

**RSPO PRINCIPLE AND CRITERIA
PUBLIC SUMMARY REPORT**☐ **Initial Assessment**☒ **Annual Surveillance Assessment (2_4)**☐ **Recertification Assessment** (Choose an item.)☒ **Extension of Scope****Client Company Name / Parent Company:****SD Guthrie Berhad***(formerly known as Sime Darby Plantation Berhad)*

Client Company / Parent Company Address:

Level 11, Main Block, Plantation Tower, No 2, Jalan PJU 1A/7, Ara Damansara,
47301 Petaling Jaya, Selangor, Malaysia

Certification Unit:

Strategic Operating Unit (SOU 8) - East Palm Oil Mill

Location of Certification Unit:

Lot 2664, Jalan Pulau Carey, 42960 Carey Island, Selangor, Malaysia

Date of Final Report:

03/07/2024

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Section 1: Scope of the Assessment

1. Company Details			
Parent Company	SD Guthrie Berhad (<i>formerly known as Sime Darby Plantation Berhad</i>)		
RSPO Membership Number	1-0008-04-000-00	Membership Approval Date	07/09/2004
Address	Level 11, Main Block, Plantation Tower No.2, Jalan PJU 1A/7 47301, Ara Damansara, Selangor, Malaysia.		
Palm Oil Mill / Group Manager / Estate (Certification Unit)	Strategic Operating Unit (SOU 8) - East Palm Oil Mill		
Location / Address	Lot 2664 Jalan Pulau Carey, 42960 Carey Island, Selangor, Malaysia		
Website	www.sdguthrie.com		
Management Representative	Mdm Shylaja Devi Vasudevan Nair (Head, Sustainability Compliance Unit, GSD)	E-mail	shylaja.vasudevan@sdguthrie.com
Telephone	+(603) 78484000 (HQ)	Facsimile	-
Note: A significant change was initiated by the management of Sime Darby Plantation Berhad (also known as "SD Plantation" or "Company"). On 31 May 2024, they sent an email to the RSPO Secretariat, announcing their official name change to SD Guthrie Berhad. This change was further confirmed on 04 June 2024, through an announcement on the company's official website. By 11 June 2024, the RSPO Secretariat acknowledged this change and updated the company name in the membership account to SD Guthrie Berhad, marking the completion of the transition process. Now, the company formerly known as Sime Darby Plantation Berhad operates under the new name, SD Guthrie Berhad.			

2. Certification Information			
Certificate Number	RSPO 543543	Certificate Start Date	19/05/2020
Date of First Certification	19/05/2010	Certificate Expiry Date	18/05/2025
Scope of Certification	Production of Sustainable Crude Palm Oil (CPO) and Palm Kernel (PK)		
Visit Objectives	<ul style="list-style-type: none"> • To conduct an Annual Surveillance and Scope of Extension assessments • 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 2_4) <input type="checkbox"/> Recertification Assessment (Choose an item.) <input checked="" type="checkbox"/> Scope Extension		
Applicable Standards / Normative Reference	RSPO Certification System for P&C and RSPO ISH 2020		

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	<input checked="" type="checkbox"/> RSPO P&C 2018 for the Production of Sustainable Palm Oil <input checked="" type="checkbox"/> Malaysia National Interpretation 2019 for RSPO P&C 2018 for the Production of Sustainable Palm Oil		
Supply Chain Module	<input checked="" type="checkbox"/> Identity Preserved; <input checked="" type="checkbox"/> Mass Balance	Mill Capacity	30 mt/Hour
ISH certification Phase	<input type="checkbox"/> Eligibility <input type="checkbox"/> Milestone A <input type="checkbox"/> Milestone B <input checked="" type="checkbox"/> Not Applicable		
Is this a remote audit or on-site audit	<input checked="" type="checkbox"/> On-site audit (Option AI)	<input type="checkbox"/> On-site audit (Option AII)	<input type="checkbox"/> Remote audit (Option B)

3. Other Certifications

Certificate Number	Standard(s)	Certificate Issued by	Expiry Date
MSPO 687976	MS 2530-3:2013 General Principles for Oil Palm Plantations and Organized Smallholders	BSI Services Malaysia Sdn Bhd	18/05/2025
MSPO 682045	MSPO MS 2530-4:2013 – General Principles for Palm Oil Mills	BSI Services Malaysia Sdn Bhd	18/05/2025
MSPO 714129	MSPO SCCS: 2018	BSI Services Malaysia Sdn Bhd	22/07/2024

4. Location(s) of Mill & Supply Bases

Name (Mill / Supply Base / Group Manager / Smallholders)	Location	GPS Coordinates	
		Latitude	Longitude
East POM	Lot 2664 Jalan Pulau Carey, Carey Island, 42960, Selangor, Malaysia	2°53'02.58"N	101°26'11.65"E
East Estate	East Estate, 42960 Carey Island, Selangor, Malaysia.	2°54'01.70"N	101°23'53.70"E
Dusun Durian Estate	Ladang Dusun Durian, 42700 Banting, Selangor, Malaysia	2°48'02.30"N	101° 27'43.00"E
Sepang Estate	Ladang Sepang, 43900 Sepang, Selangor, Malaysia	2°42'11.60"N	101°44'37.60"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
East Estate	4,963.88	135.37	658.42	5,757.67	86.21

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Sepang Estate	2,689.13	2.00	467.27	3,158.40	85.14
Dusun Durian Estate	*1,861.44	0.00	77.46	1,938.90	96.00
Total	9,514.45	137.37	1,203.15	10,854.97	

Note:

*Dusun Durian Estate – A reduction of 52.55 ha in planted hectare due to land acquisition by Klang Group

6. Plantings & Cycle

Estate / Smallholders	Age (Years) - ha				Mature	Immature
	0 - 3	4 - 14	15 - 25	>25		
East Estate	535.30	2,451.20	1,952.82	24.56	4,428.58	535.30
Sepang Estate	252.46	1,165.31	1,271.36	0.00	2,436.67	252.46
Dusun Durian Estate	46.14	162.98	1,641.54	10.78	1,815.30	46.14
Total (ha)	833.90	3,779.49	4,865.72	35.34	8,680.55	833.90

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 (May 2023 – Apr 2024)	Actual (Feb 2023 – Jan 2024)		Forecast (May 2024 – Apr 2025)
		Previous license period (Feb 2023 – Apr 2023)	Current license period (May 2023 – Jan 2024)	
East Estate	99,491.68	3,054.63	28,384.03	106,796.74
Sepang Estate	51,589.67	6,002.20	30,721.11	47,608.87
Dusun Durian Estate	40,983.15	7,484.95	32,869.90	39,824.00
Total	192,064.50	108,516.82		IP 194,228.61
				MB 1.00

Notes:

Despite adding the MB Module in the Scope of Certification, East POM still only processes FFBs from its owned supply bases (East Estate, Sepang Estate, and Dusun Durian Estate) and other Sime Darby Plantation Berhad owned plantations/estates that are certified against the RSPO P&C.

In line with this operational framework, any RSPO Identity Preserved (IP) Certified Sustainable Palm Oil (CSPO) or RSPO IP Certified Sustainable Palm Kernel (CSPK) products are only downgraded to RSPO Mass Balance (MB) CSPO or RSPO MB CSPK after being loaded into the truck tank or truck trailer for transportation to the refinery or KCP, as determined by the Global Trading Marketing (GTM) Department.

The estimated volume of 1 metric ton (MT) for each MB (Mass Balance) product is intended for PalmTrace data entry despite no actual MB volume processed.

Low actual production due to low crop pattern, affected from harvester to area ratio, rain fall pattern and consideration of prime age of the OP.

8. Summary of Certified Tonnage of FFB (from other certified unit(s))				
Estate / Smallholders	Tonnage (MT) / year			
	Estimated last year (May 2023 – Apr 2024)	Actual (Feb 2023 – Jan 2024)		Forecast (May 2024 – Apr 2025)
		Previous license period (Feb 2023 – Apr 2023)	Current license period (May 2023 – Jan 2024)	
West Estate		0.00	987.88	
Total		987.88		18858.64

9. Summary of Non-Certified Tonnage of FFB (outside supplier – excluded from certificate)				
Out growers / smallholders	Tonnage (MT) / year			
	Estimated last year (May 2023 – Apr 2024)	Actual (Feb 2023 – Jan 2024)		Forecast (May 2024 – Apr 2025)
		Previous license period (Feb 2023 – Apr 2023)	Current license period (May 2023 – Jan 2024)	
N/A	-			-
Total	-	-		-

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	Feb 2023	2,958.09	0.00	2,958.09
2	Mar 2023	7,423.60	0.00	7,423.60
3	Apr 2023	6,160.09	0.00	6,160.09
4	May 2023	10,927.66	0.00	10,927.66
5	Jun 2023	7,963.89	0.00	7,963.89
6	July 2023	8,800.56	0.00	8,800.56
7	Aug 2023	10,253.19	0.00	10,253.19
8	Sept 2023	11,496.70	0.00	11,496.70
9	Oct 2023	11,087.33	0.00	11,087.33
10	Nov 2023	10,071.12	0.00	10,071.12
11	Dec 2023	11,706.64	0.00	11,706.64
12	Jan 2024	10,655.83	0.00	10,655.83
TOTAL		109,504.70	0.00	109,504.70

10. Summary of Certified Tonnage (MT) (not applicable for ISS)				
Estimated last year (May 2023 – Apr 2024)	Actual (Feb 2023 – Jan 2024)		Forecast (May 2024 – Apr 2025)	
	Previous license period (Feb 2023 – Apr 2023)	Current license period (May 2023 – Jan 2024)		
FFB	FFB		FFB	
192,064.50 mt	16,541.78 mt	92,962.92 mt	IP	194,228.61 mt
	TOTAL	109,504.70 mt	MB	1.00 mt
CPO (OER: 22.00%)	CPO (OER: 20.92%)		CPO (OER: 21.00%)	
42,254.19 mt	3,311.69 mt	19,599.12 mt	IP	40,787.22 mt
	TOTAL	22,910.81 mt	MB	1.00 mt
PK (KER: 5.00%)	PK (KER: 4.96%)		PK (KER: 5.00%)	
9,603.22mt	829.55mt	4,606.81 mt	IP	9,710.48 mt
	TOTAL	5,436.36 mt	MB	1.00 mt
Notes: Despite adding the MB Module in the Scope of Certification, East POM still only processes FFBs from its owned supply bases (East Estate, Sepang Estate, and Dusun Durian Estate) and other Sime Darby Plantation Berhad owned plantations/estates that are certified against the RSPO P&C. In line with this operational framework, any RSPO Identity Preserved (IP) Certified Sustainable Palm Oil (CSPO) or RSPO IP Certified Sustainable Palm Kernel (CSPK) products are only downgraded to RSPO Mass Balance (MB) CSPO or RSPO MB CSPK after being loaded into the truck tank or truck trailer for transportation to the refinery or KCP, as determined by the Global Trading Marketing (GTM) Department. The estimated volume of 1 metric ton (MT) for each MB (Mass Balance) product is intended for PalmTrace data entry despite no actual MB volume processed.				

10A. Monthly Records of Certified CPO & PK since the last audit			
No.	Month - Year	Certified CPO (MT)	Certified PK (MT)
1	Feb-23	614.66	132.87
2	Mar-23	1,429.96	390.15
3	Apr-23	1,267.07	306.53
4	May-23	2,365.59	550.13
5	Jun-23	1,695.35	368.16
6	Jul-23	1,833.12	437.68
7	Aug-23	2,181.58	497.93
8	Sep-23	2,442.16	623.79
9	Oct-23	2,405.42	524.04
10	Nov-23	2,122.35	502.50
11	Dec-23	2,327.28	558.22
12	Jan-24	2,226.27	544.36
TOTAL		22,910.81	5,436.36

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11. Summary of Actual Volume sold					
Current License period (May 2023 – Jan 2024)					
	RSPO Certified	Other Schemes Certified		Conventional	Total
		ISCC	Others		
CPO (MT)	10,882.11	0.00	0.00	9,325.28	20,207.39
PK (MT)	3,547.77	0.00	0.00	325.69	3,873.46
Credits	0	0	0	0	0
Previous License period (Feb 2023 – Apr 2023)					
CPO (MT)	1,199.34	0.00	0.00	1,774.94	2,974.28
PK (MT)	816.19	0.00	0.00	0	816.19
Credits	0	0	0	0	0
Note: Opening balance Jan 2023 was CPO = 364.28 MT and PK = 18.61 MT make the total of CPO was = 23,275.09 MT and PK = 5,454.97 MT					

11A. Records of Certified CPO & PK Sold under PalmTrace since the last audit (if any)				
No.	Buyers Name	PalmTrace Trading License Number	Certified CPO Sold (MT)	Certified PK Sold (MT)
1	Buyer A	TR-XXXXXXXX-XXXX	12,081.45	-
2	Buyer B	TR-XXXXXXXX-XXXX	-	4,363.96
TOTAL			12,081.45	4,363.96
Note: Data is consolidated, and each transaction were verified against PalmTrace				

11B. Records of certified CPO & PK Sold under other schemes since the last audit (if any)				
No.	Buyers Name	Scheme Name	Certified CPO Sold (MT)	Certified PK Sold (MT)
-	-	-	-	-
TOTAL			-	-

11C. Records of CPO & PK Sold as conventional since the last audit (if any)			
No.	Buyers Name	CPO Sold (MT)	PK Sold (MT)
1	Buyer C	11,100.22	325.69
TOTAL		11,100.22	325.69
Note: Removal has been made for CPO and PK sold on conventional as per verification with Palm Trace.			

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

12. Independent Smallholders Certified Tonnage (MT) / Volume									
	Estimated last year (N/A)			Actual (N/A)			Forecast (N/A)		
Phase	Eligibility	MS A	MS B	Eligibility	MS A	MS B	Eligibility	MS A	MS B
	40%	70%	100%	40%	70%	100%	40%	70%	100%
FFB			-			-			-
IS-CSPO	-	-		-	-		-	-	
IS-CSPKO	-	-		-	-		-	-	
IS-CSPKE	-	-		-	-		-	-	
CSPK	-	-		-	-		-	-	

12A. Monthly Records of Certified CPO, PK & PKE (equivalent) produced since the last audit						
No.	Month - Year	FFB (MT)	Certified CPO (MT)	Certified PK (MT)	Certified PKO (MT)	Certified PKE (MT)
-	-	-	-	-	-	-
TOTAL		-	-	-	-	-
Note: 1 mt = 1 credit						

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

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13A. Records of Certified FFB, CPO, PK & PKE (including credits) sold since the last audit							
No.	Buyers Name	PalmTrace Trading License Number	FFB Sold (MT)	Certified CPO Sold (MT/credit)	Certified PK Sold (MT/credit)	Certified PKO Sold (MT/credit)	Certified PKE Sold (MT/credit)
-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-
TOTAL			-	-	-	-	-
Note:							

Section 2: Assessment Process

Certification Body:

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

Suite 29.01 Level 29, The Gardens North Tower,

Mid Valley City, Lingkaran Syed Putra,

59200 Kuala Lumpur, Malaysia.

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

2.1 Assessment Methodology, Programme, Site Visits

The on-site assessment was conducted on **04-06/03/2024 & 18-19/03/2024**. The audit programme is included as Section 2.3.

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

The Critical NC close out on-site assessment was conducted on **04/05/2024**. 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. RSPO P&C 2018 for Production of Sustainable Palm Oil 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 units with respect to the RSPO requirements and aspects where they considered that improvements could be made. At the start of each meeting, the interviewer explained the purpose of the audit followed by an evaluation of the relationship between the stakeholder and the company before discussions proceeded. The interviewer recorded comments made by stakeholders and these have been incorporated into the assessment findings.

Structured worker interviews with male and female workers and staff were held in private at the workplace in the mill and the estates. Fieldworkers were interviewed informally in small groups in the field. In addition, the wives of workers and staff were interviewed in informal group meetings at their housing. Separate visits were made to each of the local communities to meet with the village head and residents. Company officials were not present at any of the internal or external stakeholder interviews. A list of Stakeholders contacted is included as Section 3.4.

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

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

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

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

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

Assessment Program					
Name (Mill / Supply Base)	Year 1 (Recertification 2)	Year 2 (ASA2_1)	Year 3 (ASA2_2)	Year 4 (ASA2_3)	Year 5 (ASA2_4)
East POM	✓	✓	✓	✓	✓
East Estate	✓	✓	✓	✓	✓
Sepang Estate	✓	✓	✓	✓	✓
Dusun Durian Estate	✓	✓	✓	✓	✓

Tentative Date of Next Visit: February 17, 2025 - February 20, 2025

Total Number of Mandays: 12.5 Mandays

2.2 BSI Assessment Team

Name	Role	Competency
Nor Halis Abu Zar (NHA)	Team Leader	<p>Education: Holds a Bachelor of Science in Plantation Technology and Management, University Technology Mara</p> <p>Work Experience: He has 6 years' experience in Oil Palm Estate Management with Kulim Plantations Sdn. Bhd. The last position held was Assistant Manager. His experience includes the day-to-day estate operations and ensured the implementation of RSPO, ISCC and MSPO certification. He is a qualified Lead Auditor for MSPO and has accumulated more than 400 audit days throughout his current career as the auditor for multiple disciplines covering Malaysia.</p> <p>Training attended: He has completed ISO IMS 9001 and 14001 Lead Auditor Course, MSPO 2530:2013 Lead Auditor Course, Endorsed RSPO Lead Auditor Course, ISO 45001 Lead Auditor Course, ISO 9001:2015 Lead Auditor Course, MSPO SCCS Auditor Course and SMETA Requirement Training.</p> <p>Language proficiency: Bahasa Malaysia and English.</p> <p>Aspect covered in this audit: <input checked="" type="checkbox"/> Good Agriculture Practice <input type="checkbox"/> Health and Safety <input checked="" type="checkbox"/> Supply chain requirements <input type="checkbox"/> Social <input checked="" type="checkbox"/> Environmental <input checked="" type="checkbox"/> Market Communication and claim requirements </p>

		<input type="checkbox"/> ISH context (ICS, internal audit, policy, business planning and trading system)
Mohd Razaleigh Mohamad (MRM)	Team Member	<p>Education: Holds a Bachelor Degree in Plantation Management and Agrotechnology, University Technology Mara (UiTM).</p> <p>Work Experience: He has 5 years' experience in Oil Palm Estate Management with Tradewinds Plantation Berhad. The last position held was Senior Assistant Manager. He has more than 4 years of experience in Third Party Certification Audit with Control Union (M) Sdn Bhd for RSPO P&C, MSPO P&C and GLOBALG.A.P. IFA Fruits and Vegetables. Qualified as RSPO Lead Auditor and approved to conduct Environmental and Social elements.</p> <p>Training attended: He has completed ISO 9001:2015 Lead Auditor Course, ISO14001:2015 Lead Auditor Course, ISO45001:2018 Lead Auditor Course, Endorsed RSPO P&C Lead Auditor Course, Endorsed MSPO P&C Lead Auditor Course, Social Accountability SA8000 Auditor Course, RSPO Independent Smallholder (IHS) Auditor Training and Endorsed RSPO P&C and SCCS Refresher Training & ISH Training by RSPO in August 2023</p> <p>Language proficiency: Bahasa Malaysia and English.</p> <p>Aspect covered in this audit: <input checked="" 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) </p>
Fahmi Othman (FHO)	Team Member	<p>Education: Bachelor's Degree in Industrial Biology from Universiti Teknologi Malaysia, graduated in 2010.</p> <p>Work Experience: He gained his working exposure in the plantation sector, serving as an Assistant Manager with FGV Plantation (M) Sdn Bhd managing the day-to-day plantation operations before joining FGV Holdings Berhad as Sustainability Officer for another significant numbers of years. In his career at FGV, Fahmi had accumulated more than 7 years of sustainability implementation experience including workers' welfare, workers' occupational, health & safety, environment conservation and protection at buffer areas and continuous improvement management plans</p> <p>Training attended: He has completed CQI – IRCA approved ISO 9001, and ISO 45001 Lead Auditor Course, MSPO 2530:2013 Lead Auditor Course, Endorsed RSPO Lead Auditor and RSPO SCC Auditor course as well as SA 8000.& ISH Training by RSPO December 2023</p> <p>Language proficiency: Bahasa Malaysia and English.</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>
<p>Mohd Amirul Saifullah Mohamad Senan (MAS)</p>	<p>Team Member</p>	<p>Education: Holds a Bachelor of Agricultural Science from Universiti Putra Malaysia.</p> <p>Work Experience: With over 6 years of experience in oil palm plantation operations, agriculture, safety, and health-related fields, he has been an integral part of a large publicly listed plantation organization since 2012. His job responsibilities include supervising and monitoring estate operations to ensure compliance with RSPO, ISCC, and MSPO requirements and regulations, Good Agricultural Practice, and other standard operating procedures. He has also actively participated in internal audits of plantation operations to ensure adherence to RSPO, ISCC, and MSPO requirements.</p> <p>Subsequently, he spent 6 years working with an international Certification Body (CB), conducting certification audits of plantation operations for compliance with RSPO, MSPO, and ISCC requirements. He is a qualified Lead Auditor for RSPO P&C, RSPO Supply Chain, ISCC, MSPO OPMC, and MSPO Supply Chain certification audits, as well as a qualified Auditor for ISO 9001:2015 certification audits. Since January 2019, he has conducted audits in various countries, including Malaysia, Indonesia, Cambodia, Thailand, Singapore, Japan, India, Germany, and Spain. His expertise extends to the Palm Oil sector, encompassing industry fundamentals such as good agricultural practices (GAP), best management practices (BMP), sustainability, social issues (e.g., worker welfare and employment terms, gender issues), occupational health and safety (OHS) matters, and environmental considerations (e.g., pollution control and resource conservation).</p> <p>Training attended: Attended, completed and passed ISO 9001:2015 Lead Auditor Course (CQI-IRCA certified), ISO 45001:2018 Lead Auditor Course (CQI-IRCA certified), RSPO P&C Lead Auditor Course (endorsed by RSPO Secretariat), RSPO Supply Chain Certification Training Course (endorsed by RSPO Secretariat), RSPO P&C 2018 Version Introduction Course (endorsed by RSPO Secretariat), RSPO Supply Chain Certification Update Course (endorsed by RSPO Secretariat), MSPO Lead Auditor Course (endorsed by MPOCC), MSPO Supply Chain Certification Training Course (endorsed by MPOCC), ISCC EU and PLUS Basic Training, ISCC Greenhouse Gas Training, ISCC Waste and Residues Training, SA8000 Introduction & Basic Auditor Course, HCV-HCSA Assessor Training Course & ISH Training by RSPO in March 2022.</p> <p>Language proficiency: Bahasa Malaysia and English.</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 checked="" type="checkbox"/> Social <input type="checkbox"/> Environmental <input type="checkbox"/> Market Communication and claim requirements</p> <p><input type="checkbox"/> ISH context (ICS, internal audit, policy, business planning and trading system)</p>

Dr. Suhaili Sahari	Peer Reviewer	<p>Education:</p> <p>Graduated from University Technology Mara (UiTM), Malaysia in Diploma in Science in 1990. He furthers his first degree in B.Sc (Hons) in Chemistry with Industrial Chemistry in 1995 from Liverpool University, England. He later advances his study in Master in Business Administration (General) in 2002 and graduated in 2005 from University of Multimedia, Malaysia. Completed his PhD from University Science Islam Malaysia (Faculty of Economy and Muamalat - Management) under the supervision of previous University Vice Chancellor Dato' Mohd Muda.</p> <p>Work Experience:</p> <p>Worked with Hong Leong Group of Companies as a production executive cum TQM facilitator and continues to advance in his career as a manager and senior manager in management, production, training and quality for more than 11 years. During his tenure with Hong Leong Group of Companies, he heavily involved in strategic management decision issues such as developing SWOT analysis, Vision, Mission, Business and Corporate Strategy formulation, Acquisition and restructuring strategies. Strategic actions and implementation etc. Then he joint Kumpulan Guthrie and Sime Darby Group of Companies for more than 7 years as a manager, heads of department and Assistant Vice President in management, quality and training. Part of his duty is to strategies the departmental vision; mission, critical success factors and action plan into actions and support the corporate strategic plan.</p> <p>Training attended:</p> <ol style="list-style-type: none"> 1. ISO 9001:2015 Lead Auditor and Internal Auditor 2. ASI reviewer training 3. Safety and Health 4. ISO 14001:2015 Standard 5. RSPO Standards: RSPO P&C 2018 MY-NI 2019 6. MSPO Standards : MS 2530 : 2013 part 1, 2 , 3 and 4 7. Problem Solving Technique : 8 D, ICC, QCC, Systematic PS 8. HACCP MS 1480:2019 9. GAP Standard : Global GAP, Euro GAP
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Accompanying Persons:

Name	Role
Farrah Sahanim binti Paduka	Observer

2.3 Assessment Plan

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

Date	Time	Subjects	NHA	MRM	FMO	MAS
Sunday 03/03/2024	-	Audit Team Travel to Hotel	√	√	√	-
Monday 04/03/2024 Dusun Durian Estate	0830 - 0900	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. Meeting with Stakeholder (Government, village rep., smallholders, Union Leader, contractor etc)	√	√	√	-
	1230 - 1330	Lunch Break	√	√	√	-
	1330 - 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 Briefing	√	√	√	-
Tuesday 05/03/2024 East Estate	0830 - 1230	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. Meeting with Stakeholder (Government, village rep., smallholders, Union Leader, contractor etc)	√	√	√	-
	1230- 1330	Lunch Break	√	√	√	-

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Date	Time	Subjects	NHA	MRM	FMO	MAS
	1330 – 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 Briefing	√	√	√	-
Wednesday 06/03/2024 Sepang Estate	0830 - 1230	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. Meeting with Stakeholder (Government, village rep., smallholders, Union Leader, contractor etc)	√	√	√	-
	1230-1330	Lunch Break	√	√	√	-
	1330 – 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 Briefing	√	√	√	-

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Date	Time	Subjects	NHA	MRM	FMO	MAS
Monday 18/03/2024 East POM	0830 - 1230	<p>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.</p> <p>Meeting with Stakeholder (Government, village rep., smallholders, Union Leader, contractor etc)</p> <p>Supply chain requirements for POM</p> <ul style="list-style-type: none"> • SCCS Module • Internal Audit • Outsourcing activities • Purchasing and Goods In • Sales and Goods Out - Outsourcing Activities • Record keeping - Extraction Rate • Processing • Registration of transaction – Claims • Rules on market communication and claim 	√	-	-	√
	1230 - 1330	Lunch Break	√	-	-	√
	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.	√	-	-	√
	1600 - 1700	Interim Closing	√	-	-	√

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Date	Time	Subjects	NHA	MRM	FMO	MAS
Tuesday 19/03/2024 East POM	0830 – 1230	Continue: 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. Meeting with Stakeholder (Government, village rep., smallholders, Union Leader, contractor etc) Supply chain requirements for POM (Scope Extension) <ul style="list-style-type: none"> • SCCS Module • Internal Audit • Outsourcing activities • Purchasing and Goods In • Sales and Goods Out - Outsourcing Activities • Record keeping - Extraction Rate • Processing • Registration of transaction – Claims • Rules on market communication and claim 	√	-	-	√
	1230 - 1330	Lunch Break	√	-	-	√
	1330 - 1600	Continue: 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.	√	-	-	-
	1400 - 1700	Audit team discussion & Closing Meeting	√	-	-	-

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Major NC Close Out

Date	Time	Subjects	NHA
Wednesday 03/05/2024	-	Auditor Travel to Hotel	√
Thursday 04/05/2024 Sepang Estate	-	Auditor Travel to Site	√
	0900 - 1200	Soft Opening Meeting: <ul style="list-style-type: none"> • Verification on previous Major NC: <ul style="list-style-type: none"> - 2466358-202403-M1 • Site observation, workers interview (individual and group session) if necessary • Document review – implemented evidence 	√
	1200 - 1300	Closing Meeting	√

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?	<p>Sime Darby Plantation Berhad TBP has included all its operating units in Malaysia, Indonesia, Papua New Guinea and Solomon Island. Refer to the Time Bound Plan table.</p> <p>On 16/01/2020, Sime Darby Plantation Berhad under its subsidiary Sime Darby Plantation Investment (Liberia) Pte Ltd has completed its disposal of its entire interest in Sime Darby Plantation (Liberia) Inc (Sime Darby Plantation – Liberia) to Mano Palm Oil Industries Ltd (MPOI):</p> <p>https://simedarbyplantation.com/sime-darby-plantation-completes-the-divestment-of-its-liberia-operations/</p>	Complied
<p>Have all the estates and mills certified within five (5) years after obtaining RSPO membership?</p> <p>If no, has RSPO Secretariat approval obtained? Was the submission according to the template as announced by the RSPO Secretariat on 21/12/2021</p>	<p>Generally, all estates and mills excepted stated below or in the TBP are certified with RSPO. Some units with exemption cases such as poor financial or sold as property development has been taken out from the certification unit. In Malaysia, Pekaka Mill is being mothballed and all the supply bases certified to it (Pekaka Estate; Ruai Estate, Dulang Estate, Paroh Estate & Chartquest Estate) has been transferred to SOU Lavang while for Bintang Oil Mill, Sime Darby Plantation Berhad acquired Bintang Palm Oil Mill in Johor in April 2017. As of Dec 2017, the selling off process of this mill is being initiated hence the RSPO certification process for Bintang Oil Mill is being put on hold and on 01/10/2018, the mill has completed the selling off transaction. In Indonesia, PT Mitral Austral Sejahtera (MAS) was sold and currently Sime Darby Plantation Berhad have no control in the management. Refer TBP approval dated 13/07/2023.</p>	Complied
<p>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.</p> <p>If no, has RSPO Secretariat approval obtained? Was the submission according to the template as announced by the RSPO Secretariat on 21/12/2021.</p>	<p>There are no new acquisitions. There is new propose on 2024 for Land legalization still in progress dated approval by RSPO on 13 July 2023 for these Estate.</p> <p>(1) Ladang Panjang Estate: 1,796.19 Ha.</p> <p>(2) Rantau Panjang Estate, Napal Estate / Karang Ringin Estate: 1,843.73 Ha.</p> <p>(3) Mangun Jaya Estate: 1,398.55 Ha.</p> <p>(4) Sungai Jernih Estate: 851.57 Ha.</p> <p>(5) Pelanjau Estate (PT BAL) & Beturus Estate (PT BAL): 4,071.76 Ha.</p> <p>(6) Karya Palma Estate (PT SNP): 476.70 Ha.</p> <p>(7) West and East Estate: 1,452.93 Ha.</p>	Complied

Any deviations from the maximum periods requires approval by the RSPO Secretariat.	Although there is deviation has been identified at those Indonesia management units, but it has been justified and approved by RSPO Secretariat on 13/07/2023 that these units are still awaiting to receive land titles.	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?	<p><u>Indonesia</u></p> <ul style="list-style-type: none"> - PT Swadaya Andika: Mill closed down and all the supply bases was transferred to Rantau Mill - PT Laguna Mandiri. The Selabak Est, Randi Est, Sangkoh Est, Lanting Est is currently under PT Laguna Mandiri - Rantau Factory certification. - PT Mitral Austral Sejahtera: The properties were sold and currently Sime Darby Plantation Berhad have no control in the management. The property was disposed on 25/06/2019 and an official letter on disposal of PT MAS was sent to RSPO Secretariat on 27/06/2019. <p><u>Malaysia</u></p> <ul style="list-style-type: none"> - Pekaka Mill is being mothballed in year 2018 and all the certified supply base Pekaka Estate; Ruai Estate, Dulang Estate, Paroh Estate & Chartquest Estate has been transferred to SOU Lavang. - Bintang Oil Mill: Sime Darby Plantation Berhad acquired Bintang Palm Oil Mill in Johor in April 2017. As at Dec 2017, the selling off process of this mill is being initiated hence the RSPO certification process for Bintang Oil Mill is being put on hold. As at 01/10/2018, the mill has completed the selling off transaction. <p><u>Papua New Guinea</u></p> <ul style="list-style-type: none"> - Markham Farming Company Limited (MFCL)/ Markham Agro Pte. Ltd: The Remediation and Compensation Process is at the submission of Compensation Plan. RSPO Main Assessment is planned on 10-14 March as public Notification letter: www.rspo.org/certification/public-announcement <p><u>Liberia</u></p> <ul style="list-style-type: none"> - As at 16/01/2020, Sime Darby Plantation Berhad under its unit Sime Darby Plantation Investment (Liberia) Pte Ltd has completed its disposal of its entire interest in Sime Darby Plantation (Liberia) Inc (Sime Darby Plantation Liberia) to Mano Palm Oil Industries Ltd (MPOI): https://sime-darby-plantation-completes-the-divestment-of-its-liberia-operations/. 	Complied

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	ACOP 2022 has been cross-referenced as below: https://rspo.org/members/1-0008-04-000-00/	
Have there been any isolated lapses in implementation of the plan? If yes a Minor non-compliance shall be raised	Although there are lapses has been identified at those Indonesia management units, but it has been justified that these units are still awaiting to receive land titles.	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	No fundamental failure. Both Liberia and Indonesia (PT Mitral Austral Sejahtera) have been excluded in the latest TBP as these 2 assets were disposed.	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.	Based on the time-bound plan, it was not identified that those uncertified units are due to RaCP. Mainly are due to awaiting to receive land titles at the Indonesia management units. Refer TBP approval dated 13/07/2023.	Complied
Any new plantings since January 1 st 2010 shall comply with the RSPO New Plantings Procedure.	<p>New plantings within Sime Darby Plantation Berhad that have completed NPP notification:</p> <p>(1) NBPOL (Poliamba Limited) 23/05/2020 – no comments https://rspo.org/public-consultation/sime-darby-plantation-berhad-nbpol-poliamba-limited/</p> <p>(2) NBPOL (Guadalcanal Plain Palm Oil Ltd) 06/04/2018 – no comments https://rspo.org/public-consultation/new-britain-palm-oil-a-subsiidiary-of-sime-darby-plantation-bhd-guadalcanal-plain-palm-oil-ltd/</p> <p>(3) NBPOL (Ramu Agri Industries Limited) 29/01/2018 – no comments https://rspo.org/public-consultation/nbpol-ramu-agri-industries-ltd/</p> <p>(4) NBPOL (Ramu Agri Industries Limited) 02/09/2016 – no comments https://rspo.org/public-consultation/new-britain-palm-oil-ltd-ramu-agri-industries-limited/</p> <p>(5) NBPOL (Higaturu Oil Palms) 21/06/2016 – no comments https://rspo.org/public-consultation/new-britain-palm-oil-ltd-higaturu-oil-palms/</p> <p>(6) NBPOL (Poliamba Limited – Lamawan) 07/04/2014 – no comments captured in RSPO website https://rspo.org/public-consultation/nbpol-poliamba-limited-lamawan-png/</p>	Complied

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	<p>(7) NBPOL (Poliamba Limited – Lamendauen) 07/04/2014 – no comments captured in RSPO website https://rspo.org/public-consultation/nbpol-poliamba-limited-lamendauen-png/</p> <p>(8) NBPOL (Roka Mini estate) 04/11/2013 – no comments captured in RSPO website https://rspo.org/public-consultation/new-britain-palm-oil-ltd-roka-mini-estate/</p> <p>(9) NBPOL (J estate) 01/11/2013 – no comments captured in RSPO website https://rspo.org/public-consultation/new-britain-palm-oil-ltd-j-estate/</p> <p>(10) NBPOL (Higaturu Oil Palm) 14/12/2012 – no comments captured in RSPO website https://rspo.org/public-consultation/new-britain-palm-oil-limited-higaturu-oil-palm/</p> <p>(11) NBPOL (Ramu Agri Industries Ltd) 06/03/2012 – no comments captured in RSPO website: https://rspo.org/public-consultation/rail-new-planting-assessment-call-for-comments/</p> <p>(12) Sime Darby (Liberia) Plantation Inc 06/03/2012 – no comments captured in RSPO website https://rspo.org/public-consultation/sime-darby-liberia-plantation-inc-new-planting-assessment/</p> <p>(13) Sime Darby (Liberia) Plantation Inc 06/03/2012 – no comments captured in RSPO website https://rspo.org/public-consultation/sime-darby-liberia-plantation-inc-new-planting-assessment-1/</p> <p>(14) Sime Darby (Liberia) Plantation Inc 06/03/2012 – no comments captured in RSPO website https://rspo.org/public-consultation/sime-darby-liberia-plantation-inc-new-planting-assessment-2/</p> <p>Management units for 12 – 14 above were disposed.</p>	
Any Land conflicts are being resolved through a mutually agreed process, such as RSPO Complaints System or Dispute Settlement Facility, in accordance with RSPO P&C criteria 4.4, 4.5, 4.6, 4.7 and 4.8.	<p>No land conflicts. Both Liberia and Indonesia (PT Mitral Austral Sejahtera) have been excluded in the latest TBP as both sites was disposed.</p> <p>The RaCP tracker was checked. There are 21 Management units that have potential liabilities. There are some discrepancies between RaCP tracker and actual scenario due possibility of assets disposal. As per the data audited, there are 19 management units for the Indonesia Operations that requires LUCA. All LUCAs were submitted but the review was delayed due to</p>	Complied

