, sea); type of product CPO/PK certified or non-certified; quantity of product sold, CPO/PK certified or non-certified in MT; date of shipping; product quality specification CPKO (FFA, water content, dirt content) and Supply chain model (Mass Balance).</p> <p>At Bungo Tebo POM, weighbridge operator printed out CPO weighbridge ticket, based on DO from marketing indicates: Type of commodity; CPO certified or not-certified; country of origin: Indonesia; Supply Chain model: (Mass Balance); Certificate number of the POM; date of delivery, Product quality specification (moisture, FFA, dirt); Contract number/DO number; Quantity, Transport detail (driver name, vehicle number); Buyer address.</p> <p>Below are sample of sales document of RSPO certified CPO:</p> <ul style="list-style-type: none"> - Sales contract Number 07014/CC41/02/23 dated 21 July 2023; Seller: PT Rigunas Agri Utama, Address: Jl. Palembang Kav 35 – 37 Kebon Melati Tanah Abang Kota Adm. Jakarta Pusat DKI Jakarta 10230; Buyer: PT Padang Raya Cakrawala, Address: Jl. Palembang Kav 35 – 37 RT 004 RW 001 Kebon Melati Tanah Abang Jakarta Pusat DKI Jakarta; Delivery date: soon; Document contract issued: 21 July 2023; RSPO certificate number RSPO 620917; Description product: CPO RSPO; Supply chain models: Mass Balance; Quantity product: 500,000 	Complied

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		<p>kg; Loading port: Bungo Tebo Palm Oil Mill; Unloading port: Jl. Tanjung Priok Gateh Nan XX Lubuk Begalung, Kota Padang Sumatera Barat; Unique identification number: 07014/CC41/02/23.</p> <ul style="list-style-type: none"> - Weighbridge ticket number PBTC123101048 dated 22/07/2023; seller PT Rigunas Agri Utama - Bungo Tebo POM; buyer: PT Padang raya Cakrawala; DO number 07014/DC41/02/23; product: CPO certified RSPO; certificate number RSPO620917; supply chain model: Mass Balance; Nett weight: 28,620 kg; transporter: PT Trans Jaya Pertama; Vehicle number: BK8137FU; Driver: Sahat Marbun; Seal number 6468236-6468243. - Sales contract Number 06016/CC41/02/23 dated 16 June 2023; Seller: PT Rigunas Agri Utama, Address: Jl. Palembang Kav 35 – 37 Kebon Melati Tanah Abang Kota Adm. Jakarta Pusat DKI Jakarta 10230; Buyer: PT Sari Dumai Sejati, Address: Jl. Palembang Kav 35 – 37 Kebon Melati Tanah Abang Jakarta Pusat DKI Jakarta; Delivery date: soon; Document contract issued: 16 June 2023; RSPO certificate number RSPO 620917; Description product: CPO RSPO; Supply chain models: Mass Balance; Quantity product: 500,000 kg; Loading port: Bungo Tebo Palm Oil Mill; Unloading port: Jl. Raya Pelabuhan Talang Duku RT. 010 RW. 000, Talang Duku Taman Rajo, Kab. Muaro Jambi, Jambi; Unique identification number: 06016/CC41/02/23. - Weighbridge ticket number PBTC123100841 dated 20/06/2023; seller PT Rigunas Agri Utama - Bungo Tebo POM; buyer: PT Sari Dumai Sejati; DO number 06014/DC41/02/23; product: CPO certified RSPO; certificate number RSPO620917; supply chain model: Mass Balance; Nett weight: 28,730 kg; transporter: PT Trans Jaya Pertama; Vehicle number: BK8506ES; Driver: Jendra O Manurung; Seal number 6466128-6466135. - Sales contract Number 06006/CC41/02/23 dated 02 June 2023; Seller: PT Rigunas Agri Utama, Address: Jl. Palembang Kav 35 – 37 Kebon Melati Tanah Abang Kota Adm. Jakarta Pusat DKI Jakarta 10230; 	
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		<p>Buyer: PT AsianAgro Agung Jaya, Address: Jl. Palembang Kav 35 – 37 Kebon Melati Tanah Abang Jakarta Pusat DKI Jakarta; Delivery date: soon; Document contract issued: 02 June 2023; RSPO certificate number RSPO 620917; Description product: CPO RSPO; Supply chain models: Mass Balance; Quantity product: 500,000 kg; Loading port: Bungo Tebo Palm Oil Mill; Unloading port: Jambi; Unique identification number: 06006/CC41/02/23.</p> <p>- Weighbridge ticket number PBTC123100744dated 03/06/2023; seller PT Rigunas Agri Utama - Bungo Tebo POM; buyer: PT AsianAgro Agung Jaya; DO number 06006/DC41/02/23; product: CPO certified RSPO; certificate number RSPO620917; supply chain model: Mass Balance; Nett weight: 28,420 kg; transporter: PT Trans Jaya Pertama; Vehicle number: BK9430EN; Driver: Syfyan Afandi; Seal number 6467368-6467375.</p> <p>Information are complete and presented in couple document, e.g. Sales Contract, Delivery Order and Weighbridge Card. Report of CPO and PK deliveries are documented in Daily Production Report and Monthly Production report.</p> <p>For PK certified RSPO was use internally by PT Rigunas Agri Utama/deliver to Bungo Tebo Kernel Crushing Plant (same company and located in the same location with Bungo Tebo Palm Oil Mill). Delivery of PK certified is recorded in Delivery Form. Sample seen for delivery form of PK certified:</p> <p>- Delivery form Number KCP PBT 0124, dated 29 Feb 2024; Seller is PT Rigunas Agri Utama – Bungo Tebo Palm Oil Mill, Address: Desa Tuo Sumay, Kecamatan Sumay, Kabupaten Tebo, Jambi; Buyer: PT Rigunas Agri Utama – Bungo Tebo KCP, Address: Desa Tuo Sumay, Kecamatan Sumay, Kabupaten Tebo, Jambi; Comodity: CSPK RSPO; Supply Chain Module: Mass Balance; Certificate number: RSPO 620917; Quantity: 446,966 kg; Deliver by fan conveyor.</p>	
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		<p>- Delivery form Number KCP PBT 0124 SS, dated 31 Jan 2024; Seller is PT Rigunas Agri Utama – Bungo Tebo Palm Oil Mill, Address: Desa Tuo Sumay, Kecamatan Sumay, Kabupaten Tebo, Jambi; Buyer: PT Rigunas Agri Utama – Bungo Tebo KCP, Address: Desa Tuo Sumay, Kecamatan Sumay, Kabupaten Tebo, Jambi; Comodity: CSPK RSPO; Supply Chain Module: Mass Balance; Certificate number: RSPO 620917; Quantity: 445,233 kg; Deliver by fan conveyor.</p> <p>PT. Rigunas Agri Utama – Bungo Tebo POM has made Shipping Announcement in RSPO IT Platform for sales of RSPO certified CPO and PK per group of shipments (DO).</p>	
3.8.9	<p>Outsourcing Activities</p> <p>i) The mill shall not outsource its milling activities. In cases where he mill outsources activities to independent third parties (e.g. subcontractors for storage, transport or other outsourced activities), the mill holding the certificate shall ensure that the independent third party complies with relevant requirements of this RSPO Supply Chain Certification.</p> <p>ii) The mill shall ensure the following:</p> <p>a) The mill has legal ownership of all input material to be included in outsourced processes</p> <p>b) The mill has an agreement or contract covering the outsourced process with each contractor through a signed and enforceable agreement with the contractor. The onus is on the mill to ensure that certification body (CB) has access to the outsourcing contractor or operation if an audit is deemed necessary.</p> <p>c) The mill has a documented control system with explicit procedures for the outsourced process which is communicated to the relevant contractor.</p> <p>d) The mill shall furthermore ensure (e.g. through contractual arrangements) that independent third parties engaged provide</p>	<p>PT. Rigunas Agri Utama – Bungo Tebo POM does not outsources its milling activities.</p> <p>The Mill outsourced transport activity to independent third party and ensure that the third party complies with the RSPO Supply Chain Certification requirements. During this audit ASA1.2 transporter for CPO is the same company with previous audit.</p> <p>During transportation, PT. Rigunas Agri Utama – Bungo Tebo POM legally owned the CPO.</p> <p>PT Rigunas Agri Utama – Bungo Tebo POM has an agreement contract with transporter as below:</p> <p>- PT Trans Jaya Pertama, titled "Perjanjian Pengangkutan No.04/XII/TJP-RAU/2020 dated 1 December 2020; Contract agreement are signed and enforceable by both parties. According to contract agreement article 7 point 1.m stated that "<i>Transporter bersedia memenuhi persyaratan system sertifikasi rantai pasok saat pengangkutan bahan baku dan bersedia untuk diaudit oleh auditor internal perusahaan dan auditor pihak eksternal dari badan sertifikasi yang ditunjuk oleh pihak kedua jika diperlukan</i>" – Transporter are willing to comply with certification system of RSPO Supply Chain</p>	Complied

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	relevant access for duly accredited CBs to their respective operations, systems, and all information, when this is announced in advance.	<p>during transport material and willing to be audit by internal auditor company and external auditor from Certification Body if necessary.</p> <p>A documented control system for the outsourced process is described in SOP Traceability (AA-MPM-OP-1400.17-R7). The procedure has been communicated to outsourced transporter.</p> <p>Internal control for CPO and PK delivery by contractor also has made by Bungo Tebo Palm Oil Mill before transport and during transport with:</p> <ul style="list-style-type: none"> ✓ Surat Izin Muat CPO dan Kernel, contain information of Driver name, Identity number, Car/Truck Number, CPO/PK Dispatch time, netto, incoming and outgoing time. ✓ Delivery Order Slip from Transporter, contain information of sales contract number, Truck number, destination, driver name, port destination. ✓ Daftar Periksa Kesiapan Pengiriman CPO/Kernel contain information of Truck number, driver name, date of inspection, item inspection including: driver identity and completeness of vehicle legality, completeness of physical standard of vehicle, number of seal. <p>During audit and field visit to Bungo Tebo POM can be demonstrated that internal control has been implemented accordingly. Company also has disseminated the RSPO SCCS procedure to transporter, latest socialization conducted on 15/09/2023.</p>	
3.8.10	The mill shall record the names and contact details of all contractors used for the physical handling of RSPO certified oil palm products.	<p>PT. Rigunas Agri Utama – Bungo Tebo POM has record the name and contact detail of all contractors as follow:</p> <p>PT Trans Jaya Pertama; Jl. Timor No 10, Medan 20235 and Jl. Jend. Sudirman, Dusun VI, Kelurahan Sidomulyo, Kecamatan Pulo Bandring, Kisaran, Sumatera Utara Province; contact Mr. Anwar, Mrs. Lie Kiem.</p>	Complied
3.8.11	The mill shall inform its CB in advance prior to conduct of its next audit of the names and contact details of any new contractor used for the physical handling of RSPO certified oil palm products.	PT. Rigunas Agri Utama – Bungo Tebo POM through Stakeholder Relation Officer – Jakarta Office aware to inform CB regarding the name and contact detail if there is new contractor. However, no new	Complied

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		contractor used for the physical handling of RSPO certified oil palm products.	
3.8.12	<p>Record keeping</p> <p>i) The mill shall maintain accurate, complete, up-to-date and accessible records and reports covering all aspects of this RSPO Supply Chain Certification Standard requirements.</p> <p>ii) Retention times for all records and reports shall be a minimum of two (2) years and shall comply with relevant legal and regulatory requirements and be able to confirm the certified status of raw materials or products held in stock.</p> <p>iii) For Identity Preserved Module, the mill shall record and balance all receipts of RSPO certified FFB and deliveries of RSPO certified CPO and PK on a real-time basis.</p> <p>iv) For Mass Balance Module, the mill:</p> <p>a) Shall record and balance all receipts of RSPO certified FFB and deliveries of RSPO certified CPO and PK on a real-time basis and / or three-monthly basis.</p> <p>b) All volumes of certified CPO and PK that are delivered are deducted from the material accounting system according to conversion ratios stated by RSPO.</p> <p>c) The mill can only deliver Mass Balance sales from a positive stock. Positive stock can include product ordered for delivery within three (3) months. However, a mill is allowed to sell short (i.e. product can be sold before it is in stock).</p>	<p>Bungo Tebo POM can demonstrate complete, up-to-date and accessible records and reports covering all aspects of RSPO Supply Chain Certification Standard requirements. Records and report verified are as follows:</p> <ul style="list-style-type: none"> - Laporan Harian Produksi (Daily Production Report) dated 29 February 2024 and 31 December 2023. - Monthly Production Report 2023 and 2024 ytd February. - Kartu Timbangan (Weighbridge Card) PK. - Kartu Timbangan (Weighbridge Card) CPKO. - Delivery Order. - Sales Contract. - Shipping Announcement - Mass balance report period 2023/2024: January – March, April – June, July – September, October – December, January – ytd February 2024. - Internal audit RSPO SCCS and Management review. <p>The procedure of Traceability (AA-MPM-OP-1400.7.R7), section C. 5.8 requires that all records and reports related to traceability and book keeping are retained for a period of 10 years. The site can demonstrate availability of records and reports during audit.</p> <p>Bungo Tebo POM recorded and balanced all receipts of RSPO certified FFB and deliveries of RSPO certified CPO and PK on a real-time basis. All volumes of certified CPO and PK delivered are deducted from the material accounting system according to conversion ratios stated by RSPO. Bungo Tebo POM only deliver Mass Balance sales from a positive stock, the mill does not practiced sell short.</p>	Complied

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3.8.13	<p>Extraction Rate</p> <p>The oil extraction rate (OER) and the kernel extraction rate(KER) shall be applied to provide a reliable estimate of the amount of certified CPO and PK from the associated inputs. Mill shall determine and set their own extraction rates based upon past experience, documented and applied it consistently.</p>	<p>The organization is able to provided estimate volume of CPO and PK in a year period as in Budget FY 2023/2024 Production FFB, CPO and PK. The organization also keep an up to date record of the FFB volume received, CPO and PK produced over a period of twelve (12) month, as in Rekapitulasi Produksi TBS, CPO dan PK PT Rigunas Agri Utama – Bungo Tebo POM.</p> <p>OER and KER are estimated based on associated inputs and upon past experience (previous year FFB, CPO and PK production).</p> <p>The site has set average OER for budget 2024 as 19.91% and KER as 4.92% (Consist of Bungo Tebo Estate OER 22.65%, KER 5.25%; and Scheme smallholder OER 19.35%, KER 5.25%; Third party supplier OER 19.00% and KER 4.55%)</p> <p>Budget FFB process 2024: certified 157,620.618 MT (Bungo Tebo Estate 66,441.498 MT and Scheme smallholder 91,179.120 MT)</p> <p>Budget CPO production 2024: certified 32,693.143 MT (Bungo Tebo 15,049.00 MT and Scheme Smallholder 17,644.143 MT)</p> <p>Budget PK production 2024: certified 8,275.083 MT (Bungo Tebo 3,488.179 MT and Scheme Smallholder 4,786.904 MT)</p> <p>Previous Budget vs realization on 2023 (Jan - Dec) as below:</p> <table><tr><th>Description</th><th>Budget (MT)</th><th>Realization (MT)</th></tr><tr><td>FFB process Certified</td><td>150,019.000</td><td>149,299.045</td></tr><tr><td>FFB Non Certified</td><td>120,000.002</td><td>131,296.265</td></tr><tr><td>CPO Certified</td><td>31,004.840</td><td>30,149.424</td></tr><tr><td>CPO Non Certified</td><td>22,560.000</td><td>24,651.826</td></tr><tr><td>PK Certified</td><td>8,251.045</td><td>7,415.970</td></tr><tr><td>PK Non Certified</td><td>6,600.002</td><td>6,523.990</td></tr></table>	Description	Budget (MT)	Realization (MT)	FFB process Certified	150,019.000	149,299.045	FFB Non Certified	120,000.002	131,296.265	CPO Certified	31,004.840	30,149.424	CPO Non Certified	22,560.000	24,651.826	PK Certified	8,251.045	7,415.970	PK Non Certified	6,600.002	6,523.990	Complied
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		OER (Certified)	19.84	19.53																									
		KER (certified)	5.50	4.97																									
3.8.14	Extraction rates shall be updated periodically to ensure accuracy against actual performance or industry average if appropriate.	<p>The actual conversion ratio is monitored on daily basis through sounding result and documented in daily report. PT. Rigunas Agri Utama – Bungo Tebo POM is able to demonstrate the work instruction for analysis of oil content.</p> <p>Sample seen on document of “Laporan Harian Produksi”. Based on Laporan Harian Produksi dated 31 March 2024, the sounding result and production report shows that actual conversion ratios from FFB into CPO are: OER average month to date is 20.32%, OER average year to date is 17.85%</p> <p>And actual conversion ratios from FFB into PK are: KER average month to date is 5.25% and KER average to date is 5.02%.</p>			Complied																								
3.8.15	<p>Processing</p> <p>For Identity Preserved Module, the mill shall assure and verify through documented procedures and record keeping that the RSPO certified oil palm product is kept separated from non-certified oil palm products, including during transport and storage to strive for 100% separation.</p>	Bungo Tebo POM uses Mass Balance model for implementation of the RSPO Supply Chain. This indicator is not applicable.			Not Applicable																								
3.8.16	<p>Registration of Transactions</p> <p>i) Shipping Announcement in the RSPO IT platform shall be carried out by the mills when RSPO certified products are sold as certified to refineries, crushers, and traders not more than three months after dispatch with the dispatch date being the Bill of Lading or the dispatch documentation date.</p> <p>ii) Remove: RSPO certified volumes sold under different scheme or as conventional, or in case of underproduction, loss or damage shall be removed in the RSPO IT platform.</p>	<p>Bungo Tebo POM has done Shipping Announcement in RSPO IT Platform, for examples:</p> <table border="1"> <thead> <tr> <th>Transaction ID</th><th>Buyer</th><th>Product</th><th>Supply Chain Model</th><th>Volume</th><th>Shipping date</th></tr> </thead> <tbody> <tr> <td>TR-a8891995-96be</td><td>Bungo Tebo KCP</td><td>CSPK</td><td>MB</td><td>1,848.9</td><td>16-01-2024</td></tr> <tr> <td>TR-8cfa556-f5f4</td><td>PT. AAJ</td><td>CSPO</td><td>MB</td><td>518.86</td><td>29-06-2023</td></tr> <tr> <td>TR-0d34d6bf-8241</td><td>PT PRC</td><td>CSPO</td><td>MB</td><td>5,026.23</td><td>06-12-2023</td></tr> </tbody> </table>			Transaction ID	Buyer	Product	Supply Chain Model	Volume	Shipping date	TR-a8891995-96be	Bungo Tebo KCP	CSPK	MB	1,848.9	16-01-2024	TR-8cfa556-f5f4	PT. AAJ	CSPO	MB	518.86	29-06-2023	TR-0d34d6bf-8241	PT PRC	CSPO	MB	5,026.23	06-12-2023	Complied
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		<table><tr><td>TR-3cdb3404-112b</td><td>PT PRC</td><td>CSPO</td><td>MB</td><td>3,483.87</td><td>30-09-2023</td></tr><tr><td>TR-eeb1ad39-bdcf</td><td>Bungo Tebo KCP</td><td>CSPK</td><td>MB</td><td>2,189.53</td><td>30-09-2023</td></tr><tr><td>TR-a4010437-23e7</td><td>PT. SDS</td><td>CSPO</td><td>MB</td><td>19.74</td><td>25-07-2023</td></tr><tr><td>TR-8aaff311-b7e9</td><td>PT. SDS</td><td>CSPO</td><td>MB</td><td>714.2</td><td>30-07-2023</td></tr><tr><td>TR-bd92afb0-ea13</td><td>PT. SDS</td><td>CSPO</td><td>MB</td><td>307.58</td><td>30-07-2023</td></tr><tr><td>TR-d2968536-c1e2</td><td>PT PRC</td><td>CSPO</td><td>MB</td><td>8,554.87</td><td>02-08-2023</td></tr><tr><td>TR-1b6ba3cb-da60</td><td>PT PRC</td><td>CSPO</td><td>MB</td><td>129.49</td><td>29-06-2023</td></tr><tr><td>TR-e4ee0ab2-262f</td><td>PT PRC</td><td>CSPO</td><td>MB</td><td>292.16</td><td>29-06-2023</td></tr><tr><td>TR-45a0c42f-2c81</td><td>PT PRC</td><td>CSPO</td><td>MB</td><td>77.59</td><td>29-06-2023</td></tr><tr><td>TR-cbb05d0b-bb3a</td><td>PT PRC</td><td>CSPO</td><td>MB</td><td>307.81</td><td>29-06-2023</td></tr><tr><td>TR-7a0d7277-f02d</td><td>Bungo Tebo KCP</td><td>CSPK</td><td>MB</td><td>1,596.26</td><td>30-06-2023</td></tr><tr><td>TR-a2a2f074-e70e</td><td>PT PRC</td><td>CSPO</td><td>MB</td><td>10,163.57</td><td>29-06-2023</td></tr><tr><td>TR-cf8c38f4-1be7</td><td>PT. AAJ</td><td>CSPO</td><td>MB</td><td>2,002.86</td><td>29-06-2023</td></tr><tr><td>TR-83cfae6b-b88b</td><td>PT. SDS</td><td>CSPO</td><td>MB</td><td>19.1</td><td>29-06-2023</td></tr><tr><td>TR-1e5e28e1-579e</td><td>Bungo Tebo KCP</td><td>CSPK</td><td>MB</td><td>1,651.09</td><td>31-03-2023</td></tr></table> <p>There are CPO certified sold as ISCC certified with volume 2,209.27 MT between period March - December 2023. PT Rigunas Agri Utama – Bungo Tebo POM has remove in the RSPO Palm trace for the volume sold as ISCC with transaction number ST-TR-1669b702-2222.</p>	TR-3cdb3404-112b	PT PRC	CSPO	MB	3,483.87	30-09-2023	TR-eeb1ad39-bdcf	Bungo Tebo KCP	CSPK	MB	2,189.53	30-09-2023	TR-a4010437-23e7	PT. SDS	CSPO	MB	19.74	25-07-2023	TR-8aaff311-b7e9	PT. SDS	CSPO	MB	714.2	30-07-2023	TR-bd92afb0-ea13	PT. SDS	CSPO	MB	307.58	30-07-2023	TR-d2968536-c1e2	PT PRC	CSPO	MB	8,554.87	02-08-2023	TR-1b6ba3cb-da60	PT PRC	CSPO	MB	129.49	29-06-2023	TR-e4ee0ab2-262f	PT PRC	CSPO	MB	292.16	29-06-2023	TR-45a0c42f-2c81	PT PRC	CSPO	MB	77.59	29-06-2023	TR-cbb05d0b-bb3a	PT PRC	CSPO	MB	307.81	29-06-2023	TR-7a0d7277-f02d	Bungo Tebo KCP	CSPK	MB	1,596.26	30-06-2023	TR-a2a2f074-e70e	PT PRC	CSPO	MB	10,163.57	29-06-2023	TR-cf8c38f4-1be7	PT. AAJ	CSPO	MB	2,002.86	29-06-2023	TR-83cfae6b-b88b	PT. SDS	CSPO	MB	19.1	29-06-2023	TR-1e5e28e1-579e	Bungo Tebo KCP	CSPK	MB	1,651.09	31-03-2023	
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TR-45a0c42f-2c81	PT PRC	CSPO	MB	77.59	29-06-2023																																																																																								
TR-cbb05d0b-bb3a	PT PRC	CSPO	MB	307.81	29-06-2023																																																																																								
TR-7a0d7277-f02d	Bungo Tebo KCP	CSPK	MB	1,596.26	30-06-2023																																																																																								
TR-a2a2f074-e70e	PT PRC	CSPO	MB	10,163.57	29-06-2023																																																																																								
TR-cf8c38f4-1be7	PT. AAJ	CSPO	MB	2,002.86	29-06-2023																																																																																								
TR-83cfae6b-b88b	PT. SDS	CSPO	MB	19.1	29-06-2023																																																																																								
TR-1e5e28e1-579e	Bungo Tebo KCP	CSPK	MB	1,651.09	31-03-2023																																																																																								
3.8.17	Claims	<p>The procedure for claims is stated in Standard Operating Procedures – Traceability (AA-MPM-OP-1400.17.R7) dated 1 October 2019. PT Rigunas Agri Utama – Bungo Tebo POM delivered RSPO certified CPO and PK in bulk, the Mill has made no claim regarding the use of or</p>	Complied																																																																																										

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	The mill shall only make claims regarding the production of RSPO certified oil that are in compliance with the RSPO Rules on Market Communications and Claims.	support of RSPO certified oil palm products. Description of RSPO certified product only made in shipping documentation, e.g. Sales Contract, Delivery Order and Weighbridge Card.	
General corporate communications			
4.1	A corporate communication is one made by any RSPO member that highlights its RSPO membership and/or its commitment to the objectives and principles of RSPO. Corporate communication is a "non-product related" claim.	PT Rigunas Agri Utama is a subsidiary of RSPO registered member PT Inti Indosawit Subur. The corporate communication of PT Inti Indosawit Subur can be seen in the company website, under brand Asian Agri at the address www.asianagri.com .	Complied
4.2	In corporate communications, a member is allowed to: A. display its RSPO membership status B. display the RSPO web address (www.rspo.org) C. state that the member supports the work of RSPO D. state the member's history with regard to RSPO E. use the RSPO Trademark (as shown below) with a valid trademark licence number to promote its RSPO membership	Corporate communication in Asian Agri website: <ul style="list-style-type: none"> Display its RSPO membership status: On the website of Asian Agri, it was stated the company is RSPO Member since February 2006. Display the RSPO web address: Not in direct manner. In Asian Agri website, company made a link to RSPO website. State the member supports the work of the RSPO: Not in direct manner. In the website, Asian Agri wrote "In 2006, Asian Agri became a member of the Roundtable of Sustainable Palm Oil (RSPO), a global multi-stakeholder certification system to develop and implement global standards for sustainable palm oil production. We received our 1st RSPO certification for our estate in 2010, and in 2012, the certification for our smallholder scheme." State the member's history with regards to the RSPO: In the website of Asian Agri, it was stated the company is RSPO Member since February 2006. Use of RSPO Trademark to promote its membership of the RSPO: in the website, the company display RSPO Trademarks with valid trademark licence number 1-0022-06-100-00. 	Complied
4.3	Members are not allowed to use the RSPO corporate logo as shown below. This is for the sole use of the RSPO Secretariat.	Asian Agri website and company documentation (notice board, letterhead and etc) did not display the RSPO Corporate Logo.	Complied

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4.4	In corporate communications, RSPO members must not make any statement that may lead consumers to believe that RSPO membership by itself implies the selling of RSPO certified palm oil products.	In the Asian Agri website, stated that the company is RSPO Member since February 2006. However, it is clear that the statement did not lead consumers to believe that RSPO membership by itself implies the selling of RSPO-certified oil palm products.	Complied
4.5	<p>Additionally, RSPO certified members are allowed to make statements that highlight their RSPO certification status and product-related claims in their corporate communication tools. Some permitted examples include:</p> <ul style="list-style-type: none"> • "We have been sourcing RSPO certified palm oil since (YEAR)." • "We have used (X) tonnes of RSPO certified palm oil for our products manufactured in the last year." • "We have been RSPO certified since (YEAR)." • "We have (X NUMBER OF PRODUCTS) produced using RSPO certified MB/SG palm oil." • "In (YEAR), our company sourced (X%) of palm oil derivative volumes that was used across our products manufactured as MB certified." • "Our company covered (X%) of palm oil derivative volumes used across all our products manufactured in (YEAR) with smallholder credits." • "We are RSPO certified. Ask us for our RSPO certified products." 	In the Asian Agri website, stated that the company is RSPO Member since February 2006. However, it is clear that the statement did not lead consumers to believe that RSPO membership by itself implies the selling of RSPO-certified oil palm products.	Complied
4.6	<p>RSPO non-certified members are allowed to make product-related claims in their corporate communication tools by doing the following:</p> <p>A. Use the RSPO Trademark with a valid trademark licence number to promote its membership of RSPO. It is sufficient for non-certified members to indicate this only once in their communication.</p> <p>B. Claim statements are limited to the following examples:</p> <ol style="list-style-type: none"> "The rate of RSPO-certified palm oil procurement was (X%). We aim to achieve (X%) sustainable procurement by fiscal year (YEAR)." X% of palm oil sourced by our organisation are certified through the Roundtable on Sustainable Palm Oil (RSPO) supply chains as (a) Identity Preserved, (b) Segregated, (c) Mass Balance, or (d) Book and Claim. 	<p>PT Rigunas Agri Utama is a certified member as a subsidiary of RSPO registered member PT Inti Indosawit Subur. The corporate communication of PT Inti Indosawit Subur can be seen in the company website, under brand Asian Agri at the address www.asianagri.com.</p> <p>Asian Agri website display RSPO Trademarks with valid trademark licence number 1-0022-06-100-00.</p>	Complied

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	C. In cases wherein an organisation/member would like to indicate their commitment to sourcing RSPO certified volumes, the statement shall be accompanied with a disclaimer: "This reported figure is not audited through RSPO Certification".		
Product-specific communications			
5.1 General			
5.1.1	Product-specific communications refer to any public statement about an individual product that contains RSPO certified sustainable palm oil. These product-specific communications can be made on pack and/or off pack such as shipping documents, advertisements, flyers, brochures, posters, displays, newsletters, websites, emails, letters, offerings, invoices, (annual) reports, or media interviews.	PT Rigunas Agri Utama Product-specific communications made under sales contract, DO and weighbridge ticket/delivery note. Stated in sales documents that the product they sold is RSPO Certified model MB.	Complied
5.1.2	Product-specific communications are voluntary.	PT Rigunas Agri Utama stated the supply chain model and certificate number, e.g. in sales contract, DO and weighbridge ticket/delivery note.	Complied
5.1.3	Wherever the RSPO Label is displayed for product-specific communications, the applicable trademark licence number must be shown immediately under or next to the RSPO Label or the statement itself.	PT Rigunas Agri Utama did not display the RSPO label for product-specific communications.	Complied
5.1.4	Use of any other trademark or label to highlight the presence of RSPO certified sustainable palm oil products is an unauthorised product-specific communication.	PT Rigunas Agri Utama did not use RSPO trademark or any other trademark or label to highlight the presence of RSPO certified sustainable palm oil products	Complied
5.1.5	If any organisation, which does not further modify end products or does not need to undergo Supply Chain Certification such as retailers, traders or distributors, enters into any agreement whereby the RSPO certified supplier labels products with the retailers/traders/distributors RSPO Trademark licence number, the following conditions shall be met as shown below	PT Rigunas Agri Utama is a palm oil mill; thus, this indicator is not applicable.	Not Applicable

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	<ul style="list-style-type: none"> • RSPO members should be registered on the RSPO IT Platform and complete the information under 'description of products' field. • Both parties shall inform their certification body in writing about the agreement. • The RSPO certified supplier is responsible for ensuring that the buyer's RSPO Trademark licence number is used only on products that are supplied to that buyer. 		
5.1.6	Organisations that do not further modify end products or that do not need to undergo Supply Chain Certification such as retailers, traders, or distributors who intend to use the RSPO Label with their own RSPO Trademark licence number in any of their product-specific communications, can do so by undergoing a remote audit. A remote audit shall be conducted by an RSPO-accredited certification body (CB) prior to the use of the RSPO Label whereby the organisation will need to demonstrate that the use is in compliance with the rules contained within this document and that the claim itself can be supported through a certified supply chain	PT Rigunas Agri Utama is a palm oil mill; thus, this indicator is not applicable.	Not Applicable
5.2 Off pack claims			
5.2.1	Off pack claims are product-specific communications regarding the certified sustainable palm oil contained within the product(s) made on any communication materials such as shipping documents, advertisements, flyers, brochures, posters, displays, newsletters, websites, emails, letters, offerings, invoices, (annual) reports, or media interviews. The RSPO Label should be used together with the valid trademark licence number wherever an off pack claim is made.	<p>PT Rigunas Agri Utama did not use RSPO trademark or logo in the product specific communication.</p> <p>PT Rigunas Agri Utama Product-specific communications made under sales contract, DO and weighbridge ticket/delivery note. Stated in sales documents that the product they sold is RSPO Certified model MB.</p> <p>PT Rigunas Agri Utama stated the supply chain model and certificate number, e.g. in sales contract, DO and weighbridge ticket/delivery note.</p>	Complied
5.2.2	When confirming the sale of certified palm oil products, members must adhere to the requirements of the RSPO SCCS. This includes stating the supply chain model and certificate number under which the claim is being made.	It was verified that when selling certified oil palm product, PT Rigunas Agri Utama stated the supply chain model and certificate number, e.g. in sales contract, DO and weighbridge ticket/delivery note.	Complied

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5.2.3	<p>Where a distributor or wholesaler takes title to products containing certified sustainable palm oil products, the requirements of the RSPO SCCS can follow either one of these two options:</p> <ul style="list-style-type: none"> • If the distributor or wholesaler holds only a distributor licence, it may only communicate RSPO certified palm oil products by linking the product to the manufacturer using the manufacturer's SCCS certificate number. This covers both brand and own brand products. However, in the case of own brand products, it is essential that customers are aware that the products have been made on behalf of the distributor or wholesaler, with specific evidence either through on pack claims or documentation. • If the distributor or wholesaler is supply chain certified, they should follow the requirements outlined in section 5.2.2. 	PT Rigunas Agri Utama is a palm oil mill; thus, this indicator is not applicable.	Not Applicable
5.3 On pack claims			
5.3.1	Only RSPO members who have supply chain certification and members who have undergone remote audit as per 5.1.6 are allowed to make on pack claims about the certified sustainable palm oil contained within the product(s) as per Module A, B, C and E. RSPO members who have purchased RSPO Credits are entitled to claim their support for the production of certified sustainable palm oil as per Module D.	PT Rigunas Agri Utama sold its oil palm product in bulk, there was no on-pack claim used.	Not Applicable
5.3.2	<p>In case of limited space, RSPO allows flexibility to use a one-line arrangement claim together with a valid trademark licence number for on pack communications as below without having to use any RSPO Label. The licence number has to measure at least 4pt (1.4mm) in size and the font must be Calibri. The following options shall be considered:</p> <p>A) For Identity Preserved (IP)/ Segregated (SG) Certified Products:</p> <ul style="list-style-type: none"> • RSPO IP/SG CERTIFIED* • Contains RSPO IP/SG palm oil* • Contains RSPO certified palm oil (IP/SG)* 	PT Rigunas Agri Utama sold its oil palm product in bulk, there was no on-pack claim used.	Not Applicable

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	*Add RSPO TM Licence Number below or next to the claim.		
	B) or Mass Balance (MB) Certified Products: <ul style="list-style-type: none"> • RSPO MIXED* • Contributes to the production of RSPO certified palm oil* • Contains RSPO certified palm oil (MB)* *Add RSPO TM Licence Number below or next to the claim.	PT Rigunas Agri Utama sold its oil palm product in bulk, there was no on-pack claim used.	Not Applicable
	C) For Partially Certified Products: <ul style="list-style-type: none"> • RSPO 50% MIXED* • Contains at least 50% RSPO certified palm oil* *Add RSPO TM Licence Number below or next to the claim.	PT Rigunas Agri Utama sold its oil palm product in bulk, there was no on-pack claim used.	Not Applicable
	D) For Products covered with Book and Claim (B&C): <ul style="list-style-type: none"> • RSPO CREDITS* • Supports the production of RSPO certified palm oil* • Contains palm oil covered by the purchase of RSPO Credits* *Add RSPO TM Licence Number below or next to the claim.	PT Rigunas Agri Utama sold its oil palm product in bulk, there was no on-pack claim used.	Not Applicable
5.3.3	On pack claims shall not include information about the claimant's RSPO membership status.	PT Rigunas Agri Utama sold its oil palm product in bulk, there was no on-pack claim used.	Not Applicable
5.3.4	Members shall not communicate to consumers information about their suppliers' RSPO membership status.	The communication of PT Rigunas Agri Utama has not mentioned to consumers information about their suppliers' RSPO membership status.	Not Applicable
5.3.5	Use of the RSPO Label is restricted to claims about RSPO certified sustainable palm oil contained in products and is not authorised for use in relation to any other ingredient.	PT Rigunas Agri Utama sold its oil palm product in bulk, up to this moment, PT Rigunas Agri Utama has not use RSPO label or trademark.	Not Applicable
5.3.6	All members making on pack claims are encouraged to submit the information and images of their end products that carry the RSPO Label via the MyRSPO portal.	PT Rigunas Agri Utama sold its oil palm product in bulk, up to this moment, PT Rigunas Agri Utama has not use RSPO label or trademark.	Not Applicable
MODULE B – MASS BALANCE SPECIFIC RULES			

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Mass Balance palm oil content			
	95% of the palm oil content must be RSPO MB-certified.	PT Rigunas Agri Utama is producing and selling CPO and PK; All certified product sold are 100 % content oil palm RSPO MB-certified. No such cases as the certified material is bulk intermediate product. By default, the material is either 100% claimed under RSPO or not RSPO.	Complied
	If 100% of RSPO MB certified palm oil content cannot be sourced, a maximum of 5% volume from other non-certified sources is allowed and the reason for this must be fully justified. The volume of the non-certified palm oil content shall be covered by the purchase of RSPO Credits of equivalent volume.	There is no percentage of non-certified oil palm within the certified product. All certified product produced and sold are 100% Mass Balance. PT Rigunas Agri Utama was not produce end consumer goods. The production are CPO and PK.	Complied
Messaging			
	Messaging ALLOWED in storytelling in product-specific communications includes: <ul style="list-style-type: none"> [Palm oil products]/[palm oil]/[palm kernel oil] from RSPO certified mills and plantations were mixed with non-certified palm oil products in the supply chain. The volume of [palm oil products]/[palm oil]/[palm kernel oil] in this product reflects an equivalent volume of palm oil or palm kernel oil produced by RSPO certified mills and plantations.	PT Rigunas Agri Utama was not use storytelling in product-related communications.	Complied
Product-Specific Communications Labelling			
	Members are allowed to use the RSPO Label in one of the following ways: <ul style="list-style-type: none"> The RSPO Label MUST contain the tag "MIXED". The tag "MIXED" designates palm oil products sourced under the Mass Balance (MB) supply chain system, which administratively balances inputs and outputs of certain palm oil volumes. The tag "MIXED" on a product does not guarantee that the product itself contains the certified material; some or all of it may reside in a product that does not carry a claim. 	No product related communications are found. Information provided in Cooperate website includes the total certified units, traceability of the supply chain and commitment to have all units certified.	Complied

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	<ul style="list-style-type: none"> The RSPO Label can also include the statement: "[The palm oil contained in this product] contributes to the production of certified sustainable palm oil". 		
Principle 4: Respect community and human rights and deliver benefit Respect community rights, provide equal opportunities, maximise benefits from engagement and ensure remediation where needed.			
Criteria 4.1: The unit of certification respects human rights, which includes respecting the rights of Human Rights Defenders.			
4.1.1	<p>(C) A policy to respect human rights, including prohibiting retaliation against Human Rights Defenders (HRD), is documented and communicated to all levels of the workforce, operations, supply chain and local communities and prohibits intimidation and harassment by the unit of certification and contracted services, including contracted security forces.</p> <p>- Critical (Major) compliance -</p>	<p>The company has established policies related to the protection of whistleblowers/human rights defenders from acts of retaliation. Company Memorandum No. 049/HO/MEMO/INT/03/20 dated 2 March 2020.</p> <p>Explained in point 13, it states that: "The company respects human rights by treating all employees fairly, both in terms of acceptance, assessment, working conditions and environment, as well as representation without distinction of ethnicity or caste. , national origin, religion/belief, disability, gender, sexual orientation, trade union political affiliation membership and/or age".</p> <p>This policy was socialized to all workers on 9 November 2023 and 30 November 2023 to contractors and other stakeholders.</p> <p>Based on document review and interviews with several stakeholders (NGO LP2LH, Chair of the PUK-SPPP-SPSI Workers Union, gender committee, Village Head Tuo Sumay), to date no cases of human rights violations have occurred.</p> <p>Scheme Smallholder:</p> <p>The smallholder scheme has set policies for each cooperative. This Cooperative Policy has established policies related to:</p> <ol style="list-style-type: none"> 1) Fulfilment of applicable legal requirements in carrying out activities in cooperatives 	Complied

