

RSPO PRINCIPLE AND CRITERIA PUBLIC SUMMARY REPORT

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

Client Company Name / Parent Company: Socfin SA
Client Company / Parent Company Address: SOCFIN SA, 4 avenue Guillaume, 1650, Luxembourg
Certification Unit: Société Camerounaise de Palmeraies "SOCAPALM" S.A. – Kienké Palm Oil Mill
Location of Certification Unit: Plantation Socapalm Kienké, RN dEbolowa Km 10, Kienké, Océan, Cameroon
Date of Final Report: 26/03/2024

TABLE of CONTENTS
Page No

Section 1: Scope of the Assessment.....	3
1. Company Details	3
2. Certification Information	3
3. Other Certifications.....	4
4. Location(s) of Mill & Supply Bases	4
5. Description of Supply Base	4
6. Plantings & Cycle.....	4
7. Summary of Certified Tonnage of FFB (Own Certified Scope)	5
8. Summary of Certified Tonnage of FFB (from other certified unit(s))	5
9. Summary of Non-Certified Tonnage of FFB (outside supplier – excluded from certificate).....	5
10. Summary of Certified Tonnage (not applicable for ISS)	6
11. Summary of Actual Volume sold	7
12. Independent Smallholders Certified Tonnage / Volume	8
13. Independent Smallholders Actual Sold Tonnage / Volume	9
Section 2: Assessment Process	10
2.1 Assessment Methodology, Programme, Site Visits.....	10
2.2 BSI Assessment Team	11
2.3 Assessment Plan.....	13
Section 3: Assessment Findings	17
3.1 Multiple Management Units and Time Bound Plan.....	17
3.2 Progress of scheme smallholders and/or outgrowers.....	20
3.3 Details of Nonconformities	28
3.3.1 Status of Nonconformities Previously Identified and Observations.....	31
3.3.2 Summary of the Nonconformities and Status	46
3.4 Stakeholders and previous land owner / user consultation.....	47
3.5 Impartiality and conflict of interest	52
Formal Signing-off of Assessment Conclusion and Recommendation	53
Appendix A: Summary of Findings	54
Appendix B: GHG Reporting Executive Summary	158
Appendix C: Location Map of Certification Unit and Supply bases.....	160
Appendix D: Estate Field Map	161
Appendix E: List of Smallholder Registered and/or sampled	162
Appendix F: List of Abbreviations	163

RSPO P&C Public Summary Report

Revision 15 (Nov 2023)

Section 1: Scope of the Assessment

1. Company Details			
Parent Company	SOCFIN SA		
RSPO Membership Number	1-0269-19-000-00	Membership Approval Date	6/12/2004
Address	4 Avenue Guillaume, 1650, Luxembourg		
Palm Oil Mill / Group Manager / Estate (Certification Unit)	Société Camerounaise de Palmeraies "SOCAPALM" S.A. – Kienké Palm Oil Mill		
Location / Address	Plantation Socapalm Kienké, RN dEbolowa Km 10, Kienké, Océan, Cameroon		
Website	https://www.socfin.com		
Management Representative	Celine Schmitz	E-mail	cschmitz@socapalm.org
Telephone	+237 658249053	Facsimile	-

2. Certification Information			
Certificate Number	RSPO 793607	Certificate Start Date	18/01/2023
Date of First Certification	18/01/2023	Certificate Expiry Date	17/01/2028
Scope of Certification	Production of Sustainability 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) <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"/> Cameroon National Interpretation 2022 of the RSPO P&C 2018		
Supply Chain Module	<input type="checkbox"/> Identity Preserved; <input checked="" type="checkbox"/> Mass Balance	Mill Capacity	40mt/hr
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
AFR 2023723 CAM E SOC	ISO 14001vs2015	Bureau Veritas	04/03/2026

4. Location(s) of Mill & Supply Bases

Name (Mill / Supply Base / Group Manager / Smallholders)	Location	GPS Coordinates	
		Latitude	Longitude
Kienke POM	Plantation Socapalm Kienké B.P. 179 KRIBI, Océan Cameroon	2° 46' 19" N	9° 59' 36.79 E
Socapalm Kienke Estate	Plantation Socapalm Kienké B.P. 179 KRIBI, Océan Cameroon	2° 51' 24.91" N	9° 58' 34.89 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
Socapalm Kienke Estate	11,224.00	8,238.97	2,257.03	21,720.00	51.67
Total	11,224.00	8,238.97	2,257.03	21,720.00	51.67

* 32 ha of area reduced due to resurvey during replanting and infrastructure preparation for roads etc.

6. Plantings & Cycle

Estate / Smallholders	Age (Years) - ha				Mature	Immature
	0 - 3	4 - 14	15 - 25	>25		
Socapalm Kienke Estate	1,778.00	4,327.00	2,159.00	2,353.00	9,446.00	1,778.00
Total (ha)	1,778.00	4,327.00	2,159.00	2,353.00	9,446.00	1,778.00

Note: Only Mature area is considered as production area

7. Summary of Certified Tonnage of FFB (Own Certified Scope)				
Estate / Smallholders	Tonnage (MT) / year			
	Estimated last year (Jan 2023 – Dec 2023)	Actual (18 Jan 23 – Oct 23)		Forecast (Jan 2024 – Dec 2024)
		Previous license period (N/A)	Current license period (18 Jan 23 – Oct 23)	
Socapalm Kienke Estate	169,562.00	N/A	140,000.54	169,919.00
Total	169,562.00	140,000.54		169,919.00

8. Summary of Certified Tonnage of FFB (from other certified unit(s))				
Estate / Smallholders	Tonnage (MT) / year			
	Estimated last year (Jan 2023 – Dec 2023)	Actual (18 Jan 23 – Oct 23)		Forecast (Jan 2024 – Dec 2024)
		Previous license period (N/A)	Current license period (18 Jan 23 – Oct 23)	
N/A		N/A	N/A	
Total		N/A		

9. Summary of Non-Certified Tonnage of FFB (outside supplier – excluded from certificate)				
Out growers / smallholders	Tonnage (MT) / year			
	Estimated last year (Jan 2023 – Dec 2023)	Actual (18 Jan 23 – Oct 23)		Forecast (Jan 2024 – Dec 2024)
		Previous license period (N/A)	Current license period (18 Jan 23 – Oct 23)	
Smallholders		N/A	4,618.26	
Total		4,618.26		

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 (counted from 18/1/23)	17,781.86	420.26	18,202.12
2	Feb 23	21,477.32	572.96	22,050.28
3	Mar 23	27,590.40	777.44	28,367.84
4	Apr 23	16,118.70	541.84	16,660.54
5	May 23	11,952.20	469.84	12,422.04
6	June 23	9,611.60	404.04	10,015.64
7	July 23	8,522.86	343.50	8,866.36
8	Aug 23	9,295.24	287.76	9,583.00
9	Sept 23	8,683.40	355.88	9,039.28
10	Oct 23	8,966.96	444.74	9,411.70
TOTAL		140,000.54	4,618.26	144,618.80

10. Summary of Certified Tonnage (MT) (not applicable for ISS)			
Estimated last year (Jan 2023 - Dec 2023)	Actual (18 Jan 23 – Oct 23)		Actual (Jan 2024 – Dec 2024)
	Previous license period (N/A)	Current license period (18 Jan 23 – Oct 23)	
FFB	FFB		FFB
169,562 mt	N/A	140,000.54 mt	169,919.00 mt
	TOTAL	140,000.54 mt	
CPO (OER: 22.37 %)	CPO (OER: 21.60 %)		CPO (OER: 22.34 %)
37,931.02 mt	N/A	30,246.47 mt	37,959.90 mt
	TOTAL	30,246.47 mt	
PK (KER: 4.53 %)	PK (KER: 4.39 %)		PK (KER: 4.54 %)
7,681.16 mt	N/A	6,150.87 mt	7,714.32 mt
	TOTAL	6,150.87 mt	

*Extension of volume and time requested for FFB: 18,088 mt, CPO: 4,160 mt, PK: 814 mt

RSPO P&C Public Summary Report
Revision 15 (Nov 2023)

10A. Monthly Records of Certified CPO & PK since the last audit			
No.	Month - Year	Certified CPO (MT)	Certified PK (MT)
1	Jan 23 (counted from 18/1/23)	2,077.70	363.23
2	Feb 23	5,040.69	1,066.14
3	Mar 23	6,049.60	1,227.35
4	Apr 23	3,815.32	865.69
5	May 23	2,752.59	663.35
6	June 23	2,199.84	499.19
7	July 23	2,005.27	391.10
8	Aug 23	2,233.69	419.24
9	Sept 23	2,009.02	323.00
10	Oct 23	2,062.75	332.58
TOTAL		30,246.47	6,150.87

11. Summary of Actual Volume sold					
Current License period (18 Jan 23 – Oct 23)					
	RSPO Certified	Other Schemes Certified		Conventional	Total
		ISCC	Others		
CPO (MT)	0	0	0	30,034.00	30,034.00
PK (MT)	6,125.00	0	0	0	6,125.00
Credits	0	0	0	0	0
Previous License period (N/A)					
CPO (MT)	N/A	N/A	N/A	N/A	N/A
PK (MT)	N/A	N/A	N/A	N/A	N/A
Credits	N/A	N/A	N/A	N/A	N/A

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)
	XYZ	Non-disclosure	-	6,125.00
TOTAL			-	6,125.00

11B. Records of certified CPO & PK Sold under other schemes since the last audit (18 Jan 23 – Oct 23)				
No.	Buyers Name	Scheme Name	Certified CPO Sold (MT)	Certified PK Sold (MT)
	Nil			
TOTAL				

11C. Records of CPO & PK Sold as conventional since the last audit (18 Jan 23 – Oct 23)			
No.	Buyers Name	CPO Sold (MT)	PK Sold (MT)
1	ABC	30,034.00	-
TOTAL		30,034.00	-

11D. Records of Certified CPO Sold under RSPO Credits since the last audit (18 Jan 23 – Oct 23)			
No.	Buyers Name	PalmTrace Trading License Number	RSPO Credits of Certified CPO Sold
	Nil		
TOTAL			

12. Independent Smallholders Certified Tonnage (MT) / Volume									
Phase	Estimated last year (Jan 2023 - Dec 2023)			Actual (18 Jan 23 – Oct 23)			Forecast (Jan 2024 – Dec 2024)		
	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			N/A			N/A	N/A	N/A	N/A
IS-CSPO	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	
IS-CSPKO	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	
IS-CSPKE	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	
CSPK	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	

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)
Nil	N/A	N/A	N/A	N/A	N/A	N/A

TOTAL	N/A	N/A	N/A	N/A	N/A
-------	-----	-----	-----	-----	-----

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				N/A	N/A	N/A	N/A
Physical	N/A	N/A	N/A				
Previous License period (key in period)							
Credits				N/A	N/A	N/A	N/A
Physical	N/A	N/A	N/A				

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)
Nil	N/A	N/A	N/A	N/A	N/A	N/A	N/A
TOTAL			N/A	N/A	N/A	N/A	N/A
Note:							

Section 2: Assessment Process

Certification Body:

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

Suite 29.01 Level 29, The Gardens North Tower,

Mid Valley City, Lingkaran Syed Putra,

59200 Kuala Lumpur, Malaysia.

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

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

Website: www.bsigroup.com

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

2.1 Assessment Methodology, Programme, Site Visits

The on-site assessment was conducted on **20/11/2023 – 23/11/2023**.

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 **13/01/2024**. 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. Cameroon National Interpretation 2022 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.

RSPO P&C Public Summary Report

Revision 15 (Nov 2023)

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

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

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

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

Assessment Program					
Name (Mill / Supply Base)	Year 1 (Certification)	Year 2 (ASA1)	Year 3 (ASA2)	Year 4 (ASA3)	Year 5 (ASA4)
Socapalm Kienke POM	X	X	X	X	X
Socapalm Kienke estate	X	X	X	X	X

Tentative Date of Next Visit: November 20, 2023 - November 23, 2023

Total Number of Mandays: 10

2.2 BSI Assessment Team

Name	Role	Competency
Mohamed Zainal Abidin (MHZ)	Team Leader	<p>Education: Bachelor Degree in Chemical Engineering, National University of Malaysia, 2006</p> <p>Work Experience:</p> <ol style="list-style-type: none"> 1) 7 years working experience in palm oil industry specifically on palm oil milling for 5 years 2) Auditor for several standards including ISO 9001, ISO 140001, OHSAS 18001, MSPO and RSPO since 2012 <p>Training attended:</p> <ol style="list-style-type: none"> 1) ISO 9001 Lead Auditor Course 2) ISO 14001 Lead Auditor Course 3) OHSAS 18001 Lead Auditor Course in 2012 4) Endorsed RSPO P&C Lead Auditor Course in 2013 5) MSPO Awareness Training in 2014 6) Endorsed RSPO SCCS Lead Auditor Course 7) SMETA Auditor training <p>Language proficiency: Fluent in in both verbal/written Bahasa Malaysia 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 checked="" type="checkbox"/> Supply chain requirements</p> <p><input type="checkbox"/> Social <input checked="" 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>

...making excellence a habit.™

Dennis Acquah (DA)	Team Member	<p>Education: Master of Science in Logistics and Supply Chain Management from Kwame Nkrumah University of Science and technology, Kumasi, Ghana; Bachelor of Science in Natural Resource management with specialization in Forestry from Kwame Nkrumah University of Science and technology, Kumasi, Ghana.</p> <p>Work Experience: He is currently works as a Project Coordinator (Forest and Biodiversity). Also experienced in implementing forest governance project, building relations, and sustaining communications with forest communities, acting as resource person for awareness and training and engaging government towards policy reforms. He has 14 years of experience as an Operation Managers having worked with two of the leading timber processing industries in Ghana</p> <p>Training attended: He has successfully completed the Endorsed RSPO P&C 2018 Lead Auditor Course; Endorsed RSPO SCCS Lead Auditor Course, Endorsed RSPO P&C Lead Auditor Refresher Training, SA 8000, ISO 9001, ISO 45001, FSC Forest management/CoC Lead Auditor Course, Rainforest Alliance Sustainable Agriculture Standard (RA SAS) Farm/CoC Lead Auditor Course. Have has also participated in ESIA and SEA trainings</p> <p>Language proficiency: He is fluent in English language</p> <p>Aspect covered in this audit:</p> <p><input checked="" type="checkbox"/> Good Agriculture Practice <input checked="" type="checkbox"/> Health and Safety <input type="checkbox"/> Supply chain requirements</p> <p><input type="checkbox"/> Social <input type="checkbox"/> Environmental <input type="checkbox"/> Market Communication and claim requirements</p> <p><input type="checkbox"/> ISH context (ICS, internal audit, policy, business planning and trading system)</p>
Aimé Fulgence GBAKRE (AFG)	Team Member	<p>Education: Holds a qualification in Vocational Bachelor in Quality Control and Environment Management, ESTC, Abidjan (2018), Vocational training Certificate in cooperation, specialised in Cooperative management, Ecole Régionale d'Agriculture du Sud (ERA Sud Bingerville), Abidjan (2010), Marketing-Communication and Advertising Design Engineer, Institut des Technologies d'Abidjan (2009), Marketing-Communication and Advertising Techniques Engineer, Institut des Technologies d'Abidjan (2008), Bachelor of Arts in literature, specialised in English, Université de Cocody, Abidjan (2005), HND in Human Resources Management and Corporate Communication, ESSECT Henri Poincaré, Abidjan (2005), and Baccalauréat in Literature, Lycée Moderne d'Aboisso, Aboisso (2002).</p> <p>Work Experience: Has four years' experience in social audit, sustainable agriculture, and certification of agricultural production systems.</p> <p>Training attended: Successfully completed the ISO 9001 Lead Auditor Course, RSPO Endorsed P&C Lead Auditor Course, Endorsed RSPO P&C Lead Auditor Refresher Training, Child Labor Centered Due Diligence Process / Abidjan, and Gender workshop for Associated trainers / Abidjan.</p> <p>Language proficiency: Fluent in French and English</p>

		Aspect covered in this audit: <input type="checkbox"/> Good Agriculture Practice <input type="checkbox"/> Health and Safety <input type="checkbox"/> Supply chain requirements <input checked="" type="checkbox"/> Social <input type="checkbox"/> Environmental <input type="checkbox"/> Market Communication and claim requirements <input type="checkbox"/> ISH context (ICS, internal audit, policy, business planning and trading system)
Nkemtah Angeline	Translator/Technical Expert	Translator/Technical Expert
Ndikefor Chrysantus Alotang	Translator	Translator

Accompanying Persons:

Name	Role
Nil	

2.3 Assessment Plan

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

Date	Time	Subjects	MHZ	DYA	AFG	NCA	NNA
Sunday, 19/11/2023	AM	Audit team from Malaysia arrived in Douala, Cameroon via TK669 ETA 0150. Hotel check in at Douala.	✓	-	-	-	-
Sunday, 19/11/2023	PM	Audit team from Africa arrived in Douala KP0034, ET1035 ETA 1505.	-	✓	✓	-	-
Sunday, 19/11/2023	AM/PM	Audit team travel and hotel check-in at Kirbi	✓	✓	✓	✓	✓
Monday, 20/11/2023 Socapalm Kienké Estate	0730 - 0830 0900	Audit team travel to Socapalm Kienké Estate Opening Meeting: - Opening Presentation by Audit Team Leader. - Confirmation of assessment scope and finalize Audit plan (including stakeholder's consultation).	✓	✓	✓	✓	✓
	0900 - 1200	Field visit, boundary inspection, field operations, staff & workers interview, buffer zone, HCV area, IPM implementation, OSH & ERP, workshop, storage area (agrochemical, fertilizer, lubricant etc), agrochemical mixing area, waste management, worker housing, clinic, Landfill etc.	✓	✓	✓	✓	✓

RSPO P&C Public Summary Report

Revision 15 (Nov 2023)

Date	Time	Subjects	MHZ	DYA	AFG	NCA	NNA
	1200 - 1300	Lunch break	✓	✓	✓	✓	✓
	1300 - 1630	Document review P1 – P7: (General Documentation e.g. Legal, Manual and Procedure, production & monitoring records, IPM & HCV records, SEIA documents & records, OSH records, review pay documents, records of communication with stakeholder/workers representatives, new planting, CIP and implementation & etc.)	✓	✓	✓	✓	✓
	1630 - 1700	Interim closing for day 1	✓	✓	✓	✓	✓
Tuesday 21/11/2023 Socapalm Kienké Estate & Kienké POM	0730 - 0800	Audit team travel to Socapalm Kienké Estate	✓	✓	✓	✓	✓
	0800 - 1200	Continue document review P1 – P7: (General Documentation e.g. Legal, Manual and Procedure, production & monitoring records, IPM & HCV records, SEIA documents & records, OSH records, review pay documents, records of communication with stakeholder/workers representatives, new planting, CIP and implementation & etc.)					
	1000 - 1200	Meeting with stakeholders (Government, village rep, smallholders, Union Leader, contractor etc.)	-	-	✓	✓	✓
	1200 - 1300	Lunch break	✓	✓	✓	✓	✓
	1300	Audit team travel to Socapalm Kienké POM	✓	✓	✓	✓	✓
	1330 - 1600	Document review P1 – P7: Document Review P1 – P7: SOPs, Review on SEIA documents and records, wage records, employee data, training records, legal permits, mill inspection and internal monitoring records, CIP & implementation.	✓	✓	✓	✓	✓
	1630 - 1700	Interim closing for day 2	✓	✓	✓	✓	✓

RSPO P&C Public Summary Report

Revision 15 (Nov 2023)

Date	Time	Subjects	MHZ	DYA	AFG	NCA	NNA
Wednesday, 22/11/2023 Socapalm Kienké POM	0730	Audit team travel to Socapalm Kienké POM	✓	✓	✓	✓	✓
	0800 - 1200	Inspection: FFB receiving, warehouse, workshop, wastes management & Landfill, Effluent Ponds, OSH & ERP, Environment issues, POME application, water treatment. Laboratory, weighbridge and palm product storage area, staff, workers and contractor interview, housing and facility inspection, clinic, Lab, weighbridge and palm product storage area, etc.					
	1200 - 1300	Lunch break	✓	✓	✓	✓	✓
	1300 - 1630	Continue with unfinished elements	✓	✓	✓	✓	✓
	1630 - 1700	Interim closing for day 3	✓	✓	✓	✓	✓
Thursday, 23/11/2023 Socapalm Kienke POM	0730	Audit team travel to Kienke POM	✓	✓	✓	✓	✓
	0800 - 1100	Supply chain requirements for POM – Mass Balance Module - Internal Audit - Outsourcing activities - Purchasing and Goods In - Sales and Goods Out - Outsourcing Activities - Record keeping - Extraction Rate - Processing - Registration of transaction - Claims					
	1100 - 1130	Audit team discussion and preparation	✓	✓	✓	✓	✓
	1130 - 1200	Closing meeting – presentation of finding and recommendation.	✓	✓	✓	✓	✓
	PM	Audit team travel back and hotel check-in at Douala	✓	✓	✓	✓	✓
Friday 24/11/2023	AM	Audit team travel back to home destination via KP39 ETD 1010	-	-	✓	-	-
Saturday 25/11/2023	AM	Audit team travel back to home destination via TK667 ETD 0050 (midnight flight) ET1035 ETD 1055	✓	✓	-	-	-

RSPO P&C Public Summary Report

Revision 15 (Nov 2023)

Major NC close out verification:

PRELIMINARY AGENDA		
Time	Subjects	MHZA
Wednesday – Friday 10-12/01/2024 PM	Audit team travel to Douala via TK61 ETD 2350 (KUL – IST), TK669 ETD 1825 (IST – DLA), ETA at Douala 0200 12/01/2024. Check in at Onomo Hotel, Douala	√
Friday 12/01/2024 1200 PM	Auditor travel to Kribi and check in hotel at Hotel le Lagon Resort	√
Saturday 13/01/2024 0800 0830 0845 – 1130	<p>Audit team travel to Socapalm Kienke</p> <p>Opening Meeting</p> <ul style="list-style-type: none"> Opening Presentation by Audit team leader. Briefing on the verification plan <p>Verification on previous Major NC i) 2424763-202311-M1 – document review and interview with relevant personal</p>	√
1130 – 1200	Closing meeting - conclusion and recommendation	√
1200	Audit team travel back to Douala	√

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?	Yes. SOCFIN SA has a Time Bound Plan and it includes all of its management units and mills.	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	No. RSPO secretariat approval obtained on 15/6/2023.	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 new acquisitions since obtaining the membership from RSPO since 15 February 2019 for SOCFIN SA.	Complied
Any deviations from the maximum periods requires approval by the RSPO Secretariat.	Approval for deviation was granted by RSPO secretariat on 15/6/2023.	Complied
Have there been any changes to the time-bound plan since the last audit (both new acquisition and existing)? If yes, justification is required. Is this consistent with the ACOP reporting?	Yes, changes were made due to delays in the review process of the RaCP of some sites. ACOP has been submitted before the TBP deviation approval by RSPO on 15/6/2023.	Complied
Have there been any isolated lapses in implementation of the plan? If yes a Minor non-compliance shall be raised	There is no isolated lapse in implementation of the plan. Socfin SA has obtained an extension on the TBP up to December 2023 to ensure all operating units to be RSPO Certified	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 isolated lapse in implementation of the plan. Socfin SA has obtained an extension on the TBP up to December 2023 to ensure all operating units to be RSPO Certified	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.	There has no land clearance of primary forest since became the member of RSPO.	Complied
Any new plantings since January 1 st 2010 shall comply with the RSPO New Plantings Procedure.	No new plantings were carried out since membership 15 February 2019.	Complied
Any Land conflicts are being resolved through a	No land conflicts have been reported. A	Complied

RSPO P&C Public Summary Report
Revision 15 (Nov 2023)

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.	system is in place on all sites to handle a dispute when reported.	
Any Labor disputes are being resolved through a mutually agreed process, in accordance with RSPO P&C criterion 4.2	No labour disputes have been reported. A system is in place on all sites to handle a dispute when reported.	Complied
Any Legal non- compliance is being addressed through measures consistent with the requirements of RSPO P&C criteria 2.1	All sites have a system in place to monitor legal non-compliance.	Complied
Did the company conduct internal audit for those uncertified estates against the uncertified management units requirement and covering the RSPO P&C criterion 2.1 4.2, 4.4, 4.5, 4.6, 4.7, 4.8 and 7.12? If yes, a positive assurance statement shall be available and justified	Yes. The unit of certification has conducted internal audits for all its uncertified management units. The audit were conducted by the company's sustainability teams and also by RSPO Certification Body. The reports were seen and reviewed by the audit team. All identified non-conformities have been addressed. The company gave a positive assurance statement as "Internal audits are, at our level, tools for continuous improvement. We have opted for a simple presentation of the discrepancies found during the audit. Positive statements provided by the auditors are included in the presentation of the internal and external audits findings inside the annual management review"	Complied
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?	<p>Yes. The Critical (Major) non-compliance was issued related to RSPO P&C criterion 7.12. The management units prepared corrective action in form of carried out HCV assessment and Land Use Change Analysis to RSPO Secretariat.</p> <ul style="list-style-type: none"> • Agripalma finalized an HCV assessment of their whole concession in November 2020, with the field visit happening in October 2020. The LUCA for Titulo 410 was approved on the 8 November 2021. The Annex 7 for Agripalma Titulo 410 was approved on the 7 of October 2022. The Annex 8 was approved on the 23rd of May 2023. • Okomu Extension 1 finalized a HCV assessment in January 2016, with the field visit happening in September 2015. This was approved by the HCV RN. The LUCA for Okomu Extension 1 was submitted on the 3 of March 2021 and was approved by RSPO on 22 June 2021. The Annex 7 concept note was approved by the RSPO compensation 	Complied

RSPO P&C Public Summary Report**Revision 15 (Nov 2023)**

	<p>panel on the 7 October 2022. The Annex 8 was approved on the 25th of August 2023.</p> <p>PSG conducted an HCV assessment in 2017 on several prospected lands within the concession. This was validated by the HCV RN on 6 December 2017. PSG finalized an HCV assessment of their whole concession in July 2021, with the field visit happening in November 2020 and follow-up engagement visits with all stakeholders in February 2021. A LUCA has been conducted for the Manso MU and was approved on the 7 October 2022. The Annex 7 concept note for PSG Manso was approved by the RSPO compensation panel on the 11th of April 2022. The Annex 8 for PSG Manso was approved on the 7th of October 2023. The LUCA of PSG Subri was approved on the 21st of September 2023. The Annex 7 concept note for PSG Subri was approved by the RSPO compensation panel on the 7th of November 2023. The Annex 8 for PSG Subri was approved on the 26th of January 2024.</p>	
Have there been any stakeholder (including NGO) consultation conducted?	<p>Yes. Stakeholder consultation carried out in uncertified management unit.</p> <p>Social Impact Assessment (SIA) report recorded the stakeholder consultation process for villages near Agripalma (Sao Tome): for Emolve village in 21 March 2011, Vila Clotilde in 15 March 2011, Ribeira Piexe in 15 March 2011, Monte Mario in 8 August 2011, Praia Pesqueira in 15 March 2011, Lo Grande in 15 March 2011, Healthcare NGO (AMI) in 28 February 2011, Women group in 14 March 2011, FPIC meeting in Safacam (Cameroon) for Chefferie de Dikola in 7 December 2010, for Chefferie de Koungue in 11 September 2011.</p> <p>Sao Tome Agripalma Retrocession FPIC report June 2021_Final.</p> <p>FPIC 2014 PSG and Manso Chief, Elders and Farmers_New. FPIC 2017 PSG Estate Land Negotiations with Dabaose. MOU 2019 PSG and Tufuhene of Dabaose.</p>	Complied

RSPO P&C Public Summary Report
Revision 15 (Nov 2023)**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.	No scheme smallholders or outgrowers within Kienke POM certification unit	Not Applicable

RSPO P&C Public Summary Report
Revision 15 (Nov 2023)

Approved Time Bound Plan

Name of the Unit of Certification (UoC)	Country	Name of the Mills and Supply Bases	Location Address	GPS Coordinates (in decimal degree)		Total Managed Area (Ha)	Certification Status (Certified / Not certified)	Plan Year for Certification	Actual Certification Year	Date of Last TBP Verified and Approved by CB	REVISION OF THE TBP (Only applicable when revision is made)			
				Latitude	Longitude						Any revision from the last approved TBP? (Yes / No)	New Proposed Year for Certification	Justification of changes for each UoC	Date of approval from RSPO
PT Socfin Indonesia - Tanah Gambus	Indonesia	Tanah Gambu Mill	Tanah Gambus Village, Lima Puluh Sub-district, Batubara District, North Sumatera Province, Indonesia	3° 12' 14" N	99° 24' 16" E	-	Certified	2011	2011		No			
		Tanah Gambu Estate		3° 10' 15.18" N	99° 23' 07" E	4974.29	Certified	2011	2011		No			
PT Socfin Indonesia - Bangun Bandar	Indonesia	Bangun Bandar Mill	Arus Panjang Village, Dolok Masihul Subdistrict, Serdang Bedagai District, North Sumatera Province, Indonesia	3° 19' 54" N	99° 02' 36" E	-	Certified	2011	2011		No			
		Bangun Bandar Estate		3° 16' 24.46" N	99° 57' 58.70" E	4146.85	Certified	2011	2011		No			
PT Socfin Indonesia - Negeri Lama	Indonesia	Negeri Lama Mill	Desa Negeri Lama, Kecamatan Bilah Hilir, Kabupaten	2° 19' 02" N	100° 04' 13" E	-	Certified	2014	2014		No			

RSPO P&C Public Summary Report
Revision 15 (Nov 2023)

		<i>Negeri Lama Estate</i>	<i>Labuhan Batu, 21471, Sumatera Utara, Indonesia</i>	<i>2° 19' 02" N</i>	<i>100° 04' 13" E</i>	<i>2164.8</i>	<i>Certified</i>	<i>2014</i>	<i>2014</i>		No			
<i>PT Socfin Indonesia - Mata Pao</i>	<i>Indonesia</i>	<i>Mata Pao Mill</i>	<i>Mata Pao Village, Subdistrict of Teluk Mengkudu, Serdang Bedagai Regency 20995 North Sumatera Province, Indonesia</i>	<i>3° 31' 51" N</i>	<i>99° 05' 31" E</i>	<i>-</i>	<i>Certified</i>	<i>2014</i>	<i>2014</i>		No			
		<i>Mata Pao Estate</i>		<i>3° 31' 51" N</i>	<i>99° 05' 31" E</i>	<i>2463.05</i>	<i>Certified</i>	<i>2014</i>	<i>2014</i>		No			
<i>PT Socfin Indonesia - Sungai Liput</i>	<i>Indonesia</i>	<i>Sungai Liput Mill</i>	<i>Sungai Liput Village, Kejuruan Muda Sub District, Aceh Tamiang District, Aceh Province, Indonesia</i>	<i>4° 13' 55" N</i>	<i>98° 03' 34" E</i>	<i>-</i>	<i>Certified</i>	<i>2014</i>	<i>2014</i>		No			
		<i>Sungai Liput Estate</i>		<i>4° 13' 55" N</i>	<i>98° 03' 34" E</i>	<i>3841.96</i>	<i>Certified</i>	<i>2014</i>	<i>2014</i>		No			
<i>PT Socfin Indonesia - Aek Loba</i>	<i>Indonesia</i>	<i>Aek Loba Mill</i>	<i>Aek Kuasan Sub-district, Asahan District, North Sumatera Province</i>	<i>3° 39' 06" N</i>	<i>99° 37' 04" E</i>	<i>-</i>	<i>Certified</i>	<i>2015</i>	<i>2015</i>		No			
		<i>Aek Loba Estate</i>		<i>3° 39' 06" N</i>	<i>99° 37' 04" E</i>	<i>9673.86</i>	<i>Certified</i>	<i>2015</i>	<i>2015</i>		No			
<i>PT Socfin Indonesia – Seumanyam</i>	<i>Indonesia</i>	<i>Seumanyam Mill</i>	<i>Simpang Deli Kilang Village, Darul Makmur Utara Sub District, Nagan Raya District, Aceh Province, Indonesia</i>	<i>3° 57' 55" N</i>	<i>96° 33' 55" E</i>	<i>-</i>	<i>Certified</i>	<i>2015</i>	<i>2015</i>		No			
		<i>Seumanyam Estate</i>		<i>3° 57' 58" N</i>	<i>99° 33' 48" E</i>	<i>4446.63</i>	<i>Certified</i>	<i>2015</i>	<i>2015</i>		No			

RSPO P&C Public Summary Report
Revision 15 (Nov 2023)

PT Socfin Indonesia – Seunagan	Indonesia	Seunagan Mill	Desa Purwodadi, Kecamatan Kuala Pesisir, Nagan Raya 23661, Aceh, Indonesia	4° 03' 36" N	96° 15' 44" E	-	Certified	2015	2015		No			
		Seunagan Estate		4° 03' 36" N	96° 15' 44" E	4505.59	Certified	2015	2015		No			
PT Socfin Indonesia - Lae Butar	Indonesia	Lae Butar Mill	Desa Rimo, Kecamatan Gunung Meriah, Kabupaten Aceh Singkil, Aceh 24784 Indonesia	2° 23' 28" N	97° 57' 24" E	-	Certified	2015	2015		No			
		Lae Butar Estate		2° 23' 28" N	97° 57' 24" E	4727.4	Certified	2015	2015		No			
Okomu Oil Palm Company Main Estate and Extension 1	Nigeria	Okomu Oil Palm Company Main Estate and Extension 1 Mill	Okomu-Udo, Ovia South West Local Government Area, Benin, Edo, Nigeria	6°23'31.23"N	5°12'40.37"E	-	Certified	2019	2020		No			
		Okomu Oil Palm Company Main Estate		6°23'31.23"N	5°12'40.37"E	15578.45	Certified	2019	2020		No			
		Okomu Oil Palm Company Extension 1 Estate		6°20.959' N	5°23.199'E	4154	Not Certified	2023	N/A		Yes	End of 2023	Change of timing due to RaCP validation process	15/6/23
Okomu Oil Palm Company Extension 2	Nigeria	Okomu Oil Palm Company Extension 2 Mill	Ovia North East and Uhumwode Local Government Areas, Edo	6°42.188'N	5°49.081'E	-	Not Certified	2023	N/A		Yes	End of 2023	Change of timing due to RaCP validation process	15/6/23

RSPO P&C Public Summary Report
Revision 15 (Nov 2023)