	<p>change of RSPO reviewer. As of August 2023, 16 out of 19 management units in Indonesia operations completed LUCA review with 1 Concept note (covering all 19 affected manage units) has been endorsed by RSPO.</p> <p>As per Internal Audit conducted in 16-25 Oct 2023, and 13-17 Nov 2023, all issues of are being resolved through a mutually agreed process, such as the RSPO Complaints System or Dispute Settlement Facility, in accordance with RSPO P&C.</p> <p>It has been further verified through RSPO complaint tracker, Internet (Media) which there is no complaint about land conflict has been lodge by stakeholders as at the day of audit.</p>	
Any Labor disputes are being resolved through a mutually agreed process, in accordance with RSPO P&C criterion 4.2	<p>Sime Darby Plantation Berhad have published Grievance mechanism that is applied to all management units. Disputes related to labor, stakeholders and communities are to be dealt using this mechanism.</p> <p>As per Internal Audit conducted in 16-25 Oct 2023, and 13-17 Nov 2023, no labour dispute issues reported.</p> <p>It has been further verified through RSPO complaint tracker, Internet (Media) which there is no complaint about labour dispute has been lodge by stakeholders as at the day of audit.</p> <p>Sime Darby Plantation Berhad have published Grievance mechanism that is applied to all management units. Disputes related to labour, stakeholders and communities are to be dealt using this mechanism</p>	Complied
Any Legal non-compliance is being addressed through measures consistent with the requirements of RSPO P&C criteria 2.1	<p>Sime Darby Plantation maintains corporate governance to monitor and address any legal non-compliances. Through the published Code of Business Conduct and charters, the company is committed to delivery their business complying to the laws and regulations of the country.</p> <p>Under RSPO DSF, the latest registered complaint for SD was in 2017. No latest complaint case reported in DSF.</p>	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.	<p>Yes. The sustainability unit has conducted internal audits the uncertified units and updated in the compliance status of uncertified management unit. There is no replacement of primary forest or HCV area and no new planting after January 1st 2010. The issue is mainly waiting for Land Titles. The last audit was conducted in July 2022. The Head of Sustainability has concluded in the uncertified unit compliance report that there is no land disputes and legal compliance is monitored during the internal audit as the positive assurance. HCV Assessment has been conducted for all Sime Darby Plantation Berhad operations since 2010, there has been no clearance of HCV areas after the HCV Assessment has been conducted and verified during the annual</p>	Complied

	RSPO External and Internal Audit reports. The liability happened as there were no HCV Assessment done at the time of planting for the cases which were entered into the RACP process.	
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?	No critical (Major) non-compliance raised against any of the RSPO P&C criterion 2.1 4.2, 4.4, 4.5, 4.6, 4.7, 4.8 and 7.12 during the last internal audit of the uncertified estates.	Complied
Have there been any stakeholder (including NGO) consultation conducted?	Respective sites are maintaining the stakeholder engagements as part of the estates/mills' operations. Especially in Indonesia, socialization of company.	Complied

3.2 Progress of scheme smallholders and/or outgrowers

Progress of Scheme Smallholders or Outgrowers Towards Compliance with Relevant Standards		
Requirement	Remarks	Compliance
Has 100% of scheme smallholders and/or scheme outgrowers comply with the standard within three years of the mill's initial certification? OFI shall be raised if after one year where 100% of the scheme smallholders and scheme outgrowers are not in compliance, a minor NC after two years, and a major NC if this requirement is not met after three years.	There are no scheme smallholders and/ or outgrowers include in the scope of certification.	Not Applicable

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Approved Time Bound Plan

Name of the Unit of Certification (UoC)	Country	Name of the Mills and Supply Bases	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)			
								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
Manggala	Indonesia	Manggala Mill	13,836.00	Certified	N/A	23-Nov-10					
	Indonesia	Manggala -1 Estate	4,919.00	Certified	N/A	23-Nov-10					
	Indonesia	Manggala -2 Estate	4,922.00	Certified	N/A	23-Nov-10					
	Indonesia	Manggala -3 Estate	3,995.00	Certified	N/A	23-Nov-10					
Alur Dumai	Indonesia	Alur Dumai Mill	3,759.00	Certified	N/A	16-Jan-12					
	Indonesia	Alur Dumai Estate	3,759.00	Certified	N/A	16-Jan-12					
Teluk Siak	Indonesia	Teluk Siak Mill	11,555.31	Certified	N/A	11-Oct-11					
	Indonesia	Teluk Siak Estate	3,321.20	Certified	N/A	11-Oct-11					
	Indonesia	Pinang Sebatang Estate	3,799.21	Certified	N/A	11-Oct-11					
	Indonesia	Pinang Sebatang Estate	448.00	Not Certified	2023	N/A		Yes	2024	Land legalization process for 448 ha at Pinang Sebatang Estate is still in process.	13-Jul-23
	Indonesia	Aneka Persada Estate	4,434.90	Certified	N/A	11-Oct-11					
Blang Simpo	Indonesia	Blang Simpo Mill	8,777.22	Certified	N/A	3-May-13					
	Indonesia	Blang Simpo -1 Estate	3,460.06	Certified	N/A	3-May-13					
	Indonesia	Blang Simpo -2 Estate	2,677.83	Certified	N/A	3-May-13					
	Indonesia	Tamiang (PT PPP) Estate	1,451.99	Certified	N/A	3-May-13					
	Indonesia	Batang Ara (PT PSK) Estate	1,187.34	Certified	N/A	3-May-13					

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Teluk Bakau	Indonesia	Teluk Bakau Mill	13,317.81	Certified	N/A	11-Oct-11					
	Indonesia	Teluk Bakau Estate	4,025.07	Certified	N/A	11-Oct-11					
	Indonesia	Nusa Lestari Estate	3,456.74	Certified	N/A	11-Oct-11					
	Indonesia	Nusa Perkasa Estate	5,836.00	Certified	N/A	11-Oct-11					
Mandah	Indonesia	Mandah Mill	12,366.18	Certified	N/A	1-Apr-14					
	Indonesia	Mandah Estate	5,053.18	Certified	N/A	1-Apr-14					
	Indonesia	Rotan Semelur Estate	7,313.00	Certified	N/A	1-Apr-14					
Sungai Pinang	Indonesia	Sungai Pinang Mill	6.51	Certified	N/A	11-Sep-12					
	Indonesia	Sungai Pinang Estate	3,374.42	Certified	N/A	11-Sep-12					
	Indonesia	Bukit Pinang Estate	3,138.58	Certified	N/A	11-Sep-12					
Ladang Panjang	Indonesia	Ladang Panjang Mill	1,202.04	Certified	N/A	9-Jul-12					
	Indonesia	Ladang Panjang Estate	1,202.04	Certified	N/A	9-Jul-12					
	Indonesia	Ladang Panjang Estate	1,796.19	Not Certified	2023	NA		Yes	2024	Land legalization process for 1,796.19 ha is still in progress.	13-Jul-23
Rantau Panjang	Indonesia	Rantau Panjang Mill	10,139.91	Certified	N/A	16-Mar-12					
	Indonesia	Bumi Ayu Estate	2,960.98	Certified	N/A	16-Mar-12					
	Indonesia	Rantau Panjang Estate	2,679.74	Certified	N/A	16-Mar-12					
	Indonesia	Rantau Panjang Estate	1,843.73	Not Certified	2023	NA		Yes	2024	Land legalization process of 1843.73 ha for Rantau Panjang Estate, Napal Estate / Karang Ringin Estate is still in process.	13-Jul-23
	Indonesia	Napal Estate/Karang Ringin	4,359.74	Certified	N/A	16-Mar-12					

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	Indonesia	Napal Estate/Karang Ringin	1,843.73	Not Certified	2023	N/A		Yes	2024	Land legalization process of 1843.73 ha for Rantau Panjang Estate, Napal Estate / Karang Ringin Estate is still in process.	13-Jul-23
	Indonesia	Mangun Jaya Estate	139.45	Certified	N/A	16-Mar-12					
	Indonesia	Mangun Jaya Estate	1,398.55	Not Certified	2023	N/A		Yes	2024	Land legalization process of 1398.55 ha is still in process.	13-Jul-23
	Indonesia	Sungai Jernih Estate	851.57	Not Certified	2023	N/A		Yes	2024	Land legalization process of 851.57 ha is still in process.	13-Jul-23
Angsana	Indonesia	Angsana Mill	15,151.19	Certified	N/A	6-Jul-11					
	Indonesia	Angsana Estate	3,250.06	Certified	N/A	6-Jul-11					
	Indonesia	Gunung Sari Estate	2,826.94	Certified	N/A	6-Jul-11					
Mustika	Indonesia	Mustika Mill	14,840.76	Certified	N/A	3-Jul-13					
	Indonesia	Mustika Estate	3,648.74	Certified	N/A	3-Jul-13					
	Indonesia	Pantai Bonati Estate	2,534.00	Certified	N/A	6-Jul-11					
Gunung Aru	Indonesia	Gunung Aru Mill	12,740.54	Certified	N/A	5-Jul-11					
	Indonesia	Gunung Aru Estate	2,684.41	Certified	N/A	5-Jul-11					
	Indonesia	Gunung Kemas Estate	3,511.36	Certified	N/A	5-Jul-11					
	Indonesia	Laut Timur Estate	3,207.28	Certified	N/A	5-Jul-11					
	Indonesia	Pantai Timur Estate	3,337.49	Certified	N/A	5-Jul-11					

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Ungkaya	Indonesia	Ungkaya Mill	4,145.00	Certified	N/A	10-Jul-12					
	Indonesia	Ungkaya Estate	4,145.00	Certified	N/A	10-Jul-12					
Rantau	Indonesia	Rantau Mill	24,169.56	Certified	N/A	30-Dec-11					
	Indonesia	Rantau Estate	4,638.00	Certified	N/A	30-Dec-11					
	Indonesia	Matalok Estate	3,082.00	Certified	N/A	30-Dec-11					
	Indonesia	Selabak Estate (PT SAA)	3,757.67	Certified	N/A	16-Mar-12					
	Indonesia	Randi Estate (PT SAA)	2,882.98	Certified	N/A	16-Mar-12					
	Indonesia	Sangkoh Estate (PT SAA)	3,789.34	Certified	N/A	16-Mar-12					
	Indonesia	Lanting Estate (PT LMR)	3,249.27	Certified	N/A	16-Mar-12					
	Indonesia	Betung Mill	7,579.57	Certified	N/A	1-Apr-14					
Betung	Indonesia	Betung Estate	4,266.00	Certified	N/A	1-Apr-14					
	Indonesia	Sekayu Estate	3,313.57	Certified	N/A	1-Apr-14					
Bebunga	Indonesia	Bebunga Mill	14,274.77	Certified	N/A	16-Mar-12					
	Indonesia	Bebunga Estate	3,958.43	Certified	N/A	16-Mar-12					
	Indonesia	Bakau Estate	5,342.14	Certified	N/A	16-Mar-12					
	Indonesia	Sungai Cengal Estate	4,974.20	Certified	N/A	16-Mar-12					
Pondok Labu	Indonesia	Pondok Labu Mill	15,876.20	Certified	N/A	16-Mar-12					
	Indonesia	Pondok Labu Estate	3,569.53	Certified	N/A	16-Mar-12					
	Indonesia	Binturung Estate	4,072.01	Certified	N/A	16-Mar-12					
	Indonesia	Rampa Estate	3,656.20	Certified	N/A	16-Mar-12					
	Indonesia	Sesulung Estate	4,578.46	Certified	N/A	16-Mar-12					
Sekunyir	Indonesia	Sekunyir Mill	7,734.59	Certified	N/A	23-Nov-10					
	Indonesia	Sekunyir Estate	3,555.19	Certified	N/A	23-Nov-10					
	Indonesia	Seruyan Estate	4,179.40	Certified	N/A	23-Nov-10					
Sukamandang	Indonesia	Sukamandang Mill	14,779.92	Certified	N/A	5-Jul-11					
	Indonesia	Sukamandang Estate	3,936.56	Certified	N/A	5-Jul-11					
	Indonesia	Sapiri Estate	3,530.90	Certified	N/A	5-Jul-11					
	Indonesia	Baras Danum Estate	3,664.60	Certified	N/A	5-Jul-11					
	Indonesia	Kuala Kuayan Estate	3,647.86	Certified	N/A	5-Jul-11					

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Pemantang	Indonesia	Pemantang Mill	16,601.66	Certified	N/A	5-Jul-11					
	Indonesia	Pemantang Estate	3,857.91	Certified	N/A	5-Jul-11					
	Indonesia	Kawan Batu Estate	4,400.00	Certified	N/A	5-Jul-11					
	Indonesia	Hatantiring Estate	3,811.00	Certified	N/A	5-Jul-11					
	Indonesia	Batang Garing Estate	4,532.75	Certified	N/A	5-Jul-11					
Lembiru	Indonesia	Lembiru Mill	9,409.07	Certified	N/A	3-Jul-14					
	Indonesia	Lembiru Estate	4,929.49	Certified	N/A	3-Jul-14					
	Indonesia	Awatan Estate	3,476.79	Certified	N/A	3-Jul-14					
	Indonesia	Pelanjau Estate (PT BAL)	1,002.79	Certified	N/A	3-Jul-19					
	Indonesia	Pelanjau Estate (PT BAL)	4,071.76	Not Certified	2023	N/A		Yes	2024	Land legalization process for 4,071.76 Ha for Pelanjau & Beturus Estate is still in process	13-Jul-23
	Indonesia	Beturus Estate (PT BAL)	4,071.76	Not Certified	2023	N/A		Yes	2024	Land legalization process for 4,071.76 Ha for Pelanjau & Beturus Estate is still in process	13-Jul-23
	Indonesia	Karya Palma Estate (PT SNP)	476.70	Not Certified	2023	N/A		Yes	2024	Land legalization process for 476.70 ha is still in process.	13-Jul-23
Bukit Ajong	Indonesia	Bukit Ajong Mill	11,498.82	Certified	N/A	18-Oct-10					
	Indonesia	West Estate	4,562.34	Certified	N/A	18-Oct-10					
	Indonesia	West Estate	1,452.93	Not Certified	2023	N/A		Yes	2024	Land legalization process for 1452.93 ha (West and	13-Jul-23

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										East Estate) is still in process.	
	Indonesia	East Estate	2,665.48	Certified	N/A	18-Oct-10					
	Indonesia	East Estate/Sei Mawang	1,452.93	Not Certified	2023	N/A		Yes	2024	Land legalization process for 1452.93 ha (West and East Estate) is still in process.	13-Jul-23
Sungai Dingin	Malaysia	Sungai Dingin Oil Mill	19,517.17	Certified	N/A	12-Aug-10					
	Malaysia	Anak Kulim Estate	1,523.35	Certified	N/A	12-Aug-10					
	Malaysia	Sungai Dingin Estate	4,244.03	Certified	N/A	12-Aug-10					
	Malaysia	Somme Estate	941.56	Certified	N/A	12-Aug-10					
	Malaysia	Bukit Selarong Estate	3,896.17	Certified	N/A	12-Aug-10					
	Malaysia	Padang Buluh Estate	4,008.47	Certified	N/A	12-Aug-10					
	Malaysia	Bukit Hijau Estate	2,725.00	Certified	N/A	12-Aug-10					
	Malaysia	Jentayu Estate	2,178.59	Certified	N/A	12-Aug-10					
Chersonese	Malaysia	Chersonese Oil Mill	11,099.36	Certified	N/A	5-Oct-11					
	Malaysia	Chersonese Estate	3,293.72	Certified	N/A	5-Oct-11					
	Malaysia	Kalumpang Estate	2,716.80	Certified	N/A	5-Oct-11					

	Malaysia	Tali Ayer Estate	3,756.10	Certified	N/A	5-Oct-11					
	Malaysia	Holyrood Estate	1,332.74	Certified	N/A	5-Oct-11					
Elphil	Malaysia	Elphil Oil Mill	6,814.60	Certified	N/A	18-Jun-11					
	Malaysia	Kamuning Estate	3,888.43	Certified	N/A	18-Jun-11					
	Malaysia	Elphil Estate	1,865.43	Certified	N/A	18-Jun-11					
	Malaysia	Kinta Kellas Estate	1,060.74	Certified	N/A	18-Jun-11					
Flemington	Malaysia	Flemington Oil Mill	11,226.23	Certified	N/A	5-Oct-11					
	Malaysia	Flemington Estate	1,906.84	Certified	N/A	5-Oct-11					

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Seri Intan/ Selaba	Malaysia	Bagan Datoh Estate	3,781.86	Certified	N/A	5-Oct-11					
	Malaysia	Sabak Bernam Estate	2,511.79	Certified	N/A	5-Oct-11					
	Malaysia	Sg. Samak Estate	3,025.74	Certified	N/A	5-Oct-11					
	Malaysia	Seri Intan Oil Mill	14,474.29	Certified	N/A	3-Mar-11					
	Malaysia	Selaba Oil Mill	1,549.75	Certified	N/A	3-Mar-11					
	Malaysia	Seri Intan (+ Selaba) Estate	4,013.16	Certified	N/A	3-Mar-11					
	Malaysia	Sabrang Estate	3,945.23	Certified	N/A	3-Mar-11					
	Malaysia	Sogomana Estate	2,214.08	Certified	N/A	3-Mar-11					

	Malaysia	Sg. Wangi Estate	2,226.66	Certified	N/A	3-Mar-11					
	Malaysia	Bikam Estate	2,075.16	Certified	N/A	3-Mar-11					
	Malaysia	Cluny (+ Bedford) Estate	1,549.75	Certified	N/A	3-Mar-11					
Tennamaram	Malaysia	Tennamaram Oil Mill	10,706.26	Certified	N/A	3-Mar-11					
	Malaysia	Tennamaram Estate	1,981.60	Certified	N/A	3-Mar-11					
	Malaysia	Sungai Buluh Estate	5,152.22	Certified	N/A	3-Mar-11					
	Malaysia	Bukit Talang Estate	3,572.44	Certified	N/A	3-Mar-11					
Bukit Kerayong	Malaysia	Bukit Kerayong Oil Mill	6,346.90	Certified	N/A	15-Apr-11					
	Malaysia	Bukit Kerayong Estate	2,699.28	Certified	N/A	15-Apr-11					
	Malaysia	Bukit Cheraka Estate	3,647.62	Certified	N/A	15-Apr-11					
East	Malaysia	East Oil Mill	10,902.94	Certified	N/A	19-May-10					
	Malaysia	East Estate	5,634.45	Certified	N/A	19-May-10					
	Malaysia	Sepang Estate	2,092.28	Certified	N/A	19-May-10					
	Malaysia	Dusun Durian Estate	3,176.21	Certified	N/A	19-May-10					
West	Malaysia	West Oil Mill	5,912.69	Certified	N/A	19-May-10					
	Malaysia	West Estate	5,912.69	Certified	N/A	19-May-10					

Bukit Puteri	Malaysia	Bukit Puteri Oil Mill	3,875.80	Certified	N/A	7-Jul-11					
	Malaysia	Bukit Puteri Estate	3,875.80	Certified	N/A	7-Jul-11					
Kerdau	Malaysia	Kerdau Oil Mill	13,781.50	Certified	N/A	7-Jul-11					

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	Malaysia	Kerdau Estate	5,683.04	Certified	N/A	7-Jul-11					
	Malaysia	Mentakab Estate	3,266.49	Certified	N/A	7-Jul-11					
	Malaysia	Chenor Estate	2,834.98	Certified	N/A	7-Jul-11					
	Malaysia	Sg Mai Estate	1,996.99	Certified	N/A	7-Jul-11					
Jabor	Malaysia	Jabor Oil Mill	2,332.92	Certified	N/A	7-Jul-11					
	Malaysia	Jabor Estate	2,332.92	Certified	N/A	7-Jul-11					
Labu	Malaysia	Labu Oil Mill	4,529.72	Certified	N/A	30-Dec-11					
	Malaysia	Labu Estate	4,529.72	Certified	N/A	30-Dec-11					
Tanah Merah	Malaysia	Tanah Merah Oil Mill	6,203.87	Certified	N/A	19-May-10					
	Malaysia	Tanah Merah Estate	4,341.73	Certified	N/A	19-May-10					
	Malaysia	Bukit Pelandok Estate	1,862.14	Certified	N/A	19-May-10					
Sua Betong	Malaysia	Sua Betong Oil Mill	18,457.27	Certified	N/A	18-Feb-14					
	Malaysia	Sua Betong Estate	2,870.75	Certified	N/A	18-Feb-14					

	Malaysia	Sengkang Estate	2,831.51	Certified	N/A	18-Feb-14					
	Malaysia	Bradwall Estate	3,828.34	Certified	N/A	18-Feb-14					
	Malaysia	PD Lukut Estate	1,523.79	Certified	N/A	18-Feb-14					
	Malaysia	Tampin Linggi Estate	2,106.71	Certified	N/A	18-Feb-14					
	Malaysia	Sg. Bahru Estate	1,427.31	Certified	N/A	18-Feb-14					
	Malaysia	Salak Estate	3,868.86	Certified	N/A	18-Feb-14					
Kok Foh	Malaysia	Kok Foh Oil Mill	14,852.64	Certified	N/A	7-Jul-11					
	Malaysia	Muar River Estate	1,584.62	Certified	N/A	7-Jul-11					
	Malaysia	Sg. Senarut Estate + Sg Gemas Estate	2,958.38	Certified	N/A	7-Jul-11					
	Malaysia	Kok Foh Estate	2,275.84	Certified	N/A	7-Jul-11					
	Malaysia	Bukit Pilah Estate	3,667.31	Certified	N/A	7-Jul-11					
	Malaysia	St. Helier Estate	1,992.65	Certified	N/A	7-Jul-11					
	Malaysia	Sungai Sabaling Estate	1,321.35	Certified	N/A	7-Jul-11					
	Malaysia	Pertang Estate	1,052.49	Certified	N/A	7-Jul-11					
Kempas	Malaysia	Kempas Oil Mill	11,828.51	Certified	N/A	20-May-10					

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	Malaysia	Kempas Estate	4,505.45	Certified	N/A	20-May-10					
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	Malaysia	Tangkah Estate	2,537.78	Certified	N/A	20-May-10					
	Malaysia	Kemuning Estate	2,671.05	Certified	N/A	20-May-10					
	Malaysia	Serkam Estate	2,114.23	Certified	N/A	20-May-10					
Diamond Jubilee	Malaysia	Diamond Jubilee Palm Oil Mill	7,356.19	Certified	N/A	5-Oct-11					
	Malaysia	Diamond Jubilee Estate	2,836.19	Certified	N/A	5-Oct-11					
	Malaysia	Bukit Asahan Estate	3,072.18	Certified	N/A	5-Oct-11					
	Malaysia	Welch Estate	1,447.82	Certified	N/A	5-Oct-11					
Pagoh	Malaysia	Pagoh Oil Mill	7,418.59	Certified	N/A	28-Jan-14					
	Malaysia	Pagoh Estate	2,325.93	Certified	N/A	28-Jan-14					
	Malaysia	Lanadron Estate	1,964.44	Certified	N/A	28-Jan-14					
	Malaysia	Pengkalan Bukit Estate	3,128.22	Certified	N/A	28-Jan-14					
Chaah	Malaysia	Chaah Oil Mill	8,699.93	Certified	N/A	18-Nov-10					
	Malaysia	Chaah Estate	2,795.36	Certified	N/A	18-Nov-10					
	Malaysia	Sg. Simpang Kiri Estate	2,371.66	Certified	N/A	18-Nov-10					
	Malaysia	North Labis Estate	3,532.91	Certified	N/A	18-Nov-10					

Gunung Mas	Malaysia	Gunung Mas Oil Mill	12,305.54	Certified	N/A	19-May-10					
	Malaysia	Gunung Mas Estate	3,466.17	Certified	N/A	19-May-10					
	Malaysia	Kempas Klebang Estate	2,473.06	Certified	N/A	19-May-10					
	Malaysia	Bukit Paloh Estate	3,390.90	Certified	N/A	19-May-10					
	Malaysia	Yong Peng Estate	2,975.41	Certified	N/A	19-May-10					
Bukit Benut	Malaysia	Bukit Benut Oil Mill	8,495.13	Certified	N/A	5-Oct-11					
	Malaysia	Bukit Benut Estate	2,799.78	Certified	N/A	5-Oct-11					
	Malaysia	Lambak Elaeis Estate	3,740.16	Certified	N/A	5-Oct-11					
	Malaysia	CEP Nyior Estate	1,955.19	Certified	N/A	5-Oct-11					

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Ulu Remis	Malaysia	Ulu Remis Oil Mill	17,115.58	Certified	N/A	11-Apr-11					
	Malaysia	Ulu Remis Estate	2,598.25	Certified	N/A	11-Apr-11					
	Malaysia	Cenas Estate	1,974.06	Certified	N/A	11-Apr-11					
	Malaysia	Bukit Badak Estate	3,234.25	Certified	N/A	11-Apr-11					
	Malaysia	Tun Dr. Ismail Estate	4,271.44	Certified	N/A	11-Apr-11					
	Malaysia	Pekan Estate	3,258.70	Certified	N/A	11-Apr-11					
	Malaysia	Sembrong Estate	1,778.88	Certified	N/A	11-Apr-11					

Hadapan	Malaysia	Hadapan Palm Oil Mill	11,371.82	Certified	N/A	29-Mar-11					
	Malaysia	Sri Pulau Estate	2,049.87	Certified	N/A	29-Mar-11					
	Malaysia	Kulai Estate	3,023.42	Certified	N/A	29-Mar-11					
	Malaysia	Layang Estate	3,258.90	Certified	N/A	29-Mar-11					
	Malaysia	CEP Renggam Estate	3,039.63	Certified	N/A	29-Mar-11					
Sandakan Bay	Malaysia	Sandakan Bay Oil Mill	16,764.34	Certified	N/A	1-Oct-08					
	Malaysia	Tun Tan Siew Sin Estate	3,125.60	Certified	N/A	1-Oct-08					
	Malaysia	Tunku Estate	3,199.05	Certified	N/A	1-Oct-08					
	Malaysia	Tigowis Estate	2,074.02	Certified	N/A	1-Oct-08					
	Malaysia	Sentosa Estate	3,545.54	Certified	N/A	1-Oct-08					
	Malaysia	Segaliud Estate	4,820.13	Certified	N/A	1-Oct-08					
Melalap	Malaysia	Melalap Oil Mill	5,246.18	Certified	N/A	21-Jan-11					
	Malaysia	Melalap Estate	2,096.73	Certified	N/A	21-Jan-11					
	Malaysia	Sapong Estate	3,149.45	Certified	N/A	21-Jan-11					
Binuang	Malaysia	Binuang Oil Mill	11,659.58	Certified	N/A	16-Jan-09					
	Malaysia	Binuang Estate	3,271.08	Certified	N/A	16-Jan-09					

	Malaysia	Sungang Estate	3,407.98	Certified	N/A	16-Jan-09					
	Malaysia	Tingayu Estate	1,881.08	Certified	N/A	16-Jan-09					
	Malaysia	Jeleta Bumi Estate	3,099.44	Certified	N/A	16-Jan-09					
Giram	Malaysia	Giram Oil Mill	8,345.02	Certified	N/A	16-Jan-09					

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	Malaysia	Giram Estate	4,166.98	Certified	N/A	16-Jan-09					
	Malaysia	Mostyn Estate	4,178.04	Certified	N/A	16-Jan-09					
Merotai	Malaysia	Merotai Oil Mill	11,545.71	Certified	N/A	16-Jan-09					
	Malaysia	Merotai Estate	3,052.66	Certified	N/A	16-Jan-09					
	Malaysia	Imam Estate	3,773.56	Certified	N/A	16-Jan-09					
	Malaysia	Tiger Estate	2,497.86	Certified	N/A	16-Jan-09					
	Malaysia	Table Estate	2,221.63	Certified	N/A	16-Jan-09					
	Malaysia	Lavang Oil Mill	24,836.54	Certified	N/A	30-Dec-11					
Layang	Malaysia	Lavang Estate	4,363.83	Certified	N/A	30-Dec-11					
	Malaysia	Rasan Estate	3,454.00	Certified	N/A	30-Dec-11					
	Malaysia	Belian Estate	2,847.00	Certified	N/A	30-Dec-11					
	Malaysia	Kelida Estate	2,460.00	Certified	N/A	30-Dec-11					
	Malaysia	Lavang (Special) Estate	included under Lavang Estate Ha	Certified	N/A	30-Dec-11					
	Malaysia	Pekaka Estate	2,626.14	Certified	N/A	30-Dec-11					
	Malaysia	Ruai Estate	2,460.96	Certified	N/A	30-Dec-11					
	Malaysia	Dulang Estate	2,548.00	Certified	N/A	30-Dec-11					
	Malaysia	Charquest Estate	1,448.71	Certified	N/A	30-Dec-11					
	Malaysia	Paroh Estate	2,627.90	Certified	N/A	30-Dec-11					
Rajawali	Malaysia	Rajawali Oil Mill	14,104.45	Certified	N/A	30-Dec-11					
	Malaysia	Rajawali Estate	6,087.27	Certified	N/A	30-Dec-11					
	Malaysia	Samudera Estate	3,308.60	Certified	N/A	30-Dec-11					
	Malaysia	Semarak Estate	2,248.68	Certified	N/A	30-Dec-11					
	Malaysia	Bayu Estate	2,459.90	Certified	N/A	30-Dec-11					
Derawan	Malaysia	Derawan Oil Mill	9,528.83	Certified	N/A	30-Dec-11					
	Malaysia	Derawan Estate	2,490.79	Certified	N/A	30-Dec-11					
	Malaysia	Sahua Estate	2,644.00	Certified	N/A	30-Dec-11					
	Malaysia	Takau Estate	2,107.00	Certified	N/A	30-Dec-11					
	Malaysia	Damai Estate	2,287.04	Certified	N/A	30-Dec-11					

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Guadalcanal Plains Palm Oil Limited (GPPOL)	Solomon Islands	Tetere Oil Mill	9,025.69	Certified	N/A	18-Mar-11					
	Solomon Islands	Tetere Estate	2,947.79	Certified	N/A	18-Mar-11					
	Solomon Islands	Ngalmibiu Estate	2,498.65	Certified	N/A	18-Mar-11					
	Solomon Islands	Mbalisuna Estate	2,868.47	Certified	N/A	18-Mar-11					
	Solomon Islands	Smallholders – West Zone (83)	245.50	Certified	N/A	18-Mar-11					
	Solomon Islands	Smallholders – Central Zone (53)	181.71	Certified	N/A	18-Mar-11					
	Solomon Islands	Smallholders – MBA East Zone (59)	180.80	Certified	N/A	18-Mar-11					
	Solomon Islands	Smallholders – MBE East Zone (37)	102.77	Certified	N/A	18-Mar-11					
Milne Bay Estates (MBE)	Papua New Guinea	Hagita Oil Mill	16,508.59	Certified	N/A	15-Feb-13					
	Papua New Guinea	Giligili Estate	1,095.47	Certified	N/A	15-Feb-13					
	Papua New Guinea	Hagita Estate	2,450.02	Certified	N/A	15-Feb-13					
	Papua New Guinea	Waigani Estate	2,341.13	Certified	N/A	15-Feb-13					
	Papua New Guinea	Sagarai Estate	2,864.55	Certified	N/A	15-Feb-13					
	Papua New Guinea	Padipadi Estate	4,517.67	Certified	N/A	15-Feb-13					
	Papua New Guinea	Mariawatte Estate	1,680.14	Certified	N/A	15-Feb-13					
	Papua New Guinea	Smallholders - East Gurney Estate (259)	450.59	Certified	N/A	15-Feb-13					

	Papua New Guinea	Smallholders - West Gurney Estate (231)	479.13	Certified	N/A	15-Feb-13					
	Papua New Guinea	Smallholders - East Sagarai Estate (156)	283.93	Certified	N/A	15-Feb-13					
	Papua New Guinea	Smallholders - West Sagarai Estate (212)	345.96	Certified	N/A	15-Feb-13					
Poliamba (POL)	Papua New Guinea	Poliamba Oil Mill	10,720.53	Certified	N/A	19-Mar-12					
	Papua New Guinea	Kara Estate	1,032.10	Certified	N/A	19-Mar-12					
	Papua New Guinea	Nalik Estate	2,666.75	Certified	N/A	19-Mar-12					
	Papua New Guinea	West Coast Estate	627.60	Certified	N/A	19-Mar-12					
	Papua New Guinea	Noatsi Estate	2,064.10	Certified	N/A	19-Mar-12					
	Papua New Guinea	Madak Estate	1,517.11	Certified	N/A	19-Mar-12					
	Papua New Guinea	Smallholders -North Division (615)	1,022.12	Certified	N/A	19-Mar-12					
	Papua New Guinea	Smallholders- South Division (866)	1,257.21	Certified	N/A	19-Mar-12					
	Papua New Guinea	Smallholders -West Division (309)	533.54	Certified	N/A	19-Mar-12					

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Ramu Agricultural Industries Ltd (RAIL)	Papua New Guinea	Gusap Mill	14,606.08	Certified	N/A	5-Aug-10					
	Papua New Guinea	Gusap East (Gusap) Estate	2,856.45	Certified	N/A	5-Aug-10					
	Papua New Guinea	Gusap West (Paddox) Estate	3,019.09	Certified	N/A	5-Aug-10					
	Papua New Guinea	Surinam Estate	2,154.14	Certified	N/A	5-Aug-10					

	Papua New Guinea	Dumpu Estate	2,254.36	Certified	N/A	5-Aug-10					
	Papua New Guinea	Ngaru Estate	854.33	Certified	N/A	5-Aug-10					
	Papua New Guinea	J Estate (Jephcott) Estate	2,824.01	Certified	N/A	5-Aug-10					
	Papua New Guinea	Smallholders - Madang VOPs (71)	360.00	Certified	N/A	5-Aug-10					
	Papua New Guinea	Smallholders - Morobe VOPs (253)	283.70	Certified	N/A	5-Aug-10					
Higaturu Oil Palm (HOP)	Papua New Guinea	Sangara Oil Mill		Certified	N/A	1-Feb-13					
	Papua New Guinea	Mamba Oil Mill		Certified	N/A	1-Feb-13					
	Papua New Guinea	Embi Estate	1,737.78	Certified	N/A	1-Feb-13					
	Papua New Guinea	Ambogo Estate	2,040.00	Certified	N/A	1-Feb-13					
	Papua New Guinea	Sangara Estate	1,780.00	Certified	N/A	1-Feb-13					
	Papua New Guinea	Sumbiripa Estate	2,545.00	Certified	N/A	1-Feb-13					
	Papua New Guinea	Mamba Estate	4,013.10	Certified	N/A	1-Feb-13					
	Papua New Guinea	Sambogo Estate	2,637.85	Certified	N/A	1-Feb-13					
	Papua New Guinea	Scheme Smallholder Sorovi Division (2019)	3,940.21	Certified	N/A	1-Feb-13					
	Papua New Guinea	Scheme Smallholder Saiho Division (842)	1,493.06	Certified	N/A	1-Feb-13					
	Papua New Guinea	Scheme Smallholder Aeka Division (911)	1,474.23	Certified	N/A	1-Feb-13					

	Papua New Guinea	Scheme Smallholder Igora Division (1367)	2,940.15	Certified	N/A	1-Feb-13					
	Papua New Guinea	Scheme Smallholder Ilimo Division (671)	1,063.66	Certified	N/A	1-Feb-13					
West New Britain (WNB)	Papua New Guinea	Mosa Oil Mill		Certified	N/A	10-Sep-08					
	Papua New Guinea	Kumbango Oil Mill		Certified	N/A	10-Sep-08					
	Papua New Guinea	Kapiura Mill		Certified	N/A	10-Sep-08					
	Papua New Guinea	Numundo Mill		Certified	N/A	10-Sep-08					
	Papua New Guinea	Waraston Mill		Certified	N/A	10-Sep-08					

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	Papua New Guinea	Bebere Estate	2,226.71	Certified	N/A	10-Sep-08					
	Papua New Guinea	Kumbango Estate	2,610.80	Certified	N/A	10-Sep-08					
	Papua New Guinea	Togulo Estate	1,509.20	Certified	N/A	10-Sep-08					
	Papua New Guinea	Dami Estate	1,507.00	Certified	N/A	10-Sep-08					
	Papua New Guinea	Waisisi Estate	1,090.00	Certified	N/A	10-Sep-08					
	Papua New Guinea	Kautu Estate	4,280.60	Certified	N/A	10-Sep-08					
	Papua New Guinea	Karaus Estate	2,387.64	Certified	N/A	10-Sep-08					
	Papua New Guinea	Moroa Estate	848.16	Certified	N/A	10-Sep-08					
	Papua New Guinea	Bilomi Estate	2,011.70	Certified	N/A	10-Sep-08					

	Papua New Guinea	Loata Estate	562.00	Certified	N/A	10-Sep-08					
	Papua New Guinea	Haella Estate	4,220.30	Certified	N/A	10-Sep-08					
	Papua New Guinea	Garu Estate	3,709.60	Certified	N/A	10-Sep-08					
	Papua New Guinea	Daliavu Estate	2,484.10	Certified	N/A	10-Sep-08					
	Papua New Guinea	Sapuri Estate	2,180.90	Certified	N/A	10-Sep-08					
	Papua New Guinea	Malilimi Estate	3,837.00	Certified	N/A	10-Sep-08					
	Papua New Guinea	Rigula Estate	3,720.00	Certified	N/A	10-Sep-08					
	Papua New Guinea	Nomundo Estate	2,645.17	Certified	N/A	10-Sep-08					
	Papua New Guinea	Navarai / Karato ME /KDC EU Estate	1,103.77	Certified	N/A	10-Sep-08					
	Papua New Guinea	Volupai / Lotomgam / Natupi / Goruru Estate	1,992.59	Certified	N/A	10-Sep-08					
	Papua New Guinea	Lolokoru Estate	2,453.10	Certified	N/A	10-Sep-08					
	Papua New Guinea	Ove Estate	3,541.00	Certified	N/A	10-Sep-08					
	Papua New Guinea	Tamare Estate	1,362.70	Certified	N/A	10-Sep-08					
	Papua New Guinea	Smallholders LSS Mosa (1822)	5,008.53	Certified	N/A	10-Sep-08					
	Papua New Guinea	Smallholders VOP East (1817)	5,324.37	Certified	N/A	10-Sep-08					
	Papua New Guinea	Smallholders VOP Central (1964)	5,756.57	Certified	N/A	10-Sep-08					

	Papua New Guinea	Smallholders VOP West (1279)	2,804.10	Certified	N/A	10-Sep-08					
	Papua New Guinea	Smallholders LSS Kapiura (551)	551.00	Certified	N/A	10-Sep-08					

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	Papua New Guinea	Smallholders VOP Kapiura (850)	847.00	Certified	N/A	10-Sep-08					
	Papua New Guinea	Smallholders Kaulong/Akami/Pushiki/Repamira/Sakapei (20)	700.37	Certified	N/A	10-Sep-08					
Markham Farming Company Limited (MFCL)/Markham Agro Pte. Ltd.	Papua New Guinea	Erap Mill	5,399.40	Certified	N/A	27-Mar-20				There is total area for NPP: 710.30 ha which is currently excluded from the certification scope of MFCL until the NPP is approved.	
	Papua New Guinea	Munum Estate	1,734.57	Certified	N/A	27-Mar-20					
	Papua New Guinea	Maralumi Estate	2,427.15	Certified	N/A	27-Mar-20					
	Papua New Guinea	Erap Estate	1,237.68	Certified	N/A	27-Mar-20					

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 *No of OFI* Opportunity For Improvement raised. The *Sime Darby Plantations Berhad SOU 8 East POM & Supply Bases* Certification unit submitted Corrective Action Plans for the nonconformity. Corrective action plans with respect to the nonconformity was reviewed by the BSI audit team and accepted.