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		<ol style="list-style-type: none"> 2) Ethical behaviour in conducting business in all business transactions and operations 3) Respect human rights by treating all KUD employees and farmers fairly 4) Prohibit minors from working in any activity 5) Prevent sexual harassment and various forms of violence against women 6) Respect every KUD employee or farmer who will form or become a member of a labour union and guarantee the confidentiality of the reporter (Whistle-blower) 7) Respect human rights defenders (HRD) without providing threats and intimidation 8) Do not provide work under threat, sanction or punishment where the worker does not have the freedom to agree to the implementation of the work <p>In each cooperative the Policy has been signed by the chairman of the cooperative, the following is the signing of the Cooperative Policy for each sample in the current audit:</p> <ul style="list-style-type: none"> - The Koperasi Produksi Tani Mandiri policy was signed by the Chairman of the Cooperative on 15 January 2021 and has not changed until this surveillance audit. This policy has socialization to all members on 3 February 2021. - The Koperasi Tanjung Jaya Bersama policy was signed by the Chairman of the Cooperative on 15 January 2021 and has not changed until this surveillance audit. This policy has socialization to all members on 5 February 2021. - The Koperasi Sawit Makmur policy was signed by the Chairman of the Cooperative on 15 January 2021 and has not changed until this 	
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		<p>surveillance audit. This policy has socialization to all members on 6-7 November 2023.</p> <ul style="list-style-type: none"> - The Koperasi Sawit Jasa Tani Makmur policy was signed by the Chairman of the Cooperative on 15 January 2021 and has not changed until this surveillance audit. This policy has socialization to all members on 4-5 November 2023. - The Koperasi Sawit Makmur Bersama policy was signed by the Chairman of the Cooperative on 15 January 2021 and has not changed until this surveillance audit. This policy has socialization to all members on 5-6 November 2023. - The Koperasi Sawit Karya makmur policy was signed by the Chairman of the Cooperative on 15 January 2021 and has not changed until this surveillance audit. This policy has socialization to all members on 6-7 November 2023. 	
4.1.2	<p>The unit of certification does not instigate violence or use any form of harassment, including the use of mercenaries and paramilitaries in their operations.</p> <p>- Minor compliance -</p>	<p>In this current audit, verification was carried out through interviews with stakeholders, management and workers (during field visits: 5 harvesters, 5 sprayers, 6 fertilizer application workers) and document review, stating that there were no violent practices or use of any form of harassment against workers and also includes the use of mercenaries and paramilitaries in operations at the PT Rigunas Agri Utama Plantation.</p> <p>Based on interviews with stakeholders (i.e. government agencies, village heads, workers & labor unions) as well as online searches, it is revealed that the company does not incite violence or use any form of harassment, including the use of mercenaries and paramilitaries in their operations. .</p> <p>Based on interviews with management (KTU) on behalf of Mr. Mangalatua Sirait at the Plantation and Mr. Soyfan Siburian Ade Apri Angga at the Mill and several employees/workers of PT RAU, that there were no mercenaries or irregulars used in operations at PT RAU.</p>	Complied

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		Based on an interview with the Chairman of the Workers' Union, Mr. T.J. Purba and the Gender Committee, Mrs. Nurbaiti from PT RAU, that up to now in 2024, there have been no cases or work practices that contain violence or threats against workers.	
Criteria 4.2: There is a mutually agreed and documented system for dealing with complaints and grievances, which is implemented and accepted by all affected parties.			
4.2.1	<p>(C) The mutually agreed system, open to all affected parties, resolves disputes in an effective, timely and appropriate manner, ensuring anonymity of complainants, HRD, community spokespersons and whistleblowers, where requested, without risk of reprisal or intimidation and follows the RSPO policy on respect for HRD.</p> <p>- Critical (Major) compliance -</p>	<p>Complaints from internal stakeholders are managed through "Mechanism for Submission of Complaints and Settlement of Employee Complaints, Document No.SOP.AA-HR-308 0.5-R0".</p> <p>The Company has also developed procedures to enforce whistleblower confidentiality policies in the "Case Reporting and Disclosure Guarantee Mechanism" dated June 12, 2015. The purpose of SOP is to provide clear work guidelines so as to create consistency and be better, correct and timely. implementation in submitting and resolving employee complaints. Settlement of non-formal complaints, complaints can be submitted verbally or directly to the superior, then the supervisor telephones the employee concerned no later than 2 days, the settlement of the complaint is made in writing. Complaint resolution is formal, the employee submits a complaint to the head of the department in writing, the head of the department summons the employee no later than 2 working days to resolve the employee's complaint. Employee complaints can also be resolved bipartitely.</p> <p>Through the Public Relations department which is in charge of Mr. A. Bastari, the company has built a mechanism for handling complaints from external parties. This process also involves both internal and external stakeholders so that it can accommodate all parties. this procedure is recorded in "Complaint Handling Procedure, Document No. SOP AA-GL-5005-R0 01". This procedure is presented in Bahasa Indonesia and also installed in several strategic places in the form of diagrams that can be more easily understood.</p>	Complied

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		<p>If there is harassment and violence, it will be reported to the Gender Committee. A documented procedure was created to handle cases of sexual harassment - SOP AA-HR-309.01-R0 dated February 1, 2009.</p> <p>The company has established a Gender Committee since April 2013 and consists of a chairman, vice chairman, secretary, deputy secretary, members. In the 2023 period, the gender committee will still be chaired by Ms. Nurbaiti.</p> <p>The activities of the Gender Committee include handling complaints from female workers, reporting and collecting data if cases of sexual harassment arise.</p> <p>The above procedure was conveyed and explained to relevant stakeholders including the smallholder through a meeting with all PT RAU's stakeholders on 23-24 May 2022 and 30 November 2023. This socialization was attended by FFB suppliers (both plasma and non-plasma), CPO and kernel transporters (PT Trans Jaya Pertama), contractors (including the CV Selamat Mandiri Pratama replanting contractor) and other stakeholders including (community and leaders in the surrounding villages including head of villages).</p> <p>Based on interviews with smallholder and Tuo Sumay village heads (Mr. Hazri), that they are quite familiar with the processes/procedures related to the delivery of information and communication. In general, they will submit it to the Public Relations of PT RAU (Mr. A. Bastari). To date, there have been no complaints from the community around the plantation</p>	
4.2.2	<p>Procedures are in place to ensure that the system is understood by the affected parties, including by illiterate parties.</p> <p>- Minor compliance -</p>	<p>Complaints from internal stakeholders are managed through "Mechanism for Submission of Complaints and Settlement of Employee Complaints, Document No.SOP.AA-HR-308 0.5-R0".</p> <p>The Company has also developed procedures to enforce whistleblower confidentiality policies in the "Case Reporting and Disclosure Guarantee Mechanism" dated June 12, 2015. The purpose of SOP is to provide clear</p>	Complied

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		<p>work guidelines so as to create consistency and be better, correct and timely. implementation in submitting and resolving employee complaints. Settlement of non-formal complaints, complaints can be submitted verbally or directly to the superior, then the supervisor telephones the employee concerned no later than 2 days, the settlement of the complaint is made in writing. Complaint resolution is formal, the employee submits a complaint to the head of the department in writing, the head of the department summons the employee no later than 2 working days to resolve the employee's complaint. Employee complaints can also be resolved bipartitely.</p> <p>Through the Public Relations department which is in charge of Mr. A. Bastari, the company has built a mechanism for handling complaints from external parties. This process also involves both internal and external stakeholders so that it can accommodate all parties. this procedure is recorded in "Complaint Handling Procedure, Document No. SOP AA-GL-5005-R0 01". This procedure is presented in Bahasa Indonesia. In socializing this procedure, the company is directly explained to employees and when the employee joins the company, so that the procedure can be understood by all employees including employees who cannot read and write (illiterate). The management of PT RAU also provides an explanation of the process of submitting complaints and grievance complaints through pasting process flowcharts in afdeling offices with pictures that are easily understood by workers, especially those who cannot read and write.</p> <p>If there is harassment and violence, it will be reported to the Gender Committee. A documented procedure was created to handle cases of sexual harassment - SOP AA-HR-309.01-R0 dated February 1, 2009.</p> <p>The company has established a Gender Committee since April 2013 and consists of a chairman, vice chairman, secretary, deputy secretary,</p>	
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		<p>members. In the 2023 period, the gender committee will still be chaired by Ms. Nurbaiti.</p> <p>The activities of the Gender Committee include handling complaints from female workers, reporting and collecting data if cases of sexual harassment arise.</p> <p>The above procedure was conveyed and explained to relevant stakeholders including the smallholder through a meeting with all PT RAU's stakeholders on 23-24 May 2022 and 30 November 2023. This socialization was attended by FFB suppliers (both plasma and non-plasma), CPO and kernel transporters (PT Trans Jaya Pertama), contractors (including the CV Selamat Mandiri Pratama replanting contractor) and other stakeholders including (community and leaders in the surrounding villages including head of villages).</p> <p>Based on interviews with smallholder and Tuo Sumay village heads (Mr. Hazri), that they are quite familiar with the processes/procedures related to the delivery of information and communication. In general, they will submit it to the Public Relations of PT RAU (Mr. A. Bastari). To date, there have been no complaints from the community around the plantation</p>	
4.2.3	<p>The unit of certification keeps parties to a grievance informed of its progress, including against agreed timeframe and the outcome is available and communicated to relevant stakeholders.</p> <p>- Minor compliance -</p>	<p>Based on previous audit report, there was a conflict related to the overlap of community land areas in Pinang Belai Village, Tebo Regency over 294 Certificates (SHM: Ownership Certificates) with HGU No. 17/Sungai Rambai on behalf of PT Rigunas Agri Utama.</p> <p>A document review and interview was carried out with Mr. A. Bastari (Public Relations) PT Rigunas Agri Utama, obtained the following developments in conflict resolution:</p> <p>On October 4 2023, an investigative audit was carried out regarding land conflicts in the community of Pinang Belai Village, District. Tebo for 294 Certificates of Ownership Rights (SHM) with HGU No. 17/Sungai Rambai on behalf of PT Rigunas Agri Utama. From the Ministry of Agrarian Affairs</p>	Complied

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		<p>and Spatial Planning / National Land Agency Inspectorate General Assigned 5 investigators/auditors based on Assignment Letter No. 212/ST-900.PW.05.03/X/2023 dated 4 October 2023 and reporting will be completed within 8 working days from 20 to 31 October 2023.</p> <p>Based on the results of the investigative audit regarding the dispute between the community of the Mitra Serumpun Farmers Group, Pinang Belai Village, Tebo Regency, as recipients of 294 SHM Prona-Petani in 2016 and SHGU No. 17/Sungai Rambai in the name of PT Rigunas Agri Utama dated 21 December 2023, resulting in the following Recommendations:</p> <p>"The Inspectorate General recommended to the Provincial BPN Regional Office. Jambi and the Tebo District Land Office to improve the spatial data plotting of SHGU No. 17/Sungai Rambai and 18/Tuo Sumay are in accordance with the initial KKP plotting data in 2017 by adjusting the remaining SHGU area after release for plasma purposes in 1999 and 2002, the results of field checks from the Provincial BPN Regional Office. Jambi, as well as the results of field verification by the Directorate General of Land and Spatial Survey and Mapping regarding the position of SHGU Number 17/Sungai Rambai and No. 18/Tuo Sumay".</p> <p>Based on the review of the documents above, there is still a settlement process involving the Provincial BPN Office. Jambi and Tebo Regency, this will be verified again during the next audit.</p>	
4.2.4	<p>The conflict resolution mechanism includes the option of access to independent legal and technical advice, the ability for complainants to choose individuals or groups to support them and/or act as observers, as well as the option of a third-party mediator.</p> <p>- Minor compliance -</p>	<p>Based on previous audit report, there was a conflict related to the overlap of community land areas in Pinang Belai Village, Tebo Regency over 294 Certificates (SHM: Ownership Certificates) with HGU No. 17/Sungai Rambai on behalf of PT Rigunas Agri Utama.</p> <p>A document review and interview was carried out with Mr. A. Bastari (Public Relations) PT Rigunas Agri Utama, obtained the following developments in conflict resolution:</p>	Complied

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		<p>On October 4 2023, an investigative audit was carried out regarding land conflicts in the community of Pinang Belai Village, District. Tebo for 294 Certificates of Ownership Rights (SHM) with HGU No. 17/Sungai Rambai on behalf of PT Rigunas Agri Utama. From the Ministry of Agrarian Affairs and Spatial Planning / National Land Agency Inspectorate General Assigned 5 investigators/auditors based on Assignment Letter No. 212/ST-900.PW.05.03/X/2023 dated 4 October 2023 and reporting will be completed within 8 working days from 20 to 31 October 2023.</p> <p>Based on the results of the investigative audit regarding the dispute between the community of the Mitra Serumpun Farmers Group, Pinang Belai Village, Tebo Regency, as recipients of 294 SHM Prona-Petani in 2016 and SHGU No. 17/Sungai Rambai in the name of PT Rigunas Agri Utama dated 21 December 2023, resulting in the following Recommendations:</p> <p>"The Inspectorate General recommended to the Provincial BPN Regional Office. Jambi and the Tebo District Land Office to improve the spatial data plotting of SHGU No. 17/Sungai Rambai and 18/Tuo Sumay are in accordance with the initial KKP plotting data in 2017 by adjusting the remaining SHGU area after release for plasma purposes in 1999 and 2002, the results of field checks from the Provincial BPN Regional Office. Jambi, as well as the results of field verification by the Directorate General of Land and Spatial Survey and Mapping regarding the position of SHGU Number 17/Sungai Rambai and No. 18/Tuo Sumay".</p> <p>Based on the review of the documents above, there is still a settlement process involving the Provincial BPN Office. Jambi and Tebo Regency, this will be verified again during the next audit.</p>	
Criteria 4.3: The unit of certification contributes to local sustainable development as agreed by local communities.			

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4.3.1	<p>Contributions to community development that are based on the results of consultation with local community are demonstrated.</p> <p>- Minor compliance -</p>	<p>In the 2024 period PT RAU has developed a CSR program. This CSR program has been consulted with the villages around the plantation through annual Musrembang meetings, in 2024 it will be held in January 2024. Apart from the Musrembang meeting, a survey was also conducted with the surrounding community to evaluate the results of the CSR program for the previous period. In preparing the 2023 CSR program, several stages of activities were carried out in the form of:</p> <ul style="list-style-type: none"> • Evaluation of CSR in 2023 • Identify the needs for ring 1 village CSR programs in 2024 • Verify the needs of the ring 1 village CSR program in 2024 • Selection of CSR program proposals for 2024 • Preparation of the 2024 CSR budget <p>Social responsibility to the community around PT operations. RAU implements CSR programs in 5 aspects, namely: Charity, Economy, Education, Health and Infrastructure. One of PT's biggest forms of CSR. RAU is a Plasma Farmer Partnership of 2500 farmers, both local and transmigrated.</p> <ol style="list-style-type: none"> 1. Social Aspect: providing assistance with national/religious holiday activities 2. Economic aspects; provide alternative economic assistance 3. Infrastructure aspects; <ul style="list-style-type: none"> - Providing assistance in repairing the Old Tomb pilgrimage site in Teluk Kasai Village - Assistance for road repairs in Tuo Sumay Village and Pagar Pudir Village - Assistance for the construction of clean water facilities in the form of building water wells. 	Complied
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		<p>4. Educational aspect; providing assistance in repairing Madrasah Aliyah Al Khoiriyah classrooms</p> <p>The realization of the CSR program for the 2023 period is as follows:</p> <ol style="list-style-type: none"> 1. Providing donations for national holidays to communities around the plantation. 2. Material assistance in the form of purchasing cement and zinc for repairs to the Old Tomb in Teluk Kasai Rambahan Village. 3. Providing assistance with clean water needs for residents of Ulu Hamlet, Tuo Sumay Village Building, District. Sumay. Where the well is intended for public use for residents who need it. 5. Providing assistance to repair roads in Tuo Sumay Village to facilitate access for residents of Tuo Sumay Village to carry out their daily activities, especially in evacuating FFB to be sent to PMKS. 	
Criteria 4.4: Use of the land for oil palm does not diminish the legal, customary or user rights of other users without their free, prior and informed consent.			
4.4.1	<p>(C) Documents showing legal ownership or lease, or authorised use of customary land authorised by customary landowners through a Free, Prior and Informed (FPIC) process. Documents related to the history of land tenure and the actual legal or customary use of the land are available.</p> <p>- Critical (Major) compliance -</p>	<p>Bungo Tebo POM and Estate:</p> <p>PT. Rigunas Agri Utama chronological information of the acquisition of land rights and their amendments in a well-organized document consisting of:</p> <p>I. Minutes of Land Inspection "Panitia B" No.02/Pan.B/1994 dated 14 April 1994. Explaining PT. Rigunas Agri Utama proposed a 5,000 Ha HGU for Oil Palm plantations using the PIR TRANS model in Sungai Rambai Village, Sumay District. The results of the examination: have been reserved (Decree of the Governor of the Jambi Region No.176 of 1990) covering an area of 30,000 Ha; Obtained Forest Release Decree from the Minister of Forestry (No.771/Kpts-II/ 93, dated 18 November 1990) covering an area of 22,710 Ha; The land requested is located in Sungai Rambai Village with an area of 2,316 hectares according to the Special</p>	Complied

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		<p>Situation Drawing Map No. 02/1993 dated 29 September 1993; Land condition: in the form of forest; some have been cleared and planted with palm oil covering an area of 150 Ha; Rolling soil conditions with a slope of 10% - 40%; Public Interest and Public Interest: No objections, No electricity poles; There are no buildings; Conclusion: The approved land area is 2,318 Ha. Situation Figure No.161/1994 with an area of 2,318.5 Ha.</p> <p>In 1996 PT. Rigunas Agri Utama obtained HGU as stipulated in the HGU Decree based on the Decree of the State Minister for Agrarian Affairs (Head of BPN) No.51/HGU/BPN/96; concerning the Granting of HGU on behalf of PT. Rigunas Agri Utama, dated 27 November 1996. The land granted was 4,388.50 Ha located in Tebo Ulu District and Perwakilan Sumai District, Bungo Tebo Regency, Jambi Province; From the results of the meeting of the Committee B stated that the entire land was 4,388.50 Ha; From the results of the Situation Figure dated 3 May 1994 No.161/1994 (covering an area of 2,318.50 Ha) and on 3 May 1994 No.160/1994 (an area of 2,070 Ha) a total of 4,388.50 Ha. Granted 35-year land use rights for 4,388.50 Ha for PIR TRANS plasma plantations.</p> <p>As a follow-up to the issuance of the HGU Decree, the Bungo Tebo Regency Land Office issued two HGU certificates along with the transition history, namely:</p> <ul style="list-style-type: none"> - HGU Land Book No.1 (Entry List 208 No.397/1997 - Entry List 307 No. 175/1997 - 06.03.12.03.2.00001). Situation Figure No.160 / 1994 dated 3 May 1994 covering an area of 2,070 Ha. The HGU is valid for 35 years, until 1 May 2032. - There was an amendment based on the Decree of the Minister of State for Agrarian Affairs Head of BPN No.3-V-2002 dated May 28, 2002 concerning the Granting of Permits to Release Part of Business Use Rights over Land located in Bungo Tebo Regency, Jambi Province on land covering an area of 465.70 Ha. Applicable with the revised situation image dated July 19, 2002. So the new area is 2,070 	
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		<p>Ha (initial decree) - 465.70 Ha = an area of 1,604.30 Ha. Situation map with a scale of 1: 50,000.</p> <ul style="list-style-type: none"> - HGU Land Book No.1 (Entry List 208 No.396 / 1997 - Entry List 307 No. 173/1997 - 06.03.06.11.2.00001). Situation Figure No. 160/1994 dated 3 May1994 covering an area of 2,318.5 Ha. The HGU is valid for 35 years, until 1 May 2032. There was an amendment based on the Decree of the State Ministerfor Agrarian Affairs Head of BPN No.5-VIII-1999 dated 3 August 1999 concerning the Granting of Permits to Release Part of Business Use Rights over land located in Bungo Tebo Regency, Jambi Province on land of 636.3 Ha. The new area is 1,682.2 Ha. - Then there was a change based on the Decree of the Minister of State for Agrarian Affairs Head of BPN No.3-V-2002 dated 28 May 2002 concerning the granting of Permits to Release Part of Business Use Rights over Land located in Bungo Tebo Regency, Jambi Province, on a land area of 634,846 Ha, so thatthe new total area became 1,047,354 Ha. Equipped with a Situation Map witha scale of 1: 50,000. <p>Important note:</p> <p>The background of the reduction in HGU area is due to limited land reserves for plasma smallholders. On 27 November 1996 according to the request of PT. Rigunas Agri Utama, granted HGU covering an area of 43,88.5 Ha, due tolack of land for plasma farmers, the farmers urged to carry out a lottery of plot, so at the suggestion of the local government of Tebo Regency, part of the core area of PT. Rigunas Agri Utama was allocated as a plasma plantation with the following stages:</p> <ol style="list-style-type: none"> a. Phase I in 1999 covering an area of 636.3 Ha. In accordance with the explanation above: based on the Decree of the Minister of State for Agrarian Affairs Head of BPN No.5-VIII-1999 dated 3 August 1999 concerning the Issuance of Permits for the Release of Partial 	
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		<p>Business Use Rights over Land located in Bungo Tebo Regency, Jambi Province on a land area of 636.3 Ha.</p> <p>b. Phase II of 2002 covering an area of 1,100.55 Ha. In accordance with the explanation above: based on the Decree of the Minister of State for Agrarian Affairs Head of BPN No.3-V-2002 dated 28 May 2002 concerning the Granting of Permits to Release Part of Business Use Rights over Land located in Bungo Tebo Regency, Jambi Province on a land area of 465.70 Ha.</p> <p>Based on the description above, it shows that the total HGU area of PT. Rigunas Agri Utama currently amounts to 2,651.654 Ha. Furthermore, based on the Letter of the Director General of Plantation Production Development No. KB/320/265/DJ-BUN.1/V/ 2001 dated 8 May 2001, a statement from the Bupati of Tebo No. 525 /459.1/Disbun dated 26 November 2001 regarding the land area of PT. Rigunas Agri Utama consists of 10,357.55 Ha, consisting of 2,193.85 Ha of nucleus/Inti estates and 8,173.70 Ha of plasma plantations.</p> <p>In 2016, PT. Rigunas Agri Utama obtained HGU in accordance with the Decree of the Head of the Jambi Province BPN Regional Office No.03/HGU/ BPN.15/2016, dated 5 August 2016. The total area granted the right is 715.63Ha and consists of 6 HGU certificates:</p> <ol style="list-style-type: none"> 1. HGU Certificate No. 39 Tuo Sumay Village, dated 19 August 2016. Area: 133.71 Ha. Validity period until 5 August 2046. Based on "Surat Ukur No.28/06.09.00.00/2016 dated 18 August 2016". 2. HGU Certificate No. 40 Teluk Singkawang Village, dated 19 August 2016. Area: 108.06 Ha. Validity period until 5 August 2046. Based on "Surat Ukur No.29/06.09.00.00/2016 dated 18 August 2016". 3. HGU Certificate No. 41 Tuo Sumay Village, dated 19 August 2016. Area: 103.97 Ha. Validity period until 5 August 2046. Based on "Surat Ukur No.30/06.09.00.00/2016 dated 18 August 2016". 	
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		<p>4. HGU Certificate No. 42 Tuo Sumay Village, dated 19 August 2016. Area: 74.14 Ha. Validity period until 5 August 2046. Based on "Surat UkurNo.31/06.09.00.00/2016 dated 18 August 2016".</p> <p>5. HGU Certificate No. 43 Tuo Sumay Village, dated 19 August 2016. Area: 134.02 Ha. Validity period until 5 August 2046. Based on "Surat UkurNo.32/06.09.00.00/2016 dated 18 August 2016".</p> <p>6. HGU Certificate No. 44 Pinang Belai Village, dated 19 August 2016. Area: 161.73 Ha. Validity period until 5 August 2046. Based on "Surat UkurNo.33/06.09.00.00/2016 dated 18 August 2016".</p> <p>Therefore, the total HGU area of PT. Rigunas Agri Utama as a whole is 3,367.284 Ha. The user's right to the estate is still valid for 35 years until 2051.</p> <p>Scheme Smallholder:</p> <p>The legal ownership for smallholder members was in the form of Land Certificate (Sertifikat Hak Milik/SHM). The smallholder legal ownership obtained in various year period; 2002, 2004, 2014 based on PIR-TRANS program since 1999 up to 2001. The PIR-Trans program was allocated on stateland. The user right to the land is still maintained.</p> <p>PT. Rigunas Agri Utama in Bungo Tebo has been established since the beginning with the PIR TRANS partnership schemes. Currently PT. Rigunas Agri Utama's plasma/scheme smallholders area has been 5,914 hectares since 1995. This activity has been reported to the Dinas Kehutanan dan Perkebunan Tebo Regency, Jambi Province in the form of a Plantation Business Activity Development Semester Report. Based on document verification, it shows that there has been no additional plasma development since 2000.</p> <p>In this assessment, samples of PT. Rigunas Agri Utama's scheme</p>	
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		<p>smallholders land ownership was taken from 5 KUDs, a list of certificate of ownership (Sertifikat Hak Milik) are available, for instance:</p> <ul style="list-style-type: none"> - Jasa Tani Mandiri: land title / SHM (Sertifikat Hak Milik) of Tampubolon No. 2387 for area 2.00 ha; Suyanto (SHM) No. 2388 for area 2.00 Ha; Febri (SHM) No. 2389 for area 2.00 Ha; Edi Siswoyo (SHM) No. 2408 for area 2.00 Ha. - Jasa Tani Sawit Sekutur Makmur: land title / SHM (Sertifikat Hak Milik) of Ishak No. 2 for area 2.00 ha; Misngadri (SHM) No. 719 for area 2.00 Ha; Kasno (SHM) No. 837 for area 2.00 Ha; Eko Cahyono (SHM) No. 723 for area 2.00 Ha. - Karya Makmur: land title / SHM (Sertifikat Hak Milik) of M Yahya No.1184 for area 2.00 ha; Riko S (SHM) No. 1157 for area 2.00 Ha; Trio R (SHM) No. 1158 for area 2.00 Ha; Bahtiar (SHM) No. 1180 for area 2.00 Ha. 	
4.4.2	<p>Copies documents evidencing agreement- making processes and negotiated agreements detailing the FPIC process are available and include:</p> <p>- Minor compliance -</p> <p>4.4.2a Evidence that a plan has been developed through consultation and discussion held in good faith with all affected groups within the community, with specific assurances that vulnerable, minority and gender groups are asked for their opinions, and that information has been provided to all affected groups, including in it information about the steps taken to involve them in decision making.</p>	<p>Bungo Tebo POM and Estate</p> <p>PT. Rigunas Agri Utama chronological information of the acquisition of land rights and their amendments in a well-organized document consisting of:</p> <p>I. Minutes of Land Inspection "Panitia B" No.02/Pan.B/1994 dated 14 April 1994. Explaining PT. Rigunas Agri Utama proposed a 5,000 Ha HGU for Oil Palm plantations using the PIR TRANS model in Sungai Rambai Village, Sumay District. The results of the examination: have been reserved (Decree of the Governor of the Jambi Region No.176 of 1990) covering an area of 30,000 Ha; Obtained Forest Release Decree from the Minister of Forestry (No.771/Kpts-II/ 93, dated 18 November 1990) covering an area of 22,710 Ha; The land requested is located in Sungai Rambai Village with an area of 2,316 hectares according to the Special Situation Drawing Map No. 02/1993 dated 29 September 1993; Land condition: in the form of forest; some have been cleared and planted with palm oil covering an area of 150 Ha; Rolling soil conditions with a</p>	Complied

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		<p>slope of 10% - 40%; Public Interest and Public Interest: Noobjections, No electricity poles; There are no buildings; Conclusion: The approved land area is 2,318 Ha. Situation Figure No.161/1994 with an area of 2,318.5 Ha.</p> <p>In 1996 PT. Rigunas Agri Utama obtained HGU as stipulated in the HGU Decreebased on the Decree of the State Minister for Agrarian Affairs (Head of BPN) No.51/HGU/BPN/96; concerning the Granting of HGU on behalf of PT. Rigunas Agri Utama, dated 27 November 1996. The land granted was 4,388.50 Ha located in Tebo Ulu District and Perwakilan Sumai District, Bungo Tebo Regency, Jambi Province; From the results of the meeting of the Committee B stated that the entire land was 4,388.50 Ha; From the results of the Situation Figure dated 3 May 1994 No.161/1994 (covering an area of 2,318.50 Ha) and on 3 May 1994 No.160/1994 (an area of 2,070 Ha) a total of 4,388.50 Ha. Granted 35-year land use rights for 4,388.50 Ha for PIR TRANS plasma plantations.</p> <p>As a follow-up to the issuance of the HGU Decree, the Bungo Tebo Regency Land Office issued two HGU certificates along with the transition history, namely:</p> <ul style="list-style-type: none"> - HGU Land Book No.1 (Entry List 208 No.397/1997 - Entry List 307 No. 175/1997 - 06.03.12.03.2.00001). Situation Figure No.160 / 1994 dated 3 May1994 covering an area of 2,070 Ha. The HGU is valid for 35 years, until 1 May2032. - There was an amendment based on the Decree of the Minister of State for Agrarian Affairs Head of BPN No.3-V-2002 dated May 28, 2002 concerning theGranting of Permits to Release Part of Business Use Rights over Land located in Bungo Tebo Regency, Jambi Province on land covering an area of 465.70 Ha. Applicable with the revised situation image dated July 19, 2002. So the new area is 2,070 Ha (initial decree) - 465.70 Ha = an area of 1,604.30 Ha. Situation map with a scale of 1: 50,000. 	
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		<ul style="list-style-type: none"> - HGU Land Book No.1 (Entry List 208 No.396 / 1997 - Entry List 307 No. 173/1997 - 06.03.06.11.2.00001). Situation Figure No. 160/1994 dated 3 May 1994 covering an area of 2,318.5 Ha. The HGU is valid for 35 years, until 1 May 2032. There was an amendment based on the Decree of the State Minister for Agrarian Affairs Head of BPN No.5-VIII-1999 dated 3 August 1999 concerning the Granting of Permits to Release Part of Business Use Rights over land located in Bungo Tebo Regency, Jambi Province on land of 636.3 Ha. The new area is 1,682.2 Ha. - Then there was a change based on the Decree of the Minister of State for Agrarian Affairs Head of BPN No.3-V-2002 dated 28 May 2002 concerning the granting of Permits to Release Part of Business Use Rights over Land located in Bungo Tebo Regency, Jambi Province, on a land area of 634,846 Ha, so that the new total area became 1,047,354 Ha. Equipped with a Situation Map with a scale of 1: 50,000. <p>Important note:</p> <p>The background of the reduction in HGU area is due to limited land reserves for plasma smallholders. On 27 November 1996 according to the request of PT. Rigunas Agri Utama, granted HGU covering an area of 43,88.5 Ha, due to lack of land for plasma farmers, the farmers urged to carry out a lottery of plot, so at the suggestion of the local government of Tebo Regency, part of the core area of PT. Rigunas Agri Utama was allocated as a plasma plantation with the following stages:</p> <ul style="list-style-type: none"> - Phase I in 1999 covering an area of 636.3 Ha. In accordance with the explanation above: based on the Decree of the Minister of State for Agrarian Affairs Head of BPN No.5-VIII-1999 dated 3 August 1999 concerning the Issuance of Permits for the Release of Partial Business Use Rights over Land located in Bungo Tebo Regency, 	
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		<p>Jambi Province on a landarea of 636.3 Ha.</p> <ul style="list-style-type: none"> - Phase II of 2002 covering an area of 1,100.55 Ha. In accordance with the explanation above: based on the Decree of the Minister of State for Agrarian Affairs Head of BPN No.3-V-2002 dated 28 May 2002 concerning the Granting of Permits to Release Part of Business Use Rights over Land located in Bungo Tebo Regency, Jambi Province on a land area of 465.70 Ha. <p>Based on the description above, it shows that the total HGU area of PT. Rigunas Agri Utama currently amounts to 2,651.654 Ha. Furthermore, based on the Letter of the Director General of Plantation Production Development No. KB/320/265/DJ-BUN.1/V/ 2001 dated 8 May 2001, a statement from the Bupati of Tebo No. 525 /459.1/Disbun dated 26 November 2001 regarding the land area of PT. Rigunas Agri Utama consists of 10,357.55 Ha, consisting of 2,193.85 Ha of nucleus/Inti estates and 8,173.70 Ha of plasma plantations. FPIC was not applicable due to land was owned in before FPIC was developed.</p> <p>Based on document verification and statement from government officials, PT.Rigunas Agri Utama did not conduct any new land clearing. However, companyestablished procedure for settling land compensation if new land clearing is necessary for plantation expansion. The procedure established in "Standard Operating Procedure (SOP) No.AA-GL-5003.1-R2.</p> <p>In 2016, PT. Rigunas Agri Utama obtained HGU in accordance with the Decree of the Head of the Jambi Province BPN Regional Office No.03/HGU/ BPN.15/2016, dated 5 August 2016. The total area granted the right is 715.63Ha and consists of 6 HGU certificates.</p> <p>Scheme Smallholders</p> <p>No customary and traditional rights within smallholder's area. For smallholders, legal ownership is in the form of Land Certificate Ownership Right (Sertifikat Hak Milik). The smallholder legal ownership</p>	
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		obtained in various year period, 2002, 2004, 2014 based on government's PIR-TRANS program since 1999 up to 2001. The PIR-Trans program was allocated on stateland by government.	
	4.4.2b Evidence that the unit of certification has respected communities to give or withhold their consent to the operations at the time that these decisions were taken;	<p>Bungo Tebo POM and Estate</p> <p>PT. Rigunas Agri Utama demonstrates statement letter from surrounding villages on land process by the company:</p> <ul style="list-style-type: none"> a. "Surat Keterangan Kepala Desa Tuo Sumay No.051/KD/TS/2016", dated 28 January 2016. b. "Surat Keterangan Kepala Desa Teluk Singkawan No.27/SK/HS/2016", dated 28 January 2016. c. "Surat Keterangan Kepala Desa Pinang Belai No.38/SKD/PB/2016", dated 28 January 2016. <p>The letter from village head stated that the area operated by PT. Rigunas Agri Utama for HGU located in Tuo Sumay Village, Teluk Singkawang village and Pinang Belai village, Sumay district, Tebo regency is not under dispute with other party and have not been allocated by another party.</p> <p>Scheme Smallholders</p> <p>No customary and traditional rights within smallholder's area. For smallholders, legal ownership is in the form of Land Certificate Ownership Right (Sertifikat Hak Milik). The smallholder legal ownership obtained in various year period, 2002, 2004, 2014 based on government's PIR-TRANS program since 1999 upto 2001. The PIR-Trans program was allocated on stateland by government.</p>	

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	4.4.2c Evidence that the legal, economic, environmental and social implications of permitting operations on their land have been understood and accepted by affected communities. Including the implications for the legal status of their land at the expiry of the unit of certification's title, concession or lease on the land.	<p>Bungo Tebo POM and Estate</p> <p>The surrounding communities agreed to jointly develop scheme smallholder with the company as nucleus. As explained above, company demonstrate excision of company-owned plantation for smallholder allocation.</p> <p>Scheme Smallholders</p> <p>No customary and traditional rights within smallholder's area. For smallholders, legal ownership is in the form of Land Certificate Ownership Right (Sertifikat Hak Milik). The smallholder legal ownership obtained in various year period, 2002, 2004, 2014 based on government's PIR-TRANS program since 1999 up to 2001. The PIR-Trans program was allocated on stateland by government.</p>	
4.4.3	<p>(C) Maps of an appropriate scale showing the extent of recognised legal, customary or user rights are developed through participatory mapping involving affected parties (including neighbouring communities where applicable, and relevant authorities).</p> <p>- Critical (Major) compliance -</p>	<p>Bungo Tebo Estate and Mill</p> <p>Based on the HGU Decree and interview with management, the process of land acquisition until the granted of HGU has been in accordance with the law and with participatory mapping on cadastral mapping system conducted by Land Agency. The Company has a boundary map completed with scale, number of boundary poles and coordinates issued by National Land Agency.</p> <p>Scheme Smallholders</p> <p>No customary and traditional rights within smallholder's area. For smallholders, legal ownership is in the form of Land Certificate Ownership Right (Sertifikat Hak Milik). The smallholder legal ownership obtained in various year period, 2002, 2004, 2014 based on government's PIR-TRANS program since 1999 up to 2001. The PIR-Trans program was allocated on stateland by government.</p>	Complied
4.4.4	All relevant information is available in appropriate forms and languages, including assessment of impact, proposed benefit sharing, and legal arrangements.	<p>Bungo Tebo Estate and Mill</p> <p>PT. Rigunas Agri Utama has legal documentation, has conducted social impact assessment and environmental impact assessment. All document</p>	Complied

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	- Minor compliance -	<p>related to environmental impact assessment report and social impact assessment report, including its monitoring reports is publicly available document, and written in Bahasa Indonesia.</p> <p>Scheme Smallholders</p> <p>No customary and traditional rights within smallholder's area. For smallholders, legal ownership is in the form of Land Certificate Ownership Right (Sertifikat Hak Milik). The smallholder legal ownership obtained in various year period, 2002, 2004, 2014 based on government's PIR-TRANS program since 1999 up to 2001. The PIR-Trans program was allocated on stateland by government.</p>	
4.4.5	<p>(C) Evidence is available to show that communities are represented through institutions or representatives of their own choosing, including by legal counsel if they so choose.</p> <p>- Critical (Major) compliance -</p>	<p>Bungo Tebo Estate and Mill</p> <p>Based on document review and interview with stakeholders, it can be concluded that communities are represented through institutions or representatives of their own choosing. It is because the HGU issuance has been made based on Land Agency's method of cadastral mapping, which has been involved communities representatives and multi stakeholders meeting.</p> <p>Scheme Smallholders</p> <p>No customary and traditional rights within smallholder's area. For smallholders, legal ownership is in the form of Land Certificate Ownership Right (Sertifikat Hak Milik). The smallholder legal ownership obtained in various year period, 2002, 2004, 2014 based on government's PIR-TRANS program since 1999 up to 2001. The PIR-Trans program was allocated on stateland by government.</p>	Complied
4.4.6	<p>There is evidence that implementation of agreement negotiated through FPIC is annually reviewed in consultation with affected parties.</p> <p>- Minor compliance -</p>	<p>Bungo Tebo Estate and Mill</p> <p>In the current audit, a document review and stakeholder consultation was carried out, that: oil palm plantations developed by PT. Rigunas Agri Utama is in the process of issuing the Minister of State for Agrarian</p>	Complied

		<p>Affairs (Head of BPN) No.51/HGU/BPN/96; regarding Granting HGU to PT. Rigunas Agri Utama, land covering an area of 2,651,654 Ha, dated 27 November 1996; This land is state land (See 4.4.1). Land use rights - HGU issued in 2016 and allocated from state land, according to the main letter for HGU located in Tuo Sumay Village, Teluk Singkawang Village and Pinang Belai Village, Sumay District, Tebo Regency and is not in dispute with other parties and has not been allocated by another party.</p> <p>Scheme Smallholders</p> <p>No customary and traditional rights within smallholder's area. For smallholders, legal ownership is in the form of Land Certificate Ownership Right (Sertifikat Hak Milik). The smallholder legal ownership obtained in various year period, 2002, 2004, 2014 based on government's PIR-TRANS program since 1999 upto 2001. The PIR-Trans program was allocated on stateland by government.</p>	
Criteria 4.5: No new plantings are established on local peoples' land where it can be demonstrated that there are legal, customary or user rights, without their FPIC. This is dealt with through a documented system that enables these and other stakeholders to express their views through their own representative institutions.			
4.5.1	<p>(C) Documents showing identification and assessment of demonstrable legal, customary and user rights are available.</p> <p>- Critical (Major) compliance -</p>	<p>Bungo Tebo Estate and Mill</p> <p>In the current audit, a document review and stakeholder consultation was carried out, that: oil palm plantations developed by PT. Rigunas Agri Utama is in the process of issuing the Minister of State for Agrarian Affairs (Head of BPN) No.51/HGU/BPN/96; regarding Granting HGU to PT. Rigunas Agri Utama, land covering an area of 2,651,654 Ha, dated 27 November 1996; This land is state land (See 4.4.1). Land use rights - HGU issued in 2016 and allocated from state land, according to the main letter for HGU located in Tuo Sumay Village, Teluk Singkawang Village and Pinang Belai Village, Sumay District, Tebo Regency and is</p>	Complied