		<i>Okomu Oil Palm Company Extension 2 Estate</i>	<i>State, Nigeria</i>	<i>6°42.188'N</i>	<i>5°49.081'E</i>	<i>11416</i>	<i>Not Certified</i>	<i>2023</i>	<i>N/A</i>		Yes	End of 2023	Change of timing due to RaCP validation process	15/6/23
<i>Socfin Agricultural Company (SL) Limited (SAC)</i>	<i>Sierra Leone</i>	<i>SAC Mill</i>	<i>SAC Plantation, NA, Sahn Malen, Pujehun District, Sierra Leone</i>	<i>7° 26' 16.656" N</i>	<i>11° 53' 22.1748" W</i>	<i>-</i>	<i>Certified</i>	<i>2020</i>	<i>2021</i>		No			
		<i>SAC Estate</i>		<i>7° 28' 49" N</i>	<i>11° 49' 32" W</i>	<i>18473</i>	<i>Certified</i>	<i>2020</i>	<i>2021</i>		No			
<i>Société Africaine Forestière et Agricole du Cameroun (Safacam)</i>	<i>Cameroon</i>	<i>Safacam Mill</i>	<i>Littoral Region, Department of the Sanaga Maritime, Dizangué District, near the city of Edéa, CAMEROUN</i>	<i>3° 44' 20.75" N</i>	<i>9° 59' 25.99" E</i>	<i>-</i>	<i>Certified</i>	<i>2020</i>	<i>2020</i>		No			
		<i>Safacam TF129, TF136, TF180, TF, Bail Ossa</i>		<i>3° 44' 20.75" N</i>	<i>9° 59' 25.99" E</i>	<i>3992.84</i>	<i>Certified</i>	<i>2020</i>	<i>2020</i>		No			
		<i>Safacam TF151</i>		<i>3°44.166'N</i>	<i>9°57.585'E</i>	<i>11403</i>	<i>Certified</i>	<i>2022</i>	<i>2023</i>		No			
		<i>Safacam Provisional Concession</i>		<i>3°46.571'N</i>	<i>9°56.304'E</i>	<i>2161.06</i>	<i>Not Certified</i>	<i>2023</i>	<i>N/A</i>		Yes	End of 2023	Change of timing due to administrative reasons (request for extension of land lease period)	15/6/23
<i>La Société des Caoutchoucs de Grand Béréby (SoGB)</i>	<i>Côte D'Ivoire</i>	<i>SOGB Mill</i>	<i>Grand Béréby, Région de Basassandra, Côte d'Ivoire</i>	<i>4° 41' 20" N</i>	<i>7° 5' 27" W</i>	<i>-</i>	<i>Certified</i>	<i>2020</i>	<i>2021</i>		No			
		<i>SOGB TF464</i>		<i>4° 41' 20" N</i>	<i>7° 5' 27" W</i>	<i>6096</i>	<i>Certified</i>	<i>2020</i>	<i>2021</i>		No			
		<i>SOGB TF465, TF466, TF467</i>		<i>4°35.326'</i>	<i>7°6.860' W</i>	<i>28643</i>	<i>Not Certified</i>	<i>2023</i>			No			

RSPO P&C Public Summary Report
Revision 15 (Nov 2023)

<i>Société Camerounaise de Palmeraies (Socapalm) Eséka</i>	Cameroon	<i>Socapalm Eséka Mill</i>	<i>Socapalm Eseka Plantation, Eseka, Cameroon</i>	3° 38' 27.6" N	10° 42' 42.84" E	-	Certified	2021	2021		No			
<i>Société Camerounaise de Palmeraies (Socapalm) Mbongo</i>	Cameroon	<i>Socapalm Mbongo Mill</i>	PLANTATION SOCAPALM MBONGO, 19 KM DE LA RN3 DOUALA-YAOUNDE, DIZANGUE, LITTORAL, na, Cameroon	3° 51' 54.14" N	9° 51' 22.80" E	-	Certified	2021	2021		No			
		<i>Socapalm Mbongo Estate</i>		3° 51' 54.14" N	9° 51' 22.80" E	6467	Certified	2021	2021		No			
<i>Société Camerounaise de Palmeraies (Socapalm) Mbambou</i>	Cameroon	<i>Socapalm Mbambou Mill</i>	PLANTATION SOCAPALM MBAMBOU, 25 KM DE LA RN3 DOUALA-YAOUNDE, DIZANGUE, LITTORAL, na, Cameroon	3° 43' 55.57" N	9° 51' 49.32" E	-	Certified	2021	2021		No			
		<i>Socapalm Mbambou Estate</i>		3° 43' 55.57" N	9° 51' 49.32" E	11112	Certified	2021	2021		No			
<i>Société Camerounaise de Palmeraies (Socapalm) Edea</i>	Cameroon	<i>Socapalm Edea Mill</i>	Kilometer 27, edea- Kribi road, snaga maritime division, littoral region	3° 34' 14.38" N	10° 6' 39.14" E	-	Certified	2021	2022		No			
		<i>Socapalm Edea Estate</i>		3° 34' 14.38" N	10° 6' 39.14" E	7770	Certified	2021	2022		No			
<i>Société Camerounaise de Palmeraies (Socapalm) Dibombari</i>	Cameroon	<i>Socapalm Dibombari Mill</i>	N5, Nkapa, Littoral, Cameroon	40 13' 14.11" N	90 36' 24.59" E	-	Certified	2021	2022		No			
		<i>Socapalm Dibombari Estate</i>		40 13' 2.77" N	90 36' 28.92" E	11180.76	Certified	2021	2022		No			

RSPO P&C Public Summary Report
Revision 15 (Nov 2023)

<i>Société Camerounaise de Palmeraies (Socapalm) Kienké</i>	<i>Cameroon</i>	<i>Socapalm Kienké Mill</i>	<i>BP 179 Kribi Plantation Socapalm Kienké, RN dEbolowa Km 10, Ocean, Cameroon</i>	<i>2° 51' 23.5404" N</i>	<i>9° 58' 30.1548" E</i>	<i>-</i>	<i>Certified</i>	<i>2023</i>	<i>2023</i>		<i>No</i>			
<i>Société Camerounaise de Palmeraies (Socapalm) Kienké/Camse eds</i>	<i>Cameroon</i>	<i>Socapalm Kienké / Camseeds Estate</i>	<i>BP 179 Kribi Plantation Socapalm Kienké, RN dEbolowa Km 10, Ocean, Cameroon</i>	<i>2° 51' 23.5404" N</i>	<i>9° 58' 30.1548" E</i>	<i>21720</i>	<i>Certified</i>	<i>2023</i>	<i>2023</i>		<i>No</i>			
<i>Brabanta</i>	<i>DRC</i>	<i>Brabanta Mill</i>	<i>Mapangu, territoire d'Ilebo, province de Kasai, RD Congo</i>	<i>4° 22' 36.11" S</i>	<i>20° 17' 22.95" E</i>	<i>-</i>	<i>Certified</i>	<i>2021</i>	<i>2022</i>		<i>No</i>			
		<i>Sanga Sanga, Kadima and Kanangai Estates</i>		<i>4° 22' 36.11" S</i>	<i>20° 17' 22.95" E</i>	<i>1528.29</i>	<i>Certified</i>	<i>2021</i>	<i>2022</i>		<i>No</i>			
		<i>Lumbundji and Savannah Estates</i>		<i>4°24.052'S</i>	<i>20°21.180'E</i>	<i>5971.31</i>	<i>Not Certified</i>	<i>2023</i>	<i>N/A</i>		<i>Yes</i>	<i>End of 2023</i>	<i>Change of timing due to RaCP validation process</i>	<i>15/6/23</i>
<i>Agipalma</i>	<i>Sao Tome et Príncipe</i>	<i>Agirpalma Mill</i>	<i>RIBEIRA PEIXE - APT 953 - Caué; SAO TOMÉ E PRÍNCIPE</i>	<i>0° 6' 26.748" N</i>	<i>6° 36' 12.06" E</i>	<i>-</i>	<i>Certified</i>	<i>2021</i>	<i>2021</i>		<i>No</i>			
		<i>Título 409</i>		<i>0° 6.959'N</i>	<i>6° 35.562'E</i>	<i>665</i>	<i>Certified</i>	<i>2021</i>	<i>2021</i>		<i>No</i>			
		<i>Título 410</i>		<i>0° 7.790'N</i>	<i>6° 35.652'E</i>	<i>1735</i>	<i>Not Certified</i>	<i>2023</i>	<i>N/A</i>		<i>Yes</i>	<i>End of 2023</i>	<i>Change of timing due to RaCP validation process</i>	<i>15/6/23</i>
<i>Plantations</i>	<i>Ghana</i>	<i>PSG Mill</i>	<i>Mpohor Wassa</i>	<i>5° 9' 23.58" N</i>	<i>1° 42' 47.628" W</i>	<i>-</i>	<i>Certified</i>	<i>2022</i>	<i>2022</i>		<i>No</i>			

RSPO P&C Public Summary Report
Revision 15 (Nov 2023)

<i>Socfinaf Ghana (PSG)</i>		<i>PSG Manso</i>	<i>East District1 of the Western Region Ghana</i>	<i>5°5.461'N</i>	<i>1°47.301'W</i>	<i>910.67</i>	<i>Certified</i>	<i>2022</i>	<i>2022</i>		No			
		<i>PSG Subri</i>		<i>5° 9' 23.58" N</i>	<i>1° 42' 47.628" W</i>	<i>17242.19</i>	<i>Not Certified</i>	<i>2023</i>	<i>N/A</i>		Yes	End of 2023	Change of timing due to RaCP validation process	15/6/23

3.3 Details of Nonconformities

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

During this Assessment there were one (1) Critical; one (1) Minor nonconformities and zero (0) Opportunity For Improvement raised. The SOCAPALM Kienke Certification unit submitted Corrective Action Plans for the nonconformity. Corrective action plans with respect to the nonconformity was reviewed by the BSI audit team and accepted.

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

Non-conformity			
NCR Ref #	2424763-202311-M1	Issued Date	23/11/2023
Due Date	21/02/2024	Closure Date	13/01/2024
Indicator & Category (Critical / Minor)	3.8.8 (f) – Critical		
Statement of Nonconformity:	Product description and applicable model (Mass Balance) was not completely presented in the shipping document.		
Requirement Reference:	<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): f) A description of the product, including the applicable supply chain model (Identity Preserved or Mass Balance or the approved abbreviations).</p>		
Objective Evidence:	<p>Verification of shipping documents (weighbridge ticket, delivery note) for physical CSPK dispatch; Buyer: SOCIETE AFRICAINE ET AGRICOLE DU CAMEROUN "SAFACAM" S.A. Delivery date: 22/06/2023 (weighbridge ticket no. 221662, delivery note SCP0623SDI00320) Commodity: PK Palmiste Quantity: 31.06 mt (from total dispatch of 5,632.67 mt CSPK) No supply chain model indicated in the said documents and only referring to the ratio/percentage of certified and uncertified PK.</p>		
Corrections:	The stamp used will be modified to include the application model as required by the indicator 3.8.8 (h).		
Root Cause Analysis:	<p>Socapalm accounting system (SAGE) issuing the weighbridge tickets and delivery tickets is not able to generate the mention of the applicable model. Therefore, to correct this issue, a stamp is used comprising RPSO requirements (certificate number, certified product, etc.). This stamp includes the ratio/percentage of certified and uncertified product as it was understood to be required under 3.8.8 (h) but not the application model as the ratio was thought as sufficient to describe the application model. However, on the bill of lading for the PK products sold to SAFACAM (only), the indication of the applicable model is indicated.</p>		

RSPO P&C Public Summary Report

Revision 15 (Nov 2023)

Corrective Actions:	The corrective action plan put in place will be; 1) Contacting the sales department to order 2 new stamps comprising the required information of the RSPO indicator 3.8.8 including the application model 2) Purchasing of the new stamp 3) Distribution of the stamp to the Socapalm plantations 4) Training on the use of the stamp to the person in charge of using it. 5) Evidence of the use of the new stamp on Delivery ticket (issued from the accounting system) for sales occurring in December 2023 (after audit and purchase of the stamp).
Assessment Conclusion:	<p>Major NC Close Out Verification:</p> <p>i) Modification of new stamp was made and indicated as; SOCAPALM Kienke SCS-RSPOPC-000262 MB PK and SOCAPALM Kienke SCS-RSPOPC-000262 MB CPO.</p> <p>ii) Purchase of new stamp was made on 5/12/23, performa invoice reference: 41355 was sighted as evidence.</p> <p>iii) Training for on the use of new stamp for relevant mill personnel was carried out on 26/12/2023. Evidence of training for 11 personnel was made available for verification.</p> <p>iv) Evidence of the use of new stamp was verified for the recent December 2023 and January 2024 RSPO physical deliveries. Palm trace transaction reference, Tr-25ad12d2-a313 dated 13/1/2024 was verified for total of 933.7 mt of PK MB deliveries. Sample of PK delivery records dated 30/12/2023, 4/1/2024 and 5/1/2024 indicated with required traceability information (commodity name and supply chain model) as SOCAPALM Kienke SCS-RSPOPC-000262 MB PK. Traceability information for CPO MB delivery records indicated as SOCAPALM Kienke SCS-RSPOPC-000262 MB CPO for the latest 9/1/2024 dispatch.</p> <p>Evidence of implementation has been demonstrated effectively and sufficient to close the major NC on 13/01/2024. Continuous implementation will be further verified in the next assessment.</p>

Non-conformity			
NCR Ref #	2424763-202311-N1	Issued Date	23/11/2023
Due Date	21/02/2024	Closure Date	"Open"
Indicator & Category (Critical / Minor)	6.7.2 (Minor)		
Statement of Nonconformity:	Emergency procedures and instruction are not clearly understood by workers.		
Requirement Reference:	Accident and emergency procedures are in place and instructions are clearly understood by all workers. Accident procedures are available in the official language used in the area in which the unit of certification is located. Assigned operatives trained in first aid are present in both field and other operations, and first aid equipment is available at worksites. Records of all accidents are kept and periodically reviewed.		
Objective Evidence:	Interview with all six pesticide sprayers at division 4 and the supervisor in charge of chemical mixing at division 2 could not demonstrate knowledge on the emergency responses in the event of chemical/pesticide splashes and contact the eyes. These emergency responses are provided on the MSDS of the pesticide.		

Corrections:	Testing of the emergency situation in case of chemical/pesticide splashes and contact the eyes for the 6 pesticide sprayers at division 4 and of the supervisor in charge of chemical mixing at division 2.
Root Cause Analysis:	Socapalm has identified its accident list and emergency situation. Socapalm has put in place a detailed training program comprising the testing of each accident identified in the accident list with a response plan on these emergency procedures. This training plan is carried out by all department concerned including, in the field, by the agricultural department responsible to ensure knowledge is shared by all staff in case of emergency. The respect to this training program is assessed on monthly basis by the sustainability and the administrative departments. Each accidental situation must be tested based on a list of topics and steps detailed in a supporting document (i.e. Checklist/Form) in order to assess the respect of the response plan. However the risk of "chemical/pesticide splashes and contact the eyes according to the MSDS of the pesticide" has not been included in the list of topics for the accident and emergency training.
Corrective Actions:	The corrective action plan put in place will be; 1) Revision of the supporting document of the emergency situation to include "chemical/pesticide splashes and contact the eyes according to the MSDS of the pesticide" 2) Organization of emergency situation using the new support 3) Revision of the annual training plan to include the risk of chemical spillage in the eyes inside two emergency situations (1/04/2024 and 03/11/2024) The corrective action plan is accepted. Effectiveness of corrective action taken will be further verified in the next assessment
Assessment Conclusion:	The corrective action plan is accepted. Effectiveness of corrective action taken will be further verified in the next assessment

Opportunity for Improvements	
OFI #	Description
OFI 1	N/A

Positive Findings	
PF #	Description
PF 1	Good cooperation given by the site management and sustainability team
PF 2	Social and legal procedures have been well implemented
PF 3	PPE compliance demonstrated at each visited workstation
PF 4	Structured documented system from the adaptation of ISO14001:2015

3.3.1 Status of Nonconformities Previously Identified and Opportunity for Improvement

Previous Audit Critical (Major) Non-conformity			
NCR Ref #	IC 2022 1	Issued Date	25/02/2022
Due Date	25/05/2023	Closure Date	26/05/2022
Indicator & Category (Critical / Minor)	1.1.3 (C) – Critical		
Statement of Nonconformity:	<p>SOCAPALM Kienke has a register for the management of incoming mail. The relevant information on the requests received is recorded there. The same applies to the response.</p> <p>It is evident from the document review, consultation with stakeholders and interviews with SOCAPALM Kienke that some of the requests received have not been registered and answered, if at all. The following letter numbers are affected by SOCAPALM's responses that are not recorded:</p> <ul style="list-style-type: none"> • No. 5363 of 12/23/2021 • No. 4802 of 14/10/2021 		
Requirement Reference:	Records of requests for information and responses shall be maintained.		
Objective Evidence:	<ul style="list-style-type: none"> • Review of the register of incoming letter management • Interviews with stakeholders in charge of implementing RSPO P&C requirements • Consultation with stakeholders 		
Corrections:	<ul style="list-style-type: none"> • Writing and transmission of replies to letters No. 5363 of 23/12/2021 No. 4802 of 14/10/2021 against acknowledgement of receipt. • Updating of the table called "<i>courier entrant et sortant</i>" by inserting the evidence of replies from SOCAPALM to the above-mentioned letters 		
Root Cause Analysis:	<p>In general, the incoming mail tracking system was successfully audited, with the exception of the two letters No. 5363 of 23/12/2021 No. 4802 of 14/10/2021 for which proof of response from SOCAPALM could not be provided during the audit. Indeed, the applicant had previously sent several letters with the same subject matter and the plantation had always given him replies, however these responses could not be find at the audit because each response was not identified accordingly after each letter sent</p>		
Corrective Actions:	<ul style="list-style-type: none"> • Training and evaluation of the designated managers (Sec DP, DP, CSAC, and Heads of Departments) on management of the incoming letters et their management procedure including SOCAPALM responses. • Include the description of the "incoming mail management" on the agenda of meetings with stakeholders (contractors, smallholders, bi/tripartite, gender committee, grievance committee). • Regularly evaluate the record et follow-up of mail during meetings with stakeholders. 		
Assessment Conclusion:	<p>SOCAPALM Kienke provided :</p> <ul style="list-style-type: none"> • Copies of letters # No. 5363 of 12/23/2021 and # No. 4802 of 14/10/2021. • Response from SOCAPALM Kienke with acknowledgement of receipt of the concerned party dated on 28/03/22 and updated version of document named "2020-2022_Gestion_Courrier_Entrant_GCE." including response address to 		

	<p>subject.</p> <ul style="list-style-type: none"> • Refresher training records on request and response management dated on 29/03/22 of internal staff. • Trimestral meeting report with internal staff including topics regarding request and response handling and reporting dated on 17/03/22.
Effectiveness Closure (for previous audit closed Critical NC):	<p>During the AS1 audit, a physical verification was carried out with the secretary of the plantation director who is responsible for managing incoming and outgoing mail, in particular the recording of grievances.</p> <p>The auditor reviewed the records at his level which are saved in an electronic Excel file, with all the information relating to the treatment reserved for a grievance filed. The grievances referenced above have been integrated and taken into account.</p> <p>No recurrence of issue observed and the previous major NC is remained close.</p>

Previous Audit Critical (Major) Non-conformity			
NCR Ref #	IC 2022 2	Issued Date	25/2/2022
Due Date	25/5/2023	Closure Date	26/5/2022
Indicator & Category (Critical / Minor)	2.1.1 (C) – Critical		
Statement of Nonconformity:	<p>SOCAPALM Kienke has a list of compliance obligations. A table of conformity assessment of SOCAPALM Kienke to legal and other requirements is also available as of February 2022.</p> <p>It is obvious after reviewing the list of compliance obligations and the conformity assessment table that relevant texts applicable to the sector of activity of SOCAPALM Kienke have not been listed and then the conformity assessed.</p> <p>These are and are limited to:</p> <ul style="list-style-type: none"> • Decree n° 95/677 of December 18, 1995, relating to the derogations to the legal duration of work. • Decree n° 001/CAB/MTPS of February 14, 1995, fixing the rates of compensation during the period of suspension of the work contract due to technical unemployment. • Decree n° 93/726/PM of November 24, 1993, setting the terms of application of certain provisions of the Labor Code. • Decree n° 93/570 of July 15, 1993, fixing the modalities of placement of workers. • Decree No. 93/574 of July 15, 1993, establishing the form of professional unions admitted to the registration procedure. • Decree No. 93/577 of July 15, 1993, fixing the conditions of employment of temporary, occasional, or seasonal workers. • Decree No. 93/578 of 15 July 1993 to lay down the substantive and formal conditions applicable to collective labour agreements. • Order n° 016/MTPS/SG/CJ of May 26, 1993, fixing the modalities of attribution and calculation of the redundancy allowance. 		

	<ul style="list-style-type: none"> • Order n° 019/MTPS/SG/CJ of May 26, 1993, fixing the modalities of the election and the conditions of exercise of the functions of the staff delegates. • Decree n° 020/MTPS/SG/CJ of May 26, 1993, fixing the modalities of declaration of establishment. • Decree No. 021/MTPS/SG/CJ of May 26, 1993, to lay down the modalities of dismissal for economic reasons. • Decree N° 95/531 / PM OF AUGUST 23, 1995, fixing the modalities of application of the forestry regime <p>Also, the decree N° 0378 of May 26, 2010, on the organization and functioning of the domestic timber market was assessed as not applicable to the activities of SOCAPALM Kienke. However, the visit to the installations and the review of the documentation confirms that SOCAPALM Kienke obtains wood from certain local actors for use in some of its operations</p>
Requirement Reference:	The unit of certification complies with applicable legal requirements
Objective Evidence:	<ul style="list-style-type: none"> • Review of the list of compliance obligations. • Review of SOCAPALM Kienke's compliance assessment table for legal and other requirements. • Review of the documentation related to wood procurement. • Interviews with the actors in charge of the implementation of the RSPO P&C requirements. • Visit of the facilities.
Corrections:	<ul style="list-style-type: none"> • Update the list of compliance obligations by inserting the missing texts. • Proceed with the evaluation of the inserted texts. • Proceed with the revaluation of the decree 0378 to assess its level of conformance in the legal review. • Produce an internal memo from DG/DP to CDA/APP/CSAC/RAL on compliance with legal requirements for timber procurement in order to describe the Company policy and engagement in term of forest preservation. • Organize training and evaluation of the new memo and related documents to the wood suppliers, stakeholders and responsible departments. • Set up a table for recording documents and other details related to the external purchase of timber.
Root Cause Analysis:	<p>The company has established a regulatory conformity assessment procedure which defines the channels for identifying legal texts and the frequencies of conformity assessment. The company has also set up a sustainable development department and established job descriptions for Environmental and Sustainable Development Correspondents. Their activities include updating the regulatory monitoring tables. The omission of texts from the list of obligations is due to the fact that the majority of these texts are decrees and orders that are attached to framework laws or codes governing activities. Such as Law No. 92-007 of 14 August 1992 on the Labour Code, which sets out the general rules for the execution of employment contracts, for all types of contracts (fixed-term, open-ended, expatriate, etc.), the rules related to social protection, etc. The company relies more heavily on these framework laws, which are well represented in the list of compliance obligations and in its regulatory monitoring table for conformity</p>

	<p>assessment.</p> <p>The company also relies on legal documents such as collective agreements, which give more details on the regulations applicable to its sector of activity.</p> <p>As regards decree 0378, this was due to a failure to update the evaluation and to the provider's lack of /knowledge of the legal requirements applicable to the purchase of wood on the local market.</p>
Corrective Actions:	<ul style="list-style-type: none"> • Training to the Environment and Sustainable Development Correspondents on the procedure for identifying, updating and assessing legal conformity. • Prepare an internal memo for the Sustainable Development Department to update the list of compliance obligations on a quarterly basis. • Include the topic of revision of the legal review in each quarterly meeting of the Sustainability Department. <p>Ensure regular evaluation of the suppliers to assess their respect to SOCAPALM policies.</p>
Assessment Conclusion:	<p>SOCAPALM Kienke provided as evidence:</p> <ul style="list-style-type: none"> • Meeting records of internal staff on legal requirements verification dated on 09/05/22. • Legal requirements survey named "SOCAPALM - Veille Règlementaire KIENKE 22042022" dated on April 2022. Relevant texts applicable to the sector of activity of SOCAPALM Kienke mentioned in the NC have been listed and evaluated. • Training records given to internal staff on legal requirements for woods trading dated on 29/03/22. • Picture of a register put in place to trace woods bought. <ul style="list-style-type: none"> • Evidence of legal compliance of woods supplier (Certificate dated on 14/11/01 delivered by the ministry of environment and forest), (register of truck order dated on 04/09/20) and (wood transportation certificate dated on 28/09/19).
Effectiveness Closure (for previous audit closed Critical NC):	<ol style="list-style-type: none"> 1. The company's presented an updated legal register for verification during the ASA 1 audit. The register contains a total of 342 laws which found to be applicable to the company's operations. Evidence to demonstrate compliance to the laws were made available for review. 2. Interview with the administrative manager and the sustainability team confirms they have a documented system in place which they implement to ensure all new or amended laws applicable to their operations are updated into their legal register and also implemented. 3. The company also conducts period assessment to monitor legal compliance to the applicable legal requirements by the different departments of the company. <p>No recurrence of issue observed and the previous major NC is remained close.</p>

Previous Audit Critical (Major) Non-conformity			
NCR Ref #	IC 2022 3	Issued Date	25/2/2022
Due Date	25/5/2023	Closure Date	26/5/2022
Indicator & Category	3.8.6 (C) – Critical		

RSPO P&C Public Summary Report

Revision 15 (Nov 2023)

(Critical / Minor)	
Statement of Nonconformity:	<p>SOCAPALM Kienke has a documented procedure for conducting an internal audit Ref AUI.01 of 10/09/20 version 2 of 31/03/21.</p> <p>It is evident from the documentation review that SOCAPALM Kienke's internal audit did not cover the rules on business communication and claims to establish how the plant complies with the requirement. Also, the procedure as reviewed only covers the RSPO supply chain without focusing on the RSPO rules on marketing communication and claims.</p>
Requirement Reference:	<p>Internal Audit</p> <p>i) The mill shall have a written procedure to conduct an annual internal audit to determine whether the mill.</p> <p>a)Conforms to the requirements in the RSPO SC requirements for mills and the RSPO Rules on Market Communication and Claims</p>
Objective Evidence:	<ul style="list-style-type: none"> • Internal audit procedure. • Internal audit report. • Interviews with the actors in charge of the implementation of the RSPO P&C requirements.
Corrections:	<p>Update of the internal audit procedure. Standardize the internal audit procedure for all sites to avoid missing elements and to ensure a perfect tractability of the versions revised.</p> <ul style="list-style-type: none"> • Organize training on the revised procedure • Update of the internal audit grid by integrating the principles on RSPO rules related to communication and claims from 2019 • Replanning of an internal audit in respect to the updated procedure <p>Drafting and officialization of the internal audit report</p>
Root Cause Analysis:	<p>SOCAPALM has several plantations being Kienke, Edéa, Dibombari, Eseka, Mbongo, Mbambou and Socaport. They all have their own particularities however since the creation of the Sustainability department, a lot of documents have been standardized in order to ensure that they comply with all requirements and to simplify their update and diffusion. However, the procedure of internal audit has been updated for the surveillance audit of SOCAPALM but not yet standardized to the site of Kienke.</p>
Corrective Actions:	<p>Plan and hold a meeting of the Sustainability Department on the update of procedures related to the RSPO approach.</p> <p>Ensure standardization of the procedure to avoid occurrence of this non-conformity.</p>
Assessment Conclusion:	<p>SOCAPALM Kienke provided as evidence:</p> <ul style="list-style-type: none"> • Training records of internal auditors on internal procedure updated dated on 15/03/22. • Internal and external procedure updated, code: AUI.01 of 10/09/20 updated on 24/02/22. • Internal audit report, corrective action table and checklist performed on 24/03/22. <p>Requirements of rules on business communication and claims have been evaluated</p>

	and no deviations were recorded.
Effectiveness Closure (for previous audit closed Critical NC):	The latest checklist has incorporate the latest RSPO Rules on Market Communication and Claims October 2022 based on the latest internal audit carried out on 23/10/2023. No recurrence of issue observed, and the previous major NC is remained close.

Previous Audit Critical (Major) Non-conformity			
NCR Ref #	IC 2022 4	Issued Date	25/2/2022
Due Date	25/5/2023	Closure Date	26/5/2022
Indicator & Category (Critical / Minor)	7.12.2 – Critical		
Statement of Nonconformity:	<p>SOCAPALM Kienke is an existing plantation planted in the 1970s. The company conducted an assessment in August 2019 of non-ALS HCVs with HCVs identified in the report dated November 2020. The HVC areas were identified with signs that include prohibitions on all activities in those areas.</p> <p>The visit to the plantation in Division 5 reveals that a cleared area of 400 m2 was made in the identified HCV area. The clearing took place on 03/02/2022. An investigation was launched by the company to verify the operation. It was concluded that this was the result of a community action to convert the area to agricultural land. SOCAPALM Kienke has yet to officially report the incident to the RSPO.</p>		
Requirement Reference:	b) Any new land clearing (in existing plantations or new plantings) after 15 November 2018 is preceded by an HCV-HCS assessment, using the HCSA Toolkit and the HCV-HCSA Assessment Manual. This will include stakeholder consultation and take into account wider landscape-level considerations.		
Objective Evidence:	<ul style="list-style-type: none"> • Interviews with stakeholders in charge of implementing RSPO P&C requirements • Review of the HCV report • Visit to the plantation 		
Corrections:	<p>Inform the RSPO Secretariat about the clearing of the HVC area.</p> <p>Organize specific awareness raising in the community close to the cleared HCV area.</p> <p>Set up a special awareness raising schedule for other communities on the prohibition of clearing in a certain type of HCV.</p> <p>Implement this awareness-raising plan.</p>		
Root Cause Analysis:	<p>The company has put in place mechanisms for the management of protected areas, including:</p> <ul style="list-style-type: none"> • Eco-guards with chart and job description for the permanent surveillance of these areas and signposts and, • Awareness-raising among stakeholders and communities. <p>However, at the time of the audit the clearing of a HVC zone was observed. An action plan with causes and responsibilities has been immediately established, as attested by the investigation reports provided by the company to the auditors.</p> <p>Unfortunately, SOCAPALM Kienke has not inform the RSPO secretariat of this</p>		

RSPO P&C Public Summary Report

Revision 15 (Nov 2023)

	accident recorded because of the audit situation (all responsible were busy in audit) and the delay in the transmission of the investigation report to the Sustainable Development Department
Corrective Actions:	<ul style="list-style-type: none"> • Train and assess the skills of managers in the management of HCV zones. • Include an item on the sensitization management of HCV areas in meetings with communities and the other stakeholders. • Include in all bipartite meetings the establishment/revision/validation of a participative management plan of all HVC areas located around each community.
Assessment Conclusion:	<p>SOCAPALM Kienke provided as evidence:</p> <ul style="list-style-type: none"> • Internal memo dated on 13/04/22 regarding respect and protection of HCV area within the concession. • Sensitization records in communities dated on 11/03/22; 12/03/22 such as Bidou III, Nkolembonda, Bidou II, Pongo Aviation, Mabenanga. • Notice note dated on 17/03/22 relating to use of fire forbidden during land preparation and waste destruction. • Copy of email sent to RSPO dated on 31/03/22, 27/04/22 regarding unauthorized land clearing of HCV area of 400 m² with evidence and action put in put attached. • Risk assessment and HCV management plan addressing issue of fire used into HCV area. • Map of concerned area into HCV dated on 27/04/22. GPS coordinates are X 609322.12 and Y 306078.07. • Incidence report which present the history and identify actors concerned. <p>Immediate action and preventive action implemented were also reported.</p>
Effectiveness Closure (for previous audit closed Critical NC):	No evidence of encroachment and clearing of area at the identified HCV area within Kienke plantation. One of the community from Nkolembonda was interviewed and confirmed on the awareness and understanding of protection area @ HCV within the plantation. Latest sensitization was carried out on 25/7/2023 for those involve in the monitoring of HCV area. No recurrence of issue observed and the previous major NC is remained close.