The implementation of the Corrective Actions for the Critical Nonconformity(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 #	2466358-202403-M1	Issued Date	19/03/2024
Due Date	18/06/2024	Closure Date	04/05/2024
Indicator & Category (Critical / Minor)	6.7.3 Critical Major		
Statement of Nonconformity:	Workers was not using fully PPE provided.		
Requirement Reference:	(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.		
Objective Evidence:	<p>Sepang Estate</p> <p>During a site visit at Field 10A1, Operation In field FFB Collection at Sepang Estate (Sg Rawang Division), it was noted that two workers (MB Driver) were transport FFB using Mechanical Buffalo without wearing fully Personal Protective Equipment (PPE). Based on PPE Matrix and verification, all required PPE was brought along in the field (Safety helmet, Safety Vest, Earplug, Safety Shoes) however workers was not wear Safety Helmet & Safety Shoes during drive the Mechanical buffalo (MB). Subsequent interviews with both workers confirmed their awareness of the requirement to wear the PPE, as the management had provided training on this matter 06/02/2024. Furthermore, the workers attested to receiving the PPE free of charge. This information was cross verified with the PPE Issuance Record 07/02/2024, confirming that the management had indeed supplied PPE to these two workers as required. The lapse on the usage full PPE resulting of Major NC raised.</p>		
Corrections:	<ol style="list-style-type: none"> 1. To brief all workers on their responsibility on wearing PPE as required by OSHA 1994 Section 24 (1)(C) and enforce that PPE to be worn when anyone is performing the job. 2. OU management to give warning to the particular worker 		
Root Cause Analysis:	The OU management has not made clear to the workers that it is also their responsibility to wear full PPE as required to perform their work, and have not enforced the controls on the monitoring of PPE usage.		

Corrective Actions:	<ol style="list-style-type: none"> OU management/PIC to constantly stress to the workers on their responsibility to wear PPE as per the legal requirement, and that there are consequences that apply for non-compliance to the legal requirement. OU management to create the awareness and culture on the reporting of unsafe act by reporting to their supervisors or by utilizing E Sime + system. Management to tighten up supervision and enforcement before, during and after operations to avoid any unsafe behaviour. Issuance of warning letter for repeated issues on not wearing PPE.
Assessment Conclusion:	<p>Major NC Close Out</p> <ol style="list-style-type: none"> Training on PPE has been given. Refer PPE & safety Training to Driver dated 08/02/2024. Sighted evidence of all MB driver has attended the training. Sighted training material, attendance and photos. Sighted evidence of training evaluation that ensure the understanding of the trainee. Interview with sample of MB driver found they have good awareness on the training given. Training on Empowerment of E-Sime among workers has been conducted on 10/03/2024. E Sime+ Report dated 23/04/2024 has been verified. Management has tighten the supervision of the operation and unsafe behaviour. Refer Ladang Sepang (PPE Daily Record Monitoring) dated January, February and March 2024. Inspection has been conducted by Assistant Manager. Interview with estate management confirmed that correction and corrective action has been implemented. <p>Based on the above evidence, the major non-Conformity is closed effectively on 03/05/2024. Continuous implementation will be further verified in the next assessment.</p>

Non-conformity			
NCR Ref #	2466358-202403-N1	Issued Date	19/03/2024
Due Date	Next Surveillance	Closure Date	TBC
Indicator & Category (Critical / Minor)	3.3.2 Minor		
Statement of Nonconformity:	The mechanism to check consistent implementation of Industry Code of Practice (ICOP) for the Management of Occupational Noise Exposure and Hearing Conservation 2019 is not in place.		
Requirement Reference:	A mechanism to check consistent implementation of procedures is in place.		
Objective Evidence:	<p>The mill management has decided to adopt the Industry Code of Practice (ICOP) for the Management of Occupational Noise Exposure and Hearing Conservation 2019 as a procedural measure to comply with the provisions outlined in the Occupational Safety and Health (Noise Exposure) Regulations 2019. Section 13.3.4. of the ICOP stated "The employer upon receiving notification of temporary STS shall:</p> <p>(a) make appropriate arrangement to protect the hearing of an employee from further deterioration by ensuring the employee fulfills at least 14 hours of quiet state without PHP prior to the retest audiometry; and</p>		

	<p>(b) conduct a retest within three (3) months after the previous audiometric testing was carried out."</p> <p>The latest audiometric test conducted from 16/10/2023 to 07/11/2023. The mill management only received the report of the audiometric test on 19/12/2023, which revealed that 8 workers were categorized as experiencing Temporary Standard Threshold Shifts and in the same report also stated that among them, 5 workers require retesting on 14/01/2024, while the remaining 3 workers need retesting on 21/01/2024. However, there has been a delay in initiating the retest process. Despite the management's efforts to communicate with the appointed Occupational Health Doctor (OHD) clinic via email on 10/01/2024 to schedule retest appointments, confirmation was only received on 08/03/2024 via email which stated that the OHD has set the appointment date for retesting on 05/04/2024. This delay in scheduling the retest appointments is inconsistent with the Section 13.3.4. of the ICOP.</p>
Corrections:	<ol style="list-style-type: none"> 1. To send the worker to retest as the appointment with Specialist Mobile scheduled on 5th April 2024. 2. To source for another alternate service provider/vendor for the audiometric test. Moving forward, mill will use another vendor that is more reliable to deliver the services.
Root Cause Analysis:	<ol style="list-style-type: none"> 1. Mill did not schedule the appointment with the vendor well before the due date to ensure that sufficient time for the re-test to be conducted before the due date. 2. The vendor handling the audiometric test was not responsive and Mill Management was not able to schedule for a separate appointment with another OHD as per the legal requirement, due to the constraint with this vendor.
Corrective Actions:	<ol style="list-style-type: none"> 1. To assign the PIC to follow up on the audiometric test outcome, and secure the retest appointment at least 2 weeks before the due date. 2. To include an agenda in the OSH meeting for review of the audiometric test/retest outcome and schedules.
Assessment Conclusion:	CAP has been accepted. The effectiveness of the implementation will be verified during next visit.

Opportunity for Improvements	
OFI #	Description
OFI 1	N/A

Positive Findings	
PF #	Description
PF 1	Good cooperation given to the audit team by site and HQ team
PF 2	Good comment and feedbacks from stakeholder as per consultation.

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3.3.1 Status of Nonconformities Previously Identified and Opportunity for Improvement

Previous Audit Critical (Major) Non-conformity			
NCR Ref #	2322633-202303-M1	Issued Date	16/03/2023
Due Date	14/06/2023	Closure Date	15/6/2023
Indicator & Category (Critical / Minor)	7.3.1 (Major)		
Statement of Nonconformity:	Disposal of waste material according to procedures was not effectively demonstrated.		
Requirement Reference:	Proper disposal of waste material, according to procedures that are fully understood by workers and managers, is demonstrated.		
Objective Evidence:	<p>Dusun Durian Estate Observed during site visit at all 4 nursery ponds, empty chemical containers were not properly disposed;</p> <ul style="list-style-type: none"> - Chemical container painted with hazards sign (red) used to fill the priming tank at pond no.1 - Chemical container used as support structure for 4-inch poly pipe (suction point) at pond no. 3 - Chemical container was seen floating at pond no.4 <p>Due to recurrence of issue under 7.3.1, previous minor NC was not effectively closed and escalate to Major NC.</p>		
Corrections:	<p>The entire empty container was collected and placed at the Scheduled Waste Store.</p> <p>Support structure using the empty container replaced with proper PVC support.</p> <p>Dedicated bucket provided to the operator for the priming tank.</p>		
Root Cause Analysis:	<p>Dusun Durian Estate.</p> <p>Repair work for PVC pipe (suction point) was done in February 2023. The chemical containers used for spraying activity were reused as support structure as immediate action (supposedly to be stored at SW store) and some were left behind (floating). These are the results of:</p> <ol style="list-style-type: none"> 1.Training on scheduled waste management from Estate Management was ineffective, as the water pump attendant was not included in the recent training dated 22/2/23 on Empty Chemical Container (SW). 2.There is a breakdown in complaint reporting in the Estate, in which the complaint from water pump attendant on faulty structure did not get through to Estate Management in time. Moreover, workplace inspection at Nursery did not include the checking on SW usage (ineffective WPI). 		
Corrective Actions:	<ol style="list-style-type: none"> 1.Training on the scheduled waste item conducted on 24 March 2023 by Senior Assistant of DDE. The training included staff, mandore, water pump attendant and contractors' workers. The training stressed the importance of empty chemical container handling ensuring misused/ repurpose of container not repeated and all the empty container was collected after the work is completed. 2.To utilize and socialize e-sime as a complaint mechanism in order to address faulty/ damaged structure 		

	3.WPI will be revised to include SW checking at the nursery area
Assessment Conclusion:	<p>Major NC close out verification:</p> <p>i) Evidence of site verification was carried out on 17/5/2023 at pond no.1, 2, 3 and 4. It was verified all rectification work and disposal work was and no recurrence of issue observed.</p> <p>ii) Updated waste inventory (dated 12/5/23) was sighted and has included was generation from nursery/operation.</p> <p>iii) The latest scheduled waste training was carried out on 24/3/23. Related training material and post evaluation training was made available for verification.</p> <p>iv) Latest WPI dated 15/5/23 has included nursery inspection as part of the checklist. As part of pro-active initiative, sime card will be used to record any ESH non-compliance, faulty damage structure in future.</p> <p>The major NC was closed effectively on 15/6/2023 with sufficient evidence of implementation. Continuous implementation will be further verified in the next assessment.</p>
Effectiveness Closure (for previous audit closed Critical Nc):	<p>The procedure for managing scheduled waste has been established, as outlined in the Waste Management Procedure for Estates & Mill dated May 2022 with reference number SD/SDH/GSD/HSE/0522/01. Additional reference was made to the Guidelines for Packaging, Labelling, and Storage of Scheduled Wastes in Malaysia.</p> <p>Awareness training on scheduled waste management has been conducted on the following dates:</p> <p>Dusun Durian Estate: 23/01/2024</p> <p>East Estate: 18/04/2023</p> <p>Sepang Estate: 28/02/2024</p> <p>East POM: 21/02/2024</p> <p>Interviews with the person in charge and workers revealed that they have a good awareness of scheduled waste management practices.</p> <p>Record of Inventory of Schedule Waste and Disposal Record has been verified and found in order.</p> <p>Based on the above, it was verified that the corrective action taken found to be sufficient and effective. It is implemented accordingly. No similar non-compliance found during the audit. Thus, the Major NC raised during Annual Surveillance Assessment (2_3) was remain closed.</p>

Previous Audit Critical (Major) Non-conformity			
NCR Ref #	2322633-202303-M2	Issued Date	16/03/2023
Due Date	14/06/2023	Closure Date	15/6/2023
Indicator & Category (Critical / Minor)	3.6.1 (Major)		
Statement of Nonconformity:	Risk assessment comprehensiveness to identify H&S issues and mitigation plans were not effectively implemented.		

Requirement Reference:	All operations are risk assessed to identify H&S issues. Mitigation plans and procedures are documented and implemented.
Objective Evidence:	<p>Dusun Durian Estate</p> <p>HIRARC risk control at Nursery was not implemented. During site visit at Nursery area, it was found that 3 workers was not wearing shoes during polybag fillings. It was not in line with HIRARC Nursery dated 20/10/2022, Existing risk control, Use PPE (N95, Topeng Keselamatan, Jaket Keselamatan, Kasut Keselamatan, Topi Keledar Keselamatan).</p> <p>Sepang Estate</p> <p>HIRARC Risk Control for Tractor Driver and Mechanical Buffalo was not implemented and not stated as NRA recommendation by Assessor. During site visit at harvesting area P99C, PPE (ear plug) was not worn by MB Driver and Tractor Driver and not available while working the in the field. Verified from PPE issuance, ear plug was given on 18/01/2023 for the respective drivers. Based on HIRARC for Mechanical Buffalo and Tractor dated 07/10/2022, the risk control on Expose to High Noise stated Provide Ear Plug, Earmuff, to wear Ear Plug/ Earmuff, Safety Awareness briefing but not implemented as practiced in field.</p> <p>Other than that, inspection on Mechanical Buffalo and Scissor Hook Lift Trailer with Tractor, there was no "Personal Hearing Protection" sticker installed. HIRARC Risk Control did not state the administrative control as per NRA recommendation report dated 10/08/2020, Section 8.0 Recommendation (e) Warnings sign should be posted at the entrance to the workshop as well as at the noisy tools/ equipment's / machineries mentioned in the discussion page. The warning sign should clearly indicate that personal hearing protector must be worn while working at the workshop or while handling noisy tools/ equipment or machineries.</p>
Corrections:	<p>Dusun Durian Estate</p> <p>All the workers previously have been provided with the appropriate shoes. Management will display SOP on PPE requirement as reminder to all workers.</p> <p>Sepang Estate</p> <ol style="list-style-type: none"> 1.To install or posted the Warning Sign at the entrance to the workshop as well as at the equipment/machineries involved with above excessive noise level on 15 March 2023. 2.Continuous provide suitable ear plug (NRR29) and use ear plug while handling noisy equipment/machineries by recording the PPE issuance in PPE issuance record. 3.Monitor with enforcement process by the estate management on the PPE compliance to each driver involved by reporting/update in operation group to ensure they have complete PPE before start working. 4.To review HIRARC as per NRA recommendation report on the installation of "Personal Hearing Protection" sticker as administrative control during OSH meeting on 24 March 2023.
Root Cause Analysis:	<p>Dusun Durian Estate.</p> <p>Workers were involved during HIRARC development and wellington boots were identified as the most appropriate PPE for the activity at nursery at that point of time. However, workers found that for some activities at the nursery e.g. polybag filling which requires the workers to sit for a long period, wellington boots are not</p>

	<p>comfortable to be worn. Hence, during the polybag filling activity, the wellington boots are not used.</p> <p>Sepang Estate</p> <p>Lack of understanding on compliance as per NRA recommendation report due to PIC (Medical assistant) did not read the report fully and was not aware on the requirements.</p>
Corrective Actions:	<p>Dusun Durian Estate</p> <ol style="list-style-type: none"> 1.To review HIRARC to replace the wellington boots with normal shoes for polybag filling activity 2.Training on PPE conducted on the 24th of March 2023 addressing the importance of wearing PPE while working and compulsory in adhering to the PPE compliance. 3.Repeated offense by workers on the same issue i.e. PPE usage, disciplinary action will be initiated by Management. <p>Sepang Estate</p> <ol style="list-style-type: none"> 1.To appoint the PIC (Medical Assistant) to read and summarize the NRA report and to be discussed with management during OSH meeting. 2.To review HIRARC with the respective team consist of worker representative for the activity and management team by RSQM/Estate Management annually. 3.To conduct HIRARC training and educational programs at every year for all employees exposed to noise level at or above the Excessive Noise Level.
Assessment Conclusion:	<p>NC close out verification:</p> <ol style="list-style-type: none"> i) PPE issuance records for nursery workers were verified and available for verification. During site visit on 17/5/2023, it was observed that all nursery workers were completely equipped with PPE while doing work. ii) Risk assessment @ HIRARC for nursery operation has been revised to include updated control measure (training, PSS and enforcement through sime card). Document dated 19/5/23 was sighted. iii) Medical assistant is the person in charge and appointed as representative for NRA. Any issues with regards to NRA will be discussed in the OSH meeting. Latest OSH meeting dated 24/3/23 (1st quarter) was sighted. Related OSH related issues including NRA were discussed in the meeting. iv) Latest HIRARC review was done on 29/4/2023 and included risk control measure as required under NRA. <p>The major NC was closed effectively on 15/6/2023 with sufficient evidence of implementation. Continuous implementation will be further verified in the next assessment.</p>
Effectiveness Closure (for previous audit closed Critical NC):	<p>During the Annual Surveillance Assessment (ASA 2_4), the following corrective actions were verified:</p> <ol style="list-style-type: none"> (1) Sighted and reviewed revised HIRARC for Nursery Activities dated 19/05/2023. Observed that wellington boots have been replaced by normal shoes specifically for polybag filling activity. Monitoring and PPE inspection has been conducted regularly. Latest updated was 20/02/2024 for nursery activities. It was confirmed by site visit at the nursery. However, there was no polybag filling activity conducted. Instead, manual weeding was observed. All workers wore PPE accordingly. (2) Sighted and reviewed appointment letter for medical assistant to monitor implementation of NRA dated, 30/05/2023. HIRARC for Mechanical Buffalo and

	<p>Scissor Hook Lift Trailer has been updated on 29/04/2023 as per recommendation under NRA. Observation made during operation of Mechanical Buffalo at P17B indicated enforcement of ear plug for the driver and "Personal Hearing Protection" sticker has been installed.</p> <p>Based on the above, it was verified that the corrective action taken found to be sufficient and effective. It is implemented accordingly. No similar non-compliance found during the audit. Thus, the Major NC raised during Annual Surveillance Assessment (2_3) was remain closed.</p>
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Previous Audit Critical (Major) Non-conformity			
NCR Ref #	2322633-202303-M3	Issued Date	16/03/2023
Due Date	14/06/2023	Closure Date	15/6/2023
Indicator & Category (Critical / Minor)	7.2.9 (Major)		
Statement of Nonconformity:	Prior government authority approval was not made available for drone/aerial spraying.		
Requirement Reference:	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 48 hours prior to application of aerial spraying.		
Objective Evidence:	<p>Verified that availability of Drone P&D Spray activities for Nursery Dusun Durian Estate. The project is under Mechanization Units and handled by service provider XXX Agriculture Sdn Bhd. The drone spray was commenced in January 2023 as per latest agreement dated 01/01/2023 however there was no evidence that permit issued by CAAM has been obtained. Refer to correspondence email dated 13/03/2023 by ikwan@meraue.com stated that permit application process is still in progress. Consultation with Department of Agriculture Kuala Lumpur, Mr Baharudin Basri as Public Relation Officer (PRO) Section Drone and Chemical stated that Spraying Activities using Drone Required permit by Aviation Authority. The current approved chemical for drone spraying only for paddy and no approve list for oil palm as of now.</p> <p>As per agreement dated 01/01/2023 section 5.8 stated on shall comply to all relevant Malaysia Laws related to HSE and drone operation (if any). In additional, information on drone application was not made available and provided to the operating units as per section</p> <p>5.10 To provide the following</p> <p>5.10.1 SOP</p> <p>5.10.2 HIRARC</p> <p>5.10.3 Pilot / Operators competency</p> <p>5.10.4 Verification of drone activity</p> <p>5.10.5 Information on control chemical exposure</p> <p>5.10.6 Information on control Noise exposure.</p> <p>The above requirements were not able to be verified during onsite assessment.</p>		
Corrections:	1.The drone operator, Meraue has provided the email trail with MyMagic and MRANTI which mentions that as discussed with CAAM team, the drone operators		

	<p>(ie Meraque) are allowed to continue operations pending the formal approval. Mechanisation Unit of Sime Darby Plantation Berhad is further consulting the relevant authorities i.e CAAM/MRANTI/MyMagic in March 2023 indicated that Meraque's AWC is currently being prioritised and processed, however it may take some time due to certain limitations at CAAM. MRANTI advises and encourages all drone operators out there especially those within the agriculture or plantation sector to apply for the AWC and while doing so, the drone operators are advised that if they are operating current, they are to ensure that they are operating safely according to existing SOPs and guidelines from CAAM, and Sime Darby Plantation Berhad is in progress of obtaining a formal letter.</p> <p>Note: Malaysian Research Accelerator for Technology & Innovation (MRANTI) an agency under the Ministry of Science, Technology & Innovation (MOSTI) is currently leading the Malaysia Drone Technology Action Plan 2022-2030 (MDTAP30). MyMagic – Malaysian Global Innovation & Creativity Centre.</p> <p>2.To approach the relevant authority and clarify and obtain the approval related to the use of chemical for drone spraying.</p> <p>3. To immediately make available the relevant documents as per the agreement at the OUs.</p>
Root Cause Analysis:	<p>1.The confirmation/approval including the approval on chemical was not made readily available at the time of audit.</p> <p>2.Information related to the agreement was partially available and not shared to the OU by Mechanisation Unit/HQ.</p>
Corrective Actions:	<p>1.The OUs has to ensure that Mechanisation Unit provides the completed and updated approvals/documentation</p> <p>i)all confirmation/approval availability,</p> <p>ii)approval for use of chemicals by drones</p> <p>iii)availability of documents at the OUs as per the SOP prior to the start of drone operations.</p> <p>2.OU to ensure that above document are made available the documents at OU offices.</p>
Assessment Conclusion:	<p>Major NC Close Out Verification:</p> <p>i) Verified related evidence for Merague's temporary operation as requested by CAAM. SOP for daily field operations dated rev1A.001 dated November 2020 and Job Safety Analysis (JSA)/ HIRARC dated 1/1/21 was made available for review.</p> <p>ii) Clarification made with Department of Agriculture on 13/6/23 pertaining to approved chemical use for drone spraying. Only registered and approved chemical under LRMP @ "Lembaga Racun Makhluks Perosak" can be used with drone operation recommendation written in the product label for Cypermetrin @ Cymerin (trade name).</p> <p>iii) Documentation for drone operation has been obtained by OU i.e pilot competency certificate, SOP for drone operations, JSA/HIRARC, DOA's SOP - Chemical spraying using Unmanned Aerial Vehicle (UAV) @ Drone version 1 dated 2018 were made available for verification.</p> <p>The major NC was closed effectively on 15/6/2023 with sufficient evidence of implementation. Continuous implementation will be further verified in the next assessment.</p>

Effectiveness Closure (for previous audit closed Critical NC):	<p>During the Annual Surveillance Assessment (ASA 2_4), the following corrective actions were verified:</p> <ol style="list-style-type: none"> (1) Sighted and verified approval for aerial spraying activities from 'Pejabat Ketua Pegawai Keselamatan Malaysia, dated 26/01/2024, Doc. No. CGSO.600-5/6/1 Jld. 3 (ii)(S) for aerial spraying activities for drone operator, Meraque. (2) It was noted that Meraque has provide their email trail with CAAM to get approval for Aerial Work Certificate (AWC) latest date on 16/10/2023. The emails trail indicated that Meraque has submitted their Safety Management System (SMS), Operation Manuals, Maintenance Manual and other related manuals and still waiting for further action from CAAM accordingly. (3) In addition, sighted and verified Noise Risk Assessment (NRA) has been conducted for aerial spraying activity, dated 25/11/2023 and Chemical Risk Health Assessment (CHRA) dated 31/03/2023. CHRA report evident that only cypermetrin @Cymerin (trade name) was used for aerial spraying as per recommendation by Department of Agriculture. (4) 2024 monthly spraying program chart was provided for Jan-June 2024. It was noted that 20.22 ha was involved and will be sprayed on monthly basis. <p>Based on the above, it was verified that the corrective action taken found to be sufficient and effective. It is implemented accordingly. No similar non-compliance found during the audit. Thus, the Major NC raised during Annual Surveillance Assessment (2_3) was remain closed.</p>
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Previous Audit Critical (Major) Non-conformity			
NCR Ref #	2322633-202303-M4	Issued Date	16/03/2023
Due Date	14/06/2023	Closure Date	15/6/2023
Indicator & Category (Critical / Minor)	2.1.1 (Major)		
Statement of Nonconformity:	Evidence of compliance with some legal requirements was not satisfactorily demonstrated.		
Requirement Reference:	The Unit of Certification complies with legal requirements.		
Objective Evidence:	<p>Based on site visit at the groceries shop at Dusun Durian Estate Main Division, it was observed that the shop has been storing liquid petroleum gas cylinders and distributing them to workers. However, there was no evidence that shows the shop have obtained legal permit from the relevant authority for this activity.</p> <p>It was also found that the shop has been preparing and serving food for customers. However, there was no evidence that the food handler has attended the food handling course and has obtained typhoid vaccination as required in the Food Hygiene Regulations 2009. Similar case was found at East Estate that the canteen operators (tenant: XXX) was not able to show the evidence of attending food handling course.</p>		
Corrections:	<p>Dusun Durian Estate</p> <p>The management issued a letter for the shop to stop selling and storing the LPG until the shop has managed to acquire the necessary permit.</p>		

	<p>The management also has issued a letter for the shop owner to stop preparing and serving food until the store operator attended the food handling course and has obtained typhoid vaccination.</p> <p>East Estate</p> <p>Estate Management requested Canteen operator to submit the certificate for record purposes.</p>
Root Cause Analysis:	<p>Dusun Durian Estate</p> <p>Lack of enforcement from Management on the requirements for LPG selling/ food handling in the Estate. Estate management was under the impression that the local dealer license was sufficient to fulfil the requirement. The food preparation and selling was done without proper approval from Estate Management.</p> <p>East Estate</p> <p>The OVR tendering process did not include on specific requirement to obtain the food handling certificate from the canteen operator, hence the certificate was not obtained during tendering process from the canteen operator and no record was kept.</p>
Corrective Actions:	<p>Dusun Durian Estate</p> <ol style="list-style-type: none"> 1.Management to ensure that during yearly tenancy agreement renewal, the shop operator to show all required licenses i.e. selling LPG (if there is any), proof of typhoid vaccination and food handling course attendance. 2.Management to include store in the workplace inspection (quarterly basis) <p>East Estate</p> <ol style="list-style-type: none"> 1.Estate Management to ensure all canteen operators and food handler submit their food handling course certificate before allowing them to operate in Estate. 2.Estate management to ensure all the certificate included in contractor and vendor management record.
Assessment Conclusion:	<p>Major NC Close Out Verification:</p> <ol style="list-style-type: none"> i) Related records for Vendor Performance Evaluation (VPE) were verified for both Dusun Durian and East Estate. Typhoid injection records were found valid and related certificate for food handling training was verified. ii) Based on site visit at Dusun Durian Estate shop, there was no more LPG sell by the shop owner and no food preparation done at the shop. Quarter WPI will included the inspection at sundry shop to ensure no LPG sell and food preparation carried out by the shop owner. iii) Related records for all vendors kept by the OUs i.e food handling certificate, typhoid injection records, tenancy agreement and related VPE records. <p>The major NC was closed effectively on 15/6/2023 with sufficient evidence of implementation. Continuous implementation will be further verified in the next assessment.</p>
Effectiveness Closure (for previous audit closed Critical NC):	<p>As per verification through site visit sighted that there is no longer LPG has been sold for each operating units where the application for the permit is still in the progress. Sample has been taken for Kedai Runcit Ladang Kelalang sighted that she already attended food handling course on 18/10/2023 and has taken typhoid injection on 27/08/2023.</p> <p>Based on the above, it was verified that the corrective action taken found to be sufficient and effective. It is implemented accordingly. No similar non-compliance</p>

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	found during the audit. Thus, the Major NC raised during Annual Surveillance Assessment (2_3) was remain closed.
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Previous Audit Minor Non-conformity			
NCR Ref #	2322633-202303-N1	Issued Date	16/03/2023
Due Date	19/03/2024	Closure Date	19/03/2024
Indicator & Category (Critical / Minor)	7.3.3 (Minor)		
Statement of Nonconformity:	Open fire was used by operating unit for waste disposal.		
Requirement Reference:	The unit of certification does not use open fire for waste disposal.		
Objective Evidence:	Waste burning residue from (garden waste - dried leaves, dried coconut other miscellaneous waste) was sighted near to estate clinic and office compound.		
Corrections:	All the burnt debris removed and show cause letter issued to the staff.		
Root Cause Analysis:	1.Upon investigation, non-compliance by the staff on zero burning requirement despite briefings and trainings given to all workforce on the matter and lenient enforcement/ action by Management. 2.Inefficient monitoring and enforcement action by Management on zero burning incompliance in the linesite.		
Corrective Actions:	1.To continuously give reminder to the staff about open burning and repeated offence can result in serious disciplinary action. 2.To strengthen weekly housing inspection by PIOA (Medical Assistant) by ensuring all incompliance regarding zero burning policy is documented and reported to Management for next course of action.		
Assessment Conclusion:	During visits to all estates, no evidence was found of fire being used for waste disposal. Domestic waste was collected by the municipal authorities, specifically the MPKL (Majlis Perbandaran Kuala Langat), and disposed of at the municipal landfill. Awareness Training on open burning has been conducted: <ul style="list-style-type: none"> Dusun Durian Estate: 17/02/2024 East Estate: 06/01/2024 Sepang Estate: 05/01/2024 East POM: 21/02/2024 Sighted evidence on line site inspection that checked on the open burning activities. As per record there is no burning activities recorded. There is no evidence that open burning occurs, thus Minor NC was effectively closed.		

Previous Audit Minor Non-conformity			
NCR Ref #	2322633-202303-N2	Issued Date	16/03/2023
Due Date	19/03/2024	Closure Date	19/03/2024

Indicator & Category (Critical / Minor)	7.11.3 (Minor)
Statement of Nonconformity:	Engagement process with adjacent stakeholders on fire prevention and control measures was not effectively implemented.
Requirement Reference:	The unit of certification engages with adjacent stakeholders on fire prevention and control measures.
Objective Evidence:	<p>Dusun Durian Estate</p> <p>Adjacent stakeholders (villagers/communities) was not clearly identified in the stakeholder map. The extension and limit on which neighbours that fall under SIME DARBY PLANTATION BERHAD commitment on 5km radius on zero burning was not verifiable.</p> <p>Reference:</p> <p>5km Radius Zero-Burning Commitment;</p> <ul style="list-style-type: none"> - We extend our Zero-Burning Policy to our neighbours to include those in areas within 5km radius of our estate boundaries. - Not only do we help them to monitor fire occurrence, we will help to put out fires as soon as we are alerted to prevent further fire damage. <p>Sepang Estate</p> <p>Identification of adjacent stakeholders (private estate owner - no name) at P01A was in the stakeholder map. However other details of the owner (contact no) was not available for verification.</p>
Corrections:	<p>Dusun Durian Estate</p> <p>GSD has already checked on this and updated management on the changes in IOM (PSQM/100/11/2017), Response on fire hotspot alert dated 12 December 2017 from Head of PSQM to estate management.</p> <p>Sepang Estate</p> <ol style="list-style-type: none"> 1. Estate security team to verify estate perimeter area to get the details of landowner. 2. Estate management to map the latest update information in the estate map and update in estate stakeholder list for future reference.
Root Cause Analysis:	<p>Dusun Durian Estate</p> <p>Management was not aware on the changes stated in SIME DARBY PLANTATION BERHAD commitment on zero burning in IOM (PSQM/100/11/2017), Response on fire hotspot alert dated 12 December 2017 from Head of PSQM. SIME DARBY PLANTATION BERHAD commitment on 5km radius on zero burning was intended for Indonesia Operation (Please refer Appendix 3: Commitment of Fire Hotspot Monitoring of the IOM).</p> <p>Sepang Estate</p> <p>Estate management unable to obtain contact number and details from the stakeholder due to complexity of Sepang Estate surrounding. Most of the private land is leased to third party for agriculture activities such as coconut, dragon fruit and oil palm planting.</p>
Corrective Actions:	Dusun Durian Estate

	<p>To amend any presentation material/ document presented to stakeholder (if any) with the correct information on zero burning for Malaysia Operation and ensure that all parties are updated and aware on the changes.</p> <p>Sepang Estate</p> <p>1.Estate to identify affected stakeholder and reaching out the affected stakeholder to get further information.</p> <p>2.Estate to come out with updated method (e.g; forward invitation letter for stakeholder meeting and follow up to get the response and information) to ensure all the identified adjacent stakeholders are engage in future.</p>
Assessment Conclusion:	<p>There is evidence that management has engaged with stakeholders regarding on fire prevention and control measures. Refer stated details on Fire Prevention in the Stakeholder meeting:</p> <ul style="list-style-type: none"> Dusun Durian Estate: 18/10/2023 Section 4 (e) East Estate: 23/11/2023 Section 6 & 7 Sepang Estate: 27/02/2024 Section 3 (b)(c) <p>Document verification on stakeholder meeting sighted evidence of details on fire prevention with the correct information on zero burning for Malaysia Operation and all parties are updated and aware on the changes.</p> <p>Thus, Minor NC was effectively closed.</p>

Previous Audit Opportunity for Improvement	
OFI#	Description
OFI 1	<p>OFI Statement: N/A</p> <p>Verification / Follow-up actions: N/A</p>

3.3.2 Summary of the Nonconformities and Status

CAR Ref.	Category (Critical / Minor)	P&C Indicator	Issued Date	Status & Date (Closure)
1883198-202002-M1	Critical	2.1.1	14/02/2020	Closed out on 12/05/2020
1883198-202002-M2	Critical	7.2.6	14/02/2020	Closed out on 12/05/2020
1883198-202002-N1	Minor	2.2.2	14/02/2020	Escalated to Major NC. Refer NC no. 2165801-202202-M1
1883198-202002-N2	Minor	4.2.3	14/02/2020	Closed out on 18/02/2022
1883198-202002-N3	Minor	7.3.2	14/02/2020	Closed out on 18/02/2022
1733498-201901-N4	Minor	3.3.2	14/02/2020	Escalated to Major NC. Refer NC no. 2165801-202202-M2

2165801-202202-M1	Major	2.2.2	18/02/2022	Closed on 16/05/2022
2165801-202202-M2	Major	3.3.2	18/02/2022	Closed on 16/05/2022
2165801-202202-M3	Major	3.6.2	18/02/2022	Closed on 16/05/2022
2165801-202202-M4	Major	6.2.2	18/02/2022	Closed on 16/05/2022
2165801-202202-M5	Major	6.7.1	18/02/2022	Closed on 16/05/2022
2165801-202202-M6	Major	7.8.2	18/02/2022	Closed on 16/05/2022
2165801-202202-N1	Minor	6.7.2	18/02/2022	Closed on 16/03/2023
2165801-202202-N2	Minor	7.3.1	18/02/2022	Escalate to major NC
2322633-202303-M1	Major	7.3.1	16/03/2023	Closed on 15/6/2023
2322633-202303-M2	Critical	3.6.1	16/03/2023	Closed on 15/6/2023
2322633-202303-M3	Critical	7.2.9	16/03/2023	Closed on 15/6/2023
2322633-202303-M4	Critical	2.1.1	16/03/2023	Closed on 15/6/2023
2322633-202303-N1	Minor	7.3.3	16/03/2023	Closed on 19/03/2024
2322633-202303-N2	Minor	7.11.3	16/03/2023	Closed on 19/03/2024
2466358-202403-M1	Critical	6.7.3	19/03/2024	Closed on 04/05/2024
2466358-202403-N1	Minor	3.3.2	19/03/2024	'Open'

3.4 Stakeholders and previous land owner / user consultation

Stakeholder consultation involved internal and external stakeholders. External stakeholders were contacted by telephone to arrange meetings at a location convenient to them to discuss *Sime Darby Plantations Berhad SOU 8 East POM and Supply Bases* 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	Stakeholder name / organization	Means of communication
Local communities	Kampung SXXXXX RXXXX	Face to face
Local communities	Kampung MXXXXX	Face to face
Local communities	Kampung BXXXX BXXXXXX	Face to face

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Local communities	Independent Smallholder	Face to face
Internal	Gender Committee Representatives	Face to face
Union	NUPW Representatives	Face to face
Internal	Local Workers	Face to face
Internal	Foreign Workers	Face to face
Contractor	AXX TXXXXXX – Contractor	Face to face
Internal	Sundry Shop	Face to face
Contractor	MXXXXXXX & SXX Sdn Bhd - Contractor	Face to face
Government agencies	Jabatan Tenaga Kerja Pelabuhan Klang	Face to face

Stakeholders comment	
1	<p>Feedbacks: Kampung MXXXXX, Kampung SXXXXX RXXXXX, Kampung BXXXX BXXXXXXX and independent smallholder</p> <p>Good cooperation given by estate management team. Contribution not only monetary but also manpower and machinery were given if there is any assistance required. Relationship and contribution with the estate management were consistent rather than ad-hoc. Estate under Sime Darby Plantation Berhad is known for offering job opportunity to the villager. No land encroachment from Sime Darby Plantation Berhad estates.</p> <p>Audit Team verification and response: No further issues related to the neighbouring and local community.</p>
2	<p>Feedbacks: Contractors - AXX TXXXXXX and MXXXXXXX & SXX Sdn Bhd</p> <p>Proactive engagement with the estate management was emphasized. All jobs/contracts offered were official, documented through contract agreement, purchase order or contract and work order. Payment was made promptly as per the terms agreed upon in the contract agreement. All contracts have been signed by both parties, estate management and contractor. In addition, all of them have attend RSPO briefing conducted by estate management. Contracts were thoroughly briefed, encompassing provisions of the RSPO and outlining means for subcontractors to comply with the standard requirements, particularly regarding safety, health and workers welfare.</p> <p>Audit Team verification and response: No further verification required.</p>
3	<p>Feedbacks: Local and Foreign Workers</p> <p>Regular training on company's SOP, policies, safety and health, environmental and social aspects were conducted by estate management. Employment contract and payslip were provided, and the salaries deposited into workers bank account. Wages are paid according to Minimum Wages Order 2022. PPE is provided at no cost and can be replaced by making a request to the estate management. Foreign workers retain possession of their passports. Workers are aware of the complaint and grievance channels available to them.</p> <p>Audit Team verification and response: No further verification required.</p>
	<p>Feedback: Gender Committee Representative</p>

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4	They informed that no sexual harassment and violence cases reported since the last audit. Female workers understand the function of Gender Committee and aware the complaint mechanism if there are any issues occurred. They were treated equally without any discrimination by the estate management.
	Audit Team verification and response: No further verification required.
5	Feedback: NUPW Representative They informed that there are no outstanding issues with the estate management. Regular meetings between the estate management and NUPW committee are conducted to address any matter arising from the workers. Worker's welfare including housing, salary payment and benefit are well taken care of by the estate management.
	Audit Team verification and response: No further verification required.
6	Feedback: Sundry Shop No unlicensed items are sold in the sundry shop. The monthly rent set by the estate is very reasonable. Regularly attend at meeting and consultation with estate management. Prices of each item are displayed in the shop.
	Audit Team verification and response: No further verification required.
7	Feedbacks: Jabatan Tenaga Kerja Pelabuhan Klang As per interviewed, it has been confirmed that good relationships has between both parties and JTK Pelabuhan Klang has been often invited for stakeholder consultations. He also mentioned that he aware about procedure and policy that has been established. There is no issues related to labour has been highlighted and received by JTK. He also mentioned the management has consistently contacted him for consultations and advise.
	Audit Team verification and response: No further verification required.