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		<p>not in dispute with other parties and has not been allocated by another party.</p> <p>Scheme Smallholders</p> <p>No customary and traditional rights within smallholder's area. For smallholders, legal ownership is in the form of Land Certificate Ownership Right (Sertifikat Hak Milik). The smallholder legal ownership obtained in various year period, 2002, 2004, 2014 based on government's PIR-TRANS program since 1999 upto 2001. The PIR-Trans program was allocated on stateland by government.</p>	
4.5.2	<p>(C) FPIC is obtained for all oil palm development through a comprehensive process, including in particular, full respect for their legal and customary rights to the territories, lands and resources via local communities' own representative institutions. All the relevant information and documents are made available, and community have option of resourced access to independent third-party advice through a documented, long-term and two- way process of consultation and negotiation.</p> <p>- Critical (Major) compliance -</p>	<p>Bungo Tebo Estate and Mill</p> <p>In the current audit, a document review and stakeholder consultation was carried out, that: oil palm plantations developed by PT. Rigunas Agri Utama is in the process of issuing the Minister of State for Agrarian Affairs (Head of BPN) No.51/HGU/BPN/96; regarding Granting HGU to PT. Rigunas Agri Utama, land covering an area of 2,651,654 Ha, dated 27 November 1996; This land is state land (See 4.4.1). Land use rights - HGU issued in 2016 and allocated from state land, according to the main letter for HGU located in Tuo Sumay Village, Teluk Singkawang Village and Pinang Belai Village, Sumay District, Tebo Regency and is not in dispute with other parties and has not been allocated by another party.</p> <p>Scheme Smallholders</p> <p>No customary and traditional rights within smallholder's area. For smallholders, legal ownership is in the form of Land Certificate Ownership Right (Sertifikat Hak Milik). The smallholder legal ownership obtained in various year period, 2002, 2004, 2014 based on</p>	Complied

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		government's PIR-TRANS program since 1999 upto 2001. The PIR-Trans program was allocated on stateland by government.	
4.5.3	<p>Evidence is available that affected local peoples understand they have the right to say 'agree' or 'not agree' to operations planned on their lands before and during initial discussions, during the stage of information gathering and associated consultations, during negotiations, and up until an agreement with the unit of certification is signed and ratified by these local peoples. Negotiated agreements are non-coercive and entered into voluntarily and carried out prior to new operations.</p> <p>- Minor compliance -</p>	<p>Bungo Tebo Estate and Mill</p> <p>PT RAU's land rights were obtained in 2016 from the Indonesian Government through the Ministry of Agrarian Affairs by issuing HGU (Land Use Rights) and currently there is no any new land development. Based on interview, document review and stakeholder consultation, the oil palm plantation developed by PT. Rigunas Agri Utama is in accordance with State Minister for Agrarian Affairs (Head of BPN) No.51/HGU/BPN/96; concerning the Granting of HGU for PT. Rigunas Agri Utama, with land of 2,651.654 Ha, dated 27 November 1996; the land was allocated from state land (See 4.4.1). There was no land compensated for oil palm plantation development.</p> <p>The HGU issued in 2016 was allocated from state land, as per the letter from village head statement: the area proposed by PT. Rigunas Agri Utama for HGU located in Tuo Sumay Village, Teluk Singkawang village and Pinang Belai village, Sumay district, Tebo regency is not under dispute with other party and have not been allocated by another party. Based on document verification and statement from government officials, auditteam gather information PT. Rigunas Agri Utama did not conduct any new landclearing. However, company established procedure for settling land compensation if new land clearing is necessary for plantation expansion. The procedure established in "Standard Operating Procedure (SOP) No.AA-GL- 5003.1-R2.</p> <p>Scheme Smallholders</p> <p>No customary and traditional rights within smallholder's area. For smallholders, legal ownership is in the form of Land Certificate Ownership Right (Sertifikat Hak Milik). The smallholder legal ownership</p>	Complied

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		obtained in various year period, 2002, 2004, 2014 based on government's PIR-TRANS program since 1999 up to 2001. The PIR-Trans program was allocated on stateland by government.	
4.5.4	<p>To ensure local food and water security and as part of the FPIC process, SEIA participation and participatory land-use planning with local peoples, the full range of food and water provisioning options are considered. There is transparency of land allocations process.</p> <p>- Minor compliance -</p>	<p>Bungo Tebo POM, Estate and Scheme Smallholders:</p> <p>The previous SEIA was "ANDAL (Analisa Dampak Lingkungan) & RKL-RPL (Rencana Pengelolaan Lingkungan – Rencana Pemantauan Lingkungan Perkebunan Kelapa Sawit Pola PIR-TRANS dan Pabrik Pengolahan Minyak Sawit PT Rigunas Agri Utama" datum 2003. The documents have been approved based on "Persetujuan Komisi AMDAL Propinsi Jambi No.273 Tahun 2003" dated 11th July 2003.</p> <p>The latest SEIA was available in term of "Adendum ANDAL (Analisa Dampak Lingkungan) & Rencana Pengelolaan Lingkungan Hidup – Rencana Pemantauan Lingkungan Hidup (RKL – RPL)" regarding Development of Kernel Crushing Plant (KCP) with production capacity 200 ton/day, development of electricity power (PLTBG) that produced electricity 3 MW and replanting for 2,506 Ha. The documents have been approved based on Decree of Tebo regent No.86 Year 2017" dated 2nd February 2017 regarding Environment Permit (Izin Lingkungan) and No.85 Year 2017 dated 2nd February 2017 regarding "Kelayakan Lingkungan".</p> <p>This documents covers the area of 8,676 Ha (2,551 Ha planted for nucleus estate and 6,116 Ha planted for scheme smallholders), with palm oil mill capacity 60 tons FFB/hour, KCP 200 ton/day, electricity power 3 MW and 2,506 replanting area in the nucleus estate. The area of study covers Tuo Sumai Village, Sungai Rambai Village, Pinang Belai Village (SP1), Sekuntum Jayo Village (SP2), Bukit Pemuatan Village (SP5) and Napal Putih Village (SP6) – Sumai sub-district, Tebo Regency, Jambi Province, year of study 2016.</p> <p>All significant impacts have been identified i.e. reduction of soil and water quality, reduction of air quality, impact to socio-economic of local</p>	Complied

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		<p>community, impact to occupational health and safety, work and road traffic accident, land fire, and disturbance of natural water balance. Plan to monitor and manage of each identified environment impact have been provided and documented.</p> <p>PT Rigunas Agri Utama, Bungo Tebo Estate and Mill and Smallholder also has evaluate the environmental impact assessment each year and presented in "Evaluasi Aspek Dampak Lingkungan" EMS-431-003-LT revision 01 dated 12 February 2018 for Bungo Tebo Mill and Bungo Tebo Estate. Environmental impact assessment smallholder, updated on 22 January 2018 sample seen: "Evaluasi Aspek Dampak Lingkungan Koperasi Tani Mandiri", "Evaluasi Aspek Dampak Lingkungan Koperasi Sejahtera Tani", "Evaluasi Aspek Dampak Lingkungan Koperasi Tunas Harapan", "Evaluasi Aspek Dampak Lingkungan Koperasi Tanjung Jaya Bersama".</p> <p>Plasma Bungo Tebo also has given the training regarding "Analisis Mengenai Dampak Lingkungan" to the smallholder member. Significant impact of their operation and how to minimize the impact has socialize by Plasma Bungo Tebo, sample seen: Socialization and training to KOPERASI Sejahtera Tani on 3 March 2018, to Koperasi Tani Mandiri on 12 March 2018, to Koperasi Tanjung Jaya Bersama on 15 March 2018, to Koperasi Tunas Harapan on 6 March 2018. During interview with smallholder indicated that they have understanding on significant impact of their operation to the environment and how to mitigathe/minimize the impact.</p>	
4.5.5	<p>Evidence is available that the affected communities and rights holders have had the option to access information and advice, that is independent of the project proponent, concerning the legal, economic, environmental and social implications of the proposed operations on their lands.</p> <p>- Minor compliance -</p>	<p>Bungo Tebo POM, Estate and Scheme Smallholders:</p> <p>All significant impacts have been identified i.e. reduction of soil and water quality, reduction of air quality, impact to socio-economic of local community, impact to occupational health and safety, work and road traffic accident, land fire, and disturbance of natural water balance. Plan</p>	Complied

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		<p>to monitor and manage of each identified environment impact have been provided and documented.</p> <p>PT Rigunas Agri Utama, Bungo Tebo Estate and Mill and Smallholder also has evaluate the environmental impact assessment each year and presented in "Evaluasi Aspek Dampak Lingkungan" EMS-431-003-LT revision 01 dated 12 February 2018 for Bungo Tebo Mill and Bungo Tebo Estate. Environmental impact assessment smallholder, updated on 22 January 2018 sample seen: "Evaluasi Aspek Dampak Lingkungan Koperasi Tani Mandiri", "Evaluasi Aspek Dampak Lingkungan Koperasi Sejahtera Tani", "Evaluasi Aspek Dampak Lingkungan Koperasi Tunas Harapan", "Evaluasi Aspek Dampak Lingkungan Koperasi Tanjung Jaya Bersama".</p> <p>Based on interviews with representatives of surrounding village communities (Village Heads) during this audit, PT RAU continues to provide access to information and advice, independent of the project proponent, regarding the legal, economic, environmental and social implications of proposed operations on their land.</p>	
4.5.6	<p>Evidence is available that the communities or their representatives gave consent to the initial planning phases of the operations prior to the issuance of a new concession or land title to the operator.</p> <p>- Minor compliance -</p>	<p>Bungo Tebo POM, Estate and Scheme Smallholders:</p> <p>All significant impacts have been identified i.e. reduction of soil and water quality, reduction of air quality, impact to socio-economic of local community, impact to occupational health and safety, work and road traffic accident, land fire, and disturbance of natural water balance. Plan to monitor and manage of each identified environment impact have been provided and documented.</p> <p>PT Rigunas Agri Utama, Bungo Tebo Estate and Mill and Smallholder also has evaluate the environmental impact assessment each year and presented in "Evaluasi Aspek Dampak Lingkungan" EMS-431-003-LT revision 01 dated 12 February 2018 for Bungo Tebo Mill and Bungo Tebo Estate. Environmental impact assessment smallholder, updated on 22 January 2018 sample seen: "Evaluasi Aspek Dampak Lingkungan</p>	Complied

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		<p>Koperasi Tani Mandiri”, “Evaluasi Aspek Dampak Lingkungan Koperasi Sejahtera Tani”, “Evaluasi Aspek Dampak Lingkungan Koperasi Tunas Harapan”, “Evaluasi Aspek Dampak Lingkungan Koperasi Tanjung Jaya Bersama”.</p> <p>Based on interviews with representatives of surrounding village communities (Village Heads) during this audit, PT RAU continues to provide access to information and advice, independent of the project proponent, regarding the legal, economic, environmental and social implications of proposed operations on their land.</p>	
4.5.7	<p>After 15 November 2018, new lands will not be acquired for plantations and mills as a result of recent (after November 2005) expropriations in the national interest (eminent domain) without FPIC process, except in cases of smallholders benefitting from agrarian reform or anti-drug programmes.</p> <p>- Minor compliance -</p>	<p>Bungo Tebo Estate and Mill</p> <p>Based on interview with management, document review and stakeholder consultation, there was no new land acquisition in the scope of certification PT. Rigunas Agri Utama-Bungo Tebo POM and its supply bases.</p> <p>Scheme Smallholders</p> <p>No customary and traditional rights within smallholder’s area. For smallholders, legal ownership is in the form of Land Certificate Ownership Right (Sertifikat Hak Milik). The smallholder legal ownership obtained in various year period, 2002, 2004, 2014 based on government’s PIR-TRANS program since 1999 up to 2001. The PIR-Trans program was allocated on stateland by government. No scheme smallholders new development after 15 Nov 2018.</p>	Complied
4.5.8	<p>(C) New lands are not acquired in areas inhabited by communities in voluntary isolation.</p> <p>- Critical (Major) compliance -</p>	<p>Bungo Tebo Estate and Mill</p> <p>Based on interview with management, document review and stakeholder consultation, there was no new land acquisition in the scope of certification PT. Rigunas Agri Utama-Bungo Tebo POM and its supply bases.</p> <p>Scheme Smallholders</p>	Complied

		No customary and traditional rights within smallholder's area. For smallholders, legal ownership is in the form of Land Certificate Ownership Right (Sertifikat Hak Milik). The smallholder legal ownership obtained in various year period, 2002, 2004, 2014 based on government's PIR-TRANS program since 1999 up to 2001. The PIR-Trans program was allocated on stateland by government.	
Criteria 4.6: Any negotiations concerning compensation for loss of legal, customary or user rights are dealt with through a documented system that enables indigenous peoples, local communities and other stakeholders to express their views through their own representative institutions.			
4.6.1	(C) A mutually agreed procedure for identifying legal, customary or user rights, and a procedure for identifying people entitled to compensation, is in place. - Critical (Major) compliance -	Bungo Tebo Estate and Mill The Certificate Holder has a procedure to resolve land conflict, Standard Operating Procedure (SOP) No.AA-GL-5003.1-R2 revision 2 dated 8 May 2015 regarding Land Conflict Handling. The SOP described flow process and mechanism to handle land conflict. The SOP has taking into consideration the FPIC guide for RSPO Member 2015, whereby in the SOP has regulate information land conveyance, negotiation, participatory land measurement and other activities including engagement with relevant parties and other parties neighboring the plantation and/or conflict land. Including, identifying whether or not customary, legal or other rights and its compensation calculation. For smallholders, legal ownership is in the form of Land Certificate Ownership Right (Sertifikat Hak Milik). The smallholder legal ownership obtained in various year period, 2002, 2004, 2014 based on PIR-TRANS program since 1999 up to 2001. There is no issue related land dispute between smallholders. Based on interview with management, document review and stakeholder consultation during ASA1.2, there was no new land acquisition in the scope of certification PT. Rigunas Agri Utama-Bungo Tebo POM and its supply bases. Scheme Smallholders	Complied

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		Since the Plasmas are full managed, the system is following the company's procedure.	
4.6.2	<p>(C) A mutually agreed procedure for calculating and distributing fair and gender-equal compensation (monetary or otherwise) is established and implemented, monitored and evaluated in a participatory way, and corrective actions taken as a result of this evaluation.</p> <p>- Critical (Major) compliance -</p>	<p>Bungo Tebo Estate and Mill</p> <p>The Certificate Holder has a procedure to resolve land conflict, Standard Operating Procedure (SOP) No.AA-GL-5003.1-R2 revision 2 dated 8 May 2015 regarding Land Conflict Handling. The SOP described flow process and mechanism to handle land conflict. The SOP has taking into consideration the FPIC guide for RSPO Member 2015, whereby in the SOP has regulate information land conveyance, negotiation, participatory land measurement and other activities including engagement with relevant parties and other parties neighboring the plantation and/or conflict land. Including, identifying whether or not customary, legal or other rights and its compensation calculation.</p> <p>For smallholders, legal ownership is in the form of Land Certificate Ownership Right (Sertifikat Hak Milik). The smallholder legal ownership obtained in various year period, 2002, 2004, 2014 based on PIR-TRANS program since 1999 up to 2001. There is no issue related land dispute between smallholders.</p> <p>Based on interview with management, document review and stakeholder consultation during ASA1.2, there was no new land acquisition in the scope of certification PT. Rigunas Agri Utama-Bungo Tebo POM and its supply bases.</p> <p>Scheme Smallholders</p> <p>Since the Plasmas are full managed, the system is following the company's procedure.</p>	Complied
4.6.3	<p>Evidence is available that equal opportunities are provided to both men and women to hold land titles for smallholdings (if possible based on local law, customs and/or agreement).</p> <p>- Minor compliance -</p>	<p>Bungo Tebo POM, Estate and Smallholder</p> <p>Explained in 4.4.2 above, the surrounding communities agreed to jointly develop scheme smallholder with the company as nucleus. As explained above, company demonstrate excision of company-owned plantation for</p>	Complied

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		smallholder allocation. There was no difference in land title for smallholder – company follows government program to standardize the land size at 2 Ha per household.	
4.6.4	The process and outcomes of any negotiated agreements, compensation and payments are documented with evidence of the participation of affected parties and made available to them. - Minor compliance -	Bungo Tebo POM, Estate and Smallholder PT. Rigunas Agri Utama demonstrated that any negotiated agreements, compensation, and payments are documented with participation of affected parties and made available for review. These evident elaborated as per indicator 4.2.3.	Complied
Criteria 4.7: Where it can be demonstrated that local peoples have legal, customary or user rights, they are compensated for any agreed land acquisitions and relinquishment of rights, subject to their FPIC and negotiated agreements.			
4.7.1	(C) A mutually agreed procedure for identifying people entitled to compensation is in place. - Critical (Major) compliance -	In this surveillance 1.2 audit, no changes in procedure or company policy. The Certificate Holder has a procedure to resolve land conflict, Standard Operating Procedure (SOP) No.AA-GL-5003.1-R2 revision 2 dated 8 May 2015 regarding Land Conflict Handling. The SOP described flow process and mechanism to handle land conflict. The SOP has taking into consideration the FPIC guide for RSPO Member 2015, whereby in the SOP has regulate information land conveyance, negotiation, participatory land measurement and other activities including engagement with relevant parties and other parties neighboring the plantation and/or conflict land. Including, identifying whether or not customary, legal or other rights and its compensation calculation. For smallholders, legal ownership is in the form of Land Certificate Ownership Right (Sertifikat Hak Milik). The smallholder legal ownership obtained in various year period, 2002, 2004, 2014 based on PIR-TRANS program since 1999 up to 2001. There is no issue related land dispute between smallholders. Based on interview with management, document review and stakeholder consultation, there was no new land acquisition in the scope	Complied

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		<p>of certification PT. Rigunas Agri Utama-Bungo Tebo POM and its supply bases.</p> <p>Scheme Smallholders</p> <p>No customary and traditional rights within smallholder's area. For smallholders, legal ownership is in the form of Land Certificate Ownership Right (Sertifikat Hak Milik). The smallholder legal ownership obtained in various year period, 2002, 2004, 2014 based on government's PIR-TRANS program since 1999 upto 2001. The PIR-Trans program was allocated on stateland by government.</p>	
4.7.2	<p>(C) A mutually agreed procedure for calculating and distributing fair compensation (monetary or otherwise) is in place and documented and made available to affected parties.</p> <p>- Critical (Major) compliance -</p>	<p>In this surveillance 1.2 audit, no changes in procedure or company policy.</p> <p>The Certificate Holder has a procedure to resolve land conflict, Standard Operating Procedure (SOP) No.AA-GL-5003.1-R2 revision 2 dated 8 May 2015 regarding Land Conflict Handling. The SOP described flow process and mechanism to handle land conflict. The SOP has taking into consideration the FPIC guide for RSPO Member 2015, whereby in the SOP has regulate information land conveyance, negotiation, participatory land measurement and other activities including engagement with relevant parties and other parties neighboring the plantation and/or conflict land. Including, identifying whether or not customary, legal or other rights and its compensation calculation.</p> <p>For smallholders, legal ownership is in the form of Land Certificate Ownership Right (Sertifikat Hak Milik). The smallholder legal ownership obtained in various year period, 2002, 2004, 2014 based on PIR-TRANS program since 1999 up to 2001. There is no issue related land dispute between smallholders.</p> <p>Based on interview with management, document review and stakeholder consultation, there was no new land acquisition in the scope</p>	Complied

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		<p>of certification PT. Rigunas Agri Utama-Bungo Tebo POM and its supply bases.</p> <p>Scheme Smallholders</p> <p>No customary and traditional rights within smallholder's area. For smallholders, legal ownership is in the form of Land Certificate Ownership Right (Sertifikat Hak Milik). The smallholder legal ownership obtained in various year period, 2002, 2004, 2014 based on government's PIR-TRANS program since 1999 up to 2001. The PIR-Trans program was allocated on stateland by government.</p>	
4.7.3	<p>Communities that have lost access and rights to land for plantation expansion are given opportunities to benefit from plantation development.</p> <p>- Minor compliance -</p>	<p>Bungo Tebo Estate and Mill</p> <p>The plantation developed by PT. Rigunas Agri Utama in HGU of 3,367.284 Ha was allocated from state land (no compensation). However, PT. Rigunas Agri Utama is developing scheme smallholder for 2,900 household incorporated in 18 cooperatives whose managing oil palm plantation of 5,914 Ha.</p> <p>Scheme Smallholders</p> <p>No customary and traditional rights within smallholder's area. For smallholders, legal ownership is in the form of Land Certificate Ownership Right (Sertifikat Hak Milik). The smallholder legal ownership obtained in various year period, 2002, 2004, 2014 based on government's PIR-TRANS program since 1999 up to 2001. The PIR-Trans program was allocated on stateland by government.</p>	Complied

Criteria 4.8: The right to use the land is demonstrated and is not legitimately contested by local people who can demonstrated that they have legal customary, or user rights.

Guidance:

Consultation in the conflict resolution process according to the FPIC guidelines can be carried out at several appropriate levels and also with several types of organizations and individuals as long as it is mutually agreed with the affected communities.

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4.8.1	<p>Where there are or have been disputes, proof of legal acquisition of title and evidence that mutually agreed compensation has been made to all people who held legal, customary, or user rights at the time of acquisition is available and provided to parties to a dispute, and that any compensation was accepted following a documented process of FPIC.</p> <p>- Minor compliance -</p>	<p>Based on previous audit report, there was a conflict related to the overlap of community land areas in Pinang Belai Village, Tebo Regency over 294 Certificates (SHM: Ownership Certificates) with HGU No. 17/Sungai Rambai on behalf of PT Rigunas Agri Utama.</p> <p>A document review and interview was carried out with Mr. A. Bastari (Public Relations) PT Rigunas Agri Utama, obtained the following developments in conflict resolution:</p> <p>On October 4 2023, an investigative audit was carried out regarding land conflicts in the community of Pinang Belai Village, District. Tebo for 294 Certificates of Ownership Rights (SHM) with HGU No. 17/Sungai Rambai on behalf of PT Rigunas Agri Utama. From the Ministry of Agrarian Affairs and Spatial Planning / National Land Agency Inspectorate General Assigned 5 investigators/auditors based on Assignment Letter No. 212/ST-900.PW.05.03/X/2023 dated 4 October 2023 and reporting will be completed within 8 working days from 20 to 31 October 2023.</p> <p>Based on the results of the investigative audit regarding the dispute between the community of the Mitra Serumpun Farmers Group, Pinang Belai Village, Tebo Regency, as recipients of 294 SHM Prona-Petani in 2016 and SHGU No. 17/Sungai Rambai in the name of PT Rigunas Agri Utama dated 21 December 2023, resulting in the following Recommendations:</p> <p>"The Inspectorate General recommended to the Provincial BPN Regional Office. Jambi and the Tebo District Land Office to improve the spatial data plotting of SHGU No. 17/Sungai Rambai and 18/Tuo Sumay are in accordance with the initial KKP plotting data in 2017 by adjusting the remaining SHGU area after release for plasma purposes in 1999 and 2002, the results of field checks from the Provincial BPN Regional Office. Jambi, as well as the results of field verification by the Directorate General of Land and Spatial Survey and Mapping regarding the position of SHGU Number 17/Sungai Rambai and No. 18/Tuo Sumay".</p>	Complied
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		Based on the review of the documents above, there is still a settlement process involving the Provincial BPN Office. Jambi and Tebo Regency, this will be verified again during the next audit.	
4.8.2	<p>(C) Land conflict is not present in the area of the unit of certification. Where land conflict exists, acceptable conflict resolution processes (see Criteria 4.2 and 4.6) are implemented and accepted by the parties involved. In the case of newly acquired plantations, the unit of certification addresses any unresolved conflict through appropriate conflict resolution mechanisms.</p> <p>- Critical (Major) compliance -</p>	<p>Based on previous audit report, there was a conflict related to the overlap of community land areas in Pinang Belai Village, Tebo Regency over 294 Certificates (SHM: Ownership Certificates) with HGU No. 17/Sungai Rambai on behalf of PT Rigunas Agri Utama.</p> <p>A document review and interview was carried out with Mr. A. Bastari (Public Relations) PT Rigunas Agri Utama, obtained the following developments in conflict resolution:</p> <p>On October 4 2023, an investigative audit was carried out regarding land conflicts in the community of Pinang Belai Village, District. Tebo for 294 Certificates of Ownership Rights (SHM) with HGU No. 17/Sungai Rambai on behalf of PT Rigunas Agri Utama. From the Ministry of Agrarian Affairs and Spatial Planning / National Land Agency Inspectorate General Assigned 5 investigators/auditors based on Assignment Letter No. 212/ST-900.PW.05.03/X/2023 dated 4 October 2023 and reporting will be completed within 8 working days from 20 to 31 October 2023.</p> <p>Based on the results of the investigative audit regarding the dispute between the community of the Mitra Serumpun Farmers Group, Pinang Belai Village, Tebo Regency, as recipients of 294 SHM Prona-Petani in 2016 and SHGU No. 17/Sungai Rambai in the name of PT Rigunas Agri Utama dated 21 December 2023, resulting in the following Recommendations:</p> <p>"The Inspectorate General recommended to the Provincial BPN Regional Office. Jambi and the Tebo District Land Office to improve the spatial data plotting of SHGU No. 17/Sungai Rambai and 18/Tuo Sumay are in accordance with the initial KKP plotting data in 2017 by adjusting the remaining SHGU area after release for plasma purposes in 1999 and 2002, the results of field checks from the Provincial BPN Regional Office.</p>	Complied

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		<p>Jambi, as well as the results of field verification by the Directorate General of Land and Spatial Survey and Mapping regarding the position of SHGU Number 17/Sungai Rambai and No. 18/Tuo Sumay".</p> <p>Based on the review of the documents above, there is still a settlement process involving the Provincial BPN Office. Jambi and Tebo Regency, this will be verified again during the next audit.</p>	
4.8.3	<p>Where there is evidence of acquisition through dispossession or forced abandonment of customary and user rights prior to the current operations and there remain parties with demonstrable customary and land use rights, these claims will be settled using the relevant requirements (Indicators 4.4.2, 4.4.3 and 4.4.4).</p> <p>- Minor compliance -</p>	<p>Based on previous audit report, there was a conflict related to the overlap of community land areas in Pinang Belai Village, Tebo Regency over 294 Certificates (SHM: Ownership Certificates) with HGU No. 17/Sungai Rambai on behalf of PT Rigunas Agri Utama.</p> <p>A document review and interview was carried out with Mr. A. Bastari (Public Relations) PT Rigunas Agri Utama, obtained the following developments in conflict resolution:</p> <p>On October 4 2023, an investigative audit was carried out regarding land conflicts in the community of Pinang Belai Village, District. Tebo for 294 Certificates of Ownership Rights (SHM) with HGU No. 17/Sungai Rambai on behalf of PT Rigunas Agri Utama. From the Ministry of Agrarian Affairs and Spatial Planning / National Land Agency Inspectorate General Assigned 5 investigators/auditors based on Assignment Letter No. 212/ST-900.PW.05.03/X/2023 dated 4 October 2023 and reporting will be completed within 8 working days from 20 to 31 October 2023.</p> <p>Based on the results of the investigative audit regarding the dispute between the community of the Mitra Serumpun Farmers Group, Pinang Belai Village, Tebo Regency, as recipients of 294 SHM Prona-Petani in 2016 and SHGU No. 17/Sungai Rambai in the name of PT Rigunas Agri Utama dated 21 December 2023, resulting in the following Recommendations:</p> <p>"The Inspectorate General recommended to the Provincial BPN Regional Office. Jambi and the Tebo District Land Office to improve the spatial data plotting of SHGU No. 17/Sungai Rambai and 18/Tuo Sumay are in</p>	Complied

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		<p>accordance with the initial KKP plotting data in 2017 by adjusting the remaining SHGU area after release for plasma purposes in 1999 and 2002, the results of field checks from the Provincial BPN Regional Office. Jambi, as well as the results of field verification by the Directorate General of Land and Spatial Survey and Mapping regarding the position of SHGU Number 17/Sungai Rambai and No. 18/Tuo Sumay".</p> <p>Based on the review of the documents above, there is still a settlement process involving the Provincial BPN Office. Jambi and Tebo Regency, this will be verified again during the next audit.</p>	
4.8.4	<p>For any conflict or dispute over the land, the extent of the disputed area is mapped out in a participatory way with involvement of affected parties (including neighbouring communities where applicable).</p> <p>- Minor compliance -</p>	<p>Based on previous audit report, there was a conflict related to the overlap of community land areas in Pinang Belai Village, Tebo Regency over 294 Certificates (SHM: Ownership Certificates) with HGU No. 17/Sungai Rambai on behalf of PT Rigunas Agri Utama.</p> <p>A document review and interview was carried out with Mr. A. Bastari (Public Relations) PT Rigunas Agri Utama, obtained the following developments in conflict resolution:</p> <p>On October 4 2023, an investigative audit was carried out regarding land conflicts in the community of Pinang Belai Village, District. Tebo for 294 Certificates of Ownership Rights (SHM) with HGU No. 17/Sungai Rambai on behalf of PT Rigunas Agri Utama. From the Ministry of Agrarian Affairs and Spatial Planning / National Land Agency Inspectorate General Assigned 5 investigators/auditors based on Assignment Letter No. 212/ST-900.PW.05.03/X/2023 dated 4 October 2023 and reporting will be completed within 8 working days from 20 to 31 October 2023.</p> <p>Based on the results of the investigative audit regarding the dispute between the community of the Mitra Serumpun Farmers Group, Pinang Belai Village, Tebo Regency, as recipients of 294 SHM Prona-Petani in 2016 and SHGU No. 17/Sungai Rambai in the name of PT Rigunas Agri Utama dated 21 December 2023, resulting in the following Recommendations:</p>	Complied

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		<p>"The Inspectorate General recommended to the Provincial BPN Regional Office. Jambi and the Tebo District Land Office to improve the spatial data plotting of SHGU No. 17/Sungai Rambai and 18/Tuo Sumay are in accordance with the initial KKP plotting data in 2017 by adjusting the remaining SHGU area after release for plasma purposes in 1999 and 2002, the results of field checks from the Provincial BPN Regional Office. Jambi, as well as the results of field verification by the Directorate General of Land and Spatial Survey and Mapping regarding the position of SHGU Number 17/Sungai Rambai and No. 18/Tuo Sumay".</p> <p>Based on the review of the documents above, there is still a settlement process involving the Provincial BPN Office. Jambi and Tebo Regency, this will be verified again during the next audit.</p>	
Principle 5: Support smallholder inclusion Include smallholders in RSPO supply chains and improve their livelihoods through fair and transparent partnerships.			
Criteria 5.1: The unit of certification deals fairly and transparently with all smallholders (Independent and Scheme) and other local businesses.			
5.1.1	Current and previous period prices for FFB are publicly available and accessible by smallholders. - Minor compliance -	<p>During ASA1.2 has verified that the FFB price set for the plantation that supplies FFB to Bunga Tebo POM is divided into two, namely outgrowers and Scheme Smallholder FFB. The price outgrower/third parties FFB is determined based on market mechanism.</p> <p>The price of Scheme Smallholder's FFB is determined based on the FFB Pricing Meeting of the Jambi Provincial Plantation Office, which is updated once a week. For example, for the period December 2023 based on the "Results of the Meeting on the Price of Oil Palm FFB for the period December 2023", the FFB price is determined on the basis of:</p> <ul style="list-style-type: none"> a. Average CPO price: IDR 10,748.68/kg. b. Average PK price: IDR 5,148.77/kg. c. "K" index: 91,32%. 	Complied

		Current and previous FFB price for scheme smallholders are available on the signboard in front of the Mill and informed to the Cooperative. For example, the FFB prices on 15-21 December 2023 for OP 25 year is IDR 2,207.62. Apart from that, the Cooperative also informs farmers about FFB prices via the WhatsApp group.	
5.1.2	<p>(C) Evidence is available that the unit of certification regularly explains the FFB pricing to smallholders.</p> <p>- Critical (Major) compliance -</p>	<p>During ASA1_2 has verified that the Koperasi get the information of FFB price from "Tim Penetapan Harga TBS" (FFB pricing team of Jambi Province). The company can demonstrate minutes of agreed FFB price, "Berita Acara Kesepakatan Harga TBS Petani Plasma" between the company and Koperasi.</p> <p>Effective 1 September 2020, PT. Rigunas Agri Utama and 18 cooperatives scheme smallholder agreed to use outgrower FFB price for scheme smallholder FFB price. PT. Rigunas explains the FFB pricing for outgrower, now in place.</p> <p>Current and previous FFB price for scheme smallholders are available on the signboard in front of the Mill and informed to the Cooperative. For example, the FFB prices on 15 – 21 December 2023 OP 20-25 year is IDR 2,319.44.</p>	Complied
5.1.3	<p>(C) Fair pricing, including premium pricing, when applicable, is agreed with smallholders in the supply base and documented.</p> <p>- Critical (Major) compliance -</p>	<p>During ASA1.2 has verified that the prices of FFB from smallholder of PT. Rigunas Agri Utama is based on FFB Prices that has determined by market price due to the planting years in most of the KUD/smallholders are classified as over 25 years, so the price is lower than official FFB price determined Dinas Perkebunan. The official price of FFB from Dinas Perkebunan Province Jambi is only regulates up to the age of the plant 25 years. The lower FFB prices has been agreed by the smallholders, the calculation has considered the OER and KER material balance for OP > 25 years (bunch analysis), so that prices remain competitive.</p> <p>For the premium pricing, management of PT Rigunas Agri Utama – Bungo Tebo Plasma has committed to share the RSPO premium price in accordance with the agreement with their smallholder. Premium sharing</p>	Complied

		<p>is not distributed in cash, however in the form of smallholder empowerment activities aimed at increasing the competence, supporting infrastructure and competitiveness of smallholders based on participatory suggest from the smallholders.</p> <p>During this ASA1.2 audit obtained information that the premium sharing for Bungo Tebo Plasma has been distributed to smallholder in November 2023, verified sample document i.e.</p> <ul style="list-style-type: none"> - Minute of the Symbolic Submission of Koperasi Jasa Sawit makmur Bersama Premium Sharing Funds/ <i>Berita Acara Penyerahan Simbolis Dana Premium Sharing</i> from Head Smallholder Management PT RAU to Head of Koperasi dated 6 November 2023 has distributed 150 fruits plant seeds to each Koperasi, for example Koperasi jasa Sawit Bersama, KUD Jasa Tani Mandiri, Koperasi Jasa Tani Sawit Sekutur Makmur. - Minute of the Symbolic Submission of Koperasi Jasa Sawit makmur Bersama Premium Sharing Funds/ <i>Berita Acara Penyerahan Simbolis Dana Premium Sharing</i> from Head Smallholder Management PT RAU to Head of Koperasi dated 13 November 2023 has distributed 20 PPEs to each Koperasi, for example Koperasi Jasa Sawit Bersama, Koperasi Jasa Tanjung Jaya Bersama, Koperasi Jasa Tani Mandiri, Koperasi Jasa Tani Sawit Sekutur Makmur. <p>Minute of the Symbolic Submission of Koperasi Jasa Sawit makmur Bersama Premium Sharing Funds/ <i>Berita Acara Penyerahan Simbolis Dana Premium Sharing</i> from Head Smallholder Management PT RAU to Head of Koperasi dated 27 March 2023 has distributed 1 set sound system to each Koperasi, for example Koperasi Jasa Sawit Karya Makmur.</p>	
5.1.4	(C) Evidences is available that all parties, including women and independent representative organization assisting smallholders where requested, are involved in the decision making processes and understand	The smallholder's member of Bungo Tebo Plasma originated from government transmigration program on 1990 – 1991. Mostly from East Java, West Java and local area (Jambi Province). Based on information	Complied

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	the contracts. These include involving finance, loans/credits, and re-payments through FFB price reductions for replanting and/or, other support mechanisms where applicable. - Critical (Major) compliance -	obtained during the onsite audit known that some of smallholders' member were women. The annual meeting of KUD always invited all members which is some women. All the decision made was involved the smallholder members, including women members.	
5.1.5	Contracts are fair, legal and transparent and have an agreed timeframe. - Minor compliance -	All smallholders who registered as supply bases to Bungo Tebo POM have agreement with PT. Rigunas Agri Utama – Bungo Tebo. The timeframe of the contract is 1 cycle period (25 years) since first planting. Through the interview with FFB supplier of HAZRI (supplied to Bungo Tebo POM) during ASA1.2 obtained information that the FFB price only updated if any changes. However, the FFB payments maximum 3 days after the mill received the FFB (according to the contract). There is no dispute related to FFB payments so far. Based on document all contracts are written in Bahasa Indonesia.	Complied
5.1.6	(C) Agreed payments are made in a timely manner and receipts specifying price, weigh, deductions and amount paid are given. - Critical (Major) compliance -	During ASA1_2 has verified that the payments are made in timely manner and receipts specifying price, weight, deductions and amount paid are available. Sample seen: "Kwitansi Pembayaran TBS Plasma" period March 2024: a. Cooperative: Koperasi Tanjung Jaya Bersama, period 4 – 10 March 2024. - Farmer Group: 109A/ KT TJB - No of payment: 036/KLO-TJB-109/12/2024 - Bank: BRI Muaro Tebo - Total FFB: 8,735 kg - Gross payment: IDR 21,031,290 - Deduction: 0 - Nett payment: IDR 21,031,290	Complied

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		<p>b. Cooperative: Sawit Karya Makmur, period 11-17 March 2024</p> <ul style="list-style-type: none"> - Farmer Group: 79/ KT-Sawit Karya Makmur - No of payment: 087/KLO-SMB/08/2024 - Bank: BRI Muaro Tebo - Total FFB: 12,272 kg - Gross payment: IDR 29,820,960 - Deduction: 0 - Nett payment: IDR 29,820,960 <p>c. Cooperative: Sawit Makmur Bersama, period 11-17 March 2024</p> <ul style="list-style-type: none"> - Farmer Group: 62/ KT-Sawit Makmur Bersama - No of payment: 099/KLO-SMB/08/2024 - Bank: BRI Muaro Tebo - Total FFB: 8,866 kg - Gross payment: IDR 21,987,680 - Deduction: 0 - Nett payment: IDR 21,987,680 <p>d. Cooperative: Jasa Tani Mandiri, period 11-17 March 2024</p> <ul style="list-style-type: none"> - Farmer Group: 090/ KT-Jasa Tani Mandiri - No of payment: 034/KLO-TM-00/12/2024 - Bank: BRI Muaro Tebo - Total FFB: 8,705 kg - Gross payment: IDR 21,534,100 - Deduction: 0 	
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		<ul style="list-style-type: none"> - Nett payment: IDR 21,534,100 <p>e. Cooperative: Jasa Sawit Sumay Makmur, period 11-17 March 2024</p> <ul style="list-style-type: none"> - Farmer Group: 090/ KT-Sawit Sumay Makmur - No of payment: 059/KLO-SM/08/2024 - Bank: BRI Muaro Tebo - Total FFB: 32,500 kg - Gross payment: IDR 79,867,480 - Deduction: 0 - Nett payment: IDR 79,867,480 	
5.1.7	<p>Weighing equipment is verified by an independent third party on a regular basis.</p> <p>- Minor compliance -</p>	<p>During ASA1.2 has verified that there are two weighbridges used in Bungo Tebo POM that has been periodically calibrated by the local authority, the verified document as follows:</p> <ol style="list-style-type: none"> 1. Brand: Avery Weigh Tronix; Type/SN ZM.510:213650251; Capacity 50,000 kg; has been calibrated in September 2023 by UPTD Metrologi Legal Kabupaten Tebo, certificate No. 510.3/ /DISPERINDAGNAKER-MET/SKHP/IX/2023, valid until September 2024. 2. Brand: Presica; Type/SN PSC 6801S/SN 00231; Capacity 50,000 kg; has been calibrated in September 2024 by UPTD Metrologi Legal Kabupaten Tebo, certificate No. 510.3/31/DISPERINDAGNAKER-MET/SKHP/IX/2023, valid until September 2024. 	Complied
5.1.8	<p>The unit of certification supports Independent smallholders with certification, where applicable, ensuring mutual agreements between the unit of certification and the smallholder on who runs the Internal Controlling System (ICS), who holds the certificate, and who owns and sells certified materials.</p>	<p>During ASA1.2, audit team has conducted interview to the management and document review regarding the support from organization to the independent smallholders, obtained evidence that the organization has conducted assistance in measuring farmers' land around the Company with area 100 Ha for legality arrangements (increasing legality to SHM) in December 2023.</p>	Complied