Previous Audit Critical (Major) Non-conformity			
NCR Ref #	IC 2022 5	Issued Date	25/2/2022
Due Date	25/5/2023	Closure Date	26/5/2022
Indicator & Category (Critical / Minor)	7.12.8 – Critical		
Statement of Nonconformity:	SOCAPALM Kienke is currently undergoing the RaCP process. The RACP is not yet approved by the RSPO. The compensation plan still needs to be approved by the RSPO compensation committee		
Requirement Reference:	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 Procedure (RaCP) applies.		
Objective Evidence:	• Interviews with the actors in charge of the implementation of the RSPO P&C		

...making excellence a habit.™

RSPO P&C Public Summary Report

Revision 15 (Nov 2023)

	requirements. • Review of the documentation.		
Corrections:	Finalize and submit the RaCP process to RSPO for approval.		
Root Cause Analysis:	The RaCP process was not finalized at the time of the audit, which is why it could not be presented to the auditors. Indeed, the LUCA has only been approved in December therefore the RaCP is in process with RSPO.		
Corrective Actions:	Implement the RaCP once it has been validated by RSPO.		
Assessment Conclusion:	SOCAPALM Kienke provided as evidence: • Compensation plan evaluation report dated endorsed on 21/12/22 by RSPO compensation panel. Evaluation period was 7-18 December 2022. Total Final Conservation Liability is 2,018.04 ha and Total area requiring environmental remediation is 205.64 ha. • Email from RSPO compensation dated on 22/12/22 saying that the RaCP process for SOCAPALM Kienke is now completed and they may proceed with certification.		
Effectiveness Closure (for previous audit closed Critical NC):	Approved compensation plan was verified which endorsed by RSPO Compensation Panel on 21/12/2022 and evident via evaluation report with satisfactorily final evaluation. The 2 nd steering committee meeting will be carried out on 29/11/2023. No recurrence of issue observed and the previous major NC is remained close.		
Previous Audit Minor Non-conformity			
NCR Ref #	IC 2022 6	Issued Date	25/2/2022
Due Date	23/11/2023	Closure Date	23/11/2023
Indicator & Category (Critical / Minor)	1.1.5 - Minor		
Statement of Nonconformity:	SOCAPALM Kienke has a list of stakeholders including details of stakeholders and their designated representatives as of 01/25/22. It is evident from the documentation review and consultation with some stakeholders that the list does not identify the designated representatives of some stakeholders and details about them. These include, but are not limited to • 12 Bagyéli camps with 3 designated representatives each instead of 10 camps as listed • Details on certain administrative authorities such as MINDEF, MINSANT, MINFI, MINJUSTICE		
Requirement Reference:	There is a current list of contact and details of stakeholders and their nominated representatives.		
Objective Evidence:	• Review of stakeholder list. • Interviews with actors in charge of implementing the RSPO P&C requirements. • Interviews with stakeholders.		
Corrections:	• Ensure the latest version of the stakeholder list include all representatives for the Bagyéli communities. • Insert missing information for other stakeholders		

RSPO P&C Public Summary Report

Revision 15 (Nov 2023)

	<ul style="list-style-type: none"> • Share the latest version to all department and clearly identify the last version.
Root Cause Analysis:	The stakeholder list provided at the audit was different from the updated version therefore the total of Bagyéli camps was incorrect.
Corrective Actions:	<ul style="list-style-type: none"> • Sensitize the various managers on updating the list of stakeholders and using the latest version. • Make managers aware of the need to systematically communicate information about stakeholders to the CEDD. • Ensure that all communities information is systematically shared with the Liaison Officer (ACRPP): M. Emmanuel Cham Gang.
Assessment Conclusion:	<p>During the ASA1 documentary review, the auditor used the list of stakeholders updated by Socapalm Kienké to carry out remote verifications. Thus, although the Bagyeli community was not selected to be interviewed, remote telephone calls were launched by the auditor in charge of the verification. They responded to the calls and confirmed that they had indeed been designated and had a mandate to act in the name and on behalf of the community.</p> <p>Concerning the administrative and legal authorities, the verification consisted rather of knowing whether Socapalm got in touch with them, approached them to explain its approach in the RSPO program; These authorities confirmed that they had received information letters left at their secretariats for a long time and people mandated by Socapalm Kienké physically visited their offices. No recurrence of issue observed, thus the previous NC was closed on 23/11/2023. Continuous implementation will be further verified in the next assessment</p>

Previous Audit Minor Non-conformity			
NCR Ref #	IC 2022 7	Issued Date	25/2/2022
Due Date	23/11/2023	Closure Date	23/11/2023
Indicator & Category (Critical / Minor)	2.2.2 - Minor		
Statement of Nonconformity:	<p>SOCAPALM Kienke has a list of contractual parties. Company agreements are signed with all contractors performing activities on behalf of SOCAPALM Kienke. It is evident from a review of some of the agreements that clauses applicable to the contracting parties are not clearly spelled out to cover the purpose of the agreement, the obligations of the service provider and certain points of the general HSE regulations. For example, and without limitation:</p> <ul style="list-style-type: none"> • Company Agreement N°253/2021 (Article 1, Article 5, and Article 6) • Africa Security Service Agreement dated January 2014 		
Requirement Reference:	All contracts, including those for FFB supply, contain specific clauses on meeting applicable legal requirements, and this can be demonstrated by the third party.		
Objective Evidence:	<p>Review of the company agreement.</p> <p>Interviews with actors in charge of implementing the RSPO P&C requirements.</p> <p>Interviews with stakeholders.</p>		
Corrections:	Update of the contract N° 253/2021 by reviewing some the mentioned articles.		
Root Cause Analysis:	Although any approach is based on continuous improvement, the lack of sharing experience on some indicators between sites lead to the missing of the revision of		

...making excellence a habit.™

	the Convention of this company
Corrective Actions:	Hold a meeting with the various managers on the specific requirements related to Sustainable Development for a certain type of service contract.
Assessment Conclusion:	The documentary review with the administrative and accounting department, concerning the files of contract workers (based on the list presented by Socapalm), clearly showed that the contractual aspects lacking during the certification audit were considered and integrated. to the contracts which have been updated, in light of the observations made. The corrections were therefore carried out efficiently. No recurrence of issue observed, thus the previous NC was closed on 23/11/2023. Continuous implementation will be further verified in the next assessment

Previous Audit Minor Non-conformity			
NCR Ref #	IC 2022 8	Issued Date	25/2/2022
Due Date	23/11/2023	Closure Date	23/11/2023
Indicator & Category (Critical / Minor)	2.2.3 - Minor		
Statement of Nonconformity:	<p>SOCAPALM Kienke subcontracts the protection of SOCAPALM's property and premises, as well as that under its responsibility.</p> <p>It is evident from the interviews and review of documentation that the contract signed with Africa Security does not include clauses prohibiting child labor, forced labor and human trafficking.</p>		
Requirement Reference:	All contracts, including those for FFB supply, contain clauses disallowing child, forced and trafficked labour. Where young workers are employed, the contracts include a clause for their protection.		
Objective Evidence:	<ul style="list-style-type: none"> • Review of the Africa Security service contract. • Interviews with the actors in charge of the implementation of the RSPO P&C requirements. 		
Corrections:	Update Africa Security contracts by including specific clauses regarding Sustainability Compliance.		
Root Cause Analysis:	The agreement of this company is quite old since it dates from 2014 and was not yet updated.		
Corrective Actions:	<ul style="list-style-type: none"> • Hold a meeting with the various managers on the specific requirements related to Sustainable Development for a certain type of service contract. • Train Africa Security on the contents of the revised convention and controls means put in place by SOCAPALM Kienke. 		
Assessment Conclusion:	<p>During the documentary review, the management of Socapalm Kienké, through the administrative and accounting department, presented the security contract with the company Africa Security; the examination of said contract has a formal clause prohibiting the employment of persons under 18 years of age as workers. 18 years as a worker.</p> <p>The auditor asked Socapalm Kienké to provide the register of Africa Security personnel who work on Saocapalm Kienké's operations. The management therefore contacted that of Africa to provide proof (identity documents and</p>		

	contracts of all Africa Security agents). In the field, during visits to interview workers, stops were made at booths or checkpoints to interact with targeted agents. The correction has been implemented. No recurrence of issue observed, thus the previous NC was closed on 23/11/2023. Continuous implementation will be further verified in the next assessment
--	-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------

Previous Audit Minor Non-conformity			
NCR Ref #	IC 2022 9	Issued Date	25/2/2022
Due Date	23/11/2023	Closure Date	23/11/2023
Indicator & Category (Critical / Minor)	3.3.2 - Minor		
Statement of Nonconformity:	<p>SOCAPALM Kienke has a documented procedure for planting and replanting REF AGR11 of 01/15 version 2 of 01/20. There is a Zero Burning policy for new plantings and replanting's, which is included in the HSE policy. To ensure compliance with the implementation of procedures and policies, SOCAPALM Kienke uses several approaches, including internal audit, field monitoring, awareness raising, etc.</p> <p>SOCAPALM Kienke has conducted replanting activities in its first-generation plantations since 2018 without any evidence of fire use. This was observed in Divisions 1, 2 and 3 during field visits.</p> <p>It is evident after observations and review of documentation that the procedure does not mention the non-use of fire for site preparation. Indeed, the field visit to CAMSEED (SOCAPALM Research Centre) at Block F6/1 2021 (replanted) reveals evidence of fire on some of the stacked palms in the 2021 replanted area. According to the plantation team, the fire occurred on the afternoon of 2/23/2022 and preliminary steps were taken to extinguish it. Somehow on 2/24/2022, there were still traces of smoke coming from the palm trees. In addition, SOCAPALM Kienke was unable to make available at the time of the audit the root cause of the fire and the corrective action plan in accordance with its follow-up procedures</p>		
Requirement Reference:	A mechanism to check consistent implementation of procedures is in place.		
Objective Evidence:	<ul style="list-style-type: none"> • Review of planting and replanting procedures. • Review of the Zero Burning policy. • Interviews with the actors in charge of the implementation of the RSPO P&C requirements. • Field visit at CAMSEED 		
Corrections:	Organize an awareness session (including service providers and transporters and the population of SOCAPALM camps) on fires in the plantations as well as the emergency mechanisms to be activated in the event of a fire.		
Root Cause Analysis:	The fire is currently used by the stakeholders for private farming and SOCAPALM is facing this issue especially during the dry season. SOCAPALM is the first victim of the risks linked to the fire in the plantation and in its HVC areas therefore emergency fire trucks and assistance are available for these situations.		
Corrective Actions:	<ul style="list-style-type: none"> • Make a memo on the prohibition of the use of fire in the plantation and distribute it to all, including service providers. • Include aspects related to fire outbreaks in the subcontractor monitoring 		

	<p>checklist.</p> <ul style="list-style-type: none"> • Repeat and remind the contact numbers to use in case of fire outbreak.
Assessment Conclusion:	<ol style="list-style-type: none"> 1. Reviewed records of training and simulations on awareness raising on fire and emergency responses. The training was conducted on 14/03/2022 at the Administration for 35 workers. Similar trainings was organised across the other departments. 2. Reviewed a Memo dated 13/04/2022 on the respect for protected areas. The Memo states that the company has placed a ban on the use of fire in their operations. In addition, the company has documented and placed on notices, preventive fire management in which they commit to the no use of fire for land preparation and pest control in the company's operations. The notice also provides emergency numbers for stakeholders to call in the event they see fire in the plantation. 3. Reviewed an updated field subcontractor checklist. The checklist was updated to include use of fire by the subcontractors. Also, reviewed the assessment conducted on the subcontractors on the 21/10/2023 using the updated checklist. <p>No recurrence of issue observed, thus the previous NC was closed on 23/11/2023. Continuous implementation will be further verified in the next assessment</p>

Previous Audit Minor Non-conformity			
NCR Ref #	IC 2022 10	Issued Date	25/2/2022
Due Date	23/11/2023	Closure Date	23/11/2023
Indicator & Category (Critical / Minor)	6.7.4 – Minor		
Statement of Nonconformity:	<p>SOCAPALM Kienke has identified noise as one of its other significant pollutants. To ensure that noise is reduced or minimized, SOCAPALM Kienke conducts an assessment at the plant to evaluate the noise level. The assessment performed by CAP Development Sarl on August 20, 2021 was noted. The report shows that the noise of the plant, especially in the area of the boiler, extraction, sterilization, clarification and turbine, is above the 85db threshold. The report recommends the use of earplugs for all persons working in this area. The company also conducts annual audiometric screening for all workers in the area.</p> <ul style="list-style-type: none"> • It is evident after reviewing the 2021 screening reports that 96 workers were screened and 7 were diagnosed with a hearing problem. • These 7 workers have not yet been transferred from their current workplaces due to their hearing problem. An interview with two of these workers determined that although their medical report recommends that they be moved to a new position, they are still in their current position. • A review of employee records determined that the employee with personnel number #SCP36550 consulted with a specialist on 02/07/2021 and recommended a change in position. • Personnel number #SCP21868's medical visit on 07/14/2021 requires the use of a hearing aid. This device has not yet been provided. 		
Requirement Reference:	All workers are provided with medical care and covered by accident insurance. Costs incurred from work related incidents leading to injury or sickness are		

RSPO P&C Public Summary Report

Revision 15 (Nov 2023)

	covered in accordance with national law or by the unit of certification where national law does not offer protection.
Objective Evidence:	<ul style="list-style-type: none"> • Review of 2021 screening reports. • Interviews with the actors in charge of the implementation of the RSPO P&C requirements. • Interviews with oil mill workers. • Review of the workers' file.
Corrections:	<p>Redeploy workers to new positions as recommended by audiometric analysis reports (Via memos with a copy to the Doctor).</p> <p>Relaunch the CNPS on the provision of the hearing aid to the worker #21666</p>
Root Cause Analysis:	Non-extensive mastery of the administrative aspects related to the redeployment of workers who are victims of certain incapacity or who present certain risks at the workstations following medical examinations.
Corrective Actions:	Train and assess HR, Agricultural and Technical and Medical Department managers on the requirements relating to the health of workers: Responsibilities and Conduct to be taken in the event of redeployments following medical examinations.
Assessment Conclusion:	All workers in the company are insured against work related illness and accidents. This is done by the deduction from workers' salaries and payment made to the Caisse Nationale de Prevoyance Sociale (National Social Insurance). These deductions are made every month and the monies are paid to the CNPS to cover work related illness and injury. Reviewed the payslips of two workers with registration numbers SCP37563 and SCP36316 and all shows deduction made from their salaries for onward payment to CNPS. Responsibilities and Conduct to be taken in the event of redeployments following medical examinations to ensure the workers are fit to work. No recurrence of issue observed, thus the previous NC was closed on 23/11/2023. Continuous implementation will be further verified in the next assessment

Previous Audit Minor Non-conformity			
NCR Ref #	IC 2022 11	Issued Date	25/2/2022
Due Date	23/11/2023	Closure Date	23/11/2023
Indicator & Category (Critical / Minor)	7.3.2 - Minor		
Statement of Nonconformity:	<p>SOCAPALM Kienke has a waste management procedure in place that includes segregation Ref GNAC of 03/13 version 3 of 04/20. Also, there is an incentive mechanism for all segregated waste. The mechanism consists of encouraging the population for each kilo of waste (plastics, bottles and metals) sorted by paying XOF 100 and XOF 50 respectively. Biodegradable waste is also stored in the form of compost that will be used by the household for the crops around the house.</p> <p>It is evident during a visit the following findings in the living areas of Division 1 opposite the medical center:</p> <ul style="list-style-type: none"> • No trash cans were found for selective sorting. • Garbage was also found littered in the living area. 		

	<ul style="list-style-type: none"> There is no proper drainage system in place, so all the wastewater from the households ends up in the open environment, creating unpleasant gutters in and around the community.
Requirement Reference:	Proper disposal of waste material, according to procedures that are fully understood by workers and managers, is demonstrated.
Objective Evidence:	<ul style="list-style-type: none"> Waste management procedures. Visits to living quarters.
Corrections:	<ul style="list-style-type: none"> Cleaning of the areas concerned Additional sensitization on waste management Additional placement of waste bins Cleaning of the drains
Root Cause Analysis:	The waste procedure was not respected at the time of the audit because unsorted waste was found in the camps due to not enough sensitization on waste management.
Corrective Actions:	Development of the "Village Propre" to stimulate the respect of the waste procedure into these camps and to promote the best village sorting the waste.
Assessment Conclusion:	The waste management procedure has been well respected with no evidence of deviation observed. Workers housing at division 1 and 2 have been promptly clean with the sufficient placement of waste bins at site. Clogged drains were cleaned and desilted to ensure no blockage of water which later create unpleasant odour and condition around community. No recurrence of issue observed, thus the previous NC was closed on 23/11/2023. Continuous implementation will be further verified in the next assessment

Previous Audit Minor Non-conformity			
NCR Ref #	IC 2022 12	Issued Date	25/2/2022
Due Date	23/11/2023	Closure Date	23/11/2023
Indicator & Category (Critical / Minor)	7.8.3 – Minor		
Statement of Nonconformity:	<p>SOCAPALM Kienke performs a semi-annual analysis of the effluents of its plant - POME. The analysis is performed by a third party (QHSE - CONSULTING SARL). The report of the analysis performed in 29/11/21, Ref SCP/KIE-D05-29/11/2021. It is obvious after reviewing the analysis report that the COD and BOD values do not comply with the national parameters. In fact, the analysis shows that:</p> <ul style="list-style-type: none"> COD 1,859 mgO₂/l, compared to the national parameter of 200. BOD 465 mgO₂/l, compared to the national parameter of 50 		
Requirement Reference:	Mill effluent is treated to be in compliance with national regulations. Discharge quality of mill effluent, especially Biochemical Oxygen Demand (BOD), is regularly monitored.		
Objective Evidence:	Review of COD and BOD analysis report.		
Corrections:	Continue the implementation of the plan to bring the lagoons back into conformity in order to obtain the conformity of discharges at the outlet of the 5th basin.		

Root Cause Analysis:	The lagoon system presents failures due to the excessive accumulation of solid sludge in the first basin.
Corrective Actions:	Report from analysis and comparison table on BOD/COD contents evolution.
Assessment Conclusion:	Based on the results from January 2023 (to date), no off-specification parameter recorded as mill processing less than its rated capacity. On average, BOD recorded less than 50 mg/l and continuously comply with the limit set. Thus, the previous NC was closed effectively on 23/11/2023. Continuous implementation will be further verified in the next assessment.

Previous Audit Opportunity for Improvement	
OFI#	Description
OFI 1	<p>OFI Statement: <u>Indicator 4.8.2</u></p> <p>SOCAPALM Kienke has legal documents proving the ownership of the land granted by the Government of Cameroon. An inventory of the situation entrusted to the Departmental Service of the Land Registry of the Ocean was carried out and the report dated 19/05/20 was transmitted to the Minister of Domains, Land Registry and Land Affairs in Yaoundé on 03/10/20 by the Prefecture of Kribi. The report of the Technical Team in charge of the examination of the land problems of SOCAPALM dated 15/10/21 was transmitted by the Minister of Lands, Cadastre and Land Affairs in Yaoundé as well as a request for an estimate of the demarcation works of the plots exploited and occupied by SOCAPALM with a view to the elaboration of updated plans, after extraction of the non-exploited and encroached areas by third parties. The corrected report of the SOCAPALM Kienke inventory was transmitted to the Minister of Lands, Cadastre and Land Affairs in Yaoundé by the departmental delegate of the Ocean Cadastre Service on 21/12/21. A sketch of the SOCAPALM Kienke plantation concession was sent to the Departmental Delegate of the Ocean Departmental Land Registry Service on 08/02/22 for the estimate relating to the preparation of updated land use plans. The maps, acknowledgement letters and reports were made available and reviewed by the audit team.</p> <p>Verification / Follow-up actions:</p> <p>During the documentary review conducted during ASA 1, all documented evidence referred to in the report was made available to the auditor who reviewed it.</p> <p>Furthermore, the management of Socapalm has provided all the evidence of the participatory approaches carried out in concert with the local communities (bipartite, tripartite, participatory mapping, drafting of a memorandum, etc.), the parties are awaiting the definitive report from the inventory that MINDCAF has led; because Socapalm Kienké, as lessor of lands which belong to the State of Cameroon, does not have authority or competence to carry out a retrocession which is within the power of the State, if the reports confirm an encroachment. Therefore, any complaint relating to any desire of the company to confiscate territory belonging to the communities can only be validated at the end of the inventory following which, the Eta of Cameroon will cede of the conduit line to be held. Also, at the time of the audit, Socapalm did not carry out any crop extension activities that would put it at odds with community expectations.</p>
OFI 2	<p>OFI Statement: <u>Indicator 6.2.4</u></p> <p>SOCAPALM Kienke has a program (2021 – 2025) for the rehabilitation and construction of the living environment of the employees with achievements and forecasts for housing.</p>

	<p>It is evident from the village visits:</p> <ul style="list-style-type: none"> •A lack of appropriate toilets for households in Village V1. •The lack of sewerage in most of the villages leads to poor management of household wastewater, with many eroded areas between homes. •Unsanitary toilets supported by the degradation of many toilets that have fallen into disrepair. <p>Living environment of employees and the consideration of the nature of the provision of adequate, healthy and sufficient infrastructure for workers is still ongoing but not completed.</p> <p>Verification / Follow-up actions:</p> <p>During the ASA 1 audit, the audit team was able to note, beyond the housing plan developed by Socapalm Kienké, work in progress and very well advanced which made it possible to finalize at the level of village 1, the city called "CAMP LUMIERE", with numerous amenities which create a living environment that the workers interviewed describe as appropriate. Destruction of old housing in progress, for the construction of new ones; 28 new houses in village 2, the creation of an agricultural college and classrooms and many other achievements that the workers confirmed during individual interview.</p>
OFI 3	<p>OFI Statement:</p> <p><u>Indicator 7.3.3</u></p> <p>SOCAPALM Kienke has a landfill where all waste is disposed of. According to the field interviews, fire is not generally used for waste management. However, during the field visit, the audit team was able to observe fire being used for waste management in the Division 1 housing units. This was an isolated case, as there was no evidence of fire being used for waste management. However, this is considered an opportunity for improvement.</p> <p>Verification / Follow-up actions:</p> <p>Based on site visit at Division 1 & 2 housing unit, there were no evidence of fire observed for waste disposal. Waste collection was done at each division housing and with segregation at designated landfill for proper landfilling/composting method</p>

3.3.2 Summary of the Nonconformities and Status

CAR Ref.	Category (Critical / Minor)	P&C Indicator	Issued Date	Status & Date (Closure)
IC 2022 1	Critical	1.1.3 (C)	25/2/2022	Closed out on 26/5/2022
IC 2022 2	Critical	2.1.1 (C)	25/2/2022	Closed out on 26/5/2022
IC 2022 3	Critical	3.8.6 (C)	25/2/2022	Closed out on 26/5/2022
IC 2022 4	Critical	7.12.2	25/2/2022	Closed out on 26/5/2022
IC 2022 5	Critical	7.12.8	25/2/2022	Closed out on 26/5/2022
IC 2022 6	Minor	1.1.5	25/2/2022	Closed out on 23/11/2023
IC 2022 7	Minor	2.2.2	25/2/2022	Closed out on 23/11/2023
IC 2022 8	Minor	2.2.3	25/2/2022	Closed out on 23/11/2023

IC 2022 9	Minor	3.3.2	25/2/2022	Closed out on 23/11/2023
IC 2022 10	Minor	6.7.4	25/2/2022	Closed out on 23/11/2023
IC 2022 11	Minor	7.3.2	25/2/2022	Closed out on 23/11/2023
IC 2022 12	Minor	7.8.3	25/2/2022	Closed out on 23/11/2023
2424763-202311-M1	Critical	3.8.8 (f)	23/11/2023	Closed out on 13/1/2024
2424763-202311-N1	Minor	6.7.2	23/11/2023	"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 SOCAPALM Kienke 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)
Internal	Gender Committee	Face to face
Internal	<i>Comité Hygiène Santé et Sécurité au Travail</i>	Face to face
Internal	Workers Union and Human Right Defenders	Face to face
Contractors	Ets NFOR; Ets CLEO, Ets EDEF, Ets Free Boys	Face to face
Agriculture Department	<i>Chef de Département Agricole; Chef de plantations</i>	Face to face
Smallholders	Nam Martin; Mbang Minette, Akora Marcel; Tamekou Rostand Cyrille, Meneku Sylvanus	Face to face
Community	Nkolembonda	Face to face
External	Work Delegate	Face to face
External	Subprefect	Face to face

Community	Rivouni Village	Face to face
-----------	-----------------	--------------

Stakeholders comment	
1	<p>Feedbacks (Gender Committee):</p> <p>The gender committee demonstrated its legal existence by a minute of creation dating from May 3, 2019. Its constitution takes into account all the sensitivities and the different sectors of the company (Administration, Technology and Agronomy). A president directs the debates and organizes the activities, she is assisted by a vice-president. The committee claims to have clearly defined specifications supported by the management of the plantation which consist of knowing, identifying, and treating all problems linked to gender and based on violence, harassment, rape, discrimination. The committee said it worked independently and with the support of the plantation management, to make proposed decisions after dealing with the problems. Theft cases are only transferred to the competent judicial authority.</p> <p>Audit Team verification and response:</p> <p>The auditor in charge of the consultations reviewed the evidence of the existence and constitution of this committee, confirmed by official documents (minutes of appointment of members, specifications of their activities).</p> <p>The committee is actually made up of a president (main accountant of the company), a vice-president - Human Resources Manager), a relay agent (who is an agricultural worker) and a secretary of an administrative agent (who acts as secretary of the committee).</p> <p>All committee activity reports are available, and the committee deployment procedure is summarized as follows, if necessary:</p> <ul style="list-style-type: none"> a- Referral to the committee (in writing, telephone, physically, by rumor or any other means); for clarification, the committee can take action in the event of a rumor; b- Issuance of a summons by the committee to the respondent; c- If there is a case of rape, a medical examination of the victim is initiated, with the search for witnesses; d- Establishment of a select committee of reflection in order to listen to the minutes for investigation; e- Initiation of a confrontation between the protagonists f- Conclusion with reasoned decision proposal to the plantation management. <p>The deadlines observed for processing complaints and grievances are those of the company's complaints procedure but are flexible and can be modified depending on the sensitivity of the problem.</p> <p>The essential activities of the committee are awareness-raising, the popularization of certain practices favorable to women (screening sessions: cancer, HIV) in collaboration with the medical service. An annual meeting schedule is available and implemented progressively.</p> <p>The committee also supports the reintegration of women when they return from maternity leave by guiding them on their feeding times and the creation of their administrative files to obtain payment for maternity leave from the social security fund (CNPS). The last training that the committee received was in January 2022, by Ms. Cécile Ndjebet, Gender Advisor.</p>
2	<p>Feedbacks: (Occupational Health and Safety Committee)</p> <p>The consultation with the Occupational Health and Safety committee showed that it does exist within the company and its existence has a legal and official origin (Creation order: Decision No. 191/DP/CSA/AARH/KKE), supported by a minute of installation of members dated March 22, 2022.</p> <p>The role of the committee is:</p> <ul style="list-style-type: none"> - Ensure a conducive working environment and conditions for employees; - Ensure analysis of the risks that workers may face in the workplace. <p>This committee is represented in the 06 divisions of the company (06 subcommittees) and is made up of all the entities provided for by law, among others: a security agent, a camp leader, the doctor, human resources.</p>

	<p>The committee meets quarterly, and the latest meeting is that of August 25, 2023, with an activity report and an attendance list which shows the participation of the Kribi labor delegation, the Social Insurance Fund, the management of Socapalm.</p> <p>Audit Team verification and response:</p> <p>The auditor reviewed the schedule of visits to posts and workplaces and the report of visits to workstations, shared with all management, dated April 26, 2023, accompanied by recommendations which were integrated into the risk assessment of Socapalm Kienké.</p>
3	<p>Feedbacks: (Workers Union / Delegates and Trade Unions)</p> <p>Workers' rights defenders have not raised any particular observations likely to prevent them from freely and effectively carrying out their union activities.</p> <p>On the contrary, they declared that the level of exchanges had evolved between management and them. In fact, they have dedicated rooms to carry out their union activities. Their union activity time (16 hours per month) is respected and divided into two monthly meetings of 8 hours. They have the possibility of inviting management to discussions and activity reports are established jointly, validated and shared between the different parties.</p> <p>Audit Team verification and response:</p> <p>The auditor checked the work tools and was able to note:</p> <p>a- A calendar of meetings</p> <p>b- Meeting minutes with management</p> <p>c- The register of delegates which traces all decisions, progress and compromises with management. This register is periodically endorsed by the work delegation which affixes its stamp after each consultation.</p> <p>Workers' rights defenders receive training regularly, the latest of which was in September 2023 and the last discussion meeting with Socapalm management was on August 24, 2023; the report and the attendance list were presented to the auditor.</p>
4	<p>Feedbacks: (Contractors)</p> <p>The contract companies met declared that they had cordial professional relations with Socapalm Kienké. Their relationships have a contractual basis, with clear reciprocal obligations on both sides.</p> <p>The contract workers stated that they had the opportunity to read and read the contracts and to understand and sign them with full knowledge of the facts.</p> <p>Only, they plead for:</p> <ul style="list-style-type: none"> • Rapid provision of personal protective equipment (to prevent workers who have successfully completed the hiring process from waiting a long time to change their minds afterwards) by allowing newly hired workers to begin work while waiting until they are equipped. <p>Audit Team verification and response:</p> <p>The auditor reviewed the individual contracts of all the contract workers who were invited to the consultation and was able to note:</p> <ul style="list-style-type: none"> • That reciprocal commitments and obligations exist • The prohibition on both sides from violating the legal requirements in force in the country. The contract worker should refrain from hiring workers who are under the minimum age for admission to employment; they will have to declare the workers to the social security services within 10 days of their hiring; carry out medical examinations for fitness to exercise physical activity. In return, Socapalm management undertakes to provide free personal protective equipment to workers and decent housing. <p>In response to their grievance, Socapalm management responded that efforts are being made to provide equipment in time when possible and available.</p> <p>However, since it is not possible to determine in advance the sizes of the workers who are being</p>

	recruited, orders are placed for supply in the hope of the best delivery times. Furthermore, in accordance with its commitments, it cannot authorize an agricultural worker to work on a plantation without protective equipment, while waiting to be supplied. This will constitute a breach of its occupational health and safety rules and procedures.
5	<p>Feedbacks: (Agriculture Department)</p> <p>The first officials of the agricultural department declared that according to the policy of the Socfin group from which Socapalm comes, there is no planned expansion plan.</p> <p>However, replanting activities are planned based on a 5-year plan covering the period from 2024 to 2028.</p> <p>Audit Team verification and response:</p> <p>Verification of field activities and available activity reports, coupled with discussions resulting from consultations with local communities, confirmed that no project to extend the concession has been undertaken or carried out. Consultation of the map of replanting programs established on 09/13/2023 confirms management's statements.</p>
6	<p>Feedbacks: (Smallholders)</p> <p>The village planters met declared that they maintained cordial professional commercial relations with Socapalm Kienke.</p> <p>These relationships are based on agreements governed by a procedure which operates as follows:</p> <ul style="list-style-type: none"> • A motivated request for collaboration with Socapalm • A Socapalm investigation, led by a supervisor, is carried out to ensure that the latter is not in the Socapalm concession, that he has a title of ownership and enjoyment • Completion of a form for registration of the producer • Creation of the producer's file • Assignment of a number to the producer <p>Smallholders have stated that they benefit from valuable assistance and monitoring from Socapalm through:</p> <ul style="list-style-type: none"> • Monitoring of harvesting activities • Training on fertilizer and pesticide spreading activities <p>All their sales are confirmed by receipts which trace the details of their transactions (number, first and last name, date of sale, weight sold, amount paid, etc.)</p> <p>Audit Team verification and response:</p> <p>Verification of the agricultural department's activity reports shows that training is provided to small independent producers on different subjects. The last official meeting between management and the smallholders took place on Wednesday September 13, 2023 at the <i>Cité des Cadres club</i>.</p> <p>The auditor reviewed samples of producers' pay slips which he compared with weighbridge and payroll records.</p> <p>The activity reports also show that 4 annual meetings are planned between management and smallholders; meetings during which commitments are renewed, updates, information on pricing practices.</p> <p>An information note dated July 1, 2023 sets out the communication on the price list of the official FFB price (national state price + Socapalm incentive bonuses).</p>
7	<p>Feedbacks: (Nkolembonda Village)</p> <p>The meeting with the NKOEMBONDA community revealed that relations with Socapalm are positive overall. The discussions revolved around the following topics:</p> <p>On a social and communication level:</p> <ul style="list-style-type: none"> • There is a platform for exchange between the community and Socapalm, materialized by bipartite and tripartite meetings; • Service and information notes relating to job advertisements are used.

	<p>On the economic level:</p> <ul style="list-style-type: none"> Hiring is done to allow local residents to have jobs that make them economically viable; even the village chief is an employee of Socapalm, as are several village residents. <p>On the Environmental level:</p> <p>No negative environmental impact (pollution, nuisance of any type) has been highlighted by the community.</p> <p>Audit Team verification and response:</p> <p>The auditor reviewed reports of bipartite and tripartite meetings including the participation of this community, as well as copies of communications on job advertisements for which the community was copied.</p>
8	<p>Feedbacks : (Rivouni Village)</p> <p>The community raised situations of disagreement with Socapalm on two essential points:</p> <p>On the social level of cohabitation:</p> <p>Despite the existence of a platform for communication and mutual exchanges between the village and Socapalm (existence and activities of bipartite and tripartite), points of non-agreement exist on:</p> <p>The pollution of the Lobé river, of which the villagers accused the Socapalm workers of polluting and carrying out illegal fishing activities there with unconventional agrochemical products and the use of unauthorized fishing means (nets) for shrimp fishing. While the village of fishing activities of this river / The same problem appeared in the village with the banning of the women of the village by Socapalm workers from practicing fishing, particularly in bocs B6 and B7.</p> <p>Furthermore, despite the existence of a memorandum signed almost years ago, between Socapalm and the riverside villages, stating the restitution of a limit of 3 kilometers on either side of the river to exercise subsistence crops for the populations, Socapalm did not observe this measure.</p> <p>Job applications are not sent by Socapalm over time. At the time of receipt of calls for applications, recruitment has been completed to the point that only second-class jobs (agricultural laborers) are reserved for local residents even though there are medical doctors among them.</p> <p>Audit Team verification and response:</p> <p>The investigations carried out by the auditor with management revealed the following:</p> <p>On a social level:</p> <p>Management noted that during the last bipartisan meeting with the village, it recognized its share of responsibility in the failure to communicate job advertisements as quickly as possible. The report of the meeting notes that the decision taken by Socapalm is to send the advertisements within a period of at least two months before (i.e., from December 2023) because recruitment takes place during the periods of January. The platform with all communities will be used for this purpose. Socapalm management also noted the fact that demand is very often higher than needs because the factory's needs amount to 25 workers and 50 for replanting.</p> <p>Furthermore, with regard to the pollution of the Lobé river, Socapalm declared that it carries out a sample of this water every year for analysis, the results of which are shared with the communities. The proof of the latest analysis of the waters of Lobé have the following references:</p> <p>*Reference: SCP/ KEN-R16/02-03-2023</p> <p>*Sampling point: RIVER LOBÉ 10-F18TER (Latitude: 2.731042; Longitude 9.952643);</p> <p>*Collection date: 03/02/2023 at 11:12 a.m.</p> <p>*Date of analysis: 03/02/2023</p> <p>*Directing structure: Direction Générale Douala Makepe Lycée Tel: 233 675 78 46 56/ 658 97 00 98 BP: 7490 Douala Cameroon Email: contact@qhseconsulting.biz/qhseconsultingsarl@gmail.com</p>

	<p>Regarding the restitution of encroached lands, the management of Socapalm and the villages have an agreement according to which the areas encroached by each party should not be subject to modification. Each party maintains its position, and everyone awaits the final results of the inventory carried out by MINDCAF (Ministry of Cadastre and Land Domain). Thus, when the State orders Socapalm to return the land, it complies, it is up to the State to carry out the retrocession and Socapalm carries out the restitution.</p> <p>The auditor's research results note that the total surface area to be returned to the State of Cameroon by Socapalm for encroachment is 1,736 ha, including 206.40 ha in the area to which the village of Rivouné belongs. However, it is up to the State of Cameroon to complete the final results of the inventory initiated and pronounce the decision which will oblige Socapalm to make restitution.</p> <p>The latest communication from Socapalm on this subject (Letter N°085/L/MINDCAF/9/55/T000 of March 21, 2023, entitled "Synthetic report on the land and state situation of SOACAPALM Kienké and the neighboring communities").</p>
--	-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------

List of land owner / user contacted					
Name	Years of ownership / used	Land area (ha)	Agreement (Yes / No)	Agreement base on FPIC (Yes/No)	Compliance on the agreement terms and conditions
Socapalm Kienke	" <i>Bail emphyteotique</i> " signed on the 30th June 2000 is lease for a 60-year agreement Decree N°77/412 of 17/10/77 concerning 21,720 ha.	21,720 ha	Yes	No	Compliance



Previous land owner / user comment	
	Feedbacks: Nil
	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.