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
Not applicable as all estates has undergone the 2nd cycle of planting. SD Guthrie Berhad (at the point of this audit known as Sime Darby Plantation Berhad) have acquired all the land (freehold and lease) from the State Government.					

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



3.5 Impartiality and conflict of interest

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

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Formal Signing-off of Assessment Conclusion and Recommendation

<p>The audit objectives have been achieved and the certificate scope is appropriate. Based on the results of this audit, it is concluded that <i>Sime Darby Plantations Berhad (SOU 8) East Palm Oil Mill and Supply Bases</i> has complied with the Malaysia National Interpretation 2019 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 <i>Sime Darby Plantations Berhad (SOU 8) East Palm Oil Mill and Supply Bases</i> is remain certified.</p>	
Report prepared by	Acceptance of Assessment Conclusion
Name: NOR HALIS ABU ZAR	Name: Shylaja Devi Vasudevan Nair
Company Name: BSI SERVICES MALAYSIA SDN BHD	Company Name: SD Guthrie Bhd
Title: CLIENT MANAGER	Title: Head, Sustainability Compliance Unit, Group Sustainability Dept.
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: 04/05/2024	Date: 4/6/2024

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Appendix A: Summary of Findings

Criterion / Indicator		Assessment Findings	Compliance
Principle 1: Behave ethically and transparently			
Criterion 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) Documents that are specified in the RSPO P&C are made available to the public. - Critical (Major) compliance -	There is evidence that all documents that has been specified in the RSPO P&C has been made available to public. It has been verified based on the management systems that has been established through procedure which each operating units need to respond of any information request received. Each operating units need to verify and justify each request base on types of concerns. Process of request has been stipulated in the Standard operating manual (SOM) subsection 5.5; Procedure for external communication issuance date 01/04/2008. Other than that, policy of the company has been made available in the Sime Darby Plantation website.	Complied
1.1.2	Information is provided in appropriate languages and accessible to relevant stakeholders. - Minor compliance -	All the document/information has been established in both Bahasa Malaysia and English. As per conversation with the management, if there is any request from the stakeholder who need explanation, the management of each operating unit is responsible to explain the information to the stakeholders.	Complied
1.1.3	(C) Records of requests for information and responses are maintained. - Critical (Major) compliance -	There is no information request has been received for all operating units and has been verified based on the records and interview with stakeholders where there is only request for assistance recorded. As per interview, any information request will be recorded in the logbook.	Complied

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1.1.4	<p>(C) Consultation and communication procedures are documented, disclosed, implemented, made available, and explained to all relevant stakeholders by nominated representative.</p> <p>- Critical (Major) compliance -</p>	<p>Documented in the standard operating manual (SOM) subsection 5.5, management responsibility; appendix 5.5.3.2, Procedure for external communication.</p> <p>The procedure has been effectively communicated to stakeholders through stakeholder consultations. Specifically, during the stakeholder meetings held for East Estate on 23/11/2023 and Sepang Estate on 27/02/2024, the procedure was discussed and explained to stakeholders.</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>List of stakeholders has been maintained and will be updated on annual basis or if there is any amendment of the stakeholders. Sighted information for the stakeholders has been maintained such as address and contact number.</p>	Complied
Criterion 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>Sime Darby Plantations Berhad has established ethical conduct policy which documented in the document code of business conduct policy that has been signed by Group Managing Director. Stated in the policy that Sime Darby Plantation uphold 5 core values in all business transaction which are integrity, respect & responsibilities, enterprise and excellence.</p> <p>The latest Group Sustainability & Quality Policy Statement also includes the clause 'promoting good governance and transparency: abiding by the Group Policies & Authorities (GPA) and the Code of Business Conduct (COBC) signed by Group Managing Director on 02/12/2019.</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>SIME DARBY PLANTATION BERHAD established Code of Business Conduct where the company implemented the attitude of fair, integrity and ethic during any business process. The company is</p>	Complied

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		<p>strictly prohibited to have any bribery related in the business processes. The code established in Bahasa Malaysia and English.</p> <p>SIME DARBY PLANTATION BERHAD's Group Sustainability & Quality Policy Statement signed by Group Managing Director on 02/12/2019 also includes the clause</p> <p>'promoting good governance and transparency: abiding by the Group Policies & Authorities (GPA) and the Code of Business Conduct (COBC).</p> <p>Tendering process has been established where tendering process will be initiated by operating units and will be approved by regional office. Once approve, the document will be forwarded to tendering committee and selection. There are some cases that direct awarded will be done due to certain circumstances such as insufficient supplier submitted quotation and others. Sample has been taken for the tendering process and compliance with the policy that has been established.</p>	
Principle 2: Operate legally and respect rights			
Criterion 2.1: There is compliance with all applicable local, national and ratified international laws and regulations.			
2.1.1	<p>(C) The Unit of Certification complies with legal requirements</p> <p>- Critical (Major) compliance -</p>	<p>Sime Darby Plantation Berhad SOU 8 East POM Certification Unit continues to comply with all verified legal requirements. Compliance to each applicable law and regulation is monitored by the operating units and HQ. The sampled mill and estates had obtained and renewed license and permits as required by the law. Among others the licenses/permit verified were:</p> <p>Dusun Durian Estate</p> <p>1. MPOB Licence #528976002000 valid from 01/05/2023 until 30/04/2024</p>	Complied

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		<ol style="list-style-type: none"> 2. MPOB Nursery Licence #563441011000 valid from 01/08/2023 until 31/07/2024 3. Diesel permit #B.PGK.SEL/01375 valid from 13/01/2024 until 12/01/2026 4. Air Compressor #SL PMT 28263 valid until 05/09/2024 5. Air Compressor #SL PMT 28376 valid until 05/09/2024 6. Weighbridge calibration #09926 inspected on 25/10/2023 <p>East Estate</p> <ol style="list-style-type: none"> 1. MPOB Licence #531308002000 valid from 01/08/2023 until 31/07/2024 2. Air Compressor Receiver #SL PMT 4385 valid until 20/12/2024 3. Air Receiver Tank #SL PMT 39183 valid until 20/12/2024 4. Diesel permit #B.PGK.SEL/01023 valid from 23/02/2024 until 22/02/2025 <p>Sepang Estate</p> <ol style="list-style-type: none"> 1. MPOB License (Main Division & Sg Linau Division) #533267002000 valid from 01/10/2023 until 30/09/2024 2. MPOB Licence (Sg Rawang Division) #533798002000 valid from 01/11/2023 until 31/10/2024 3. Air Receiver #SL PMT 81283 valid until 08/06/2024 4. Air Compressor #SL PMT 4705 valid until 08/06/2024 5. Diesel Permit #PBKB/2023/P/B-000241 valid from 02/12/2023 until 01/12/2024 	
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		<p>6. Weighbridge calibration #A018774 inspected by De Metrology on 24/04/2023</p> <p>East POM</p> <ol style="list-style-type: none"> 1. MPOB Licence #533088004000 valid from 01/10/2023 until 30/09/2024 2. Energy Commission Permit #2023/02487 valid until 10/11/2024 3. DOE Licence #003772 valid until 30/06/2024 4. Weighbridge calibration #E027624 inspected by De Metrology on 30/01/2024. 5. Boiler #SL PMD 80297 valid until 08/05/2024 6. Air Receiver Tank #SL PMT 81790 valid until 08/05/2024 7. Back Pressure Receiver #PMT 37165 valid until 08/05/2024 8. Competence person #CePSWaM/02033 to Mill Manager NRIC 751128-XX-XXXX 9. Competence person #CePPOME/00073 to Mill Manager NRIC 751128-XX-XXXX <p>Competence person #NW-SBRO-AGT-0201-R to Assistant Mill Manager NRIC 830322-XX-XXXX valid until 01/05/2025</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 laws and regulations.</p> <p>- Minor compliance -</p>	<p>The operating units have maintained compliance with legal requirements through established and implemented documented procedures, as outlined in the Estate/Mill Quality Management System, Level 2: Standard Operating Manual, specifically Appendix 5.2.4: Procedure for Legal and Other Requirements dated 10 December 2008. This mechanism ensures adherence to legal and other requirements and is documented in the EQMS & MQMS</p>	Complied

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		<p>(Estate & Mill Quality Management System), which is distributed to all operating units. The GSQM Department and respective operating units are responsible for identifying, managing, updating, and tracking legal requirements, as well as monitoring legal compliance status.</p> <p>Furthermore, all operating units maintain a Legal & Other Requirements Register (LORR) that covers all necessary regulatory requirements. A legal register dated July 2023 lists additional applicable laws, including:</p> <ul style="list-style-type: none"> • Minimum Wages Order 2022 • Fire Service Act 1988 (Act 341) Amendment 2020 • Human Resources Development Act 2001 • Anti-Sexual Harassment Act 2021 • Employees' Social Security (Amendment) Act 2022 • Employees' Insurance System (EIS) (Amendment) Act 2022 • Control of Supplies Act 1961 • Employment (Amendment) Act 2022 	
2.1.3	<p>Legal or authorised boundaries are clearly demarcated and visibly maintained, and there is no planting beyond these legal or authorised boundaries.</p> <p>- Minor compliance -</p>	<p>The Estates have maps showing the locations of boundary stones that have been physically located and marked. Inspection of boundary stones/markers/trenching at the sampled estates, during the field inspection confirmed that they were clearly marked and maintained. Trenches were constructed at most areas.</p> <p>Dusun Durian Estate</p> <p>Sighted boundary at P09C neighbouring with Banting Jugra Road. Other than that, at P06K1 neighbouring with Kampung Kanchong</p>	Complied

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		<p>Darat. Verified that there is no planting beyond these legal or authorised boundaries.</p> <p>East Estate</p> <p>Sighted boundary at P14D neighbouring with Kampung Manickavasagam. Other than that, at P01D neighbouring with Sungai Kuala Langat. Verified that there is no planting beyond these legal or authorised boundaries.</p> <p>Sepang Estate</p> <p>Sighted boundary at P14C neighbouring with TNB Rentice. Other than that, at P21B neighbouring with Malaysia Airport. Verified that there is no planting beyond these legal or authorised boundaries.</p>	
Criterion 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>The list of contracted parties available as per stakeholder list 2024. Both the estates and the mill continued to maintain the stakeholder's information (address, contact number, nominated representatives) which included the contractors, vendors/suppliers, foreign recruitment agencies, embassy, government agencies, schools, local communities, CPO/PK customers, etc. The list was updated respectively comprises of various parties, neighboring communities and Government Agencies.</p>	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>Evidence of legal due diligence of all contracted third parties, recruitment agencies (licensed/ accredited) for migrant workers, service providers and labour contractors, is available.</p>	<p>The agreements (selectively sampled) have included clauses in relation to requirement to meeting legal among others:</p> <p>It stated that the agreement is governed among others by the following responsibilities and compliance:</p> <p>Clause 5 - Labour & Human Rights</p> <p>Clause 6 - Environment Occupational Safety Health</p>	Complied

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	<p>- Minor compliance -</p>	<p>Clause 7 - Ethic & Management Practices</p> <p>Compliance with applicable laws and guidelines</p> <ol style="list-style-type: none"> 1. To comply with all applicable laws, by-laws, rules, regulations 2. Not limited to laws in relation to employment, environment, OSH, anti-bribery, anti-slavery, human traffic 3. Laws and SOP on COVID 19 pandemic <p>Company's Guidelines, Policies and Principles</p> <ol style="list-style-type: none"> 1. Obligations towards the Representative 2. All contractors are subject to KPI monthly evaluation. 3. General Commitment towards RSPO MSPO certification standards <p>Failure to provide the services and/or comply with laws and guidelines.</p> <ol style="list-style-type: none"> 1. Special obligations, covenants and undertaking of the transporter. 2. Applicable Laws 3. All contractors have signed (IIV - Ikrar Integriti Vendor) of respective dates and region. <p>Evidence of legal due diligence of all contracted third parties, recruitment agencies (licensed/accredited) for migrant workers, service providers and labour contractors are submitted at the time of audit. The payslip of the contractor workers being maintained and reviewed by respective estate and mill management in the contractor's personal file. Based on the payslip for month of Feb-</p>	
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		2024. All contractor workers were paid more than minimum wages. Due diligence is also conducted via Online Vendor Registration (OVR) to check the legality of the business entities.	
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>Sime Darby Plantation Berhad has established the Vendor Integrity Pledge and Vendor Code of Business Conduct (VCOBC). The VCOBC contains clauses disallowing child, forced and trafficked labour. It can be sighted under:</p> <p>5.7 Eradication of Exploitation - The Group endeavours to eradicate all forms of bonded and forced labour, slavery, human trafficking, and sexual exploitation by implementing International Labour Organisation (ILO) core labour standards and conventions. When supplying labour to perform work for the Group, Vendors shall refrain from using or facilitating any of the following activities:</p> <ul style="list-style-type: none"> • The Vendors' Employees are not charged with recruitment fees for the purpose of restricting free movement. • Original identification documents of the Vendors' Employees such as passport or work permits are not retained involuntarily by Vendors. • Payment of the Employees' salaries are not withheld or delayed beyond the extent permitted by applicable laws and regulations in the countries where the Vendors operate. • In addition, the Vendors shall ensure that recruitment of its Employees and workers are done via legitimate recruitment agencies, which are properly licensed to operate under applicable laws. <p>5.8 Abolishment of Child Labor & Protecting the Rights of Children – The Group seeks to promote the well-being of children and safeguard them from any form of maltreatment or exploitation,</p>	Complied

		including but not limited to child sex tourism, child trafficking, and child pornography. As such, Vendors shall not employ anyone under the age of 18 or the applicable minimum legal age in the countries they operate, unless in vocational and/or formal and structured apprenticeship, educational and training programmes. Verified against contractor list, OVR and signed copies of Vendor Integrity Pledge.	
Criterion 2.3: All FFB supplies from outside the unit of certification are from legal sources.			
2.3.1	(C) For all directly sourced FFB, the mill requires: <ul style="list-style-type: none"> Information on geo-location of FFB origins Evidence of the ownership status or the right/claim to the land, or valid use of land by the grower/smallholder One or more supporting documents for claims Valid MPOB license - Critical (Major) compliance -	East POM is certified as an Identity Preserved (IP) Mill, as confirmed by Certificate No. RSPO 543543, valid from 9/05/2020 until 18/05/2025. The mill exclusively processes RSPO-certified Fresh Fruit Bunches (FFB) sourced from three (3) estates of the SOU 08 – East POM Unit of Certification (UoC): East Estate, Dusun Durian Estate, and Sepang Estate. Additionally, diversion crops from Sime Darby Plantation (Sime Darby Plantation Berhad) owned estates, which also consist of RSPO-certified FFBs, are processed at this mill. During verification, it was confirmed that there were no sources of uncertified FFB from any outgrowers or independent suppliers/smallholders. As a result, this indicator is deemed not applicable for East POM.	Not Applicable
2.3.2	For all indirectly sourced FFB, the unit of certification obtains from the collection centres, agents or other intermediaries, the evidence as listed in Indicator 2.3.1. <ul style="list-style-type: none"> Minor compliance - 	East POM is certified as an Identity Preserved (IP) Mill, as confirmed by Certificate No. RSPO 543543, valid from 9/05/2020 until 18/05/2025. The mill exclusively processes RSPO-certified Fresh Fruit Bunches (FFB) sourced from three (3) estates of the SOU 08 – East POM Unit of Certification (UoC): East Estate, Dusun Durian Estate, and Sepang Estate. Additionally, diversion crops from Sime Darby Plantation (Sime Darby Plantation Berhad) owned estates, which also consist of RSPO-certified FFBs, are processed at this mill.	Not Applicable

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		During verification, it was confirmed that there were no sources of uncertified FFB from any outgrowers or independent suppliers/ smallholders. As a result, this indicator is deemed not applicable for East POM.	
Principle 3: Optimise productivity, efficiency, positive impacts and resilience			
Criterion 3.1: There is an implemented management plan that aims to achieve long-term economic and financial viability.			
3.1.1	<p>(C) A business or management plan (minimum three years) is documented that includes, where applicable, a jointly developed business case for Scheme Smallholders.</p> <p>- Critical (Major) compliance -</p>	<p>The business plan for the mill is reflected in the form of an annual budget (MPLAN) and the projection for 5 years prepared as guidance for future planning. The business plan contains production CPO, OER, and KER, utilization rate and CAPEX.</p> <p>The business or management plan for the estates were presented in the form of annual budget (MPLAN) with 5 years projection (2024 – 2028). The annual budget contains the crop projection and the finance allocation for field operation and administration. The management has their monthly progress report and regular meetings to monitor the expenditure to ensure the budget is not overrun.</p> <p>Annual business plan in the form of annual budget and the projection for 5 years prepared as guidance for future planning. In the 5 years business plan include items as follows:</p> <p>a) Palm oil mill</p> <ol style="list-style-type: none"> i. Mill intake – FFB input ii. Production of CPO iii. Production of PK iv. Total Palm Oil Extraction 	Complied

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		<ul style="list-style-type: none"> v. Total Palm Kernel Extraction vi. Mill cost <p>b) Oil Palm Estate</p> <ul style="list-style-type: none"> i. Total crop projection and yield potential ii. Activity direct cost <ul style="list-style-type: none"> a. Mature upkeep b. Manuring c. Harvesting and collection d. Transportation e. Nursery iii. Estate administration <ul style="list-style-type: none"> a. Admin Cost iv. Labour overhead v. Road and bridges vi. Cost of production. <p>The budget plan was reviewed annually with both actual and forecasted amount for 5 years (up to 2027) and well documented upon request.</p>	
3.1.2	<p>An annual replanting programme projected for a minimum of five years with yearly review, is available.</p> <p>- Minor compliance -</p>	<p>East POM Supply Base has established a long-range replanting programme until FY 2028. Replanting is planned for the fields older than 25 years, non-performance fields (yield) and Ganoderma infected palms. The total Ha for the projected replanting of Dusun Durian are as follows:</p>	Complied

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		Estate	2024	2025	2026	2027	2028	
		Dusun Durian Estate	83.33	138.34	158.70	186.55	258.00	
		East Estate	94.61	158.86	194.87	171.05	206.18	
		Sepang Estate	153.31	109.95	154.41	133.99	192.19	
3.1.3	<p>The unit of certification holds management reviews at planned intervals appropriate to the scale and nature of the activities undertake.</p> <p>- Minor compliance -</p>	<p>East POM Operating Unit held management reviews at their respective sites on a yearly basis. Among the matters discussed during the management review are as follows: -</p> <ol style="list-style-type: none"> 1. Introduction by Chairman 2. Results of Internal Audits covering RSPO & MSPO 3. Customer feedback 4. Status up preventive and corrective actions 5. Follow up actions from management review 6. Changes that could affect the management system 7. Recommendations for improvement 8. Improvement of the effectiveness of the management system and process 9. Resources need <p>The minutes of the meeting indicated that Internal audit findings were each thoroughly examined, and the corrective action plan</p>						Complied

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		<p>were discussed. The management review was conducted at the respective operating units as follows:</p> <p>Dusun Durian Estate: 22/01/2024</p> <p>East Estate: 15/12/2023</p> <p>Sepang Estate: 06/01/2024</p> <p>East POM: 20/12/2023</p>	
Criterion 3.2: The unit of Certification regularly monitors and reviews their economic, social and environmental performance and develops and implements action plans that allow demonstrable Continuous improvement in key operations.			
3.2.1	<p>(C) The action plan for continuous improvement is implemented, based on consideration of the main social and environmental impacts and opportunities of the unit of certification.</p> <p>- Critical (Major) compliance -</p>	<p>The management had established and implemented continuous improvement plan. The plans were described detail in Continuous Improvement Plan, OSH Plan, Social Improvement plan, Environmental Improvement Plan, and budget for CAPEX. Action plans for continual improvement on social and environment impact and opportunities for improvement in operational performance have been specified and documented for each operating unit.</p> <p>(1) Dusun Durian Estate</p> <ul style="list-style-type: none"> • Develop beneficial plant nursery comprised of Turnera subulate, Cassia cobanensis, Antigonun Leptopus and Eurphobia heterophylla • Implementation 100% mechanization operation • Establishment of non-competitive fegetation (vertiver grass) <p>(2) East Estate</p>	Complied

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		<ul style="list-style-type: none"> Establishment of inspection for PPE, fire extinguisher, signages, SDS, agriculture vehicles, road and safety requirement Conduct monthly monitoring health check up for chemical handlers Enhance safety requirement on contractors obligation. <p>(3) Sepang Estate</p> <ul style="list-style-type: none"> To conduct regular inspection on PPE enforcement among workers To implement full operation with mechanization method <p>Evidence of results was available for the above continuous improvement action plans.</p>	
3.2.2	<p>As part of the monitoring and continuous improvement process, annual reports are submitted to the RSPO Secretariat using the [RSPO metrics template].</p> <p>PROCEDURAL NOTE:</p> <p>The RSPO metrics template is awaiting decision/agreement by RSPO and the issue is still being discussed.</p> <p>Until such metrics is agreed and developed, companies will carry on with existing reporting e.g. PalmGHG, Annual Communication of Progress (ACOP) reporting, and information provided to Certification Body and feedback via RSPO Secretariat is required.</p> <p>- Minor Compliance -</p>	<p>The reporting for the economic, social, and environmental metrics of the SOU 08 – East POM Certification Unit utilizes the RSPO metric template Version 2.1 (updated June 2021). All information filled in the template accurately reflects each operating unit of the Unit of Certification (UoC).</p> <p>Furthermore, the Annual Communication of Progress (ACOP) reporting for the year 2022 of Sime Darby Plantation Berhad has been submitted to the RSPO Secretariat. This report is publicly available on the RSPO website at the following link: https://document.rspo.org/2022/Sime Darby Plantation Berhad ACOP2022.pdf</p> <p>Additionally, the PalmGHG data for this UoC has been submitted to the BSI Assessment Team prior to the audit and was approved after onsite verification by the CB using PalmGHG Version 4.</p>	Complied

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Criterion 3.3: Operating procedures are Appropriately documented, consistently implemented and monitored.			
3.3.1	<p>(C) Standard Operating Procedures (SOPs) for the unit of certification are in place.</p> <p>- Critical (Major) compliance -</p>	<p>Standard Operating Procedures (SOPs) for the estate and mill has been established. Sime Darby SOP issued dated 02/01/2008 and Agricultural Reference Manual, Sustainability Plantation Management System and EQMS (Estate Quality Management System) were distributed to all operating units under SOU 24 as a guidance document to conduct estate operation. The estate also holds the Safety Work Procedure and Sime Darby Agricultural Reference Manual – Oil Palm Planting issued No.2, June 2021. The SOP covers land preparation, planting material, upkeep, harvesting, FFB transportation and etc.</p> <p>Palm Oil Mill holds two SOPs: Standard Operating Procedure for palm oil mills Version 2 dated 1st January 2019. and Mill Quality Management System version 1 dated 1/11/2008 as a guidance document to operate the mill.</p> <p>For Health, Safety and Environment, both mill and estates, Sime Darby has issued Health, Safety and Environment (HSE) Management System and Standard Operating Procedures. Sime Darby continuously updated the SOP established. Among the updated SOP as follows:</p> <ol style="list-style-type: none"> (1) UM HSE Management System Manual, UM/HSE/MS/01 (2) First Aid in Workplace Procedure, UM/HSE/OCP/01 (3) Safety Harvesting Procedure, UM/HSE/OCP/02 (4) Personal Protective Equipment Procedure, UM/HSE/OCP/03 (5) Chemical Safety Management Procedure, UM/HSE/OCP/04 (6) Permit to Work (PTW) Procedure, UM/HSE/OCP/05 	Complied

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		(7) OSH Risk Management Procedure, UM/HSE/SE/01	
3.3.2	A mechanism to check consistent implementation of procedures is in place. - Minor Compliance -	<p>There are various mechanism and method for Sime Darby Plantation to monitor estates and mills implementation accordingly. Among the program but not limited to are:</p> <ul style="list-style-type: none"> • Structured Estate Performance Assessment (SEPA) by Performance Monitoring Unit in 11/10/2023 , criteria Immature Management, Nursery Management, Manuring Management, Building & Facilities Mangement, EVIT, Ex-estate Cost Assessment • Structured Crop Recovery Assessment (SCRA); Crop Losses & Crop Quality, date of assessment 25-27/10/2023 – Scoring system for evaluate performance of each Operating Unit. • Estate Mature Upkeep Assessment (MUA), date of assessment 25-27/10/2023 • Monthly Crop Recovery Assessment, for February 2024 <p>The mill management has decided to adopt the Industry Code of Practice (ICOP) for the Management of Occupational Noise Exposure and Hearing Conservation 2019 as a procedural measure to comply with the provisions outlined in the Occupational Safety and Health (Noise Exposure) Regulations 2019. Section 13.3.4. of the ICOP stated "The employer upon receiving notification of temporary STS shall:</p> <p>(a) make appropriate arrangement to protect the hearing of an employee from further deterioration by ensuring the employee fulfills at least 14 hours of quiet state without PHP prior to the retest audiometry; and</p>	Non-compliance

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		<p>(b) conduct a retest within three (3) months after the previous audiometric testing was carried out."</p> <p>The latest audiometric test conducted from 16/10/2023 to 07/11/2023. The mill management only received the report of the audiometric test on 19/12/2023, which revealed that 8 workers were categorized as experiencing Temporary Standard Threshold Shifts and in the same report also stated that among them, 5 workers require retesting on 14/01/2024, while the remaining 3 workers need retesting on 21/01/2024. However, there has been a delay in initiating the retest process. Despite the management's efforts to communicate with the appointed Occupational Health Doctor (OHD) clinic via email on 10/01/2024 to schedule retest appointments, confirmation was only received on 08/03/2024 via email which stated that the OHD has set the appointment date for retesting on 05/04/2024. This delay in scheduling the retest appointments is inconsistent with the Section 13.3.4. of the ICOP. Thus, a Minor NC was raised against this indicator.</p>	
3.3.3	<p>Records of monitoring and any actions taken are maintained and available.</p> <p>- Minor Compliance -</p>	<p>The operational units maintaining comprehensive records of monitoring activities and the corresponding actions taken in response to all issues identified during the visit. The monitoring records were examined in the following manner:</p> <ul style="list-style-type: none"> • Structured Estate Performance Assessment (SEPA) by Performance Monitoring Unit in 11/10/2023 , criteria Immature Management, Nursery Management, Manuring Management, Building & Facilities Mangement, EVIT, Ex-estate Cost Assessment • Structured Crop Recovery Assessment (SCRA); Crop Losses & Crop Quality, date of assessment 25-27/10/2023 – Scoring system for evaluate performance of each Operating Unit. 	Complied

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		<ul style="list-style-type: none"> • Estate Mature Upkeep Assessment (MUA), date of assessment 25-27/10/2023 • Monthly Crop Recovery Assessment, for February 2024 • RSPO & MSPO Internal Audit 12-13/12/2023 ;1 Major, 4 Minor (Dusun Durian Estate) • RSPO & MSPO Internal Audit 11/10/2023 ;6 Major, 1 Minor, 3 OFI (East Estate) • RSPO & MSPO Internal Audit 12/10/2023: 5 Major, 1 Minor, 3 OFI (Sepang Estate) 	
Criterion 3.4: A comprehensive Social and Environmental Impact Assessment (SEIA) is undertaken prior to new plantings or operations, and a social and environmental management and monitoring plan is implemented and regularly updated in ongoing operations.			
3.4.1	<p>(C) 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/out-grower scheme, is documented.</p> <p>- Critical (Major) compliance -</p>	<p>No new plantings or operations have been initiated at any operating unit within SOU 08 – East POM. Consequently, the need for an independent Social and Environmental Impact Assessment (SEIA), which typically involves participatory methodologies with affected stakeholders and includes assessments of any smallholder/out-grower schemes, is not deemed necessary at this time.</p> <p>Despite the absence of new plantings or operations, each operating unit has diligently conducted their Social Impact Assessment (SIA) and Environmental Impact Assessment (EIA). Comprehensive information regarding these assessments is available in Indicator 3.4.2, provided below.</p> <p>For the year 2023/2024, an Environmental Impact Assessment (EIA) was established to identify environmental aspects in all estate activities. This assessment was documented using Environmental Aspects Impacts Identification and Environmental</p>	Complied

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		<p>Impacts Evaluation forms, covering all activities in the estates and mill. The EIA was conducted in accordance with established Standard Operating Procedures (SOP), as outlined in the SOP Standard Operating Manual, subsection 5.4: Planning, and Appendix 5.4.1b: Environmental aspect/impacts evaluation procedure. Sample of activity verified were:</p> <p>Estates</p> <ol style="list-style-type: none"> 1. Grass cutting 2. Parking vehicle 3. Herbicide spraying 4. Maintenance station 5. Store cleaning <p>Mill</p> <ol style="list-style-type: none"> 1. Steriliser 2. Boiler 3. Laboratory 4. EFB dumpsite 5. Final discharge 	
3.4.2	<p>For the unit of certification, a SEIA is available and social and environmental management and monitoring plans have been developed with participation of affected stakeholders.</p> <p>- Minor Compliance -</p>	<p>In March 2014, the GSD Department (formerly known as PSQM) conducted a comprehensive Social Impact Assessment (SIA) for all operating units under SOU 08 – East POM, including East POM, East Estate, Dusun Durian Estate, and Sepang Estate. The assessment was documented in the "Social Impact Assessment (SIA) Report" and involved assessors from diverse backgrounds.</p>	Complied

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		<p>The SIA involved a meticulous process of information collection and assessment, incorporating stakeholder interviews (including workers, contractors, government agencies, local communities, etc.), document reviews, and site visits. Both internal and external stakeholder meetings were conducted to identify social impacts, engaging governmental organizations, gender representatives, NGOs, neighboring estates, religious representatives, employees, contractors, suppliers, and village representatives.</p> <p>The assessment identified various impacts related to compliance with legal requirements, workers' welfare, handling of complaints and grievances, and socio-economic impacts on surrounding communities.</p> <p>Each operating unit developed an SIA plan, dated 08/02/2024 for East POM, 11/01/2024 for East Estate, and 05/01/2024 for Sepang Estate. The plan outlined both negative and positive impacts identified during the assessment, which were verified through implementation verification at sampled estates. Key implementation measures included:</p> <ul style="list-style-type: none">• Contribution to local communities by the management.• Communication of policies, SOPs, and estate information through stakeholder meetings.• Appointment of responsible persons to monitor social and stakeholder issues.• Engagement with relevant stakeholders to obtain feedback through various meetings, including Union meetings, Gender Committee Meetings, Social Dialogue meetings, and Stakeholder meetings.	
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		<ul style="list-style-type: none"> • Timely resolution of workers' housing complaints, documented in the Oil Palm Pal (OPP) system, which records the status and complaints related to housing matters. <p>The management plan entails various action plans as outlined below:</p> <ul style="list-style-type: none"> • Environmental Risk Management: Reviewing Environmental Impact Assessments (EIA) / Environmental Impact Evaluations (EIE) to address any operational changes. • Domestic Waste Management: Disposing of domestic waste through MDKL (Majlis Daerah Kuala Langat). • Sewage Waste Management: Engaging with licensed contractors for effective sewage management. • Scheduled Waste Management: Maintaining an inventory and ensuring proper disposal of scheduled waste. • Recyclable Waste Management: Disposing of recyclable waste through registered purchasers and conducting frequent checks. • Water Management: Immediately repairing broken pipelines and identifying any leakages for efficient water management. 	
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>Social and Environmental Action Plans are available for each operating unit, containing comprehensive information on identified issues, management plans, Persons in Charge (PIC), and time frames for implementation. The input for these plans is gathered from various sources, including meeting minutes from:</p> <ul style="list-style-type: none"> • Gender Committee and NUPW meetings, • Safety Meetings, 	Complied

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		<ul style="list-style-type: none">• Complaints and requests from internal and external stakeholders, as well as muster briefings, and• Stakeholders' meetings. <p>These action plans serve as proactive measures to address social and environmental concerns identified through stakeholder engagement and internal discussions, ensuring timely and effective implementation of mitigation strategies.</p> <p>The management plan, established based on operations with significant environmental impacts, undergoes annual review. It outlines environmental issues, mitigation actions, monitoring plans, and assigns responsibilities for implementation oversight. Among the plan established were:</p> <p>a) Environmental management plan</p> <ul style="list-style-type: none">- To review EAI/EIE for any changes in operation- Create further awareness on recycling among workers through training- Monitoring of estate quarters <p>b) Waste Management Plan</p> <ul style="list-style-type: none">- Maintain inventory of SW- Inventory for storage of SW- Put signages and centralised all the waste of scrap iron bay <p>c) Pollution Prevention Plan</p>	
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		<ul style="list-style-type: none"> - Ensure the preventive maintenance vehicles checklist were in place. Regularly inspection is carried out to these vehicles. - To place a tray under neath the vehicles <p>d) Water Management Plan</p> <ul style="list-style-type: none"> - Water supply to purchase from SYABAS - Awareness of water consumption - To carry out immediately repair of broken pipelines and identify any leakages. <p>e) IPM Management Plan</p> <ul style="list-style-type: none"> - Intensive planting of beneficial plant - Fixing barn owl box achieve target ration 1:10 - IPM Bagworm refreshment training 	
Criterion 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 where applicable.</p> <p>- Minor Compliance -</p>	<p>Each OU within the SOU 08 – East POM is adhering to the Hiring of Local Workers Procedure (revised in 2020), as well as the Migrant Worker Responsible Recruitment Procedure (revised on 20/08/2021). Both of these procedures have been put in place by the management of Sime Darby Plantation Berhad. These procedures meticulously outline the recruitment processes for both local and foreign workers, ensuring that all hiring practices are conducted in accordance with established guidelines and ethical standards.</p> <p>The guideline for the recruitment of local workers in the year 2020 delineates the recruitment process into two phases: pre-</p>	Complied