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	- Minor compliance -	In addition, the company has provided training regarding RSPO certification training on 04 April 2023, Training of PPE, HCV, SEIA, Basic Safety on 20 March 2023, Training of Basic fire and pesticides handling on 15 February 2023 and Training of BMP including manuring, spraying, harvesting, pest and disease handling on 15 July 2023.	
5.1.9	<p>(C) The unit of certification has a grievance mechanism for smallholders, and all grievances raised are dealt with in a timely manner.</p> <p>- Critical (Major) compliance -</p>	<p>Since the establishment of the conflict/complaint handling mechanism on 2011, there was no revision of the Procedure, there are 3 type of procedure, i.e.:</p> <ul style="list-style-type: none"> • <i>Penanganan Permintaan Informasi Stakeholder</i> (SOP AA-GL-5008.1-R1, dated 22 Aug 2011). Which explains the company responses against all information request sent by stakeholders including response time of 14 working days after information request accepted • Handling of Community Complaints; in this case including smallholder farmers (independent or plasma): SOP AA-GL-510.1-R0, dated 1 Jan 2013; Penagnan keluhan masyarakat. <p>The responsibility related to the these procedures (Bungo Tebo Group (Mill, Estate and Smallholders) is Mr. Ahmad Bastari as nominated management official with letter Memorandum No. 037/HR-RO3/MEMO/11/2018 from Manager KLO dated 6 November 2018 related Reassignment of Bpk. Ahmad Bastari as Public Relations at PT Rigunas Agri Utama until this surveillance audit preformed.</p>	Complied
Criteria 5.2: The unit of certification supports improved livelihoods of smallholders and their inclusion in sustainable palm oil value chains.			
5.2.1	<p>The unit of certification consults with interested smallholders (irrespective of type) including women or other partners in their supply base to assess their needs for support to improve their livelihoods and their interest in RSPO certification.</p> <p>- Minor compliance -</p>	In relation to supporting the surrounding community, especially independent oil palm farmers, both men and women, PT RAU has implemented a partnership collaboration program with 18 cooperatives with a Nucleus-Plasma oil palm plantation pattern (and has been included in the scope of RSPO certification).	Complied

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		<p>The 18 cooperatives are spread across 11 villages around the PT RAU plantation (Tuo Sumay Village, Teriti Village, Kandang Village, Pinang Belai Village, Alliedr Jaya Village, Bukit Pamuatan Village, Napal Putih Village, Sako Makmur Village, Bungo Tanjung Village, Tambun Village Arang, Jati Belarik Village), so that the oil palm farmers around the PT RAU plantation are members of Plasma (Scheme Smallholder) and the rest are smallholder rubber plantations and only a small portion are oil palm farmers (palm oil plantations in their yards).</p> <p>So that they become inclusive smallholders from PT RAU and have been included in the scope of RSPO certification since 2016. PT RAU routinely provides guidance to plasma smallholders.</p> <p>The realization PT RAU Plasma development program on 2022 period, as follow:</p> <ul style="list-style-type: none"> - Farmer Training in Certification Preparation was carried out on 23 June 2022 - Independent Smallholder Coordination Meetings are held 2 times a year, the last one was in November 2022 <p>PT RAU has planned an oil palm development program for the surrounding community by establishing a KKPA scheme in Tuo Sumay Village covering an area of 375 hectares through the Mitra Berkah Bersama Consumer Cooperative. Socialization of the 70:30 TKD (Village Cash Land) profit sharing pattern partnership with prospective farmers of KKPA Tuo Sumay – PT Rigunas Agri Utama was carried out on September 2 2021, including the introduction of RSPO certification.</p> <p>KKPA (Primary Member Cooperative Credit) is a type of credit, both investment credit and working capital credit provided by the Bank to Primary Cooperatives, to be distributed to its members to finance productive businesses, with the aim of increasing income and welfare. Cooperative/KUD members. As of the time this audit was carried out, the program was still running for 375 Ha of land.</p>	
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5.2.2	<p>The unit of certification develops and implements livelihood improvement programmes, including at least capacity building to enhance productivity, quality, organisational and managerial competencies, and specific elements of RSPO certification (including the RSPO Standard for Independent Smallholder).</p> <p>- Minor compliance -</p>	<p>These 18 cooperatives are spread in 11 villages around the PT RAU's plantation (Desa Tuo Sumay, Desa Teriti, Desa Kandang, Desa Pinang Belai, Desa Sekutur Jaya, Desa Bukit Pamuatan, Desa Napal Putih, Desa Sako Makmur, Desa Bungo Tanjung, Desa Tambun Arang, Desa Jati Belarik), so that the oil palm farmers around the PT RAU plantation are members of the Plasma (Scheme smallholder). Guidance for plasma oil palm farmers is routinely carried out by PT RAU every year, including through: Training in Best Management Practises, OHS, HCV, Conservation and ISPO (Indonesian Sustainable Palm Oil) in 21 August 2023, Training of RSPO ISH on 9 August 2023, Training of PPE on 12 December 2023, Training of Harvesting, IPM, Fertilizer, Weeding Control on 22 November 2023.</p> <p>For the Independent Smallholder</p> <p>During this audit, the audit team conducted interviews with management and reviewed documents regarding the organization's support for independent farmers. Evidence was obtained that the organization had provided assistance in measuring farmers' land around the Company with an area of 287 Ha for legality regulation (increasing legality). to SHM) which has started from 2022 until now.</p> <p>Also PT RAU has provided training on Best Management Practices, K3, HCV for Independent Farmers around the organization on 22 April 2022 and has been planed that sosialisasi on 2024 will be on July 2024.</p>	Complied
5.2.3	<p>Where applicable, the unit of certification provides support to smallholders to promote legality of FFB production.</p> <p>- Minor compliance -</p>	<p>During ASA1.2 has identified that Bungo Tebo Mill supplied by own estates (Bungo Tebo Estate), smallholder from 18 KUD's with total 5,914 Ha smallholders and third party's supplier. Based on interview with smallholder representatives from Koperasi Produksi Tani Mandiri, Koperasi Tanjung Jaya Bersama, Koperasi Sawit Makmur, Koperasi Sawit</p>	Complied

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		<p>Jasa Tani Sekutu Makmur, Koperasi Sawit Makmur Bersama and Koperasi Sawit Karya Makmur, obtain information that entire land has been granted by government (private land title/SHM).</p> <p>According to the signboard in mill's gate, Bungo Tebo Mill does not accept FFB from illegal sources (forest area or crop stolen). All FFB from third parties shall comply with regulation. Mill's staff told that FFB Purchasing Department has set the procedures for their supplier as follows:</p> <ul style="list-style-type: none">• New supplier shall propose their FFB purchased offer including submitted the name and land legality of each potential farmer.• FFB Purchasing Department verify the geolocation of potential farmer that submitted by the third parties.• New supplier shall sign the agreement which stated to not send illegal FFB sources. This agreement will automatically be cancelled if any violation on this clause.• The FFB transporter shall signed the zero illegal FFB statement letter in security gate in each delivery note. <p>Asian Agri's through his subsidiary PT. Inti Indosawit Subur fully supported their smallholder to be certified by ensuring all FFB come from legal sources and comply with national regulation. They also conducted good engagement to demonstrated best management practices in agronomy, environmental handling and safety procedures by placing a Plasma Supervisor and Assistant. For example, each plot received 4 unit barn owl box to help them control rat population, 1 unit barn owl to cover an area of 3 – 5 ha.</p> <p>During the ASA1.2 audit, auditor also obtain information that PT. RAU are now still assisting the smallholders on replanting project in collaborated with local government. This aims to ensure that farmers produce palm oil sustainably.</p>	
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		<p>For the Independent Smallholder, audit team has conducted interview to the management and document review regarding the support from organization to the independent smallholders, obtained evidence that the organization has conducted assistance in measuring farmer's land around the Company with area 100 Ha for legality arrangements (increasing legality to SHM) in December 2023.</p> <p>In addition, the company has provided training regarding Best Management Practises, OHS, HCV for Independent Smallholders around the organization in April 2023. Verified document such as note of meeting, attendance list and photo.</p>	
5.2.4	<p>(C) Evidence exists that the unit of certification trains Scheme Smallholders on pesticide handling.</p> <p>- Critical (Major) compliance -</p>	<p>During ASA1.2 has been verified that Certificate Holder has assigned chemical weeding team (Tim Unit Semprot-TUS) in each estate/unit to handling chemical weeding activity. The team member originated from own workers (for own estate) and local communities (for smallholder). They regularly attended training on pesticide handling that conducted by the pesticide supplier in collaboration with local pesticide committee.</p> <p>Based on document review and interview with random pesticide applicator known that they were attending the refresh training on pesticide handling on 09 November 2023. Some topics that discuss such as safety pesticide handling, national regulation related to pesticide, symbol and label awareness and emergency procedure if any contamination or poisonous.</p> <p>During the ASA1.2 audit, auditor also interviewed some smallholder representatives and obtain information that the company has provide training session on 15 July 2023 for them on how to be handling pesticide safely. For example, pesticide applicator shall use appropriate PPE during application, no smoke, avoid the direction of wind blows and cleaned their body after application to reduce contamination.</p>	Complied
5.2.5	The unit of certification regularly reviews and publicly reports on the progress of the smallholder support programme.	There are 18 Koperasi as scheme smallholders at PT RAU, these 18 Koperasi are spread in 11 villages around the PT RAU's plantation (Desa	Complied

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	<p>- Minor compliance -</p>	<p>Tuo Sumay, Desa Teriti, Desa Kandang, Desa Pinang Belai, Desa Sekutur Jaya, Desa Bukit Pamuatan, Desa Napal Putih, Desa Sako Makmur, Desa Bungo Tanjung, Desa Tambun Arang, Desa Jati Belarik), so that the oil palm farmers around the PT RAU plantation are members of the Plasma (Scheme smallholder). Guidance for plasma oil palm farmers is routinely carried out by PT RAU every year, including through:</p> <ul style="list-style-type: none"> - Training in Best Management Practises, OHS, HCV, Conservation and ISPO (Indonesian Sustainable Palm Oil) in 20 March 2023. - Training of RSPO ISH on 04 April 2023. - Training of PPE on 20 March 2023. - Training of First Aid Kit on 20 March 2023. - Training of Basic Fire on 15 February 2023. - Training of limited pesticide on 15 July 2023. - Training of Harvesting, IPM, Fertilizer, Weeding Control on 15 July 2023. <p>Based on the RSPO Time bound plan, all scheme smallholders under PT Inti Indosawit Subur Group have been certified. This also can be seen in social media of companies such as LinkedIn where they are informed about the scheme smallholder program.</p> <p>The company also has a Sustainability Report and audited against GRI Standard. The smallholder inclusion can be seen in the Sustainability Report pages 38 – 49.</p> <p>For the Independent Smallholder</p> <p>During ASA1_2, audit team has conducted interview to the management and document review regarding the support from organization to the independent smallholders, obtained evidence that the organization has conducted assistance in measuring farmers' land around the Company</p>	
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		<p>with area 100 Ha for legality arrangements (increasing legality to SHM) in December 2023.</p> <p>In addition, the company has provided training regarding Best Management Practises, OHS, HCV for Independent Smallholders around the organization on 15 July 2023. Verified document such as note of meeting, attendance list and photo.</p>	
Principle 6: respect workers' rights and conditions Protect workers' rights and ensure safe and decent working conditions.			
Criteria 6.1: Any form of discrimination is prohibited.			
6.1.1	<p>(C) A publicity available non-discrimination and equal opportunity policy is implemented in such way to prevent discrimination based on ethnic origin, caste, national origin, religion, disability, gender, sexual orientation, gender identity, union membership, political affiliation or age.</p> <p>- Critical (Major) compliance -</p>	<p>In this surveillance 1.2 audit, no changes in procedure or company policy.</p> <p>The company has Equal Opportunities policy "Kebijakan Perusahaan", dated 1st December 2019 stated: "To treat equal for all employee in term of recruitment, work performance, and representative without discrimination on race, caste, national origin, religion, disability, gender, sexual orientation, union membership, political affiliation, or age". The company policy is available on notice board. Based on interviews with workers, during stakeholder consultation, it was noted that worker has a basic understanding of company policy related to code of ethical conduct.</p> <p>This mechanism has been socialized to all workers on 14-16 September 2022 and also to all stakeholder on 10-12 October 2022. In the 2023 period, PT RAU has re-socialized related to internal and external complaint procedures on 13-15 February 2023.</p> <p>Workers register for mill and estates mentioned that all workers came from different backgrounds (race, religion, gender, etc). Ethnical diversity of worker and during interview with workers, no discrimination was identified based on religion, ethnic, gender. No evidence of discrimination found during the audit.</p>	Complied

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		<p>Company provided working tools to the workers, relevant to the nature of the work performed.</p> <p>This employee list 2022 period proves that the company does not practice any form of discrimination, employees are given the opportunity to work regardless of ethnicity, religion, origin, and gender.</p> <p>Data verified: List of Employee June 2022 "Daftar Karyawan" there were not found any evidence of discrimination and migrant workers:</p> <table><tr><th>MELAYU</th><th>JAWA</th><th>BATAK</th><th>KERINCI</th><th>NIAS</th><th>MINANG</th><th>FLORES</th></tr><tr><td>76,07%</td><td>4,76%</td><td>9,05%</td><td>0,00%</td><td>9,76%</td><td>0,24%</td><td>0,12%</td></tr></table> <div><table><tr><th>Islam</th><th>Christianity</th></tr><tr><td>81,67%</td><td>18,33%</td></tr><tr><th>Male</th><th>Female</th></tr><tr><td>55,5%</td><td>44,5%</td></tr></table></div> <p>Based on PT RAU's labor data for the June 2022 period, PT RAU does not discriminate and provides opportunities for all workers to get the right to work. Based on interviews with several workers (5 female spray workers and 4 male harvesters) and also interviews with the Head of the Trade Union T.J. Purba, that there are no discriminatory practices within PT RAU.</p> <p>Scheme smallholder:</p> <p>The scheme smallholder has set a policy for each cooperative. This Cooperative Policy has established policies related to:</p> <ul style="list-style-type: none">- Fulfilments of legal requirements that apply in the implementation of activities in cooperatives.- Ethical conduct in doing business in all business transactions and	MELAYU	JAWA	BATAK	KERINCI	NIAS	MINANG	FLORES	76,07%	4,76%	9,05%	0,00%	9,76%	0,24%	0,12%	Islam	Christianity	81,67%	18,33%	Male	Female	55,5%	44,5%	
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		<p>operations.</p> <ul style="list-style-type: none"> - Respect human rights by treating all KUD employees and farmers fairly. - Forbid minors to work in every activity. - Prevent sexual harassment and various forms of violence against women. - Respect every KUD employee or farmer to form or become a member of a trade union and ensure the confidentiality of the reporter (Whistle- blower). - Respect human rights defenders (HRD) without giving threats and intimidation. - Do not provide work under threats, sanctions or penalties where workers do not have the freedom to agree to the implementation of the work. <p>Based on observations in the offices of each KUD, policies related to discrimination and giving opportunities to all farmers and workers can be found in the KUD office room in the form of sign boards that can be seen by the public.</p>	
6.1.2	<p>(C) Evidence is provided that workers and groups including local communities, women, and migrant workers have not been discriminated against. Evidence includes migrant workers non-payment of recruitment fees.</p> <p>- Critical (Major) compliance -</p>	<p>In this surveillance 1.2 audit, no changes in compliance statement.</p> <p>The worker registers for mill and estates mentioned that all workers came from different backgrounds (race, religion, gender, etc). Ethnical diversity of workers and during interviews with workers, no discrimination was identified based on religion, ethnicity, gender. No evidence of discrimination was found during the audit.</p> <p>The company provided working tools to the workers, relevant to the nature of the work performed.</p> <p>Based on interviews with several workers during this audit, it was stated by the workers that PT RAU had treated its employees fairly or there</p>	Complied

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		was no discrimination and there were no fees charged at the time of employee recruitment.	
6.1.3	<p>The unit of certification demonstrates that the recruitment selection, hiring access to training and promotion are based on skills, capabilities, qualities and medical fitness necessary for the jobs available.</p> <p>- Minor compliance -</p>	<p>Until this Surveillance 1.2 audit was carried out, there were no revisions to the procedure for hiring or recruitment of workers, i.e. No. SOP: AA-HR-305.2-R0 dated 1 February 2009 regarding "Penerimaan Karyawan Baru" (Recruitment and Selection of Employee), the company will accept new employee based on their capabilities and qualifications. This procedure were communicated to all employees in the workplace and stakeholders as well in 9 November 2023</p> <p>There are two types of employees that are applied in PT RAU, which are permanent employees (known as SKU-B and SKU-H) and daily workers (known as BHL/PHL). The worker register for mill and estates mentioned that all workers came from different backgrounds (race, religion, gender, etc). Ethnical diversity of workers and during interviews with workers, no discrimination was identified based on religion, ethnicity, gender. No evidence of discrimination was found during the audit.</p> <p>Fixed Employee (SKU-H and SKU-B) is confirmed under the joint work Agreement (PKB), while the Daily worker with the daily work agreement with a minimum validity period of 1 year.</p> <p>Based on interview with the HR Dept., that recruitment of employees is based on an analysis of workforce needs and within it has considered, the required competencies, experience and expertise required. For this reason, employee acceptance tests and interviews will be conducted. Employee assessments are always carried out every 6 months as a basis for being able to promote positions or levels/groups which will affect the monthly salary.</p> <p>Based on interview with KTU and document verification, that in the 2023-2024 period, there are no recruitments in the Bungo Tebo Estate, and Bungo Tebo Mill.</p> <p>Document verification was conducted during this audit related to</p>	Complied

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		<p>employee promotion. At Bungo Tebo Estate there were any posmotion for PHL -daily wokers (harvester) to SLU (Permanent worker) for 2023 – up to March 2024 period as follow:</p> <table><tr><th colspan="5">Bungo Tebo Estate</th></tr><tr><th colspan="5">Year 2023</th></tr><tr><th>No.</th><th>Employee's Name</th><th>Memorandum</th><th>Date</th><th>Position</th></tr><tr><td>1</td><td>Darius Laila</td><td>225/RAU-KBT/EM/MEMO/11/2023</td><td>02/11/2023</td><td>Harvester</td></tr><tr><td>2</td><td>Muhammad Amin</td><td>225/RAU-KBT/EM/MEMO/11/2023</td><td>02/11/2023</td><td>FFB Loader</td></tr><tr><td>3</td><td>Mushola</td><td>225/RAU-KBT/EM/MEMO/11/2023</td><td>02/11/2023</td><td>Harvester</td></tr><tr><td>4</td><td>Taat Widodo</td><td>225/RAU-KBT/EM/MEMO/11/2023</td><td>02/11/2023</td><td>Harvester Spv.</td></tr><tr><td>5</td><td>Bagus Setiadi</td><td>225/RAU-KBT/EM/MEMO/11/2023</td><td>02/11/2023</td><td>Krani-Hrv. Adm.</td></tr><tr><td>6</td><td>Antonyus E. 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6.1.4	<p>Pregnancy testing is not conducted as a discriminatory measure and is only permissible when it is legally mandated. Alternative equivalent employment is offered for pregnant women.</p> <p>- Minor compliance -</p>	<p>On a regular basis (monthly) PT RAU always carries out pregnancy checks on female workers, especially for workers who use chemicals. This pregnancy check is not a discriminatory practice, but is a method of identifying female workers who use chemicals (sprayers and fertilizer workers) to determine the pregnancy status of the worker and then if identified as pregnant, the worker will be transferred to a type of work that is not using/connecting with chemicals, this is a form of implementing policies to protect the reproductive rights of female workers.</p> <p>The last pregnancy check was carried out in February 2024 on 66 female workers who worked as sprayers and fertilizer applications. From the results of the examination, there were no female workers who were pregnant or negative.</p>	Complied																																								
6.1.5	<p>(C) A gender committee is in place specifically to raise awareness, identify and address issues of concern, as well as opportunities and improvements for women.</p> <p>- Critical (Major) compliance -</p>	<p>PT Rigunas Agri Utama has formed a Gender Committee at the Bungo Tebo Plantation and Factory. Based on the Gender Committee Organizational Structure established on January 16 2023. The Gender Committee consists of representatives of all units in the PT Rigunas Agri Utama Group. The composition of the Gender Committee consists of:</p> <ul style="list-style-type: none">- Chairperson: Ms. Nurbaiti- Secretary: Ms. Reny Sri Wahyuni- Treasurer: Ms. Sari- Coordinator at Afdeling I: Rahma Julita- Coordinator at Afdeling II/IV: Yeni Rosalina	Complied																																								

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		<p>- Coordinator at Afdeling III: Dewi</p> <p>This Gender Committee was formed to play a role in overcoming problems related to women's rights and providing counseling for female workers who experience violence and sexual acts, harassment and other issues related to female workers.</p> <p>To carry out its role, the PT RAU gender committee has prepared a program for 2023, including:</p> <p>A. Special activities for women, including:</p> <ul style="list-style-type: none"> - Health education on plantations - Reproductive Health Counseling for female employees - Reproductive Health Examination for female employees in collaboration with the medical team from the local health service <p>B. Communication with the company regarding employee complaints, including:</p> <ul style="list-style-type: none"> - Conduct regular meetings at least once a year with Company management to find solutions to existing employee problems - If there is a case related to an employee, immediately communicate with Company management to find a solution <p>C. Strengthening Organizational Institutions, including:</p> <ul style="list-style-type: none"> - Member meetings at least once a year to discuss organizational developments, - Management takes part in training organized by the Government and the Company to increase and improve insight skills 	
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		<ul style="list-style-type: none"> - Coordinate with SPSI to assist with complaints regarding female employees <p>Based on an interview with the head of the gender committee (Ms. Nurbaiti) during the audit, it was stated that to date, there have been no issues/cases related to harassment, violence and discriminatory practices around the PT RAU Plantations.</p>	
6.1.6	<p>There is evidence of equal pay for the same work scope.</p> <p>- Minor compliance -</p>	<p>The wage determination at PT RAU is based on the Decree of the Governor of Jambi No. 999/Kep.Gub/Disnakertrans-3.3/2023 dated November 20, 2023 concerning the Determination of the Minimum Wage for Jambi Province in 2024 of IDR 3,037,121.85 per month.</p> <p>This wage determination is based on PP no. 36 of 2021; about wages. Where explained this PP regulates wage policies, determination of wages based on units of time and / or units of results, structure and scale of wages, minimum wages, lowest wages in micro and small enterprises, wage protection, forms and methods of payment of wages, things that can be calculated with wages, wages as a basis for calculating or paying other rights and obligations, wage boards, and administrative sanctions. Wages consist of the following components: 1) wages without benefits; 2) basic wages and fixed allowances; 3) basic wages, fixed allowances, and irregular allowances; or 4) basic wages and irregular allowances.</p> <p>At the time of this surveillance audit, PT RAU was still making wage adjustments in the SAP Checkroll application, so that wage determination for the 2024 period would be carried out "Rapel" in March-April 2024. For this reason, re-verification will be carried out at the next audit visit. Several wage documents (salary slips and payroll) have been verified in this surveillance audit (presented in the next indicator 6.2.1).</p>	Complied

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Criteria 6.2: Pay and conditions for staff and workers and for contract workers always meet at least legal or industry minimum standards and are sufficient to provide decent living wages (DLW).

6.2.1	<p>(C) Documentation of pay and working conditions in accordance with applicable labour laws are available to the workers in national languages and explained to them in language they understand.</p> <p>- Critical (Major) compliance -</p>	<p>The wage determination at PT RAU is based on the Decree of the Governor of Jambi No. 999/Kep.Gub/Disnakertrans-3.3/2023 dated November 20, 2023 concerning the Determination of the Minimum Wage for Jambi Province in 2024 of IDR 3,037,121.85 per month.</p> <p>This wage determination is based on PP no. 36 of 2021; about wages. Where explained this PP regulates wage policies, determination of wages based on units of time and / or units of results, structure and scale of wages, minimum wages, lowest wages in micro and small enterprises, wage protection, forms and methods of payment of wages, things that can be calculated with wages, wages as a basis for calculating or paying other rights and obligations, wage boards, and administrative sanctions. Wages consist of the following components: 1) wages without benefits; 2) basic wages and fixed allowances; 3) basic wages, fixed allowances, and irregular allowances; or 4) basic wages and irregular allowances.</p> <p>The following is a sample salary slip for the February 2024 period (still using the 2023 UMP) and the Rapel will be carried out in March-April 2024, as follows:</p> <table><tr><td colspan="2">Bungo Tebo Estate</td></tr><tr><td>Period</td><td>: February 2024</td></tr><tr><td>Day Work</td><td>14</td></tr><tr><td>Name</td><td>: Ar****</td></tr><tr><td>Emp. Code</td><td>: 03219</td></tr><tr><td>Tittle</td><td>: Harvester</td></tr></table>	Bungo Tebo Estate		Period	: February 2024	Day Work	14	Name	: Ar****	Emp. Code	: 03219	Tittle	: Harvester	Complied
Bungo Tebo Estate															
Period	: February 2024														
Day Work	14														
Name	: Ar****														
Emp. Code	: 03219														
Tittle	: Harvester														

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			Basic Salary	IDR	1.700.790		
			Over time	IDR	-		
			Premium	IDR	260.352		
			Allowance	IDR	40.000		
			Sub Total	IDR	2.001.142		
			Deduction:				
			Jamsostek	IDR	60.743		
			BPJS Kesehatan	IDR	30.371		
			Pension guarantee	IDR	30.372		
			Others	IDR	-		
			Sub Total	IDR	121.486		
			Net Salary	IDR	1.879.656		
			Bungo Tebo Estate				
			Period	: February 2024			
			Day Work	15			
			Name	: Sa****			
			Emp. Code	: 14965			
			Tittle	: Upkeep			
			Basic Salary	IDR	1.822.273		
			Over time	IDR	-		

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		Premium		
		Allowance	IDR	40.000
		Sub Total	IDR	1.862.273
		Deduction:		
		Jamsostek	IDR	60.743
		BPJS Kesehatan	IDR	30.371
		Pension guarantee	IDR	30.372
		Others	IDR	-
		Sub Total	IDR	121.486
		Net Salary	IDR	1.740.787
		Bungo Tebo Estate		
		Period	: February 2024	
		Day Work		20
		Name	: Ar**** Se****	
		Emp. Code	: 14955	
		Tittle	: Upkeep	
		Basic Salary	IDR	2.429.697
		Over time	IDR	-
		Premium		
		Allowance	IDR	40.000

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		<table><tr><td>Sub Total</td><td>IDR</td><td>2.469.697</td></tr><tr><td colspan="3">Deduction:</td></tr><tr><td>Jamsostek</td><td>IDR</td><td>60.743</td></tr><tr><td>BPJS Kesehatan</td><td>IDR</td><td>30.371</td></tr><tr><td>Pension guarantee</td><td>IDR</td><td>30.372</td></tr><tr><td>Others</td><td>IDR</td><td>-</td></tr><tr><td>Sub Total</td><td>IDR</td><td>121.486</td></tr><tr><td>Net Salary</td><td>IDR</td><td>2.348.211</td></tr></table>	Sub Total	IDR	2.469.697	Deduction:			Jamsostek	IDR	60.743	BPJS Kesehatan	IDR	30.371	Pension guarantee	IDR	30.372	Others	IDR	-	Sub Total	IDR	121.486	Net Salary	IDR	2.348.211														
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		<table><tr><td colspan="3">Bungo Tebo Mill</td></tr><tr><td>Period</td><td colspan="2">: February 2024</td></tr><tr><td>Day Work</td><td></td><td>18</td></tr><tr><td>Name</td><td colspan="2">: E**** Ib****</td></tr><tr><td>Emp. Code</td><td colspan="2"></td></tr><tr><td>Tittle</td><td colspan="2">: Hlp. Process</td></tr><tr><td>Basic Salary</td><td>IDR</td><td>1.700.790</td></tr><tr><td>Over time</td><td>IDR</td><td>-</td></tr><tr><td>Premium</td><td>IDR</td><td>240.000</td></tr><tr><td>Allowance</td><td colspan="2"></td></tr><tr><td>Sub Total</td><td>IDR</td><td>1.940.790</td></tr><tr><td colspan="3">Deduction:</td></tr></table>	Bungo Tebo Mill			Period	: February 2024		Day Work		18	Name	: E**** Ib****		Emp. Code			Tittle	: Hlp. Process		Basic Salary	IDR	1.700.790	Over time	IDR	-	Premium	IDR	240.000	Allowance			Sub Total	IDR	1.940.790	Deduction:				
Bungo Tebo Mill																																								
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		<table><tr><td>Jamsostek</td><td>IDR</td><td>60.743</td></tr><tr><td>BPJS Kesehatan</td><td>IDR</td><td>30.371</td></tr><tr><td>Pension guarantee</td><td>IDR</td><td>30.372</td></tr><tr><td>Others</td><td>IDR</td><td>-</td></tr><tr><td>Sub Total</td><td>IDR</td><td>121.486</td></tr><tr><td>Net Salary</td><td>IDR</td><td>1.819.304</td></tr></table>	Jamsostek	IDR	60.743	BPJS Kesehatan	IDR	30.371	Pension guarantee	IDR	30.372	Others	IDR	-	Sub Total	IDR	121.486	Net Salary	IDR	1.819.304																										
Jamsostek	IDR	60.743																																												
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		<table><tr><td colspan="3">Bungo Tebo Mill</td></tr><tr><td>Period</td><td colspan="2">: February 2024</td></tr><tr><td>Day Work</td><td></td><td>20</td></tr><tr><td>Name</td><td colspan="2">: An**** Sap****</td></tr><tr><td>Emp. Code</td><td colspan="2"></td></tr><tr><td>Tittle</td><td colspan="2">: Laboratory</td></tr><tr><td>Basic Salary</td><td>IDR</td><td>1.700.790</td></tr><tr><td>Over time</td><td>IDR</td><td>450.000</td></tr><tr><td>Premium</td><td colspan="2"></td></tr><tr><td>Allowance</td><td colspan="2"></td></tr><tr><td>Sub Total</td><td>IDR</td><td>2.150.790</td></tr><tr><td colspan="3">Deduction:</td></tr><tr><td>Jamsostek</td><td>IDR</td><td>60.743</td></tr><tr><td>BPJS Kesehatan</td><td>IDR</td><td>30.371</td></tr></table>	Bungo Tebo Mill			Period	: February 2024		Day Work		20	Name	: An**** Sap****		Emp. Code			Tittle	: Laboratory		Basic Salary	IDR	1.700.790	Over time	IDR	450.000	Premium			Allowance			Sub Total	IDR	2.150.790	Deduction:			Jamsostek	IDR	60.743	BPJS Kesehatan	IDR	30.371		
Bungo Tebo Mill																																														
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			Pension guarantee	IDR	30.372				
			Others	IDR	-				
			Sub Total	IDR	121.486				
			Net Salary	IDR	2.029.304				
			Bungo Tebo Mill						
			Period	: February 2024					
			Day Work	20					
			Name	: Nur****					
			Emp. Code						
			Tittle	: Loading Ramp Opr.					
			Basic Salary	IDR	1.700.790				
			Over time	IDR	560.000				
			Premium						
			Allowance						
			Sub Total	IDR	2.260.790				
			Deduction:						
			Jamsostek	IDR	60.743				
			BPJS Kesehatan	IDR	30.371				
			Pension guarantee	IDR	30.372				

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		<table><tr><td>Others</td><td>IDR</td><td>-</td></tr><tr><td>Sub Total</td><td>IDR</td><td>121.486</td></tr><tr><td>Net Salary</td><td>IDR</td><td>2.139.304</td></tr></table>	Others	IDR	-	Sub Total	IDR	121.486	Net Salary	IDR	2.139.304															
Others	IDR	-																								
Sub Total	IDR	121.486																								
Net Salary	IDR	2.139.304																								
		<p>Based on the verification of sample Salary Slips from Bungo Tebo Estate and Mill, that the application of wages at PT RAU has complied with applicable laws and regulations, namely: Decree of the Governor of Jambi No. 999/Kep.Gub/Disnakertrans-3.3/2023 dated November 20, 2023 concerning the Determination of the Minimum Wage for Jambi Province and PP no. 36 of 2021; about wages.</p> <p>Scheme smallholders:</p> <p>Based on information from interviews with samllholders during field visits, that the labor used is labor from surrounding villages. Usually the work that requires labor is harvesting and fertilizing activities, while spraying activities are used from the Spray Unit Team (TUS) from the nucleus plantation (Bungo Tebo Estate). From the results of the interview, information related to the application of wages for harvesting and fertilizing workers was obtained as follows:</p> <p>Wage determination based on regulation:</p> <table><tr><th>Wages Determination</th><th>Wage per month (IDR)</th><th>Wages per day (IDR)</th><th>Working Hours (Hour)</th></tr><tr><td>Decree of the Governor of Jambi No. 999/Kep.Gub/Disnakertrans-3.3/2023; UMP</td><td>IDR 3.037.122</td><td>IDR 121.485</td><td>7-8</td></tr></table> <p>Determination of wage at Plasma</p> <table><tr><th>Activity</th><th>Works hour per day (Hour)</th><th>Daily work results (Unit)</th><th>Wages per unit (IDR)</th><th>Wage per day (IDR)</th></tr><tr><td>Harvesting</td><td>5</td><td>1,5 ton</td><td>150,000 - 200,000</td><td>225.000</td></tr><tr><td>Manuring</td><td>4-5</td><td>10 Sack</td><td>20,000 per sack</td><td>200.000</td></tr></table> <p>Samples of wage receipts for harvest workers were taken with an average of 5 hours of work a day, as follows:</p>	Wages Determination	Wage per month (IDR)	Wages per day (IDR)	Working Hours (Hour)	Decree of the Governor of Jambi No. 999/Kep.Gub/Disnakertrans-3.3/2023; UMP	IDR 3.037.122	IDR 121.485	7-8	Activity	Works hour per day (Hour)	Daily work results (Unit)	Wages per unit (IDR)	Wage per day (IDR)	Harvesting	5	1,5 ton	150,000 - 200,000	225.000	Manuring	4-5	10 Sack	20,000 per sack	200.000	
Wages Determination	Wage per month (IDR)	Wages per day (IDR)	Working Hours (Hour)																							
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Activity	Works hour per day (Hour)	Daily work results (Unit)	Wages per unit (IDR)	Wage per day (IDR)																						
Harvesting	5	1,5 ton	150,000 - 200,000	225.000																						
Manuring	4-5	10 Sack	20,000 per sack	200.000																						

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		<ul style="list-style-type: none"> - Receipt dated 5 February 2024, on behalf of Jo** (harvester) at Koperasi Produksi Tani Mandiri, FFB harvesting: 1250 kg at a price of Rp 200 per kg, total wages of Rp 250,000 - Receipt dated 2 October 2020, on behalf of Wa*** (harvester) at Koperasi Tanjung Jaya Bersama, FFB harvesting: 1520 kg at a price of Rp 200 per kg, total wages of Rp 304,000 - Receipt dated 6 October 2020, on behalf of Wa*** (harvester) at Koperasi Sawit Makmur Bersama, FFB harvesting: 2012 kg at a price of Rp 200 per kg, total wages of Rp 402,000 - Receipt dated 5 October 2020, on behalf of Kar*** (harvester) at Koperasi Sawit Makmur, FFB harvesting: 2215 kg at a price of Rp 200 per kg, total wages of Rp 443,000 <p>Besides to workers in the field who are directly responsible for land owners (Smallholders), there are also workers in each company as administrative personnel, as follows:</p> <ul style="list-style-type: none"> • Salary list for Management and Employees of Sawit Makmur; on behalf of employee In*** Par**** (employee for bookkeeping administration) the salary for the January 2024 period is IDR 2,938,000, consisting of (basic salary IDR 1,855,000, Position Benefits IDR 605,000, Health Benefits IDR 238,000 and Family Benefits IDR 240,000) for 5 working hours per day (08.00 – 14.00). • Salary list for Management and Employees of Koperasi tani Mandiri; on behalf of employee Am**** (Employees transporting FFB) salary for the January 2024 period of IDR 2.918.000, consisting of (basic salary IDR 1,855,000, Position Benefits IDR 597,000, Health Benefits IDR 233,000 and Family Benefits IDR 233,000) for working hours during 5 hours per day (08.00 – 14.00). 	
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		Based on the sample of wage receipts of workers in the sample cooperative above, that the wage management applied has met the determination of local government wages i.e. Decree of the Governor of Jambi No. 999/Kep.Gub/Disnakertrans-3.3/2023 dated November 20, 2023	
6.2.2	<p>(C) Employment contracts and related documents detailing payments and conditions of employment (e.g. regular working hours, deductions, overtime, sick leave, holiday entitlement, maternity leave, reasons for dismissal, period of notice, etc. in compliance with national legal requirements) and payroll documents give accurate information on compensation for all work performed.</p> <p>- Critical (Major) compliance -</p>	<p>The Collective Labor Agreement (PKB) for the 2022-2024 period has a validity period of 2 years, so there are no changes related to the PBK used in 2024.</p> <p>Employment contract are available in Joint Working Agreement (PKB: <i>Perjanjian Kerja Bersama</i> 2022- 2024 period) and the daily labour contract agreement. The document are detailing payments and condition of employment. Pay and condition are in accordance with UU No, 13 year 2003, UU No. 11 year 2021; UU Cipta Kerja dan Decree of Governor of Jambi related to Minimum Wage 2024 period.</p> <p><u>Related to PKB BKS-PPS:</u></p> <p>Based on the Letter of the Direktorat Jenderal Pembinaan Hubungan Industrial dan Jaminan Sosial Tenaga Kerja Kementerian Ketenagakerjaan RI Number B. 319/PHIJSK/x/2018 dated 26 October 2018 Regarding the Explanation of the Application for Registration of PKB Year 2018-2020 between BKS-PPS and PP.FSP PP-SPSI States that:</p> <ol style="list-style-type: none"> 1. BKS-PPS or the Federation are not authorized as parties to sign and register the Collective Labor Agreement (PKB). 2. Understand the proof of receipt from the Ministry of Manpower of the Republic of Indonesia on September 13, 2022 in your application letter (PKB BKSPPS with PP.FSP.PP-SPSI Year 2022-2024) that there is no Decree of the Director General of Labor Relations and Wages regarding Registration of Cooperation Agreements (PKB) BKS-PPS with PP.FSP.PP-SPSI Year 2022-2024 in the ePPPKB application (Source: Admin ePPPKB Riau Province) as a valid work requirement document for use in companies. 	Complied