RSPO P&C Public Summary Report
Revision 15 (Nov 2023)**Formal Signing-off of Assessment Conclusion and Recommendation**

The audit objectives have been achieved and the certificate scope is appropriate. Based on the results of this audit, it is concluded that SOCAPALM Kienke has complied with the Cameroon National Interpretation 2022 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 SOCAPALM Kienke is certified.

Report prepared by	Acceptance of Assessment Conclusion
Name: Mohamed Hidir Bin Zainal Abidin	Name: Céline Schmitz
Company Name: BSI Services (M) Sdn Bhd	Company Name: Socapalm
Title: Lead Auditor	Title: Sustainability 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: 19/01/2024	Date: 28/02/2024

RSPO P&C Public Summary Report
Revision 15 (Nov 2023)

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 -	Socapalm Kienke management has taken care to compile an up-to-date list of its stakeholders with whom it is required to share specific RSPO information. This list was made available to the audit team and for each of the stakeholders, the list of documents made available was listed, with an acknowledgment of receipt which attests that the parties actually received the documents. Among the documents that were made available: 1. Human Rights policies including policy on protection of human rights defenders (HRDs)/Whistleblowers 2. Social programs avoiding or mitigating negative social impact 3. Social programs advancing livelihoods; 4. Figures of gender distribution within all workers categorized by management, administrative staff and workers (both permanent casual workers, piece rate workers) 5. Partnership programs for Independent Smallholders, education and health in the communities (where applicable) When required, the following documents, without limitation, may be made available at the request of the applicants: 1. Land titles/user rights (Criterion 4.4) 2. Occupational health and safety plans (Criterion 3.6) 3. Plans and impact assessments relating to environmental and social	Complied

		<p>impacts (Criterion 3.4)</p> <p>4. HCV & HCS documentation (Criterion 7.12)</p> <p>5. Pollution prevention and reduction plans (Criterion 7.10)</p> <p>6. Details of complaints and grievances (Criterion 4.2)</p> <p>7. Negotiation procedures (Criterion 4.6)</p> <p>8. Continuous improvement plans (Criterion 3.2)</p> <p>9. Human Rights Policy (Criterion 4.1)</p> <p>Furthermore, to ensure that any applicant (person external to the system) other than its stakeholders has access to public documentation, the management of Socapalm Kienké drew up a list of the documents cited above and posted them on various notice boards at the entrance to the garage, factory and administration; this note is signed by the director of the plantation and states that the documents listed above can be consulted by any person, at their request (these are policies, procedures, etc.)</p>	
1.1.2	<p>Information is provided in the official language used in the area in which the unit of certification is located and accessible to relevant stakeholders.</p> <p>- Minor compliance -</p>	<p>The documents to be consulted at Socapalm management level are produced in the official language of the country which is French. However, according to the group's procedure and depending on the emergencies and needs of the requests, the documents can be produced in English which is the second language of the country. Most policies and procedures are published in both languages.</p> <p>Furthermore, consultation of Socapalm's external communications system shows that documents communicated to third parties are subject to discharge on their part to demonstrate effective receipt, based on an acknowledgment of receipt. All stakeholders identified by Socapalm have signed acknowledgments of receipt of the policies and procedures shared with them. Interviews with those concerned show that the documents are explained to them beforehand (in languages and dialects) that they understand.</p>	Complied
1.1.3	<p>(C) Records of requests for information and responses are maintained.</p> <p>- Critical (Major) compliance -</p>	<p>As part of its Communication and Consultation Procedure (COM), developed on 04/01/2013 and updated on 07/13/2021 (version 6), Socapalm has set up a register to document all letters entering for</p>	Complied

RSPO P&C Public Summary Report
Revision 15 (Nov 2023)

		<p>various reasons. This register records all the details relating to mail management, among other things:</p> <ul style="list-style-type: none"> • The date of receipt • The subject of the letter • Reference of the sender or requester, • The response date • The status of the request (processing, closed, etc.) <p>This register is kept by the administrative and accounting department and can be consulted at any time.</p> <p>During the initial audit, Socapalm was criticized for not having effectively monitored incoming communications by not having recorded the letters (No. 5363 of 12/23/2021 and No. 4802 of 14/10/2021). To do this, the group made corrections which were subject to verification, the evidence of which was reviewed by the auditor.</p>	
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>Based on the documentary review carried out, it is evident that Socapalm has developed a Communication and Consultation Procedure (COM) since 04/01/2013 and last revised on 07/13/2021. Interviews with the stakeholders met revealed that this procedure was shared with them with receipt releases.</p>	Complied
1.1.5	<p>There is a current list of contact and details of stakeholders and their nominated representatives.</p> <p>- Minor compliance -</p>	<p>Socapalm has provided a clear and detailed list of the different stakeholders with whom it maintains relationships of various types. Examination of the list of stakeholders submitted to the audit team notes a variety of stakeholders who are involved in various areas:</p> <ul style="list-style-type: none"> • Administrative authorities • Customary and village authorities • Judicial and military authorities • Non-governmental organizations (NGOs) <p>Consultation of the list of stakeholders also shows that Socapalm has up-to-date information on them which allowed the audit team to enter into effective contact with the selected stakeholders. This information concerns, among other things:</p> <ul style="list-style-type: none"> - Identification of the stakeholder 	Complied

		<ul style="list-style-type: none"> - telephone contact - Its location - The legal representative of the designated entity 	
Criteria 1.2: The unit of certification commits to ethical conduct in all business operations and transactions.			
1.2.1	<p>A policy for ethical conduct is in place and implemented in all business operations and transactions, including recruitment and contracts.</p> <p>- Minor compliance -</p>	<p>Socapalm Kienké has adopted and published a Policy on the ethical code (creation 01/04/2019) and last update 01/04/2019. This policy, structured around 09 paragraphs, addresses several subjects on which SOCAPALM defines its code of ethics. The scope concerns, among other things:</p> <ul style="list-style-type: none"> - Compliance with the laws applicable in the country as well as international agreements. - Unfair competition - Prohibition of corruption and "bribes" - No conflict of interest - Confidentiality - Disclosure of documents in a timely and transparent manner. - Prohibition of the use of intimidation and harassment. - The application of disciplinary measures to any violator of the provisions of the policy. <p>The management of SOCAPALM Kienke has established the list of its service providers as well as the service contracts which bind them. The review of contractor contracts with SOCAPALM Kienke established that the company's ethical code of conduct was well integrated and shared with all contractors as part of the signing of this contract.</p>	Complied
1.2.2	<p>A system is in place to monitor compliance and the implementation of the policy and overall ethical business practice.</p> <p>- Minor compliance -</p>	<p>To guarantee ethical practices in commercial matters, Socapalm Kienké has included in all subcontractor contracts (transporters, FFB suppliers, etc.) clear clauses prohibiting any unfair behavior contrary to both their operating rules and requirements. legal in matters of commerce. Any subcontractor contravening this provision may have their contract terminated unilaterally by Socapalm.</p>	Complied

		Socapalm Kienké also conducts unannounced and random audits of workers of subcontractors and other entities that may have a link with their activities, in order to ensure that subcontractors do not engage in practices contrary to business ethics, such as condition recruitment or services on financial compensation or even corruption	
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 with applicable legal requirements. - Critical (Major) compliance -	<p>The company has identified a total of 342 laws made up of both national and international laws applicable to their operations. These laws have been put together in a single document and captioned Liste de obligations de conformite reglementaires et Legales (List of regulatory and legal compliance obligations) last updated August 2023. Some of the laws applicable to Socapalm Kienke's operations are</p> <ol style="list-style-type: none"> 1. Arrêté n°00947/ MINT/DTT du 24 Novembre 2000 portant spécification des dispositifs de signalisation des vehicules a moteur 2. Loi N° 2000/017 du 19 Décembre 2000 portant réglementation de l'inspection sanitaire vétérinaire 3. Décret N° 2001/164/PM du 08 mai 2001 – Précisant les modalités et conditions de prélèvement des eaux de surface ou des eaux souterraines à des fins industrielles ou commerciales 4. Décret N° 2001/163/PM du 08 Mai 2001 réglementant des périmètres de protection autour des points de captage, de traitement et de stockage des eaux potables 5. Décret N°2001/165/PM du 08 Mai 2001 précisant les 	Complied

		<p><i>modalités de protection des eaux de surface et des eaux souterraines contre la pollution</i></p> <p>6. Décret N°2002/648/PM du 26 Mars 2002 fixant les modalités d'application de la Loi N° 2001/01 du 16 Avril 2001 portant Code Minier</p> <p>7. DECISION PREFECTORALE N° 528/DP/L11/SP Portant création d'une Plate-Forme tripartite permanente de dialogue entre la Plantation SOCAPALM-KIENKE, les Riverains desdites Plantations et l'Etat du Cameroun.</p> <p>Some evidence of compliance to the applicable legal requirements are</p> <p>a. Evidence of compliance to the deductions and payments of CNPS with regards to the law was made available for review. They include</p> <p>1. Month of Payment: September Employer Registration number: 020-0301901-D Amount Paid: 90,494.553 CFA Total number of workers (Permanent)=2668 workers</p> <p>2. Month of Payment: October Employer Registration number: 020-0301901-D Amount Paid: 82,816.996CFA Total number of workers (Permanent)=2666 workers</p> <p>3. Month of Payment: September Employer Registration number: 392-0118488-000-D</p>	
--	--	----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	--

RSPO P&C Public Summary Report
Revision 15 (Nov 2023)

		<p>Amount Paid: 257,253 CFA Total number of workers =25 contract workers</p> <p>4. Month of Payment: October Employer Registration number: 351-0124423-000-1 Amount Paid: 127,981 CFA Total number of workers =18 contract workers</p>	
2.1.2	<p>A documented system for ensuring legal compliance is in place. This system has a means to track changes to the law and also includes listing and evidence of legal due diligence of all contracted third parties, recruitment agencies, service providers and labour contractors.</p> <p>- Minor compliance -</p>	<p>The company has a documented procedure in place which outlines the systems by which Socapalm Kienke ensure their compliances to the legal requirements and also track changes to the law. The document is captioned <i>Procédure d'identification et d'évaluation des obligations des conformite</i> dated 01/06/2022 and approved by the General manager. The company through the administrative manager works with personnel in the various Ministries for information on any changes in the law. They also follow communications in the national newspaper (Tribunal) for new or changes in the law.</p> <p>The company also conducts assessment to monitor compliance by the various operations of the company to the applicable laws. Some records of monitoring were made available to the audit team for review. The records include:</p> <ol style="list-style-type: none"> 1. Topic: Filed Subcontractor Monitoring Checklist Date: 21/10/2023 2. Topic: Monitoring labour placement in the company Date: 29/10/2023 <p>The assessment did not identify any legal non-compliance to any of the applicable legal requirements.</p>	Complied
2.1.3	<p>Legal or authorised boundaries are clearly demarcated and visibly maintained, and there is no planting beyond these legal or authorised</p>	<p>The company operates a single estate made up of six different divisions. Each division has its own area of operations. As a result, the</p>	Complied

...making excellence a habit.™

	<p>boundaries.</p> <p>- Minor compliance -</p>	<p>company has demarcated all their boundary limits with concrete pillars. Some of the pillars were selected for observation during the field visits and were found to be visibly in place and well maintained. The geo coordinates of sampled pillars taken by the audit team during the field visits are provided in the table below:</p> <table border="1"> <thead> <tr> <th>Divisions</th><th>Pillars</th><th colspan="2">GPS Coordinates (Field Observation)</th></tr> </thead> <tbody> <tr> <td rowspan="2">Four (4)</td><td>A</td><td>2°52'39"N</td><td>9°55'25"E</td></tr> <tr> <td>B</td><td>2°55'26"N</td><td>9°55'55"E</td></tr> <tr> <td rowspan="2">Two (2)</td><td>C</td><td>2°52'47"N</td><td>9°58'1"E</td></tr> <tr> <td>D</td><td>2°50'54"N</td><td>9°58'37"E</td></tr> </tbody> </table> <p>There was no evidence of the company planting beyond their legal limits</p>	Divisions	Pillars	GPS Coordinates (Field Observation)		Four (4)	A	2°52'39"N	9°55'25"E	B	2°55'26"N	9°55'55"E	Two (2)	C	2°52'47"N	9°58'1"E	D	2°50'54"N	9°58'37"E	
Divisions	Pillars	GPS Coordinates (Field Observation)																			
Four (4)	A	2°52'39"N	9°55'25"E																		
	B	2°55'26"N	9°55'55"E																		
Two (2)	C	2°52'47"N	9°58'1"E																		
	D	2°50'54"N	9°58'37"E																		
Criteria 2.2: All contractors providing operational services and supplying labour, and Fresh Fruit Bunch (FFB) suppliers, comply with legal requirements.																					
2.2.1	<p>A list of contracted parties is maintained.</p> <p>- Minor compliance -</p>	<p>A clear and detailed list of companies under contract with Socapalm is maintained and made available. Observation of this list shows that several crucial and strategic information are available:</p> <ul style="list-style-type: none"> • The name or company name of the company • The field or type of activity or service carried out • The name of the structure manager • Their references and contact details 	Complied																		
2.2.2	<p>All contracts, including those for FFB supply, contain specific clauses on meeting applicable legal requirements, and this can be demonstrated by the third party.</p> <p>- Minor compliance -</p>	<p>During the documentary review, Socapalm Kienke provided the list of all contract workers with whom it maintains working relationships. This list includes:</p> <ul style="list-style-type: none"> • Their identifications (social names) • Areas of activity 	Complied																		

		<ul style="list-style-type: none"> • Contacts • The names of legal representatives • Contacts <p>For each of the contractual workers, official contracts, duly signed with the signatures of the different parties are available.</p> <p>The documentary review made it possible to identify, among other subcontractors:</p> <ul style="list-style-type: none"> • DJOUMBISSIE (Personnel transport) • MUPERSOC (Personnel transport) • Lowel Plus (Maintenance and agricultural activities) • KESMER (Personnel transport) • NANFI (Personnel transport) • FREE BOYS (Farm work) • SAATSAGUE (Personnel transport) • KUNGANG (Personnel transport) • CAMSEED (Seed production and development) <p>Each service provider has an official contract of reciprocal obligations between the two parties, Socapalm obliges each of the companies, in view of the documentary review carried out, to strict compliance with the Cameroonian legislation in force. These requirements relate in particular to:</p> <ul style="list-style-type: none"> • The obligation to declare their respective personnel to the CNPS • The ban on practicing forced labor, hiring minor workers, etc. As evidenced by article 27: "Legal and regulatory aspects and commitments of the entrepreneur". <p>To ensure the compliance of these subcontractors on these legal aspects, Socapalm requires them to provide legal and official administrative documents which demonstrate, for example:</p> <ul style="list-style-type: none"> - Their up-to-date status with the tax administration (Certificate of Tax Regularity) - Their up-to-date status with the CNPS (to ensure that they declare their workers) 	
--	--	-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	--

		- The obligation to provide the list and copies of workers' identity documents when compiling their files. These elements, without being exhaustive, constitute conditions for establishing and/or renewing contracts.	
2.2.3	<p>All contracts, including those for FFB supply, contain clauses disallowing child, forced and trafficked labour. Where young workers are employed, the contracts include a clause for their protection.</p> <p>- Minor compliance -</p>	<p>During the documentary review, Socapalm made available to the audit team the official contracts of reciprocal obligations between it and its service providers.</p> <p>Examination of around ten contracts, established under the same model, reveals, for companies operating in the same field, a clause (Article 10), for companies operating in agricultural maintenance. This article relates to the obligations of the subcontractor and states that "the subcontractor must comply with the regulatory and internal provisions of Socapalm, prohibiting any use of forced labor or child labor in the activities ". which are entrusted to them; otherwise, the contract is terminated without any form of negotiation possible."</p> <p>With regards to the contracts of transport service providers, Socapalm requires them, in article 7, to comply with the requirements of RSPO policies, including the ban on the work of minors. For this, proof of receipt of policies was provided as well as reports of information activities and explanation of Socapalm policies to subcontractors. The last explanation meeting took place on 04/10/2023.</p>	Complied
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, the mill requires:</p> <ul style="list-style-type: none"> • Information on geo-location of FFB origins; • Proof of the ownership status or the right/claim to the land by the grower/smallholder, signed by the chief of the concerned village and two leaders designated by the village council; • Where applicable, valid planting/operating/trading licence, or is 	<p>Based on the documentary review, Socapalm Kienke provided a database of small independent producers from whom it purchases seed bunches. This list indicates a total of 75 producers configured in a database with several detailed information on them, including:</p> <ul style="list-style-type: none"> • The full name of the producer • The surface area owned • The GPS coordinates of the plot 	Complied

RSPO P&C Public Summary Report

Revision 15 (Nov 2023)

	<p>part of a cooperative that allows the buying and selling of FFB.</p> <p>- Critical (Major) compliance -</p>	<ul style="list-style-type: none"> • Delivery volumes per month • The member's telephone contact <p>In addition, Socapalm has developed a "VILLAGE PLANTING MANAGEMENT PROCEDURE" Version 1, published on 03/25/2021, 14 pages. This procedure clearly defines:</p> <ul style="list-style-type: none"> - The conditions for being integrated as a plan supplier to Socapalm - The conditions and mechanisms for selling the plans - The obligation to demonstrate one's right to use the land (land title, certificate of ownership or any authentic document) <p>Examination of the content of the producers' files sampled by the auditor shows that they include at least the acknowledgment of receipt which is proof that they have received the village plantation management procedure and proof of training that they received.</p>	
2.3.2	<p>For all indirectly sourced FFB, the unit of certification obtains from the collection centres, agents or other intermediaries, the evidence is as listed in Indicator 2.3.1.</p> <p>- Minor compliance -</p>	<p>Apart from the 75 producers listed in its database, Socapalm does not obtain its supplies from other indirect producers or from any other uncontrolled source.</p> <p>The 75 producers mentioned in section 2.3.1 are monitored, trained and supervised by supervisors appointed by Socapalm. Their practices and production are controlled to guarantee quality regimes, meeting the requirements of the RSPO.</p>	Complied
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 three (3) years) is documented that includes, where applicable, a jointly developed business case for scheme smallholders</p> <p>- Critical (Major) compliance -</p>	<p>SOCAPALM has a 25 year business plan which covers all their subsidiaries including Socapalm Kienke. The projection covers FFB forecast, extraction rate (OER & KER), direct cost (upkeep, fertilizer, R&D, mechanization, upkeep tools, harvesting, mill processing and overhead - manager & staff emolument) and in-direct cost (corporate allocation). The plan which is dated 26/06/2018.</p>	Complied

		<p>The company has also developed a three year business plan specifically for Socapalm Kienke (2022-2024) and it is subject to review every year. The plan has information on the following</p> <ul style="list-style-type: none"> - Attention to quality of planting materials - Cost of production – cost per ton of CPO trends - Forecast prices - Financial indicators <p>A review of document and field visit confirms the implementation of the plan.</p>	
3.1.2	<p>An annual replanting programme projected for a minimum of five year with yearly review, is available</p> <ul style="list-style-type: none"> - Minor compliance - 	<p>The company has a five-year replanting programme (2024-2028) that is updated every year based on the budget. The plan was last updated in September 2023. The company every year under takes some replanting. The plan was made available for review. The company projects to replant a total area of 2,086 ha at the end of the replanting programme.</p>	Complied
3.1.3	<p>The unit of certification holds management reviews at planned intervals appropriate to the scale and nature of the activities undertaken.</p> <ul style="list-style-type: none"> - Minor compliance - 	<p>Socapalm Kienke holds their management reviews every year. The company held their last management review on the 09/12/2022 and the one for 2023 is yet to be held. The report was made available for review.</p> <ol style="list-style-type: none"> 1. Subject: Management Review Meeting 2022 Date: 09/12/2022 Venue: Main Office Attendance: 17 members <p>The report reviewed shows the meeting discussion covered all the required areas including</p> <ol style="list-style-type: none"> a. Results of internal audits 	Complied

		<ul style="list-style-type: none"> b. Customer feedback c. Process performance and product conformity d. Status of preventive and corrective actions e. Follow up actions from management reviews f. Changes that could affect the management system g. Recommendations for improvement 	
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	(C) The action plan for continuous improvement is implemented, based on consideration of the main social and environmental impacts and opportunities of the unit of certification. - Critical (Major) compliance -	Action plan for continuous improvement implemented by individual operating unit within the certification unit based on consideration of the social impacts, which in general includes welfare of employees, and relationship between the relevant stakeholders. For example allocation of budgets such as education for CETIC DE KKE, Professional and Family Training Centre (EFA), donations (King Mayesse Support), funeral support and other community projects etc.	Complied
3.2.2	As part of the monitoring and continuous improvement process, annual reports are submitted to the RSPO Secretariat using the RSPO metrics template. - Minor compliance -	RSPO metric template version 2.1 is used for the reporting of SOCAPALM Kienke Certification Unit's metrics (economic, social and environment). Data reporting period is January to December 2022 for (social and environment metrics) and economic metrics from October 2022- September 2023 (counting back from audit month). Based on verification with input data, no discrepancies of data reported for the said period for all metrics.	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 -	The company has documented SOPs for both the Mill and the estate. There are a total of 26 SOPs for the different operations in the estates. They include; <ol style="list-style-type: none"> 1. Procedure for weeds management 	Complied

RSPO P&C Public Summary Report
Revision 15 (Nov 2023)

		<ol style="list-style-type: none"> 2. Procedure for Soil analysis 3. Procedure for management of riparian areas 4. HCV area 5. Roads management 6. Nursery management 7. Cover crop management 8. Replanting 9. Circle weeding 10. Chemical treatment 11. Pruning 12. Harvesting <p>The mill SOPs includes;</p> <ol style="list-style-type: none"> 13. Supply chain management and traceability procedure including the revised RSPO 2018 requirements relating to the supply chain of factories 14. Procedure for handling non-conformities and corrective actions 15. CPO reception procedure at SOCAPORT 16. Harvesting procedure at SOCAPALM 17. Palm oil Mills: Manual of process and quality control 	
3.3.2	<p>A mechanism to check consistent implementation of procedures is in place.</p> <p>- Minor compliance -</p>	<p>The company conducts periodic monitoring to check consistent implementation of the procedure by the workers. Records of sampled checklist were made available for review. They;</p> <ol style="list-style-type: none"> 1. Topic: Checklist for the Chemical application of path weeding <p>Date: 09/10/2023</p>	Complied

RSPO P&C Public Summary Report
Revision 15 (Nov 2023)

		<p>Venue: Division 6 (Block 19)</p> <p>2. Topic: Checklist for the Pruning Date: 19/10/2023 Venue: Division 4 (Block 19)</p> <p>3. Topic: Checklist for the Chemical and Manual circle weeding Date: 12/09/2023 Venue: Division 2 (Block C7)</p> <p>For all the non-compliances identified, the division develops an action plan to address the NCs found. Workers are mostly sensitized on the areas of NCs.</p>	
3.3.3	<p>Records of monitoring and any actions taken are maintained and available.</p> <p>- Minor compliance -</p>	<p>Some records of monitoring implementation of the procedures reviewed are;</p> <p>1. Topic: Checklist for the Chemical application of path weeding Date: 09/10/2023 Venue: Division 6 (Block 19)</p> <p>2. Topic: Checklist for the Pruning Date: 19/10/2023 Venue: Division 4 (Block 19)</p> <p>3. Topic: Checklist for the Chemical and Manual circle weeding Date: 12/09/2023 Venue: Division 2 (Block C7)</p> <p>For all the non-compliances identified, the division develop an action plan to address the NCs found. Workers are mostly sensitized on the areas of NCs.</p>	Complied
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.			

RSPO P&C Public Summary Report
Revision 15 (Nov 2023)

3.4.1	<p>(C) In new plantings or operations including mills, an independent SEIA, undertaken through a participatory methodology involving the affected stakeholders, and including the impacts of any smallholder/outgrower scheme is documented. A copy of the executive summary of the SEIA and Environmental and Social Management Plan is deposited at the Town Hall.</p> <p>- Critical (Major) compliance -</p>	<p>No new planting within SOCAPALM Kienke certification unit.</p> <p>However, SOCAPALM Kienke has conducted an independent 3rd party Environmental and Social Impact Assessment covering its operation. The report titled 'AUDIT ENVIRONNEMENTAL ET SOCIAL ACTUALISE COMPLEXE INDUSTRIEL SOCAPALM KIENKE' dated February 2018 has been prepared by CAP DEVELOPPEMENT Sarl. The methodological approach carried out by the consultant is inspired by the environmental inspection procedures of industrial and commercial establishments enacted by the MINEPDED and also the environmental and social audit framework defined in Decree No. 2013/0172/PM of February 14, 2013, setting the terms for carrying out the environmental and social audit.</p> <p>Additionally, the latest social impact assessment, <i>ETUDE D'IMPACT ENVIRONNEMENTAL ET SOCIAL SOMMAIRE PROJET D'EXTENSION DES INSTALLATIONS DU COMPLEXE INDUSTRIEL SOCAPALM DE KIENKE, DEPARTEMENT DE L'OCEAN, REGION DU SUD</i> was carried out for the extension of industrial complex for SOCAPALM Kienke.</p> <p>The EIA was conducted based on the scope of the operation, as presented in the report. It was carried out in the industrial site and plantations of SOCAPALM Kienke located in the South region, Department of the Ocean, Arrondissements of Kribi 1st, Kribi 2nd, Lokoundjé and Niéte. Geographically, the industrial site and the plantations of SOCAPALM Kienke are between coordinates 02°46'19" Latitude North and 09°59'36.8" Longitude East. The EIA was conducted in a participatory manner, including the relevant affected stakeholders like relevant public and institutional agencies with a Meeting held with the administrative authorities such as Sub-division officer of the sub-division and Mayor of Fifiinda, the Departmental Delegates of concerned institutions.</p>	Complied
3.4.2	For the unit of certification, an SEIA, or an environmental and social	The SEIA assessment took into consideration the following aspect:	Complied

	<p>impact audit is available and social and environmental management and monitoring plans have been developed with the participation of affected stakeholders.</p> <p>- Minor compliance -</p>	<p>hydrology and geology; vegetation and biodiversity including RTEs; soils; agriculture and land, and land-use patterns; microbiology and sediments studies; social and economic impacts on people; health impacts; water resources and air quality. The report showed that the assessment involved consultation with the affected parties. The affected parties including; government ministries, institutions and agencies, local stakeholders, especially local government administrators and host communities, environmental and social NGOs at local and international levels.</p> <p>The findings of the SEIA included negative impacts, and there is an elaborated summary of the Environmental and Social Management Plan for the company titled '<i>Synthèse du Plan de Gestion Environnementale et Social du complexe</i>' in place to mitigate the effects of potential negative impact and also preventives solutions. The plan has been approved by the Ministère De L'Environnement, De La Protection De La Nature Et Du Développement Durable. Refer to Certificate of Environment Compliance, CCE/EIES no. 0098 dated 10/08/2023.</p>	
3.4.3	<p>(C) The social and environmental management and monitoring plan is implemented, reviewed and updated regularly in a participatory way.</p> <p>- Critical (Major) compliance -</p>	<p>From the SEIA report, SOCAPALM Kienke has developed environmental management and monitoring plan, titled 'PLAN DE MANAGEMENT ENVIRONNEMENTAL SOCAPALM version 6, dated 02/2023. The plan is derived from Environment Aspect and Impact Assessment under ISO 14001:2015 requirement. Monitoring of more comprehensive management plan established which approved by the Ministère De L'Environnement, De La Protection De La Nature Et Du Développement Durable. Refer to Certificate of Environment Compliance, CCE/EIES no. 0098 dated 10/08/2023 is also being implemented. The plan has been developed in consultation with relevant stakeholders including; local communities bordering the site, Sub-division officer of the sub-division, traditional leader and chiefs and Authorities administrative, NGOs, MINADER, Departmental</p>	Complied

		<p>Delegate of MINEPDED. There are evidences of the implementation of the EMP</p> <p>The company has environmental compliance monitoring report, dated for 2023, containing results of water quality parameters tested for borehole water, critical effluent parameters, surface water quality (half-yearly), ground water quality, effluent quality, ambient air emission quality on monthly basis.</p> <p>There is a record that describes the plan on mitigation, implementation and monitoring according to the SEIA report. This report is in a table and gives a detailed descriptions of implementations of the plan.</p>	
Criteria 3.5: A system for managing human resources is in place.			
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.</p> <p>- Minor compliance -</p>	<p>The documentary review at Socapalm management level demonstrated that the recruitment, promotion, dismissal and management of staff careers is subject to clear procedures:</p> <ul style="list-style-type: none"> • Recruitment procedure created on 04/19/2011 and last updated on 12/06/2021 (04 pages) • Promotion: provision provided for in article 14 "Position vacancy" in the company agreement updated on 09/11/2023. <p>The procedure works so that in the event of a vacancy, my management favors internal sliding which consists of a sort of internal promotion in case a worker is able to meet the profile (knowledge, experience and diplomas sought), the management launches external recruitment. An official announcement is then made and disseminated even to neighboring communities. The application files include the candidates' affiliations, their proof of skills, etc. The human resources department is in charge of examining applications and selecting those selected. Once all tests have been passed, the new worker receives all company policies as well as the company's internal regulations.</p> <p>Furthermore, once the worker is retained and integrated into the</p>	Complied

		company, after his medical examination and the signing of his contract, he also benefits from the possibility of evolving in the company, changing his status, his profile and improving his position. For this, each year, on the basis of the company agreement, annual evaluations are carried out by department and the results constitute a basis for decisions for internal promotion cases when a need arises. Regarding changes within a category, they are automatic and provided for by labor law so that the levels of workers change every three years. No cases of discrimination or favoritism were observed or denounced by workers in the field or at the administrative level. Socapalm's social policy formally prohibits it. There are both national and non-national workers in Socapalm's workforce.	
3.5.2	Employment procedures are implemented and records are maintained. If necessary, there are calls for applications favouring the recruitment of local residents with equal competence. - Minor compliance -	<p>Based on the documentary review carried out, it is obvious that Socapalm Kienke has a procedure (cited above) for personnel management. The verifications carried out make it easy to declare that this procedure is followed and executed according to the planned provisions. The material evidence resulting from the effective implementation of the procedure is available and consultable in the individual files of workers kept by the human resources department, with the head of the administrative and accounting department. Thus, in a worker file, it is possible to find:</p> <ul style="list-style-type: none"> • His marital status • Their diplomas and/or certificates • Notes of changes of position or categories or assignments to other conditions; • Leave of absence notes for departure on maternity leave (applicable only to women); <p>Requests for explanations to name only these administrative documents punctuating the lives of employees, the auditor in charge of social issues was able to observe these recordings in the files of a sample of workers numbering 23 (corresponding to $\sqrt{782/x0.8}$). Management should also keep statistical reports on staff movements,</p>	Complied

...making excellence a habit.[™]

		so that for the year 2023, at the time of the audit (November), we note: Total workforce: 782 workers (595 men) and (187 women); 62 recruitments; 12 layoffs; 03 resignations; 05 departures on maternity leave; 11 retirements.	
Criteria 3.6: An Occupational health and safety (H&S) plan is documented, effectively communicated and implemented.			
3.6.1	(C) All operations are risk assessed to identify H&S issues. Mitigation plans and procedures are documented and implemented. - Critical (Major) compliance -	The company has risk assessed all their operations to identify the risk associated with each operation. The report is captioned Document Unique Socapalm Kienke and last revised in 10/05/2023. The areas of operations which were identified include the harvesting, Cleaning, Chemical treatment, nursery, transportation of workers and FFB, FFB reception and many more. For all the risk identified for each activity, the company has developed mitigation measures to address the identified risk. Some of the mitigation measures in place includes the provision of appropriate PPEs, trainings and sensitization.	Complied
3.6.2	(C) The effectiveness of the H&S plan in addressing health and safety risks to people is monitored. - Critical (Major) compliance -	The company has a documented H&S plan in place captioned Plan De Gestion De La Sante Et De La Securite Au Travail (Workplace Health and Safety Management Plan) dated April 2021. The plan identifies the management of all risk associated with health and security at work. It also identifies potential major accidents, response methods and the protection in place for such eventual accidents. The company monitors the effectiveness of the H&S plan through the analysis of their accident report which is updated each month. When the company records a high number of accidents, they take various measures to ensure such accidents are kept at minimum. Some of the measures includes, trainings, sensitization, simulation test and	Complied

RSPO P&C Public Summary Report
Revision 15 (Nov 2023)

		monitoring.	
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, outgrowers and subcontractors, taking into account gender-specific needs, and which covers applicable aspects of the RSPO P&C, in a form they understand, and which includes assessments of training.</p> <p>- Critical (Major) compliance -</p>	<p>Socapalm Kienke has a documented training programme developed for the year 2023. The programme is captioned Programme de Sensibilisation et de formation-Socapalm-2023 and dated December 2022. Some of the training programmes for the year are</p> <ol style="list-style-type: none"> 1. Chemical management and Associated Risk 2. Sensitization on RSPO 3. Incident of Fire 4. Weeding and pruning procedure. <p>Interview with the Head of Estate indicates the trainings are mostly conducted in the French language to ensure everyone understands and it is also the official language in Cameroon. It is the language commonly spoken by the workers.</p>	Complied
3.7.2	<p>Records of training are maintained, where appropriate, on an individual basis.</p> <p>- Minor compliance -</p>	<p>Socapalm Kienke maintains records of all training they conducted for their workers. Sampled training records were reviewed. They include;</p> <ol style="list-style-type: none"> 1. Subject: Training on Harvesting Procedures Date: 06/07/2023 Venue: Block 14H and 15H (Division 2) Attendance: 29 workers 2. Subject: Training on Weeds and Crop Cover Management Date: 10/07/2023 Venue: Division 2 Attendance: 40 workers 	Complied
3.7.3	<p>Appropriate training is provided for personnel carrying out the tasks critical to the effective implementation of the Supply Chain Certification</p>	<p>Socapalm – Kienke POM has identified the following personnel as critical in the implementation of the supply chain. They are the Mill</p>	Complied