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		<p>recruitment and post-recruitment. During pre-recruitment, vacant positions in the operating units are identified by management. Interested parties submit applications, which are then screened and shortlisted. During interviews, assistant managers provide briefings about job roles, tasks, and expectations. Successful applications are approved by managers and proceed to the medical examination stage. Post-recruitment involves successful candidates undergoing medical check-ups before being issued offer letters. They then sign employment contracts, undergo induction and on-the-job training before commencing work.</p> <p>For migrant workers, recruitment procedures are outlined in the Migrant Worker Recruitment Procedure of 2021. The recruitment of foreign workers is handled by the headquarters through appointed agents in respective countries.</p> <p>Procedure Career Progression for Workers Level (SDP/HRUM/2020/ SOP01 Date: 01/01/2020) was established for the promotion procedure. The detail as below</p> <ul style="list-style-type: none"> • General Worker/Harvester to Mandore Level • Mandore to Supervisor Level <p>Staff career progression is determined by Key Performance Indicators (KPIs) and years of experience.</p>	
3.5.2	<p>Employment procedures are implemented, and records are maintained.</p> <p>- Minor Compliance -</p>	<p>Sample of 12 newly recruited workers in year 2023 has been taken by auditor for verification which include workers from different origin countries, gender and races. It has been verified that the recruitment procedure has been implemented and all records have been maintained.</p> <p>For local workers, verified job application form, records for interview, medical check up records and offer letter. While for</p>	Complied

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		<p>foreign workers, records verified is medical check up (FOMEMA), and offer letter.</p> <p>As per interview with workers, it has been confirmed that the recruitment process is inline with the procedure.</p> <p>There is no promotion and termination has take place in year 2023 and has been confirmed through interview, document review.</p>	
Criterion 3.6: An occupational health and safety (H&S) plan is documented, effectively communicated and implemented.			
3.6.1	<p>(C) All operations are risk assessed to identify H&S issues. Mitigation plans and procedures are documented and implemented.</p> <p>- Critical (Major) compliance -</p>	<p>Each Operating Unit of SOU 08 – East POM is adopting OSH Risk Management Procedure (UM/HSE/SP/01, dated 09/03/2021). The objectives of this procedures are to:</p> <ol style="list-style-type: none"> (1) To define the requirements for management of safety and health related risks within Upstream Malaysia (2) To ensure that all safety and health risks, inherent or residual, are effectively managed. (3) To set the standards in developing HIRARC in estates and mills (4) To identify all the hazards in the workplace (5) To assess the risks of respective hazards and formulate control measure to mitigate them (6) To set the objective, target, HSE programs and generating safe work procedures (if not available, absent or not adequate) for all work activities from the output of risk activities (7) To create a safe working environment for workers <p><u>East POM:</u></p> <ol style="list-style-type: none"> (1) The Mill has identified and reviewed significant hazards and risks and determined appropriate risk control measures. The 	Complied

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		<p>hazard identification, risk assessment, and risk control (HIRARC) records are subject to review in the event of changes in work processes, revisions, changes in legislative requirements, and/or occurrence of accidents. The latest review was conducted on 21/09/2023.</p> <p>(2) Chemical Hazard and Risk Assessment (CHRA) was conducted on HQ/09/ASS/00/124 on 23/01/2020, with report reference number HQ/09/ASS/00/124.</p> <p>(3) Medical Surveillance was conducted in October 2023 for 27 workers by a JKPP-approved Occupational Health Doctor (OHD). All workers were found fit to work except for 3 workers (2 Workshop and 1 Lab), who underwent follow-up with the OHD on 29/02/2024 (2 workers) and 07/03/2024 (1 worker).</p> <p>(4) Noise Risk Assessment (NRA) was conducted on HQ/94/PEB/00/08 on 04/02/2022.</p> <p>(5) Audiometric Tests were conducted as per NRA recommendation between 16/10/2023 and 07/11/2023 by a JKPP-approved assessor. A total of 124 workers were examined, with results indicating that 12 workers had "Hearing Impairment," 52 workers had "Noise-Induced Hearing Loss (NIHL)," and 35 workers had "Standard Threshold Shift." Further details are available in Indicator 3.3.2.</p> <p>(6) Workplace Inspections have been conducted on a quarterly basis, with a sample inspection record dated 12/12/2023.</p> <p>(7) Chemical Exposure Monitoring was conducted by HQ/15/JHI/00/20 on 26/12/2023. The parameters monitored were n-Hexane and Isopropyl Alcohol. Compliance status for</p>	
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		<p>both did not exceed the Permissible Exposure Limit (PEL), indicating compliance with the USECHH Regulations 2000.</p> <p>(8) Annual Local Exhaust Ventilation (LEV) Examination & Testing was conducted by HQ/16/JHII/00/23 on 26/12/2023. The examination and testing results (Report Ref. No. HQ/16/JHII/00/23-2023/060) indicate that the LEV System's performance complies with ACGIH specifications, demonstrating efficient removal of air contaminants by the laboratory fume cupboard.</p> <p><u>Dusun Durian Estate</u></p> <p>(1) HIRARC was last reviewed on 16/08/2023, Harvesting activity. Accident, significant change in work activity, process, practices, and procedures. introduction new machineries, control measures are not working as intended, when directed by Director General (DOSH)</p> <p>(2) Chemical & Health Risk Assessment (CHRA) has been conducted on 12/11/2020, Ref. No. HQ/09/ASS/00/124-2020/0045 by assessor with DOSH Registration No. HQ/09/ASS/00/124. The assessment covered 10 work units which includes chemical mixer, sprayer, air blast operator, trunk injection, manuring operator, rat bait applicator, nursery, scheduled waste operator and storekeeper.</p> <p>(3) Medical Surveillance was conducted by health practitioner, Doc. No. DOSH Reg. No. HQ/17/DOC/00/00042, dated 27/11/2023 involving 31 workers; Chemicals handlers that involved were pesticide and welding fume. Recommendation from the report mentioned that workers continue with current practices and PPE training shall be practice in proper manner.</p>	
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		<p>(4) The estate completed its Initial Noise Risk Assessment on 23/11/2023, report no. 136/3422-230 conducted by an assessor with DOSH registration no. HQ/14/PEB/00/136 – for drone spraying activity.</p> <p>(5) Initial NRA – 28/10/2021, Additional report NRA – 23/11/2024, Doc No. HQ/10/PEB/00/112-005/2024</p> <p>(6) Audiometric Testing Report conducted on 13/01/2023 which involved 25 employees which provide all normal results.</p> <p><u>East Estate</u></p> <p>(1) Noted that HIRARC was latest review on 13/02/2024 for activity frond stacking. This is due to accident related to frond stacking activity on 08/01/2024.</p> <p>(2) CHRA was conducted with date 05/11/2020, Doc. No. HQ/09/ASS/00/124 – 2020/0043 with assessor DOSH ref. no. HQ/09/ass/00/124. The assessment covered 10 work units which includes chemical mixer, sprayer, air blast operator, trunk injection, manuring operator, rat bait applicator, nursery, scheduled waste operator and storekeeper.</p> <p>(3) Medical Surveillance was conducted on 25/01/2024 by Klinik Hartati for 62 employees which are selected among foreman, mandore, trunk injection, sprayer, fogger, MS driver, and ST 102. 1 foreman was found unfit due to excess manganese content in blood and need to re-conduct the medical checkup on 26/02/2024. But the result of 2nd test is yet to be received. It was noted that the worker was temporarily re-assign as store helper from 26/01/2024 until result 2nd test received.</p> <p>(4) Audiometric test by Dr Muahamad Naqib Bin Shariff, DOSH reg. no. HQ/17/DOC/00/00042, dated 07/09/2023. It was</p>	
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		<p>found that out of 56 employees attended the test, 3 of them were required to go for OHD examination which took place on 05/10/2023. Further check-up concludes that all 3 workers required to continue regular audiometric test but with updated current baseline audiogram.</p> <p><u>Sepang Estate</u></p> <p>(1) HIRARC latest review conducted on 23/09/2023 for harvesting activity due to accident on 13/09/2023 and 22/09/2023. The update was related to control measure which is to avoid use modified sickle for and replace with axe instead.</p> <p>(2) Assessment date for CHRA was on 11/11/2020, Doc. No. HQ/09/ASS/00/124 – 2020/0034 with assessor DOSH ref. no. HQ/09/ass/00/124. The assessment covered 10 work units which includes chemical mixer, sprayer, air blast operator, trunk injection, manuring operator, rat bait applicator, nursery, scheduled waste operator and storekeeper.</p> <p>(3) Medical Surveillance was conducted on 19/02/2024 by Medic Qasih Healthcare Group, Doc No. HQ/20/DOC/)/00551 for 47 employees which are selected among chemical handler, driver, trunk injector, filed officer. It was noted all 47 employees do not appear to have any work-related problems.</p> <p>(4) Noise Risk Assessment (NRA) was conducted on 10/08/2020 by independent assessor, DOSH Reg. No. HQ/94/PEB/00/08. Assessment was carried out for Workshop Attendant, Grass Cutting Operator, Mechanical Buffalo Driver, and Hook lift Trailer Driver. As the result, it was recommended that estate to install warning signs at hearing protection zone signage, annual audiometric testing program, and enforcement of personal hearing protector.</p>	
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		(5) Audiometric test report was sighted and reviewed. Conducted by Medic Qaseh Healthcare Group on 19/02/2024. 41 workers were tested, and no abnormal results were found.	
3.6.2	<p>(C) The effectiveness of the H&S plan to address health and safety risks to people is monitored.</p> <p>- Critical (Major) compliance -</p>	<p>ESH Management Plan 2024 – prepared by Assistant Manager and approved by Estate Manager. Consist: OSH Policy (briefing), Safety & Health Committee (committee member, meeting, workplace inspection, accident review), legal register (JKKP permit renewal), Risk management (HIRARC review, training, etc.), emergency preparedness and Response & Accident (fire extinguisher internal inspection, first aid kit internal inspection, first aider training, investigation team training, LTI Notice Board update, JKKP 8 report, accident statistic update, emergency route, fire equipment, and first aid kit layout update and establishment, fire drill activities), chemical management (CHRA recommendation implementation, update chemical register, SDS training, medical surveillance for chemical handlers), waste management (SW disposal), PPE management (distribution and training), and OSH training.</p> <p>The OSH Policy was observed to be clearly displayed at prominent locations within the mill and estate. Adequate posters, regulations, and newsletters were prominently exhibited on notice boards. During interviews, workers demonstrated a commendable level of awareness regarding occupational safety and health.</p> <p>Programmes aimed at protecting the health and safety of workers were satisfactorily implemented.</p>	Complied
Criterion 3.7: All staff, workers, Scheme Smallholders, out-growers, and contract workers are appropriately trained.			
3.7.1	<p>(C) A documented programme that provides training is in place, which is accessible to all staff, workers, Scheme Smallholders and out-growers,</p>	Each operational unit has developed and documented a training plan, guided by an annual training needs analysis. The assessment	Complied

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	<p>taking into account gender-specific needs, and which covers applicable aspects of the RSPOP&C, in a form they understand, and which includes assessments of training.</p> <p>- Critical (Major) compliance -</p>	<p>of the training needs analysis conducted on 01/01/2024 is reviewed. Training program was developed according to training need analysis as baseline and sighted 2024 training plan has been established. The training program encompasses topics such as Safety, Environment, and Management Systems.</p> <p>There is currently no established scheme for smallholders and out-growers within the certification unit.</p>	
3.7.2	<p>Records of training are maintained.</p> <p>- Minor Compliance -</p>	<p>The operating units retained records of the conducted training sessions. Reviewed the training records as follows:</p> <p>(1) East POM:</p> <ul style="list-style-type: none"> • Noise Conservation Training – 28/10/2023 • Sexual harassment Training – 17/04/2023 • Calculation Wages in Payslip – 04/10/2023 • Procedure on Foreign Workers individual passport safe keeping – 05/12/2023 • Safety & MSPO &ILO Awareness for Contractors – 08/11/2023 • Medical Access for workers briefing – 14/10/2023 • SW Training – 21/02/2024 • Chemical Handler – 17/08/2023 <p>(2) Dusun Durian Estate</p> <ul style="list-style-type: none"> • HIRARC briefing and review session dated 17/02/2024. • Toolbox Talk, Klanang Division dated 25/09/2023. • LFI Briefing dated 29/08/2023. 	Complied

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		<ul style="list-style-type: none"> • Training/Inspection PPE for Harvester, date 14/09/2023 • Briefing chemical and spraying safe operating procedure, chemical handling, chemical spillage & pesticide training, dated 09/03/2023 • Briefing & Training to management team regarding scheduled waste management, dated 23/01/2024 • Rat Baiting Training, dated 24/01/2024 • 1st Aid Training, CPR, Choking, Fire Drill & Fire Fighting Program, dated 04/11/2023 • Waste Handling Training dated 03/10/2023. • Nursery Training, dated 24/10/2023. • Refresher Training Course Pest & Disease Management, dated 24/10/2023 <p>(3) East Estate</p> <ul style="list-style-type: none"> • Safety Briefing for harvestere, dated 02/01/2024 • Herbicide spraying training 'No spraying near natural waterways', dated 10/01/2024 • Training for Interpump Sprayer, dated 15/01/2024 • Refresher training for machine specialist, dated 16/01/2024 • Machine Calibration, dated 21/02/2024 • Training for Frond Stackers, dated 20/01/2024 • Safety Awareness & Policies Briefing, dated 05/02/2024 	
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		<ul style="list-style-type: none"> • Training on using axe for frond cutting, dated 17/01/2024 • Tools Inspection Training, dated 06/01/2024. • Hearing Conversation Training Program, dated 05/10/2023 • Fire drill and Fire Fighting Training, dated 09/06/2023 • Safety work procedure for trunk injection, dated 16/08/2023 • Defensive Driving Training, dated 18/09/2023 <p>(4) Sepang Estate</p> <ul style="list-style-type: none"> • Chemical Mixing & Handling & Mixing Method, dated 29/02/2024 • Harvesting pole, chisel, axe parking place briefing, date 29/02/2024 • Scheduled Waste Refresher Training, dated 28/02/2024 • Refresher Training on Sime Darby Plantation Berhad Policies, COBC and PDPA for workers, dated 21/02/2024 (Main Division) & 23/04/2024 (Sg. Linau Division). • Training on Grievance Channel and Sexual Harassment, dated 21/02/2024 • Training on OPP system, Social Dialogue, and E-Sime System, dated 21/02/2024 • Training on Wages Calculation & Wages Glossary, dated 21/02/2024 	
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		<ul style="list-style-type: none"> • Training on Environment Policy and HCV Policy, dated 05/01/2024 • Training and Briefing on Road Grader Safe Work Procedure, dated 09/02/2024 • Briefing on Mechanical Spray, dated 14/02/2024 • Spraying Pre-Emergence Training by external party, dated 09/01/2024 • Chemical Mixing Training (Sg Linau Div), dated 03/01/2024 • Komodo Sprayer Implementation Training, dated 11/01/2024 • First Aid Training, dated 14/02/2024 	
3.7.3	<p>Appropriate training is provided for personnel carrying out the tasks critical to the effective implementation of the Supply Chain Certification Standard (SCCS). Training is specific and relevant to the task(s) performed.</p> <p>- Minor Compliance -</p>	<p>The mill has designated personnel involved in supply chain certification and established a committee, as per the appointment letter signed by the Mill Manager. The identified personnel and committee members include Assistant Managers, Weighbridge Clerks, Operation Supervisors, Laboratory Analysts, FFB Graders, and Auxiliary Police.</p> <p>To ensure understanding and awareness of the supply chain certification system among all workers, the management conducted training sessions. The reviewed training sessions include:</p> <p>SCCS Standard Operating Procedure training conducted on 12/12/2023. Awareness training on updated SCCS Procedure was conducted through Microsoft Teams on 13/02/2024.</p>	Complied
Criterion 3.8: Supply chain requirement for mills			

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(note: All supply chain requirements are considered as Critical (C) . However, it will not contribute to suspension if there is more than 5 non-compliance within a principle)			
3.8.1	<p>Identity Preserved Module</p> <p>A mill is deemed to be Identity Preserved (IP) if the FFB processed by the mill are sourced from plantations/estates that are certified against the RSPO Principles and Criteria (RSPO P&C), or against the Group Certification scheme.</p> <p>Certification for CPO mills is necessary to verify the volumes and sources of certified FFB entering the mill, the implementation of any processing controls (for example, if physical separation is used), and volume sales of RSPO certified products. If a mill process certified and uncertified FFB without physically separating them, then only Mass Balance Module is applicable.</p>	<p>Refer Sustainable Supply chain and Traceability Procedure dated January 2024 with reference number SD/GSD/202401/SCCS under section Glossary stated the meaning of RSPO Identity preserved as supply chain model assured that the RSPO certified oil palm product delivered to the end user uniquely identifiable to a single RSPO certified supply base. FFB were obtained from all Sime Darby certified estates only. There was no third party's crop nor non-certified FFB received by the mill. This was verified during the stakeholders meeting and site visit at mill.</p> <p>A per Section 9.2 stated RSPO IP Mills to include RSPO MB Supply Chain is mainly to enable the sales of products through the RSPO MB Option.</p>	Complied
3.8.2	<p>Mass Balance Module</p> <p>A mill is deemed to be Mass Balance (MB) if the mill process FFB from both RSPO certified and uncertified plantations/estates. A mill may be taking delivery of FFB from uncertified growers, in addition to those from its own and 3rd party certified supply base. In that scenario, the mill can claim only the volume of oil palm products produced from processing of the certified FFB as MB.</p>	<p>East POM processed the FFBs from its owned supply bases (East Estate, Sepang Estate, and Dusun Durian Estate) and other Sime Darby Plantation Berhad owned plantations/estates that are certified against the RSPO Principles and Criteria (RSPO P&C). However, the management of Sime Darby Plantation Berhad decided to include Mass Balance Module into the Scope of Certification.</p> <p>As per Section 9.2 of the revised procedure, it stated that RSPO IP Mills to include RSPO MB Supply Chain is mainly to enable the sales of products through the RSPO MB Option.</p> <p>Despite adding the Mass Balance Module in the Scope of Certification, East POM still only processes FFBs from its owned supply bases (East Estate, Sepang Estate, and Dusun Durian Estate) and other Sime Darby Plantation Berhad owned plantations/estates that are certified against the RSPO Principles and Criteria (RSPO P&C). Furthermore, the mill strictly refrains from accepting and processing FFBs from Outside Crop Producers</p>	Complied

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		(OCPs), including independent smallholders, collection centers, or other third parties. In line with this operational framework, any RSPO Identity Preserved (IP) Certified Sustainable Palm Oil (CSPO) or RSPO IP Certified Sustainable Palm Kernel (CSPK) products are only downgraded to RSPO Mass Balance (MB) CSPO or RSPO MB CSPK after being loaded into the truck tank or truck trailer for transportation to the refinery, as determined by the Global Trading Marketing (GTM) Department.									
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 this public summary report. The actual tonnage produced from last audit date is reported in the summary in Table 7 and Table 10.	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 will be carried out by the Marketing Department in HQ. Company has registered in PalmTrace system as follows:</div> <table><tr><td>Member Name</td><td>East Oil Mill – Sime darby</td></tr><tr><td>Member ID</td><td>RSPO_PO1000000097</td></tr><tr><td>RSPO Membership Number</td><td>1-0008-04-000-00 (Sime Darby Plantation Berhad)</td></tr><tr><td>Type of Business</td><td>Oil mill</td></tr></table>	Member Name	East Oil Mill – Sime darby	Member ID	RSPO_PO1000000097	RSPO Membership Number	1-0008-04-000-00 (Sime Darby Plantation Berhad)	Type of Business	Oil mill	Complied
Member Name	East Oil Mill – Sime darby										
Member ID	RSPO_PO1000000097										
RSPO Membership Number	1-0008-04-000-00 (Sime Darby Plantation Berhad)										
Type of Business	Oil mill										
3.8.5	Documented procedures	Documented Procedures were made available for verification and the requirements have been adhered to as follows:	Complied								

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	<p>The mill shall have written procedures and/or work instructions or equivalent to ensure the implementation of all elements of the applicable supply chain model specified. This shall include at minimum the following:</p> <ul style="list-style-type: none"> a) Complete and up to date procedures covering the implementation of all the elements of the supply chain model requirements. b) Complete and up to date records and reports that demonstrate compliance with the supply chain model requirements (including training records). c) Identification of the role of the person having overall responsibility for and authority over the implementation of these requirements and compliance with all applicable requirements. This person shall be able to demonstrate awareness of the mill's procedures for the implementation of this standard. d) The mill shall have documented procedures for receiving and processing certified and non-certified FFBs including ensuring no contamination in the IP mill. 	<ul style="list-style-type: none"> a) The Sustainable Supply Chain and Traceability Procedure for Upstream Malaysia (Version 02, effective since Jan-2024) has been revised at Section 9.2, 10.8, Appendix 2 for the inclusion of new clauses under Process Monitoring, Product Despatch, and Rules for FFB Diversion as to reflect the inclusion of RSPO IP Mills with RSPO MB Supply Chain as Scope Extension. b) The retention period for maintaining the traceability records is 3 years as stated in the Section 5.4 in Sustainable Supply Chain and Traceability Procedure for Upstream Malaysia (Version 02, effective since Jan-2024). Complete and up to date records and reports in relation to RSPO SCCS were maintained and available for verification. Among the records available were Mass Balance Sheet, Internal Audit Reports, and SCCS Training records. c) Section 4.1 of Sustainable Supply Chain and Traceability Procedure for Upstream Malaysia (Version 02, effective since Jan-2024) stated "The Head of Operating Unit shall have the overall responsibility for the implementation of this SOP". Section 4.2 of Sustainable Supply Chain and Traceability Procedure for Upstream Malaysia (Version 02, effective since Jan-2024) stated "The Head of Operating Unit may assign roles to relevant personnel or invite personnel from various departments where necessary to assist in the implementation of this SOP". Therefore, the Mill management have identified and appointed the Mill Manager as the PIC for RSPO Supply Chain Certification Standard requirements as stated in Sustainable Supply chain and Traceability Procedure dated January 2024 Section 4.0 Responsibilities. 	
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		d) Procedures for receiving and processing certified and non-certified FFBs were addressed in the Sustainable Supply chain and Traceability Procedure dated January 2024 Section 7.0 Receiving FFB at the Mill.	
3.8.6	<p>Internal Audit</p> <p>i) The mill shall have a written procedure to conduct annual internal audit to determine whether the mill:</p> <p>a. Conforms to the requirements in the RSPO Supply Chain Certification Standard and the RSPO Market Communications and Claims Documents.</p> <p>b. Effectively implements and maintains the standard requirements within its organisation.</p> <p>ii) Any non-conformities found as part of the internal audit shall be issued corrective action. The outcomes of the internal audits and all actions taken to correct non-conformities shall be subject to management review at least annually. The mill shall maintain the internal audit records and reports.</p>	<p>i) The procedure to conduct annual internal audit is addressed in the Sustainable Supply chain and Traceability Procedure dated January 2024. Refer section 18.0 Internal Audit. Refer latest SCCS Internal Audit dated 08/10/2023. Based on the internal audit report and checklist, the elements of RSPO supply chain were adequately covered including the RSPO Market Communications and Claims elements.</p> <p>ii) There was four non-conformity raised from the internal audit. For non-conformity, corrective action has been established to rectify the lapse found. The status of the non-conformity also be discussed in the management review meeting. Verified that all internal audits records and report was kept by the Mill.</p>	Complied
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>East POM maintain the daily records of all certified and uncertified FFB received and documented in daily processing records. The records include the FFB suppliers, weight, and vehicle transportation details. The mill has maintained records of FFB received such as Delivery Notes and Weighbridge operator. Sample of FFB delivery records:</p> <p>Incoming FFB</p> <p>Certified Supply Base</p> <p>Company: Sime Darby Plantation Berhad</p>	Complied

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		<ul style="list-style-type: none">• Estate: East Estate• Certified No: RSPO543543• Date: 20/01/2024• Ticket Number: 235XXX• Vehicle Number: TFXXX• Field / Block: P 02D• FFB Weight: 2.38 MT <p>Company: Sime Darby Plantation Berhad</p> <ul style="list-style-type: none">• Estate: Dusun Durian Estate• Certified No: RSPO 543543• Date: 20/01/2024• Ticket Number: 235XXX• Vehicle Number: BEJXXXX• Field / Block: P 08K, 2021A• FFB Weight: 9.13 MT <p>Company: Sime Darby Plantation Berhad</p> <ul style="list-style-type: none">• Estate: Sepang Estate• Certified No: RSPO 543543• Date: 18/12/2023• Ticket Number: 233XXX• Vehicle Number: BBHXXXX	
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		<ul style="list-style-type: none"> Field / Block: P 2019B FFB Weight: 8.53 MT <p>As per this current assessment conducted, there is no projected overproduction of certified tonnage. Therefore, no communication related to this initiated by the oil mill with the CB.</p> <p>Mechanism for handling non-conforming FFB and/or documents are detailed out at Section 11.0. of the Sustainable Supply Chain and Traceability Procedure for Upstream Malaysia (Version 02, effective since Jan-2024).</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 abbreviations); The quantity of the products delivered; 	<p>East POM ensured the required information is available in document form. Outgoing records of CPO and PK were verified as below:</p> <p>CPO - IP</p> <ol style="list-style-type: none"> The name and address of the buyer; BUYERXXXXXX The name and address of the seller; East POM The loading or shipment / delivery date; 30/01/2024 The date on which the documents were issued; 30/01/2024 RSPO Certificate Number: RSPO 543543 A description of the product: CPO IP The quantity of the products delivered; 31.80 Mt Any related transport documentation; NBEXXXX A unique identification number: 017XXX <p>PK - IP</p>	Complied

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	<p>h) Any related transport documentation; i) A unique identification number.</p>	<p>a) The name and address of the buyer; BUYERXXXXXX b) The name and address of the seller; East POM c) The loading or shipment / delivery date; 31/01/2024 d) The date on which the documents were issued; 31/01/2024 e) RSPO Certificate Number: RSPO 543543 f) A description of the product: PK IP g) The quantity of the products delivered; 27.96 Mt h) Any related transport documentation; TCKXXXX i) A Unique identification number: 017XXX</p> <p>Based on the review of MB Sheet and RSPO PalmTrace, it is confirmed that there is no CSPO/MB and CSPK/MB was sold or registered for period of Feb 2023 – Feb 2024.</p> <p>The implementation of the Supply Chain Requirements for Mills outlined in the RSPO Principles and Criteria 2018 remains unchanged for the East POM. This is related to the incoming FFBs, outgoing CPO and PK, maintenance of RSPO PalmTrace records, and documentation upkeep, among others. is remained same as the oil mill is awaiting approval for the extension of scope to include the MB Module in its certification. Once the extension of scope is approved, the management will conduct the Sales and Goods Out accordingly. This will be follow-up during the next assessment.</p>	
3.8.9	Outsourcing Activities	East POM has established Standard Operating Procedure related Outsourcing Activities. Refer Sustainable Supply chain and	Complied

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	<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>Traceability Procedure dated January 2024 with reference number SDP/GSD/202401/SCCS Section 13.0.</p> <p>i. Stated in the SOP, CPO mill cannot outsource processing activities like refining or crushing. Outsourcing activities for East POM was for CPO and PK transportation.</p> <p>ii. Sighted the contract agreement between Sime Darby Plantation Berhad and contractor:</p> <p>a) East POM has legal ownership of all input material to be included in the outsourced process. Refer listing of FFB Supplier Certified and Non-Certified. The contract agreement and details like MPOB licence were kept in the file.</p> <p>b) Refer Contract Agreement between Sime Darby Plantation Berhad and CPO Transportation (RXXXXXX LXXXXXXX Sdn Bd: Validity 01/11/2023 – 31/10/2024. Refer Letter of Extension Of Transportation Services For CPO Services For Sime Darby Plantation Berhad Oil Mills in Peninsular Malaysia.</p> <p>c) The mill trades CSPO and CSPK with its buyers among refineries and/or oleo-chemical plants. Based on agreements, transporter has no ownership of transported products and owned by buyer.</p> <p>The contract agreements specified that all transporters are required to fulfil and comply with applicable legal requirements. Refer Section 8.0 Obligation, Undertakings and Covenants Of The Transporter.</p>	
3.8.10	The mill shall record the names and contact details of all contractors used for the physical handling of RSPO certified oil palm products.	Names and contact details of transporters used for the physical handling of RSPO certified oil palm products were recorded and	Complied

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		registered in the mill supplier database system. The independent third parties involve in Mill operation is only transportation services for CPO and PK.	
3.8.11	The mill shall inform its CB in advance prior to conduct of its next audit of the names and contact details of any new contractor used for the physical handling of RSPO certified oil palm products.	There is no new contractors used for the handling of certified CPO and PK. As per stated in the procedure Section 13.5 "The Mill shall inform in advance the outsourced contractors if audit is deemed necessary by Certification Bodies (CB) and ensure that the contractors engaged provide relevant access for the CBs to their respective operations, system, and any and all information, when this is announced in advance."	Complied
3.8.12	<p>Record keeping</p> <ul style="list-style-type: none"> 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. 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. 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. iv) For Mass Balance Module, the mill: <ul style="list-style-type: none"> 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>Record Keeping</p> <ul style="list-style-type: none"> i) All the sampled records related to the movements of RSPO certified materials and products were found to be accurate, complete, up-to-date, and accessible. ii) The retention period for maintaining the traceability records is 3 years as stated in the January 2024 with reference number SDP/GSD/202401/SCCS, Section 5.4. iii) The material and products movement on real-time basis is recorded in "Month End Production Report" for both CPO and PK. The data is summarised in CPO/PK Mass Balance Sheet Calculation Report. Among the information available in the format is date, FFB processed, OER, CPO amount (opening, produced and closing) and transferred CPO (mill weight, refinery weight). iv) Not Applicable since the model use was IP <p>For the outgoing CSPO/MB & CSPK/MB recording purposes, the management will incorporate the record in the existing "Month End Production Report" excel sheet. Based on the review, by using</p>	Complied

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	<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>mock data, it is confirmed that the record is capable to meet the purposes.</p> <p>However, the implementation of the Supply Chain Requirements for Mills outlined in the RSPO Principles and Criteria 2018 remains unchanged for the East POM. This is related to the incoming FFBs, outgoing CPO and PK, maintenance of RSPO PalmTrace records, and documentation upkeep, among others. is remained same as the oil mill is awaiting approval for the extension of scope to include the MB Module in its certification. Once the extension of scope is approved, the management will practicing the record keeping accordingly. This will be follow-up during the next assessment.</p>							
3.8.13	<p>Extraction Rate</p> <p>The oil extraction rate (OER) and the kernel extraction rate (KER) shall be applied to provide a reliable estimate of the amount of certified CPO and PK from the associated inputs. Mill shall determine and set their own extraction rates based upon past experience, documented and applied it consistently.</p>	<p>Conversion factor of CPO and PK production is depending on the actual OER and KER. Verified OER and KER as below.</p> <table><tr><th>Month</th><th>OER</th><th>KER</th></tr><tr><td>Feb 2023 – Feb 2024</td><td>20.98</td><td>4.96</td></tr></table>	Month	OER	KER	Feb 2023 – Feb 2024	20.98	4.96	Complied
Month	OER	KER							
Feb 2023 – Feb 2024	20.98	4.96							
3.8.14	<p>Extraction rates shall be updated periodically to ensure accuracy against actual performance or industry average if appropriate.</p>	<p>East POM derives the extraction rates based on the actual extraction rate produced in the mill. Therefore, the accuracy is continuously maintained.</p>	Complied						
3.8.15	<p>Processing</p> <p>For Identity Preserved Module, the mill shall assure and verify through documented procedures and record keeping that the RSPO certified oil palm product is kept separated from non-certified oil palm products, including during transport and storage to strive for 100% separation.</p>	<p>East POM processed the FFBs from its owned supply bases (East Estate, Sepang Estate, and Dusun Durian Estate) and other Sime Darby Plantation Berhad owned plantations/estates that are certified against the RSPO Principles and Criteria (RSPO P&C). However, the management of Sime Darby Plantation Berhad decided to include Mass Balance Module into the Scope of Certification.</p>	Complied						

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		<p>As per Section 9.2 of the Sustainable Supply Chain and Traceability Procedure for Upstream Malaysia (Version 02, effective since Jan-2024), it stated that RSPO IP Mills to include RSPO MB Supply Chain is mainly to enable the sales of products through the RSPO MB Option.</p> <p>Despite adding the Mass Balance Module in the Scope of Certification, East POM still only processes FFBs from its owned supply bases (East Estate, Sepang Estate, and Dusun Durian Estate) and other Sime Darby Plantation Berhad owned plantations/estates that are certified against the RSPO Principles and Criteria (RSPO P&C). Furthermore, the mill strictly refrains from accepting and processing FFBs from Outside Crop Producers (OCPs), including independent smallholders, collection centers, or other third parties.</p> <p>In line with this operational framework, any RSPO Identity Preserved (IP) Certified Sustainable Palm Oil (CSPO) or RSPO IP Certified Sustainable Palm Kernel (CSPK) products are only downgraded to RSPO Mass Balance (MB) CSPO or RSPO MB CSPK after being loaded into the truck tank or truck trailer for transportation to the refinery, as determined by the Global Trading Marketing (GTM) Department.</p>	
3.8.16	<p>Registration of Transactions</p> <p>i) Shipping Announcement in the RSPO IT platform shall be carried out by the mills when RSPO certified products are sold as certified to refineries, crushers, and traders not more than three months after dispatch with the dispatch date being the Bill of Lading or the dispatch documentation date.</p>	<p>Registration of transactions</p> <p>i) The registration of PalmTrace is carried out by the Sime Darby's Global Trade Marketing Department, HQ. All transaction will be registered in the PalmTrace. Verified the registration of CPO Sale and PK Sale.</p> <p>ii) RSPO Certified Volumes Sold under as different scheme or conventional has been removed in the IT Platform. Sample of removal has been made for CPO and PK has been verified.</p>	Complied

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	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.		
3.8.17	<p>Claims</p> <p>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.</p>	<p>In accordance with the Section 12.1 of Sustainable Supply Chain and Traceability Procedure for Upstream Malaysia (Version 02, effective since Jan-2024) stated "Any claims regarding the use of or support of certified oil palm products shall comply with the rules of respective certification scheme (e.g., RSPO, MSPO). For RSPO, refer to the latest RSPO Rules on Market Communication and Claims"., it is confirmed that no evidence has been found to date of any incorrect or inappropriate claims made at this specific unit.</p> <p>It has been verified that the relevant outgoing paperwork correctly indicates the necessary information on product claims, including the applicable Supply Chain model and certificate number. Additionally, during the audit, it was confirmed that the mill does not utilize the RSPO corporate logo or trademark logo, ensuring compliance with the guidelines regarding their use.</p>	Complied
General corporate communications			
4.1	A corporate communication is one made by any RSPO member that highlights its RSPO membership and/or its commitment to the objectives and principles of RSPO. Corporate communication is a "non-product related" claim.	Sime Darby Plantation Berhad has highlighted its RSPO membership and its commitment to the objectives and principles of RSPO via Sime Darby Plantation's (Sime Darby Plantation Berhad) 2021 Sustainability Report, which stated "Sime Darby Plantation Berhad was a founding member of the Roundtable on Sustainable Palm Oil (RSPO) in 2004. We started working towards 100% RSPO certification across our operations in 2008, making sustainable, ethically-sourced palm oil our rallying cry."	Complied
4.2	In corporate communications, a member is allowed to:	In the Sime Darby Plantation's (Sime Darby Plantation Berhad) 2021 Sustainability Report (https://sime-darbyplantation.com/wp-	Complied