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		<p>3. The BKS-PPS Collective Labor Agreement (PKB) with PP.FSP.PP-SPSI for 2022-2024 cannot be used as a valid and legal Industrial Relations Facility document so it cannot be used as a guideline.</p> <p>4. Following up on the above, all companies that are members of the Sumatran Plantation Company Cooperation Agency (BKS-PPS) should immediately draw up a Collective Labor Agreement for the sake of protecting employment for workers/laborers in each company.</p> <p>Furthermore, the Ministry of Manpower of the Republic of Indonesia, the Director General of Development of Industrial Relations and Labor Social Security through Letter No. 4/58/HI.00.00/II/2023 dated 23 February 2023 concerning the BKS-PPS PKB Discussion Meeting, stated that the status of the BKS-PPS PKB above would be subject to further discussion with the meeting leaders by the Director of Labor Relations and Wages. Thus, up to this surveillance, the status of the PKB BKS-PPS is still awaiting the results of the discussion meeting from the Direktorat Jenderal Pembinaan Hubungan Industrial dan Jaminan Sosial Tenaga Kerja Kementerian Ketenagakerjaan RI.</p> <p>Determination of wages (including benefits and other bebefit), working hours (including hours and overtime pay) and working days have been regulated in the PKB Period 2018-2020 in Article V; <i>Upah</i> - Wages, which explains:</p> <ul style="list-style-type: none"> a) Permanent workers are given wages, the value of which is determined by the employer on the condition that it is not lower than government regulations. b) Certain permanent workers are given wages (Basic Salary and Rice) in accordance with the status of the group/level whose value is determined by the employer with provisions not lower than 	
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		<p>government regulations</p> <p>c) Permanent workers receive additional wages (UMP / UMSK) and / or attendance incentives as stipulated further in separate provisions.</p> <p>Rice allowance is: 9 kg and each anal (maximum 3 children) is given 7.5 kg per month, which consists of the basic salary and rice allowance. Rice supply is given once a month. Rice supply is intended to be of good quality and is considered appropriate for the health of the Worker and the gift is linked to attendance.</p> <p>Provisions on holidays and leave (both maternity leave and menstruation leave) have been regulated in Article VIII regarding Non-working Days; including: absenteeism, rest days of the week, official holidays, annual leave, maternity leave and others.</p> <p>The company is also gives a scripts/slip salary to employees before salary is given, salary slip also contains basic salary, allowances, premium, labor health coverage (BPJS Ketenagakerjaan and Kesehatan) and deduction as well. Taken sample of salary slip please seen on 6.2.1 above.</p>	
6.2.3	<p>(C) There is evidence of legal compliance for regular working hours, deductions, overtime, sickness, holiday entitlement, maternity leave, reasons for dismissal, period of notice, and other legal labour requirements.</p> <p>- Critical (Major) compliance -</p>	<p>The Collective Labor Agreement (PKB) for the 2022-2024 period has a validity period of 2 years, so there are no changes related to the PBK used in 2024.</p> <p>Employment contract are available in Joint Working Agreement (PKB: <i>Perjanjian Kerja Bersama</i> 2022- 2024 period) and the daily labour contract agreement. The document are detailing payments and condition of employment. Pay and condition are in accordance with UU No, 13 year 2003, UU No. 11 year 2021; UU Cipta Kerja dan Decree of Governor of Jambi related to Minimum Wage 2024 period.</p>	Complied

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		<p>Determination of wages, working hours, working days, rest periods and holidays stipulated in the PKB is in accordance with applicable regulations or laws. The application of wages and working hours at PT RAU is in accordance with applicable regulations (for example salary slips, see 6.2.1).</p> <p>Based on interviews with several workers during field visits, information was obtained that working days are 6 days a week and working hours per day are 7 working hours per day.</p> <p>Calculation of overtime is based on the Decree of the Minister of Manpower and Transmigration of the Republic of Indonesia Number KEP.102/MEN/VI/2004 concerning Overtime Working Time and Overtime Wages. Article 1 Paragraph 1 states that:</p> <ul style="list-style-type: none"> - Overtime is working time of more than 7 hours a day and 40 hours a week for 6 working days, - Working time of more than 8 hours a day and 40 hours a week for 5 working days, - Working hours on weekly holidays and/or national holidays <p>PT RAU uses overtime pay calculations as follows:</p> <ul style="list-style-type: none"> - $1/173 \times$ Monthly Wage - Wage for the first hour of overtime is: $1.5 \times$ hourly pay - Every subsequent hour is: $2 \times$ hourly wages <p>Payment of overtime wages can be seen in the sample pay slip in 6.2.1 above and is in accordance with applicable regulations. Based on interviews with workers during field visits, PT RAU has provided leave rights (for 12 days) a year, maternity leave for 3 days month (usually taken 1.5 months before birth and 1.5 months after birth).</p>	
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6.2.4	<p>(C) The unit of certification provides adequate housing. Sanitation facilities, water supplies, medical, educational and welfare amenities to national standards or above, where no such public facilities are available or accessible. In the case of acquisitions of non-certified units, a plan is developed detailing the upgrade of infrastructure. A reasonable time (5 years) is allowed to upgrade the infrastructure.</p> <p>- Critical (Major) compliance -</p>	<p>PT RAU has provided infrastructure facilities in the form of housing and other public facilities to its workers. During this audit there was no change (no additional units) in the provision of worker facilities. Based on "Inventarisasi bangunan dan Infrastruktur", up to February 2024, the facilities provided, such as:</p> <table border="1" data-bbox="1155 539 1957 1361"> <thead> <tr> <th colspan="4">PT. RIGUNAS AGRI UTAMA BUNGO TEBO GROUP REKAP SARANA & PRASARANA PT. RIGUNAS AGRI UTAMA Periode Februari 2024</th></tr> <tr> <th rowspan="2">Housing location</th><th rowspan="2">Type</th><th colspan="2">Jumlah</th></tr> <tr> <th>Unit</th><th>Doors</th></tr> </thead> <tbody> <tr> <td rowspan="8">Bukit Harapan</td><td>Barak</td><td>1</td><td>5</td></tr> <tr> <td>Barak</td><td>1</td><td>10</td></tr> <tr> <td>Barak</td><td>1</td><td>6</td></tr> <tr> <td>Type E Semi Permanen</td><td>10</td><td>20</td></tr> <tr> <td>Type E Semi Permanen</td><td>7</td><td>14</td></tr> <tr> <td>Type E Permanen</td><td>37</td><td>74</td></tr> <tr> <td>Type E Permanen</td><td>4</td><td>8</td></tr> <tr> <td>Type E Permanen</td><td>6</td><td>12</td></tr> <tr> <td colspan="2">Sub Total</td><td></td><td>149</td></tr> <tr> <td rowspan="4"></td><td>Barak</td><td>4</td><td>40</td></tr> <tr> <td>Type E Permanen</td><td>23</td><td>46</td></tr> <tr> <td>Type E Permanen</td><td>4</td><td>8</td></tr> <tr> <td>Type E Permanen</td><td>4</td><td>8</td></tr> <tr> <td colspan="2">Sub Total</td><td></td><td>102</td></tr> <tr> <td>Sei Lalo</td><td>Barak</td><td>3</td><td>30</td></tr> </tbody> </table>	PT. RIGUNAS AGRI UTAMA BUNGO TEBO GROUP REKAP SARANA & PRASARANA PT. RIGUNAS AGRI UTAMA Periode Februari 2024				Housing location	Type	Jumlah		Unit	Doors	Bukit Harapan	Barak	1	5	Barak	1	10	Barak	1	6	Type E Semi Permanen	10	20	Type E Semi Permanen	7	14	Type E Permanen	37	74	Type E Permanen	4	8	Type E Permanen	6	12	Sub Total			149		Barak	4	40	Type E Permanen	23	46	Type E Permanen	4	8	Type E Permanen	4	8	Sub Total			102	Sei Lalo	Barak	3	30	Complied
PT. RIGUNAS AGRI UTAMA BUNGO TEBO GROUP REKAP SARANA & PRASARANA PT. RIGUNAS AGRI UTAMA Periode Februari 2024																																																															
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			Type D Semi Permanen	12	24	
			Type E Semi Permanen	12	24	
			Type E Permanen	3	6	
			Type E Permanen	5	10	
			Sub Total		94	
			Grand Total		345	
			Sei Lalo	Barak		91
				Type D Semi Permanen		24
				Type E Semi Permanen		58
				Type E Permanen		172
		Total		345		
		Bukit Harapan	Masjid	1		
			Gereja	1		
			Klinik	1		
			TPA	1		
			Lapangan Bola	1		
			Lapangan Badminton	1		
		Sei Lalo	Masjid	1		
			TPA	1		
		Housing for worker was adequate. Housing compound was completed with electricity and clean water (from bore well). During visit, the condition of housing was relatively good, although the awareness to dispose of waste according to procedures should be further increased. PT RAU has checked the clean water laboratory by PT ITEC Solution				

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		<p>Indonesia on 18 September 2023 based on Permenkes No. 2/2023 with the results of clean water quality in accordance with quality standards.</p> <p>Permit for company clinic: "Surat Kantor Penanaman Modal Daerah dan Pelayanan Perizinan Terpadu tentang Surat Izin Penyelenggaraan Klinik Rawat Jalan Pelayanan Medik Dasar No.445/01/SIK/KPMD-PPT/2015 untuk PT. Rigunas Agri Utama, responsible by dr. Arde Hidayat", dated 16 February 2020 and valid for 5 years.</p> <p>The clinic at PT RAU's plantation already has a doctor on behalf of dr. Yudi Chandra who already has "Surat Izin Praktek Dokter No.446/048/DU/DPM-PTSP-K.UKM/2019 on behalf of dr. Yudi Chandra" dated 2 August 2019 and valid until 30 March 2024. The extension of license still ongoing process.</p> <p>Scheme smallholders</p> <p>Workers that worked in scheme smallholder plantation area lived in their villages. Clean water need has been fulfilled through water well and buying gallon water.</p>	
6.2.5	<p>The unit of certification makes efforts to improve workers' access to adequate, sufficient and affordable food.</p> <p>- Minor compliance -</p>	<p>PT RAU has made efforts to make it easier for its workers to get access to food and daily necessities for its employees by establishing the Koperasi Karyawan Jaya Abadi which provides basic needs. The company also provides facilities for employees to go to the nearest market by car once a week.</p> <p>Based on interviews with the head of the trade union and the head of the gender committee, the company has facilitated easy access to food and daily necessities and so far there have been no difficulties.</p> <p>Scheme smallholders:</p>	Complied

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		Scheme smallholder lives in the villages surrounding the plantation. The basic need for farmers can be accesses easily, since these worker lives outside the plantation.	
6.2.6	<p>A DLW is paid to all workers in accordance with applicable regulations, including workers who work on a piece rate/quota basis, the calculation of which is based on a quota that can be achieved during regular working hours.</p> <p>- Minor compliance -</p>	<p>The wage determination at PT RAU is based on the Decree of the Governor of Jambi No. 999/Kep.Gub/Disnakertrans-3.3/2023 dated November 20, 2023 concerning the Determination of the Minimum Wage for Jambi Province in 2024 of IDR 3,037,121.85 per month.</p> <p>This wage determination is based on PP no. 36 of 2021; about wages. Where explained this PP regulates wage policies, determination of wages based on units of time and / or units of results, structure and scale of wages, minimum wages, lowest wages in micro and small enterprises, wage protection, forms and methods of payment of wages, things that can be calculated with wages, wages as a basis for calculating or paying other rights and obligations, wage boards, and administrative sanctions. Wages consist of the following components: 1) wages without benefits; 2) basic wages and fixed allowances; 3) basic wages, fixed allowances, and irregular allowances; or 4) basic wages and irregular allowances.</p> <p>PT RAU has identified and calculated the Decent Living Wage (DLW) by conducting surveys on several samples of workers every year, most recently the DLW calculation was carried out for the 2024 period, this DLW calculation was carried out by referring to the RSPO guidelines on the calculation of Decent Living Wage (DLW) in June 2019, as follows:</p>	Complied

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No.	In Kind Benefits	Total
1.	Housing (Cost of Building: 30 years) + (Annual Maintenance: Number of Houses) ÷ 12 Months	299.474
2.	Electricity & Water (Annual cost of water & electricity ÷ Number of houses) ÷ 12 Months	69.966
3.	Education [(Total cost not including teacher and non teacher labour cost + school transport + school building maintenance + food for children) ÷ number of workers] ÷ 12 months	82.115
4.	Creche Facilities (TPA) (Building maintenance + Food for children + supplies + caretaker cost) ÷ Number of workers	14.741
5.	Helathcare (Kesehatan) (Maintenance of clinic, medicine & medical materials, ambulance transport cost + cost of helathcare workers) ÷ Number of workers	1.560
6.	Food	136.109
7.	Sport & Recreation Facilities	5.178
Total Cost of In Kind Benefits		609.143
Average Monthly Take Home Salary per Worker		2.953.891
Total Value of Prevailing Wage		3.563.035

Based on the table above, the total cost of In Kind Benefit in 2024 is IDR 609,143, with a net acceptable income of IDR 2,953,891 per month so that the total value of Prevailing Wage is IDR 3,563,035 per month.

PROCEDURAL NOTE:

The RSPO has published guidelines on the calculation of Decent Living Wage (DLW) in June 2019. Since Indonesia does not have DLW benchmark yet, the RSPO Secretariat will conduct a DLW benchmark study in accordance with the Global Living Wage Coalition (GLWC) and Indonesian laws and regulations.

In the meantime, until DLW benchmark for Indonesia is endorsed by the RSPO, the unit of certification carries out interim measures that was published by RSPO (dated 11 November 2019), including:

1. Payment of minimum wages in accordance with applicable regulations
2. Assessment of wages paid (prevailing wages) and in-kind benefits.

Once the DLW benchmark is available, this procedural note is no longer applicable.

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6.2.7	<p>Permanent fulltime employment is used for all core work performed by the unit of certification. Casual, temporary and day labour is limited to jobs that are temporary or seasonal.</p> <p>- Minor compliance -</p>	<p>Based on interview with PT RAU officer (KTU) and documents verification that at PT RAU, there are 2 types of employees at PT RAU, namely Permanent Workers (SKUH Illand SKUB) and non-permanent workers (PHL: Casual Daily Workers - Casual Daily workers).</p> <p>The main work such as harvesting activities at Bungo Tebo Estate and production process work at Bungo Tebo Mill is carried out by permanent workers, while some are still daily workers, however PT RAU has carried out promotions to become permanent workers (SKU) after the harvesters have completed the trial period/ evaluation for 3 months.</p> <p>The following are the harvester promotions in 2023 and 2024 at Bungo Tebo Estate. Promotion of PHL (daily workers) harvesters to become permanent workers (SKU) in 2023 as many as 17 harvesters and from 2024 to March 2024 as many as 12 harvesters.</p>	Complied
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		Bungo Tebo Estate				
		Year 2023				
		No.	Employee's Name	Memorandum	Date	Position
		1	Darius Laila	225/RAU-KBT/EM/MEMO/11/2023	02/11/2023	Harvester
		2	Muhammad Amin	225/RAU-KBT/EM/MEMO/11/2023	02/11/2023	FFB Loader
		3	Mushola	225/RAU-KBT/EM/MEMO/11/2023	02/11/2023	Harvester
		4	Taat Widodo	225/RAU-KBT/EM/MEMO/11/2023	02/11/2023	Harvester Spv.
		5	Bagus Setiadi	225/RAU-KBT/EM/MEMO/11/2023	02/11/2023	Krani-Hrv. Adm.
		6	Antonyus E. Simamora	225/RAU-KBT/EM/MEMO/11/2023	02/11/2023	Harvester
		7	Yereni Waruwu	225/RAU-KBT/EM/MEMO/11/2023	02/11/2023	Harvester
		8	Nur Efendi	225/RAU-KBT/EM/MEMO/11/2023	02/11/2023	Harvester
		9	Heskian Kengki Sitorus	225/RAU-KBT/EM/MEMO/11/2023	02/11/2023	Harvester
		10	Sauti	225/RAU-KBT/EM/MEMO/11/2023	02/11/2023	FFB Loader
		11	Forman Laila	225/RAU-KBT/EM/MEMO/11/2023	02/11/2023	Harvester
		12	Nolofasi Giawa	225/RAU-KBT/EM/MEMO/11/2023	02/11/2023	Harvester
		13	Peringatan Zebua	225/RAU-KBT/EM/MEMO/11/2023	02/11/2023	Harvester
		14	Toni Putra	225/RAU-KBT/EM/MEMO/11/2023	02/11/2023	DT Driver
		15	Makmur	225/RAU-KBT/EM/MEMO/11/2023	02/11/2023	DT Driver
		16	Marwansyah	225/RAU-KBT/EM/MEMO/11/2023	02/11/2023	DT Driver
		17	Rosani Fransiska	225/RAU-KBT/EM/MEMO/11/2023	02/11/2023	Nurshery Adm.
		Year 2024				
		No.	Employee's Name	Memorandum	Date	Position
		1	Ali Saputra Laila	029/RAU-KBT/EM/MEMO/03/2024	12/03/2024	Harvester
		2	Dirman Waoma	029/RAU-KBT/EM/MEMO/03/2024	12/03/2024	Harvester
		3	Pandapotan Malau	029/RAU-KBT/EM/MEMO/03/2024	12/03/2024	Krani-Harv. Adm.
		4	Faomali Halawa	029/RAU-KBT/EM/MEMO/03/2024	12/03/2024	Harvester
		5	Pahrul Nasution	029/RAU-KBT/EM/MEMO/03/2024	12/03/2024	Harvester
		6	Heri Susanto	029/RAU-KBT/EM/MEMO/03/2024	12/03/2024	Harvester
		7	Faudunasokhi Baene	029/RAU-KBT/EM/MEMO/03/2024	12/03/2024	Harvester
		8	Marinus Zai	029/RAU-KBT/EM/MEMO/03/2024	12/03/2024	Harvester
9	Fondaradodo Laila	029/RAU-KBT/EM/MEMO/03/2024	12/03/2024	Harvester		
10	Arbain	029/RAU-KBT/EM/MEMO/03/2024	12/03/2024	Harvester		
11	Neneng Hasanah	029/RAU-KBT/EM/MEMO/03/2024	12/03/2024	kindergarten teacher		
12	Aldhy Octavian Saputra. S.	029/RAU-KBT/EM/MEMO/03/2024	12/03/2024	Driver		
Meanwhile, promotions for PHL workers at Bungo Tebo Mill for 2024 period as 6 PHL are as follows:						

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		<table><tr><th colspan="5">Bungo Tebo Mill</th></tr><tr><th>No.</th><th>Employee's Name</th><th>Memorandum</th><th>Date</th><th>Position</th></tr><tr><td>1</td><td>Hairul Muhsin</td><td>203/RAU-PBT/MEMO/11/2023</td><td>16/11/2023</td><td>Sortasi</td></tr><tr><td>2</td><td>Benny Hidayat</td><td>203/RAU-PBT/MEMO/11/2023</td><td>16/11/2023</td><td>KCP</td></tr><tr><td>3</td><td>Marzaini</td><td>203/RAU-PBT/MEMO/11/2023</td><td>16/11/2023</td><td>Loading Ramp</td></tr><tr><td>4</td><td>Pikri</td><td>203/RAU-PBT/MEMO/11/2023</td><td>16/11/2023</td><td>Help. Opr. Tippler</td></tr><tr><td>5</td><td>Dimas Adi Juanda</td><td>203/RAU-PBT/MEMO/11/2023</td><td>16/11/2023</td><td>KCP</td></tr><tr><td>6</td><td>Muhammad Alfatoni</td><td>203/RAU-PBT/MEMO/11/2023</td><td>16/11/2023</td><td>Sortasi</td></tr></table>	Bungo Tebo Mill					No.	Employee's Name	Memorandum	Date	Position	1	Hairul Muhsin	203/RAU-PBT/MEMO/11/2023	16/11/2023	Sortasi	2	Benny Hidayat	203/RAU-PBT/MEMO/11/2023	16/11/2023	KCP	3	Marzaini	203/RAU-PBT/MEMO/11/2023	16/11/2023	Loading Ramp	4	Pikri	203/RAU-PBT/MEMO/11/2023	16/11/2023	Help. Opr. Tippler	5	Dimas Adi Juanda	203/RAU-PBT/MEMO/11/2023	16/11/2023	KCP	6	Muhammad Alfatoni	203/RAU-PBT/MEMO/11/2023	16/11/2023	Sortasi	
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Criteria 6.3: The unit of certification respects the rights of all personnel to form and join trade unions of their choice and to bargain collectively. Where the right to freedom of association and collective bargaining are restricted under law, the employer facilitates parallel means of independent and free association and bargaining for all such personnel.																																											
6.3.1	<p>(C) A published statement recognizing freedom of association and right to collective bargaining in national languages is available and is explained to all workers in languages that they understand, and is demonstrably implemented.</p> <p>- Critical (Major) compliance -</p>	<p>At the time of this surveillance audit, no changes of policy or procedures Freedom of association policy, dated 1 December 2019, written in Bahasa Indonesia. The dissemination of the policy has been conducted through pamphlet in notification board located in housing complex, Estate/Plantation Office, and workplaces. Moreover, the dissemination has been conducted through annual dissemination/training. Based on the interview to workers in Mills and Estates/Plantations, it can be concluded that the company has disseminated regularly the policy of freedom association and the right to collective bargain.</p> <p>The workers have had PUK SPPP-SPSI Workers Union based on the Minutes of the Establishment of the New Management of the PUK SPPP-SPSI PT Rigunas Agri Utama on 11 October 2019. All members already have a membership card that contains information on their membership number, name, place and date of birth, work unit, organizational position and address.</p> <p>The organization structure of the SPPP-SPSI PUK has been reported to the Tebo Regency Industry, Trade and Manpower Office on 11 October 2019 through a letter from the Head of the Office of Industry, Trade and ManpowerNo. 560/621Perindagnaker/2019.</p> <p>Scheme smallholders:</p>	Complied																																								

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		<p>The smallholder scheme has set a policy for each cooperative. This Cooperative Policy has established policies related to:</p> <ul style="list-style-type: none"> - Fulfilments of legal requirements that apply in the implementation of activities in cooperatives. - Ethical conduct in doing business in all business transactions and operations. - Respect human rights by treating all cooperative employees and farmers fairly. - Forbid minors to work in every activity. - Prevent sexual harassment and various forms of violence against women. - Respect every cooperative's employee or farmer to form or become a member of a trade union and ensure the confidentiality of the reporter (Whistle-blower). - Respect human rights defenders (HRD) without giving threats and intimidation. <p>Based on interview with workers in cooperatives, they said that the policy has been disseminated to workers. However, the workers do not have willingness to form labor union due to most of the workers are casual workers. Furthermore, there is no issue of violation of employment regulation.</p>	
6.3.2	<p>Minutes of meetings between the unit of certification with trade unions or worker representatives who are freely elected, are documented in the national languages and available upon request.</p> <p>- Minor compliance -</p>	<p>Bungo Tebo POM and Estate:</p> <p>Records of union meeting in 2023 are available and has been reviewed during audit such as record of meeting on 11 August 2023.</p> <p>Scheme smallholders:</p>	Complied

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		No worker union. Most of the workers are field worker, which as temporary workers.	
6.3.3	<p>Management does not interfere with the formation or operation of registered labour organizations/unions, or other freely elected representatives for all workers, including migrant and contract workers.</p> <p>- Minor compliance -</p>	<p>Based on an interview with the head of the PT RAU PUK SPSI union, it was stated that the management of PT RAU did not interfere in matters regarding the determination of the union board and did not influence workers in terms of participation as members of the PUK SPSI union.</p> <p>Information gathered from the workers also stated that they can join the union freely.</p> <p>Scheme smallholders:</p> <p>Based on interview with workers in cooperatives, they said that the policy has been disseminated to workers. However, the workers do not have a willing to form a labor union due to most of the workers are casual workers. Furthermore, there is no issue of violation of employment regulation.</p>	Complied
Criteria 6.4: Children are not employed or exploited.			
6.4.1	<p>A formal policy for the protection of children, including prohibition of child labour and remediation is in place, and included into service contracts and supplier agreements.</p> <p>- Minor compliance -</p>	<p>Since 2019 the company policy has not undergone changes or revisions. Company Policy dated 1 December 2019. related to the prohibition of child labor, this is stated in Company Policy at point 14; "Prohibit children from working in any company activities".</p> <p>This policy will continue to be socialized to all workers and contractors on 28-29 November 2023 to all contractors.</p> <p>In the contract agreement with local contractors between A. Rahman, R. Saputra, PT Aneka Sumatrindo, PT Padang Raya Cakrawala, PT Sari Dumai Sejati and PT Asian Agro Agungjaya, compliance with the applicable regulatory and statutory requirements in Article 6 is explained. that; The Second Party (Contractor) is obliged to follow applicable government regulations in providing vehicles and drivers, including but not limited to labor and equipment to carry out the</p>	Complied

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		<p>work...". Apart from that, it is also stated that contractors are obliged to comply with applicable labor regulations, especially those relating to the payment of wages and the age of workers (over 18 years). As well as complying with the prohibition on employing children, forced labor and workers from human trafficking and must comply with company business ethics and comply with all certification requirements and standards.</p> <p>Bungo Tebo Plasma/Small Farmers has determined and confirmed this regarding the prohibition of underage workers (<18 years).</p>	
6.4.2	<p>(C) Documented evidence on the fulfilment of worker's minimum age requirements in accordance with applicable regulation and verification procedures for age requirements, are available.</p> <p>- Critical (Major) compliance -</p>	<p>Bungo Tebo POM and Estate</p> <p>PT RAU has established a company policy signed by the Managing Director (Mr. Keivin Tio) on December 1, 2019 and until the audit is carried out there are no changes or revisions. In point [14] it is stated the commitment, that: Prohibit children from working in any company activities.</p> <p>Furthermore, through the recruitment mechanism, the company reaffirmed as per SOP AA-HR-305.2 – RO Rekrutmen dan Seleksi Karyawan, dated 1 February 2009. stated in Section 7.0 Tahapan Seleksi – <i>usia minimum kandidat yang diterima adalah 18 tahun</i>, minimum age employee hiring accepted was 18th years old.</p> <p>Based on document verification of list employee Bungo Tebo Estate and POM on 2024 period, its confirmed that there is no workers under age of 18 years old; the youngest workers as follow:</p> <ul style="list-style-type: none"> - Employee of Bungo Tebo Estate, February 2024 period. There were 840 workers, and the youngest when he joined work namely Ria Zumati date of birth 10/10/2003 and joint on 1 November 2022 (19 years and 1 months) as upkeep. - Employee of Bungo Tebo Mill, February 2024 period. There were 112 workers, and the youngest when he joined work namely Angga Saputra date of birth 01/08/2001 and joint on 1 July 2022 (20 years 	Complied

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		<p>and 11 months) as process.</p> <p>Based on interviews with 5 workers at Bungo Tebo Mill and 6 harvesters and 5 spraying workers at Bungo Tebo Estate during field visit, that until now there are no underage workers (under 18 years old), this is because PT RAU management strictly applies the requirement of workers at least 18 years old.</p> <p>Scheme smallholders:</p> <p>The process of recruiting workers for the small farmer scheme is not as formal as that carried out by companies in general. The process of recruiting workers for the small farmer scheme is carried out directly by the farmer concerned or through the Head of the Farmer Group. This recruitment is not usually done directly with the land owner and is done verbally, workers are generally local village residents or even family members of the land owner themselves.</p> <p>Based on an interview with the Head of KUD, recruitment of workers (harvesters and other operations) is carried out by considering the age of prospective workers according to Cooperative Policy, namely a minimum of 18 years.</p> <p>The smallholder scheme has set policies for each cooperative. This Cooperative Policy is determined and handled by the Chairman of each cooperative, and socialized to all its members:</p> <ul style="list-style-type: none"> - The Koperasi Produksi Tani Mandiri policy was signed by the Chairman of the Cooperative on 15 January 2021 and has not changed until this surveillance audit. This policy has socialization to all members on 3 February 2021. - The Koperasi Tanjung Jaya Bersama policy was signed by the Chairman of the Cooperative on 15 January 2021 and has not 	
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		<p>changed until this surveillance audit. This policy has socialization to all members on 5 February 2021.</p> <ul style="list-style-type: none"> - The Koperasi Sawit Makmur policy was signed by the Chairman of the Cooperative on 15 January 2021 and has not changed until this surveillance audit. This policy has socialization to all members on 6-7 November 2023. - The Koperasi Sawit Jasa Tani Makmur policy was signed by the Chairman of the Cooperative on 15 January 2021 and has not changed until this surveillance audit. This policy has socialization to all members on 4-5 November 2023. - The Koperasi Sawit Makmur Bersama policy was signed by the Chairman of the Cooperative on 15 January 2021 and has not changed until this surveillance audit. This policy has socialization to all members on 5-6 November 2023. - The Koperasi Sawit Karya makmur policy was signed by the Chairman of the Cooperative on 15 January 2021 and has not changed until this surveillance audit. This policy has socialization to all members on 6-7 November 2023. <p>Based on interviews with several member farmers (smallholders) during field visits, they have understood the age limit for workers, which is 18 years. And until now there has been no use of underage workers (18 years).</p>	
6.4.3	<p>(C) Young person maybe employed only for non-hazardous work with protective restrictions in place for that work.</p> <p>- Critical (Major) compliance -</p>	<p>Bungo Tebo POM, Estate and Smallholder:</p> <p>Regarding recruitment , there was no changes and revision, the management of PT RAU has established procedures that refer to the applicable laws and regulations. Based on Law no. 13 Year 2013; that:</p> <ul style="list-style-type: none"> • The minimum age for permanent work is 15 years. The law prohibits companies from hiring children. According to the law, a child is anyone who is less than 18 years old. 	Complied

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		<ul style="list-style-type: none"> Young workers aged between 13 to 15 years may be employed for light work, provided that the work does not affect their physical, mental and social development. Light work requires written permission from parents/guardians and the employer must provide them with a work contract; children can only be employed during the day for 3 hours (maximum) without disturbing their schooling; <p>Based on document verification and interview with workers that there is no young person under 18th years old employ in PT Rigunas Agri Utama, Bungo Tebo Estate and Mill. And there are no identified young workers aged 13-15 years. Because in procedure No. AA-HR-305.7-R0 regarding Selection, Recruitment and Appointment of Non-Staff Workers, at the stage of selection and verification of administrative documents explains that the minimum age of candidates to be accepted is 18 years of age.</p> <p>Based on document verification of list employee Bungo Tebo Estate and POM, its confirmed that there is no workers under age of 18 years old; the youngest workers as describes on indicator 6.4.2 above.</p>	
6.4.4	<p>The unit of certification demonstrates communication about its 'no child labour' policy and the negative effects of child labour, and promotes child protection to supervisors and other key staff, smallholders, FFB suppliers and communities where workers live.</p> <p>- Minor compliance -</p>	<p>PT RAU has established a company policy signed by the Managing Director (Mr. Keivin Tio) on December 1, 2019 and until the audit is carried out there are no changes or revisions. In point [14] it is stated the commitment, that: Prohibit children from working in any company activities. This policy will continue to be socialized to all workers and contractors on 28-29 November 2023 to all contractors.</p> <p>Based on verification of the contractor's work contract documents, this policy is also stated in the contract agreement with the contractor. The contract states that the contractor must obey and adhere to company regulations and policies including the absence of forced labor and child labor.</p> <p>Based on interviews with 5 workers at Bungo Tebo Mill and 6 harvesters and 5 spraying workers at Bungo Tebo Estate during field visit, Labour Union, Gender Committee, Village Heads, including FFB Contractor, can</p>	Complied

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		<p>be concluded that the company and smallholders have disseminated the no-child labor policy.</p> <p>Scheme smallholders:</p> <p>The smallholder scheme has set a policy for each cooperative. This Cooperative Policy has established policies related to no child labour. Based on field visit and interview with smallholders and workers, it is known that they have understood the policy to prevent child labour. There is no child labor has been found on smallholder's area.</p> <p>Based on interviews with sample farmers during field visits, they have committed to not employing underage children. In general, workers in plasma (harvesting and fertilizing) range in age from 30-45 years.</p>	
Criteria 6.5: There is no harassment or abuse in the workplace, and reproductive rights are protected.			
6.5.1	<p>(C) A policy to prevent sexual and all other form of harassment and violence is documented, implemented and communicated to all levels of the workforce.</p> <p>- Critical (Major) compliance -</p>	<p>Bungo Tebo POM and Estate:</p> <p>In this surveillance 1.2 audit, no changes of company policy or procedure.</p> <p>A policy to prevent sexual and all other form of harassment and violence are available, "Kebijakan Perusahaan" signed by Managing Director on 1st December 2019. The policy has been communicated to all level of workforce.</p> <p>Based on interview with workers, Labor Union, and Gender Committee, it is known that they have understood the company's policy to prevent sexual or other form of harassment.</p> <p>Moreover, the company has formed a Gender Committee as a place to submit grievance related sexual or other form of harassment, or violation of reproductive rights. Based on interview with Head of Gender Committee and women workers, it is known that there is no negative issue related to sexual harassment or violation of reproductive rights.</p>	Complied

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		<p>Scheme smallholders:</p> <p>The smallholder scheme has set a policy for each cooperative. This Cooperative Policy has established policies related to prevent sexual harassment and various forms of violence against women. Based on field visit and interview with smallholders and workers, it is known that they have understood the policy to prevent sexual and all other form of harassment. The has been no sexual harassment in smallholder's area.</p>	
6.5.2	<p>(C) A policy to protect the reproductive rights of all, especially of women, is documented, implemented and communicated to all levels of the workforce.</p> <p>- Critical (Major) compliance -</p>	<p>Bungo Tebo POM and Estate:</p> <p>In this surveillance 1.2 audit, no changes of company policy or procedure.</p> <p>A policy to protect the reproductive rights is available in "Kebijakan Perusahaan" signed by Managing Director on 1st December 2019. The company has also issued a Memorandum of Group Manager No. 002/EM-RAU/KBT/MEMO/2/2021 dated February 1, 2021, explains that: Basedon Law no. 13 of 2003 article 83: "Female workers/laborers whose children are still breastfeeding must be given a proper opportunity to breastfeed their children if it must be done during working hours", for this reason the company management provides rest periods to breastfeed their children with the following conditions:</p> <ul style="list-style-type: none"> - Break time for breastfeeding every weekday from 10.00 to 10.30 - Signing the permission to go home breastfeeding that has been provided every day - Wages in kind are adjusted to the applicable company regulations. <p>The company has provided menstrual leave and maternity leave for female employee in accordance with the recommendation from paramedic in clinic, and this is in line with collective bargaining agreement (CBA) and applicable regulations.</p> <p>The company has consistently performed pregnancy tests to women workers who worked as a fertilizer and spraying every 1 month. If they</p>	Complied

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		<p>are found pregnant, they will be mutated to another not chemical related job.</p> <p>Based on interview with women workers, Labor Union, and Gender Committee, it is known that they have understood the company's policy to protect reproduction rights including to give breast feeding to their babies.</p> <p>Scheme smallholders:</p> <p>The smallholder scheme has set a policy for each cooperative. This Cooperative Policy has established policies related to protect the reproductive rights. Based on field visit and interview with smallholders and workers, it is known that they have understood the policy to protect the reproductive rights. The has been no violation of to protect the reproductive rights in smallholder's area</p>	
6.5.3	<p>Management has assessed the needs of new mothers, in consultation with the new mothers, and actions are taken to address the needs that have been identified in accordance with applicable regulations in Indonesia.</p> <p>- Minor compliance -</p>	<p>Bungo Tebo POM, Estate and Smallholder:</p> <p>The company has conducted a survey to 3 young/new mothers who have babies using a questionnaire related to the needs of breastfeeding mothers. Identification of new mother needs covered :</p> <ol style="list-style-type: none"> 1. Room for breastfeeding mothers in accordance with Minister of Health Regulation No. 15 of 2013. Company stipulation: that nursing mothers room has been created on 2021 at Company's Clinic and Day Care Centers, furthers to be carry out routine maintenance of available nursing mothers' rooms. 2. Time/permission for breastfeeding mothers. Company compliance: permission is given to female employees who are still breastfeeding their children from 10.00-10.30 in accordance with Memorandum No. o. 002/EM-RAU/KBT/MEMO/2/2021 dated February 1, 2021. 	Complied

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		<p>3. The need for nutritious food for mothers and children. Company compliance: providing employee cooperatives that provide special food needs for mothers and babies.</p> <p>Based on an interview with the Head of the Gender Committee, Ibu Nurbaiti, the company is very committed to the rights of young mothers who are breastfeeding. The Posyandu program (Integrated Healthcare Center) is routinely carried out every month.</p>	
6.5.4	<p>A grievance mechanism, which respects anonymity and protects complainants where requested, as long as the complaint is supported with adequate information, is documented, implemented and communicated to all levels of the workforce.</p> <p>- Minor compliance -</p>	<p>Bungo Tebo POM and Estate:</p> <p>The company has established mechanism for handling grievance from external party as in "Mekanisme Penanganan Keluhan Stakeholder" dated 22 Apr 2019. Smallholders are include as external in the mechanism. And there is also procedure no. SOP AA-GL-510.1.R0 dated January 1, 2013 regarding the Handling of Public Complaints, explains that this procedure is the handling of complaints from the concerned parties.</p> <p>The company has also provide channel to report to report if there is violation to the principles and objectives, through email whistleblow@rgei.com or phone (62) 81 2755 2528.</p> <p>During this surveillance audit, there is only 1 complaints were identified from the local community as explained in the indicator 4.2.3 - 4.2.4 above. The company has responded to the complaint in accordance with established procedures (SOP AA-GL-510.1.R0 dated January 1, 2013 regarding the Handling of Public Complaints).</p> <p>Scheme smallholders</p> <p>Cooperative has prepared mechanism on communication with interested parties under "Mekanisme Komunikasi, Konsultasi dan Keluhan" produced January 2019. This document being part of List of Publicly Available Document in Koperasi Produksi Tani Mandiri, Koperasi Tanjung</p>	Complied

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		Jaya Bersama, Koperasi Sawit Makmur, Koperasi Sawit Karya Makmur and also Koperasi Makmur Bersama. Cooperative has also prepared a procedure to uphold policy on secrecy of whistle blower under "Mekanisme Jaminan Pelapor dan Pengungkapan Kasus" dated 12 June 2015.	
Criteria 6.6: No forms of forced or trafficked labour are used.			
6.6.1	(C) All work is voluntary and the following are prohibited: <ul style="list-style-type: none"> • Retention of identity documents or passports; • Payment of recruitment fees; • Contract substitution without worker's consent • Involuntary overtime; • Lack of freedom of workers to resign • Penalty for termination of employment, unless the unit of certification and the workers agree to the penalty and it is stated in the employment agreement • Debt bondage • Withholding of wages - Critical (Major) compliance -	Bungo Tebo POM and Estate: There is no change in term of the statement of conformity when comparing from the previous audit result. Based on document verification (list of employees, salary slips and payroll for the period of February 2023), there was no indication of forced labour and/or human trafficking. All employees have work agreement, regulating the rights and obligation of company and employee. The work agreement including working hour and salary payment. Based on interviews with PT RAU management, no work termination was identified that was not in accordance with the work contract, the determination of overtime time was in accordance with the Overtime Work Order (SPL), and was not identified there are employees who work because of debt with the company. Based on the verification of salary slips and payrolls for the period of February 2024, it was not identified that there were salary cuts that were not in accordance with the regulations, even though there were subsidies and deductions for BPJS contributions that were in accordance with applicable regulations. There was no identification of a work bond that impeded employee resignation, there was no indication of a cost involved in the employee recruitment process. Based on interview with management and verification to the master list of employees February 2024 period, that there is no use of	Complied