	<p>Standard (SCCS). Training is specific and relevant to the task(s) performed.</p> <p>- Minor compliance -</p>	<p>manager, Deputy Mill manager, Weighbridge Clerk and Personnel in-charge of expedition.</p> <p>The mill has established a training plan for Supply Chain Training and Development Plan Including RSPO P&C 2018 (Rev 2020) dated February 2020 for persons critical to the implementation of the SCCS.</p> <p>Sensitization on Implementation of Chain Requirements Procedures according to RSPO P&C 2018 Standard conducted on 2/10/2023. There were a total of 19 attendees from various department (weighbridge, logistic/shipping, laboratory, production, administration and sustainability)</p>	
<p>Criteria 3.8: Supply chain requirements for mills.</p> <p>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)</p>			
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 RSPO certified products. If a mill process certified and uncertified FFB without physically separating them, then only Mass Balance Module is applicable.</p>	<p>Socapalm – Kienke POM uses the Mass Balance Module as it's FFB are sourced from its own supply base estate which is certified and FFB Collection Centres and smallholders that are uncertified against the RSPO P&C 2018 Standard Cameroon NI April 2022. Hence this indicator is not applicable.</p>	Not 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</p>	<p>Socapalm – Kienke POM receives RSPO certified FFB and uncertified FFB. Therefore, the mill qualifies for the Mass Balance Supply Chain System and module. During the RSPO assessment, the audit team verified the volumes and sources of certified FFB entering the mill, the implementation of processing controls and volume sales of RSPO certified products. Based on the mass balance records, only volume of</p>	Complied

RSPO P&C Public Summary Report
Revision 15 (Nov 2023)

	the certified FFB as MB.	certified products has been declared for incoming and outgoing RSPO Mass Balance products.															
3.8.3	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.	The estimated tonnage of CPO and PK products that could potentially be produced by the certified mill is recorded in Table 10 of the public summary report.	Complied														
3.8.4	The mill shall also meet all registration and reporting requirements for the appropriate supply chain through the RSPO IT platform.	<div>The registration of PalmTrace is carried out by the Finance Department, Socapalm HQ. All transaction are registered in the PalmTrace. Details of Registration were captured as below:</div> <table><tr><th>Description</th><th>Details</th></tr><tr><td>Member Name</td><td>SOCIETE CAMEROUNAISE DE PALMERAIES "SOCAPALM" S.A. - Kienké</td></tr><tr><td>Commodity</td><td>Palm Oil</td></tr><tr><td>Type of Business</td><td>Oil Mill</td></tr><tr><td>Palm Trace Member ID</td><td>RSPO_PO1000011317</td></tr><tr><td>Supply Chain Model</td><td>Mass Balance</td></tr><tr><td>License Status</td><td>Active</td></tr></table>	Description	Details	Member Name	SOCIETE CAMEROUNAISE DE PALMERAIES "SOCAPALM" S.A. - Kienké	Commodity	Palm Oil	Type of Business	Oil Mill	Palm Trace Member ID	RSPO_PO1000011317	Supply Chain Model	Mass Balance	License Status	Active	Complied
Description	Details																
Member Name	SOCIETE CAMEROUNAISE DE PALMERAIES "SOCAPALM" S.A. - Kienké																
Commodity	Palm Oil																
Type of Business	Oil Mill																
Palm Trace Member ID	RSPO_PO1000011317																
Supply Chain Model	Mass Balance																
License Status	Active																
3.8.5	<div>Documented procedures</div> <div>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:</div> <div>a) Complete and up to date procedures covering the implementation of</div>	<div>Documented Procedures.</div> <div>1. Socapalm – Kienke POM have established a Supply Chain Procedure entitled <i>Systeme De Management – Procedure De Gestion De La Chaîne D’Approvisionnement Et De La Tracabilite Selon Les Principes Et Criteres RSPO 2018 Revises Incluant Les Standards RSPO De Certification De La Chaîne</i></div>	Complied														

RSPO P&C Public Summary Report
Revision 15 (Nov 2023)

	<p>all the elements of the supply chain model requirements.</p> <p>b) Complete and up to date records and reports that demonstrate compliance with the supply chain model requirements (including training records).</p> <p>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.</p> <p>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>	<p><i>D'Approvisionnement</i>; Revision:6 Doc Date: 15/07/23.</p> <p>2. Records demonstrating compliance with the supply chain model requirements were available. Among the records verified were.</p> <p>a. Supply Chain Management System Training conducted on 2/10/2023.</p> <p>3. Identification of the roles of and responsibilities for the Supply Chain and Traceability at Kienke POM was documented in the in <i>Systeme De Management; Role Et Responsabilite Du Perosnnel Implique Dans Supply Chain De Socapalm – Kienke; version 3, Creation Date: 03/01/2023</i>. The documents state the SCCS roles and responsibilities of each personal that have been identified in the process and also defined in the clause 4: Roles and Responsibility. Mill head is having the overall responsibility for RSPO SCCS implementation.</p> <p>4. Socapalm – Kienke POM have established a Supply Chain Procedure entitled <i>Systeme De Management – Procedure De Gestion De La Chaine D'Approvisionnement Et De La Tracabilite Selon Les Principes Et Criteres RSPO 2018 Revises Incluant Les Standards RSPO De Certification De La Chaine D'Approvisionnement</i>; Document revision: 6 ; Doc Revision Date: 15/07/2023. The document details the procedure for receiving certified and uncertified FFB at the mill.</p>	
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>Socapalm Kienke POM has established a documented procedure for Internal Audit entitled Management Procedure – Internal and External Audit Procedure; Creation Date: 10/09/2020; Revision Date: 24/02/2022.</p> <p>Latest internal audit was conducted for RSPO Supply Chain Requirements for Mills as per report Audit Internal Supply Chain dated</p>	Complied

RSPO P&C Public Summary Report
Revision 15 (Nov 2023)

	<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>23/10/2023. No non-conformity regarding supply chain was issued during the assessment. All records and reports of the Internal Audits were maintained and available for verification.</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>The daily records are prepared at the entry point at the Kienke POM weighbridge. When FFB delivered to the mill from the Kienke Estate, the transporters presented Delivery Order (DO) to the mill weighbridge clerk in order the FFB to be received by the mill. Daily summary and monthly summary documented for all the certified FFB.</p> <p>The mill received certified FFB from its own supply base estate and purchased from the outside FFB supplier and smallholders. The records of FFB received was recorded in FFB delivery/consignment note, FFB weighbridge ticket and summarize in Mass Balance sheet.</p> <p>Sample of Incoming FFB are as below:</p> <table><tr><td>FFB Supplier: Socapalm – Kienke Estate FFB Document – <i>Livraison Regimes Usine</i> Document Number: 402872 Date: 23/10/23 Tonnage: 8.90 tonne</td></tr><tr><td>FFB Supplier: Socapalm – Kienke Estate FFB Document – <i>Livraison Regimes Usine</i> Document Number: 4136257 Date: 20/02/2023 Tonnage: 6.84 tonne</td></tr></table>	FFB Supplier: Socapalm – Kienke Estate FFB Document – <i>Livraison Regimes Usine</i> Document Number: 402872 Date: 23/10/23 Tonnage: 8.90 tonne	FFB Supplier: Socapalm – Kienke Estate FFB Document – <i>Livraison Regimes Usine</i> Document Number: 4136257 Date: 20/02/2023 Tonnage: 6.84 tonne	Complied
FFB Supplier: Socapalm – Kienke Estate FFB Document – <i>Livraison Regimes Usine</i> Document Number: 402872 Date: 23/10/23 Tonnage: 8.90 tonne					
FFB Supplier: Socapalm – Kienke Estate FFB Document – <i>Livraison Regimes Usine</i> Document Number: 4136257 Date: 20/02/2023 Tonnage: 6.84 tonne					

		<p>The management will inform CB if there is any overproduction of certified tonnage. They are aware on the overproduction as per stated in the procedure. Based on last review period, no overproduction recorded.</p> <p>Socapalm – Kienke POM have established a Supply Chain Procedure entitled <i>Systeme De Management – Procedure De Gestion De La Chaîne D'Approvisionnement Et De La Tracabilite Selon Les Principes Et Criteres RSPO 2018 Revises Incluant Les Standards RSPO De Certification De La Chaîne D'Approvisionnement</i>; Document Creation Date: 09/2020; Doc Revision Date: 24/04/2022. The document under clause 6.1.2 – <i>Produits et/ou des documents de palmier a huile a huile non conformes</i> which states, <i>for all industrial FFB sent to the factory without delivery documents, the weigher is not authorized to admit the tractor on the bridge for weighing; he has to return them to the truck.</i></p>	
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> <ol style="list-style-type: none"> The name and address of the buyer; The name and address of the seller; The loading or shipment / delivery date; The date on which the documents were issued; RSPO certificate number; A description of the product, including the applicable supply chain model (Identity Preserved or Mass Balance or the approved 	<p>As of to date all CSPO are sold as conventional and only CSPK sold as certified RSPO product. Nevertheless, the mill has established procedure - Supply Chain Procedure entitled <i>Systeme De Management – Procedure De Gestion De La Chaîne D'Approvisionnement Et De La Tracabilite Selon Les Principes Et Criteres RSPO 2018 Revises Incluant Les Standards RSPO De Certification De La Chaîne D'Approvisionnement</i>; Document revision: 6 ; Doc Revision Date: 15/07/2023. The procedure details out the minimum information required for RSPO Certified Products available in a document form.</p> <p>CSPK</p> <ol style="list-style-type: none"> The name and address of the buyer – SOCIETE AFRICAINE ET AGRICOLE DU CAMEROUN "SAFACAM" S.A. The name and address of the seller – SOCIETE CAMEROUNAISE DE PALMERAIES "SOCAPALM" S.A. - Kienké 	Non-compliance

RSPO P&C Public Summary Report
Revision 15 (Nov 2023)

	<p>abbreviations);</p> <p>g) The quantity of the products delivered;</p> <p>h) Any related transport documentation;</p> <p>i) A unique identification number.</p>	<p>c) The loading or shipment / delivery date – 20/9/2023</p> <p>d) The date on which the documents were issued – 0/9/2023</p> <p>e) RSPO certificate number – SCS-RSOPC-000262</p> <p>f) A description of the product, including the applicable supply chain model (Identity Preserved or Mass Balance or the approved abbreviations); this has not been clearly evident in the shipping document.</p> <p>g) The quantity of the products delivered; delivery no. SCP06-23-09, quantity: 5,632.67 mt</p> <p>h) Any related transport documentation – shipping documentation, SCP06-23-09</p> <p>i) Unique identification number – shipping announcement no. TR-f8360151-fe56</p> <p>Verification of shipping documents (weighbridge ticket, delivery note) for physical CSPK dispatch;</p> <p>Buyer: SOCIETE AFRICAINE ET AGRICOLE DU CAMEROUN "SAFACAM" S.A.</p> <p>Delivery date: 22/06/2023 (weighbridge ticket no. 221662, delivery note SCP0623SDI00320)</p> <p>Commodity: PK Palmiste</p> <p>Quantity: 31.06 mt (from total dispatch of 5,632.67 mt CSPK)</p> <p>No supply chain model indicated in the said documents and only referring to the ratio/percentage of certified and uncertified PK.</p> <p>Thus, a major NC was issued.</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 relevant access for duly accredited CBs to their respective operations, systems, and all information, when this is announced in advance.</p>	<p>Socapalm Kienke does not outsource any of the activities. Transportation of CPO and PK is by the buyer themselves. Therefore the responsibility of the mill ends at the mill exit point. Hence this indicator is not applicable.</p>	Not applicable
3.8.10	<p>The mill shall record the names and contact details of all contractors used for the physical handling of RSPO certified oil palm products.</p>	<p>Details of contractors are available in the list of contractors.</p>	Complied
3.8.11	<p>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.</p>	<p>The list of contractors is updated from time to time by the mill. The information of any newly appointed contractor is shared with BSI through pre-audit information request prior to the audit. The information is provided to the assessment team. No new contractor</p>	Complied

RSPO P&C Public Summary Report

Revision 15 (Nov 2023)

		used.					
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>The company keeps both hard and soft copies of all records of information which includes weighbridge ticket, ARC, delivery note, Mill and training reports and many more. The retention time for record keeping is for a minimum of 2 years as stated in their procedures.</p> <p>The company has a production report titled Certified Finished Product in which they record all production and sales of CPO and PK. Review of the document shows the company balances their account on daily basis using the real time accounting system. As to date, no physical RSPO product claim made.</p>	Complied				
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</p>	<p>The oil extraction rate (OER) and the kernel extraction rate (KER) is based on actual production performance. For the last review period (18 January 2023 – 31 October 2023), the OER and KER;</p> <table><tr><td>OER</td><td>KER</td></tr><tr><td>21.60</td><td>4.39</td></tr></table>	OER	KER	21.60	4.39	Complied
OER	KER						
21.60	4.39						

RSPO P&C Public Summary Report

Revision 15 (Nov 2023)

	consistently.		
3.8.14	Extraction rates shall be updated periodically to ensure accuracy against actual performance or industry average if appropriate.	Extraction rates updated periodically to ensure accuracy against actual performance or industry average. As for SOCAPALM Kienke, OER and KER updated on daily basis based on actual production performance.	Complied
3.8.15	Processing 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.	Not applicable. Mill is under MB.	Not applicable
3.8.16	Registration of Transactions 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. 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.	<u>Registration of Transactions</u> 1. Written under 6.6 of Procedure Supply and Traceability Produce according to RSPO P&C 2018 and including standard for supply certification system, Doc code: PR.01 GAT, revision: 5, dated 24/2/2022. Exportation of certified product, sales announcement done via PT within 3 months from date of physical delivery. As to date no physical RSPO claim made under SOCAPALM Kienke. 2. Volume removed for RSPO IT platform due to conventional sales of CSPO – PT volume (CPO): 37,931.02 mt – Conventional sales: 30,034.43 mt – Balance: 7,896.69 mt	Complied
3.8.17	Claims 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.	RSPO trademark was not use. Nonetheless, the facility is aware with the requirements of the RSPO Rules on Market Communications and Claims	Complied
General corporate communications			

RSPO P&C Public Summary Report **Revision 15 (Nov 2023)**

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.	Review of the Socfin Group website (https://www.socfin.com/en/certifications) establishes communication about the company's commitment to the RSPO standards.	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 made by SOCFIN group is towards certification progress (latest update: 9/3/2023) as reported in the (https://www.socfin.com/en/certifications). No RSPO trademark with a valid trademark licence number used in SOCFIN website to promote its RSPO membership	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.	No RSPO corporate logo used by SOCAPALM.	Complied
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.	No misleading statement made by the company as verified on the website	Complied
4.5	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: <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 	No misleading statement made by the company as verified on the website	Complied

...making excellence a habit.™

RSPO P&C Public Summary Report

Revision 15 (Nov 2023)

	across all our products manufactured in (YEAR) with smallholder credits.” • “We are RSPO certified. Ask us for our RSPO certified products.”		
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> <p>i. “The rate of RSPO-certified palm oil procurement was (X%). We aim to achieve (X%) sustainable procurement by fiscal year (YEAR).”</p> <p>ii. 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> <p>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”.</p>	No misleading statement made by the company to make product-related claims in their corporate communication as verified on the website	Complied
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.	No product specific communications made about an individual product that contains RSPO certified sustainable palm oil made by SOCFIN.	Complied
5.1.2	Product-specific communications are voluntary.	No product specific communications made about an individual product that contains RSPO certified sustainable palm oil made by SOCFIN.	Complied

RSPO P&C Public Summary Report
Revision 15 (Nov 2023)

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.	No RSPO label displayed for product-specific communications made by SOCAPALM Kienke	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.	No RSPO label displayed for product-specific communications made by SOCAPALM Kienke	Complied
5.1.5	<p>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</p> <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. 	Not applicable. SOCAPALM Kienke is not producing end products which involve retailers, traders or distributors.	Not Applicable
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	Not applicable. SOCAPALM Kienke is not producing end products which involve retailers, traders or distributors.	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.	No off-pack claim made in any 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.
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.	If there is any physical RSPO claim, Shipping documentation will be verified and conformance with the requirements of RSPO SCCS. In the weighbridge ticket, it stated that i.e product/commodity with SCC model (CPO/Palm Kernel RSPO MB) and RSPO certificate number.
5.2.3	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: <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. 	SOCAPALM Kienke is not under distributor or wholesaler category. Thus, this requirement is 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	Not applicable as no on pack claims made by SOCAPALM Kienke
		Not Applicable

RSPO P&C Public Summary Report

Revision 15 (Nov 2023)

	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.		
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)* <p>Add RSPO TM Licence Number below or next to the claim.</p>	Not applicable as no on pack claims made by SOCAPALM Kienke	Not Applicable
	<p>B) or Mass Balance (MB) Certified Products:</p> <ul style="list-style-type: none"> • RSPO MIXED* • Contributes to the production of RSPO certified palm oil* • Contains RSPO certified palm oil (MB)* <p>*Add RSPO TM Licence Number below or next to the claim.</p>	Not applicable as no on pack claims made by SOCAPALM Kienke	Not Applicable
	<p>C) For Partially Certified Products:</p> <ul style="list-style-type: none"> • RSPO 50% MIXED* • Contains at least 50% RSPO certified palm oil* <p>*Add RSPO TM Licence Number below or next to the claim.</p>	Not applicable as no on pack claims made by SOCAPALM Kienke	Not Applicable
	<p>D) For Products covered with Book and Claim (B&C):</p> <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* <p>*Add RSPO TM Licence Number below or next to the claim.</p>	Not applicable as no on pack claims made by SOCAPALM Kienke	Not Applicable

RSPO P&C Public Summary Report
Revision 15 (Nov 2023)

5.3.3	On pack claims shall not include information about the claimant's RSPO membership status.	Not applicable as no on pack claims made by SOCAPALM Kienke	Complied
5.3.4	Members shall not communicate to consumers information about their suppliers' RSPO membership status.	Not applicable as no on pack claims made by SOCAPALM Kienke	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.	Not applicable as no on pack claims made by SOCAPALM Kienke	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.	Not applicable as no on pack claims made by SOCAPALM Kienke	Not Applicable
MODULE B – MASS BALANCE SPECIFIC RULES			
Mass Balance palm oil content			
	95% of the palm oil content must be RSPO MB-certified.	Oil palm content is 100% CPO and claim as RSPO MB-certified.	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.	Non-certified FFB comes from external crop and since SOCAPALM Kienke is using Mass Balance module, the non-certified volume is covered in the Mass Balance sheet.	Complied
Messaging			
	<p>Messaging ALLOWED in storytelling in product-specific communications includes:</p> <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. 	SOCAPALM Kienke has not made any product-specific communications in any RSPO MB product claims.	Complied

RSPO P&C Public Summary Report

Revision 15 (Nov 2023)

Product-Specific Communications Labelling		
	<p>Members are allowed to use the RSPO Label in one of the following ways:</p> <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. The RSPO Label can also include the statement: "[The palm oil contained in this product] contributes to the production of certified sustainable palm oil". 	<p>SOCAPLAM Kienke has not made any product-specific communications in any RSPO MB product claims.</p> <p>Complied</p>
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 (HRDs), 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>Socapalm Kienke has developed a Human Rights Policy, validated, signed by the General Director and published on 03/07/2019. This policy aims to create a climate favorable to a working atmosphere where all workers can express themselves and enjoy their fundamental rights.</p> <p>Consultation of the policy notes that it promotes the rights of employees and prohibits any form of violation that could dehumanize them. The use of violence, or any form of behavior that could deprive workers of their rights, is strictly prohibited by Socapalm.</p> <p>Both group and individual interviews did not reveal any denunciation of violations of workers' rights. For workers dismissed or at the end of their contracts, Socapalm management has provided all proof of payments linked to their official legal compensation, with the signatures of the people concerned and the state structures involved in the compensation calculations.</p> <p>Complied</p>

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>Socapalm has published a human rights policy and, through this same publication, encourages the promotion of attitudes that can promote a working climate favorable to their development; The policy formally prohibits any use of violence and any form of moral constraint (harassment) that could be exercised on the person of workers. Based on interviews with workers and consultation of complaint registers, no cases of violations carried out by military forces have been recorded.</p> <p>Socapalm has prohibited in its policy, any form of use of force to resolve problems with local residents; in case of doubt about the origin of seed plan products or any infiltration or unauthorized presence on its property, security agents are hired to carry out investigations and put, through the management of the plantation, the persons at fault, at the disposal of the national public force to answer for their actions. None of the communities interviewed as part of the public consultations reported violence against a member of the community.</p>	Complied
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, HRDs, community spokespersons and whistleblowers, where requested, without the risk of reprisal or intimidation and follows the RSPO policy on respect for HRDs.</p> <p>- Critical (Major) compliance -</p>	<p>An extreme complaints procedure, published in May 2019 and last updated on March 11, 2021, in version 02, was adopted at Socapalm Kienké.</p> <p>The deadlines for complaints, the means (calls, direct contacts, emails, anonymity, etc.) are specified in the procedure to allow anyone interested to exercise their right of expression and appeal. In addition, the contacts of the people to be contacted are officially communicated by means of poster distribution.</p> <p>Examining the complaints mechanism in place ensures that any complainant can exercise their right without fear of reprisal.</p> <p>Furthermore, the traceability carried out on a sample of 14 complaints recorded in the complaints register clearly showed that the procedure described works effectively and in reality. Indeed, all the stages</p>	Complied

		<p>planned (introduction of the complaint, either by a form or by telephone call; recording, notification to the client, recording of the listening to the parties or confrontation, until the closure of the complaint) are verifiable in the available archives. All complaints processed are included in an Excel summary file managed by the secretary of the plantation director.</p> <p>This file which contains several pieces of information:</p> <ul style="list-style-type: none"> • The complaint number or code • The date the complaint was received • The date of recording • The complainant's references • The reason for the complaint, • The solution found or proposed • The status of the complaint (closed, pending resolution, etc.) which allows you to have an overview of the history and outcome of a grievance issued, but above all to trace and locate responsibilities in the event of dissatisfaction of either party, with material evidence. 	
4.2.2	<p>Procedures are in place to ensure that the system is understood by the affected parties, including illiterate parties.</p> <p>- Minor compliance -</p>	<p>There is a Procedure for communicating and consulting documents to third parties and company stakeholders. The procedure was published on 04/01/2013 and the last revision (version 6) was carried out on 07/13/2021.</p> <p>Examination of the communication procedure shows that it distinguishes:</p> <ul style="list-style-type: none"> * On the one hand: public information accessible to all parties, consulted, copied, etc. * On the other hand: information of a confidential, sensitive nature, because it affects life and company secrets. <p>Additionally, a list of documents and information that may be disclosed to affected parties is available, including but not limited to:</p>	Complied

		<ul style="list-style-type: none"> - Company policies that are received with acknowledgment from communities and other stakeholders that the audit team may have met as part of the audit; - Free Prior Informed Consent Procedure (CLIP); - Price of seed bundles - The conditions for compensation in the event of destruction of the property of others (Compensation procedure: COMPENS, created on 01/11/2019); <p>For illiterate people, they can get help from people designated by themselves to guarantee the accuracy of the translations to be carried out.</p> <p>This entire approach is supported by an External Complaints Management Procedure created on 04/04/2019 and last revised on 05/30/2022, version 4, to allow any entity involved or affected by Socapalm's activities Kienké, to formulate grievances in the event that she contests an approach that is poorly understood or carried out without compromise.</p> <p>During the audit, there were various interviews with the stakeholders who were selected well before the audit; among which: we find village communities. Interviews with them showed that they are informed by various methods of Socapalm's operating system and the obligations that should govern their relationships:</p> <ul style="list-style-type: none"> • Through physical contact: community liaison officers are responsible for visiting them regularly to exchange information and developments. • Communications by display (to disseminate policies, procedures, announcements, etc.) <p>From discussions with the sampled communities, it emerged that they are informed, for example, of land use rights, social and community development projects, compensation procedures in the event of</p>	
--	--	--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	--

		damage to their property by Socapalm, procedures of grievances... They also showed their proof of the documents that Socapalm made available to them and that they signed to demonstrate effective receipt.	
4.2.3	<p>The unit of certification keeps parties to a grievance informed of its progress, including against the agreed timeframe and the outcome is available and communicated to relevant stakeholders.</p> <p>- Minor compliance -</p>	<p>Based on the documentary review carried out, it is evident that Socapalm has developed an External Complaints Management Procedure (GPE) created on 04/04/2019 and last revised on 05/30/2022, version 4, to allow any natural or legal person to express their grievance against any Socapalm action or approach which could harm their interests. For this, a complex and complementary mechanism has been put in place, to:</p> <ul style="list-style-type: none"> • Receive and record any complaints (in writing, by telephone call, anonymously and by any other possible means); • Handle complaints received through committees (gender, CHSST or other, depending on the nature of the complaint) • Carry out additional investigations if necessary • Make proposals for sanctions (reparations, disciplinary sanctions, etc.) to the management of the plantation; • Communicate with the parties involved, the final decisions observed (entrusted to a police, judicial, administrative, religious authority, etc.). <p>Also, for better traceability of grievances received, an electronic general register is kept by the secretary of the plantation director, to trace and provide any information relating to a grievance that has been brought to the attention of the administration.</p> <p>This register includes, among other things:</p> <ul style="list-style-type: none"> ♣ Complaint reference number; ♣ Date of receipt of mail and complaint registration; ♣ Date of sending acknowledgment of receipt to the complainant; ♣ Nature of the complaint; ♣ Anonymity desired? 	Complied

RSPO P&C Public Summary Report
Revision 15 (Nov 2023)

		<ul style="list-style-type: none"> ♣ Identity of the complainant if not anonymous; ♣ Concerned stakeholder; ♣ Contact details of the complainant (location and address, telephone number); ♣ Complaint located in/outside the dealership? ♣ Criticality of the complaint (Major or minor) ♣ Subject of the complaint <p>complaint management takes place in three main phases:</p> <ul style="list-style-type: none"> - Phase 1: details of the complaint - Phase 2: resolution of the problem - Phase 3: closure and evaluation of the effectiveness of the action. 	
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>The documentary review carried out made it possible to note that Socapalm Kienké has developed a complex mechanism to know and deal with all complaints both internally and those that may come from third parties (outside the company). We therefore distinguish:</p> <ul style="list-style-type: none"> * Internal complaints management procedure (GPI): edited on 05/21/2019 and last revised on 05/24/2022 (version 5); * External complaints management procedure (GPE): edited on 04/04/2019 and last revised on 05/30/2022 (version 4). 	Complied
Criteria 4.3: The unit of certification contributes to local sustainable development as agreed by local communities.			
4.3.1	<p>Contributions to community development that are based on the results of consultation with local communities are demonstrated.</p> <p>- Minor compliance -</p>	<p>In order to contribute to the development of riverside communities, Socapalm maintains exchange platforms with them, maintained by bipartite meetings (Socapalm Kienke and riverside communities) and tripartite meetings (Socapalm Kienke – Riverine communities – Public administration). These meetings serve to discuss the social projects that exist between Socapalm Kienke and the communities, within the framework of their needs for their developments.</p> <p>These projects are discussed, harmonized and validated by mutual agreement, with minutes and the public administration, through legal</p>	Complied

RSPO P&C Public Summary Report
Revision 15 (Nov 2023)

		<p>representatives (Sub-prefect, Governor and other authorities) are invited to meetings to ensure the proper execution of Socapalm's commitments to these communities.</p> <p>Furthermore, lists of grievances exist and communities can formulate various kinds of requests for help and assistance within the framework of their well-being and development. Among the supports provided to communities, we note:</p> <ul style="list-style-type: none"> • Assistance with electrification through donations of solar panels; • Road maintenance; • Donations of chairs and tarpaulins for funerals; • Job and recruitment announcements for several local residents in the Socapalm Kienke workforce. <p>The discussions and consultations with the communities met did not declare the contrary, even if they expected more effort from Socapalm of Kienké. In summary, community monitoring is the subject of a specific approach formalized in July 2021.</p>	
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 Consent (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>Based on the documentary review, it is evident that Socapalm Kienke has demonstrated its right of ownership and legal use of the concessions it operates through authentic documents whose existence has been made known. communities met and who did not contest it.</p> <p>The documents observed are:</p> <ul style="list-style-type: none"> • Land title N°3640 vol 19 Folio 3 of 29/07/08 concerning 06ha 06a 24ca • Land title N°3639 vol 19 Folio 2 of 29/07/08 concerning 12ha 19a 59ca 	Complied

		<ul style="list-style-type: none"> • Land title N°3641 vol 19 Folio 4 of 29/07/08 concerning 06ha 74a 30ca • "Bail emphyteotique" signed on the 30th June 2000 is lease for a 60-year agreement. The Land Certificate No. 3710. • Decree N°77/412 of 17/10/77 concerning 21,720 ha. 	
4.4.2	<p>Copies of 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 in good faith with all affected groups in the communities, with particular assurance that vulnerable, minorities and gender groups are consulted, and that information has been provided to all affected groups, including information on the steps that are taken to involve them in decision making;</p>	<p>As a reminder, according to Cameroonian law, land belongs to the State which grants it to an individual or a request, in return for exploitation titles duly issued and subject to royalty payments. Regarding the land under the concession operated by Socapalm, it is subject to an agreement between the State of Cameroon and the company, based on a land title. Each year, Socapalm Kienke pays the rental payment for the concession, as provided for in the contract. This information is shared with stakeholders during bipartite and tripartite meetings. Socapalm Kienke has therefore not inherited the lands of the communities.</p> <p>Documented evidence that Socapalm Kienke discusses with local communities, as part of the deployment of its activities which could affect them in one way or another, was made accessible to the audit team. Communities, as well as public administration, participate in these exchanges: N/REF: N°203/FA/NERL/TA/KKE/2023 (transmission of bipartite agreements and promises of commitments, of February 28, 2023; Note N °030/CR/LH/SAEF of October 20, 202, report of the twelfth session of the tripartite platform to cite only these cases, all actions that must affect the communities are discussed and the communities have the opportunity to seize representatives of the public administration accused of non-</p>	Complied

RSPO P&C Public Summary Report
Revision 15 (Nov 2023)

		compliance with commitments.	
	4.4.2b Evidence that the unit of certification has respected communities' decisions to give or withhold their consent to the operation at the time that these decisions were taken;	Documented evidence that Socapalm Kienke discusses with local communities, as part of the deployment of its activities which could affect them in one way or another, was made accessible to the audit team. Communities, as well as public administration, participate in these exchanges: N/REF: N°203/FA/NERL/TA/KKE/2023 (transmission of bipartite agreements and promises of commitments, of February 28, 2023; Note N °030/CR/LH/SAEF of October 20, 202, report of the twelfth session of the tripartite platform to cite only these cases, all actions that must affect the communities are discussed and the communities have the opportunity to seize representatives of the public administration accused of non-compliance with commitments.	
	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.	Evidence that all steps taken by Socapalm Kienke which may be of direct or distant interest to the communities are brought to their attention has been reported to the audit team. During the consultations, the communities did not declare the opposite or denounce cases of isolated actions by Socapalm, causing them harm. All communities have representatives duly registered and recognized by Socapalm who can submit requests to the process at any time.	
4.4.3	<p>(C) Maps of an appropriate scale showing the extent of recognised legal, customary or user rights, and resources of social, economic and cultural significance are developed through participatory mapping involving affected parties (including neighbouring communities, where applicable, and relevant authorities).</p> <p>- Critical (Major) compliance -</p>	<p>A concession plan, based on Socapalm Kienke's title deeds to the occupied space, is available. This plan, published in January of the year, by Socfino (scale: 1/200,000), clearly shows the limits of intervention by Socapalm Kienke. Therefore, the land titles owned by Socapalm cover these limits, through the documents listed above in section 4.4.1, as follows:</p> <ul style="list-style-type: none"> • Land title N°3640 vol 19 Folio 3 of 29/07/08 concerning 06ha 06a 24ca • Land title N°3639 vol 19 Folio 2 of 29/07/08 concerning 12ha 19a 59ca • Land title N°3641 vol 19 Folio 4 of 29/07/08 concerning 06ha 74a 30ca 	Complied

		<ul style="list-style-type: none"> • "Bail emphyteotique" signed on the 30th June 2000 is lease for a 60-year agreement. The Land Certificate No. 3710. • Decree N°77/412 of 17/10/77 concerning 21,720 ha. 	
4.4.4	<p>All relevant information is available in appropriate forms and in the official language used in the area in which the unit of certification is located, including assessments of impacts, proposed benefit sharing, and legal arrangements.</p> <p>- Minor compliance -</p>	<p>Based on the documentary review carried out, it is evident that Socapalm Kienke uses different channels and communication platforms to inform stakeholders both on the method of acquisition of exploited land and on management. The main channels used are bipartite and tripartite; in addition, the possibilities of consulting official RSPO documents.</p> <p>*As for the acquisition of the concession, it was previously and remains the property of the State of Cameroon which granted it through land titles referenced in indicator 4.4.1 and upon payment of an annual fee over the rental period.</p> <p>Consultations with the communities (Rivouné) revealed grievances about the fact that Socapalm Kienké occupies part of their land and would be moving into areas that reduce their areas of enjoyment of community rights. Socapalm Kienké presented a map which clearly demonstrates that the land in question is an integral part of their land title. However, for the sake of good neighborliness, Socapalm would be ready to abandon the pieces of territory in question; only, the power to retrocession of land is not within their jurisdiction and belongs to the State of Cameroon which remains the owner of the land. The area concerned is 206.40 ha of encroachment. Joint reports were carried out on the area in question and at the time of the audit, the parties remained awaiting the results of the inventory from MINDCAF (Ministry of Land, Cadastre and Land Affairs). The last correspondence from Socapalm Kienké to MINDCAF dates from March 2022 and is entitled "Summary report on the land situation".</p>	Complied
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>Based on the list of stakeholders including the affected communities, it is evident that Socapalm Kienké interacts with the communities that communicate with Socapalm, the lists of their legal representatives, duly recognized and mandated by the communities to speak and act</p>	Complied