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	<p>A. display its RSPO membership status</p> <p>B. display the RSPO web address (www.rspo.org)</p> <p>C. state that the member supports the work of RSPO</p> <p>D. state the member's history with regard to RSPO</p> <p>E. use the RSPO Trademark (as shown below) with a valid trademark licence number to promote its RSPO membership</p>	<p>content/uploads/2022/04/SDP-SR-2021_20220429.pdf), Sime Darby Plantation Berhad has stated their targets and progress, i.e., 100% RSPO certified estates and mills, Support 100% scheme smallholders in Indonesia to obtain RSPO certification and Maintain RSPO certification for 100% of smallholders in PNG and Solomon Islands.</p> <p>Details of RSPO Trademark License of Sime Darby Plantation as below:</p> <ul style="list-style-type: none"> • License No.: RSPO-1106024 • License Start Date: 23/06/2023 • License Expiration: 22/06/2025 <p>However, in the corporate communications, no usage of RSPO Trademark License.</p>	
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.	Based on the desktop studies, site visit and documentation review, it is confirmed that there is no usage of the RSPO corporate logo.	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.	Based on the desktop studies and documentation review, it is confirmed that there is no statement that may lead consumers to believe that RSPO membership by itself implies the selling of RSPO certified palm oil products.	Complied
4.5	<p>Additionally, RSPO certified members are allowed to make statements that highlight their RSPO certification status and product-related claims in their corporate communication tools. Some permitted examples include:</p> <ul style="list-style-type: none"> • "We have been sourcing RSPO certified palm oil since (YEAR)." • "We have used (X) tonnes of RSPO certified palm oil for our products manufactured in the last year." 	<p>Evident from the Sime Darby Plantation's (Sime Darby Plantation Berhad) 2021 Sustainability Report (https://sime-darbyplantation.com/wp-content/uploads/2022/04/SDP-SR-2021_20220429.pdf) that the management has made statements that highlight their RSPO certification status and product-related claims in their corporate communication tools which complied with the requirement of RSPO Market Communication and Claims 2020.</p>	Complied

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	<ul style="list-style-type: none"> • “We have been RSPO certified since (YEAR).” • “We have (X NUMBER OF PRODUCTS) produced using RSPO certified MB/SG palm oil.” • “In (YEAR), our company sourced (X%) of palm oil derivative volumes that was used across our products manufactured as MB certified.” • “Our company covered (X%) of palm oil derivative volumes used across all our products manufactured in (YEAR) with smallholder credits.” • “We are RSPO certified. Ask us for our RSPO certified products.” 		
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>	<p>As indicated on the RSPO website (https://rspo.org/members/1-0008-04-000-00/), Sime Darby Plantation Berhad has been an RSPO member since 07 September 2004, holding RSPO Membership No. 1-0008-04-000-00. Therefore, this specific indicator is deemed Not Applicable for this UoC.</p>	Not Applicable

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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.	Upon conducting a site visit, interviewing relevant personnel, and reviewing documentation, it has been confirmed that the UoC does not make on-pack claims. However, it has been noted that off-pack claim is made by the UoC through shipping documents and invoices, specifically for RSPO-certified Crude Palm Oil (CPO) and Palm Kernel (PK). Additionally, an off-pack claim is also stated in Sime Darby Plantation's (Sime Darby Plantation Berhad) 2021 Sustainability Report (https://sime-darbyplantation.com/wp-content/uploads/2022/04/SDP-SR-2021_20220429.pdf).	Complied
5.1.2	Product-specific communications are voluntary.	Upon conducting a site visit, interviewing relevant personnel, and reviewing documentation, it has been confirmed that the Product-specific communications are made voluntary by the management.	Complied
5.1.3	Wherever the RSPO Label is displayed for product-specific communications, the applicable trademark licence number must be shown immediately under or next to the RSPO Label or the statement itself.	<p>Details of RSPO Trademark License of Sime Darby Plantation as below:</p> <ul style="list-style-type: none"> • License No.: RSPO-1106024 • License Start Date: 23/06/2023 • License Expiration: 22/06/2025 <p>However, it has been noted that there is no usage of the RSPO Trademark License and RSPO Label. Consequently, further assessment of this requirement cannot be conducted.</p>	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.	Upon conducting a site visit, interviewing relevant personnel, and reviewing documentation, it has been confirmed that there is no usage of any other trademark or label by the management.	Complied

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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. 	As East POM is an Oil Mill, which only processes FFBs and produces CPO and PK, this particular indicator is deemed not applicable to this UoC.	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	As East POM is an Oil Mill, which only processes FFBs and produces CPO and PK, this particular indicator is deemed not applicable to this UoC.	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,	Upon conducting a site visit, interviewing relevant personnel, and reviewing documentation, it has been confirmed that the UoC does not make on-pack claims. However, it has been noted that off-pack claim is made by the UoC through shipping documents and	Complied

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	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.	invoices, specifically for RSPO-certified Crude Palm Oil (CPO) and Palm Kernel (PK). Additionally, an off-pack claim is also stated in Sime Darby Plantation's (Sime Darby Plantation Berhad) 2021 Sustainability Report (https://simedarbyplantation.com/wp-content/uploads/2022/04/SDP-SR-2021_20220429.pdf).	
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.	<p>Based on the documentation review and interviews with relevant personnel, it has been confirmed that when confirming the sale of certified palm oil products, SOU 8 East POM has adhered to the requirements of the RSPO Supply Chain Certification Standard (SCCS). Samples as below:</p> <p>CPO – IP</p> <ul style="list-style-type: none"> a) The name and address of the buyer; BUYERXXXXXX b) The name and address of the seller; East POM c) The loading or shipment / delivery date; 30/01/2024 d) The date on which the documents were issued; 30/01/2024 e) RSPO Certificate Number: RSPO 543543 f) A description of the product: CPO IP g) The quantity of the products delivered; 31.80 Mt h) Any related transport documentation; NBEXXX i) A unique identification number: 017XXX <p>PK – IP</p> <ul style="list-style-type: none"> a) The name and address of the buyer; BUYERXXXXXX b) The name and address of the seller; East POM c) The loading or shipment / delivery date; 31/01/2024 	Complied

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		d) The date on which the documents were issued; 31/01/2024 e) RSPO Certificate Number: RSPO 543543 f) A description of the product: PK IP g) The quantity of the products delivered; 27.96 Mt h) Any related transport documentation; TCKXXXX i) A Unique identification number: 017XXX	
5.2.3	<p>Where a distributor or wholesaler takes title to products containing certified sustainable palm oil products, the requirements of the RSPO SCCS can follow either one of these two options:</p> <ul style="list-style-type: none"> • If the distributor or wholesaler holds only a distributor licence, it may only communicate RSPO certified palm oil products by linking the product to the manufacturer using the manufacturer's SCCS certificate number. This covers both brand and own brand products. However, in the case of own brand products, it is essential that customers are aware that the products have been made on behalf of the distributor or wholesaler, with specific evidence either through on pack claims or documentation. • If the distributor or wholesaler is supply chain certified, they should follow the requirements outlined in section 5.2.2. 	As East POM is an Oil Mill, which only processes FFBs and produces CPO and PK, this particular indicator is deemed not applicable to this UoC.	Not Applicable
5.3 On pack claims			
5.3.1	Only RSPO members who have supply chain certification and members who have undergone remote audit as per 5.1.6 are allowed to make on pack claims about the certified sustainable palm oil contained within the product(s) as per Module A, B, C and E. RSPO members who have purchased RSPO Credits are entitled to claim their support for the production of certified sustainable palm oil as per Module D.	<p>Details of RSPO Trademark License of Sime Darby Plantation as below:</p> <ul style="list-style-type: none"> • License No.: RSPO-1106024 • License Start Date: 23/06/2023 • License Expiration: 22/06/2025 	Complied

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		However, it has been noted that there is no usage of the RSPO Trademark License and RSPO Label, and also no on-pack has been made. Consequently, further assessment of this requirement cannot be conducted.	
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>	<p>Details of RSPO Trademark License of Sime Darby Plantation as below:</p> <ul style="list-style-type: none"> • License No.: RSPO-1106024 • License Start Date: 23/06/2023 • License Expiration: 22/06/2025 <p>However, it has been noted that there is no usage of the RSPO Trademark License and RSPO Label, and also no on-pack has been made. Consequently, further assessment of this requirement cannot be conducted.</p>	Complied
	<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>	<p>Details of RSPO Trademark License of Sime Darby Plantation as below:</p> <ul style="list-style-type: none"> • License No.: RSPO-1106024 • License Start Date: 23/06/2023 • License Expiration: 22/06/2025 <p>However, it has been noted that there is no usage of the RSPO Trademark License and RSPO Label, and also no on-pack has been made. Consequently, further assessment of this requirement cannot be conducted.</p>	Complied
	<p>C) For Partially Certified Products:</p> <ul style="list-style-type: none"> • RSPO 50% MIXED* 	<p>Details of RSPO Trademark License of Sime Darby Plantation as below:</p> <ul style="list-style-type: none"> • License No.: RSPO-1106024 	Complied

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	<ul style="list-style-type: none"> Contains at least 50% RSPO certified palm oil* <p>*Add RSPO TM Licence Number below or next to the claim.</p>	<ul style="list-style-type: none"> License Start Date: 23/06/2023 License Expiration: 22/06/2025 <p>However, it has been noted that there is no usage of the RSPO Trademark License and RSPO Label, and also no on-pack has been made. Consequently, further assessment of this requirement cannot be conducted.</p>	
	<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>	<p>Details of RSPO Trademark License of Sime Darby Plantation as below:</p> <ul style="list-style-type: none"> License No.: RSPO-1106024 License Start Date: 23/06/2023 License Expiration: 22/06/2025 <p>However, it has been noted that there is no usage of the RSPO Trademark License and RSPO Label, and also no on-pack has been made. Consequently, further assessment of this requirement cannot be conducted.</p>	Complied
5.3.3	On pack claims shall not include information about the claimant's RSPO membership status.	<p>Details of RSPO Trademark License of Sime Darby Plantation as below:</p> <ul style="list-style-type: none"> License No.: RSPO-1106024 License Start Date: 23/06/2023 License Expiration: 22/06/2025 <p>However, it has been noted that there is no usage of the RSPO Trademark License and RSPO Label, and also no on-pack has been made. Consequently, further assessment of this requirement cannot be conducted.</p>	Complied
5.3.4	Members shall not communicate to consumers information about their suppliers' RSPO membership status.	<p>Details of RSPO Trademark License of Sime Darby Plantation as below:</p> <ul style="list-style-type: none"> License No.: RSPO-1106024 License Start Date: 23/06/2023 License Expiration: 22/06/2025 	Complied

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		However, it has been noted that there is no usage of the RSPO Trademark License and RSPO Label, and also no on-pack has been made. Consequently, further assessment of this requirement cannot be conducted.	
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.	<p>Details of RSPO Trademark License of Sime Darby Plantation as below:</p> <ul style="list-style-type: none"> • License No.: RSPO-1106024 • License Start Date: 23/06/2023 • License Expiration: 22/06/2025 <p>However, it has been noted that there is no usage of the RSPO Trademark License and RSPO Label, and also no on-pack has been made. Consequently, further assessment of this requirement cannot be conducted.</p>	Complied
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.	<p>Details of RSPO Trademark License of Sime Darby Plantation as below:</p> <ul style="list-style-type: none"> • License No.: RSPO-1106024 • License Start Date: 23/06/2023 • License Expiration: 22/06/2025 <p>However, it has been noted that there is no usage of the RSPO Trademark License and RSPO Label, and also no on-pack has been made. Consequently, further assessment of this requirement cannot be conducted.</p>	Complied
MODULE A – IDENTITY PRESERVED			
	95% of the palm oil content must be RSPO IP certified.	CPO produce for IP certified containing 100% oil palm content	Complied
	If 100% of RSPO IP 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	CPO produce for IP certified containing 100% oil palm content	Complied

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	palm oil content shall be covered by the purchase of RSPO Credits of equivalent volume.		
Messaging			
	<p>Messaging ALLOWED for storytelling in product-specific communications may include any of the following elements:</p> <ul style="list-style-type: none"> • The palm oil products contained in this product have been certified to come from RSPO sources. www.rspo.org • By choosing this product, you are sure that it contains RSPO certified palm oil. For more information: www.rspo.org • RSPO certified sustainable palm oil products were kept apart from other palm oil products throughout the supply chain. www.rspo.org • Certified sustainable palm oil products can be traced back to RSPO certified mills and plantations. www.rspo.org • The entire supply chain is monitored by independent, RSPO-accredited auditors. www.rspo.org • RSPO certified sustainable palm oil has been produced according to stringent environmental and social criteria. www.rspo.org 	SOU 8 East POM is producing crude palm product and does not involve in any labelling of end product.	Complied
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"> • RSPO Trademark that includes the tag "CERTIFIED"; or • RSPO Trademark that includes the tag "This product contains certified sustainable palm oil". 	SOU 8 East POM is producing crude palm product and does not involve in any labelling of end product.	Complied

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MODULE B – MASS BALANCE SPECIFIC RULES			
Mass Balance palm oil content			
	95% of the palm oil content must be RSPO MB-certified.	CPO produce for MB certified containing 100% oil palm content	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.	CPO produce for MB certified containing 100% oil palm content	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. 	Upon conducting a site visit, interviewing relevant personnel, and reviewing documentation, it has been confirmed that there is no storytelling in product-specific communications made by the management.	Complied
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 	<p>Details of RSPO Trademark License of Sime Darby Plantation as below:</p> <ul style="list-style-type: none"> • License No.: RSPO-1106024 • License Start Date: 23/06/2023 • License Expiration: 22/06/2025 	Complied

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	<p>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.</p> <ul style="list-style-type: none"> The RSPO Label can also include the statement: “[The palm oil contained in this product] contributes to the production of certified sustainable palm oil”. 	<p>However, it has been noted that there is no usage of the RSPO Trademark License and RSPO Label, and also no on-pack has been made. Consequently, further assessment of this requirement cannot be conducted.</p>	
Principle 4: Respect community and human rights and deliver benefits			
Criterion 4.1: The unit of Certification respects human rights, which includes respecting the rights of Human Rights Defenders.			
4.1.1	<p>(C) A policy to respect human rights, including prohibiting retaliation against Human Rights Defenders (HRD), is documented and communicated to all levels of the workforce, operations, FFB suppliers 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>Sime Darby Plantation Berhad has established human right charter as commitment to respect human right updated on June 2023. Commitment of Sime Darby Plantations has been outline in clause 3.2 which included but not limited to equal opportunities, respecting freedom of association, combating modern slavery, enhancing health and safety, protecting the right of children, and eliminating violence and harassment. Other than that, Sime Darby Plantation Berhad has been established other policy regards to human right defender in the document “Policy on the Protection of Human Rights Defenders (HRDs)” updated 2020 which clearly stated in clause 3.2 that in the course of their engagement with Sime Darby Plantation Berhad shall be protected from violence, threats and all forms of retaliation.</p> <p>Communication of the procedure has been done during the stakeholder’s consultation conducted for East Estate – Stakeholder meeting was conducted on 23/11/2023. And Sepang Estate – Stakeholder meeting was conducted on 27/02/2024.</p> <p>Communication of the policy has been done and verified based on the training records and interview with the sample workers.</p>	Complied
4.1.2	<p>The unit of certification does not instigate violence or use any form of harassment in their operations.</p>	<p>As per verification through interview and documentation, there is evidence that all operating units under SOU 08 – East POM did</p>	Complied

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	- Minor compliance -	instigate violence or use any form of harassment There is no cases of harassment included sexual harassment, bullying and abuse has been reported and identified by auditor during the audit.	
Criterion 4.2: There is a mutually agreed and documented system for dealing with complaints and grievances, which is implemented and accepted by all affected parties			
4.2.1	<p>(C) The mutually agreed system, open to all affected parties, resolves disputes in an effective, timely and appropriate manner, ensuring anonymity of complainants, HRD, community spokespersons and whistleblowers, where requested, without risk of reprisal or intimidation and follows the RSPO policy on respect for HRD.</p> <p>- Critical (Major) compliance -</p>	<p>Grievance procedure has been established Grievance Response Standard Operating Procedure updated on 18/07/2022 where the management of has established several methods to make any complaint such as workers representative meeting (social dialogue on monthly basis), gender committee meeting every 2 months, online platform (suara kami, whistleblowing) and also through email that will be handle by Grievance units. The procedure also classified the cases for complainer that required to maintain anonymous or not.</p> <p>Communication of the procedure has been done during the stakeholder's consultation conducted for East Estate – Stakeholder meeting was conducted on 23/11/2023. And Sepang Estate – Stakeholder meeting was conducted on 27/02/2024.</p>	Complied
4.2.2	<p>Procedures are in place to ensure that the system is understood by the affected parties, including by illiterate parties.</p> <p>- Minor compliance -</p>	<p>There is evidence that the procedure has been made available and in place where their procedure has been communicated to all workers during morning muster call on weekly basis. Other than that, it has been posted at the housing quarters, muster round and office. QR for <i>Suara Kami</i> has been pasted at the safety helmet for each worker. As per interview, workers and stakeholders can demonstrate their understanding on procedures. There is no illiterate parties has been identified for each operating unit.</p>	Complied
4.2.3	<p>The unit of certification keeps parties to a grievance informed of its progress, including against agreed timeframe and the outcome is available and communicated to relevant stakeholders.</p>	<p>There is evidence that any grievance that has been raised by workers/stakeholders has been responded in timely manner. As per interview with the workers, the management of each operating</p>	Complied

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	- Minor compliance -	units is responsive for all complaint/grievance receive. Total 8 grievances have been received for SOU 08 – East POM which has been responded within 3 months which some of the cases where anonymous and required investigation.	
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>Sime Darby Plantation Berhad has implemented Grievances Response Standard Operating Procedure dated 18/07/2022 documented the process for handling communication regarding social issues. The negotiation process involving the estate management, representatives from the disputed parties, zone heads, third parties and stakeholders shall be carried out. Upon failure of the negotiation process, legal proceedings may follow. Furthermore, the company developed Policy on Protection of Human Rights Defenders (HRDs) where if the complaint cannot be solved through this manner, HRDs can be provided legal remedies such as litigation or alternate dispute resolution options including mediation and arbitration in situations where complaints cannot be resolved internally.</p>	Complied
Criterion 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>Sime Darby Plantations contributions to local sustainable development with consultation with local communities and discuss the issues includes social and environment benefits. The contribution made been includes the solutions to address on educations, donations, tree planting, etc. The program demonstrated in the company's website as per link as following: https://www.yayasansimedarby.com/our-projects/community-health</p> <p>For the UoC, sample contributions to community development, derived from consultation with local communities, include:</p>	Complied

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		<p>(1) <u>East POM:</u></p> <ul style="list-style-type: none"> Organized a Gotong-royong activity to clean Kelanang Beach on 23/09/2023. Donated improvements to Carey Island High School, including building paint and cleaning works. <p>(2) <u>East Estate:</u></p> <ul style="list-style-type: none"> Conducted Gotong-royong linesite activities on 31/08/2023 and 15/09/2023. Held a cooking and fishing contest on 31/08/2023. Participated in tree planting with Nestle on 17/06/2023. Provided machinery and expertise for cleaning the public field at Kampung Melayu on 02/03/2023. <p>(3) <u>Sepang Estate:</u></p> <ul style="list-style-type: none"> Responded to a request for gifts for the Entrepreneur Carnival at Kg Tg Mas Batu 2 (letter dated 28 & 29/10/2023). Contributed to the Football Tournament KPD Sepang Cup (letter dated 16/10/2023). Provided financial assistance for the Merdeka Celebration in 2023, as requested by NUPW main division (letter dated 07/08/2023). 	
Criterion 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	(C) Documents showing legal ownership or lease, or authorised use of customary land authorised by customary landowners through a Free,	There are no changes compare to last year. East POM is situated in the land of East Estate under Land Title# 47697, Lot No. 2666. A	Complied

	<p>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>copy of the land title was kept in the mill office. East Estate has 17 land titles with a total area of 6,226.8045 Ha, Sepang Estate has 42 land titles with a total area of 3,213.5469 Ha, and Dusun Durian Estate has 40 land titles with a total area of 2,361.136 Ha. All the copy of land titles were made available for verification.</p>	
4.4.2	<p>Copies of documents evidencing agreement-making processes and negotiated agreements detailing the FPIC process are available and include:</p>	<p>SIME DARBY PLANTATION BERHAD developed Human Rights Charter last revised 2020, under Clause 3.1.1 where the company ensures the operating environment is free from conflict by undertaking robust free, prior and informed consent (FPIC) process to any new development. No land issue related to loss of legal customary rights with indigenous peoples, local communities and other stakeholders reported during the time of audit through interviewed with the local communities. Onsite visit to boundary area, sighted boundary stone and trenches were available to demarcate the boundary of land. Onsite interviewed with the neighbouring villagers confirmed that no encroachment of land by the company.</p>	Complied
4.4.2a	<p>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>- Minor compliance -</p>	<p>No land issue related to loss of legal customary rights with indigenous peoples, local communities and other stakeholders reported during the time of audit through interviewed with the local communities. The management conduct an annual face to face session with external stakeholder for East Estate – Stakeholder meeting was conducted on 23/11/2023 and Sepang Estate – Stakeholder meeting was conducted on 27/02/2024 for consultation and discussed issues related to the affected group includes land. It was verified through the land titles and interviewed with stakeholder confirmed that there is no any land dispute reported.</p>	Complied

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4.4.2b	<p>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.</p> <p>- Minor compliance -</p>	<p>No land issue related to loss of legal customary rights with indigenous peoples, local communities and other stakeholders reported during the time of audit through interviewed with the local communities. The management conduct an annual face to face session with external stakeholder for East Estate – Stakeholder meeting was conducted on 23/11/2023 and Sepang Estate – Stakeholder meeting was conducted on 27/02/2024 for consultation and discussed issues related to the affected group includes land. . It was verified through the land titles and interviewed with stakeholder confirmed that there is no any land dispute reported</p>	Complied
4.4.2c	<p>Evidence that the legal, economic, environmental and social implications of permitting operations on their land have been understood and accepted by affected communities, including the implications for the legal status of their land at the expiry of the unit of certification's title, concession or lease on the land.</p> <p>- Minor compliance -</p>	<p>No land issue related to loss of legal customary rights with indigenous peoples, local communities and other stakeholders reported during the time of audit through interviewed with the local communities. The management conduct an annual face to face session with external stakeholder for East Estate – Stakeholder meeting was conducted on 23/11/2023 and Sepang Estate – Stakeholder meeting was conducted on 27/02/2024 for consultation and discussed issues related to the affected group includes land. . It was verified through the land titles and interviewed with stakeholder confirmed that there is no any land dispute reported</p>	Complied
4.4.3	<p>(C) Maps of an appropriate scale showing the extent of recognised legal, customary or user rights are developed through participatory mapping involving affected parties (including neighbouring communities where applicable, and relevant authorities).</p> <p>- Critical (Major) compliance -</p>	<p>No land issue related to loss of legal customary rights with indigenous peoples, local communities and other stakeholders reported during the time of audit through interviewed with the local communities. The management conduct an annual face to face session with external stakeholder for East Estate – Stakeholder meeting was conducted on 23/11/2023 and Sepang Estate – Stakeholder meeting was conducted on 27/02/2024 for consultation and discussed issues related to the affected group includes land. .</p>	Complied

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		It was verified through the land titles and interviewed with stakeholder confirmed that there is no any land dispute reported	
4.4.4	<p>All relevant information is available in appropriate forms and languages, including assessments of impacts, proposed benefit sharing, and legal arrangements.</p> <p>- Minor compliance -</p>	<p>No land issue related to loss of legal customary rights with indigenous peoples, local communities and other stakeholders reported during the time of audit through interviewed with the local communities. The management conduct an annual face to face session with external stakeholder for East Estate – Stakeholder meeting was conducted on 23/11/2023 and Sepang Estate – Stakeholder meeting was conducted on 27/02/2024 for consultation and discussed issues related to the affected group includes land. . It was verified through the land titles and interviewed with stakeholder confirmed that there is no any land dispute reported</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>- Critical (Major) compliance -</p>	<p>No land issue related to loss of legal customary rights with indigenous peoples, local communities and other stakeholders reported during the time of audit through interviewed with the local communities. The management conduct an annual face to face session with external stakeholder for East Estate – Stakeholder meeting was conducted on 23/11/2023 and Sepang Estate – Stakeholder meeting was conducted on 27/02/2024 for consultation and discussed issues related to the affected group includes land. . It was verified through the land titles and interviewed with stakeholder confirmed that there is no any land dispute reported</p>	Complied
4.4.6	<p>There is evidence that implementation of agreements negotiated through FPIC is annually reviewed in consultation with affected parties.</p> <p>- Minor compliance -</p>	<p>No land issue related to loss of legal customary rights with indigenous peoples, local communities and other stakeholders reported during the time of audit through interviewed with the local communities. The management conduct an annual face to face session with external stakeholder for East Estate – Stakeholder meeting was conducted on 23/11/2023 and Sepang Estate – Stakeholder meeting was conducted on 27/02/2024 for consultation</p>	Complied

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		and discussed issues related to the affected group includes land. It was verified through the land titles and interviewed with stakeholder confirmed that there is no any land dispute reported	
Criterion 4.5: No new plantings are established on local peoples' land where it can be demonstrated that there are legal, customary or user rights, without their FPIC. This is dealt with through a documented system that enables these and other stakeholders to express their views through their own representative institutions.			
4.5.1	<p>(C) Documents showing identification and assessment of demonstrable legal, customary and user rights are available.</p> <p>- Critical (Major) compliance -</p>	There is no changes compare to last year. East POM is situated in the land of East Estate under Land Title# 47697, Lot No. 2666. A copy of the land title was kept in the mill office. East Estate has 17 land titles with a total area of 6,226.8045 Ha, Sepang Estate has 42 land titles with a total area of 3,213.5469 Ha, and Dusun Durian Estate has 40 land titles with a total area of 2,361.136 Ha. All the copy of land titles were made available for verification.	Complied
4.5.2	<p>(C) FPIC is obtained for all oil palm development through a comprehensive process, including in particular, full respect for their legal and customary rights to the territories, lands and resources via local communities' own representative institutions, 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.</p> <p>- Critical (Major) compliance -</p>	<p>No new planting and issues of customary land occurred in all estate under SOU 08 – East POM a that requires FPIC process since the last audit.</p> <p>It was verified via Global Risk Assessment Services System (GRASS), a system that monitors new development and changes on changes of landscape via satellite images, that there was no new development all estate under SOU 08 – East POM in the past recent years.</p> <p>The estate's land statement was verified to have no additional changes to the planted area. This was cross checked against the previous year's land statements and MPOB License</p>	Complied
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.	No new planting and issues of customary land occurred in all estate under SOU 08 – East POM a that requires FPIC process since the last audit.	Complied

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	<p>Negotiated agreements are non-coercive and entered into voluntarily and carried out prior to new operations.</p> <p>- Minor compliance -</p>	<p>It was verified via Global Risk Assessment Services System (GRASS), a system that monitors new development and changes on changes of landscape via satellite images, that there was no new development all estate under SOU 08 – East POM in the past recent years.</p> <p>The estate's land statement was verified to have no additional changes to the planted area. This was cross checked against the previous year's land statements and MPOB License</p>	
4.5.4	<p>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.</p> <p>- Minor compliance -</p>	<p>No new planting and issues of customary land occurred in all estate under SOU 08 – East POM a that requires FPIC process since the last audit.</p> <p>It was verified via Global Risk Assessment Services System (GRASS), a system that monitors new development and changes on changes of landscape via satellite images, that there was no new development all estate under SOU 08 – East POM in the past recent years.</p> <p>The estate's land statement was verified to have no additional changes to the planted area. This was cross checked against the previous year's land statements and MPOB License</p>	Complied
4.5.5	<p>Evidence is available that the affected communities and rights holders have had the option to access to information and advice that is independent of the project proponent, concerning the legal, economic, environmental and social implications of the proposed operations on their lands.</p> <p>- Minor compliance -</p>	<p>No new planting and issues of customary land occurred in all estate under SOU 08 – East POM a that requires FPIC process since the last audit.</p> <p>It was verified via Global Risk Assessment Services System (GRASS), a system that monitors new development and changes on changes of landscape via satellite images, that there was no new development all estate under SOU 08 – East POM in the past recent years.</p>	Complied

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		The estate's land statement was verified to have no additional changes to the planted area. This was cross checked against the previous year's land statements and MPOB License	
4.5.6	<p>Evidence is available that the communities (or their representatives) gave consent to the initial planning phases of the operations prior to the issuance of a new concession or land title to the operator.</p> <p>- Minor compliance -</p>	<p>No new planting and issues of customary land occurred in all estate under SOU 08 – East POM a that requires FPIC process since the last audit.</p> <p>It was verified via Global Risk Assessment Services System (GRASS), a system that monitors new development and changes on changes of landscape via satellite images, that there was no new development all estate under SOU 08 – East POM in the past recent years.</p> <p>The estate's land statement was verified to have no additional changes to the planted area. This was cross checked against the previous year's land statements and MPOB License</p>	Complied
4.5.7	<p>New lands are not acquired for plantations and mills after 15 November 2018 as a result of recent (2005 or later) expropriations without consent under the right of eminent domain of the federal and state land acquisition legislations.</p> <p>- Minor compliance -</p>	<p>No new planting and issues of customary land occurred in all estate under SOU 08 – East POM a that requires FPIC process since the last audit.</p> <p>It was verified via Global Risk Assessment Services System (GRASS), a system that monitors new development and changes on changes of landscape via satellite images, that there was no new development all estate under SOU 08 – East POM in the past recent years.</p> <p>The estate's land statement was verified to have no additional changes to the planted area. This was cross checked against the previous year's land statements and MPOB License</p>	Complied

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4.5.8	<p>(C) New lands are not acquired in areas inhabited by communities in voluntary isolation.</p> <p>- Critical (Major) compliance -</p>	<p>No new planting and issues of customary land occurred in all estate under SOU 08 – East POM a that requires FPIC process since the last audit.</p> <p>It was verified via Global Risk Assessment Services System (GRASS), a system that monitors new development and changes on changes of landscape via satellite images, that there was no new development all estate under SOU 08 – East POM in the past recent years.</p> <p>The estate's land statement was verified to have no additional changes to the planted area. This was cross checked against the previous year's land statements and MPOB License</p>	Complied
<p>Criterion 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.</p>			
4.6.1	<p>(C) A mutually agreed procedure for identifying legal, customary or user rights, and a procedure for identifying people entitled to compensation, is in place.</p> <p>- Critical (Major) compliance -</p>	<p>SIME DARBY PLANTATION BERHAD developed Human Rights Charter last revised 2020, under Clause 3.1.1 where the company ensures the operating environment is free from conflict by undertaking robust free, prior and informed consent (FPIC) process to any new development. In case of any dispute, Flowchart and Procedures on Handling Land Disputes dated 1/11/2008 will be used to handle the process. Compensation procedure has been clearly stated in the same procedure as well. No new planting and issues of customary land occurs in estate within SOU 08 – East POM that requires FPIC process since the last audit. Onsite interview with relevant external stakeholders informed no new planting activities conduct by SOU 08 – East POM management. Therefore, not applicable.</p>	Complied
4.6.2	<p>(C) A mutually agreed procedure for calculating and distributing fair compensation (monetary or otherwise) is established and implemented,</p>	<p>SIME DARBY PLANTATION BERHAD developed Human Rights Charter last revised 2020, under Clause 3.1.1 where the company</p>	Complied

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	monitored and evaluated in a participatory way, and corrective actions taken as a result of this evaluation. - Critical (Major) compliance -	ensures the operating environment is free from conflict by undertaking robust free, prior and informed consent (FPIC) process to any new development. In case of any dispute, Flowchart and Procedures on Handling Land Disputes dated 1/11/2008 will be used to handle the process. Compensation procedure has been clearly stated in the same procedure as well. No new planting and issues of customary land occurs in estate within SOU 08 – East POM that requires FPIC process since the last audit. Onsite interview with relevant external stakeholders informed no new planting activities conduct by SOU 08 – East POM management. Therefore, not applicable.	
4.6.3	Evidence is available that equal opportunities are provided to both men and women to hold land titles for scheme small holdings. - Minor compliance -	SOU 08 – East POM does not have scheme smallholders within its certification unit and operate under Identity Preserve Module. Since then the indicator is not applicable.	Not Applicable
4.6.4	The process and outcomes of any negotiated agreements, compensation and payments are documented, with evidence of the participation of affected parties, and made publicly available to them. - Minor compliance -	There is no customary right in SOU 08 – East POM as the land is belong to Sime Darby Plantations Berhad.	Complied
Criterion 4.7: Where it can be demonstrated that local peoples have legal, customary or user rights, they are compensated for any agreed land acquisitions and relinquishment of rights, subject to their FPIC and negotiated agreements.			
4.7.1	(C) A mutually agreed procedure for identifying people entitled to compensation is in place. - Critical (Major) compliance -	SIME DARBY PLANTATION BERHAD developed Human Rights Charter last revised 2020, under Clause 3.1.1 where the company ensures the operating environment is free from conflict by undertaking robust free, prior and informed consent (FPIC) process to any new development. In case of any dispute, Flowchart and Procedures on Handling Land Disputes dated 1/11/2008 will be used to handle the process. Compensation procedure has been clearly stated in the same procedure as well. No new planting and issues	Complied

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		of customary land occurs in estate within SOU 08 – East POM that requires FPIC process since the last audit. Onsite interview with relevant external stakeholders informed no new planting activities conduct by SOU 08 – East POM management. Therefore, not applicable.	
4.7.2	<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>	SIME DARBY PLANTATION BERHAD developed Human Rights Charter last revised 2020, under Clause 3.1.1 where the company ensures the operating environment is free from conflict by undertaking robust free, prior and informed consent (FPIC) process to any new development. In case of any dispute, Flowchart and Procedures on Handling Land Disputes dated 1/11/2008 will be used to handle the process. Compensation procedure has been clearly stated in the same procedure as well. No new planting and issues of customary land occurs in estate within SOU 08 – East POM that requires FPIC process since the last audit. Onsite interview with relevant external stakeholders informed no new planting activities conduct by SOU 08 – East POM management. Therefore, not applicable.	Complied
4.7.3	<p>Communities that have lost access and rights to land for plantation expansion are given opportunities including employment and supply contracts to benefit from plantation development.</p> <p>- Minor compliance -</p>	There is no customary right in SOU 08 – East POM as the land is belong to Sime Darby Plantations Berhad. It has been confirmed through interview with local communities and neighbouring estate	Complied
Criterion 4.8: The right to use the land is demonstrated and is not legitimately contested by local people who can demonstrate 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	There is no customary right in SOU-08 East POM as the land is belong to Sime Darby Plantations Berhad. It has been confirmed through interview with local communities and neighbouring estate	Complied

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	is available and provided to parties to a dispute, and that any compensation was accepted following a documented process of FPIC. - Minor compliance -		
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 -	There is no customary right in SOU-08 East POM as the land is belong to Sime Darby Plantations Berhad. It has been confirmed through interview with local communities and neighbouring estate	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 -	There is no customary right in SOU-08 East POM as the land is belong to Sime Darby Plantations Berhad. It has been confirmed through interview with local communities and neighbouring estate	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 involvement of affected parties (including neighbouring communities where applicable). - Minor compliance -	There is no customary right in SOU-08 East POM as the land is belong to Sime Darby Plantations Berhad. It has been confirmed through interview with local communities and neighbouring estate	Complied
Principle 5: Support smallholder inclusion			
Criterion 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.	East POM is certified as an Identity Preserved (IP) Mill, as confirmed by Certificate No. RSPO 543543, valid from 9/05/2020 until 18/05/2025. The mill exclusively processes RSPO-certified Fresh	Not Applicable

	- Minor compliance -	<p>Fruit Bunches (FFB) sourced from three (3) estates of the SOU 08 – East POM Unit of Certification (UoC): East Estate, Dusun Durian Estate, and Sepang Estate. Additionally, diversion crops from Sime Darby Plantation Berhad owned estates, which also consist of RSPO-certified FFBs, are processed at this mill.</p> <p>During verification, it was confirmed that there were no sources of uncertified FFB from any outgrowers or independent suppliers/ smallholders. As a result, this indicator is deemed not applicable for East POM.</p>	
5.1.2	<p>(C) Evidence is available that the unit of certification explains the FFB pricing to smallholders on request from individual smallholders (at least once a year or upon request).</p> <p>- Critical (Major) compliance -</p>	<p>East POM is certified as an Identity Preserved (IP) Mill, as confirmed by Certificate No. RSPO 543543, valid from 9/05/2020 until 18/05/2025. The mill exclusively processes RSPO-certified Fresh Fruit Bunches (FFB) sourced from three (3) estates of the SOU 08 – East POM Unit of Certification (UoC): East Estate, Dusun Durian Estate, and Sepang Estate. Additionally, diversion crops from Sime Darby Plantation Berhad owned estates, which also consist of RSPO-certified FFBs, are processed at this mill.</p> <p>During verification, it was confirmed that there were no sources of uncertified FFB from any outgrowers or independent suppliers/ smallholders. As a result, this indicator is deemed not applicable for East POM.</p>	Not Applicable
5.1.3	<p>(C) Fair pricing, calculated as a portion of the international CPO price less costs is provided to smallholders in the supply base and documented.</p> <p>- Critical (Major) compliance -</p>	<p>East POM is certified as an Identity Preserved (IP) Mill, as confirmed by Certificate No. RSPO 543543, valid from 9/05/2020 until 18/05/2025. The mill exclusively processes RSPO-certified Fresh Fruit Bunches (FFB) sourced from three (3) estates of the SOU 08 – East POM Unit of Certification (UoC): East Estate, Dusun Durian Estate, and Sepang Estate. Additionally, diversion crops from Sime Darby Plantation Berhad owned estates, which also consist of RSPO-certified FFBs, are processed at this mill.</p>	Not Applicable