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		<p>migrant/foreign/ honorary worker. All employee including temporary workers have work agreement; regulating the scope of work, work agreement timeframe, working hour, salary payment, overtime and Jamsostek.</p> <p>From several employees at Bungo Estate and Mill who were interviewed during the audit, that in the employee recruitment process there were no retention of identity documents or passports, payment of recruitment fees, contract substitution without worker's consent, involuntary overtime, lack of freedom of workers to resign, penalty for termination of employment, unless the unit of certification and the workers agree to the penalty and it is stated in the employment agreement, debt bondage and withholding of wages.</p> <p>Scheme Smallholders:</p> <p>Similar to estate and mill, there is no forced and trafficked labour has noted during assessment.</p> <p>KUD has a policy related to use of migrant worker inside "Kebijakan Koperasi". Based on document verification and interview with worker, there were no migrant worker used in cooperative.</p> <p>All worker in cooperative have work agreement. All of them already appointed as permanent worker.</p>	
6.6.2	<p>(C) Where temporary (Specified Time Work Agreement/PKWT) or migrant workers are employed, a specific labour policy and procedures are established and evidence of implementation is available.</p> <p>- Critical (Major) compliance -</p>	<p>Bungo Tebo POM, Estate and Smallholder:</p> <p>Based on the list of PT RAU employees as of February 2024, there are 2 types of employees at PT RAU, namely Permanent Workers (SKUH and SKUB) as much as 211 workers and non-permanent workers (asPHL: Pekerja Harian Lepas - Daily Workers and also the PKWT- Specific Time Employment Agreement) as much as 468 workers.</p> <p>PT Rigunas Agri Utama has established mechanism/procedure related to recruitment; SOP no. AA-HR-305-7-00 dated 7 August 2021 and</p>	Complied

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		<p>approved by Managing Director Kevin Tio on 14 September 2021– regarding Selection, Recruitment and Appointment of Non-Staff Workers.</p> <p>Furthermore, PT RAU – Tebo has issued a Memorandum on September 1 2020 No. 034/RAU/MEMO/IX/20 concerning Guidelines for Recruitment and Appointment of PT RAU Bungo Tebo Group Employees, including explaining the determination of the PKWT probation period of 3 (three) months and also considering evaluation</p> <p>This memorandum is effective from September 1, 2020 and this memorandum is also based on reference to Law no. 11 of 2021 concerning Cipta Kerja.</p> <p>Referring to procedure (SOP no. AA-HR-305-7-00) and Memorandum No. 034/ RAU/MEMO/IX/20, PT RAU has implemented it in the worker recruitment process. Although based on document studies and interviews with the chairman of the trade union T.J Purba, that there are still workers with PHL (daily worker) status. Based on List of employees of Februari 2024 there were non-permanent workers (PHL: <i>Pekerja Harian Lepas</i> - Casual Daily Workers) as much as 468 workers. However, PT RAU has made a promotion program for the appointment of these PHL workers, especially workers with the main nature of work, such as harvesters, FFB loaders as mentioned in indicator 6.2.7 above.</p>	
Criteria 6.7: The unit of certification ensures that the working environment under its control is safe and without undue risk to health.			
6.7.1	<p>(C) The responsible person(s) for H&S is identified. There are records of regular meetings between the responsible person(s) and workers. Concerns of all parties about health, safety and welfare are discussed at these meetings, and any issues raised are recorded.</p> <p>- Critical (Major) compliance -</p>	<p>Bungo Tebo POM, Estate & Scheme Smallholder:</p> <p>Responsible person for H&S are defined in P2K3 (safety committee) structure of PT Rigunas Agri Utama – Bungo Tebo POM and Estate. P2K3 structure has been approved by Agency of manpower and Tramigration Jambi Province based on:</p> <p><u>Bungo Tebo Estate:</u></p>	Complied

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		<ul style="list-style-type: none"> - "Surat Keputusan Kepala Dinas Tenaga Kerja dan Transmigrasi Provinsi Jambi No. Kep.05/P2K3/DISNAKERTRANS-3.1/III/2024 Tentang Pengesahan Panitia Pembina Keselamatan dan Kesehatan Kerja (P2K3) pada PT Rigunas Agri Utama Kebun Bungo Tebo" dated 12 February 2024. Organisation structure: <ul style="list-style-type: none"> - Mustakim: Chairman of P2K3 - Ahmad Bastari: Danton (Platoon commander) - Aldi Pradandi: Secretary (OHS expert) - Member: 26 person in each division. <p>OHS expert on behalf Aldi Pradandi, certificate number 5/13181/AS.02.04/XII/2021 dated 29 Dec 2021; OHS expert designation according to "Keputusan Menteri Ketenagakerjaan RI Nomor 5/17413/AS.02.04/XII/2021 Tentang Penunjukan Ahli Keselamatan dan Kesehatan Kerja Menteri Ketenagakerjaan RI" dated 29 Dec 2021, valid until 3 years; Licence OHS expert number No. Reg. 107372/PK3/AJ/12/2021/P0, dated 29 Dec 2021, valid until 3 years.</p> <p><u>Bungo Tebo POM:</u></p> <ul style="list-style-type: none"> - Surat Keputusan Kepala Dinas Tenaga Kerja dan Transmigrasi Provinsi Jambi No. Kep.06/P2K3/DISNAKERTRANS-3.1/III/2024 Tentang Pengesahan Panitia Pembina Keselamatan dan Kesehatan Kerja (P2K3) pada PT Rigunas Agri Utama Kebun Bungo Tebo" dated 12 February 2024. Organisation structure: <ul style="list-style-type: none"> - Sangal leoward Butar Butar: Chairman of P2K3 - Ade Apri Angga: Secretary (OHS expert) - Member: 12 person in each station. <p>OHS expert on behalf Ade Apri Angga, certificate number 5/1743310123/AS.01.03/I/2023 dated 31 Jan 2023; OHS expert designation according to "Keputusan Menteri Ketenagakerjaan RI</p> 	
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		<p>Nomor 5/474/AS.01.03/I/2023 Tentang Penunjukan Ahli Keselamatan dan Kesehatan Kerja Menteri Ketenagakerjaan RI" dated 31 Jan 2023, valid until 3 years; Licence OHS expert number No. Reg. 1743310123/Q-AK3U/12/I/2023, dated 31 Jan 2023, valid until 3 years.</p> <p>Concerns of all parties about health, safety and welfare are discussed at P2K3 meetings which is conducted monthly. Sample seen on P2K3 meeting period Q2 dated 09/07/2023, 05/08/2023, and 09/09/2023. Any issues raised during meeting are recorded in Minutes of P2K3 meetings. Record of meeting also attached in the report of P2K3.</p> <p>Report of P2K3 period Q1 – Q4 2023 (Jan – Dec 2023) was sighted and submitted to Dinas Tenaga Kerja dan Transmigrasi Provinsi Jambi. In example Report period Q4 (Oct – Dec 2023) submitted on 23/3/2024. Evidence of report submission receipt in "Daftar Distribusi Eksternal".</p> <p>For scheme smallholder each KUD has established a team who has been responsible on implementation and implementation the OHS program. Based on interview during onsite audit, there was confirmed that smallholder's cooperative has established a team who has been responsible on implementation of OHS. Sample seen:</p> <ul style="list-style-type: none"> - "Surat keputusan Pengurus Koperasi Jasa Sawit Karya Makmur Nomor: 2/KOP-JSKM/SKPPK3/NP/I/2023 dated 11 Jan 2023, PIC OHS appointment on behalf Maliki A. Hadi. - "Surat keputusan Pengurus Koperasi Unit Desa Sawit Makmur Bersama Nomor: 3/KUD-SMB/SKPPK3/BP/I/2023 dated 12 Jan 2023, PIC OHS appointment on behalf Murgianto. - "Surat keputusan Pengurus Koperasi Jasa Tanjung Jaya Bersama Nomor: 3/KOP-JTJB/SKPPK3/TS/I/2023 dated 11 Jan 2023, PIC OHS appointment on behalf Abunawas. 	
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		<ul style="list-style-type: none"> - "Surat keputusan Pengurus Koperasi Tani Mandiri Nomor: 3/KOP-TM/SKPPK3/KN/I/2023 dated 10 Jan 2023, PIC OHS appointment on behalf Indra Wurianto. - "Surat keputusan Pengurus Koperasi Jasa Tani Sawit Sekutur Makmur Nomor: 4/KOP-JTSSM/SKPPK3/SM/I/2023 dated 13 Jan 2023, PIC OHS appointment on behalf Wahyu. <p>The monitoring of OHS in scheme smallholder are supervised by OHS expert of Estate since he has attended OHS expert training.</p>	
6.7.2	<p>Accident and emergency procedures in Indonesian language are in place and clearly understood by all workers. Assigned operatives trained in first aid are present in both field and other operations. First aid equipment is available at worksites. Records of all accidents are kept and periodically reviewed.</p> <p>- Minor compliance -</p>	<p>PT Rigunas Agri Utama has prepared the procedure for emergency and work accidents under:</p> <ul style="list-style-type: none"> - SOP Investigasi Kecelakaan Kerja AA-SMK3-1101.01-R0 dated 1 May 2017 - SOP Kesiagaan Tanggap Darurat AA-EMS-820-PR dated 5 April 2017 - SOP Pengendalian Kebakaran Lahan AA-KL-14-EFP dated 5 May 2013, described the mechanism of handling fire. - SOP Pengendalian Kebakaran di Pabrik, Kantor, dan Perumahan AA-KL- 15-EFP dated 1 December 2010 - SOP Pengendalian Tumpahan B3 dan Limbah B3 AA-KL-16-EFP dated 1 December 2010 - SOP Pengendalian Tanggap Darurat Boiler AA-KL-17-EFP dated 1 December 2010 - SOP Pengendalian Gempa Bumi, Banjir, dan Tanah Longor AA-KL-18 - EFP dated 1 December 2010 - Accident and emergency procedures no. AA-EMS-446-PR (operation control), AA-EMS-447-PR (Emergency preparedness), AA-EMS-001-FM (Emergency plan), AA-EMS-003-FM (Emergency incident), and AA-EMS- 004-FM (Emergency incident Reporting). 	Complied

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		<p>PT Rigunas Agri Utama has established the emergency response and preparedness team as per "Struktur Organisasi Tanggap Darurat", for Bungo Tebo POM and Estate, updated Jan 2024.</p> <p>Company has Assigned operatives trained in first aider on behalf Yongki Arif Pratipta and Ratna Sari. Both first aider has been trained by Manpower Agency on 14 – 15 October 2021. Certificate and licence of First aider has been obtained:</p> <ul style="list-style-type: none"> - Certificate number No. Ser: UPTD/Nakertrans/3.1.2/X/2021, dated 16 October 2021, on behalf Yongki Arif Pratipta issued by Dinas Tenaga Kerjadan Transmigrasi Provinsi Jambi. Licence Reg. No. Ser/UPTDI/Nakertrans/3.1.2/2021 dated 16 October 2021 valid until 16 October 2024 - Certificate number No. Ser: UPTD/Nakertrans/3.1.2/X/2021, dated 16 October 2021, on behalf Ratna Sari issued by Dinas Tenaga Kerja dan Transmigrasi Provinsi Jambi. Licence Reg. No. Ser/UPTDI/Nakertrans/3.1.2/2021 dated 16 October 2021 valid until 16 October 2024 <p>Report on monitoring of first aid kit and first aid box on monthly basis can be demonstrated during audit.</p> <p>Record of all accident are kept and periodically reviewed, sample seen for accident record 2023 in "Safety Performance Tahun 2023". According to accident report 2023, in Bungo Tebo Estate total 28 incident with 25 days lost time injury and 0 incident in Bungo Tebo POM.</p>	
6.7.3	<p>(C) Workers use appropriate personal protective equipment (PPE) which is provided free of charge to all workers in the workplace, to cover all potentially hazardous operations, such as pesticides application, machine operations, land preparation, and harvesting. Sanitation facilities for those applying pesticides are available, so that workers can change out of PPE, wash and put on their personal clothing.</p>	<p>Bungo Tebo POM and Estate</p> <p>PT Rigunas Agri Utama has prepared the procedure of PPE - "SOP Alat Pelindung Diri' No: AA-SOP-OP- 101.3. The procedure stated that the company provided adequate and appropriate protective equipment for all workers at place of works, in line with the risk assessment. PT Rigunas Agri Utama has provided adequate Personal Protective</p>	Non-compliance

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	<p>- Critical (Major) compliance -</p>	<p>Equipment (PPE) in accordance with its designation for each worker.</p> <p>Based on field observation and interview with workers, the personal protective equipment has been provided in accordance with the risk analysis document. For example:</p> <ul style="list-style-type: none"> - PPE for palm oil mill operators includes: Helmets, safety shoes, gloves, earplugs. - PPE for welders: Welding goggles, welding gloves, safety shoes and helmet - PPE for harvesters: Helmet, gloves, boots, safety goggles - PPE for spray and fertilizer employees: Apron, Rubber gloves, boots, safety goggles, masks. <p>Evidence of PPE handover from company to employee are available in "Bukti Serah Terima APD". To ensure the discipline of PPE usage, company conducted the regular inspection of PPE to all employee. Evidence of PPE inspection are recorded as "Monitoring Kondisi Alat Pelindung Diri" and "General Estate Inspection – AA-SOP-HSE-10A". Sample seen for inspection on 27/12/2023 in Bungo Tebo Estate and 26/12/2023 in Bungo Tebo POM.</p> <p>The company also provides sanitation facilities called "Rumah Bilas" for those applying pesticides; facilities for washing and storing PPE and personal clothing for sprayer and fertilizer workers. Bathrooms are also has been provided for sprayer and fertilizer workers so that after spraying and fertilizing workers can do body cleaning before going home.</p> <p>Scheme Smallholder</p> <p>Since the Plasmas are managed by company, the system and procedure are following the company's procedure.</p> <p>Based on field observation and interview with workers, the personal protective equipment has been provided in accordance with the risk</p>	
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		<p>analysis document. For example, PPE for harvesters are Helmet, gloves, boots, safety googles.</p> <p>During field visits and interviews with a sample of workers in work activities at Tebo Estate, it was discovered that the PPE used by workers was provided independently by the workers in the form of providing PPE boots, namely at the Spray Block B17c – Afd IV job (4 people out of the 4 workers interviewed) and Block C18d Afd III harvest activities (4 people from 4 harvest workers).</p> <p>Furthermore, based on verification at the Bungo Tebo garden warehouse and factory, it was observed that there was no stock of PPE available. Based on the SOP procedure AA-OP.101.R-R3 regarding company procurement of PPE, it is stated that the company must provide a stock of 10% of PPE for total employees. Thus, Critical (Major) NC has been raised against this indicator (NCR # 2469915-202403-M1)</p>	
6.7.4	<p>All workers are provided medical care and covered by accident insurance. Costs incurred from work related incidents, leading to injury or illness, are covered in accordance with applicable regulations or by the unit of certification if applicable regulations do not provide protection.</p> <p>- Minor compliance -</p>	<p>PT Rigunas Agri Utama – Bungo Tebo POM and Estate provide all workers will medical care (BPJS Kesehatan) and accidents insurance (BPJS Ketenagakerjaan – Jaminan Kecelakaan Kerja).</p> <p>Based on interview with sample workers during field visit and consultation with labor union, they were stated all workers are provided with medical care and accident under BPJS Kesehatan and BPJS Ketenagakerjaan. An accident insurance is covered under “BPJS Ketenagakerjaan” with Accident and Life Program (JKK and JK).</p> <p>Medical insurance and accident insurance payment made by company monthly. Sample seen for BPJS Kesehatan payment and BPJS Ketenagakerjaan period January – March 2024. Evidence of payment are available in Bank transfer:</p> <ul style="list-style-type: none"> - Account number 0606-01-00710-302, latest payment 5 March 2024 (Bungo tebo Estate) for BPJS Kesehatan Bungo Tebo Estate. BPJS 	Complied

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		<p>Kesehatan payment are include the workers dependent (wife and child – 3 child dependent maximum).</p> <ul style="list-style-type: none"> - Payment code number 417017562000, latest payment on 07/02/2023 for BPJS Ketenagakerjaan Bungo Tebo Estate. BPJS Ketenagakerjaan are for all employee both permanent and non-permanent. <p>PT Rigunas Agri Utama – Bungo Tebo provides clinical services for all workers. Referral are made to nearest hospital should the case is severe/critical. Medical check-up has been conducted for all workers all in Bungo Tebo The medical check-up including blood test, physical examination,audiometric test and spirometry test. Result of examination for worker is kept.</p> <p><u>Scheme smallholders:</u></p> <p>The government covers medical insurance for smallholders, and it is optional. Based on interview with smallholders, most of farmers/smallholders have had insurance (BPJS Kesehatan Mandiri). Cooperative sample → KUD Trani Maju, KUD Tani Bahagia, KUD Tani Subur</p>	
6.7.5	<p>Occupational injuries are recorded using Lost Time Accident (LTA) metrics.</p> <p>- Minor compliance -</p>	<p>PT Rigunas Agri Utama – Bungo Tebo POM and Estate has shown the record of injuries using lost time accident (LTA) metrics as in “Rekapitulasi Kejadian Kecelakaan Kerja– LTA” year 2023 and 2024.</p> <ul style="list-style-type: none"> • Bungo Tebo POM, there was 0 accidents reported year 2023. Lost time accidents were 0 mandays. • Bungo Tebo Estate, there was 28 accidents (categorized as first aid and m edical aid) reported year 2023. Lost time accidents were 25 mandays with Frekuensi Rate/FR is 4.5% and Severity Rate/SR is 16.1%. 	Complied

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		<p>The Lost Time accidents and injuries were determined according to Decree of the Minister of Manpower and Transmigration No. 609 year 2012. This accident report has been reported to Manpower Agency through OHS Committee report. Last reporting was reported on 23 March 2024.</p> <p>All the accidents have been followed up with investigation record and recommendation. The investigation has completed with accident insurance claims records. Those cases already reported and claim to accident insurance services (BPJS Ketenagakerjaan).</p> <p><u>Scheme Smallholders</u></p> <p>The record of injuries is shown under document of "Monitoring Kecelakaan Kerja 2023", in 2023 up to March 2024 there were no incident cases.</p> <p>Based on interview with sample of smallholder member, there was no injuries cases occurred.</p>									
Principle 7: Protect the environment, conserve biodiversity and ensure sustainable management of natural resources.											
Criteria 7.1: Pests, diseases, weeds and invasive introduced species are effectively managed using appropriate Integrated Pest Management (IPM) techniques.											
7.1.1	<p>(C) IPM plans are implemented and monitored to ensure effective pest control.</p> <p>- Critical (Major) compliance -</p>	<p>According to the Agricultural Policy Manual SOP AA-APM-OP-1100.10. R6 "Pengendalian Hama dan Penyakit" (Pests & Disease Control), certificate holder has plan to implement integrated pest management. Company has an effort to improve the natural predator of caterpillar pest by planting host plant along the main road and production road. Example of verified data until December 2023:</p> <table border="1"> <thead> <tr> <th>Location</th><th>Area (Ha)</th><th>Program (Ha)</th><th>Realization (Ha)</th></tr> </thead> <tbody> <tr> <td>Block C19a-d, Block B19a-q</td><td>640</td><td>640</td><td>640</td></tr> </tbody> </table>	Location	Area (Ha)	Program (Ha)	Realization (Ha)	Block C19a-d, Block B19a-q	640	640	640	Complied
Location	Area (Ha)	Program (Ha)	Realization (Ha)								
Block C19a-d, Block B19a-q	640	640	640								

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		<p>According to the interview with pest control officer in Bungo Tebo Estate obtain information that management has had a schedule to regularly monitored pest attack (census) as follows:</p> <ul style="list-style-type: none">- Census of caterpillar/bag worm by monthly basis.- Census of Ganoderma annually.- Census rat infestation by recap the record of sortation in loading ramp.- Census of Barn Owl Box occupation in three monthly basis. <p>The last census in Bungo Tebo Estate has been conducted in January 2024. Result of census shows that pest attack still under control (below the economic threshold) which is 0.3 – 1.3% (limit 5%).</p> <p>During the field visit, auditor also observe barn owl box in the block. Estate manager informed that barn owl box has been installed with hectare covered 1:25 Ha (each owl box covered 25 Ha). The last monitoring in January 2024 namely as follows:</p> <table><tr><th>Afd.</th><th>Ha</th><th>Mature</th><th>Child</th><th>Egg</th><th>Owl Box</th><th>Occupation</th></tr><tr><td>I</td><td>612</td><td>21</td><td>8</td><td>20</td><td>18</td><td>83%</td></tr><tr><td>II</td><td>606</td><td>15</td><td>11</td><td>10</td><td>17</td><td>71%</td></tr><tr><td>III</td><td>620</td><td>19</td><td>18</td><td>10</td><td>24</td><td>63%</td></tr><tr><td>IV</td><td>652</td><td>19</td><td>18</td><td>11</td><td>23</td><td>83%</td></tr><tr><td>Total</td><td>2,490</td><td>74</td><td>55</td><td>51</td><td>82</td><td>74%</td></tr></table> <p>Scheme Smallholder:</p> <p>Based on field visit and interview with smallholder representatives from Koperasi Produksi Tani Mandiri, Koperasi Tanjung Jaya Bersama, Koperasi Sawit Makmur, Koperasi Sawit Jasa Tani Sekutu Makmur,</p>	Afd.	Ha	Mature	Child	Egg	Owl Box	Occupation	I	612	21	8	20	18	83%	II	606	15	11	10	17	71%	III	620	19	18	10	24	63%	IV	652	19	18	11	23	83%	Total	2,490	74	55	51	82	74%	
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		<p>Koperasi Sawit Makmur Bersama and Koperasi Sawit Karya Makmur obtain information that they have been planted beneficial plant such as <i>Turnera subulata</i> and <i>Antigonon leptosus</i> as an early warning system in case of worm attack.</p> <p>They also installed barn owl box (4 unit in each plot) to control rat population. All of this early warning system supported by the company.</p> <p>According to document verification, pest monitoring and control sighted pest management plan to conduct caterpillar/bag worm census in by monthly and barn owl box monitored in three monthly bases. Census was conducted by field supervisor that help by person that assign by board of KUD.</p> <p>During the field visit to the smallholder plot sighted no outbreak. All plot is in good condition and well maintained.</p>	
7.1.2	<p>Invasive species are not to be used according to applicable regulation in managed areas, unless plans to prevent and monitor their spread are implemented.</p> <p>- Minor compliance -</p>	<p>The company has issued memorandum No.025/R&D/MEMO/V/20, dated 11 May 2020, issued by R&D. The memorandum mentioned that based on a review of the operations carried out in plantation cultivation, there is no use of invasive species in the cultivation of oil palm plantations in Bungo Tebo Estate, this is based on several sources review including:</p> <ul style="list-style-type: none"> a. PermenLHK No.P.94/MENLHK/SEKJEN/KUM.1/12/2016, regarding invasive species. b. CABI.org c. Global Invasive Species Database. <p>During ASA1_2 it was known that PT Rigunas Agri Utama have a list of invasive species as per PermenLHK P.94/2016. This list was used to identified whether there are invasive species or no invasive species.</p>	Complied
7.1.3	<p>There is no use of fire for pest control unless in exceptional circumstances, i.e. where no other effective methods exist, and with prior approval of government authorities.</p>	<p>Based on document review, field observation and interview to stakeholders obtained information that there is no record use of fire for pest control.</p>	Complied

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	- Minor compliance -		
Criteria 7.2: Pesticides are used in ways that do not endanger health of workers, families, communities or the environment.			
7.2.1	<p>(C) Justification of all pesticides used is demonstrated. Selective products and application methods that are specific to the target pest, weed or disease are prioritised.</p> <p>- Critical (Major) compliance -</p>	<p>Based on the document verification and interview with management during ASA1.2, obtain information that there is only pesticide usage for chemical weeding and pest control (if needed). Recommendation of pesticide used are refer to SOP AA-APM-OP-1100.08-R6 dated 7 December 2015: <i>Pengendalian Gulma</i> (weed control) where explain the weeds type, weeding control methods and eradication, pesticide characteristic, and procedures of application (spraying volume, calibration, chemical weeding interval, target and sprayer maintenance).</p> <p>During the ASA1.2 audit, found some pesticide list that usually used with active ingredients such as isopropyl amine glyphosate, triclopyr, methyl metsulfuron, Glifosat, lamda sihalotrin and dimetil amina. Certificate holder no longer using paraquat since 15 November 2019, according to the circular letter of Deputy Managing Director No. 008/DMD/MEMO/OCT/19 dated 22 October 2019.</p> <p>To reduce the human and environmental risk, there is some continuous action that has been implemented, this continuous action is continue the previous actions in 2022 namely as follows:</p> <ul style="list-style-type: none"> • Set up the pesticide rotation. For example, chemical weeding rotation is 4 times a year where the rotation in immature and early mature more often than mature and old palm. • Using the ultralow volume nozzle to minimize water consumption and reduce the risk for environment. During the field visit to the pesticide store sighted the micron herby system knapsack as example. • Conducted regularly training for pesticide applicator and equipped them with appropriate PPE's. 	Complied

		<ul style="list-style-type: none">• Delaying the pesticide if weed or pest is under control. According to the interview with estate manager obtain information that the pesticide rotation can be delayed or reduced especially in mature or old palm where weeds/pest population are under control.• Minimalize contamination for pesticide applicator and their families by ensuring them to clean themselves before back home. <p>PT. Rigunas Agri Utama - Bungo Tebo refers to "Daftar Pestisida yang Digunakan PT RAU", period 2023:</p> <p>2023</p> <table><tr><th>Brand</th><th>Active Ingredient</th><th>LD50</th><th>WHO Class</th><th>Target</th></tr><tr><td>Supremo</td><td>Isopropil Amina Glifosat 480 g/l</td><td>5,000</td><td>III</td><td>Weeds with broad leaves</td></tr><tr><td>Polydor 25 EC</td><td>Lambda sihalotrin 25gr/ltr</td><td>2,625</td><td>III</td><td>Weeds with broad leaves</td></tr><tr><td>Biolon</td><td>Trikopir Butoksi Etil Ester 670 g/l</td><td>2733</td><td>III</td><td>Weeds with broad leaves</td></tr><tr><td>Dithane</td><td>Mankozeb 80%</td><td>>3200</td><td>III</td><td>Weeds with broad leaves</td></tr><tr><td>Gulmaron</td><td>Diuron 80%</td><td>>2900</td><td>III</td><td>Weeds with broad leaves</td></tr><tr><td>Kenrane</td><td>Fluriksipir-1 metil heptil ester 288 g/l</td><td>>2000</td><td>III</td><td>Weeds with broad leaves</td></tr></table>	Brand	Active Ingredient	LD50	WHO Class	Target	Supremo	Isopropil Amina Glifosat 480 g/l	5,000	III	Weeds with broad leaves	Polydor 25 EC	Lambda sihalotrin 25gr/ltr	2,625	III	Weeds with broad leaves	Biolon	Trikopir Butoksi Etil Ester 670 g/l	2733	III	Weeds with broad leaves	Dithane	Mankozeb 80%	>3200	III	Weeds with broad leaves	Gulmaron	Diuron 80%	>2900	III	Weeds with broad leaves	Kenrane	Fluriksipir-1 metil heptil ester 288 g/l	>2000	III	Weeds with broad leaves	
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7.2.2	<p>(C) Records of pesticides use (including active ingredients used and their LD50, area treated, amount of active ingredients applied per Ha and number of applications) are provided.</p> <p>- Critical (Major) compliance -</p>	<p>PT. RAU – Bungo Tebo prepared the calculation for pesticide use with active ingredient use, active ingredient and LD50 applied per Ha – monitored per year 2023 (January – December).</p> <p>Bungo Tebo Estate</p> <table><tr><th>Brand</th><th>Active Ingredient</th><th>LD50</th><th>Total active ingredient</th><th>Total Chemical used</th><th>Toxicity Planted (active ingredient/ ha)</th></tr><tr><td>Supremo</td><td>Isopropil Amina Glifosat 480 g/l</td><td>5,000</td><td>13.12</td><td>6,302</td><td>0.0053</td></tr><tr><td>Polydor 25 EC</td><td>Lambda sihalotrin 25gr/ltr</td><td>2,625</td><td>0.11</td><td>95</td><td>0.0000</td></tr><tr><td>Biolon</td><td>Trikopir Butoksi Etil Ester 670 g/l</td><td>2733</td><td>0.83</td><td>397</td><td>0.0003</td></tr><tr><td>Dithane</td><td>Mankozeb 80%</td><td>>3200</td><td>21.60</td><td>27</td><td>0.0087</td></tr><tr><td>Gulmaron</td><td>Diuron 80%</td><td>>2900</td><td>88.86</td><td>111</td><td>0.0357</td></tr></table>	Brand	Active Ingredient	LD50	Total active ingredient	Total Chemical used	Toxicity Planted (active ingredient/ ha)	Supremo	Isopropil Amina Glifosat 480 g/l	5,000	13.12	6,302	0.0053	Polydor 25 EC	Lambda sihalotrin 25gr/ltr	2,625	0.11	95	0.0000	Biolon	Trikopir Butoksi Etil Ester 670 g/l	2733	0.83	397	0.0003	Dithane	Mankozeb 80%	>3200	21.60	27	0.0087	Gulmaron	Diuron 80%	>2900	88.86	111	0.0357	Complied
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		Kenrane	Fluriksipir-1 metil heptil ester 288 g/l	>200 0	0.05	13	0.0000
		Metaprima 20WGD	Methyl metsulfuron	5,000	130.0 0	650	0.0522
		Solusi 865 SL	Dimetil ammonium 865 g/l	>1,00 0	0.002	2	0.0000
		Schemesmallholder					
		Brand	Active Ingredient	LD50	Total active ingre dient	Total Chemical used	Toxicity Planted (active ingredient/ ha)
		Koperasi Jasa Tani Sawit Sekutur Makmur					
		Supremo 480 SL	Isopropil Amina Glifosat 480 g/l	5000	225.6	470.4	0.11
		Biolon 670 EC	Trikopir Butoksi Etil Ester 670 g/l	2733	94.6	141.12	0.05
		Koperasi Jasa Tanjung Jaya Bersama					
		Supremo 480 SL	Isopropil Amina Glifosat 480 g/l	5000	22.85	47.60	0.11
		Biolon 670 EC	Trikopir Butoksi Etil Ester 670 g/l	2733	9.57	14.28	0.05

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		<table><tr><td colspan="7">Koperasi Jasa Tani Mandiri</td></tr><tr><td>Supremo 480 SL</td><td>Isopropil Amina Glifosat 480 g/l</td><td>5000</td><td>53.09</td><td>110.60</td><td>0.11</td><td></td></tr><tr><td>Biolon 670 EC</td><td>Trikopir Butoksi Etil Ester 670 g/l</td><td>2733</td><td>22.23</td><td>33.18</td><td>0.05</td><td></td></tr><tr><td colspan="7">Koperasi Jasa Tani Sawit Makmur Bersama</td></tr><tr><td>Supremo 480 SL</td><td>Isopropil Amina Glifosat 480 g/l</td><td>5000</td><td>211.0</td><td>439.6</td><td>0.11</td><td></td></tr><tr><td>Biolon 670 EC</td><td>Trikopir Butoksi Etil Ester 670 g/l</td><td>2733</td><td>88.4</td><td>131.88</td><td>0.05</td><td></td></tr><tr><td colspan="7">Koperasi Sawit Karya Makmur</td></tr><tr><td>Supremo 480 SL</td><td>Isopropil Amina Glifosat 480 g/l</td><td>5000</td><td>238.6</td><td>497.0</td><td>0.11</td><td></td></tr><tr><td>Biolon 670 EC</td><td>Trikopir Butoksi Etil Ester 670 g/l</td><td>2733</td><td>99.99</td><td>149.1</td><td>0.05</td><td></td></tr></table>	Koperasi Jasa Tani Mandiri							Supremo 480 SL	Isopropil Amina Glifosat 480 g/l	5000	53.09	110.60	0.11		Biolon 670 EC	Trikopir Butoksi Etil Ester 670 g/l	2733	22.23	33.18	0.05		Koperasi Jasa Tani Sawit Makmur Bersama							Supremo 480 SL	Isopropil Amina Glifosat 480 g/l	5000	211.0	439.6	0.11		Biolon 670 EC	Trikopir Butoksi Etil Ester 670 g/l	2733	88.4	131.88	0.05		Koperasi Sawit Karya Makmur							Supremo 480 SL	Isopropil Amina Glifosat 480 g/l	5000	238.6	497.0	0.11		Biolon 670 EC	Trikopir Butoksi Etil Ester 670 g/l	2733	99.99	149.1	0.05		
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7.2.3	<p>(C) Any use of pesticides is minimised as part of a plan, eliminated where possible, in accordance with IPM plans.</p> <p>- Critical (Major) compliance -</p>	<p>Until this ASA1.2 audit obtains information that there is no pesticide use for control pest attack. All of pesticide only using for weeding (herbicide).</p> <p>Based on interview with IPM supervisor and smallholder representatives known that no outbreak that causes pesticide usage.</p>	Complied																																																															
7.2.4	<p>There is no prophylactic use of pesticides, unless in exceptional circumstances, as identified in Indonesia best practice guidelines.</p>	<p>There was some pesticide usage especially in nursery area to prevent pest infestation. For example, there was a record of pesticide (active</p>	Complied																																																															

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	- Minor compliance -	ingredients Lamda sihalotrin) to prevent <i>Spodoptera litura</i> infestation. This prophylactic usage has followed the national guidelines such as dosage, interval and infestation rate. Also, in accordance with Asian Agri's Research and Development guidelines.	
7.2.5	<p>Pesticides that are categorised as World Health Organisation Class 1A or 1B, or that are listed by the Stockholm or Rotterdam Conventions and paraquat, are not to be used, unless in exceptional circumstances, as validated by a due diligence process, or when authorised by government authorities for pest outbreaks. The due diligence refers to:</p> <p>- Minor compliance -</p> <p>7.2.5a Judgment of the threat and verify why this is a major threat.</p>	<p>Asian Agri Top management has issued the letter (email) on 20 August 2019 to all Plantation Regional Head which stated that paraquat usage maximum until the end of September 2019 and the stock of paraquat by end of September 2019 must be zero (0).</p> <p>Based on document verification and field visit it was known that there is no use of Paraquat in 2023 at Bungo Tebo Estate and Schemesmallholders.</p>	Complied
	7.2.5b Why there is no other alternative which can be used.	<p>According to IPM procedures, certificate holder always using biological approach to monitor pest attack. For example, estate using <i>Tyto alba</i> to monitor rat infestation than using rodenticide.</p> <p>To maintain ground condition especially weeding control, certificate holder has had a procedures SOP AA-APM-OP-1100.08-R6 dated 7 December 2015: <i>Pengendalian Gulma</i> (Weed Control), there is no change related to procedures until this ASA1.2. This procedure has set the specific pesticide in with minimum risk in accordance with the target.</p>	
	7.2.5c Which process was applied to verify why there is no other less hazardous alternative.	Certificate holder through Asian Agri's Research and Development Department have researched some pesticide in specific target. The result of research and pesticide recommendation written in the SOP AA-APM-OP-1100.08-R6 dated 7 December 2015: <i>Pengendalian Gulma</i> (Weed Control).	
	7.2.5d Process to limit the negative impacts of the application.	During ASA1.2 has verified that the Organization has determined the SOP AA-APM-OP-1100.08-R6 dated 7 December 2015 regarding " <i>Pengendalian Gulma</i> (Weed Control)", the SOP has established several procedures to reduce negative impact of the application as follows:	

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		<ul style="list-style-type: none"> • Pesticide/herbicide selection to ensuring the application is effective. • Set up the appropriate nozzle in chemical weeding activity based on weed type, topography and availability of water. • Regularly spraying calibration to ensuring the application is effective and efficient. • Calculate pesticide/herbicide usage based on target (hectarage and weed type). <p>Spraying technic.</p>	
	7.2.5e Estimation of the timescale of the application and steps taken to limit application to the specific outbreak.	<p>During ASA1.2 has verified that the Certificate Holder did not use pesticide to eradicate pest without the outbreak. If any census result shows the pest attack almost reach the economical threshold, they usually conducted campaign test using pesticide if needed.</p> <p>Chemical weeding activity has regularly set by management. For example, normally circle, path and collecting point weeding conducted 4 times a year in immature and mature area. Those application can be reduced in line with the palm ages.</p>	
7.2.6	<p>(C) Pesticides are only handled, used or applied by persons who have completed the necessary training and are always applied in accordance with the product label. All precautions attached to the products are properly observed, applied, and understood by workers (see Criterion 3.6). Personnel applying pesticides must show evidence of regular updates on the knowledge about the activity they conduct.</p> <p>- Critical (Major) compliance -</p>	<p>Bungo Tebo Estate:</p> <p>There is no change in term of the statement of conformity when comparing from the previous audit result.</p> <p>During ASA1.2 has verified that the company provides pesticide training for sprayers. Training on pesticide use "Pelatihan Pestisida Terbatas" conducted on 11 September 2019, attended by 81 participants from PT RAU and PT IIS, 12 sprayer workers from Bungo Tebo Estate. Training conducted incorporated with Syngenta and "Komisi Pengawas Pestisida dan Pupuk" Provinsi Jambi. Another training of pesticide use carried out on 26 August 2015 by "Komisi Pengawas Pupuk dan Pestisida Pemerintah Provinsi Jambi". However, currently company has no longer use paraquat for weeds control so that it is not necessary to conduct the pesticide use training.</p>	Complied

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		<p>For refreshment training for spraying workers are regularly conducted by Bungo Tebo Estate to updates the knowledge about the activity of pesticide/herbicide application. Latest training conducted on 9 November 2023 attended by 25 participants.</p> <p>Application of pesticides was following SOP of Pesticides Management – “Pestisida dan Pengelolaannya” (AA-APM-OP-1100.11-R1) Chapter III point 3.2 which stated that pesticide operator must be fit, not in pregnancy or breast feeding, must have meal before work, and uses appropriate PPE.</p> <p>Spraying team using sign board indicating spraying/herbicide application is in progress for a block. Spraying supervisor was pre-mixing the herbicide in the chemical warehouse, transport the mixed chemical via truck, using cone and spill tray on the field to minimize spillage. The type and dosage of herbicide are carefully measured and prepared for targeted weed control; circle and path spray or selective weeding (wooden, bracken, or VOP). Nozzle calibration conducted regularly and recorded – evident.</p> <p>Sprayers and spraying supervisor are trained with best management practice for weed control, spraying techniques, using PPE and received regular medical check-up. Clean water and soap on the field are provided for sprayer. Supervisor was equipped with first aid kit.</p> <p>Appropriate PPE has been provided by company and used by spraying workers such as: Apron, leather and rubber hand gloves, respiratory masker, safety goggles, head cover and rubber boot.</p> <p>Scheme Smallholder:</p> <p>During ASA1.2 has verified that the weed control/spraying program was carried by trained sprayers from PT. Rigunas Agri Utama.</p>	
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		Confirmed during interview with Plasma Management and smallholders that spaying activity conducted only by special team 'TUS' from the company workers.	
7.2.7	(C) Storage of all pesticides in accordance with recognized best practices. - Critical (Major) compliance -	<p>There is no change in term of the statement of conformity when comparing from the previous audit result.</p> <p>During this surveillance 1.2 has been verified that SOP for pesticide storage has been provided in SOP "<i>Pengangkutan dan Penyimpanan Bahan Kimia AA-KL-02-EFP</i>" dated 1 February 2008, there is no change about the SOP.</p> <p>Pesticides are always applied in accordance with the product label and storage instruction. Agrochemicals storage was locked areas with limited access. The storage was ventilated. MSDS and hazard symbol label were provided nearby of agrochemicals. Emergency shower and eyewash were also provided to anticipate in case of an emergency of agrochemical handling. PPE for handling of chemicals were provided including boots, apron, safety glass, respiratory mask and hand gloves. The possible spill was managed. Secondary containment was provided around the chemical storage area. Spill kit was also provided in the area. The management of waste material from empty pesticide container disposed through hazardous waste store as per procedure "<i>Penanganan Limbah Industri B-3 AA-KL-06-EFP</i>" dated 1 November 2008. The company has temporary hazardous waste storage where all hazardous waste from all estates and mills collected. The storage has obtained the license as per "<i>Keputusan Kepala Badan Penanaman Modal dan Pelayanan Perizinan Terpadu Satu Pintu Kabupaten Tebo Nomor: 01/2019 Tentang Izin pengelolaan Limbah Bahan Berbahaya dan Beracun (B3) Untuk Kegiatan Penyimpanan Sementara Limbah B3 kepada PT Rigunas Agri Utama Di Desa Tuo Sumay Kecamatan Sumay Kab. Tebo, Jambi</i>" dated 28 April 2019 valid until 28 April 2024 (5 years).</p>	Complied

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		Storage keeper maintains the balance of incoming and outgoing hazardous waste. Hazardous wastes were sent to licensed contractor PT Shali Riau Lestari and PT. Hazmat Techno Indonesia for appropriate disposal.	
7.2.8	All pesticide containers that are disposed of and/or used for other purposes are managed according to applicable regulations and/or instructions on the packaging. - Minor compliance -	There is no change in term of the statement of conformity when comparing from the previous audit result. Up to now since previous assessment last year till the date of this audit, all pesticide containers disposed in accordance to company procedure which is Hazardous Waste Handling Procedure AA-KL-06-EFP Rev. 8 dated 01/06/2021. Stated in the procedure that ex pesticides container are treat as hazardous waste. The ex-pesticide container store in the Licensed Temporary Hazardous Waste Storage with maximum store within 180 day and deliver to the Licenced Transporter and vendor of hazardous waste PT Hazmat Techno Indonesia and PT Putra Restu Ibu Abadi. Details of contract agreement with third parties for hazardous waste management and its disposal record can be seen in indicator 7.3.2 below.	Complied
7.2.9	(C) Aerial spraying of pesticides is prohibited, unless in exceptional circumstances where no other viable alternatives are available. This requires prior government authority approval. All relevant information is provided to affected local communities at least 48 hours prior to application of aerial spraying. - Critical (Major) compliance -	Based on field verification and interviewing with the management and stakeholders, there is no aerial application of pesticide by PT Rigunas Agri Utama, both at the company owned plantation and the scheme smallholder plantation.	Complied
7.2.10	(C) Specific annual medical surveillance for pesticide operators, and documented action to treat related health conditions, is demonstrated. - Critical (Major) compliance -	Bungo Tebo Estate and Mill Specific medical surveillance conducted twice a year by company. The latest MCU in Bungo Tebo Estate conducted December 2023 by company doctor and paramedic for 120 workers (spraying workers, manuring workers, warehouse, pest and disease workers. MCU covering: urine test, respiratory rate, heart rate, blood test (haemoglobin, leuokosi).	Complied

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		<p>According to test result confirmed that all the workers are normal and fit to work.</p> <p>Scheme Smallholder: Spraying activities in smallholder plots was conduct by TUS team from the company so the MCU as mention above.</p>	
7.2.11	<p>(C) No pesticide-related work is carried out by pregnant or breastfeeding women, or people with medical limitations and they are offered other equivalent work alternatives.</p> <p>- Critical (Major) compliance -</p>	<p>Pregnancy checks at PT RAU are carried out for female workers (especially jobs related to chemicals). From the results of the examination, there were no female workers who were pregnant. Based on interviews with nurses and female workers, pregnancy testing is applicable to all female workers without discrimination. So if there are female workers who are pregnant, the management of PT RAU will transfer their work to jobs that do not pose a risk to pregnancy, for example maintaining plants that are not in contact with chemicals. In addition, if there are female workers who are nearing their due date, they are given 3 months of maternity leave.</p> <p>Based on interview with gender committee and union labour, the company has implemented the protection of women reproductive rights, in form of maternal leave, period leave, and regular pregnancy check for female sprayers and strictly prohibit pregnant and/or breastfeeding female worker applying pesticides.</p> <p>Scheme Smallholder: Pesticide application in scheme smallholder is conducted by Sprayers Team (TUS) from the company.</p>	Complied
Note For 7.2.11			

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Referring to Act No. 13 of 2003 concerning Manpower, Act No. 35 of 2014 concerning Child Protection, and taking into account the risks of hazards on palm oil plantations and mills on the development and physical, mental and social health of children, the national interpretation mandates that the unit of certifications does not employ people under the age of 18 for pesticide spraying. For this reason, the provisions of young workers under 18 years in indicator 7.2.11 are irrelevant.