	- Critical (Major) compliance -	in their name. No contradiction was raised at this level, during the consultations, regarding the people who represent the communities.	
4.4.6	There is evidence that the implementation of the agreements negotiated through FPIC is annually reviewed in consultation with affected parties. - Minor compliance -	The documentary review and consultations with village, administrative and legal authorities revealed that Socapalm Kienké is open to any form of negotiation, discussion for compromises with stakeholders, with the aim of maintaining a social climate favorable to development and prosperity of affected communities and parties. As a result, bipartite and tripartite meetings take place quarterly to discuss the evolution of social development agreements and define adjustment strategies.	Complied
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	(C) Documents showing identification and assessment of demonstrable legal, customary and user rights are made available to all affected communities. - Critical (Major) compliance -	In view of the comments made to indicator 4.4.1, SOCAPALM Kienké did not acquire its land by dispossessing a community or by negotiating the land of a community with which it has entered into an agreement; but rather, through a transfer from the State of Cameroon which conferred on it, through land titles, the exploitation of these lands. Also, a map exists and clearly establishes the limits of the concession which shows that Socapalm Kienké did not go beyond the limits and the geographical scope covered by its permit. The verification of both its activities and its existing policies, associated with consultations with the communities, demonstrated that Socapalm has no expansion plans and has not undertaken any activities to extend its plantations. Replanting took place but no extension. Although it is obvious that no extension activity has taken place, Socapalm still carries out social and environmental impact studies with a view to monitoring any activity that could harm the socio-	Complied

		environmental well-being of communities. The company has not acquired new land or new planting since the last audit. 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.	
4.5.2	(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, with all the relevant information and documents made available, with option of resourced access to independent advice through a documented, long-term and two-way process of consultation and negotiation. - Critical (Major) compliance -	The company has not acquired new land or new planting since the last audit. 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. Thus, this indicator is not applicable.	Not Applicable
4.5.3	Evidence is available that affected local peoples understand they have the right to say 'no' to operations planned on their lands before and during initial discussions, during the stage of information gathering and associated consultations, during negotiations, and up until an agreement with the 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. - Minor compliance -	The company has not acquired new land or new planting since the last audit. 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. Thus, this indicator is not applicable	Not Applicable
4.5.4	To ensure local food and water security as part of the FPIC process, participatory SEIA and participatory land-use planning with local peoples, the full range of food and water provisioning options are considered. There is transparency of the land allocation process. - Minor compliance -	The company has not acquired new land or new planting since the last audit. 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. Thus, this indicator is not applicable	Not Applicable
4.5.5	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,	Based on Cameroonian national law, interviews carried out with affected communities and legal documents presented by Socapalm Kienké, none of the communities can claim a right of ownership or	Not Applicable

	environmental and social implications of the proposed operations on their lands. - Minor compliance -	legal enjoyment over the concessions audited because the land belongs to the State of Cameroon who granted it to Socapalm Kienké. This company has not undertaken any expansion efforts for several years. However, for the needs of reassuring the population, Socapalm Kienké carries out and updates its Social Environmental Impact Study, so that the results are taken into account to avoid encroaching on the interests of the communities. The results are shared on a bipartite basis and the monitoring of implementation is done on a tripartite basis.	
4.5.6	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. - Minor compliance -	The company has not acquired new land or new planting since the last audit. 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. Thus, this indicator is not applicable	Not Applicable
4.5.7	New lands will not be acquired for plantations and mills after 15 November 2018 as a result of recent (2005 or later) expropriations in the national interest without consent (eminent domain), except in cases of smallholders benefitting from agrarian reform or anti-drug programmes. - Minor compliance -	Since 2000, after Socapalm Kienké acquired the land it acquired from privatization, with the State of Cameroon, no extension activity has taken place.	Not Applicable
4.5.8	(C) New lands are not acquired in areas inhabited by communities in voluntary isolation. - Critical (Major) compliance -	The company has not acquired new land or new planting since the last audit. 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. Thus, this indicator is not applicable	Not Applicable
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 use rights, and a procedure for identifying people entitled to compensation, is in place. - Critical (Major) compliance -	Socapalm Kienké has legal title deeds to the plots it operates; These documents show that it acquired these lands from the State of Cameroon which remains the owner. It did not acquire them from the village communities which it must compensate.	Complied

		<p>The only official compensation paid on land rental concerns annual advances.</p> <p>However, Socapalm Kienke has developed a compensation procedure (COMPENS, created on 01/11/2019), in the event of damage or destruction of property of others. Different scenarios are planned with forecast evaluations, so as to be able to satisfy possible victims of the damage that its activity could cause to third parties. The procedure was developed in consultation with the local communities to ensure transparency and fairness.</p>	
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>As indicated in 4.6.1, village communities cannot claim benefits or compensation from Socapalm Kienké, as the lands exploited by this company are the property of the Cameroonian State.</p> <p>Socapalm Kienké develops and maintains social projects with village communities, to enable them to have a harmonious development of their living environment.</p>	Complied
4.6.3	<p>Evidence is available that equal opportunities are provided to the vulnerable sections of local populations and indigenous people to hold land titles for small holdings.</p> <p>- Minor compliance -</p>	<p>Given the fact that the land belongs to the State of Cameroon, Socapalm Kienké has no right of distribution or retrocession to anyone (Women or Men); this power returns to the State of Cameroon, even though the company holds an exploitation right, through land titles.</p> <p>According to, if there were to be retrocession or possibility of exploitation for the communities, Socapalm had to relinquish the land by informing the Cameroon State which will be responsible, at its level, for carrying out the retrocession to the communities concerned.</p>	Complied
4.6.4	<p>The process and outcomes of any negotiated agreements, compensation and payments are documented, with evidence of the participation of affected parties, and made publicly available to them.</p> <p>- Minor compliance -</p>	<p>Socapalm Kienke is an existence plantation which was acquired from the state; and hence the company did not pay any compensation to the local communities.</p>	Complied
<p>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.</p>			
4.7.1	<p>(C) A mutually agreed procedure for identifying people entitled to</p>	<p>Socapalm Kienke is an existence plantation which was acquired from</p>	Not applicable

	compensation is in place. - Critical (Major) compliance -	the state; and hence the company did not pay any compensation to the local communities.	
4.7.2	(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. - Critical (Major) compliance -	Socapalm Kienke is an existence plantation which was acquired from the state; and hence the company did not pay any compensation to the local communities.	Not applicable
4.7.3	Communities that have lost access and rights to land for plantation expansion are given opportunities to benefit from plantation development. - Minor compliance -	Socapalm Kienké has no right to retrocession of land to any village community; the land it exploits remains the property of the Cameroonian State. None of the surrounding communities have legal rights to the land concerned, to claim any benefit or payment of specific benefits that Socapalm Kienké should pay them. Socapalm is therefore in compliance with the communities located within its scope of action.	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.			
4.8.1	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. - Minor compliance -	The existing plantation was acquired after negotiation with the state. None of the communities have contributed land to Socapalm Kienke operation. During the communities consultation, all the representative of the communities confirmed none of them contributed land to Socapalm operation. There was no evidence of land dispute.	Complied
4.8.2	(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. - Critical (Major) compliance -	The existing plantation was acquired after negotiation with the state. None of the communities have contributed land to Socapalm Kienke operation. During the communities consultation, all the representative of the communities confirmed none of them contributed land to Socapalm operation. There was no evidence of land dispute	Complied

4.8.3	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) - Minor compliance -	The existing plantation was acquired after negotiation with the state. None of the communities have contributed land to Socapalm Kienke operation. During the communities consultation, all the representative of the communities confirmed none of them contributed land to Socapalm operation. There was no evidence of land dispute	Complied
4.8.4	For any conflict or dispute over the land, the extent of the disputed area is mapped out in a participatory way with the involvement of affected parties (including the vulnerable sections of neighbouring communities and indigenous people where applicable). - Minor compliance -	The existing plantation was acquired after negotiation with the state. None of the communities have contributed land to Socapalm Kienke operation. During the communities consultation, all the representative of the communities confirmed none of them contributed land to Socapalm operation. There was no evidence of land dispute	Complied
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 paid for FFB are publicly available and accessible by smallholders. - Minor compliance -	Based on the documentary review carried out, Socapalm Kienké has developed a communication system with small independent producers through which a WhatsApp exchange platform is run by the head of the village plantations. On this platform, independent producers constantly receive messages also concerning FFB regime prices, training programs and any other type of information that may be of interest to the activity. During consultations with stakeholders, independent producers highlighted good communication with Socapalm Kienké. Furthermore, FFB regime prices are displayed both by the village plantations service and on the group's notice board. Producers receive the prices on their telephone numbers which they have communicated to the administration.	Complied
5.1.2	(C) Evidence is available that the unit of certification regularly explains	The village plantation service which is composed as follows: • Head of Agricultural Department (CDA)	Complied

	the FFB pricing to smallholders. - Critical (Major) compliance -	<ul style="list-style-type: none"> • Plantation Manager (CP) • Principal Planting Assistant (APP) • Planting Assistant (AP) • <i>Cellule de Plantation Villageoise</i> (CPV), demonstrated through the archives of training and awareness activities, that regular communications are made to explain the development of FFB prices, the price structure, current prices. Likewise, details on the advantages offered on prices (quality bonuses, loyalty, etc.) are subjects which are covered during training. Small independent producers confirmed this during the consultation. 	
5.1.3	(C) Fair pricing, including premium pricing, when applicable, is agreed with smallholders in the supply base and documented. - Critical (Major) compliance -	<p>Based on the documentary review carried out (FFB supply contract + FFB pay slips to producers), it is obvious that the price structure is first clearly presented to small independent producers, but developed so that they are able to understand the final price paid.</p> <p>The scales are first shared with the producers who have confirmed it and have it in their contracts. The purchase price of FFBs is composed as follows:</p> <ul style="list-style-type: none"> • The official price set by national authorities; • Special bonuses (quality, bonuses) • The transport bonus. <p>It should be noted that sellers have the possibility of claiming, complaining or contesting payments with discrepancies or errors or any other anomaly, based on the calculation scales, so that their rights are restored.</p>	Complied
5.1.4	(C) Evidence is available that all parties, including women and independent representative organisations assisting smallholders where requested, are involved in decision-making processes and understand the contracts. These include those involving finance, loans/credits, and repayments through FFB price reductions for replanting and/or other support mechanisms where applicable. - Critical (Major) compliance -	<p>During the documentary review, the management of the Socapalm Kienké plantation, through its agricultural department, presented a clear list of small independent producers who constitute its database. Several of them were present during the consultations. This database contains several relevant information on producers:</p> <ul style="list-style-type: none"> • Last name and first names • Date of birth • Year of integration at Socapalm Kienké 	Complied

		<ul style="list-style-type: none"> • Property status on the exploited land • Production area • GPS coordinates of the plantation • The volumes delivered to Socapalm Kienké <p>Examination of the database noted, at the time of the audit, 75 independent producers.</p> <p>Interviews with the Agricultural Department note that the list was last revised in July 2023.</p>	
5.1.5	Contracts are fair, legal and transparent and have an agreed timeframe. - Minor compliance -	<p>Whether it is the documentary review carried out or the consultations carried out with the stakeholders with whom Socapalm Kienké has a business relationship, no entity has mentioned any complaint relating to poor salary treatment or evidence of poor management of commitments. salaries from Socapalm Kienké.</p> <p>From a documentary point of view, all commitments with service providers (carriers) and FFB suppliers are governed by clear, official and duly signed contracts of the different parties to the contract.</p> <p>The contracts observed contain explicit terms regarding remuneration. Statements and proof of payment to suppliers, compared with contracts available to the administration, were presented to the auditor. Verification calculations have been carried out.</p> <p>As regards FFB suppliers for example, their relations with Socapalm, beyond contracts, are regulated by a procedure "Village Plantation Management Procedure" (GPV created on 03/25/2021 and updated in July 2021. In 16 pages, the procedure indicates that all the reciprocal obligations of the two parties; in particular the prices, at point "H: Deposit upon payment of the report", page 6 of the procedure; at point "J: transport of PV diets, page 7".</p> <p>The applicable relationships between the two parties (suppliers and buyers) are indicated in the procedure.</p> <p>Periodic meetings are organized for explanations and presentation of updates if carried out.</p>	Complied

5.1.6	<p>(C) Agreed payments are made in a timely manner and receipts specifying price, weight, deductions and amount paid are given.</p> <p>- Critical (Major) compliance -</p>	<p>On the basis of the agreements (contracts) entered into with FFB suppliers, Socapalm has demonstrated that it fulfills its part of the commitment by regularly paying for the services provided. Payroll statements are available and clearly archived by period of activity both at the payroll department level and at the village plantations department which establishes the statements and transmits them to the administrative and accounting department. Payments from FFB suppliers are always accompanied by pay slips which trace the details of their activities and transactions). All amounts beyond five hundred thousand CFA francs must be paid by bank transfer, in accordance with the protocol which binds Socapalm Kienké to suppliers. They confirmed this during discussions. They also have the possibility of appealing if they notice errors or biases in their payments.</p> <p>The pay slip of an FFB supplier includes the following information, for what was observed:</p> <ul style="list-style-type: none"> - The name of the seller. - The volume sold to SOCAPALM Kienke. - Calculation of bonuses. -Transportation. - Tax withholding. - The net weight to be paid. - Any advances contracted. - The total amount to be received after tax deduction. 	Complied
5.1.7	<p>Weighing equipment is verified by an independent third party on a regular basis (this can be government).</p> <p>- Minor compliance -</p>	<p>Based on the documentary review carried out, it is evident that a quarterly plan is in place to check the weighbridge at the entrance to the Socapalm Kienké factory. This bridge with a span of 80 tonnes undergoes regular calibrations, the latest of which, at the time of the audit, was that of 09/22/2023, carried out by the company CAPI (Companie Africaine de Pesage Industriel; BP 5773 Douala-Bonapriso; Tel: +237 233424289). This verification was sanctioned by the</p>	Complied

RSPO P&C Public Summary Report
Revision 15 (Nov 2023)

		<p>provision of an "Intervention report No. 4260 of 09/22/2023.</p> <p>In the complaints made by third parties, none relate to an unjustified difference in weight or otherwise.</p>	
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 smallholders on who runs the internal control system (ICS), who holds the certificates, and who holds and sells the certified material.</p> <p>- Minor compliance -</p>	<p>Socapalm Kienké has developed an annual assistance plan to contribute to the development and well-being of local communities. This assistance plan is accompanied by a budget and whose actions are defined in conjunction with the communities, with regard to their priorities.</p> <p>Documented evidence of implementation of this plan is as follows:</p> <ul style="list-style-type: none"> - Construction of road infrastructure; (company agreement no. 353/2021, of December 2, 2021, relating to the simple reprofiling of 9.77 kilometers of tracks and the creation of 5.75 kilometers of tracks in village plantations in SOCAPALM Kienke, between SOCAPALM and the African Society of Works and Civil Engineering. - Daily coaching and farm visit. - Assistance with inputs (sold at factory purchase prices). - Progressive deduction systems for the purchase of fertilizers. Files made up of small farmers who have been supported in various areas were presented to the auditor in charge of the file. 	Complied
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>To give small independent operators the opportunity to express possible grievances linked to their treatment or to the commercial relations which bind them to Socapalm Kienké, the company's management has developed a complaints management procedure which distinguishes between internal complaints. external complaints. With regard to internal complaints (REF: GPI Version 4, written in May 2018 and updated on 07/12/2021, 16 pages) whose scope of application only covers complaints and all forms of grievances from staff of SOCAPALM Kienke and those of contract companies.</p> <p>The procedure works in such a way that any worker who feels aggrieved can submit a written complaint, with acknowledgment of receipt on the day of submission, to the secretary of the plantation</p>	Complied

...making excellence a habit.™

		<p>director, or to the general management in Douala. The procedure provides for a period of 30 to 45 days (minor complaints) and up to 90 days for a major complaint.</p> <p>A complaint form template is available; the complainant can request anonymity if he considers it necessary. In the event of dissatisfaction with a decision rendered, he may refer the matter to the courts of his choice.</p> <p>The secretary of the plantation director, responsible for receiving all planting requests, also keeps an Excel file which summarizes all complaints: from the date of receipt to the closing date, including the reasons, the duration of processing, the conclusion of the complaint.</p> <p>As for the external complaints management procedure (GPE version 3, published in the 2019 law and last updated on July 10, 2021, 19 pages), it operates according to the same provisions as that of the internal complaints management procedure, except that its scope covers external stakeholders including individual smallholders. The interviews with those of them who were able to be met did not reveal any fundamental grievances about the management of their interests with Socapalm or the commercial relations which bind the two parties. They have access to all the information they need, their FFBs are paid at the prices and benefits agreed according to the scales, the plantation assistants are there to listen to them.</p>	
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>	<p>Consultation of the activity reports produced by the management of Socapalm Kienké demonstrated that periodic meetings take place between Socapalm and stakeholders, in particular small independent producers. One of the exchange frameworks consists of bipartite meetings where both parties discuss programs, opportunities, challenges and solutions, for better collaboration and results that meet their expectations.</p>	Complied

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>PROCEDURAL NOTE:</p> <p>The RSPO has recently developed a separate standard for independent smallholders and the Cameroon NI Working Group has decided to make it applicable to all independent smallholders in Cameroon.</p>	<p>From the examination of activity reports and interviews both with Socapalm Kienké and with small independent producers, it appears that different types of services are provided to small independent producers. Services may consist of:</p> <ul style="list-style-type: none"> • Training and advice: a service dedicated to supporting producers and run by plantation assistants is in place. This activity is deployed around a well-detailed program, with training themes that interest producers in the context of the management of their plantations. One of the main objectives assigned to these training courses is to encourage producers to improve their production and the quality that they make available to Socapalm Kienké; to take charge of themselves and organize their income in a sustainable manner. Training reports are available to attest to its execution. • The supply of inputs: for eligible producers (meeting certain conditions defined by Socapalm Kienké) who request them, input loans, subject to a payment schedule, are granted. Input loan registers, with references (surnames and first names, contacts, locality, etc.) of applicants and beneficiaries. 	Complied
5.2.3	<p>Where applicable, the unit of certification provides support to smallholders to promote legality of Fresh Fruit Bunch (FFB) production.</p> <p>- Minor compliance -</p>	<ul style="list-style-type: none"> - Diagnostics in the fields of small farmers who request it. - Assistance with training and plantation management. - Boundary of farms. - Record proof of land use these are all activities planned in the peasant management procedure and proof of execution of which has been provided to the auditor. <p>During face-to-face consultations, small independent producers said they gained a lot of knowledge that allows them to better conduct activities on their plantations.</p>	Complied
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 the documentary review, the principal assistant of village plantations demonstrated the evidence of training administered to small independent producers, on the rational and safe management of pesticides.</p> <p>The last official meeting between management and the smallholders</p>	Complied

		took place on Wednesday September 13, 2023 at the Cité des Cadres club; meeting during which the issue of pesticide management was on the agenda. A documented report and a signed attendance list of the various participants was presented.	
5.2.5	The unit of certification regularly reviews and publicly reports on the progress of the smallholder support programme. - Minor compliance -	To ensure effective relationships with small independent producers, Socapalm Kienké relies on two main supports: • Individual FFB supply contracts, in which the reciprocal obligations of both parties are recorded. For its part, Socapalm deploys a means of control and supervision through a Village Plantation Management Procedure, managed by the Agricultural Department. This procedure defines the course of action for FFB suppliers. • Implementation of a training and awareness program for FFB suppliers. This program allows the monitoring of individual producers, giving them the basic techniques for effective management of their agricultural units. In addition, this program makes it possible to identify the individual difficulties of producers in order to deploy actions adapted to their individual situations. The small independent producers met during the consultation all recognized that Socapalm Kienké provides them with technical assistance in the management of their plantations. Documented evidence of training activities or other forms of (bipartite) meetings was provided by the management of Socapalm Kienké.	Complied
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	(C) A publicly available non-discrimination and equal opportunity policy is implemented in such a way to prevent discrimination based on ethnic origin, caste, national origin, religion, disability, gender, sexual orientation, gender identity, union membership, political affiliation or age.	SOCAPALM Kienke management has implemented a policy that rejects any unjustified difference made between workers on the basis of race, ethnicity, gender, political or religious affiliation, which could exclude a worker from any advantage to which he is entitled. This policy, entitled "equal employment opportunity policy for all	Complied

	- Critical (Major) compliance -	<p>workers”, signed on April 26, 2019 by the general director of the company, in accordance with article 61 of the labor code relating to equality treatment at work; International Labor Organization Convention 100 on Equal Remuneration (151) and ILO Convention 111 on Discrimination (1958).</p> <p>The number of workers at SOCAPALM Kienke shows 782 employees among whom, apart from nationals (Cameroonians), there are workers of other nationalities.</p> <p>Individual interviews with several workers show that a diversity of ethnic groups in the country are represented within the company: Bagyéli, Boulou, Beti, Ewondo, Sawa, Bassa, Batanga.</p> <p>SOCAPALM Kienke has provided all evidence that the various parties receive operational policies and procedures in relation to its operation, which incorporate the RSPO approach. Acknowledgments of receipt on different dates depending on the date of receipt are available.</p> <p>Interviews with the services within the framework of the procedures and policies disseminated show that regular visits are made to stakeholders, exchange frameworks, in the form of bipartite meetings exist to evaluate the implementation of SOCAPALM Kienke policies.</p>	
6.1.2	<p>(C) Evidence is provided that workers and groups including vulnerable sections of local communities, indigenous people, 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>PROCEDURAL NOTE:</p> <p>When recruiting, the rights and needs of persons with disabilities and vulnerable persons must be taken into account.</p>	<p>Interviews with permanent and contract workers, both men and women, revealed that there had been no discrimination in terms of salaries or job opportunities.</p> <p>Verification of employment contracts and worker lists revealed that workers had the same opportunities for advancement, in terms of promotion, as men. In the field, we met female team leaders and department heads. The promotion policy (criteria) is known to everyone.</p> <p>Particular emphasis was placed on certain migrant workers (03), who clearly explained that at no time in their activities or in their treatment were they targeted by acts of discrimination. They also affirmed that their respective recruitments were not conditioned by any payment of fees or tips to any recruiter.</p>	Complied

6.1.3	<p>The unit of certification demonstrates that recruitment selection, hiring, and 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>For the management of personnel and their movements, Socapalm Kienké has developed a procedure (RHU, index 01, established on 04/19/2011 and updated on 12/06/2021, 24 pages).</p> <p>The recruitment process begins with an announcement that uses different channels: email, information notices, viral information that allows workers to inform their loved ones and acquaintances, including social networks (especially Facebook).</p> <p>The note specifies, without limitation: the open position, the location of the position, the deadline for submitting applications.</p> <p>Once the files are received and analyzed by the human resources department and the associated services which have expressed the recruitment needs, the recruitment of workers is carried out on verification of the skills required by the management, according to the profiles sought. A confirmation of the candidate for the position is carried out. Then, a medical examination is carried out and the drafting of the contract follows. The last step consists of him undergoing an initiation on knowledge of the policies and applicable laws through interviews.</p> <p>After that, he is registered in the payroll system (registration number), he is introduced to his position, to his colleagues and other workers to integrate. A sample of 15 worker files (10 men and 5 women) was reviewed in order to assess the different elements announced in the Socapalm Kienké recruitment procedure.</p> <p>The documentary review at the level of the human resources department revealed in the individual files of the workers that the proof of competence required for the position, as announced in the advertisement, is there to demonstrate that the workers are recruited on the basis of demonstrated skills. Concerning the promotion of employees within the company, it is based on two essential aspects:</p> <ul style="list-style-type: none"> - Skills: determined from the mandatory annual evaluations carried out by each department, the results of which are archived in a summary table at HR level and which serves as a basis for 	Complied
-------	-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	----------

		<p>management decisions, if necessary;</p> <p>- Needs expressed following a vacancy: in the event of a vacancy, an employee deemed deserving, according to their evaluation results, is offered the position for a trial period in order to obtain a promotion.</p> <p>As of November 1, 2023, staff movements, based on the implementation of procedures, were as follows:</p> <ul style="list-style-type: none"> \ Total workforce: 782 workers (595 men) and (187 women); \ 62 recruitments; \ 12 layoffs; \ 03 resignations; \ 05 departures on maternity leave; \ 11 retirements. 	
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>As part of its recruitment process, the management of Socapalm Kienké banned all pregnancy tests for women.</p> <p>None of the women interviewed reported being forced to take a pregnancy test at any stage of the recruitment process.</p> <p>While it is clear that a pre-employment medical examination is required (with confidential results), this examination does not include a pregnancy test.</p> <p>The employment medical examination includes, among other things:</p> <ul style="list-style-type: none"> a) Physical examination (pulse, blood pressure, blood sugar), b) Complete blood count (hemoglobin, total white blood cells count, neutrophils, lymphocytes, eosinophils, monocytes and blood group) ; c) Thoracic monograph <p>When questioned, the company's occupational physician confirmed that pregnancy tests were not part of the system. If the employee is pregnant, she must report her pregnancy to the doctor and to the competent services. Thus, regular checks are carried out and from the seventh month and fifteen days, she is obliged to stop her work and go on maternity leave, where her salary will be taken into account by the social security services (CNPS) .</p>	Complied

		Medical examinations of workers, provided for in the recruitment, promotion and retirement procedure ((RHU, index 01, established on 04/19/2011 and updated on 12/06/2021), are part of labor law in Cameroon, which prohibits this practice.	
6.1.5	<p>(C) A gender committee is in place specifically to raise awareness, identify and address issues of concern, and identify opportunities and improvements for women.</p> <p>- Critical (Major) compliance -</p>	<p>The gender committee demonstrated its legal existence by a minutes of creation dating from May 3, 2019. Its constitution takes into account all the sensitivities and the different sectors of the company (Administration, Technical and Agronomy). A president directs the debates and organizes the activities, she is assisted by a vice-president. The committee claims to have clearly defined specifications supported by the management of the plantation which consist of knowing, identifying, and treating all problems linked to gender and based on violence, harassment, rape, discrimination. The committee said it worked independently and with the support of the plantation management, to make proposed decisions after dealing with problems. Cases of theft only are transferred to the competent judicial authority.</p> <p>The auditor in charge of the consultations reviewed the evidence of the existence and constitution of this committee, confirmed by official documents (minutes of appointment of members, specifications of their activities).</p> <p>The committee is actually made up of a president (main accountant of the company), a vice-president - Human Resources Manager), a relay agent (who is an agricultural worker) and a secretary of a administrative agent (who acts as secretary of the committee).</p> <p>All committee activity reports are available and the committee deployment procedure is summarized as follows, if necessary:</p> <p>a- Referral to the committee (in writing, telephone, physically, by rumor or any other means); for clarification, the committee can take action in the event of a rumor;</p> <p>b- Issuance of a summons by the committee to the respondent;</p> <p>c- If there is a case of rape, a medical examination of the victim is</p>	Complied

		<p>initiated, with the search for witnesses; d- Establishment of a select committee of reflection in order to listen to the minutes for investigation; e- Initiation of a confrontation between the protagonists f- Conclusion with reasoned decision proposal to the plantation management.</p> <p>The deadlines observed for processing complaints and grievances are those of the company's complaints procedure, but are flexible and can be modified depending on the sensitivity of the problem.</p> <p>The essential activities of the committee are awareness-raising, the popularization of certain practices favorable to women (screening sessions: cancer, HIV) in collaboration with the medical service. An annual meeting schedule is available and implemented progressively.</p> <p>The committee also supports the reintegration of women when they return from maternity leave by guiding them on their feeding times and the creation of their administrative files to obtain payment for maternity leave from the social security fund (CNPS). The last training that the committee received was in January 2022, by Ms. Cécile Ndjebet, Gender Advisor.</p>	
6.1.6	<p>There is evidence of equal pay for the same work scope.</p> <p>- Minor compliance -</p>	<p>At Socapalm Kienké, the payment of employees' salaries is organized around a salary scale, contained in the establishment agreement signed between SOCAPALM Kienke, the unions and worker representatives on June 1, 2017.</p> <p>This company agreement is based on the national collective agreement for agriculture and related professional activities of 2015 and on labor law no. 92-007 – 532 of August. 14, 1992 on work in the Republic of Cameroon and filed at the Douala Bonanjo court section, on 01/0-/2017.</p> <p>The salary scale contained in this agreement allows:</p> <ul style="list-style-type: none"> - Categorize jobs - Specify the grades of the workers - Define the salaries associated with each stage. 	Complied

		<p>During the audit, different pay slips of workers of different categories (from agricultural workers: harvesters, fruit pickers) to administrative staff, including factory workers, were examined to ensure that:</p> <ul style="list-style-type: none"> - The position defined for the worker is identified in the salary scale; - The category assigned to the worker corresponds to that provided for in the salary scale; - The basic salary or category salary paid corresponds to that provided for in the salary scale. <p>Several verification calculations of pay slips for the last two months were carried out without the auditor noting any difference in the salary treatment of employees.</p> <p>It clearly emerged from the verifications carried out that workers carrying out the same activities and belonging to the same category benefit from the same category salaries or basic salaries without any form of discrimination. The differences are appreciated at the level of salary accessories which have the legal nature of the salary: overtime, seniority, etc. which are bonuses which vary according to the realities of the workers (performance, availability, etc.).</p> <p>No complaint has been made by a worker alleging pay discrimination.</p>	
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) Applicable labour laws, union and/or other collective agreements and documentation of pay and conditions are available to the workers in the official languages used in the area in which the unit of certification is located, and explained to them in a language they understand.</p> <p>- Critical (Major) compliance -</p>	<p>Examination of the files of the sampled workers shows that they all have access to applicable labor laws and regulations, union and other collective agreements, as well as all documentation relating to wages and working conditions in force in the country (collective agreement was signed between SOCAPALM Kienke, unions and worker representatives on June 1, 2017, on the national collective agreement for agriculture and related professional activities of 2015 and on labor law no. 92-007 – 532 of August 14, 1992 on work in the Republic of Cameroon and filed at the Douala Bonanjo court section, on 01/0-/2017, for registration which are shared with the workers'</p>	Complied

		<p>representatives.</p> <p>The consultation of staff representatives and the examination of a sample of employees' employment contracts show that the labor law in force in the country is referenced and made available to workers.</p> <p>Additionally, at the end of the recruitment process, all information is explained to the workers through induction. The sampled workers also confirmed that explanations are given in the official language of the country, which is French. Those who wish to be assisted by a staff representative can benefit from this.</p> <p>After each pay period, workers receive pay slips detailing the salaries received, with essential sections such as:</p> <ul style="list-style-type: none"> - Gross salary - Benefits - Deductions - Net salary <p>Employees have the possibility to report any inconsistencies in their remuneration to the human resources department.</p>	
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, including work done by family members. Remuneration must be based on the position held and length of service must be taken into account for the evolution of the level of the salary step.</p> <ul style="list-style-type: none"> - Critical (Major) compliance - 	<p>The documentary analysis carried out shows that all salaries paid (for the sample of workers controlled) are based on employment contracts signed between employees and management of Socapalm Kienké.</p> <p>None of the employment contracts examined were drawn up outside the laws in force in the country. The rights and obligations of each party are clearly specified in:</p> <ul style="list-style-type: none"> - The relationship of subordination - The object and scope of the work to be carried out - Business hours - Rest periods (sick leave and annual leave) - The value of remuneration and related benefits (health coverage) - Termination conditions, etc. <p>Contracts are written in French, which is the official language of the country; workers can have the contract explained to them in the dialects of their choice.</p>	Complied

		<p>All workers interviewed said they had copies of their employment contracts and pay slips for each month worked.</p> <p>The pay slips indicate the details of the salaries received. The harvesters testified that in the event of an error in counting the number of rations harvested, which would have an impact on their salary, they can speak to their team leaders and pass it on to the supervisor and assistant so that the payroll service can restore the loss with the next payment. Various cases have been successfully resolved.</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>In its labor policy, Socapalm Kienké clearly communicates to workers the normal and official working hours, which do not exceed 48 hours per week. Working hours, both for office and factory staff, are defined in such a way that any worker working more than 48 hours is paid overtime, in accordance with current legislation, on the basis of a known scale of workers and confirmed during the consultation with worker representatives:</p> <p>- Monday to Friday: 7:00 a.m. to 12:00 p.m. and 2:30 p.m. to 4:00 p.m.; Saturday: 7 a.m. to 12 p.m.</p> <p>For certain specific activities and positions, working hours are arranged differently:</p> <p>- Oil mill: shift work; i.e., 3 shifts of 8 hours, Monday to Friday: 1st shift: 07:00 – 15:00; 2nd shift: 3 p.m. to 11 p.m. and 3rd shift: from 11 p.m. to 7 a.m.</p> <p>Examination of the files of a sample of 15 workers, particularly with regard to employment contracts and salary slips, shows that the management of Socapalm Kienké took all necessary measures to comply with labor legislation in force. In the case of workers who worked overtime, the auditor referred to the remuneration scale provided for by the country's labor law; the pay slips were then verified.</p> <p>Overtime is requested in advance and validated before being worked.</p>	Complied

...making excellence a habit.™

		<p>The evaluation of the investments presented by management reveals an amount of 13,062,000 CFA francs. Checks in the residential areas and interviews with residents revealed that residents of the residential areas have a regular supply of water, free of charge. In each division there is a borehole used by all tenants of the accommodation.</p> <ul style="list-style-type: none"> • Medical institutions: The SOCAPALM Kienke clinic offers free medical care to all employees at both sites. During consultations with employees, it was confirmed that SOCAPALM Kienke provides free medical care to all employees in the event of injury during working hours (SOCAPALM Kienke workers and Entrepreneurs). Social security contributions are paid by workers in the event of specific treatment and medications. A clinic and an ambulance were available on site. • School: Schools are available on site for workers' children. They are the responsibility of the national government. But buildings were provided by SOCAPALM Kienke in each workers' village on site. Teachers also receive free housing and health care. A bus system is available free of charge for all school children. • Social facilities: SOCAPALM Kienke provided markets and stores for food supplies. There is a football field in the housing area where workers practice sports and recreational activities. 	
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>To ensure that its workers have access to the food and basic necessities they need to survive, Socapalm Kienké has facilitated and encouraged the creation and operation of a number of small businesses (stores, facilities) selling a variety of everyday consumer goods and contributed to the construction of a market at village level 1, in collaboration with the local municipality.</p>	Complied

		<p>Periodic visits and controls organized by the administrative department guarantee that freedom of enterprise does not result in prices exceeding authorized limits.</p> <p>During the audit, visits to several commercial stations located within the Socapalm Kienké perimeter revealed that the prices charged were unreasonable, but that no spoiled products were sold on the markets.</p> <p>For divisions relatively far from the main site of Kienke Village 1, SOCAPALM Kienke provides workers from village 5 with cargo-type vehicles every week for anyone who would like to do some shopping. Also, during the salary fortnights, second-hand dealers are authorized to present their essential products to construction site workers.</p>	
6.2.6	<p>A Decent Living Wage (DLW) is paid to all workers, including those on piece rate/quotas, for whom the calculation is based on achievable quotas during regular work hours.</p> <p>- Minor compliance -</p>	<p>Examination of the pay slips based on the salary scales agreed in the agreement establishing Socapalm Kienké shows that measures are taken by the company to guarantee workers a decent salary. Therefore, the salary calculation includes the following elements: average housing, electricity, children's education (meals and transport), health care. The minimum basic salary is 40,649 XOF, the average monthly salary per worker is 111,627 XOF and the current salary: calculated is 140,762 XOF.</p>	Complied
6.2.7	<p>Permanent, full-time 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>Socapalm Kienké has developed a recruitment and hiring procedure. Examination of the procedure shows that recruitment depends on the needs expressed by the different service managers.</p> <p>SOCAPALM Kienke employs pieceworkers, casual workers and permanent workers (junior managers, senior managers and executives).</p> <p>The site visit and review of documents (pay slips, attendance list, etc.) showed that piece-rate and casual workers are used for the main work of the company. For permanent activities, workers are recruited for more or less long periods, with fixed-term or indefinite contracts. For occasional activities, workers can be recruited under temporary contracts, via contractual placement companies. For each defined and</p>	Complied