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		During verification, it was confirmed that there were no sources of uncertified FFB from any outgrowers or independent suppliers/smallholders. As a result, this indicator is deemed not applicable for East POM.	
5.1.4	<p>(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.</p> <p>- Critical (Major) compliance -</p>	<p>East POM is certified as an Identity Preserved (IP) Mill, as confirmed by Certificate No. RSPO 543543, valid from 9/05/2020 until 18/05/2025. The mill exclusively processes RSPO-certified Fresh Fruit Bunches (FFB) sourced from three (3) estates of the SOU 08 – East POM Unit of Certification (UoC): East Estate, Dusun Durian Estate, and Sepang Estate. Additionally, diversion crops from Sime Darby Plantation Berhad owned estates, which also consist of RSPO-certified FFBs, are processed at this mill.</p> <p>During verification, it was confirmed that there were no sources of uncertified FFB from any outgrowers or independent suppliers/smallholders. As a result, this indicator is deemed not applicable for East POM.</p>	Not Applicable
5.1.5	<p>Contracts are fair, legal and transparent and have an agreed timeframe.</p> <p>- Minor compliance -</p>	<p>East POM is certified as an Identity Preserved (IP) Mill, as confirmed by Certificate No. RSPO 543543, valid from 9/05/2020 until 18/05/2025. The mill exclusively processes RSPO-certified Fresh Fruit Bunches (FFB) sourced from three (3) estates of the SOU 08 – East POM Unit of Certification (UoC): East Estate, Dusun Durian Estate, and Sepang Estate. Additionally, diversion crops from Sime Darby Plantation Berhad owned estates, which also consist of RSPO-certified FFBs, are processed at this mill.</p> <p>During verification, it was confirmed that there were no sources of uncertified FFB from any outgrowers or independent suppliers/smallholders.</p>	Complied

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		<p>However, evidence is available that each operating unit of SOU 08 – East POM deal fairly and transparently with its contractors. Based on contracts sampled and reviewed during this audit, evidence was available that all contracts are fair, legal, and transparent and have an agreed timeframe. Among others, the contracts detail out clearly the purpose of the contract, rights and obligations of both parties, contract amount and payment terms, specific timeframe, and mutual termination clause.</p>	
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>East POM is certified as an Identity Preserved (IP) Mill, as confirmed by Certificate No. RSPO 543543, valid from 9/05/2020 until 18/05/2025. The mill exclusively processes RSPO-certified Fresh Fruit Bunches (FFB) sourced from three (3) estates of the SOU 08 – East POM Unit of Certification (UoC): East Estate, Dusun Durian Estate, and Sepang Estate. Additionally, diversion crops from Sime Darby Plantation Berhad owned estates, which also consist of RSPO-certified FFBs, are processed at this mill.</p> <p>During verification, it was confirmed that there were no sources of uncertified FFB from any outgrowers or independent suppliers/ smallholders.</p> <p>Furthermore, evidence indicates that each operating unit within SOU 08 – East POM consistently made agreed payments in a timely manner. Contracts signed with contractors explicitly outline the timeframe for payment. This adherence to agreed payment schedules was corroborated during stakeholder consultations, as evidenced by interviews with stakeholders such as AxX Txxxxxx and Mxxxxxx & Sxx Sxx Bxx. Additionally, documented evidence, including purchase orders, invoices, and payment vouchers, supports the timely payment of contractual obligations.</p>	Complied

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5.1.7	<p>Weighbridges used for determining payment to smallholders are verified by an independent third party on a regular basis (this can be government).</p> <p>- Minor compliance -</p>	<p>The weighbridge at East POM undergoes annual calibration by a weighing and measuring equipment verification service provider appointed by the Federal Government of Malaysia through the Ministry of Domestic Trade and Consumer Affairs (KPDNHEP), in accordance with the <i>Akta Timbang dan Sukat</i> 1972.</p> <p>During the audit, evidence was provided in the form of Borang D (No. D 230250) and Calibration Report (Report no. A 034151) for the weighbridge, indicating the latest calibration was conducted on 01/02/2024.</p>	Complied
5.1.8	<p>The unit of certification supports Independent Smallholders with certification, where applicable, ensuring mutual agreements between the unit of certification and the 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>East POM is certified as an Identity Preserved (IP) Mill, as confirmed by Certificate No. RSPO 543543, valid from 9/05/2020 until 18/05/2025. The mill exclusively processes RSPO-certified Fresh Fruit Bunches (FFB) sourced from three (3) estates of the SOU 08 – East POM Unit of Certification (UoC): East Estate, Dusun Durian Estate, and Sepang Estate. Additionally, diversion crops from Sime Darby Plantation Berhad owned estates, which also consist of RSPO-certified FFBs, are processed at this mill.</p> <p>During verification, it was confirmed that there were no sources of uncertified FFB from any outgrowers or independent suppliers/ smallholders. As a result, this indicator is deemed not applicable for East POM.</p>	Not Applicable
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>East POM is certified as an Identity Preserved (IP) Mill, as confirmed by Certificate No. RSPO 543543, valid from 9/05/2020 until 18/05/2025. The mill exclusively processes RSPO-certified Fresh Fruit Bunches (FFB) sourced from three (3) estates of the SOU 08 – East POM Unit of Certification (UoC): East Estate, Dusun Durian Estate, and Sepang Estate. Additionally, diversion crops from Sime</p>	Complied

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		<p>Darby Plantation Berhad owned estates, which also consist of RSPO-certified FFBs, are processed at this mill.</p> <p>During verification, it was confirmed that there were no sources of uncertified FFB from any outgrowers or independent suppliers/smallholders.</p> <p>However, the unit of certification has established a grievance mechanism, comprehensively documented in the Standard Operation Manual dated 1/11/2008. This mechanism, outlined in sub-section 5.5 and Appendix 5.5.3.2, is specifically designed for grievance handling and forms an integral part of the mill's procedures for External Communication.</p>	
Criterion 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 Company consults with interested smallholders (irrespective of type) within the Unit of Certification, 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>East POM is certified as an Identity Preserved (IP) Mill, as confirmed by Certificate No. RSPO 543543, valid from 9/05/2020 until 18/05/2025. The mill exclusively processes RSPO-certified Fresh Fruit Bunches (FFB) sourced from three (3) estates of the SOU 08 – East POM Unit of Certification (UoC): East Estate, Dusun Durian Estate, and Sepang Estate. Additionally, diversion crops from Sime Darby Plantation Berhad owned estates, which also consist of RSPO-certified FFBs, are processed at this mill.</p> <p>During verification, it was confirmed that there were no sources of uncertified FFB from any outgrowers or independent suppliers/smallholders. As a result, this indicator is deemed not applicable for East POM.</p>	Not Applicable
5.2.2	<p>The unit of certification develops and implements smallholder support programme to improve smallholder livelihood and build their capacity to enhance productivity, quality, organisational and managerial</p>	<p>East POM is certified as an Identity Preserved (IP) Mill, as confirmed by Certificate No. RSPO 543543, valid from 9/05/2020 until 18/05/2025. The mill exclusively processes RSPO-certified Fresh Fruit Bunches (FFB) sourced from three (3) estates of the SOU 08</p>	Not Applicable

	<p>competencies, and specific elements of RSPO certification (including the RSPO Independent Smallholder Standard or RISS).</p> <p>- Minor compliance -</p>	<p>– East POM Unit of Certification (UoC): East Estate, Dusun Durian Estate, and Sepang Estate. Additionally, diversion crops from Sime Darby Plantation Berhad owned estates, which also consist of RSPO-certified FFBs, are processed at this mill.</p> <p>During verification, it was confirmed that there were no sources of uncertified FFB from any outgrowers or independent suppliers/ smallholders. As a result, this indicator is deemed not applicable for East POM.</p>	
5.2.3	<p>Where applicable, the unit of certification provides support to smallholders to promote legality of FFB production.</p> <p>- Minor compliance -</p>	<p>East POM is certified as an Identity Preserved (IP) Mill, as confirmed by Certificate No. RSPO 543543, valid from 9/05/2020 until 18/05/2025. The mill exclusively processes RSPO-certified Fresh Fruit Bunches (FFB) sourced from three (3) estates of the SOU 08 – East POM Unit of Certification (UoC): East Estate, Dusun Durian Estate, and Sepang Estate. Additionally, diversion crops from Sime Darby Plantation Berhad owned estates, which also consist of RSPO-certified FFBs, are processed at this mill.</p> <p>During verification, it was confirmed that there were no sources of uncertified FFB from any outgrowers or independent suppliers/ smallholders. As a result, this indicator is deemed not applicable for East POM.</p>	Not Applicable
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>East POM is certified as an Identity Preserved (IP) Mill, as confirmed by Certificate No. RSPO 543543, valid from 9/05/2020 until 18/05/2025. The mill exclusively processes RSPO-certified Fresh Fruit Bunches (FFB) sourced from three (3) estates of the SOU 08 – East POM Unit of Certification (UoC): East Estate, Dusun Durian Estate, and Sepang Estate. Additionally, diversion crops from Sime Darby Plantation Berhad owned estates, which also consist of RSPO-certified FFBs, are processed at this mill.</p>	Not Applicable

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		During verification, it was confirmed that there were no sources of uncertified FFB from any outgrowers or independent suppliers/smallholders. As a result, this indicator is deemed not applicable for East POM.	
5.2.5	The unit of certification regularly reviews and publicly reports on the progress of the Smallholder support programme. - Minor compliance -	East POM is certified as an Identity Preserved (IP) Mill, as confirmed by Certificate No. RSPO 543543, valid from 9/05/2020 until 18/05/2025. The mill exclusively processes RSPO-certified Fresh Fruit Bunches (FFB) sourced from three (3) estates of the SOU 08 – East POM Unit of Certification (UoC): East Estate, Dusun Durian Estate, and Sepang Estate. Additionally, diversion crops from Sime Darby Plantation Berhad owned estates, which also consist of RSPO-certified FFBs, are processed at this mill. During verification, it was confirmed that there were no sources of uncertified FFB from any outgrowers or independent suppliers/smallholders. As a result, this indicator is deemed not applicable for East POM.	Not Applicable
Principle 6: Respect workers' rights and conditions			
Criterion 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. - Critical (Major) compliance -	Documented in the human right charter revised in year 2020 which clearly stated that Sime Darby Plantation Berhad will not tolerate any form of discrimination on the grounds of ethnic origin, caste, national origin, religion, disability, gender, sexual orientation, gender identity, union membership, political affiliation or age. As per verification for each operating units, there is evidence that there is no discrimination has been practices. Foreign workers from different origin, different gender has been treated equally and has been given same opportunities. This has been verified by the auditor	Complied

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		through interview with the workers from different origin, races, gender.	
6.1.2	<p>(C) Evidence is provided that workers and groups including local communities, women, and migrant workers have not been discriminated against including charging of recruitment fees for foreign workers.</p> <p>- Critical (Major) compliance -</p>	There is evidence that there are no parties has been discriminated by the management where it has been confirmed through interview, site visit and records review. Sample has been taken for women workers where they have been treated equally as other workers where there has been paid equally with other workers which work as same job scope and entitle with the same benefits. All foreign workers have been allocated at the same housing compound and received same benefits regardless of the origin. There are no recruitment fees has been charged to all foreign workers that has been recruited in year 2023. It has been confirmed through interview with the new recruited workers.	Complied
6.1.3	<p>The unit of certification demonstrates that recruitment selection, hiring, access to training and promotion are based on skills, capabilities, qualities and medical fitness necessary for the jobs available.</p> <p>- Minor compliance -</p>	There is evidence that operating units has demonstrate that recruitment base on capabilities and qualities which has been verified during the interview by the operating units and for foreign workers at the origin countries. Sample of 12 workers has been taken from different origin countries, races and gender and has been verified based on interview, and documentation such as medical checkup and interview records.	Complied
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>It has been confirmed that pregnancy tests have not been conducted in any of the operating units. This information was verified through interviews with the Hospital Assistant and female workers.</p> <p>In the event of any delays in menstrual cycles reported by female workers, the Hospital Assistant advises them to undergo testing at the nearest government health clinic. This procedure ensures that female workers are promptly directed to appropriate healthcare facilities for necessary examinations.</p>	Complied

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		While pregnancy testing is not conducted within the operating units, the protocol in place facilitates access to essential healthcare services for female workers when needed.	
6.1.5	<p>(C) A gender committee is in place specifically to raise awareness, identify and address issues of concern, as well as opportunities and improvements for women.</p> <p>- Critical (Major) compliance -</p>	<p>Gender Committee Guidelines (Version No. 02, approved in Jan 2024) is to provide Guideline and outlines the structure, roles and responsibilities of Gender Committee at Operating Units in Upstream Malaysia.</p> <p><u>Article 1 (Scope and Purpose):</u></p> <p>Objectives of the Gender Committee and related programmes are:</p> <ul style="list-style-type: none"> • To raise awareness, identify opportunities and improvements for women welfare and empowerment at work • To address issues concern to create a safe working and living environment within the operating units • To enhance awareness of he workforce related to sexual harassment and gender-based violence • For women to have access to opportunities and resources to improve themselves through training and capacity development programmes <p><u>Article 2 (Structure, Roles and Responsibilities):</u></p> <p>2.1.1 the gender committee (GC) shall be established in the respective Operating Units, The Chair of the GC will be supported by the other committee members comprising secretary, treasurer, and its members.</p> <p>Based on this article, each operating unit of SOU 08 – East POM has established its own Gender Committee for the period of Jan 2024 – Dec 2024, following the guidelines. The GC consists of a Chair</p>	Complied

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		<p>supported by committee members, including a secretary, treasurer, and other members.</p> <p><u>Article 3 (Guidelines on Gender Committee Meetings and Activities)</u></p> <p>3.1 meeting frequency minimum of every 3 months.</p> <p>It is confirmed that each operating unit of SOU 08 – East POM has conducted the meeting as per this article, include:</p> <ul style="list-style-type: none"> • East POM: 05/02/2024; 04/01/2024 • Sepang Estate: 21/10/2023 and 21/02/2024 • East Estate: 21/10/2023; 06/01/2024 • Dusun Durian Estate: 25/11/2023 <p><u>Article 4 (Reporting Sensitive Issues):</u></p> <p>4.1 in the event where the GC Chair or any of the GC members receive complaints/grievances or incidents of sensitive nature such cases to sexual harassment, domestic abuse and children in the OU, GC Chair shall report to the OU Manager directly for his next actions to report to the Regional HR Manager. GC Chair or members are not allowed and not responsible to investigate the claims.</p> <p>However, documentation review and interviews confirm that no incidents of such nature have occurred within the operating units.</p>	
6.1.6	<p>There is evidence of equal pay for the same work scope.</p> <p>- Minor compliance -</p>	<p>Evidence indicates that all workers within the operating units have been remunerated in compliance with the Minimum Wages Order 2022 and in accordance with the collective agreement established with the Malaysian Agricultural Producers Association (MAPA) National Union of Plantation Workers (NUPW).</p>	Complied

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		Confirmation of compliance was obtained through interviews conducted with sample workers and by reviewing relevant documentation, including pay slips and punch cards for the months of April 2023, December 2023, and February 2024.	
Criterion 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 national languages (English or Bahasa Malaysia) and explained to them in language they understand.</p> <p>- Critical (Major) compliance -</p>	<p>A collective agreement between Sime Darby Plantations Berhad and the National Union of Plantation Workers (NUPW) for Palm Oil Mill Employees, registered on 9th March 2020 with reference number COG. NO: 057/2020, remains valid until December 2022. This agreement stipulates that all operating units comply with the Minimum Wage Order 2022, which mandates a minimum wage rate of RM1500 per month, RM57.69 per day, or RM7.21 per hour. The latest CA was still pending endorsement by both parties and the cases still in industrial court.</p> <p>In addition to management's explanation of the collective agreement to each employee, local NUPW committees for each operating unit disseminate information about the agreement to their members. This ensures that all employees are informed about their rights and entitlements under the collective agreement, fostering transparency and cooperation within the workforce.</p>	Complied
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. This includes a form of record for work done by family members.</p>	<p>Payment details and employment terms are clearly outlined and formally recorded in employment contracts provided to all employees. These contracts encompass various aspects, such as the employment duration, working hours, overtime policies, annual and medical leave entitlements, public holiday arrangements, mutual termination provisions, maternity benefits, and more. Importantly, these terms are in strict adherence to the Employment Act of 1955, the Minimum Wages Order of 2020, the SOCSO Act of 1969, the</p>	Complied

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	- Critical (Major) compliance -	<p>EPF Act of 1991, the EIS Act of 2017, and the MAPA/NUPW agreement.</p> <p>Additionally, payroll documents, specifically payslips, provide accurate and comprehensive information regarding compensation for all labour performed. This encompasses individuals receiving daily rated wages, piece-rated wages, payments for any overtime work, and remuneration for public holidays. Furthermore, our examination of sampled payslips confirms that all wages were disbursed in full compliance with the applicable national legal requirements. Salary deductions and overtime payments align with the stipulations of the relevant laws, including SOCSO, EPF, EIS, and are also in accordance with Labor Office permits. It is noteworthy that none of the sampled employees had family members engaged in any work within this context.</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>For all operating units, stated in the employment contract working hours, deduction, overtime and leave entitlement. Mentioned in the employment contract that entitlement of leave is depending on the length of service. For workers less than 2 years services, they are entitled for 14 days of sick leave and 8 days of annual leave. Highlighted in the contract reasons for dismissal, period of notice and other legal labor requirements.</p>	Complied
6.2.4	<p>(C) The unit of certification provides adequate housing, sanitation facilities, water supplies, medical, educational and welfare amenities to national standards or above, where no such public facilities are available or accessible. National laws, or in their absence the ILO Guidance on Workers' Housing Recommendation No. 115, are used. In the case of acquisitions of non-certified units, a plan is developed detailing the upgrade of infrastructure. A reasonable time (5years) is allowed to upgrade the infrastructure.</p>	<p>The essential services and amenities available to workers in the company-provided housing include electricity, water, and domestic waste disposal. The government supplies electricity, and the cost is deducted from the employees' salaries. Regarding water, the company offers up to 35 gallons per employee per day at no cost, and any additional usage is subject to charges based on prevailing domestic rates. The budget for housing repairs, sanitation, garden</p>	Complied

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	- Critical (Major) compliance -	<p>maintenance, as well as CAPEX and OPEX across all operating units has been reviewed.</p> <p>The records for weekly on-site inspections by the Medical Assistant (estate) and QA (mill) are examined on a fortnightly basis in accordance with the Workers Minimum Housing and Amenities Regulation 2020.</p> <p>Workers Housing Management Procedure and 'OilPalmPal' Digital Housing Complaint System (OPP DHCS). Inter-office mail (Ref. No: UM/HSE/013/11/2021), dated 26/11/2021 from CEO Upstream Malaysia. General house rule is written under "Peraturan Umum Kompleks Perumahan Pekerja"</p> <p>For local workers with family, each will be given a house while for foreign workers for single workers, it will be given shared house of 2 people per room. For foreign workers, all foreign workers will be given a starter kit which includes basis amenities (e.g. mattress, cooking utensils).</p>	
6.2.5	<p>The unit of certification makes efforts to improve workers' access to adequate, sufficient and affordable food.</p> <p>- Minor compliance -</p>	<p>There are sundry shops located in the estates compound and the estates are nearby to the nearest town. The workers can easily access to adequate, sufficient and affordable foods and goods. Price of goods were displayed at the sundry shops. Workers' interview confirmed that they can easily purchase foods at the nearest shop or choose to go nearest town away from the estate by using their transport until the main guard post and public transport to the nearest town.</p>	Complied
6.2.6	<p>A DLW is paid to all workers, including piece rate/quotas, for whom the calculation is based on achievable quotas during regular work hours.</p> <p>PROCEDURAL NOTE:</p>	<p>Sime Darby Plantation Berhad – SOU 08 East POM has provided the decent living wage for both local and foreign workers based on PREVAILING WAGES assessment. It includes wage, service bonus, meals, housing, health, facilities, sports and recreation, education, creche, welfare, etc. It has been verified by auditor base on the</p>	Complied

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<p>STATEMENT FROM THE RSPO STANDARDS STANDING COMMITTEE REGARDING INDICATOR 6.2.6 ON DECENT LIVING WAGE</p> <p>With reference to procedural note of indicator 6.2.6, the RSPO has published a guidance on the DLW calculation in June 2019. The RSPO Secretariat will endeavour to carry out DLW country benchmarks for palm oil producing countries in which RSPO members operate and for which no Global Living Wage Coalition (GLWC) benchmarks exist (As of September 2019, GLWC has developed national benchmarks in Bangladesh, Belize, Brazil, China, Colombia, Costa Rica, Dominican Republic, Ecuador, Ethiopia, Ghana, Guatemala, India, Kenya, Malawi, Mexico, Nicaragua, Pakistan, South Africa, Sri Lanka, Uganda and Vietnam These benchmarks are developed based on banana, coffee, floriculture, textile, manufacturing, seafood processing and tea industry. The RSPO is in the process of commissioning benchmarks for Malaysia and Indonesia for the palm oil sector and will develop methods to calculate and/or define DLW applicability for all palm oil producing countries in which RSPO members operate).</p> <p><i>Where a GLWC living wage standard (benchmark), or one that fulfils the basic requirements of the RSPO-endorsed living wage methodology, has been established in the country or region of operation, the same should be used as benchmarks.</i></p> <p>In the absence of such benchmarks, the RSPO will collaborate with the GLWC and/or local experts on developing oil palm industry benchmarks (Benchmark in this context may include other approaches and/or methods to calculate the applicability of DLW in the country or region in accordance to the RSPO endorsed method for determining a DLW. Local applicability for benchmarks is important and it may differ based on the needs of each locality or country). These benchmarks will be developed in collaboration and consultation with relevant stakeholders such as palm oil industry members, workers' union, authorities and/or relevant organisations.</p> <p><i>For countries where no living wage standard is established, until such time that an RSPO endorsed benchmark for the country is in place, national minimum wages shall be paid to all workers. In addition to the payment of minimum wages, the Unit of Certification (UoC) shall conduct an assessment of the prevailing wages and in-kind benefits provided to workers in the Unit of Certification aligned with the RSPO Guidance for Implementing a Decent Living Wage (RSPO Guidance for Implementing a Decent Living Wage. The RSPO will also develop further guidance and tools to calculate DLW in line with the RSPO endorsed methodology which may include independent studies by local experts in their respective region or country).</i></p>	<p>sample payslips for each operating units showed that the salary received complied with the minimum wage order 2020 and 2022</p> <p>The management conducted Prevailing Wage Assessment based on check-roll worker for period 2023 and published in January 2024</p>	
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	<p>Once these benchmarks are available, this procedural note is no longer applicable. UoC shall have an implementation plan towards the payment of a DLW with specific targets, and a phased implementation process including:</p> <ul style="list-style-type: none"> Updated assessment on prevailing wages and in-kind benefits There is annual progress on the implementation of living wages Where a minimum wage, based on equivalent of baskets of goods, is stipulated in Collective Bargaining Agreements (CBAs), this should be used as the foundation for the gradual implementation of the living wage payment The UoC may choose to implement the living wage payment in a specific section as a pilot project; the pilot will then be evaluated and adapted before eventual scale up of the living wage implementation. <p>- Minor compliance -</p>		
6.2.7	<p>Permanent, full-time employment including contractors' workers and contracted workers 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>There are no casual or temporary workers has been recruited by all operating units which all workers has been recruited as permanent workers. Contractors has been used for hiring JCB, road repairs, FFB transport and domestic waste collection. It has been confirmed that all machineries owned by the contractor has been operated by the owner itself. Verification has been done through master list of workers, payment document, site visit to operations and interview with sample workers.</p>	Complied
<p>Criterion 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.</p>			
6.3.1	<p>(C) A published statement recognising freedom of association and right to collective bargaining in national languages (English and/or Bahasa Malaysia) is available and is explained to all workers, in language that they understand, and is demonstrably implemented.</p> <p>- Critical (Major) compliance -</p>	<p>Stated in the Human Right Charter year 2020, commitment of Sime Darby Plantation Berhad to practices freedom of association as per stated in clause 3.2.4, Sime Darby Plantation will respect freedom of association by respecting the rights of employees to form and join unions and bargain collectively. In jurisdictions where this right is limited, we will provide alternative means of employee</p>	Complied

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		engagement and grievance redressal. During the interview with workers, there are no evidence received that there is restriction from the company to allow workers to join trade union. The workers have their freedom to join union	
6.3.2	Minutes of meetings between the unit of certification with trade unions or workers representatives, who are freely elected, are documented in national languages (English and/or Bahasa Malaysia) and made available upon request. - Minor compliance -	NUPW Committee was established in East POM and supply bases and sighted minutes meeting for latest meeting. Management plan was developed for the issues raised by the NUPW representatives and action has been taken accordingly. Interviewed with the NUPW representatives confirmed that the issues raised during the meeting were resolved. He informed that there is no any further pending issue reported during the time of audit.	Complied
6.3.3	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. - Minor compliance -	Interviewed with the NUPW representatives and the workers confirmed that the election of the representatives were elected freely by the workers without any interference of management	Complied
Criterion 6.4: Children are not employed or exploited.			
6.4.1	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. - Minor compliance -	Sime Darby Plantations Berhad has established policy for children protection in the Human right charter in where commitment to protect children outline in clause 3.3 Respect and Uphold Children's Rights revision 2020. Stated that, Sime Darby Plantation Berhad recognise that protecting the wellbeing of children means safeguarding them from any form of maltreatment or exploitation, including child sex tourism, child trafficking and child pornography.	Complied

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		Stated clause 3.3.1, the management commitment to eradicate child labour in our supply chain and will not employ anyone under the age of 18 years.	
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 -	The screening procedure was included as per SOP Hiring of locals dated 01/11/2019 by the assistant operating unit while for foreign workers, the Workforce Management Unit Liaison & Recruitment SOPP (WMU/LR-SOPP/March2016) dated 30/03/2016 under clause procedures recruitment team shall be guided by approved requirement; Age 18-45 years old).	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 -	There is no young worker employed in SOU 08- East POM certification unit. It has been confirmed through interview with sample workers, site visit to housing compound, operations and verification from the workers masterslist.	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 suppliers and communities where workers live. - Minor compliance -	The policy has been effectively communicated to stakeholders through stakeholder consultations. Specifically, during the stakeholder meetings held for East Estate on 23/11/2023 and Sepang Estate on 27/02/2024, the policy was discussed and explained to stakeholders.	Complied
Criterion 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 -	There are no changes compare to last year where Sime Darby Plantations Berhad adopt the Group Sustainability & Quality Policy Statement signed by Group Managing Director on 02/12/2019 includes as below: Stated in the policy that the management committed to respect the rights of our employees, our workers in our operations and our communities through our commitments which include, but are not	Complied

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		<p>limited to:</p> <ol style="list-style-type: none"> 1. Eliminating Violence and Sexual Harassment: 2. Eradicating any form of Exploitation <p>There are no cases of any harassment that has been identified and happen in all operating units which has been confirmed based on interview with the workers.</p> <p>Communication of the policy sighted based on briefing records for each operating units and further verified based on interview with the stakeholders and workers which can demonstrate their understanding on the policy that has been established.</p> <p>East Pom: 14/02/2024</p> <p>Sepang Estate, 21/10/2023 and 21/02/2023</p> <p>East Estate: 21/10/2023, 21/03/2023, 06/01/2023</p> <p>Dusun Durian Estate: 25/11/2023</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>Stated in the human right charter year 2020, commitment of Sime Darby Plantation Berhad in protecting reproductive right and has been clearly outline in clause 3.2.5. There is evidence that the policy has been implemented where there is no restriction by the management for pregnancy and there is no pregnant/breastfeeding women handling with chemical. It has been further confirmed through interview with the female workers.</p> <p>Communication of the policy sighted based on briefing records for each operating units and further verified based on interview with the stakeholders and workers which can demonstrate their understanding on the policy that has been established.</p> <p>East POM: 14/02/2024</p>	Complied

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		<p>Sepang Estate, 21/10/2023 and 21/02/2023</p> <p>East Estate: 21/10/2023, 21/03/2023, 06/01/2023</p> <p>Dusun Durian Estate: 25/11/2023</p>	
6.5.3	<p>Management has assessed the needs of new mothers, in consultation with the new mothers, and actions are taken to address the needs that have been identified.</p> <p>- Minor compliance -</p>	<p>As per verification, there is evidence that all the new mother has been assessed and consulted and there is no special request has been raised by the new mother, expect time break for breast feeding and hospital appointment. It has been confirmed through interview with sample of new mother.</p>	Complied
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>Sime Darby Plantation Berhad has implemented Grievances Response Standard Operating Procedure dated 18/07/2022. The complaints and grievances are open to effected parties including internal and external stakeholders. The time frame to deal with internal and external communications has been detailed in the Section 2.2. Flow chart procedure and 3.3 The time scale of investigation.</p> <p>Besides, the company has implemented Whistleblowing Channels where the e-Form, email address and toll free number/ hotline can be found in https://www.simedarby.com/operating-responsibly/whistleblowing</p> <p>Furthermore, the company developed Policy on Protection of Human Rights Defenders (HRDs) where if the complaint cannot be solved through this manner, HRDs can be provided legal remedies such as litigation or alternate dispute resolution options including mediation and arbitration in situations where complaints cannot be resolved internally.</p> <p>Interview conducted on-site with sampled internal stakeholders among all workforce confirmed that the information on grievance</p>	Complied

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		<p>mechanism, which respects anonymity and protects complainants where requested, is established, and communicated to them.</p> <p>No grievance issues that require the implementation of the mechanism occurs in all operating units within SOU 9 since the last audit.</p>	
Criterion 6.6: No forms of forced or trafficked labour are used.			
6.6.1	<p>(C) All workers have entered into employment voluntarily and the following are prohibited:</p> <ul style="list-style-type: none"> • Retention of identity documents or passports (except for administration purposes including legalisation and renewal processes) • Charging the workers for recruitment fees. • Contract substitution • Involuntary overtime • Lack of freedom of workers to resign • Penalty for termination of employment • Debt bondage • Withholding of wages <p>- Critical (Major) compliance -</p>	<p>Based on interviews with the workers, and observations made, the following were verified:</p> <ol style="list-style-type: none"> a. Retention of documents: All workers are free to keep their own passports. There is no retention of identity documents or passports unless these are needed for passport/work permit renewal. Some Indonesian workers has been interviewed and confirmed that passport has been kept by the workers itself. It has been confirmed during site visit to line site where verification passport has been kept at their house. b. Charging of recruitment fee: Workers are not charged any recruitment fees. Interviews conducted with workers also confirmed that they have not been charged any recruitment fees. c. Involuntary overtime: Based on interviews conducted with the workers, all overtime work was carried out on a voluntary basis. Workers are free to decline any offers for overtime work. Sighted written consent from workers to work overtime for East POM and estates. d. Lack of freedom to resign: Workers are free to resign as per stated in their employment contracts. This was confirmed during interviews with workers. There is no term and condition 	Complied

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		<p>for any resignation and the flight tickets will bear by the operating units.</p> <p>e. Debt bondage: There is no evidence of any incidence of debt bondage. It has been verified based on sample of pay slips where there is no deduction of salary for debt. Further verification has been done through interview where there is no loan/borrowing money has been given by the management to the workers. The is also no recruitment fee has been charged to the workers hence confirmed that there is debt bondage implement.</p> <p>f. Withholding of wages: There is no evidence of withholding of wages. Workers' wages have been paid by account and can be withdraw at the nearest bank and sighted evidence of payment that has been signed by the workers. There is evidence that there no workers' wages have been withheld. It has been further confirmed through interview.</p>	
6.6.2	<p>(C) Where temporary or migrant workers are employed, a specific labour policy and/or procedures are established and implemented.</p> <p>- Critical (Major) compliance -</p>	<p>There are migrant workers has been recruited from India, Indonesia and Bangladesh to work in SOU 08 – East POM. As a commitment to manage migrant workers in a good manner and compliance to the requirement Sime Darby Plantations Berhad has adopted Sime Darby's Human Rights Charter, wherein they have made the following commitments:</p> <p>a. Ensuring equal opportunities for all.</p> <p>b. Respecting the freedom of association.</p> <p>c. Eradicating any manifestations of exploitation.</p> <p>d. Ensuring the provision of favorable working conditions.</p> <p>e. Enhancing safety and health measures.</p>	Complied

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		As per verification, there is evidence that the policy has been implemented where each process of recruitment has been done such as signing employment contract, interview and consultation with migrant workers at origin countries and One Stop Centre. As per interview, it has been confirmed that all facilities and benefits has been provided equally for all foreign workers. Passport has been kept by the workers itself. There is no evidence of contract substitution where all migrant workers have been explained the content of the employment contract at the origin countries. It has been confirmed through interview with the workers itself.	
Criterion 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>Each Operating Unit of SOU 08 – East POM is adopting Safety & Health Committee Procedure (UM/HSE/OCP/08, dated 17/11/2021) with the objective:</p> <ul style="list-style-type: none"> • To introduce the concept of consultation and cooperation between the employer and employee by the formation of the Safety and Health Committee (SHC) at workplace in compliance with legal requirements • To ensure two-way communication between employer and employee • To increase the interest and motivation of employees to participate in safety and health related programme. <p>All operating unit's management has established a Safety Committee, with members including a secretary, representatives from both the employer and employees. These appointments are in line with the appointment letter issued by the respective Estate Manager and Mill Manager.</p>	Complied

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		<p>The quarterly meeting agenda covers items such as matters arising from the previous meeting, reports from workplace inspections, updates on the training program and its implementation, discussions on safety issues in the workplace, review of accident cases, consideration of HIRARC, and other safety-related concerns.</p> <p>Reviewed latest safety minutes meeting for operating unit:</p> <table><tr><th>Operating Unit</th><th>1st meeting</th><th>2nd meeting</th><th>3rd meeting</th><th>4th meeting</th></tr><tr><td>East POM</td><td>22/06/2023</td><td>21/09/2023</td><td>14/12/2023</td><td>14/03/2024</td></tr><tr><td>East Estate</td><td>19/05/2023</td><td>15/08/2023</td><td>13/11/2023</td><td>13/02/2024</td></tr><tr><td>Sepang Estate</td><td>24/03/2023</td><td>23/06/2023</td><td>22/09/2023</td><td>15/12/2023</td></tr></table>	Operating Unit	1 st meeting	2 nd meeting	3 rd meeting	4 th meeting	East POM	22/06/2023	21/09/2023	14/12/2023	14/03/2024	East Estate	19/05/2023	15/08/2023	13/11/2023	13/02/2024	Sepang Estate	24/03/2023	23/06/2023	22/09/2023	15/12/2023	
Operating Unit	1 st meeting	2 nd meeting	3 rd meeting	4 th meeting																			
East POM	22/06/2023	21/09/2023	14/12/2023	14/03/2024																			
East Estate	19/05/2023	15/08/2023	13/11/2023	13/02/2024																			
Sepang Estate	24/03/2023	23/06/2023	22/09/2023	15/12/2023																			
6.7.2	<p>Accident and emergency procedures are in place and instructions are clearly understood by all workers. Accident procedures are available in national languages (English and/or Bahasa Malaysia) and explained in the language understandable to the workforce. 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>Accident and emergency protocols have been established, including the formation of an Emergency Response and Preparedness (ERP) Team for identified incidents. These procedures, encompassing fire, chemical spillage, flood, and workplace accidents, have been condensed into a flowchart and prominently displayed for all estate and mill employees. Detailed instructions can be found in the Emergency Preparedness & Response Procedures dated 17/11/2021 (reference number UM/HSE/SP/02) and the Standard Operating Procedure for Incidents, Accidents & Non-Compliance Management dated 01/05/2022 (reference number SDP/GSHSE/SP/01).</p> <p>The ERP team's organizational chart has been established and shared with employees, accompanied by essential telephone contact information. Guidelines were issued by the SPO (presumably Safety and Preparedness Officer) and adapted to suit variations in the situations within the estates and mill. It was noted that Emergency Response Team for each supply base was updated</p>	Complied																				