Criteria 7.3: Waste is reduced, recycled, reused and disposed of in an environmentally and socially responsible manner.			
7.3.1	<p>A waste management plan which includes reduction, recycling, reusing, and disposal based on toxicity and hazardous characteristics, is documented and implemented in accordance with applicable laws and regulations.</p> <p>- Minor compliance -</p>	<p>There is no change in term of the statement of conformity when comparing from the previous audit result. Up to now since previous assessment last year till the date of this audit, procedure for waste management plan such as :</p> <ol style="list-style-type: none"> 1. Procedure AA-KL-05-EFP, procedure of non-hazardous waste handling covering: mill waste (used rail, used part, ex-chemical non-hazardous/toxic, EFB, fiber, shell), estate waste (used polybag, ex fertilizer sack), office waste (used paper, used work equipment), Workshop waste (used hose, hose, used parts, scarped), logistic waste (ex-fertilizer sack, used drum). 2. AA-KL-06-EFP rev. 07 dated 22 April 2016, procedure of hazardous waste handling including source of hazardous waste, handling process, packing process, hazardous waste storage, emergency situation handling on hazardous waste. 3. Procedure AA-KL-11-EFP, procedure of laboratory waste handling. 4. Procedure to utilize the fiber and shell (solid waste) as a boiler fuel SOP No. AA-MPMOP-1400.04-R1 "Pemanfaatan fiber untuk bahan bakar". 5. EFB (Empty Fruit Bunch) utilization as a mulching or organic fertilizer according to SOP Pemupukan AA-APM-OP-1100.09-R1. 6. SOP AA-PL-04-EFP Rev. 2 dated 15 Jan 2010, procedure for utilize the waste water from waste water installation in to the plantation as land application. <p>The company also have document "Aspek Dampak Lingkungan" that explain the identification of environment impact for each operational</p>	Complied

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		activities for example spraying activities; the environment impact are water pollution, health risk of the sprayers and hazardous waste management.	
7.3.2	Proper disposal of waste material, according to procedures that are fully understood by workers and managers, is demonstrated. - Minor compliance -	<p>PT Rigunas Agri Utama – Bungo Tebo has a procedure to handle hazardous waste titled “Prosedur Penanganan Limbah B3 No.AA-KL-06-EFP” explains methods to collecting the waste, recording in balance and disposal through licensed third party transporter.</p> <p>The company store hazardous waste in temporary storage with permit from local government based on “ SK Kepala Dinas Penanaman Modal, Pelayanan Terpadu Satu Pintu, Koperasi, Usaha Kecil dan Menengah Kabupaten Tebo Nomor 01 Tahun 2019” dated 28 April 2019 and valid for 5 years.</p> <p>The hazardous waste is sent to the registered collector/transporter which approved by Environmental Ministry, namely PT Hazmat Techno Indonesia. Tripartite Agreement Letter between PT Rigunas Agri Utama, PT Hazmat Techno Indonesia and hazardous waste user (PT Muhtomas, PT Triguna, PT Putra Restu Ibu Abadi and etc) are available and has been reviewed during audit.</p> <p>Electronic manifest for hazardous waste transporter in 4 December 2023</p> <ul style="list-style-type: none"> • Hazardous waste code A102d (Used battery), Manifest No. KLHK-1709299538 • Hazardous waste code B104d (Used chemical containers), Manifest No. KLHK-1709298252 • Hazardous waste code B105d (Used oil), Manifest No. KLHK-1709295231 • Hazardous waste code B110d (Used rags), Manifest No. KLHK-1709295724 • Hazardous waste code A337-1 (medical waste), Manifest No. KLHK-1709299975 	Complied

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		Based on interview with workers who are handling of pesticides that they understood of disposed empty containers pesticides, such as: Empty chemical containers re-used only for mixing purposes, unusable are triple rinsed, punctured and disposed to the approval collector.	
7.3.3	The unit of certification does not use open fire for waste disposal. - Minor compliance -	There is no change in term of the statement of conformity when comparing from the previous audit result. Up to now since previous assessment last year till the date of this audit, no fire has been used for waste disposal. Waste management already conducted in accordance to company procedures as mentions in indicator 7.3.1 above.	Complied
Criteria 7.4: Practices maintain soil fertility at, or where possible improve soil fertility to, a level that ensures optimal and sustained yield.			
7.4.1	Good agricultural practices, as contained in SOPs, are followed to manage soil fertility to optimise yield and minimise environmental impacts is documented. - Minor compliance -	The procedure to manage soil fertility is available (see detail in indicator 3.3.1). During ASA1_2 audit has verified that the implementation of manuring is based on fertilizer recommendation that set by Asian Agri's Research and Development Department. Fertilizer dosage has set according to the soil needed refer to Soil and Leaf analysis. Fertilizer applicator has been trained to not applied fertilizer in riparian or water source to minimize environmental impact, the last training has carried out on 9 November 2023. Other sample is land application, the land application officer ensures and control the effluent only applied in flatbed. The application out of flatbed area are strictly prohibited.	Complied
7.4.2	Analysis of tissue samples (e.g. leaves) and soil on a regular basis to monitor and manage changes in soil fertility and plant health is documented. - Minor compliance -	According to the Asian Agri's agricultural policy, soil sampling conducted every 5 years of palm age, while leaf sampling conducted annually. Based on document verification sighted the report of soil and leaf sampling in own estate and smallholders as follows: The last soil sampling has conducted in April 2018. Parameter that tested are N, C, K, Ca, Mg and pH. Document verified for example: - Location 1, dated 09/04/2018: No Lab 1851464 for depth 0-11 cm, No Lab 1851465 for dept 11-30cm, No Lab 1851466 for depth 30-	Complied

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		<p>64 cm, No Lab 1851467 for depth 64-130 cm.</p> <ul style="list-style-type: none"> - Location 2, dated 07/04/2018: No Lab 1851468 for depth 0-11 cm, No Lab 1851469 for dept 11-30cm, No Lab 1851470 for depth 30-64 cm, No Lab 1851471 for depth 64-130 cm. - Location 3, dated 07/04/2018: No Lab 1851472 for depth 0-11 cm, No Lab 1851473 for dept 11-30cm, No Lab 1851474 for depth 30-64 cm, No Lab 1851475 for depth 64-130 cm. <p>The last leaf sampling conducted on 27 June 2023. Parameter that tested is major element (Ash, N, P, K Mg, Ca) dan Minor element (B, Cu, Zn, Mn, Fe). Leaf analysis conducted to 198 leaf samples. Result of analysis documented in Foliar Analysis Report, for example:</p> <ul style="list-style-type: none"> - No. 202/LSU-AGR/06/2023 – Afd. I – Lab Ref No. RD.AGR/23/06/0228, dated 27/06/23 with 21 leaf samples, sample seen: Block D08a, YOP 2008, 8.19% Ash, 2.56% N, 0.167% P, 0.96% K, 0.23% Mg, 0.61% Ca and 20 ppm B; Block D08b, YOP 2008, 8.42% Ash, 2.57% N, 0.166% P, 0.94% K, 0.21% Mg, 0.60% Ca and 23 ppm B; Block D08c, YOP 2008, 8.44% Ash, 2.54% N, 0.152% P, 0.93% K, 0.23% Mg, 0.51% Ca and 16 ppm B; Block D08d, YOP 2008, 7.41% Ash, 2.49% N, 0.173% P, 1.19% K, 0.23% Mg, 0.66% Ca and 14 ppm B; - No. 203/LSU-AGR/05/23 – Afd. II – Lab Ref No. RD.AGR/23/06/0246, dated 01/07/23 with 21 leaf samples, sample seen: Block B19a, YOP 2019, 8.02% Ash, 2.96% N, 0.185% P, 1.00% K, 0.34% Mg, 0.78% Ca and 35 ppm B; Block B19a - LA, YOP 2019, 7.63% Ash, 3.13% N, 0.195% P, 1.00% K, 0.45% Mg, 0.74% Ca and 20 ppm B; Block B19b, YOP 2019, 6.97% Ash, 2.88% N, 0.172% P, 1.08% K, 0.34% Mg, 0.73% Ca and 17 ppm B; 	
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		Those analysis report generated the fertilizer recommendation 2024 by Asian Agri's Research and Development Department, PT Nusa Pusaka Kencana – Tebing Tinggi.									
7.4.3	A nutrient recycling strategy is in place, which include the recycling of Empty Fruit Bunches (EFB), Palm Oil Mill Effluent (POME), palm residues and optimal use of inorganic fertilisers. - Minor compliance -	Based on the Agricultural Policy Manual, certificate holder has a guidance in organic fertilizers such as Empty Fruit Bunch (EFB) and Palm Oil Mill Effluent (POME). Certificate holder has implemented EFB application in estate with dosage 30 – 50 ton/Ha in normal soil and POME with dosage 750 m ³ /Ha. There is no longer EFB application in Bungo Tebo Smallholders at this time, since their area include in replanting plan.	Complied								
7.4.4	Records of fertilizer inputs are maintained. - Minor compliance -	<p>Bungo Tebo Estate:</p> <p>The company has established procedure on soil fertility, "SOP AA-APM-OP-1100.09. R1" - SOP Pemupukan, consist of type and recommendation of fertilizer for immature and mature areas, cycle, dosage and when fertilizer is applied.</p> <p>To maintain soil fertility, Bungo Tebo Estate applied placing palm frond above ground level (L shape) and empty bunch application as well as Palm Oil Mill Effluent (POME) application (land application). During field visit can be demonstrated that company has applied management strategy to maintain soil fertility according to the procedure.</p> <p>Bungo Tebo Estate applied inorganic fertilizer. Record of fertilizer application in Bungo Tebo Estate 2023 as a recommendation are available in "Fertilizer application and recommendation 2023 Bungo Tebo Estate". Record of fertilizer for 2023 as follows:</p> <p>2023</p> <table border="1"> <thead> <tr> <th>Fertilizer Type</th><th>Recommendation (Kg)</th><th>Realization (Kg)</th><th>%</th></tr> </thead> <tbody> <tr> <td>Urea</td><td>1,371,118</td><td>1,373,640</td><td>100.18</td></tr> </tbody> </table>	Fertilizer Type	Recommendation (Kg)	Realization (Kg)	%	Urea	1,371,118	1,373,640	100.18	Complied
Fertilizer Type	Recommendation (Kg)	Realization (Kg)	%								
Urea	1,371,118	1,373,640	100.18								

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		MOP	1,376,509	1,376,809	100.02
		Dolomite	924,597	927,286	100.29
Scheme Smallholder:					
Plasma Bungo Tebo has established procedure soil fertility in AA-PLASMA-PP-KS-03 – Panduan Pelaksanaan Pemupukan. The procedure covered type of fertilizer and its content, fertilizer quality analysis, fertilizer recommendation and fertilizer application which must be appropriate in dosage, time, place and technique.					
Application technique on Section 2.4 mention that main principle of fertilizer application is every palm must receive all fertilizer type based on recommendation. Fertilizer application conducted based on basic principles: accurate dosage, time, place and technique.					
To maintain soil fertility, plasma management also applied palm frond stacking in 'U' shape around palm oil trees. Plasma Bungo Tebo also applied inorganic fertilizer to maintain soil fertility. Record of fertilizer for 2023 for example:					
2023					
Fertilizer		Koperasi Tani Mandiri	Koperasi Jasa Tani Sawit Sekutur Makmur	Koperasi Tanjung Jaya Bersama	
ZA					
Dosage		1.75 Kg (1x application)			
Recommendation		9,240	10,500	15,232	

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		Realization	9,240	10,500	15,232
		MOP			
		Dosage	1.50 Kg (1x application)		
		Recommendation	7,920	9,000	13,056
		Realization	7,920	9,000	13,056
		RP			
		Dosage	1.50 Kg (1x application)		
		Recommendation	7,920	9,000	13,056
		Realization	7,920	9,000	13,056
		Dolomite			
		Dosage	1.75 Kg (1x application)		
		Recommendation	9,240	10,500	15,232
		Realization	9,240	10,500	15,232
		HGFB			
		Dosage	0.05 Kg (1x application)		
		Recommendation	264	300	435
		Realization	264	300	435
		Fertilizing program in Bungo Tebo Plasma 2023 has completed 100% as recommendation.			

Criteria 7.5: Practices minimise and control erosion and degradation of soils.

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7.5.1	<p>(C) Maps that identify marginal and fragile soils, including steep sloped land are available.</p> <p>- Critical (Major) compliance -</p>	<p>Bungo Tebo POM and Estate</p> <p>During this surveillance audit, there is no changing on the information of soil maps of Bungo Tebo Estate.</p> <p>PT Rigunas Agri Utama showed Peta Sebaran Satuan Tanah for Bungo Tebo Estate. The map indicated the predominant soil type consist of:</p> <table><tr><th>Soil Classification</th><th>Slope (%)</th><th>Drainage</th><th>Class of land</th><th>Limitation Factor</th><th>Hectare</th></tr><tr><td>Aquic Dystrudepts</td><td>0-8</td><td>Bad</td><td>Suitable (S3)</td><td>Drainage, nutrient retention</td><td>143</td></tr><tr><td>Typic endoaquults</td><td>0-8</td><td>Bad</td><td>Suitable (S3)</td><td>Drainage, nutrient retention, texture</td><td>146</td></tr><tr><td>Typic Hapludults</td><td>8-15</td><td>Good</td><td>Suitable (S3)</td><td>Drainage, nutrient retention, texture</td><td>14</td></tr><tr><td>Typic Hapludults</td><td>15-30</td><td>Good</td><td>Suitable (S3)</td><td>Elevation, topography, nutrient available</td><td>754</td></tr><tr><td>Typic Hapludults</td><td>>30</td><td>Good</td><td>Not Suitable (N1)</td><td>Elevation, topography, nutrient available</td><td>1,574</td></tr><tr><td>Total</td><td></td><td></td><td></td><td></td><td>2,631</td></tr></table> <p>There is also topographic map indicating the elevation of Bungo Tebo Estate consist of 0- 8% and >30%. The limitation for the area is steep slope on some area. PT Rigunas Agri Utama did not open the area with steep slope > 40%. Topography level consist of 45 – 105 m.</p> <p>Scheme Smallholder</p> <p>During this surveillance audit, there is no changing on the information of soil maps Scheme smallholder.</p> <p>Asian Agri’s Research and Development Department has conducted soil survey semi detail in Smallholder Area of PT Rigunas Agri Utama on</p>	Soil Classification	Slope (%)	Drainage	Class of land	Limitation Factor	Hectare	Aquic Dystrudepts	0-8	Bad	Suitable (S3)	Drainage, nutrient retention	143	Typic endoaquults	0-8	Bad	Suitable (S3)	Drainage, nutrient retention, texture	146	Typic Hapludults	8-15	Good	Suitable (S3)	Drainage, nutrient retention, texture	14	Typic Hapludults	15-30	Good	Suitable (S3)	Elevation, topography, nutrient available	754	Typic Hapludults	>30	Good	Not Suitable (N1)	Elevation, topography, nutrient available	1,574	Total					2,631	Complied
Soil Classification	Slope (%)	Drainage	Class of land	Limitation Factor	Hectare																																								
Aquic Dystrudepts	0-8	Bad	Suitable (S3)	Drainage, nutrient retention	143																																								
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		2021 based on report "Laporan Update Analisa Tanah Kebun Plasma Bungo Tebo". Based on the report found the soil taxonomy refer to USDA 2006 is typic hapludults.	
7.5.2	The replanting of palm oil is not conducted extensively on steep terrain in accordance with applicable regulations. - Minor compliance -	Based and document verification and field observation, there is no extensive replanting activity in steep terrain both own estate and smallholder area. Company has implementing the procedure of soil conservation according to the procedure.	Complied
7.5.3	New palm oil planting is not conducted on steep terrain in accordance with applicable regulations. - Minor compliance -	Based and document verification and field observation, there is no new palm oil planting in PT Rigunas Agri Utama – Bungo Tebo. Company has implementing the procedure of soil conservation according to the procedure.	Complied
Criteria 7.6: Soil surveys and topographic information are used for site planning in the establishment of new plantings, and the results are incorporated into plans and operations.			
7.6.1	(C) Evidence of long-term land suitability for oil palm cultivation, soil maps or soil surveys that identify marginal and fragile soils, including steep terrain are available, in planning and operations. - Critical (Major) compliance -	Bungo Tebo Estate and POM: According to document verification during surveillance 1.2 audit, organization has determined procedure related to "Konservasi Tanah dan Air", in procedure no. AA-SOP-OP-1100-05.R3 "Konservasi Tanah dan Air" has determined strategy control erosion particular in slope area, such as: 0 – 5°, 6 – 12°, 13 – 20° and more than 20°. The company has applied silt pit, L shape stacking frond and terracing in slope area to reduce soil erosion. Based on soil analysis, there is no fragile soil in PT Rigunas Agri Utama – Bungo Tebo Estate. Based on Peta Sebaran Satuan Tanah for Bungo Tebo Estate scale 1:75,000 the predominant soil type consists of: Aquic dystrudepts, Typic hapludults, Typic endoaquults. PT Rigunas Agri Utama – Bungo Tebo Estate provides soil fertility test/soil type analysis based on Research and Development Asian Agri	Complied

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		<p>Group dated 09/04/2018. The soil type/classification result of Bungo Tebo Estate consist of 5 soil profile as below:</p> <ul style="list-style-type: none"> • Profile I Block D08i/2008, topography: flat 0 – 8 %, humidity regime: udic, Temperature regime: isohipertermik, drainage class: good, effective solum depth: >120 cm, ground water depth: 105 cm, epidedon: okrik, horizon: argilik, soil classification: typic endoaquults. • Profile II Block A94i/1994, topography: Hilly 33 %, humidity regime: udic, Temperature regime: isohipertermik, drainage class: good, effective solum depth: >120 cm, ground water depth: >120 cm, epidedon: okrik, horizon: argilik, soil classification: typic hapludults. • Profile III Block D08h/2008, topography: flat 0 – 8 %, humidity regime: udic, Temperature regime: isohipertermik, drainage class: good, effective solum depth: >120 cm, ground water depth: >120 cm, epidedon: okrik, horizon: argilik, soil classification: typic endoaquults. • Profile IV Block C17e/2017, topography: hilly 32 %, humidity regime: udic, Temperature regime: isohipertermik, drainage class: good, effective solum depth: >120 cm, ground water depth: >120 cm, epidedon: okrik, horizon: argilik, soil classification: typic hapludults. • Profile IV Block B96w/1996, topography: flat 0 – 8 %, humidity regime: udic, Temperature regime: isohipertermik, drainage class: good, effective solum depth: >120 cm, ground water depth: 120 cm, epidedon: okrik, horizon: kambik, soil classification: Aquic dystrudepts. <p>Bungo Tebo Estate has recorded use of nutrient recycling strategy by application of Empty Fruit Bunch (EFB), land application and use of palm residues after replanting. Dosage of EFB application in mature oil palm</p>	
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		was 250 kg/palm/year and for immature plantation 125 kg/palm/year. Rotation for EFB application is 12 months. Field verification has been conducted at Afdeling II OP Y2019, the EFB has applied by the unit.	
7.6.2	Extensive planting on marginal and fragile soils is avoided or, if necessary, carried out according to the best-practice soil management plan. - Minor compliance -	During this ASA1_2 audit, auditor has confirmed that there is no new planting (land extension) of PT RAU or plasma area. It is only replanting activity that conducted in 2019 for estate and 2022 for smallholders. Replanting activity in steep area using a terrace contour for soil conservation.	Complied
7.6.3	Soil surveys and topographic information guide the planning of drainage and irrigation systems, roads and other infrastructure. - Minor compliance -	During this ASA1_2 audit, auditor has confirmed that there is no new planting (land extension) of PT RAU or plasma area. It is only replanting activity that conducted in 2019 for estate and 2022 for smallholders. Replanting activity in steep area using a terrace contour for soil conservation.	Complied
Criteria 7.7: No new planting on peat, regardless of depth after 15 November 2018 and all peatlands are managed responsibly.			
7.7.1	(C) No new planting on peatlands, regardless of depth, after 15 November 2018, in existing plantation areas, as well as in new development areas. - Critical (Major) compliance -	Based on soil analysis, there is no peat soil identify in PT Rigunas Agri Utama – Bungo Tebo Estate. Based on “Peta Sebaran Satuan Tanah” for Bungo Tebo Estate the predominant soil type consists of: Aquic dystrochets, Typic hapludults, Typic endoaquults.	Complied
7.7.2	Peat areas within the managed area are inventoried, documented and reported to the RSPO Secretariat (effective from November 15, 2018). - Minor compliance -	Based on soil analysis, there is no peat soil identify in PT Rigunas Agri Utama – Bungo Tebo Estate. Based on “Peta Sebaran Satuan Tanah” for Bungo Tebo Estate the predominant soil type consists of: Aquic dystrochets, Typic hapludults, Typic endoaquults. No peat inventory needed for PT Rigunas Agri Utama – Bungo Tebo Estate.	Complied
PROCEDURAL NOTE: Maps and other documentation for peatlands are provided, prepared and shared according to the RSPO Working Group (Peatland Working Group / PLWG) audit guide (See Procedural Notes for Indicator 7.7.5 below).			
7.7.3	(C) Subsidence of peat is monitored, documented and minimised.	There is no change in terms of the statement of conformity when comparing from the previous audit result. Up to now since previous	Complied

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	- Critical (Major) compliance -	assessment last year till the date of this audit, no peat in PT Rigunas Agri Utama – Bungo Tebo plantation area. This was based on soil analysis, there is no peat soil identify in PT Rigunas Agri Utama – Bungo Tebo Estate. Based on “Peta Sebaran Satuan Tanah” for Bungo Tebo Estate the predominant soil type consists of: Aquic dystrochets, Typic hapludults, Typic endoaquults.	
7.7.4	(C) Availability of implementation evidence of the water and land cover management program. - Critical (Major) compliance -	There is no change in term of the statement of conformity when comparing from the previous audit result. Up to now since previous assessment last year till the date of this audit, no peat in PT Rigunas Agri Utama – Bungo Tebo plantation area. This was based on soil analysis, there is no peat soil identify in PT Rigunas Agri Utama – Bungo Tebo Estate. Based on “Peta Sebaran Satuan Tanah” for Bungo Tebo Estate the predominant soil type consists of: Aquic dystrochets, Typic hapludults, Typic endoaquults.	Complied
7.7.5	(C) Drainability assessments are conducted for plantations planted on peat following the RSPO Drainability Assessment Procedure, or other method recognized by RSPO, (at least five years or in accordance with the provisions of the RSPO Drainability Assessment Procedure) before replanting. The results of the assessment are used to determine the period of replanting to be carried out, as well as to gradually replace oil palm cultivation for at least 40 years or two cycles, (whichever is longer), before reaching the natural gravitational drainage limit for peat. If oil palm is gradually replaced, it is replaced by other commodity crops that are better suited for higher groundwater levels (paludiculture) or rehabilitated with natural vegetation. - Critical (Major) compliance -	Based on semi-detailed soil map, there is no peat soil in Bungo Tebo Estate and scheme smallholder area. Not Applicable	Complied



PROCEDURAL NOTE: For 7.7.5: Detailed information on the RSPO Drainability Assessment Guide along with related concepts and detailed actions is contained in the Guidelines currently being adjusted / tested by the RSPO Working Group on Peatlands (Peatland Working Group / PLWG). The final version must obtain PLWG approval in January 2019 and will include additional Guide on the steps to be followed after deciding not to replant and the consequences for other stakeholders, farmers, local communities, and the unit of certification concerned. It is recommended that the trial methodology period is proposed to be extended for 12 months for all relevant management units (ie

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management units that have plantations on peat) to utilize the methodology and provide input to PLWG so that existing procedures can be further refined as needed before January 2020. The unit of certification has the option to delay replanting until the issuance of the revised Guidelines for the guidelines. Additional guidance for alternative commodity crops and rehabilitation of natural vegetation will be regulated by the PLWG.			
7.7.6	<p>(C) All existing plantations on peat are managed according to applicable laws and/or "RSPO Guidelines for Best Management Practices (BMP) for Oil Palm Cultivation that are already on Peatlands", version 3 (June 2019) along with related audit guidelines (May 2019).</p> <p>- Critical (Major) compliance -</p>	<p>According to soil map semi detail scale 1:50,000 and also verified during field visit, confirmed that there is no peat soil at area Bungo Tebo Estate and Plasma.</p> <p>Therefore, this indicator is not applicable.</p>	Complied
7.7.7	<p>(C) All peat areas not planted and reserved in managed areas (regardless of depth) are protected as 'peatland conservation areas'; unit of certification are prohibited from constructing drainage channels, building roads and new electricity lines on peatlands; unless if it is for a non-corporate land clearance. Peatlands are managed in accordance with 'RSPO Best Management Practices for the Management and Rehabilitation of Natural Vegetation related to Oil Palm Cultivation that already exists in Peatlands' (the latest version) along with relevant audit guidelines.</p> <p>- Critical (Major) compliance -</p>	<p>According to soil map semi detail scale 1:50,000 and also verified during field visit, confirmed that there is no peat soil at area Bungo Tebo Estate and Plasma.</p> <p>Therefore, this indicator is not applicable.</p>	Complied
Criteria 7.8: Practices maintain the quality and availability of surface and groundwater.			

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No	Category of River	Cross Section	Outside the Settlement		Inside at the Settlement		Articles
			Criteria	Minimum Riparian Zone	Criteria	Minimum Riparian Zone	
1	Levee		–	5 m	–	3 m	Article 6
2	Rivers with no dike (from river bank)		Big River River Basin > 500 km ²	100 m	Depth : > 20 m	30 m	Articles 7 & 8
					Depth : 3 m to 20 m	15 m	Articles 7 & 8
			Small River River Basin < 500 km ²	50 m	Depth : 0 m to 3 m	10 m	Articles 7 & 8
3	Lake / Reservoir		–	50 m	–	50 m	Article 10
4	Water Springs		–	200 m	–	200 m	Article 10
5	Rivers affected by tides (from river bank)		–	100 m	–	100 m	Article 10

7.8.1	<p>A water management plan is available and is implemented to support efficient use of water sources and continuous availability and avoid negative impacts on other users in the catchment. The plan referred to contains the following matters:</p> <ul style="list-style-type: none"> - Minor compliance - <p>7.8.1a The unit of certification does not limit access to clean water or does not pollute the water used by the community.</p>	<p>There is no change in terms of the statement of conformity when comparing from the previous audit result. Up to now since previous assessment last year till the date of this audit, water management plan and procedure for water and soil conservation are in place.</p> <p>The company already conduct water analysis per semester by PT ITEC Solution Indonesia. Analysis report shown that water quality complies with national regulation (PP No 22/2021). This conclude that the company does not pollute the water used by the community.</p> <p>Besides that, the riparian area is well maintained where in 50 m on the left and right side of riparian buffer zones, agrochemical application is prohibited, used manual fertilizer application and river bank planted with erosion barrier crop.</p> <p>Scheme Smallholders:</p> <p>The soil and water conservation in form of maintain soft weed by selective spraying (team TUS). The soft weed for natural cover crop – in order to maintain micro-climate and minimize surface run-off.</p>	Complied
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		Management of Plasma Bungo Tebo has issued the policy of prohibition of chemical application in riparian area according to "Memorandum No.02/EST- KLO/MEMO/X/17 dated 2 October 2017". Policy stated that to achieve the sustainable palm oil management in Plasma Bungo Tebo, Plasma Management prohibit the chemical application at riparian area 3 m at left and right side of river.	
	7.8.1b Workers have adequate access to clean water.	PT Rigunas Agri Utama provides clean water ground water (drilled well) for workers for Bungo Tebo Estate and clean water from Mill for Mill workers Housing. Regular water analysis was performed to monitor the water quality. Water analysis performed by accredited laboratory PT ITEC Solution Indonesia. Sample seen on analysis report shown that water quality is complies with national regulation (PermenKes No. 492/MENKES/PER/IX/2010).	
7.8.2	<p>(C) Water courses and wetlands are protected, including the maintenance and restoration of riparian zones and other buffer zones during or before replanting, in accordance with the "RSPO Manual on BMPs for the management and rehabilitation of riparian reserves" (April 2017) or Simplified Guide Management and Rehabilitation of Riparian Reserves (2018).</p> <p>- Critical (Major) compliance -</p>	<p>There is no change in terms of the statement of conformity when comparing from the previous audit result. Up to now since previous assessment last year till the date of this audit, riparian area is protected. Each river determined the riparian zone 50 m on the left and right side the river with wide < 12m and 100 m for the river which wide >12 m. All riparian zone was sign by boundary poles and signboard. Riparian restoration performed in the critical/degraded area to enhance and rehabilitate theecosystem. When the replanting activity performed, it was prohibited to conducted land preparation/clearing in riparian area.</p> <p>Scheme Smallholders:</p> <p>The soil and water conservation in form of maintain soft weed by selective spraying (team TUS). The soft weed for natural cover crop – in order to maintain micro-climate and minimize surface run-off.</p> <p>Management of Plasma Bungo Tebo has issued the policy of prohibition of chemical application in riparian area according to "Memorandum No.02/EST- KLO/MEMO/X/17 dated 2 October 2017". Policy stated that to achieve the sustainable palm oil management in Plasma Bungo Tebo,</p>	Complied

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		Plasma Management prohibit the chemical application at riparian area 3 m at left and right side of river.	
7.8.3	Mill effluent is managed according to applicable regulations. The quality of mill effluent discharged, especially BOD (Biochemical Oxygen Demand) is monitored in accordance with applicable regulations. - Minor compliance -	Effluent from Bungo Tebo Mill applied to plantation area as Land Application. Monitoring of effluent conducted in monthly period by PT Jambi Lestari International (KAN Accredited No : LP-1129-IDN). Analysis results for January – December 2023 are complied to regulation. Smallholder: Not applicable for scheme smallholder	Complied
7.8.4	Mill water use per tonne of FFB is monitored and recorded. - Minor compliance -	Bungo Tebo POM has recorded the mill water use per tonne FFB, includes monitoring of water usage for mill processing and domestic usage. Result of water usage monitoring is recorded under "Mill Operation Summary" year 2023, updated in December 2023.	Complied
Criteria 7.9: Efficiency of fossil fuel use and the use of renewable energy is optimised			
7.9.1	Plans to increase the efficiency of fossil fuel use and to optimize renewable energy are available, monitored and documented. - Minor compliance -	PT Rigunas Agri Utama has shown the document a plan for improving efficiency of the use of fossil fuels and to optimizer renewable energy under document of " <i>Pemakaian Energi Pabrik Bungo Tebo 2023 - 2024</i> ". Energy use records include accurate measurements of renewable energy use per tonnage of FFB processed. Fossil fuel usage recorded for operational purpose, including the efficiency analysis. Below are the fossil fuel usage and renewable energy usage by Bungo Tebo POM	Complied
Criteria 7.10: Plans to reduce pollution and emissions, including greenhouse gases (GHG), are developed, implemented and monitored and new developments are designed to minimise GHG emissions.			
7.10.1	(C) GHG emissions for the unit of certification are identified and assessed. Plans to reduce or minimize GHG emissions are implemented, monitored through the PalmGHG calculator, and reported publicly.	There is no change in term of the statement of conformity when comparing from the previous audit result. Up to now since previous assessment last year till the date of this audit, plan to reduce GHG	Complied

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	- Critical (Major) compliance -	<p>emissions in PT Rigunas Agri Utama – Bungo Tebo and supply bases are in place.</p> <p>Currently company has implemented:</p> <ul style="list-style-type: none"> - Avoidance planting on high carbon stock area: planting oil palm on mineral soil (land suitability report); Bungo Tebo Estate conserve all riparian area at Lalo river, Pinang river, Belangkai Purun, Rotan river, Benanai, Belangkai, Belangkai Purun, Benanai Pul river. - Reducing use of fossil fuel; Bungo Tebo POM has use 100% fibre and most of shell as a boiler fuel; Replace the generator set usage for electricity by PLN to reduce the diesel fuel. - Implementing zero burning policy: replanting with mechanical method, no burning evident during field visit; <p>The company has calculated the GHG emission through RSPO PalmGHG calculator, has been reviewed and approved by auditor. The details can be seen in Appendix B of this report.</p>	
7.10.2	<p>(C) Since 2014, an estimate of carbon stocks in the proposed development area has been carried out along with potential sources of emissions that can occur directly as a result of the development and plans to minimize these emissions are prepared and implemented (following the RSPO GHG Assessment Procedure for New Development).</p> <p>- Critical (Major) compliance -</p>	<p>There is no change in term of the statement of conformity when comparing from the previous audit result. Up to now since previous assessment last year till the date of this audit, no new planting in certified area of PT Rigunas Agri Utama – Bungo Tebo.</p> <p>Replanting has been performed by Bungo Tebo Estate since 2016 and completed in 2019.</p>	Complied
7.10.3	<p>(C) Other significant pollutant identification results are available and plans to reduce or minimize them are implemented and monitored.</p> <p>- Critical (Major) compliance -</p>	<p>PT Rigunas Agri Utama – Bungo Tebo POM has identified the significant pollutants and greenhouse gas (GHG) emissions. Significant pollutants and GHG such as: Emission, particulate, noise from boiler and generator, effluent from mill wastewater, fertilizer application, chemical applicator and transport of FFB.</p> <p>Monitoring of air emissions and ambient air quality conducted every semester. Emissions test conducted testing by Accreditation Laboratory.</p>	Complied

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		The results of the analysis have been demonstrated and reported to Environmental Agency every six months.	
Criteria 7.11: Fire is not used for preparing land and is prevented in the managed area.			
7.11.1	(C) Land for new planting or replanting is not prepared by burning. - Critical (Major) compliance -	<p>Procedure of Replanting was documented in SOP AA-APM-OP-1100.20-R6 dated 16 February 2017. The procedure described the company commitment to "Zero Burning" by using chipping and stacking using excavator by bucket modification. Procedure of replanting mentioned that Field Assistant, Head Assistant and Estate Manager must perform checks to ensure that the contractor does not perform burning for land preparation for replanting. In the procedure of replanting mentioned that, the methods used are: Toppling trees using heavy equipment (excavators); Chipping: cutting palm trunk, so as not infected with Ganoderma; Planting LCC, so that the decay of the old oil palm trunks can be faster; Planting of oil palm. This method has been used in replanting the whole plantation belonging to Asian Agri group including PT RAU – Bungo Tebo Estate.</p> <p>The company has established Based on field observation, it was evident that no fire has been used for replanting in Bungo Tebo Estate.</p> <p>Scheme Smallholder</p> <p>There are ongoing land preparation for replanting in sampled smallholder. It was observed there are company representatives (Replanting Foreman) that monitored the land preparation by contractor o in accordance with company policy and procedure.</p> <p>No fire has been used for replanting in scheme smallholder plots.</p>	Complied
7.11.2	The unit of certification establishes fire prevention and control measures for lands that are directly managed by the unit of certification. - Minor compliance -	<p>There is no change in term of the statement of conformity when comparing from the previous audit result. Up to now since previous assessment last year till the date of this audit, firefighting facilities and procedure are in place.</p>	Complied

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		The activity of fire prevention and control present in "Laporan Pencegahan Pencemaran dan atau Kerusakan Lingkungan Hidup yang Berkaitan dengan Kebakaran Lahan" for period 2022. Report of fire prevention and control are submitted to related authority (Dinas Lingkungan Hidup & Dinas Perkebunan) each semester, for example report for Semester 2 Y2022 was reported in January 2023.	
7.11.3	The unit of certification engages stakeholders in adjacent locations for fire prevention and control measures. - Minor compliance -	<p>PT RAU Bungo Tebo has a programme namely "Desa Bebas Api / Fire Free Village Programme (FFVP). The MoU regarding "Desa Bebas Api" Program has been signed with Tuo Sumay Village, Teriti Village, Suo-Suo Village, Muara Sekalo Village and Semambu Village on 9 June 2021. PT RAU recognize this engagement program, comprises the following segments:</p> <ul style="list-style-type: none"> a. Increase community awareness. Company conduct intensive communication with the local community to increase awareness on the impact of fire and haze on health. b. Empowerment village head. During the dry season, villages play a significant role to synergize the prevention and mitigation of land fire. c. Provide support for land clearing. d. Appreciation for zero burning. e. Assistance to enhance local economy. <p>The activity of fire prevention and control present in "Laporan Pencegahan Pencemaran dan atau Kerusakan Lingkungan Hidup yang Berkaitan dengan Kebakaran Lahan" for period 2023. Report of fire prevention and control are submitted to related authority (Dinas Lingkungan Hidup & Dinas Perkebunan) each semester.</p>	Complied
Criteria 7.12: Land clearing does not cause deforestation or damage any area required to protect or enhance High Conservation Values (HCVs) or High Carbon Stock (HCS) forest. HCVs and HCS forests in the managed area are identified and protected or enhanced.			