RSPO P&C Public Summary Report
Revision 15 (Nov 2023)

		identified activity, SOCAPALM Kienke management has established clear job descriptions, indicating the objectives to be achieved, the activities to be carried out and the people responsible for their execution.	
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 recognising freedom of association and right to collective bargaining in the official language used in the area in which the unit of certification is located is available and is explained to all workers in languages that they understand, and is demonstrably implemented.</p> <p>- Critical (Major) compliance -</p>	<p>Consultation of the documents made public shows that SOCAPALM Kienke has a Policy on freedom of association and collective bargaining, published on April 25, 2019, the date of its last revision. SOCAPALM Kienke is committed to creating a framework for dialogue and free expression so that its workers can enjoy their right of association to negotiate better working conditions. An official statement signed by senior management in 2019 and posted to be accessible to all stakeholders.</p> <p>Interviews with workers and others within SOCAPALM Kienke revealed that workers are free to associate to defend their rights and interests at work; they are free to join the unions of their choice without fear of reprisals.</p> <p>This policy is part of all policies that are explained to workers upon hiring, as part of the integration of workers, in the languages they understand, so that they are in line with the vision of the business.</p>	Complied
6.3.2	<p>Minutes of meetings between the unit of certification with trade unions or workers representatives, who are freely elected, are documented in the official language used in the area in which the unit of certification is located and made available upon request.</p> <p>- Minor compliance -</p>	<p>Union activity time (16 hours per month) is respected and divided into two monthly meetings of 8 hours.</p> <p>They have the possibility of inviting management to discussions and the activity reports are drawn up in the official language, which is French, jointly, validated and shared between the different parties for archiving.</p> <p>The staff representatives presented their register which summarizes all the meetings with management, the points of discussion, the points of agreement, the signatures of the different parties as well as</p>	Complied

		<p>the visa from the labor inspectorate.</p> <p>The auditor checked the work tools and was able to note:</p> <p>a- A calendar of meetings</p> <p>b- Meeting minutes with management</p> <p>c- The register of delegates which traces all decisions, progress and compromises with management. This register is periodically endorsed by the work delegation which affixes its stamp after each consultation. Workers' rights defenders receive training regularly, the latest of which was in September 2023 and the last discussion meeting with Socapalm management was on August 24, 2023; the report and the attendance list were presented to the auditor.</p>	
6.3.3	<p>Management does not interfere with the formation or operation of registered unions/labour organisations or associations, or other freely elected representatives for all workers, including migrant and contract workers.</p> <p>- Minor compliance -</p>	<p>Workers' rights defenders have not raised any particular observations likely to prevent them from freely and effectively carrying out their union activities.</p> <p>On the contrary, they have premises dedicated to them for their union activities. Their meeting schedules are known in advance because they are discussed and shared with management. No cases of disruption or refusal to hold their meetings were raised during consultations with stakeholders.</p> <p>Workers are free to join the union organizations of their choice. The five central trade unions that make up the group of staff representatives are:</p> <ul style="list-style-type: none"> - CSTC: Trade Union Confederation of Cameroonian Workers. - USLC: Union of Free Trade Unions of Cameroon. - CSAC: Confederation of Autonomous Trade Unions of Cameroon - FO: Labor Force. - CGTL: General Confederation of Free Workers. 	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>The review of the documentation, in particular the policy concerning child labor, indicates that the formal ban on the employment of children under 18 years of age is a priority for Socapalm Kienké.</p>	Complied

	- Minor compliance -	A complex system, involving all services for monitoring cases of child labor in place; The first service involved is the administrative and accounting service through which recruitment and verification of workers' documents take place. No cases of forced child labor or simple employment of children were observed. The measure even extends to contractual companies which are in no way authorized to recruit and employ workers under the age of 18 under penalty of immediate termination of the service contract.	
6.4.2	(C) There is evidence that minimum age requirements are met. Personnel files show that all workers are above the national minimum age or above company policy minimum age, whichever is higher. There is a documented age screening verification procedure. - Critical (Major) compliance -	It emerges from the examination of Socapalm Kienké's human rights policy and social policy regarding child labor that the company has prohibited, in its approach, any form of intervention by children in its production system; both at the level of administration, plantations and factory level. No child was seen at work during the audit. The recruitment procedure defines and sets the minimum age for admission to employment at 18 years. Consultation of sample of worker files showed no cases of child labor. The youngest worker hired is over 20 years old according to the identity documents observed	Complied
6.4.3	(C) Young persons may be employed only for non-hazardous work, with protective restrictions in place for that work. - Critical (Major) compliance -	Socapalm Kienké is prohibited, through child labor, published and validated on 04/26/2019, from recruiting and employing children. Consultation of several files (a sample of 15 files) coupled with examination of the company register revealed that none of the active workers was under 18 years old. In the field, during interviews on plantations, there was no case of discovery of child labor. Hiring a worker also begins with the requirement for an administrative identity document, duly issued by a competent authority. All worker files examined included copies of their identity documents.	Complied
6.4.4	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	During fields visit and interviews with workers shows the company has communicated the policy to the workers. Workers demonstrated enough knowledge or understanding of the policy. This was also confirmed by the communities during the	Complied

RSPO P&C Public Summary Report
Revision 15 (Nov 2023)

	suppliers and communities where workers live. - Minor compliance -	community consultation. They stated that the policy has been shared and communicated to their understanding.	
Criteria 6.5: There is no harassment or abuse in the workplace, and reproductive rights are protected.			
6.5.1	(C) A policy to prevent sexual and all other forms of harassment and violence is implemented and communicated to all levels of the workforce. - Critical (Major) compliance -	<p>The documentary review carried out with the administrative and accounting department of Socapalm Kienké showed that the company has developed a Policy concerning sexual harassment and other types of Harassment and violence in the workplace, dating from 04/26/2019 (version 1).</p> <p>The gender committee ensures the monitoring and proper implementation of this policy through the deployment of a complex mechanism which integrates awareness raising on the prohibition of prohibited attitudes in the policy, the development of means of referral to the committee (complaint form, communication of contacts to call if necessary to express a complaint, guarantee of anonymity, etc.).</p> <p>Discussions with this committee, during stakeholder consultations, revealed that the gender committee exists legally through a minute of creation dating from May 3, 2019. Its constitution takes into account all the sensitivities and the different sectors of the business (Administration, Technology and Agronomy). A president directs the debates and organizes the activities, she is assisted by a vice-president. The committee claims to have clearly defined specifications supported by the management of the plantation which consist of knowing, identifying, and treating all problems linked to gender and based on violence, harassment, rape, discrimination. The committee said it worked independently and with the support of the plantation management, to make proposed decisions after dealing with problems. Cases of theft only are transferred to the competent judicial authority.</p> <p>All committee activity reports are available, and the committee deployment procedure is summarized as follows, if necessary:</p>	Complied

RSPO P&C Public Summary Report
Revision 15 (Nov 2023)

		<p>a- Referral to the committee (in writing, telephone, physically, by rumor or any other means); for clarification, the committee can take action in the event of a rumor;</p> <p>b- Issuance of a summons by the committee to the respondent;</p> <p>c- If there is a case of rape, a medical examination of the victim is initiated, with the search for witnesses;</p> <p>d- Establishment of a select committee of reflection in order to listen to the minutes for investigation;</p> <p>e- Initiation of a confrontation between the protagonists</p> <p>f- Conclusion with reasoned decision proposal to the plantation management.</p> <p>The deadlines observed for processing complaints and grievances are those of the company's complaints procedure but are flexible and can be modified depending on the sensitivity of the problem.</p> <p>The essential activities of the committee are awareness-raising, the popularization of certain practices favorable to women (screening sessions: cancer, HIV) in collaboration with the medical service. An annual meeting schedule is available and implemented progressively. The committee also supports the reintegration of women when they return from maternity leave by guiding them on their feeding times and the creation of their administrative files to obtain payment for maternity leave from the social security fund (CNPS). The last training that the committee received was in January 2022, by Ms. Cécile Ndjebet, Gender Advisor.</p>	
6.5.2	<p>(C) A policy to protect the reproductive rights of all, especially of women, is implemented and communicated to all levels of the workforce.</p> <p>- Critical (Major) compliance -</p>	<p>SOCAPALM Kienke has a policy on the protection of reproductive rights, validated and published on April 23, 2019, based on articles 83, 84 and 85 of the labor code relating to women's work and ILO Convention 183 on maternity protection (2000).</p> <p>Discussions with members of the gender committee and documented evidence of training for women show that this policy is popularized and known to the majority of women.</p>	Complied

		<p>Also, consultation of various employee employment contracts and worker files clearly shows that provisions are in place to cover maternity leave, over a period of 14 weeks including 06 weeks before childbirth and 08 weeks after childbirth.</p> <p>The interview with the head of the health center who is an occupational physician revealed that pregnant women are welcomed according to the health protocol, assisted and maternity leave is granted in accordance with the legislation. Maternity leave is compulsory for pregnant women because some evade it in order to continue to directly benefit from their monthly pay. Thus, once the decision to place maternity leave is established, the payroll service is automatically contacted to suspend all salary payments because the CNPS must take over. Checking the physical records of workers who took maternity leave showed the following examples:</p> <table><tr><th>N°</th><th>MATRICULE</th><th>DATE DE DEPART EN CONGE</th><th>N° DE DECISION</th><th>DATE DE REPRISE DU SERVICE</th></tr><tr><td>1</td><td>SCP37885</td><td>28/04/2023</td><td>N°92/DP/CASC/AARH/KKE/2023</td><td>03/08/2023</td></tr><tr><td>2</td><td>SCP38574</td><td>21/10/2022</td><td>N°241/DP/CASC/AARH/KKE/2022</td><td>26/01/2023</td></tr><tr><td>3</td><td>SCP38677</td><td>27/07/2023</td><td>N°170/DP/CASC/AARH/KKE/2023</td><td>01/11/2023</td></tr></table>	N°	MATRICULE	DATE DE DEPART EN CONGE	N° DE DECISION	DATE DE REPRISE DU SERVICE	1	SCP37885	28/04/2023	N°92/DP/CASC/AARH/KKE/2023	03/08/2023	2	SCP38574	21/10/2022	N°241/DP/CASC/AARH/KKE/2022	26/01/2023	3	SCP38677	27/07/2023	N°170/DP/CASC/AARH/KKE/2023	01/11/2023	
N°	MATRICULE	DATE DE DEPART EN CONGE	N° DE DECISION	DATE DE REPRISE DU SERVICE																			
1	SCP37885	28/04/2023	N°92/DP/CASC/AARH/KKE/2023	03/08/2023																			
2	SCP38574	21/10/2022	N°241/DP/CASC/AARH/KKE/2022	26/01/2023																			
3	SCP38677	27/07/2023	N°170/DP/CASC/AARH/KKE/2023	01/11/2023																			
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.</p> <p>- Minor compliance -</p>	<p>Each maternity file is carefully stored and accessible.</p> <p>A review of 23 sample workers files, consisting solely of former mothers (workers who have experienced motherhood and returned from leave) was the subject of individual discussions with certain workers.</p> <p>Asked about the management of their returns from maternity leave, the workers declared that they had the support and technical support of the gender committee which guides them and informs them on the documents to provide to constitute the file to be submitted to the social security services. (CNPS) in order to be paid for their leave. Before that, they declare that they receive assistance from the company doctor as well as nurses who question them about their state of health upon resumption; this, with a view to studying possible</p>	Complied																				

		<p>changes of position or assignments to work stations, exposing them less to dangers.</p> <p>The workers interviewed declare that they are resuming their activities and returning to their workstations in the state they were in and have never been blackmailed, threatened or reduced in the benefits they enjoyed when they returned to work. They also benefit from breastfeeding time (1 hour) which can be taken one hour late from the start of work, or 1 hour before stopping work, or twice thirty minutes in the same day.</p>	
6.5.4	<p>A grievance mechanism, which respects anonymity and protects complainants where requested, is established, implemented and communicated to all levels of the workforce.</p> <p>- Minor compliance -</p>	<p>All workers (managers, workers, temporary workers, etc.) have the right to complain or express any dissatisfaction or grievance which would constitute a failure towards them. For this, Socapalm Kienké has developed and published a complaints mechanism called Internal complaints management "REF: GPI Version 4, written in May 2018 and updated on 07/12/2021, 16 pages) whose scope of application only covers complaints and all forms of grievances from SOCAPALM Kienke staff and those of contractual companies.</p> <p>The procedure works in such a way that any worker feeling wronged can submit a written complaint, with acknowledgment of receipt on the day of submission, to the secretary of the plantation director, or to the general management in Douala. The procedure provides for a period of 30 to 45 days (minor complaints) and up to 90 days for a major complaint.</p> <p>A complaint form template is available. The complainant may request anonymity if he considers it necessary. The procedure also specifies that the complainant can request anonymity if he considers it appropriate. In the event of dissatisfaction with a decision rendered, he may refer the matter to the courts of his choice.</p> <p>The secretary of the plantation director, responsible for receiving all</p>	Complied

		planting requests, also keeps an Excel file which summarizes all complaints: from the date of receipt to the closing date, including the reasons, the duration of processing, the conclusion of the complaint. As a reminder, during the initial certification audit, incoming letters concerning complaints had not been recorded, at the time of ASA1, consultation of the excel file which summarizes the complaints showed that letters were well taken into account.	
Criteria 6.6: No forms of forced or trafficked labour are used.			
6.6.1	<p>(C) All work is voluntary and the following are prohibited:</p> <ul style="list-style-type: none"> • Retention of identity documents or passports or international vaccinations cards; • Payment of recruitment fees by the job seeker; • Contract substitution; • Involuntary overtime; • Lack of freedom of workers to resign; • Penalty for termination of employment; • Debt bondage; • Withholding of wages; • The suppression of the right to annual leave. <p>- Critical (Major) compliance -</p>	<p>Three (3) migrant workers were identified in the ranks of Socapalm Kienké, based on the personnel records provided.</p> <p>No documented violation of their rights has been observed (by complaint, by referral to the labor inspectorate, staff representatives or any other legal authority.</p> <p>Individual and isolated interviews with them revealed that they were recruited on an official and legal basis, they have the telephone numbers and addresses of their respective embassies which they can enter, according to their declarations, in the event of a breach or violation of their rights or contracts. They declare that they have never been victims of any violation since their arrival in Cameroon. They have also confirmed that:</p> <ul style="list-style-type: none"> • No payment of recruitment fees by the job seeker; • No contract substitution • No Involuntary overtime; • No lack of freedom of workers to resign; • No penalty for termination of employment; • No debt bondage; • No issue of withholding of wages; • No suppression of the right to annual leave <p>Verification of related pay and conditions documents, none of the above prohibited issued encountered.</p>	Complied

6.6.2	<p>(C) Where temporary or migrant workers are employed, a specific labour policy and procedures are established and implemented..</p> <p>- Critical (Major) compliance -</p>	<p>In order to comply with the legislation in force in the country and the requirements relating to the RSPO, on the issue of workers, the management of Socapalm Kienké has developed a special labor policy whose scope is migrant and temporary workers.</p> <p>These workers should be treated under the same conditions as nationals, without any form of discrimination or violation of their rights. The policy was adopted, validated and signed on April 25, 2019 by the Plantation Director. This incorporates the provisions of article 2 of the labor code, described n° 93-577-PM of July 15, 19 ILO Convention 29 on forced labor (1930), 105 relating to the abolition of forced labor (1957) 93 establishing the working conditions of temporary, casual or seasonal workers.</p> <p>Both individual interviews with migrant workers and consultation of complaint registers revealed no reports of violations of migrant workers' rights. The migrant workers are free to move, they keep their identity documents, and receive all compensation and pay linked to the contracts they negotiated before arriving.</p>	Complied
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>The company has a Health and Safety committee in place which was set up by the Divisional Delegate of Labour under the Ministry of Labour in Cameroon. The committee is made of 12 core members with the General Manager of the company as the head of the committee. And there is also 6 other subcommittees within the workers villages. These committee with the General Manager as the head is responsible for all health and safety issues in the company.</p> <p>The committee meets ones every three months and has a documented meeting programme in place that guides their meeting discussions. The programme captioned Calendrier des Reunions Trimestrielles Du Comite Hygiene Sante Et Securite Au Travail CHSST 2023 (Calendar of Quarterly Meetings of the Health and Safety at Work Committee CHSST 2023). The committee by the plan is to have</p>	Complied

RSPO P&C Public Summary Report
Revision 15 (Nov 2023)

		<p>four meeting for the year of 2023. At the time of this audit, three of the meetings has been held. The last one which was to take place on 15/11/2023 has been rescheduled to 30/12/2023. Reviewed an invitation letter from the General Manager to all members of the committee dated 14/11/2023. The letter indicated that the plan meeting was to take place on the 30/12/2023. The team also reviewed records of the last three meetings of the year. They are</p> <ol style="list-style-type: none"> 1. Health and Safety Committee Meeting for 1st Trimester Date: 22nd February 2023 Venue: Main Office Attendance: 71 members 2. Health and Safety Committee Meeting for 1st Trimester Date: 10th May 2023 Venue: Main Office Attendance: members <p>During all such meetings, the committee discusses issues like the timeframe for reporting accidents to the CNPS which is within three days, sensitization of members on the use of PPEs, procedure on how to report an accident. Concerns of workers were also discussed at the meetings and they include the construction and repairs of drains in the workers housing.</p>	
6.7.2	<p>Accident and emergency procedures are in place and instructions are clearly understood by all workers. Accident procedures are available in the official language used in the area in which the unit of certification is located. Assigned operatives trained in first aid are present in both field and other operations, and first aid equipment is available at worksites. Records of all accidents are kept and periodically reviewed.</p> <p>- Minor compliance -</p>	<p>Interview with all six pesticide sprayers at division 4 and the supervisor in charge of chemical mixing at division 2 could not demonstrate knowledge on the emergency responses in the event of chemical/pesticide splashes and contact the eyes. These emergency responses are provided on the MSDS of the pesticide. Thus, a Minor NC has been raised.</p>	Non-compliance

6.7.3	<p>(C) Workers use appropriate personal protective equipment (PPE), which is provided free of charge to all workers at the place of work to cover all potentially hazardous operations, such as pesticide 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>- Critical (Major) compliance -</p>	<p>During a field visit to block J24 'bis' in division 4 and also division 2, chemical sprayers were observed to be in the appropriate PPES including wellington boots, rubber gloves, nose mask, overall among others. Interview with the workers indicates the PPEs are provided free of charge and they not required to pay for them.</p> <p>Also, a visit to Division 2 and 4 shows chemical sprayers has been provided with sanitation facilities where they wash and change out of their PPEs and put of their personal clothing. A tour of the facility shows it was in good condition with constant availability of water for the workers use.</p>	Complied
6.7.4	<p>All workers are provided with medical care and covered by accident insurance. Costs incurred from work-related incidents leading to injury or sickness are covered in accordance with national law or by the unit of certification where national law does not offer protection.</p> <p>- Minor compliance -</p>	<p>The company has a clinic located within the premises and it is open to all workers either permanent or casual workers. Interview with 8 pesticide handlers all confirmed the clinic is open to all workers who are treated free of charge.</p> <p>All workers in the company are insured against work related illness and accidents. This is done by the deduction from workers' salaries and payment made to the Caisse Nationale de Prevoyance Sociale (National Social Insurance). These deductions are made every month and the monies are paid to the CNPS to cover work related illness and injury. Reviewed the payslips of two workers with registration numbers SCP37563 and SCP36316 and all shows deduction made from their salaries for onward payment to CNPS.</p> <p>Evidence of payment of such deductions to the National Social Insurance is provided in indicator 2.1.1</p> <p>Also, the audit team reviewed evidence of workman compensation paid to a worker who suffered an injury in the eye in 2019 and was compensated. The medical certificate and evidence of payment were all reviewed.</p>	Complied

RSPO P&C Public Summary Report
Revision 15 (Nov 2023)

6.7.5	Occupational injuries are recorded using Lost Time Accident (LTA). - Minor compliance -	Socapalm Kienke records all accidents in the company which are updated in the documented report captioned Monthly Health and Safety Report 2023-Health and Safety at Work-SOCAPALM. For the period under review, the company has calculated the lost time accident from the month of January to October 2023 to be 3.60	Complied
Principle 7: PROTECT, CONSERVE AND ENHANCE ECOSYSTEMS AND THE ENVIRONMENT 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	(C) IPM plans are implemented and monitored to ensure effective pest control. - Critical (Major) compliance -	The company has a documented integrated pest management plan dated 1 April 2021. The objective is to help the company use integrated methods to fight all pest population and to maintain the use of the pesticides at the economic level to justify the risk. The company conduct monthly monitoring of pest infestation and only applies pesticides when they reach a certain threshold. Records of pest monitoring records were reviewed and includes pests such as Ganoderma, Rhynchophorus, Coelanomenodera and Oryctes among others Some of the monitoring records were made available for review were <ol style="list-style-type: none"> Topic: Routine Control of Coelanomenodera Date: 23/10/23 Location: Division 3 (K26) Topic: Routine Control of Coelanomenodera Date: 25/10/23 Location: Division 3 (K26) Interview with the plantation manager indicates after the routine	Complied

RSPO P&C Public Summary Report
Revision 15 (Nov 2023)

		monitoring, the team then conducts a specific monitoring to determine and map out the specific areas of infestation. By this the company applies treatment to the specific areas of infestation instead of a wholesale treatment.	
7.1.2	Species referenced in the Global Invasive Species Database and CABI.org are not to be used in managed areas, unless plans to prevent and monitor their spread are implemented. The unit of certification sets up a control mechanism for invasive species, for example for mucuna spp, aumania spp, etc. - Minor compliance -	Socapalm Kienke purchases and introduces Pueraria into their operational areas for their beneficial purposes such as use as cover crops. Bags of purchased Pueraria seed were seen in their main store room and planted Pueraria were seen during field visit to divisions 2 and 4. To control the spread of these invasive species, the company has a documented procedure captioned Action plan and prevention measures for the management of invasive and weed species. By this plan the company ensures the invasive species are kept within area of operations. Filed visit to Division 2 and 4 did not identify the Pueraria extending beyond the plantations.	Complied
7.1.3	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. - Minor compliance -	Filed visit by the audit team to division 2 and 4 did not identify the use of fire for pest control. Also, a review of the company's IPM plan did not indicate the use of fire for pest control. This was further confirmed by the plantation manager during interview with the audit team.	Complied
Criteria 7.2: Pesticides are used in ways that do not endanger health of workers, families, communities or the environment.			
7.2.1	(C) Justification of all pesticides used is demonstrated. Selective products (pesticides approved by the State of Cameroon) and application methods that are specific to the target pest, weed or disease are prioritised. - Critical (Major) compliance -	The company keeps record of all the pesticides they use in their operations. The choice of pesticide use by the company are based on the state approved pesticide recommended for use in the country. The audit reviewed the list of state approved pesticides and all the pesticide used by Kienke were found to be in the list. The state list of approved pesticide captioned Liste des Pesticides Homologues au Cameroun was dated 17 th March 2021. The company conduct monthly monitoring of pest infestation and only applies pesticides when they reach a certain threshold. Interview with	Complied

		the plantation manager indicates after the routine monitoring, the team then conducts a specific monitoring to determine and map out the specific areas of infestation. By this the company applies treatment to the specific areas of infestation instead of a wholesale treatment.	
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 made available by the unit of certification.</p> <p>- Critical (Major) compliance -</p>	<p>The company maintains records of all the pesticides they use in their operations and the record was made available to the audit team for review. The records of pesticides in use includes Glyphosate, 2-4-D, Triclopyr. The records has information on the active ingredients used and their LD50, area treated, amount of active ingredients applied per ha and number of applications.</p> <p>The company has set targets on the amount of pesticides that can be applied per hectare and when these are exceeded a justification must be given</p>	Complied
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>The company has a documented IPM plan dated 04/2021 and approved by the General Manager. The objective of the plan is to reduce the use of phytosanitary products in the plantations. The action plan includes</p> <ol style="list-style-type: none"> 1. Use of recommended dosage 2. Mapped areas of infection for treatment instead of blanket application 3. Use efficient instruments and machines must be in good conditions 4. Also, the use of cover crops to reduce weed growth <p>The company compares year on year pesticide use to monitor whether they are on path to achieve pesticide reduction. The report for the 2021/2022 year was made available for review. The report show a 30% reduction in the use of Glyphosate, 35% reduction in</p>	Complied

RSPO P&C Public Summary Report
Revision 15 (Nov 2023)

		Deltamethrin but an 8% increase in the use of Metsulfuron. The plantations manager explained that the increased use is the result of large number of young. plants from the replanting.	
7.2.4	There is no prophylactic use of pesticides, unless in exceptional circumstances, as identified in Indonesia best practice guidelines. - Minor compliance -	A review of the company's IPM plan on page 12 clearly states the no prophylactic use of pesticides. Also, as indicated in indicator 7.1.1, pesticide use, are only carried out when pest monitoring records shows pest infestation has reached a certain threshold	Complied
7.2.5	Pesticides that are categorised as World Health Organization Class 1A or 1B, or that are listed by the Stockholm or Rotterdam Conventions, and paraquat, are not used, unless in exceptional circumstances, as validated by a due diligence process, or when authorised by government authorities for pest outbreaks: - Minor compliance -	Socapalm Kienke's choice of pesticide usage is in line with the state approved pesticide use in the country. A review of the company's pesticide records did not identify any stated in the World Health Organization Class 1A or 1B, or that are listed by the Stockholm or Rotterdam Conventions	Complied
	The due diligence refers to: 7.2.5a Judgment of the threat and verify why this is a major threat.	Socapalm Kienke's choice of pesticide usage is in line with the state approved pesticide use in the country. A review of the company's pesticide records did not identify any stated in the World Health Organization Class 1A or 1B, or that are listed by the Stockholm or Rotterdam Conventions	
	7.2.5b Why there is no other alternative which can be used.	Socapalm Kienke's choice of pesticide usage is in line with the state approved pesticide use in the country. A review of the company's pesticide records did not identify any stated in the World Health Organization Class 1A or 1B, or that are listed by the Stockholm or Rotterdam Conventions	
	7.2.5c Which process was applied to verify why there is no other less hazardous alternative.	Socapalm Kienke's choice of pesticide usage is in line with the state approved pesticide use in the country. A review of the company's pesticide records did not identify any stated in the World Health Organization Class 1A or 1B, or that are listed by the Stockholm or Rotterdam Conventions	

	7.2.5d What is the process to limit the negative impacts of the application.	Socapalm Kienke's choice of pesticide usage is in line with the state approved pesticide use in the country. A review of the company's pesticide records did not identify any stated in the World Health Organization Class 1A or 1B, or that are listed by the Stockholm or Rotterdam Conventions	
	7.2.5e Estimation of the timescale of the application and the steps taken to limit application to the specific outbreak.	Socapalm Kienke's choice of pesticide usage is in line with the state approved pesticide use in the country. A review of the company's pesticide records did not identify any stated in the World Health Organization Class 1A or 1B, or that are listed by the Stockholm or Rotterdam Conventions	
7.2.6	(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 carry out. - Critical (Major) compliance -	The company employs pesticide application in their operations which was observed during field visit to division 2 and 4. Interview with the six chemical sprayers and two chemical sprayers all confirmed they have attended various trainings on chemical application.	Complied
7.2.7	(C) Storage of all pesticides in accordance with recognized best practices. - Critical (Major) compliance -	During a visit to the main chemical store, the pesticides were found to be placed on either pallets or table tops. Also, the floor of the storage facility was concrete to contain any accidental spillage. There was a bucket of sand in place to also help prevent the spread of spilled pesticides and also clean it up. The facility also has enough windows to ensure aeration of the place.	Complied
7.2.8	All pesticide containers are properly disposed of and/or handled responsibly and may not be reused for the same purpose nor, for example, for mixing. - Minor compliance -	SOCAPALM Kienke disposed all pesticide properly and those reused for other purposes were done responsibly. The company's waste management procedures " <i>procédures de gestion des déchets</i> " version 4 of 05/10/2022" together with the chemical storage procedures Section 10.5 "stockage des produits Chimiques" of the chemical management procedures " <i>Procédure de gestion des produits</i> "	Complied

		<i>chimiques</i> has explained the approach for handling empty pesticide containers. Some empty pesticides containers are reused for pesticide application and those not used are sent to dedicated areas at the company's waste centre where they are lifted by Government approved hazardous waste handling third party company. Details of waste disposal records reported under indicator 7.3.2.	
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 -	Interview with the plantation manager, 8 chemical handlers in division 2 and 4 and also a review of the company's IPM concluded that aerial spraying is not conducted by the company for any of its operations.	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 -	Interview with the eight pesticide handlers all confirmed they undergo medical surveillance twice every year. They also stated that during the medical checks, samples of their blood and urine are taken for analysis. The workers have been working as pesticide handlers from three months to two years and all indicated that none has had a pesticide related illness.	Complied
7.2.11	(C) No work with pesticides is undertaken by persons under the age of 18, pregnant or breastfeeding women or other people that have medical restrictions and they are offered alternative equivalent work. - Critical (Major) compliance -	During field visit and interview with the sampled workers, none of them was observed to be less than 18 years of age. Also, a review of the list of pesticide handlers at the company's clinic did not identify any worker below the age of 18 years. The list of pesticide handlers also reveals the company employ lady's as storekeepers and as such also go through the biannual medical surveillance. If any is found pregnant, they are moved to a different section to do lighter jobs. This was also confirmed by the doctor who indicated that breastfeeding mothers and pregnant workers are not allowed to handle pesticides.	Complied

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>SOCAPLM Kienke has documented waste management plan “<i>Plan de gestion des dechets.</i>”, Version 05 of 05/10/2022. No latest review of the plan as to date. The plan has identified the source of the company’s waste and categorize them into various types of waste to include general waste, hazardous waste, non- hazardous waste among others based on their toxicity and hazard characteristics. The plan includes how each identified waste is to be managed to include recycling for waste such as EFBs, reuse for some empty pesticide containers or oil fibre for the boiler, disposal at the waste dump for general waste and those for disposal by approved agents. Direct observations, inspection at the dump sites and waste centers, review of records and interview with workers confirmed the implementation of the company’s waste management plan.</p>	Complied						
7.3.2	<p>Proper disposal of waste material, according to procedures that are fully understood by workers and managers, is demonstrated.</p> <p>- Minor compliance -</p>	<p>SOCAPALM Kienke has generally disposed its waste consistent with its waste management procedures which are understood by workers. The company’s procedures (“<i>Plan de gestion des dechets:</i> Code: GDE, Version 04 of 05/10/2022) identify its waste into different categories to include, general waste, hazardous waste, non- hazardous among others. Hazardous waste such as empty pesticides containers, used oil etc are picked by approved third party hazardous waste service providers for disposal while clinical waste is incinerated in the company’s incinerator. Example of waste disposal summary as per below:</p> <table><tr><td>Waste type</td><td>License contractor information</td><td>Manifest of waste</td></tr><tr><td>Empty fertilizer bags</td><td>Setting the conditions for sorting, collection.</td><td>Waste Management Manifest</td></tr></table>	Waste type	License contractor information	Manifest of waste	Empty fertilizer bags	Setting the conditions for sorting, collection.	Waste Management Manifest	Complied
Waste type	License contractor information	Manifest of waste							
Empty fertilizer bags	Setting the conditions for sorting, collection.	Waste Management Manifest							

		and used PPE (EPI)	<p>storage, transport, recovery, recycling, treatment and disposal of waste /Joint Order No. 005/MINEPDED/MINCOM MERCE of October 24, 2012</p> <p>Waste removal done by NETTOYCAM (Transport permit number 0041 of 01/21/2020).</p>	<p>N°049/MTD/MINEPDED /DDEDED/SM of 12/12/2022 issued by the Ministry of the Environment, Nature Protection and Sustainable Development, based on Decree N°2012/2809/PM/ of 26 September 2012</p> <p>Total waste disposed: 2000 pcs of empty chemical containers.</p> <p>Date of disposal: 2/06/2023</p>	
		Used oil, oil filters, saw dust etc	<p>i) Setting the conditions for sorting, collection, storage, transport, recovery, recycling, treatment and disposal of waste /Joint Order No. 00020/MINEPDED/MINCOMMERCE of 13 April 2018</p> <p>Waste removal done by TROPICA INDUSTRIES</p>	<p>Waste Management Manifest N°033/MTD/MINEPDED /DDEDED/SM of 31/01/2022 issued by the Ministry of the Environment, Nature Protection and Sustainable Development, based on Decree N°2012/2809/PM/ of</p>	

RSPO P&C Public Summary Report
Revision 15 (Nov 2023)

			SARL	26 September 2012	
				Date of disposal: 9/02/2023	
7.3.3	The unit of certification does not use open fire for waste disposal. - Minor compliance -	SOCAPALM Kienke did not use open fire for waste disposal. The company is guided by the Socfin Group Policy for Responsible Management (Section 5: Commitment to our planet) of the policy dated 30/3/2022. In the policy statement, the company commits to fight deforestation and preserve the environment by prohibiting the use of fire. In addition to the said group policy, included in HSE policy dated 26/4/2019, a commitment on environmental protection where no use of fire for soil preparation or waste disposal. Interview with workers confirmed that, the company has policy against the use of fire to dispose waste. Direct observation during the audit also did not come across any evidence of the use of fire to dispose of waste.			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 - Minor compliance -	The company has a number of documented procedures which are implemented to manage the soil fertility to achieve optimal yields and also reduce environmental impacts. Some of the procedures in place are the Organic fertilization procedure which provides the method, quantity, and the application standards to ensure optimal yields. They also have the soil and leaf analysis procedure in place. This ensures the targeted application of specific quantities of fertilizer to reduce the impact on the environment. The company also has a documented plan for EFB application captioned Programme <i>epandage Rafles, Fibres, Cendres et Boues 2023</i> . Field visit and review of reports shows the implementations of the procedures to manage the soil fertility.			Complied