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PROCEDURAL NOTE for 7.12:

The RSPO Principles and Criteria 2018 include new requirements to ensure the effective contribution of the RSPO in stopping deforestation. This will be achieved by incorporating the High Carbon Stock Approach (HCSA) Approach Guide into the revised standard.

The RSPO ToC also encourages RSPO to commit to balancing between sustainable livelihoods and reducing poverty with the need to conserve, protect and improve the quality of ecosystems.

High Forest Cover Countries (HFCC) are in dire need of economic opportunities that can help people choose their own path in carrying out development, while at the same time providing social and economic benefits and safeguards.

Procedures will be developed that are adapted to support the development of sustainable palm oil by indigenous peoples and local communities who have legal or customary rights. The procedure will apply in certain HFCC countries and in the High Forest Cover Landscape (HFCL) within it.

The development of this procedure will be guided by the No Deforestation Joint Steering Group (NDJSG) between the RSPO and HCSA members. In HFCC countries, RSPO will work with governments, communities and other stakeholders to develop this procedure through participatory processes at national and regional levels. The duration of this activity is specified in the Terms of Reference for NDJSG and is publicly available.

7.12.1	<p>(C) Land clearing since November 2005 has not damaged primary forest or any area required to protect or enhance HCVs. Land clearing since 15 November 2018 has not damaged HCV or HCS forests.</p> <p>Historical analysis of Land Use Change Analysis (LUCA) is carried out before any new land clearing, in accordance with the RSPO LUCA Guidance document (see indicator 7.12.2).</p> <p>- Critical (Major) compliance -</p>	<p>No new planting after November 2005. PT Rigunas Agri Utama - Bungo Tebo has been planted since 1994, 1995 and 1996. Even though from the planting year, there was planting year 2008, it was known that the 512 Ha planted in 2008 was replanting oil palm due to low SPH (Stand per Hectare) caused by elephant attack, during early stage of planting. Replanting has been performed by Bungo Tebo Estate since 2016 and finished in 2019. Total replanting in 2016 was 295 ha, in 2017 was 449 ha, in 2018 was 447 ha and 2019 was 787 ha.</p> <p>This indicator is not applicable since there is no new planting after 2005 in PT Rigunas Agri Utama – Bungo Tebo Estate and Scheme Smallholder.</p>	Complied
7.12.2	<p>(C) HCV and HCS forests, and other conservation areas are identified as follows:</p> <p>- Critical (Major) compliance -</p> <p>7.12.2a) For existing plantations, with an HCV assessments conducted by RSPO- approved assessors and have no new land clearing after 15 November 2018, the existing HCV assessments remains valid.</p>	<p>During this surveillance audit ASA1.2, there is no changing on HCV assessment information from the previous audit.</p> <p>Company including scheme smallholder has conducted HCV identification in coordination with Faculty of Forestry from IPB (Bogor Agricultural University).</p>	Complied

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		<p>The identification result recorded and reported under "Laporan Akhir Identifikasi Keberadaan Nilai Konservasi Tinggi (NKT) di areal PT Rigunas Agri Utama, Kabupaten Tebo". The scope of study covers nucleus estate of PT Rigunas Agri Utama plantation (covers 2,551 Ha) and smallholder estate/plantation (covers 5,914 Ha), located in Sumay District, Rambai District and Serai Serumpun District. The HCV identification was using Guidance on Identification of HCV in Indonesia, published by "Konsorsium Revisi HCV Toolkit Indonesia", July 2008.</p> <p>The assessor of HCV consist of:</p> <ul style="list-style-type: none"> - Dr. Ir. H. Nyoto Santoso, MS.: Team Leader, listed as RSPO HCV Assessor (listed as Provisionally Licensed Assessor, dated 23 April 2015); - Udi Kusdinar, S.Hut.: Social and Cultural aspects, listed as RSPO HCV Assessor. - Sulfan Ardiansyah, S.Hut.: Flora Ecology and Environmental Services, listed as RSPO HCV Assessor. - M. Syayidina Ali, Amd.: GIS (listed as Provisionally Licensed Assessor, dated 23 April 2015). - Gilang Prastya Pambudi, S.Hut.: Social-cultural aspect, listed as RSPO HCV Assessor. <p>The HCV identification survey was carried out on 23 – 27 April 2013. The involvement of interested parties in form of interview, discussion and/or public consultation. For example: Discussion with authorities of Serai Serumpun district, interview with Pinang Belai Village, discussion with villagers of Sekutur Jaya Village, interview with committee of KUD Sumai Makmur, interview with Sumay District public servants, interview with villagers of Sungai Rambai Village, etc.</p> <p>The public consultation was carried out on 26 April 2013, located in "Balai Kecamatan Serai Serumpun", which attended by 28 participants,</p>	
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		<p>representing village authorities, villagers, elderly and community figures, district head and KUD Plasma.</p> <p>Company has in cooperation with community for the management of HCV, as written in Statement "Pernyataan Bersama" signed by PT Rigunas Agri Utama's management, six (6) village heads and 9 leaders of KUD. The statement was stating commitment towards: to protect wildlife inside the scheme smallholder plantation SP1 – SP7, and agreed to no-hunting policy; Community agreed to stop the use of poison and electricity to catch fish; To protect river buffer zone through: no chemical fertilizer application, using organic fertilizer, to plant river buffer zone with local species tree – and to nurture/maintain the tree; no use of open-fire in scheme smallholder plantation; to actively participate in electric fence program to drive away elephant; to communicates the policy to communities. The statement was signed on 26 April 2013 by all representatives.</p>	
	<p>7.12.2 b) Any new land clearing (in existing plantations or new plantings) after 15 November 2018 is preceded by an HCV-HCS assessment, using the latest HCSA Toolkit and HCV-HCSA Assessment Manual that is applicable at the time of the assessment. This includes stakeholder consultation and take into account wider landscape- level consideration.</p>	<p>No new planting after November 2018. PT Rigunas Agri Utama - Bungo Tebo has been planted since 1994, 1995 and 1996.</p> <p>Replanting has been performed by Bungo Tebo Estate since 2016 and finish in 2019. Total replanting in 2016 was 295 ha, in 2017 was 449 ha and in 2018 was 447 ha, and 2019 was 787 ha. The rest planted area 512 Ha planted in 2008 was also replanting oil palm due to low SPH (Stand per Hectare) caused by elephant attack, during early stage of planting.</p> <p>HCV assessment in existing plantation has been conducted on April – May 2013.</p> <p>According to HCV assessment report under "Laporan Akhir Identifikasi Keberadaan Nilai Konservasi Tinggi (NKT) di areal PT Rigunas Agri Utama, Kabupaten Tebo"; HCV identified in Bungo Tebo Estate (17.59 ha) consist of:</p>	

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		<ul style="list-style-type: none"> - HCV 1.2, HCV 4.1 in Riparian area Lalo river, Pinang river, Belangkai Purun, Rotan river, Benanai, Belangkai, Belangkai Purun, Benanai Bul river with area 17.54 Ha. - HCV 6, graveyard in Division III area, 0.05 Ha. <p>HCV identified in Bungo Tebo Plasma/scheme smallholder consist of:</p> <ul style="list-style-type: none"> - HCV 1.2 and 4.1 in Riparian area of river Kebung, Lawai, Sukorejo, Sekutur, Lalo, Benanai, Benanai Bul, Belangkai, Cenio, Anak Batang Sumay with area 52.04 ha. The HCV area was located in surrounding scheme smallholder plantation and outside of smallholder plots/block. <p>RTE species identified in area Bungo Tebo Estate and Plasma are as follows:</p> <ul style="list-style-type: none"> - Kucing kuwuk (<i>Prionailurus bengalensis</i>) - Lutung (<i>Presbytis melalophos</i>) - Lutung abu – abu (<i>Trachypithecus cristatus</i>) - Berang-berang (<i>Prionodon linsang</i>) - Gajah (<i>Elephas maximus</i>) - Pijantung kecil (<i>Arachnotera longirostra</i>) - Raja udang meninting (<i>Alcedo meninting</i>) - Elang hitam (<i>Ictinaetus malayensis</i>) - Burung madu kelapa (<i>Anthreptes malaccensis</i>) - Elang ular bido (<i>Spilornis cheela</i>) - Kipasan belang (<i>Rhipidura javanica</i>) - Cekakak belukar (<i>Halcyon smirnsensis</i>) - Cekakak sungai (<i>Halcyon chloris</i>) <p>Burung madu sepah raja (<i>Aethopyga siparaja</i>)</p>	
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7.12.3	<p>(C) In High Forest Cover Landscapes (HFCLs) within HFCCs, a specific procedure will apply for legacy cases and development by indigenous peoples and local communities with legal or customary rights, taking into consideration regional and national multi-stakeholder processes. Until this procedure is developed and endorsed, 7.12.2 applies.</p> <p>- Critical (Major) compliance -</p>	<p>According to HCV assessment on April – May 2013 it was confirmed that there is no High Forest Cover Landscapes (HFCLs) identified in the concession area of PT Rigunas Agri Utama and Scheme Smallholder. It was also confirmed during onsite audit.</p> <p>This indicator is not applicable.</p>	Not Applicable
<p>PROCEDURAL NOTE for 7.12.3: Indicator 7.12.3. is not relevant to Indonesia, until further decisions by the RSPO.</p>			
7.12.4	<p>(C) Where HCVs, HCS forests after 15 November 2018, peatland and other conservation areas have been identified, they are protected and/or enhanced. An Integrated management plans to protect and/or enhance HCV and HCS forests, peatland and other conservation areas are developed, implemented and adapted if necessary, and contains monitoring requirements. The integrated management plan is reviewed at least once every five years. The integrated management plan was developed in consultation with relevant stakeholders and includes the directly managed area and any relevant wider landscape level considerations (where these are identified).</p> <p>- Critical (Major) compliance -</p>	<p>No new planting after November 2018. PT Rigunas Agri Utama - Bungo Tebo has been planted since 1994, 1995 and 1996. Replanting has been performed by Bungo Tebo Estate since 2016 and finished in 2019. Total replanting in 2016 was 295 ha, in 2017 was 449 ha, in 2018 was 447 ha and 2019 was 787 ha.</p> <p>Company has prepared Conservation Management Plan 2023/2024, detailing location of HCV area, hectare of HCV area, management objective, management program, method, person in charge, target of implementation and monthly status. Company has consistently monitors the status of HCV area, as well as protected flora and fauna species. This is recorded in "Laporan Monitoring Tumbuhan dan Satwa Liar PT Rigunas Agri Utama" period Semester I & II 2023. Monitoring period January –December 2023. The report explains the monitoring on status of plant and wildlife, disturbance and damage to the protected area.</p> <p>Wildlife observations are conducted monthly by Mandor HCV in each Afdeling. Observation result since January to December 2023 and documented in the "Daftar Temuan satwa liar di areal kebun PT Rigunas Agri Utama". Based on monitoring result since January – December 2023, there were still found the RTE or protected species (by government regulation) consist of: <i>Halcyon smirnensis</i>, <i>Alcedo</i></p>	Complied

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		<p><i>meninting, Halcyon chloris, Varanus salvator, Macaca fascicularis, Rhipidura javanica, Prinia familiaris.</i></p> <p>Monitoring of animal/wildlife was conducted in the location:</p> <ul style="list-style-type: none"> - Riparian Belangkai Purun Block C94D, C96J, – Division III - Riparian Lalo Block A94K – Division I - Riparian Pinang Block A16B – Division I - Riparian Rotan Block B95i – Division II - Riparian Belangkai 0 Block C17c – Division III - Riparian Benanai Block C17C – Division III <p>Report of management and monitoring are reported to Balai Konservasi Sumberdaya Alam Provinsi Jambi each semester.</p> <p>HCV identified in Bungo Tebo Plasma/scheme smallholder consist of:</p> <p>HCV 1.2 and 4.1 in Riparian area of river Kebung, Lawai, Sukorejo, Sekutur, Lalo, Benanai, Benanai Bul, Belangkai, Cenio, Anak Batang Sumay with area 52.04 ha. The HCV area was located in surrounding scheme smallholder plantation and outside of smallholder plots/block.</p> <p>So, no HCV Area monitoring needed in scheme smallholder.</p>	
7.12.5	<p>Where rights of local communities have been identified in HCV areas and HCS forest after 15 November 2018, peatland and other conservation areas, there is no reduction of these rights without evidence of a negotiated agreement, obtained through FPIC, encouraging their involvement in the maintenance and management of these conservation areas.</p> <p>- Minor compliance -</p>	<p>According to HCV assessment on April – May 2013 it was confirmed that there is no HCV identified in the land of local communities. It was also confirmed during onsite audit.</p> <p>This indicator is not applicable.</p>	Not Applicable
7.12.6	<p>All rare, threatened or endangered (RTE) species are protected, whether or not they are identified in an HCV assessment. A programme to regularly educate the workforce about the status of RTE species is in place. Appropriate disciplinary measures are taken and documented in</p>	<p>Based on document verification upon “Laporan hasil monitoring Pengelolaan Tumbuhan dan Satwa” period Semester I & II 2023 shows in the area of Bungo Tebo Estate identified 6 types of protected under IUCN and CITES. Report of HCV management and monitoring semester</p>	Complied

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	<p>accordance with company rules and national law if any individual working for the company is found to capture, harm, collect, trade, possess or kill these species.</p> <p>- Minor compliance -</p>	<p>I & II year 2023 has been submitted to BKSDA Provinsi Jambi. Evidence of report submission can be shown during audit.</p> <p>Bungo Tebo Estate also has monitoring the RTE species each month as present in "Daftar Temuan Satwa Liar di Areal Kebun PT Rigunas Agri Utama". Based on monitoring result since January – December 2023 there were still found the RTE species consist of: <i>Halcyon smirnensis</i>, <i>Alcedo meninting</i>, <i>Halcyon chloris</i>, <i>Varanus salvator</i>, <i>Macaca fascicularis</i>, <i>Rhipidura javanica</i>, <i>Prinia familiaris</i>.</p> <p>Monitoring of animal/wildlife was conducted in the location:</p> <ul style="list-style-type: none"> - Riparian Belangkai Purun Block C94D, C96J, – Division III - Riparian Lalo Block A94K – Division I - Riparian Pinang Block A16B – Division I - Riparian Rotan Block B95i – Division II - Riparian Belangkai 0 Block C17c – Division III - Riparian Benanai Block C17C – Division III <p>Company also installed identity signboard and warning signboard to educate the workforce and surrounding community regarding the protection of RTE species.</p> <p>Socialization of HCV and RTE species protection has been carried out by the company both to internal company employees and to the surrounding community. Evidence of socialization can be shown, sample seen socialization dated 23 June 2023. The company also posted information boards and appeals regarding the protection of local protected areas, a ban on hunting for animals and destroying areas and other conservation campaigns.</p> <p>Estate has established the management plan to maintain and/or enhance High conservation value area. HCV management and monitoring plan described measures taken for each HCV and its monitoring. Relevant laws were taken into account for determining</p>	
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		appropriate measure including UU #5/1990 about Natural resources conservation, PP#7/1999 about List of protected plan and wildlife, Kepres #32/1990, and PP #26/2008.	
7.12.7	<p>The status of HCVs, HCS forests after 15 November 2018, other natural ecosystems, peatland conservation areas and RTE species is monitored. Outcomes of this monitoring are fed back into the management plan.</p> <p>- Minor compliance -</p>	<p>No new planting after November 2018. PT Rigunas Agri Utama - Bungo Tebo has been planted since 1994, 1995 and 1996. Replanting has been performed by Bungo Tebo Estate since 2016 and finished in 2019. Total replanting in 2016 was 295 ha, in 2017 was 449 ha, in 2018 was 447 ha and 2019 was 787 ha.</p> <p>HCV and wildlife/animal monitoring continuously conducted in a regular basis. Secondary monitoring conducted each month and primary monitoring conducted twice a year. Monitoring of animal/wildlife performed by HCV/Sustainability officer and field workers, result of monitoring presented in "<i>Laporan Pemantauan Jenis Satwa/Tumbuhan</i>".</p> <p>Report of Management and Monitoring for HCV and RTEs is reported every 6 months and review is conducted regularly to ensure that monitoring is effective. Reports period semester I & II year 2023 can be demonstrated. Results of monitoring was evaluated using trend evaluation. According to HCV management and monitoring report semester I and II year 2023, it was reported that there is no HCV area disturbance/destruction, wildlife monitoring found presence of animal such as <i>Halcyon smirnsensis</i>, <i>Alcedo meninting</i>, <i>Halcyon chloris</i>, <i>Varanus salvator</i>, <i>Macaca fascicularis</i>, <i>Rhipidura javanica</i>, <i>Prinia familiaris</i>.</p> <p>Management recommendations are an integral part of the Conservation Management Plan (CMP) document. Based on the results of observations and findings in the field, recommendations for improving the management of protected areas are recommended. Reinserting natural saplings that have died in accordance with the Conservation Management Plan (CMP) document and implementing the APM Harvest SOP regarding the arrangement of fronds in riparian areas. And socialize</p>	Complied

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		the prohibition on felling trees in protected areas indirectly by installing prohibitory sign boards.	
7.12.8	<p>(C) Where there has been land clearing without prior HCV assessment since November 2005, or without prior HCV- HCSA assessment since 15 November 2018, the Remediation and Compensation Procedures (RaCP) applies.</p> <p>- Critical (Major) compliance -</p>	<p>There is no new planting after November 2005.</p> <p>PT Rigunas Agri Utama Bungo Tebo has been planted since 1994, 1995 and 1996. Even though from the planting year, there was planting year 2008. Based on document verification, field visit and interview with stakeholders, it was known that the 512 Ha planted in 2008 was replanting oil palm. The replanting occurred due to low SPH (Stand per Hectare) caused by elephant attack, during early stage of planting.</p> <p>Replanting has been performed by Bungo Tebo Estate since 2016 and finished in 2019. Total replanting in 2016 was 295 ha, in 2017 was 449 ha, in 2018 was 447 ha and 2019 was 787 ha.</p> <p>This indicator is not applicable since there is no new planting after 2005 in PT Rigunas Agri Utama – Bungo Tebo Estate and Scheme Smallholder</p>	Not Applicable

Appendix B: GHG Reporting Executive Summary

The GHG emissions that were produced in 2023 for Bungo Tebo POM and supply base was calculated using the PalmGHG Calculator version 4. The assessment team had verified the data input in the PalmGHG Calculator against operations records. PalmGHG Calculation Options selected 'Full version' and 'Exclude LUC Emission' calculation option is not applied. The records verified includes:

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

The summary of the Net GHG emitted in 2023 for Bungo Tebo POM and supply base are as following:

Emission per product	tCO ₂ e/tProduct
CPO	0.41
PKO	0.41

Extraction	%
OER	19.53
KER	4.97

Production	t/yr
FFB Process	280,594.00
CPO Produced	54799
PKO Produced	13940

Land Use	Ha
OP Planted Area	8404.00
OP Planted on peat	0.00
Conservation (forested)	0.00
Conservation (non-forested)	65.00
Total	8404.00

Summary of Field Emission and Sink

	Own Crop*		Group		3 rd Party		Total	
	tCO ₂ e	tCO ₂ e / FFB	tCO ₂ e	tCO ₂ e / FFB	tCO ₂ e	tCO ₂ e / FFB	tCO ₂ e	tCO ₂ e / FFB
Emission								
Land Conversion	35753.40	0.24	0.00	0.00	0.00	0.00	35753.40	0.24
CO ₂ Emission from fertilizer	4003.44	0.03	0.00	0.00	0.00	0.00	4003.44	0.03
NO ₂ Emission	3391.94	0.02	0.00	0.00	0.00	0.00	3391.94	0.02
Fuel Consumption	2149.80	0.01	0.00	0.00	0.00	0.00	2149.80	0.01
Peat Oxidation	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Sink								
Crop Sequestration	-29639.24	-0.20	0.00	0.00	0.00	0.00	-29639.24	-0.20
Conservation Sequestration	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total	15659.34	0.10	0.00	0.00	13095.40	0.00	28754.74	0.10

*Note: Includes both estates and smallholders

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Summary of Mill Emission and Credit

	tCO ₂ e	tCO ₂ e/tFFB
Emission		
POME	38084.96	0.14
Fuel Consumption	456.73	0.00
Grid Electricity Utilization	0.00	0.00
Credit		
Export of Grid Electricity	-0.25	0.00
Sales of PKS	-38940.00	-0.14
Sales of EFB	0.00	0.00
Total	-398.56	-0.00

Summary of Kernel Crusher Emission and Credit (if applicable)

Emissions	tCO ₂ e
PK from own mill	5809.37
PK from other source	0.00
Fuel Consumptions	0.00
Total Crusher emissions	5809.37

*This mill has no kernel crusher operation.

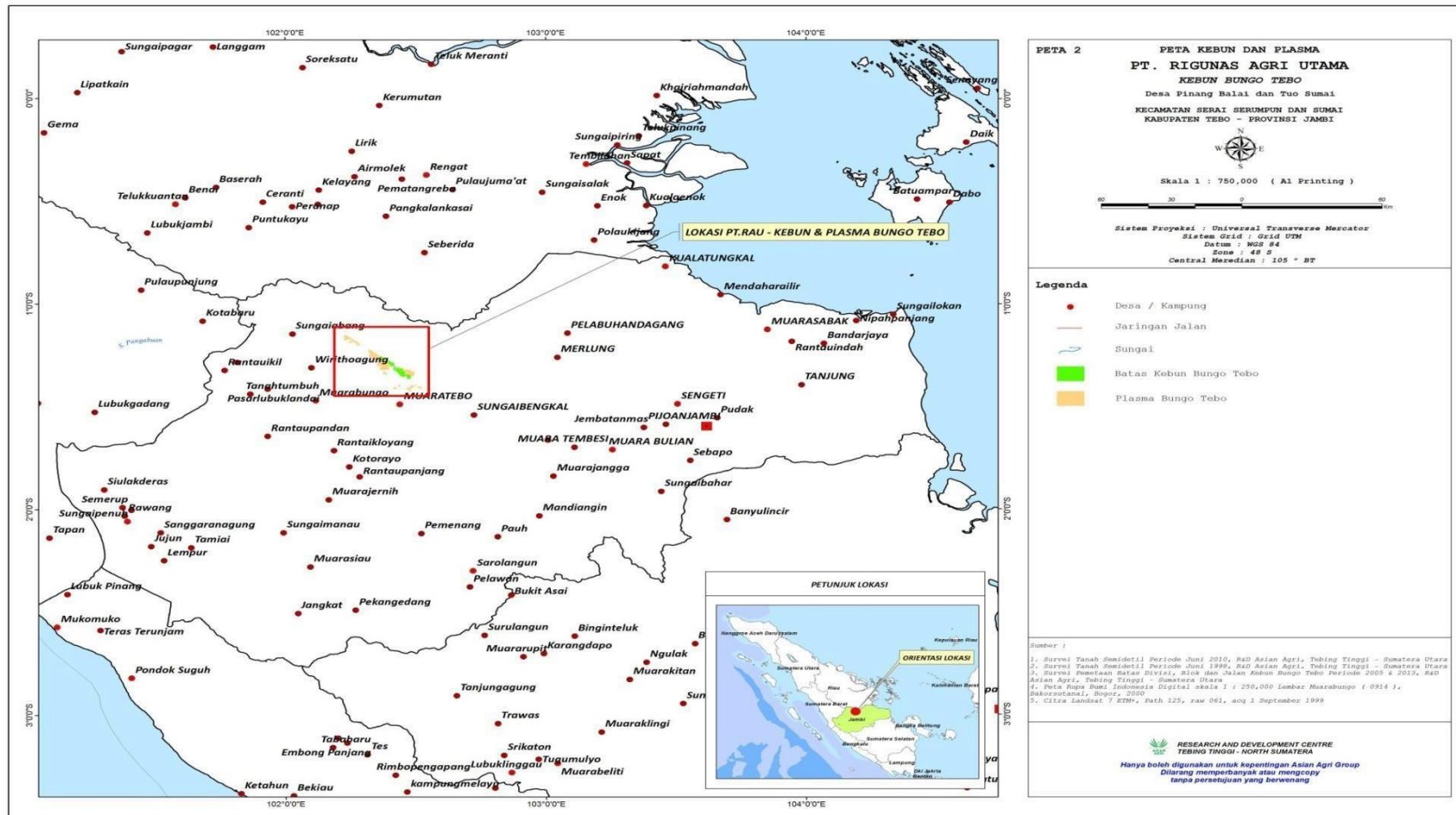
Palm Oil Mill Effluent (POME) Treatment:	
Divert to Compost (%)	0
Divert to anaerobic diversion (%)	100

POME Diverted to Anaerobic Digestion:	
Divert to anaerobic pond (%)	100
Divert to methane captured (flaring) (%)	0
Divert to methane captured (energy generation) (%)	0

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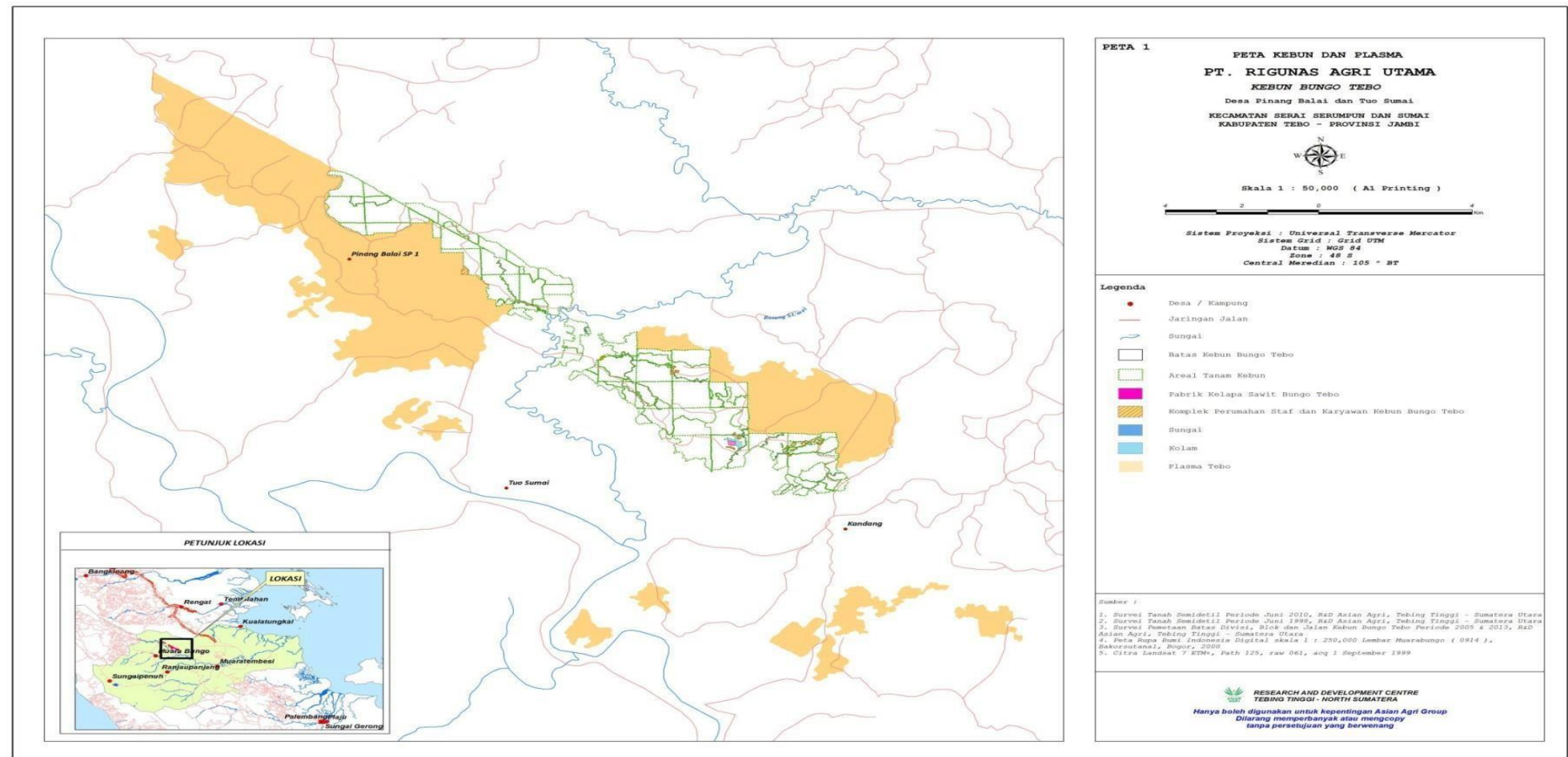
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Appendix C: Location Map of Certification Unit and Supply bases



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Appendix D: Estate Field Map



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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)	Choose an item.	Choose an item.
Justification of Risk Factor Applied	History of NC/s		
Number of samples	66 ($\sqrt{2957 \times 1.2}$)		
Remarks	Reference to PF1968 RSPO risk assessment for		

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	Tampu	Desa Kandang, Tebo	1° 17' 21.2424"N	102°23'11.4000"E	2.185	2.185	38.2375	01/01/1994	2387
2	Santo	Desa Kandang, Tebo	1° 18' 2.7828"N	102°22'36.2568" E	1.957	1.957	34.2475	01/01/1994	2388
3	Pebri	Desa Kandang, Tebo	2° 19' 47.8032"N	102°22'21.1728" E	2.09	2.09	36.575	01/01/1994	2389
4	Iyan	Desa Kandang, Tebo	2° 18' 47.8232"N	102°21'21.1738" E	2	2	35	01/01/1994	2390
5	Abdul Wahab	Desa Kandang, Tebo	4° 16' 45.8231"N	100°21'20.5738" E	2.038	2.038	35.665	01/01/1994	2391
6	Subur	Desa Kandang, Tebo	3° 14' 44.8331"N	99°21'19.4738" E	1.919	1.919	33.5825	01/01/1994	2392
7	Anto	Desa Kandang, Tebo	2° 25' 47.8432"N	104°22'21.1780" E	2.04	2.04	35.7	01/01/1994	2401
8	Edi	Desa Kandang, Tebo	8° 19' 47.3232"N	102°21'21.1798" E	2.038	2.038	35.665	01/01/1994	2408
9	Poniran	Desa Kandang, Tebo	1° 19' 23.2132"N	102°29'21.9788" E	1.9994	1.9994	34.9895	01/01/1994	2409
10	Budi	Desa Kandang, Tebo	8° 20' 47.3002"N	105°21'21.2001" E	2.136	2.136	37.38	01/01/1994	2410
11	Sugiarto	Desa Kandang, Tebo	5° 13' 45.8231"N	100°21'20.5738" E	1.683	1.683	29.4525	01/01/1994	2417
12	Sirmansyah	Desa Kandang, Tebo	2° 25' 47.8432"N	104°22'21.1780" E	2.051	2.051	35.8925	01/01/1994	2418
13	Tedi	Desa Tuo Sumay, Tebo	1° 18' 2.7828"N	102°22'36.2568" E	1.984	1.984	35.712	01/01/1994	3273
14	Padlan	Desa Tuo Sumay, Tebo	2° 19' 47.8032"N	102°22'21.1728" E	1.989	1.989	35.802	01/01/1994	3275
15	Listinar	Desa Tuo Sumay, Tebo	2° 18' 47.8232"N	102°21'21.1738" E	1.908	1.908	34.344	01/01/1994	3272
16	Herman	Desa Tuo Sumay, Tebo	4° 16' 45.8231"N	100°21'20.5738" E	1.999	1.999	35.982	01/01/1994	3277
17	Lina Marlina	Desa Tuo Sumay, Tebo	3° 14' 44.8331"N	99°21'19.4738" E	1.998	1.998	35.964	01/01/1994	3278
18	Kamal	Desa Tuo Sumay, Tebo	2° 25' 47.8432"N	104°22'21.1780" E	2.102	2.102	37.836	01/01/1994	3285
19	Ningsih	Desa Tuo Sumay, Tebo	8° 19' 47.3232"N	102°21'21.1798" E	2.03	2.03	36.54	01/01/1994	3286
20	Noprianti	Desa Tuo Sumay, Tebo	2° 18' 47.8232"N	102°21'21.1738" E	2.005	2.005	36.09	01/01/1994	3287
21	Bunyani	Desa Tuo Sumay, Tebo	4° 16' 45.8231"N	100°21'20.5738" E	2.176	2.176	39.168	01/01/1994	3288
22	Optopiarni	Desa Tuo Sumay, Tebo	3° 14' 44.8331"N	99°21'19.4738" E	2	2	36	01/01/1994	3289
23	Ishak P	Desa Sekutur Jaya, Tebo	2° 25' 47.8432"N	104°22'21.1780" E	2	2	28.89	01/01/1994	2
24	Mubin	Desa Sekutur Jaya, Tebo	8° 19' 47.3232"N	102°21'21.1798" E	2	2	31.47	01/01/1994	9
25	Misngadri	Desa Sekutur Jaya, Tebo	1° 19' 23.2132"N	102°29'21.9788" E	2	2	33.07	01/01/1994	719
26	Eko Widodo	Desa Sekutur Jaya, Tebo	8° 20' 47.3002"N	105°21'21.2001" E	2	2	37.46	01/01/1994	835
27	Kasno	Desa Sekutur Jaya, Tebo	5° 13' 45.8231"N	100°21'20.5738" E	2	2	31.43	01/01/1994	837
28	Kliwon	Desa Sekutur Jaya, Tebo	2° 25' 47.8432"N	104°22'21.1780" E	2	2	34.13	01/01/1994	836
29	Wahyu	Desa Sekutur Jaya, Tebo	1° 18' 2.7828"N	102°22'36.2568" E	2	2	31.35	01/01/1994	755
30	Ariyandi	Desa Sekutur Jaya, Tebo	2° 19' 47.8032"N	102°22'21.1728" E	2	2	28.30	01/01/1994	721
31	Eko Cahyono	Desa Sekutur Jaya, Tebo	4° 16' 45.8231"N	100°21'20.5738" E	2	2	31.18	01/01/1994	722
32	Dwi	Desa Sekutur Jaya, Tebo	3° 14' 44.8331"N	99°21'19.4738" E	2	2	36.41	01/01/1994	750

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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			
33	Legino	Desa Sekutur Jaya, Tebo	2° 25' 47.8432"N	104°22'21.1780" E	2	2	30.56	01/01/1994	756
34	Kasiman	Desa Sekutur Jaya, Tebo	8° 19' 47.3232"N	102°21'21.1798" E	2	2	33.65	01/01/1994	762
35	Kabul Budiono	Desa Sekutur Jaya, Tebo	2° 18' 47.8232"N	102°21'21.1738" E	2	2	29.07	01/01/1994	775
36	Langgeng	Desa Sekutur Jaya, Tebo	2° 25' 47.8432"N	104°22'21.1780" E	2	2	29.53	01/01/1994	780
37	Poniran	Desa Sekutur Jaya, Tebo	2° 18' 47.8232"N	102°21'21.1738" E	2	2	39.92	01/01/1994	772
38	Daroto	Desa Napal Putih, Tebo	4° 16' 45.8231"N	100°21'20.5738" E	2	2	33.78	01/01/1994	1183
39	M. Yahya	Desa Napal Putih, Tebo	3° 14' 44.8331"N	99°21'19.4738" E	2	2	28.61	01/01/1994	1184
40	Agus Salim	Desa Napal Putih, Tebo	2° 25' 47.8432"N	104°22'21.1780" E	2	2	29.43	01/01/1994	1156
41	Riko S.	Desa Napal Putih, Tebo	8° 19' 47.3232"N	102°21'21.1798" E	2	2	31.6	01/01/1994	1157
42	Trio R.	Desa Napal Putih, Tebo	2° 18' 47.8232"N	102°21'21.1738" E	2	2	35.79	01/01/1994	1158
43	Syari Bidin	Desa Napal Putih, Tebo	4° 16' 45.8231"N	100°21'20.5738" E	2	2	36.71	01/01/1994	1179
44	Bahtiar	Desa Napal Putih, Tebo	3° 14' 44.8331"N	99°21'19.4738" E	2	2	36.89	01/01/1994	1180
45	Minarto	Desa Napal Putih, Tebo	2° 25' 47.8432"N	104°22'21.1780" E	2	2	27.66	01/01/1994	1159
46	Maliki A. Hadi	Desa Napal Putih, Tebo	8° 19' 47.3232"N	102°21'21.1798" E	2	2	32.41	01/01/1994	1160
47	Asmuri	Desa Napal Putih, Tebo	1° 19' 23.2132"N	102°29'21.9788" E	2	2	35.69	01/01/1994	1161
48	Mat. Ali	Desa Napal Putih, Tebo	8° 20' 47.3002"N	105°21'21.2001" E	2	2	38.49	01/01/1994	1118
49	Rabawi As	Desa Napal Putih, Tebo	5° 13' 45.8231"N	100°21'20.5738" E	2	2	32.67	01/01/1994	1119
50	Fauzianto	Desa Napal Putih, Tebo	2° 25' 47.8432"N	104°22'21.1780" E	2	2	31.49	01/01/1994	1135
51	Rusdi	Desa Napal Putih, Tebo	1° 18' 2.7828"N	102°22'36.2568" E	2	2	31.43	01/01/1994	1111
52	Asrai	Desa Napal Putih, Tebo	2° 19' 47.8032"N	102°22'21.1728" E	2	2	29.47	01/01/1994	1110
53	Marsidi	Bukit Pamuatan, Tebo	2° 18' 47.8232"N	102°21'21.1738" E	2	2	31.76	01/01/1994	1614
54	Sumo	Bukit Pamuatan, Tebo	4° 16' 45.8231"N	100°21'20.5738" E	2	2	28.88	01/01/1994	1613
55	Supriadi	Bukit Pamuatan, Tebo	3° 14' 44.8331"N	99°21'19.4738" E	2	2	32.61	01/01/1994	1612
56	Rusli	Bukit Pamuatan, Tebo	2° 25' 47.8432"N	104°22'21.1780" E	2	2	39.5	01/01/1994	1610
57	M. Yamin	Bukit Pamuatan, Tebo	8° 19' 47.3232"N	102°21'21.1798" E	2	2	27.65	01/01/1994	1615
58	Siswoyo	Bukit Pamuatan, Tebo	2° 18' 47.8232"N	102°21'21.1738" E	2	2	31.44	01/01/1994	1516
59	Bustami	Bukit Pamuatan, Tebo	4° 16' 45.8231"N	100°21'20.5738" E	2	2	35.7	01/01/1994	1517
60	Dainuri	Bukit Pamuatan, Tebo	3° 14' 44.8331"N	99°21'19.4738" E	2	2	33.61	01/01/1994	1518
61	Tabroni	Bukit Pamuatan, Tebo	2° 25' 47.8432"N	104°22'21.1780" E	2	2	35.42	01/01/1994	1519
62	Mulyadi	Bukit Pamuatan, Tebo	8° 19' 47.3232"N	102°21'21.1798" E	2	2	30.97	01/01/1994	1608
63	Kardi	Bukit Pamuatan, Tebo	2° 18' 47.8232"N	102°21'21.1738" E	2	2	29.48	01/01/1994	1607
64	Hanapi	Bukit Pamuatan, Tebo	4° 16' 45.8231"N	100°21'20.5738" E	2	2	34.47	01/01/1994	1605
65	Wagiman	Bukit Pamuatan, Tebo	3° 14' 44.8331"N	99°21'19.4738" E	2	2	33.49	01/01/1994	1601
66	Dahrudin	Bukit Pamuatan, Tebo	4° 16' 45.8231"N	100°21'20.5738" E	2	2	28.69	01/01/1994	1606
Total					132.33	132.33	2218.12		

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