7.4.2	Periodic tissue and soil sampling is carried out to monitor and manage changes in soil fertility and plant health.. - Minor compliance -	The company conducts soil and leaf sampling analysis every year. The samples are taken to their sister company (SOGB) in Cote d'Ivoire where the analysis are carried out. Reviewed the report on the last analysis captioned Fertilizer Programme-S2 2023. The results guide the company on the type and quantity of fertilizer to apply for every division. The fertilization program for the year was made available for review and it was found to follow the results of the analysis.	Complied
7.4.3	A nutrient recycling strategy is in place, which includes the recycling of Empty Fruit Bunches (EFB), Palm Oil Mill Effluent (POME), palm residues and optimal use of inorganic fertilisers. - Minor compliance -	The company has a nutrient recycling strategy in place which involves the use of the EFB mixed with the sludge and used as manure in the plantations. Review of the EFB application shows the company applies 45 tons of EFB per hectare. The strategy also involves the use of the palm fronds which are arranged in a linear form between the palm as manure in the plantations. Field visits to division 2 and 4 confirmed the implementation of the recycling strategy.	Complied
7.4.4	Records of fertiliser inputs are maintained. - Minor compliance -	The company maintains records of all fertilizer use in the estate. The records were made available for review. The fertilizer in use by the company includes Borax, KCI, DAP and Kieserite.	Complied
Criteria 7.5: Practices minimise and control erosion and degradation of soils.			
7.5.1	Practices minimise and control erosion and degradation of soils. - Minor compliance -	Review of the company's map captioned Socapalm Kienke-Slope (Degree) Map dated 01/10/2012 shows the presence of steep slopes in the area. Although the company has not planted in these areas, they have developed a documented procedure for soil erosion control. The procedure is titled Procedure d'entretien des routes et erosion (Procedure on road maintenance and erosion) dated April 2021. The main control involves the use of cover crops planted on the slopes to reduce erosion	Complied
7.5.2	There is no extensive replanting of oil palm on steep terrain. - Minor compliance -	During field visits, it was observed that the company has undertaken replanting in their operational areas. However, there was no evidence of replanting on the steep slopes.	Complied

RSPO P&C Public Summary Report
Revision 15 (Nov 2023)

7.5.3	There is no new planting of oil palm on steep terrain. - Minor compliance -	Socapalm Kienke is an existing plantation and the company has not undertaken any new plantings. Review of maps and land documents did not establish the acquisition of new land	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) To demonstrate the long-term suitability of land for oil palm cultivation, soil maps or soil surveys identifying marginal and fragile soils, including steep terrain, are taken into account in plans and operations. - Critical (Major) compliance -	Review of the company's map captioned Socapalm Kienke-Slope (Degree) Map dated 01/10/2012 shows the presence of steep slopes and the different soil types in the operational areas of Socapalm Kienke. The map did not show the presence of marginal and fragile soils in the managed areas of Socapalm Kienke.	Complied
7.6.2	Extensive planting on marginal and fragile soils is avoided or, if necessary, done in accordance with the soil management plan for best practices. - Minor compliance -	A review of the company's map did not show the presence of marginal and fragile soils in the managed areas of Socapalm Kienke.	Complied
7.6.3	Soil surveys and topographic information guide the planning of drainage and irrigation systems, roads and other infrastructure. - Minor compliance -	The company's infrastructural development such as housing, roads, factory and plantation establishment has been guided by existing soil maps. Soil surveys and topographic information guided the plantation design. There were no areas where planting was done which required drainage or irrigation.	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) There is no new planting on peat regardless of depth after 15 November 2018 in existing and new development areas. - Critical (Major) compliance -	Not Applicable. No new planting on peat. A review of the company's HCV assessment report and the soil maps indicates there are no peats within Socapalm's area of operation. Also, during field visits to Division 2 and 4, there were no evidence of peats in the plantations.	Not Applicable
7.7.2	Areas of peat within the managed areas are inventoried, documented and reported (effective 15 November 2018) to the RSPO Secretariat..	The company has completed and report its peat inventory to the RSPO secretariat. Reviewed mail correspondence dated November 23,	Complied

RSPO P&C Public Summary Report
Revision 15 (Nov 2023)

	- Minor compliance -	2022 between RSPO and the Africa Sustainability manager of the Parent company.	
7.7.3	(C) Subsidence of peat is monitored, documented and minimised. - Critical (Major) compliance -	Not Applicable. No new planting on peat. A review of the company's HCV assessment report and the soil maps indicates there are no peats within Socapalm's area of operation. Also, during field visits to Division 2 and 4, there were no evidence of peats in the plantations.	Not Applicable
7.7.4	(C) A documented water and ground cover management programme is in place - Critical (Major) compliance -	Not Applicable. No new planting on peat. A review of the company's HCV assessment report and the soil maps indicates there are no peats within Socapalm's area of operation. Also, during field visits to Division 2 and 4, there were no evidence of peats in the plantations.	Not Applicable
7.7.5	(C) For plantations planted on peat, drainability assessments are conducted following the RSPO Drainability Assessment Procedure, or other RSPO recognised methods, at least five (5) years prior to replanting. The assessment result is used to set the timeframe for future replanting, and for phasing out of oil palm cultivation at least 40 years, or two cycles, whichever is greater, before reaching the natural gravity drainability limit for peat. When oil palm is phased out, it is replaced with crops suitable for a higher water table (paludiculture) or rehabilitated with natural vegetation. - Critical (Major) compliance -	Not Applicable. No new planting on peat. A review of the company's HCV assessment report and the soil maps indicates there are no peats within Socapalm's area of operation. Also, during field visits to Division 2 and 4, there were no evidence of peats in the plantations.	Not Applicable
7.7.6	(C) All existing plantings on peat are managed according to the 'RSPO Manual on Best Management Practices (BMPs) for Existing Oil Palm Cultivation on Peat' version 2 (2018) and associated audit guidance. - Critical (Major) compliance -	Not Applicable. No new planting on peat. A review of the company's HCV assessment report and the soil maps indicates there are no peats within Socapalm's area of operation. Also, during field visits to Division 2 and 4, there were no evidence of peats in the plantations.	Not Applicable
7.7.7	(C) All peat areas not planted and reserved in managed areas	Not Applicable. No new planting on peat.	Not

RSPO P&C Public Summary Report
Revision 15 (Nov 2023)

	(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. - Critical (Major) compliance -	A review of the company's HCV assessment report and the soil maps indicates there are no peats within Socapalm's area of operation. Also, during field visits to Division 2 and 4, there were no evidence of peats in the plantations.	Applicable
Criteria 7.8: Practices maintain the quality and availability of surface and groundwater.			
7.8.1	A water management plan is in place and implemented to promote more efficient use and continued availability of water sources, and to avoid negative impacts on other users in the catchment. The plan addresses the following: - Minor compliance - 7.8.1a The unit of certification does not restrict access to clean water or contribute to pollution of water used by communities.	SOCAPALM Kienke has water management plan for its mill and estate which is being implemented. The documented plan "Plan de Gestion des Eaux du Complexe Industriel SOCAPALM Kienke Situe Dans le Departement de la Sanaga Maritime, Region du Sud" of November 2020 was prepared for the company by CAP Developpement Sarl. The objectives of SOCAPALM Kienke a water management plan include: <ul style="list-style-type: none"> • Identifying water sources. • Presenting the efficient use of water throughout the complex. • Presenting the mode of renewal of the water source. • Analyzing the impacts on the watershed and local actors. • Presenting access to drinking water all year for stakeholders. • Developing the measures to be implemented to avoid contamination of surface water and underground. SOCAPALM Kienke has identified 2 water sources including borehole and two rivers ie Kienke to the north and the Lobé to the west as the main source of water for usage in the offices, clinic, workshop, guest house, management quarters, mill and plantations. The water management includes legal compliance requirements which include monthly water analysis and semi-annual water analysis reporting and	Complied

		access to clean is reported to the Ministry of Water and Energy. Monthly water analysis records for 2022 and to date 2023 to were available and reviewed during the audit.	
	7.8.1b Workers have adequate access to clean water.	Clean water provided to workers and available at each house camp.	
	7.8.1c Depending on the agroecological zones, set up a guide for interpreting the results of water analyses (Ph) by an accredited body. - Minor compliance -	Accredited body has been appointed to set up a guide for interpreting the results of water analyses (Ph). Based on latest results, ref: SCP/KIE-F12/01-06-2023, pH result recorded at 6.86 (range limit set 6.5 - 8.5)	Complied
7.8.2	(C) Water courses and wetlands are protected, including maintaining and restoring appropriate riparian and other buffer zones in line with the 'RSPO Manual on BMPs for the Management and Rehabilitation of Riparian Reserves' (April 2017). - Critical (Major) compliance -	SOCAPALM Kienke aims to protect water courses and wetlands. The company Water management plan and the HCV management and monitoring plan have water protection to include riparian and buffer zone maintenance and protection. The company water courses, and wetlands protection are guided by the RSPO Manual on Best Management Practices for management and rehabilitation of riparian reserves. Review maps identifying the various palms in the river and those that are present in the river only during the raining seasons. The palms have been marked with different colours to separate them from any chemical applications during the rainy and dry seasons. Review the updated procedure caption Protected area procedure revised in September 2021. On page 7 of the procedure titled registration of communication, the new operation to consider the palm within the riparian areas and those that fall within the over flown banks. Treatment of these palms are subjected to the presence of the river within the proximity. No evidence of any chemical or physical activities at demarcated areas as identified as HCV 4 @ riparian buffer zone.	Complied
7.8.3	Mill effluent is treated to be in compliance with national regulations. Discharge quality of mill effluent, especially Biochemical Oxygen Demand (BOD), is regularly monitored.	SOCAPALM Kienke treated its mill effluent to be compliant with national requirements as per the license approval, ARRETE no. 00000108/MINEE/CAB DU 8 th August 2020, <i>PORTANT</i>	Complied

	- Minor compliance -	<p><i>AUTHORISATION DE DEVERSEMENT DES EAUX USEES INDUSTRIELLES AU PROFIT DE SOCIETE CAMEROUNAISE DE PALMARIES (SOCAPALM), BP 691 DOUALA, POUR SON HUILERIE DE KIENKE, ARRONDISSEMENT DE LAKOUNDJE, DEPARTEMENT DE L'OCEAN</i> valid for 5 years.</p> <p>The company uses the open pond system for the treatment of its mill effluent. The company has Effluent management plan, with strategy, assigned responsible person for the ponds with targets, for analysis and regular check. The company carries out monthly analysis of its mill effluent by a 3rd party (QHSE Consulting) as part of its compliance obligations. The parameter tested are;</p> <ol style="list-style-type: none"> 1. Pollution parameter (COD, BOD, Oil and Grease, Nitrogen Kjeldahl, Phenol, Ammonium, Nitrates) 2. Organoleptic Parameter (Odour, Salinity, Turbidity) 3. Physico-Chemical parameter (pH, conductivity, temperature, dissolved O₂, TDS) <p>Based on the results for 2022 and 2023 (to date), no off-specification parameter recorded as mill processing less than its rated capacity. On average, BOD recorded less than 50 mg/l and continuously comply with the limit set.</p>	
7.8.4	<p>Mill water use per tonne of FFB is monitored and recorded.</p> <p>- Minor compliance -</p>	<p>SOCAPALM Kienke monitored and recorded its water use to include mill water use per tonne of FFB. The company has installed flow meters for the record of its water intake and use. Daily flow meter readings are taken and recorded in a registered notebook. Monthly summaries are captured and analysed on a spreadsheet "Reporting POM Kienke 2023" Records for January 2023 to October 2023 recorded at 1.08 m³ per tonne FFB processed against target of 1.3 m³ per tonne FFB</p>	Complied
Criteria 7.9: Efficiency of fossil fuel use and the use of renewable energy is optimised			

RSPO P&C Public Summary Report
Revision 15 (Nov 2023)

7.9.1	A plan for improving efficiency of the use of fossil fuels and to optimise renewable energy is in place, monitored and reported.- Minor compliance -	<p>SOCAPALM Kienke has a management plan for improving its use of fossil fuels and to optimise renewable energy. The plan "<i>Plan d'optimisation de L'utilisation De L'énergie et de Gestion des Energies Renouvelables</i>, Référence: dated April 2021. The plan as sighted also include;</p> <ul style="list-style-type: none"> • Optimizing the plant operating rate on the turboalternator (TA) using the" external network (CIE/GE) only for boiler; • Performing regular preventive maintenance of the turbo alternators to avoid the unavailability of this equipment during machineries and encourage the continued use of other energy sources. • Carrying out annual training and recycling of operators of boiler whose interactions are common for the proper functioning of the turbo alternator; • Proceed with the use of the equipment in accordance with the instruction put in place; • Electrification of the outskirt the oil palm mill from 6 p.m <p>The plan also includes a clear flowchart of procedures and identifies the responsible persons. It has action plan with responsibilities, required resources and performance indicators. it also has reporting and monitoring tools to include: daily and monthly energy production reports, maintenance of energy meter reading books at the power station and the mill and machine maintenance tracking file. The plan is implemented and monitored to include all the elements required under this RSPO indicators and records of monthly summaries and analysis for to date 2023 were available and reviewed during the audit.</p> <p>Summary for to date 2023 indicated as per below:</p> <p>Target of turbine utilization factor (>90%): to date December 2022</p>	Complied
-------	------------------------------------------------------------------------------------------------------------------------------------------------------	-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	----------

RSPO P&C Public Summary Report
Revision 15 (Nov 2023)

		achievement (85%), kWh per FFB target (>16) achievement (15.8)	
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	<p>(C) GHG emissions are identified and assessed for the unit of certification. Plans to reduce or minimise them are implemented, monitored through the Palm GHG calculator and publicly reported.</p> <p>- Critical (Major) compliance -</p>	SOCAPALM Kienke has GHG management and reduction plan which are documented. The document " <i>plan de reduction des gaz a effets de serre et autres polluants importants</i> " TECH, Version 03 of 12/2022 identifies the company's operations which are sources of GHG. The plan includes actions to reduce identified GHG sources, it identifies responsibility for each action, monitoring frequency, required documentation and procedures and the means of evaluation of performance. Results of the plan is publicly reported on the RSPO Palm GHG platform. The results for FY 2022 reported under appendix B.	Complied
7.10.2	<p>(C) Starting 2014, the carbon stock of the proposed development area and major potential sources of emissions that may result directly from the development are estimated and a plan to minimise them is prepared and implemented (following the RSPO GHG Assessment Procedure for New Development).</p> <p>- Critical (Major) compliance -</p>	No new development within SOCAPALM Kienke concession area.	Complied
7.10.3	<p>(C) Other significant pollutants are identified and plans to reduce or minimise them are implemented and monitored.</p> <p>- Critical (Major) compliance -</p>	SOCAPALM Kienke has identified other significant pollutants and developed plans to reduce them. The document " <i>plan de reduction des gaz a effets de serre et autres polluants importants</i> " TECH, Version 03 of 12/2022 identified other significant pollutants from the company's operations. No changes observed in this document and continue to be valid at the point of assessment. This has included dust, noise and (Chemical exposure) Hexane. Plans to reduce these pollutants are also monitored and records were available and reviewed during the audit.	Complied

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 -	SOCAPLAM Kienke did not have new planting and is yet to start its replanting programme. The company is guided by the Socfin Group Policy for Responsible Management. Section 3 of the policy of 22/03/2017 commits the group and its subsidiaries including Kienke "to minimize and prevent its environmental impact (pollution of water, and air, emission of greenhouse gases and prohibition of use of fire)"	Complied
7.11.2	The unit of certification establishes fire prevention and control measures for the areas directly managed by the unit of certification. - Minor compliance -	SOCAPALM Kienke has continued to implement fire prevention and control measures for the areas under its direct management. The company has established full time fire guards on patrol in the plantation day and night during the dry season for fire prevention. It has built its firefighting preparedness with standby firefighting team and facilities to include a tractor with 2 water tanks. Fire extinguishers are installed at appropriate points. In the field, the company has paid communities on contract for fire prevention and control with assigned areas (Map - Carte de Gardiennage anti-incident" showing the assigned area for all the four communities involved in the agreement). Also, as part of its community agreement there is an assigned community responsible person who reports to the company Divisional Management daily on events of the previous day including incidence of fire. The company also demonstrated compliance to legal fire obligations to include the possession of valid fire certificate. The company is also registered on the Global Forest Watch fire alert monitoring through RSPO and get fire alerts for verification and records if there is fire hot spot detected within SOCAPALM Kienke concession area.	Complied
7.11.3	The unit of certification engages with adjacent stakeholders on fire prevention and control measures. - Minor compliance -	SOCAPALM Kienke continued to engage with adjacent stakeholders on fire prevention and control. The company has engaged communities on contract as "fire fighters and fire guards" for fire prevention and control through daily patrols and firefighting readiness. It has	Complied

RSPO P&C Public Summary Report
Revision 15 (Nov 2023)

		developed and shared fire prevention and control procedures with these contracted communities; the records of which were available and reviewed during the audit. For example, a memo sharing these fire procedures with all "contract firefighters, fire guards" - "Memo Interne; Objet: Procédure Garde Anti Incendie" of 01/12/2020. Also, as part of its community agreement there is an assigned community responsible person for each community who reports to the company Divisional Management daily on events of the previous day including incidence of fire. Records of assigned areas to communities are also maintained. Latest engagement process with communities was carried out on 23/3/23.	
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.			
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 HCVs or HCS forests.</p> <p>A historic Land Use Change Analysis (LUCA) is conducted prior to any new land clearing, in accordance with the RSPO LUCA guidance document.</p> <p>- Critical (Major) compliance -</p>	<p>SOCAPALM Kienke plantation has been established since 1970s by the Cameroonian Government. The plantation was privatized in 2000 and was taken over by Socfin SA. The company has not cleared any new land since 15 November 2018. Socfin SA of which SOCAPALM Kienke is a subsidiary, joined the RSPO as an ordinary member on 15/02/2021. Prior to this time, there was no HCV or LUCA conducted. As part of Socfin SA membership condition, a historic Land Use Change Analysis (LUCA) has to be conducted to ascertain liability issue. This was also the time when SOCAPALM Kienke was not a member of RSPO. SOCAPALM Kienke has subsequently conducted a historical LUCA. The LUCA was conducted has been approved by the RSPO on 21/12/2021. From the report, Final Conservation Liability (FCL) identified is 2,018.40 ha and total area required for remediation is 205.64 ha. Compensation Plan was endorsed by compensation panel on 21/12/22.</p>	Complied

RSPO P&C Public Summary Report
Revision 15 (Nov 2023)

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 assessment conducted by an RSPO-approved assessor and no new land clearing after 15 November 2018, the current HCV assessment of those plantations remains valid.</p>	<p>SOCAPALM Kienke is an existing plantation planted in the 1970s. Hence the company has conducted an independent non-ALS HCV assessment covering its existing plantation with a total management area of 21,425 Ha. The assessment was conducted by HCV Africa with a detailed report produced and captioned SOCAPALM Kienke Plantation High Conservation Value Assessment - Cameroon, dated November 2020. The HCV assessment found all 6 HCVs present in SOCAPALM Kienke's plantation as follows:</p> <ol style="list-style-type: none"> 1. HCVs 1-3: All found within the concession and include the intact forest areas, Elephant Mountain and the Kienke and Lobe River systems. These HCV areas show large overlap in their delineation, threats and recommendations. 2. HCV 4: Sites of potential erosion were present and possible sources of water pollution, a water management program and erosion control program is recommended here as water quality affects both sensitive ecosystem supporting several RTE species as well as the livelihoods and health of communities reliant on the watercourses. 3. HCV 5: Neighbouring communities were solely dependent on natural environments for basic needs and plantation communities though largely supported by their salaries were also utilising natural environment for protein and supplementary income for themselves and dependants but were largely not dependant on the natural environment. Alternative livelihoods will need to be sought such as agriculture in allocated areas and high yield programmes will need to be implemented. Supplementing workers and dependents diets with protein from 	Complied
--------	--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	----------

		<p>outside the concession will need to be encouraged.</p> <p>4. HCV 6 Several sites of cultural importance described by communities within the concession that must be respected where identified. The Tomb of King Mayessé is an important site currently within the oil palm fields and plans to memorialise it are being discussed by SOCAPALM.</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 HCSA Toolkit and the HCV-HCSA Assessment Manual. This will include stakeholder consultation and take into account wider landscape-level considerations..	No new land clearing within SOCAPALM Kienke	
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>	Not applicable. There is no High Forest Cover Landscapes (HFCLs)	Not Applicable
7.12.4	<p>(C) Where HCVs and HCS forests after 15 November 2018, peatland and other conservation areas have been identified, they are protected and/or enhanced. An integrated management plan to protect and/or enhance HCVs, HCS forests, peatland and other conservation areas is developed, implemented and adapted where necessary, and contains monitoring requirements. The integrated management plan is reviewed at least once every five (5) years. The integrated management plan is 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>SOCAPALM Kienke has not carried out any new planting since 15 November 2018. The company has however carried out HCV assessment for its exiting plantation. HCV assessment named, SOCAPALM Kienke Plantation High Conservation Value Assessment, dated November 2020 by HCV Africa was sighted with the presence of all 6 HCVs within the plantation. SOCAPALM Kienke has developed its own management and monitoring plan captioned PLAN DE SURVEILLANCE DES ZONES A HAUTES VALEURS DE CONSERVATION (Monitoring plan for areas with high conservation values). To ensure that these areas are managed and monitored, the company has put in place a four-member team Eco-guard who has the mandate to:</p> <p>1. Patrol the HCV sites identified in the concession.</p>	Complied

RSPO P&C Public Summary Report
Revision 15 (Nov 2023)

		<p>2. Not to use force or violence in case of detection or interpolation on individual seen carrying out illicit activities on primary/secondary forest, mangroves, swampy areas destruction/havoc. Also, to report poaching, fishing, protected animal species in the HCVs areas.</p> <p>3. No use of weapons, white weapon like knives, machet during like work.</p> <p>4. Should signal to SOCAPALM Kienke by reporting any suspicious activities that can lead to the destruction of the HCVs.</p> <p>5. No to cover/shield any individual found committing any destruction action on any of the HCVs identified.</p> <p>6. Should conform to all of the company's policies.</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, to encourage their involvement in the maintenance and management of these conservation areas.</p> <p>- Minor compliance -</p>	<p>SOCAPALM Kienke has not carried out any new land clearing since 15 November 2018. The company however has carried out HCV assessment for its existing plantation which identified the presence of all the 6 HCV categories in the company's plantation to include HCV 5 for identified communities which use their forest to provide building materials, collection of firewood, drinking water and fishing. For example, latest socialization was carried out on 23/3/2023 with communities on the HCV 5 & 6 related matters. Consultation with the communities during the audit did not come across any evidence of reduction of their rights in relation to the identified HCV.</p>	Complied
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 accordance with company rules and national law if any individual working for the company is found to have captured, harmed, collected, traded, possessed, or killed these species.</p>	<p>SOCAPALM Kienke continued to protect rare threatened and endangered (RTE) species within its concession area. This includes those identified in the company's HCV assessment "SOCAPALM Kienke Plantation High Conservation Value Assessment, dated November 2020 by HCV Africa. The assessment identified the presence of all the 6 HCV categories in the company's concession to include HCV1 which included flora, aquatic and terrestrial species in their habitats. The company is implementing management and monitoring</p>	Complied

...making excellence a habit.™

	- Minor compliance -	recommendation from its HCV assessment. Conservation training has been done with stakeholder and continuous education by posters. The latest HCV training was carried out on 2/5/2023 based on training report. Visit to the communities sighted the posters to educate stakeholders of these RTEs. The procedures indicate to take disciplinary action for workers who are found to capture, harm, collect, trade, possess or kill these protected species.	
7.12.7	<p>The status of HCVs and 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>	SOCAPALM Kienke carried out monitoring activities on all HCVs areas identified based on recommendation by HCV assessor. The monitoring was done by eco-guards, SOCAPALM owned HCV monitoring team. The monitoring activity will capture all related activities within the HCVs areas. The team operate daily and report monthly to the HSE manager and the Agronomy manager. Outcome of monitoring is captured in the report where management decisions are taken where necessary. Evidence of monthly monitoring for September and October 2023 available for verification. On top of internal monitoring, external monitoring was carried out by HCV Africa in May 2023 and set of recommendation given to SOCAPALM Kienke to improve on some the components i.e maintenance of drain, communities activities near HCV delineation, treatment of non-native flora, water quality related recommendation and HCV 6 related issue on community engagement.	Complied
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 Procedure (RaCP) applies.</p> <p>- Critical (Major) compliance -</p>	As mentioned in 7.12.1 above, SOCAPALM Kienke as conducted a historic Land Use Change Analysis which has been approved by the RSPO in November 2021. Compensation Plan endorsed by RSPO Compensation Panel on 21/12/2022 and evident via evaluation report with satisfactorily final evaluation.	Complied

Appendix B: GHG Reporting Executive Summary

The GHG emissions that were produced in **2022** for **Kienke POM** and supply base was calculated using the PalmGHG Calculator version 4.0. 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:

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

The summary of the Net GHG emitted in **2022** for **Kienke POM** and supply base are as following:

Emission per product	tCO ₂ e/tProduct
CPO	0.99
PKO	0

Extraction	%
OER	22.87
KER	4.51

Production	t/yr
FFB Process	174,925.20
CPO Produced	40,004.00
PKO Produced	0

Land Use	Ha
OP Planted Area	10,347.50
OP Planted on peat	0
Conservation (forested)	3,320.62
Conservation (non-forested)	0
Total	13,668.12

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	29,553.21	0.42	0	0	0	0	29,553.21	0.42
CO ₂ Emission from fertilizer	1,164.04	0.02	0	0	0	0	1,164.04	0.02
NO ₂ Emission	639.29	0.01	0	0	0	0	639.29	0.01
Fuel Consumption	847.83	0.01	0	0	0	0	847.83	0.01
Peat Oxidation	0	0	0	0	0	0	0	0
Sink								
Crop Sequestration	-27,060.37	-0.38	0	0	0	0	-27,060.37	-0.38
Conservation Sequestration	-13,012.48	-0.18	0	0	0	0	-13,012.48	-0.18
Total	-7,868.48	-0.11	0	0	16,745.50	0	8,877.02	-0.11

*Note: Includes both estates and smallholders

RSPO P&C Public Summary Report

Revision 15 (Nov 2023)

Summary of Mill Emission and Credit

	tCO ₂ e	tCO ₂ e/tFFB
Emission		
POME	22,025.06	0.2
Fuel Consumption	31.72	0
Grid Electricity Utilization	0	0
Credit		
Export of Grid Electricity	0	0
Sales of PKS	0	0
Sales of EFB	0	0
Total	22, 056.78	0.2

Summary of Kernel Crusher Emission and Credit (if applicable)

Emissions	tCO ₂ e
PK from own mill	0
PK from other source	0
Fuel Consumptions	0
Total Crusher emissions	0

*This mill has no kernel crusher operation.

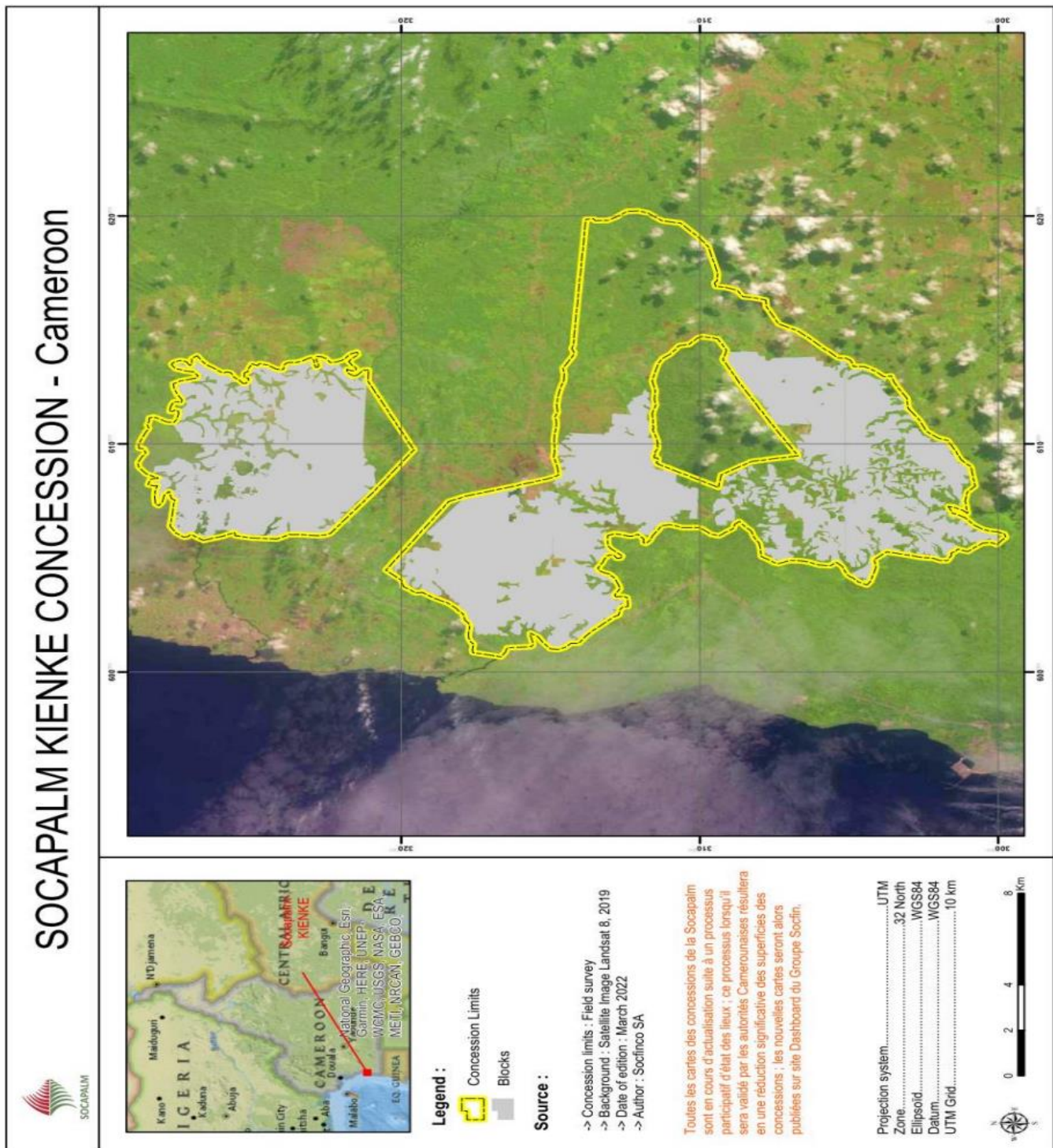
Palm Oil Mill Effluent (POME) Treatment:	
Divert to Compost (%)	0
Divert to anaerobic diversion (%)	100

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

RSPO P&C Public Summary Report

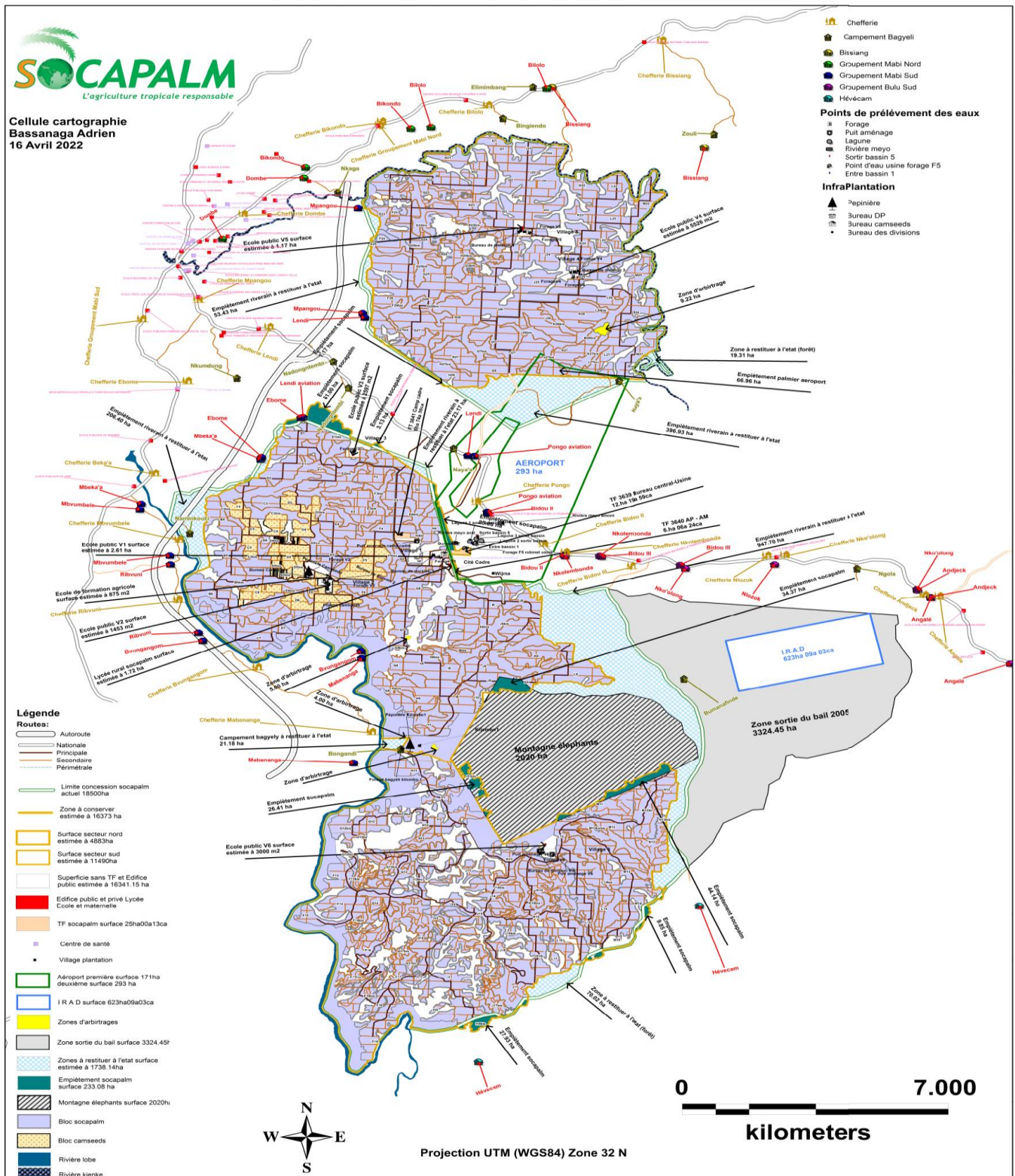
Revision 15 (Nov 2023)

Appendix C: Location Map of Certification Unit and Supply bases



Appendix D: Estate Field Map

CARTE SOCIALE SOCAPALM KIENKE - 2022



RSPO P&C Public Summary Report

Revision 15 (Nov 2023)

Appendix E: List of Smallholder Registered and/or sampled

Sampling Group	Current Certification	Scope Extension	Other:
Risk Factor Applied	N/A	N/A	N/A
Justification of Risk Factor Applied			
Number of samples			
Remarks			

No	Name of farmer	Location	GPS Reference		Area Summary (Ha)		Forecasted annual FFB Production (MT)	Date of joining	Smallholder ID
			Latitude (N)	Longitude (E)	Total Certified Area	Planted Area			
Not Applicable									
Total									
Note: * are smallholders sampled in this audit.									

RSPO P&C Public Summary Report

Revision 15 (Nov 2023)

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