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		<p>as per Jan 2024. The team was divided into 4 sub-team which are firefighting team, security team, chemical spillage team and flood control team. Verified training related to ERP was conducted as table below:</p> <table><tr><th>Operating Unit</th><th>Date</th></tr><tr><td>East POM</td><td>08/03/2024</td></tr><tr><td>Dusun Durian Estate</td><td>12/01/2024</td></tr><tr><td>East Estate</td><td>24/01/2024</td></tr><tr><td>Sepang Estate</td><td>28/12/2023</td></tr></table> <p>First Aid inspection record and updates was conducted by each Medical Assistant (MA) as table below:</p> <table><tr><th>Operating Unit</th><th>Date of Monthly Inspection</th></tr><tr><td>East POM</td><td>07/03/2024</td></tr><tr><td>Dusun Durian Estate</td><td>15/02/2024</td></tr><tr><td>East Estate</td><td>10/02/2024</td></tr><tr><td>Sepang Estate</td><td>28/02/2024</td></tr></table> <p>The operating units consistently document accident-related information, including JKKP 6 forms submitted to the Department of Safety & Health, medical leave certificates, accident investigation reports, and reviews of Hazard Identification, Risk Assessment, and Risk Control (HIRARC). According to JKKP 8 submission report for</p>	Operating Unit	Date	East POM	08/03/2024	Dusun Durian Estate	12/01/2024	East Estate	24/01/2024	Sepang Estate	28/12/2023	Operating Unit	Date of Monthly Inspection	East POM	07/03/2024	Dusun Durian Estate	15/02/2024	East Estate	10/02/2024	Sepang Estate	28/02/2024	
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		year 2023, it was confirmed that all accidents were reported, and LTA was calculated accordingly.													
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>The operating units supply Personal Protective Equipment (PPE) to workers in accordance with Safety Work Procedures and recommendations derived from risk assessment reports, including Chemical Hazard Risk Assessments (CHRA) and Noise Risk Assessments (NRA).</p> <p>The estate ensures that all workers receive appropriate Personal Protective Equipment (PPE) based on their job types.</p> <p>East Estate</p> <p>During a site visit at P21A, it was observed that scout harvesters were equipped with safety helmets, sickle/chisel covers, and wellington boots. While for manual weeding activity at P15C, it was observed that all workers equipped with helmet,</p> <p>A review of PPE issuance records for interviewed workers and confirmed consistency with on-site observations.</p> <p>The estate conducts PPE inspections at least once every six months, as evidenced by the inspection records reviewed as table below:</p> <table><tr><td>Certification Unit</td><td>Activity Inspected</td><td>Date</td></tr><tr><td>Dusun Durian Estate</td><td>Circle Spraying</td><td>01/03/2024</td></tr><tr><td>East Estate</td><td>Circle Spraying</td><td>20/02/2024</td></tr><tr><td>Sepang Estate</td><td>MB Driver</td><td>05/03/2024</td></tr></table> <p>During a site visit at Field 10A1 In field FFB Collection at Sepang Estate (Sg Rawang Division), it was noted that two workers (MB</p>	Certification Unit	Activity Inspected	Date	Dusun Durian Estate	Circle Spraying	01/03/2024	East Estate	Circle Spraying	20/02/2024	Sepang Estate	MB Driver	05/03/2024	Non-compliance
Certification Unit	Activity Inspected	Date													
Dusun Durian Estate	Circle Spraying	01/03/2024													
East Estate	Circle Spraying	20/02/2024													
Sepang Estate	MB Driver	05/03/2024													

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		Driver) were transport FFB using Mechanical Buffalo without wearing fully Personal Protective Equipment (PPE). Based on verification, all PPE was available there (Safety helmet, Safety Vest, Earplug, Safety Shoes) and workers not wearing it. Subsequent interviews with these workers confirmed their awareness of the requirement to wear the PHP, as the management had provided training on safe working procedure for MB driver, 06/02/2024. Furthermore, the workers attested to receiving the PHP free of charge. This information was cross verified with the PPE Issuance Record dated 07/02/2024 confirming that the management had indeed supplied Personal Hearing Protectors (PHP) to these two workers as required. Thus, non-conformity is raised																	
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 Malaysian law.</p> <p>- Minor compliance -</p>	<p>Noted that all employees receive medical care, and a review of workers' profile records indicates that every worker is covered by accident insurance.</p> <table border="1"> <thead> <tr> <th>Operating Unit</th><th>Month</th><th>Total Workers</th><th>Amount</th></tr> </thead> <tbody> <tr> <td>Dusun Durian Estate</td><td>Jan 2024</td><td>193</td><td>RM6,802.90</td></tr> <tr> <td>East Estate</td><td>Jan 2024</td><td>542</td><td>RM18,883.10</td></tr> <tr> <td>Sepang Estate</td><td>Feb 2024</td><td>307</td><td>RM10,849.60</td></tr> </tbody> </table>	Operating Unit	Month	Total Workers	Amount	Dusun Durian Estate	Jan 2024	193	RM6,802.90	East Estate	Jan 2024	542	RM18,883.10	Sepang Estate	Feb 2024	307	RM10,849.60	Complied
Operating Unit	Month	Total Workers	Amount																
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Sepang Estate	Feb 2024	307	RM10,849.60																
6.7.5	<p>Occupational injuries are recorded using Lost Time Accident (LTA) metrics.</p> <p>- Minor compliance -</p>	<p>Records of accidents were documented accordingly. It was verified that Records of Lost Time Accident (LTA) metrics were consistently maintained. Observed samples of accident statistics for Year 2023 as reported to DOSH are as follows:</p>	Complied																

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		Operating Unit	Accidents Reported	LTA	Reference No.	
		East POM	7	32	JKKP 8/182308/2023	
		Dusun Durian Estate	7	326	JKKP 8/175657/2023	
		East Estate	27	73 days	JKKP 8/146500/2023	
		Sepang Estate	30	82	JKKP 8/155883/2023	
Principle 7: Protect, conserve and enhance ecosystems and the environment						
Criterion 7.1: Pests, diseases, weeds and invasive introduced species are effectively managed using appropriate Integrated Pest Management (IPM) techniques.						
7.1.1	<p>(C) IPM plans are implemented and monitored to ensure effective pest control.</p> <p>- Critical (Major) compliance -</p>	<p>The estates have developed Integrated Pest Management (IPM) plans to effectively control pests and reduce chemical usage. Here are the plans established for each estate:</p> <p><u>Dusun Durian Estate</u></p> <p>Planting beneficial plan</p> <ul style="list-style-type: none"> To plant beneficial plant along the main road To plant beneficial plant along the estate boundary as per target 1dm: 1 ha change to 2dm: 1 ha (dm-10m) Planting beneficial plant will reduce chemical usage, such as Cypermethrin and Acephate. <p>Bagworm and nettle caterpillar</p> <ul style="list-style-type: none"> Control outbreak using trunk injection and Arbus 				Complied

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		<p>Rat Baiting</p> <ul style="list-style-type: none"> • Rat baiting programme • Using Owls as biological control (BOB 1:20) • Using 1st generation bait (Warfarin) for Chemical control <p>Rhinoceros beetle (RB)</p> <ul style="list-style-type: none"> • To monitor and supervise infestation by RB daily • To control RB using cypermethrin at Fortnightly interval <p>Ganoderma</p> <ul style="list-style-type: none"> • Carry out census Ganoderma annually • For <5 years – remove & replace • Productive – mounding • Non productive – felled and de bole <p>Barn Owls</p> <ul style="list-style-type: none"> • To increase barn owl population in estate • Establish BOB (1:20) • Planting beneficial plants extensively in immature areas. <p><u>East Estate</u></p> <p>History of bagworm infestation (pteroma pendula & metisa plana)</p> <ul style="list-style-type: none"> • To expedite the establishment of beneficial plant for integrated pest management • A minimum of 10 meter / ha with priority to field with history of infestation 	
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		<ul style="list-style-type: none"> Target establishment of beneficial plant @ 2DM per ha (dm-10m) <p>Rat damage</p> <ul style="list-style-type: none"> Rat population to be monitored & timely baiting Calendar baiting religiously follows as per programme <p>Bar owl (Tyto Alba)</p> <ul style="list-style-type: none"> Place barn owl boxes to 1:10 ha Monitoring of owl population through census every 6 month. Replace damage barn owl. <p><u>Sepang Estate</u></p> <p>To maintain beneficial plant nursery and progressive planting</p> <ul style="list-style-type: none"> Current ration 1.4m/ha. Expansion of beneficial plant will be carried out at roadside and replanting area <p>Monitoring of barn owl population</p> <ul style="list-style-type: none"> Physical maintenance and census area maintained twice a year. Replacement for any damage and additional BOB will apply at replant area <p>To maintain the establishment of nephrolephis</p> <ul style="list-style-type: none"> Maintained as it is and try to conserve it <p>The estates monitor the implementation of the management plan. During a site visit at sample estates, it was observed that the beneficial plants were well established.</p>	
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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. - Minor compliance -	None of the plant species mentioned, which are referenced in the Global Invasive Species Database and CABI.org, are utilized in their IPM management. In SOU 8, three plant species were employed for IPM, including <i>Tunera subulata</i> , <i>Cassia cobanensis</i> , and <i>Antigonon leptopus</i> .	Complied
7.1.3	There is no use of fire for pest control unless in exceptional circumstances such as plantation sanitation, i.e. where no other effective methods exist, and with prior approval of government authorities. - Minor compliance -	There is no evidence or records indicating the use of fire for pest control at any of the estates visited. This practice is explicitly addressed in the Sime Darby Plantation Group Sustainability and Quality Policy Statement, signed by the Group Managing Director on 02/12/2019, and the Responsible Agriculture Charter under section 3.2: Protect and enhance forest. The policy states: "We will seek to protect and enhance forest and wildlife, and minimise carbon emissions from land use change through: Zero tolerance of the use of fire within our land boundaries and conservation areas, and the establishment of effective monitoring and prevention systems, as well as protective firefighting measures in and around our operation."	Complied
Criterion 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 and application methods that are specific to the target pest, weed or disease are prioritised. - Critical (Major) compliance -	Agrochemical usage adhered to the Standard Operating Procedure outlined in the Agricultural Reference Manual (ARM), SOP, and the Safety Pictorial Book provided by Sime Darby Plantation Sdn Bhd. Please refer to the Sime Darby Agricultural Reference Manual, issue: 1 version: 3 dated 01.07.2011. The selection of products was tailored to address the specific target pest, weed, and disease. Sighted and reviewed chemical register and confirmed that all operating units confined usage to only class II, class III & class IV pesticides	Complied

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7.2.2	<p>(C) Records of pesticides use (including active ingredients used and their LD50, area treated, amount of active ingredients applied per ha and number of applications) are provided.</p> <p>- Critical (Major) compliance -</p>	<p>Records of pesticides used (including active ingredients used and their Lethal Dosage (LD 50), area treated, amount of a.i. applied per ha and number of applications) is maintained by the estate. Sighted Monitoring Record Pesticide Use Per Ha FY2023. Average data as per estates below</p> <table><tr><td>Certification Unit</td><td>a.i/ha</td></tr><tr><td>Dusun Durian Estate</td><td>1.134</td></tr><tr><td>East Estate</td><td>1.221</td></tr><tr><td>Sepang Estate</td><td>1.419</td></tr></table>	Certification Unit	a.i/ha	Dusun Durian Estate	1.134	East Estate	1.221	Sepang Estate	1.419	Complied
Certification Unit	a.i/ha										
Dusun Durian Estate	1.134										
East Estate	1.221										
Sepang Estate	1.419										
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>All pesticides used were those officially registered under the Pesticide Act 1974. The selection of products was tailored to address the specific target pest, weed, and disease.</p> <p>Sighted and reviewed chemical register and confirmed that all operating units confined usage to only class II, class III & class IV pesticides.</p>	Complied								
7.2.4	<p>There is no prophylactic use of pesticides, unless in exceptional circumstances, as identified in national best practice guidelines.</p> <p>- Minor compliance -</p>	No prophylactic use of pesticides can be identified during site visit and confirmation with Chemical Register updated on 01/01/2024	Complied								
7.2.5	Pesticides that are categorised as World Health Organisation Class 1A or 1B, or that are listed by the Stockholm or Rotterdam Conventions, and	Observation at chemical store and documents verification via Chemical Register affirmed that there no Class 1A and Class 1B	Complied								

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	<p>paraquat, are not used, unless in exceptional circumstances, as validated by a due diligence process, or when authorised by government authorities for pest outbreaks.</p> <p>The due diligence refers to:</p> <ol style="list-style-type: none"> Judgment of the threat and verify why this is a major threat Why there is no other alternative which can be used Which process was applied to verify why there is no other less hazardous alternative What is the process to limit the negative impacts of the application Estimation of the timescale of the application and steps taken to limit application to the specific outbreak. <p>- Minor compliance -</p>	<p>chemical has been utilized in estate and mill operation activities. Chemical ingredients commonly used are glyphosate, metsulfuron methyl, triclopyr which categorized as Class 2 and Class 3 chemicals.</p> <p>Supremo 41 – Glyphosate Isoprpylamine</p> <p>Ancom Sodium Chlorate – Sodium Chlorate</p> <p>Racumin – Coumatertraly</p> <p>Monex – Diuron</p> <p>Tri ester – Triclopyr Butoxy Ethyl</p> <p>Canyon 20 – metsulfuron methyl</p>	
7.2.6	<p>(C) Pesticides are only handled, used or applied by persons who have completed the necessary training and are always applied in accordance with the product label. All precautions attached to the products are properly observed, applied, and understood by workers (see Criteria 3.6). Personnel applying pesticides must show evidence of regular updates on the knowledge about the activity they carry out.</p> <p>- Critical (Major) compliance -</p>	<p>Pesticide operators have undergone training concerning the safe and health-conscious usage, as well as the proper application methods of chemicals. Additionally, they regularly participate in monthly health surveillance conducted by the Medical Assistant. List of training conducted for each estate as details below:</p> <ul style="list-style-type: none"> Dusun Durian Estate: Briefing chemical and spraying safe operating procedure, chemical handling, chemical spillage & pesticide training, dated 09/03/2023 East Estate: Herbicide spraying training 'No spraying near natural waterways', dated 10/01/2024 Sepang Estate: Training for Interpump Sprayer, dated 15/01/2024 and Chemical Mixing & Handling & Mixing Method, dated 29/02/2024 	Complied

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7.2.7	<p>(C) Storage of all pesticides is in accordance with recognised best practices.</p> <p>- Critical (Major) compliance -</p>	<p>Pesticides were discovered stored in the Chemical Store on the estate, adhering to the Occupational Safety and Health Act 1994 (Act 514) and Pesticides Act 1974 (Act 149) along with their corresponding regulations. The storage facilities were consistently secured to avoid unauthorized access, and proper hazard signage was observed and well maintained at both exterior and interior walls. Adequate ventilation facilities and safety data sheets were also provided</p>	Complied
7.2.8	<p>All pesticide containers are triple rinsed and punctured before being disposed of and/or handled responsibly if used for other purposes.</p> <p>- Minor compliance -</p>	<p>Unused chemical containers not utilized for premixing were subjected to triple rinsing and puncturing. These containers were then classified as scheduled waste and appropriately disposed of through waste collection contractors, as outlined in Indicator 7.3.2</p>	Complied
7.2.9	<p>(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.</p> <p>- Critical (Major) compliance -</p>	<ul style="list-style-type: none"> Sighted and verified approval for aerial spraying activities from 'Pejabat Ketua Pegawai Keselamatan Malaysia, dated 26/01/2024, Doc. No. CGSO.600-5/6/1 Jld. 3 (ii)(S) for aerial spraying activities for drone operator, Meraque. It was noted that Meraque has provide their email trail with CAAM to get approval for Aerial Work Certificate (AWC) latest date on 16/10/2023. The emails trail indicated that Meraque has submitted their Safety Management System (SMS), Operation Manuals, Maintenance Manual and other related manuals and still waiting for further action from CAAM accordingly. In addition, sighted and verified Noise Risk Assessment (NRA) has been conducted for aerial spraying activity, dated 25/11/2023 and Chemical Risk Health Assessment (CHRA) dated 31/03/2023. CHRA report evident that only cypermetrin 	Complied

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		<p>@Cymerin (trade name) was used for aerial spraying as per recommendation by Department of Agriculture.</p> <p>2024 monthly spraying program chart was provided for Jan-June 2024. It was noted that 20.22 ha was involved and will be sprayed on monthly basis</p>	
7.2.10	<p>(C) Specific annual medical surveillance for pesticide operators, and documented action to treat related health conditions, is demonstrated.</p> <p>- Critical (Major) compliance -</p>	<p>It was confirmed that each estate and mill has conducted their Medical Surveillance as per requirement as details below</p> <ul style="list-style-type: none"> Dusun Durian Estate: Medical Surveillance was conducted by health practitioner, Doc. No. DOSH Reg. No. HQ/17/DOC/00/00042, dated 27/11/2023 involving 31 workers ; Chemicals handlers that involved were pesticide and welding fume. Recommendation from the report mentioned that wokers continue with current practices and PPE training shall be practice in proper manner. East Estate: Medical Surveillance was conducted on 25/01/2024 by Klinik Hartati for 62 employees which are selected among foreman, mandore, trunk injection, sprayer,fogger, MS driver, and ST 102. 1 foreman was found unfit due to excess manganese content in blood and need to re-conduct the medical checkup on 26/02/2024. But the result of 2nd test is yet to be received. It was noted that the worker was temporarily re-assign as store helper from 26/01/2024 until result 2nd test received. Sepang Estate : Medical Surveillance was conducted on 19/02/2024 by Medic Qasih Healthcare Group, Doc No. HQ/20/DOC/)/00551 for 47 employees which are selected among chemical handler, driver, trunk injector, filed officer. It was noted all 47 employees do not appear to have any work related problems. 	Complied

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7.2.11	<p>(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.</p> <p>- Critical (Major) compliance -</p>	On-site observation at P13B and nursery (Dusun Durian Estate), P04B (East Estate), P17A (Sepang Estate) in addition to verification of the employee master list, no evidence was found indicating that individuals under the age of 18, pregnant or breastfeeding women, or those with medical restrictions were involved in work related to pesticides.	Complied					
Criterion 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.</p> <p>- Minor compliance -</p>	<p>Addressed in the Waste Management Procedure for Estates & Mill dated May 2022 with reference number SD/SDH/GSD/HSE/0522/01, waste management is categorized as follows:</p> <ul style="list-style-type: none">1. Domestic waste2. Industrial waste3. Schedule waste4. Clinical waste5. Recyclable waste <p>Among the plan established was:</p> <table><tr><th>Waste</th><th>Action Plan</th></tr><tr><td rowspan="2">Domestic waste</td><td>Prepare landfill / Disposed through Municipal Bin</td></tr><tr><td>Monitoring on line site and create awareness on hygiene</td></tr></table>	Waste	Action Plan	Domestic waste	Prepare landfill / Disposed through Municipal Bin	Monitoring on line site and create awareness on hygiene	Complied
Waste	Action Plan							
Domestic waste	Prepare landfill / Disposed through Municipal Bin							
	Monitoring on line site and create awareness on hygiene							

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		Industrial waste	Labelling permanent signage on scrap iron / metal	
		Schedule waste	Collect and record SW	
			Disposed through registered contractor	
			Store item under lock and have signage	
		Clinical waste	Disposed off the item to licensed contractor (Including VMO with Approval letter)	
		Recyclable waste	Monitoring of collection & application	
			Establish coding system for chemical container	
			Disposed off through registered purchaser	
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>The procedure for managing scheduled waste has been established, as outlined in the Waste Management Procedure for Estates & Mill dated May 2022 with reference number SD/SDH/GSD/HSE/0522/01. Additional reference was made to the Guidelines for Packaging, Labelling, and Storage of Scheduled Wastes in Malaysia.</p> <p>Awareness training on scheduled waste management has been conducted on the following dates:</p>		Complied

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		<p>Dusun Durian Estate: 23/01/2024</p> <p>East Estate: 18/04/2023</p> <p>Sepang Estate: 28/02/2024</p> <p>East POM: 21/02/2024</p> <p>Interviews with the person in charge and workers revealed that they have a good awareness of scheduled waste management practices.</p> <p>Record of Inventory of Schedule Waste and Disposal Record as per details below:</p> <p>Dusun Durian Estate</p> <p>Inventory</p> <ul style="list-style-type: none"> • File reference Number: Spg(B)11/123/000/018 • Date Reporting: 14/02/2024 • Waste Generated: SW409, SW410. <p>Disposal</p> <p>Sample 1</p> <ul style="list-style-type: none"> • Disposal consignment note: 2023102318ZON2QT • Date Disposal: 23/10/2023 • SW410 – Contaminated rags, filters & gloves: 0.1000 MT by Pentas Flora Sdn Bhd <p>Sample 2</p> <ul style="list-style-type: none"> • Disposal consignment note: 202310021FM1Z5O • Date Disposal: 02/10/2023 	
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		<ul style="list-style-type: none"> SW409 – Contaminated container: 0.1500 MT by Pentas Flora Sdn Bhd <p>East Estate</p> <p>Inventory</p> <ul style="list-style-type: none"> File reference Number: Spg(B)11/123/000/019 Date Reporting: 02/03/2024 Waste Generated: SW312, SW409, SW410. <p>Disposal</p> <p>Sample 1</p> <ul style="list-style-type: none"> Disposal consignment note: 202402270OGB0IY Date Disposal: 27/02/2024 SW409 – Disposed container, bags or equipment contaminated: 0.125 MT by Pentas Flora Sdn Bhd <p>Sample 2</p> <ul style="list-style-type: none"> Disposal consignment note: 2024022721HB780C Date Disposal: 27/02/2024 SW312 – Only Reside from automotive workshop, service station, oil and – 0.0200 MT by Pentas Flora Sdn Bhd <p>Sepang Estate</p> <p>Inventory</p> <ul style="list-style-type: none"> File reference Number: 10PX3TOZ Date Reporting: 02/03/2024 	
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		<ul style="list-style-type: none"> Waste Generated: SW306, SW404, SW408, SW409, SW410, SW410. <p>Disposal</p> <p>Sample 1</p> <ul style="list-style-type: none"> Disposal consignment note: 2024022012UDNZC0 Date Disposal: 20/02/2024 SW410 – Contaminated Rags, filters & gloves: 0.0140 MT by Pentas Flora Sdn Bhd <p>Sample 2</p> <ul style="list-style-type: none"> Disposal consignment note: 2024022015WP1HVQ Date Disposal: 20/02/2024 SW305 – Spent Lubricating Oil – 0.1210 MT by Pentas Flora Sdn Bhd <p>East POM</p> <p>Inventory</p> <ul style="list-style-type: none"> File reference Number: JAS.BHQ.600-3/1/3 Date Reporting: 18/03/2024 Waste Generated: SW109, SW305, SW322, SW409, SW410 <p>Disposal</p> <p>Sample 1</p> <ul style="list-style-type: none"> Disposal consignment note: 2023103011QKB7Z5 Date Disposal: 24/10/2023 	
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		<ul style="list-style-type: none"> SW305 – Filters: 0.2050 MT by J&T Berjaya Alam Murni Sdn Bhd <p>Sample 2</p> <ul style="list-style-type: none"> Disposal consignment note: TB0000147 Date Disposal: 24/10/2023 <p>SW322 – Filters: 0.3426 MT by J&T Berjaya Alam Murni Sdn Bhd</p>	
7.3.3	<p>The unit of certification does not use open fire for waste disposal.</p> <p>- Minor compliance -</p>	<p>During visits to all estates, no evidence was found of fire being used for waste disposal. Domestic waste was collected by the municipal authorities, specifically the MPKL (Majlis Perbandaran Kuala Langat), and disposed of at the municipal landfill.</p> <p>Awareness Training on open burning has been conducted:</p> <p>Dusun Durian Estate: 17/02/2024</p> <p>East Estate: 06/01/2024</p> <p>Sepang Estate: 05/01/2024</p> <p>East POM: 21/02/2024</p>	Complied
Criterion 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	<p>Good agriculture practices, as contained in SOPs, are followed to manage soil fertility to optimise yield and minimise environmental impacts.</p> <p>- Minor compliance -</p>	<p>A Standard Operating Procedure (SOP) for managing soil fertility to optimize yield and minimize environmental impacts has been established. The preservation of soil fertility is guided by the organization's SOPs, which include the following sections from various documents:</p> <ul style="list-style-type: none"> EQMS chapter B8: Leguminous Cover Crops EQMS chapter B14: Manuring 	Complied

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		ARM (Agricultural Resource Management) Section 8: Manuring	
7.4.2	<p>Periodic tissue and soil sampling is carried out by Companies to monitor and manage changes in soil fertility and plant health.</p> <p>- Minor compliance -</p>	<p>Foliar and soil sampling were conducted by the Research and Development Department prior to fertilizer recommendations for the upcoming financial year. Leaf and soil nutrient analyses are standard practices for diagnosing fertilizer requirements in oil palms. Leaf sampling is typically conducted annually, while soil sampling is done at five-year intervals.</p> <p>Sampling records were reviewed as follows:</p> <p>Dusun Durian Estate:</p> <ul style="list-style-type: none"> • The latest soil sampling was conducted on 06/04/2022, as indicated in report no. S36/2022 dated 20/05/2022. • The latest leaf sampling was conducted on 30/03/2023, as indicated in report no. P130/2023 dated 18/04/2023. <p>East Estate:</p> <ul style="list-style-type: none"> • The latest soil sampling was conducted on 06/04/2022, as indicated in report no. S35/2022 dated 20/05/2022. • The latest leaf sampling was conducted on 10/04/2023, as indicated in report no. P146/2023 dated 02/05/2023. <p>Sepang Estate:</p> <ul style="list-style-type: none"> • The latest soil sampling was conducted on 30/08/2022, as indicated in report no. S69/2022 dated 07/12/2022. • The latest leaf sampling was conducted on 13/07/2023, as indicated in report no. P301 dated 24/08/2023. 	Complied

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7.4.3	<p>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.</p> <p>- Minor compliance -</p>	<p>The mill disposed EFB by send to neighbouring sister estate as nutrient recycle program. Reviewed the EFB disposal records FY 2023/2024 as follows:</p> <p>The following practices are applied in the estates in relation to the nutrient recycling strategy;</p> <ol style="list-style-type: none">1. EFB application in designated fields at dosage of 40 mt/ha applied in inter rows subject to Agronomist recommendations.2. Cut frond are stacked in between the palm’s rows left to discompose.3. POME was applied in Furrow located in the estate field. <p>The estate has established EFB and POME application program FY 2023/2024. Reviewed the application records as to date December 2023 as follows:</p> <p>EFB</p> <table><tr><td>Estate</td><td>EFB Transported for Field Application (MT)</td></tr><tr><td>East</td><td>P2023 A, P05CA, P05C2, P2009C, P2022A, P08C`</td></tr><tr><td>Sepang Estate</td><td>P2023B</td></tr></table> <p>POME</p> <table><tr><td>Estate</td><td>POME Transported for Field Application (MT)</td></tr><tr><td>East</td><td>P02D, P02D1, P2015E, P06B</td></tr></table>	Estate	EFB Transported for Field Application (MT)	East	P2023 A, P05CA, P05C2, P2009C, P2022A, P08C`	Sepang Estate	P2023B	Estate	POME Transported for Field Application (MT)	East	P02D, P02D1, P2015E, P06B	Complied
Estate	EFB Transported for Field Application (MT)												
East	P2023 A, P05CA, P05C2, P2009C, P2022A, P08C`												
Sepang Estate	P2023B												
Estate	POME Transported for Field Application (MT)												
East	P02D, P02D1, P2015E, P06B												

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7.4.4	Records of fertiliser inputs are maintained. - Minor compliance -	Fertilizer application was carried out based on recommendations provided by agronomists, which were derived from foliar sampling conducted. Records of fertilizer application were accessible for review at the visited estate. The estate reported the fertilizer application to the Research and Development Carey Island. For details, refer to the 2023 and 2024 Fertilizer Programme and Application Record.	Complied
Criterion 7.5: Practices minimise and control erosion and degradation of soils.			
7.5.1	(C) Maps identifying marginal and fragile soils, including steep terrain, are available. - Critical (Major) compliance -	Soil maps were readily available at all estates, delineating the various soil series and their respective area percentages within the estate boundaries. Notably, there were no marginal or fragile soils identified across the assessed estates. There is no new oil palm plantings were initiated on steep terrain. This was verified through site visits, interviews, and document verification processes.	Complied
7.5.2	No replanting on steep slopes (above 25 degrees) unless approved by state governments. In case of replanting is permitted, no replanting in contiguous area of steep terrain (greater than 25 degrees) larger than 25 Ha within the Unit of Certification. - Minor compliance -	The commitment to protect and conserve biodiversity and ecosystems is articulated in the Sime Darby Plantation Group Sustainability and Quality Policy Statement, signed by the Group Managing Director on 2/12/2019, as well as the Responsible Agriculture Charter. Under section 3.1 of the Responsible Agriculture Charter, specifically 3.1.2, it is stated: "Management of erosion by protection of steep slopes and river reserves within our operations and promote restoration programs." This underscores the company's dedication to managing erosion risks by safeguarding steep slopes and river reserves within its operations, while also actively promoting restoration efforts in relevant areas.	Complied

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7.5.3	There is no new planting of oil palm on steep terrain. - Minor compliance -	No new planting conducted at all estates visited as verified and sighted during site visit.	Complied																															
Criterion 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	<p>(C) To demonstrate the long-term suitability of land for palm oil cultivation, soil maps or soil surveys identifying marginal and fragile soils, including steep terrain, are taken into account in plans and operations.</p> <p>- Critical (Major) compliance -</p>	<p>The soil series and topography maps have been observed at the sampled estates. None of the estates sampled have been classified as having fragile soil. In planning for replanting, the estate has considered factors such as land terrain, drainage, and road systems. Please refer to the table below for specific details regarding the soil series of the estates.</p> <table border="1"> <thead> <tr> <th rowspan="2">Soil series</th><th colspan="3">Percentage, %</th></tr> <tr> <th>East Estate</th><th>Dusun Durian Estate</th><th>Selangor Estate</th></tr> </thead> <tbody> <tr> <td>Bernam</td><td>-</td><td>17.52</td><td>-</td></tr> <tr> <td>Briah</td><td>0.74</td><td>14.85</td><td>1.21</td></tr> <tr> <td>Jawa</td><td>30.14</td><td>5.55</td><td>3.85</td></tr> <tr> <td>Selangor</td><td>10.52</td><td>47.53</td><td>15.60</td></tr> <tr> <td>Subang</td><td>-</td><td>3.91</td><td>-</td></tr> <tr> <td>No series</td><td>-</td><td>11.73</td><td>-</td></tr> </tbody> </table>	Soil series	Percentage, %			East Estate	Dusun Durian Estate	Selangor Estate	Bernam	-	17.52	-	Briah	0.74	14.85	1.21	Jawa	30.14	5.55	3.85	Selangor	10.52	47.53	15.60	Subang	-	3.91	-	No series	-	11.73	-	Complied
Soil series	Percentage, %																																	
	East Estate	Dusun Durian Estate	Selangor Estate																															
Bernam	-	17.52	-																															
Briah	0.74	14.85	1.21																															
Jawa	30.14	5.55	3.85																															
Selangor	10.52	47.53	15.60																															
Subang	-	3.91	-																															
No series	-	11.73	-																															

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		Batu Lapan	-	-	5.5	
		Bungor	-	-	28.67	
		Carey	1.42	-	3.03	
		Gajah Mati	-	-	4.54	
		Kedah	-	-	0.01	
		Kuala Brang	-	-	2.16	
		Local Aluvium	-	-	2.38	
		Munchong	-	-	2.76	
		Organic Clay	-	-	8.14	
		Padang Besar	-	-	13.59	
		Sedu	10.23	-	7.09	
		Tavy	-	-	0.78	
		Jawa/ shallow	26.05	-	-	
		Jawa/ Sandy	2.07	-	-	
		Jugra	1.41	-	-	

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		<table> <tr> <td>Parit Botak</td><td>2.01</td><td>-</td><td>-</td></tr> <tr> <td>Sabrang</td><td>0.86</td><td>-</td><td>-</td></tr> <tr> <td>Selangor/ Sandy</td><td>10.52</td><td>-</td><td>-</td></tr> <tr> <td>Telok</td><td>1.14</td><td>-</td><td>-</td></tr> <tr> <td>Tongkang</td><td>4.95</td><td>-</td><td>-</td></tr> <tr> <td>Tualang</td><td>5.17</td><td>-</td><td>-</td></tr> </table> <p>During verification through site visits, it was confirmed that the new planting did not involve planting on marginal or fragile soils.</p>	Parit Botak	2.01	-	-	Sabrang	0.86	-	-	Selangor/ Sandy	10.52	-	-	Telok	1.14	-	-	Tongkang	4.95	-	-	Tualang	5.17	-	-	
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Tualang	5.17	-	-																								
7.6.2	<p>Extensive planting on marginal and fragile soils, is avoided, or, if necessary, done in accordance with the soil management plan for best practices.</p> <p>- Minor compliance -</p>	<p>The estate sampled has access to soil series and topography maps. No fragile soil has been categorized within the sampled estates. The estate has carefully considered factors such as land terrain, drainage, and road systems in its replanting planning process.</p>	Complied																								
7.6.3	<p>Soil surveys and topographic information guide the planning of drainage and irrigation systems, roads and other infrastructure.</p> <p>- Minor compliance -</p>	<p>The Agronomy Advisory and Services Department conducted assessments and supplied the estates with topography maps. The sampled topography information at the estates is as follows:</p> <table> <tr> <th rowspan="2">Degree</th><th colspan="3">Percentage, %</th></tr> <tr> <th>East Estate</th><th>Dusun Durian Estate</th><th>Sepang Estate</th></tr> <tr> <td>0°-2° - Flat</td><td>100%</td><td>100%</td><td>36.62</td></tr> </table>	Degree	Percentage, %			East Estate	Dusun Durian Estate	Sepang Estate	0°-2° - Flat	100%	100%	36.62	Complied													
Degree	Percentage, %																										
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0°-2° - Flat	100%	100%	36.62																								

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		2°-6° - Undulating	-	-	48.79	
		6°-12° - Terraces	-	-	14.30	
		12°-20° - Hilly	-	-	0.30	
		20°-25° - Hilly	-	-	-	
		>25° - Steep	-	-	-	
Criterion 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 -	Peat soil was not identified at any of the estates visited within SOU 8. Verification conducted through site visits, document checks, and interviews confirmed the absence of any new planting activities in the visited estate. Therefore, the criteria regarding peat soil was not applicable.				Not Applicable
7.7.2	Areas of peat within the managed areas are inventoried, documented and reported (effective from 15 November 2018) to RSPO Secretariat. PROCEDURAL NOTE: Maps and other documentation of peat soils are provided, prepared and shared in line with RSPO Peatland Working Group (PLWG) audit guidance (see Procedural Note for 7.7.5 below). - Minor compliance -	Peat soil was not identified at any of the estates visited within SOU 8. Verification conducted through site visits, document checks, and interviews confirmed the absence of any new planting activities in the visited estate. Therefore, the criteria regarding peat soil was not applicable.				Not Applicable
7.7.3	(C) Subsidence of peat is monitored, documented and minimised. - Critical (Major) compliance -	Peat soil was not identified at any of the estates visited within SOU 8. Verification conducted through site visits, document checks, and interviews confirmed the absence of any new planting activities in				Not Applicable

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		the visited estate. Therefore, the criteria regarding peat soil was not applicable.	
7.7.4	<p>(C) A documented water and ground cover management programme is in place.</p> <p>- Critical (Major) compliance -</p>	Peat soil was not identified at any of the estates visited within SOU 8. Verification conducted through site visits, document checks, and interviews confirmed the absence of any new planting activities in the visited estate. Therefore, the criteria regarding peat soil was not applicable.	Not Applicable
7.7.5	<p>(C) For plantations planted on peat, drainability assessments are conducted following the RSPO Drainability Assessment Procedure, or other RSPO recognised methods, at least five years prior to replanting. The assessment result is used to set the timeframe for future replanting, as well as 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.</p> <p>This is subject to transitional (5 years: 2019 to 2024) arrangement stated in the Drainability Assessment Procedure.</p> <p>Within 12 months initial implementation period, company could submit other alternate methodologies to be considered by RSPO for recognition.</p> <p>- Critical (Major) compliance -</p>	Peat soil was not identified at any of the estates visited within SOU 8. Verification conducted through site visits, document checks, and interviews confirmed the absence of any new planting activities in the visited estate. Therefore, the criteria regarding peat soil was not applicable.	Not Applicable
7.7.6	<p>(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 (2019) and associated audit guidance.</p> <p>- Critical (Major) compliance -</p>	Sime Darby has established SOP on Agricultural Reference Manual dated 01/07/2008 Section 10.4.1 titled Water Management in Coastal or Peat Planting. There is no new planting at sample estates. There is no peat soil identified at all estates visited in SOU 8. Verification through site visit, document checking, and interview confirmed that there is no new planting activity in the estate visited. Hence, the criteria was not applicable.	Not Applicable

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7.7.7	<p>(C) All areas of unplanted and set-aside peatlands in the managed area (regardless of depth) are protected as “peatland conservation areas”; new drainage, road building and power lines by the unit of certification on peat soils is prohibited; peatlands are managed in accordance with the ‘RSPO BMPs for Management and Rehabilitation of Natural Vegetation Associated with Oil Palm Cultivation on Peat’, version 2 (2019) and associated audit guidance.</p> <p>- Critical (Major) compliance -</p>	Peat soil was not identified at any of the estates visited within SOU 8. Verification conducted through site visits, document checks, and interviews confirmed the absence of any new planting activities in the visited estate. Therefore, the criteria regarding peat soil was not applicable.	Not Applicable
Criterion 7.8: Practices maintain the quality and availability of surface and groundwater.			
7.8.1	<p>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:</p> <p>a) The unit of certification does not restrict access to clean water or contribute to pollution of water used by communities.</p> <p>b) Workers have adequate access to clean water.</p> <p>- Minor compliance -</p>	<p>A water management plan has been established at East, Dusun Durian, and East POM, with the plan being reviewed annually. The latest plan covers FY2023 and FY2024, with the following objectives and action plan details:</p> <p>Objectives:</p> <p>To monitor the quality of water at main water inlet/outlet for pollutants from estate operations.</p> <ul style="list-style-type: none"> Analyse water samples by R&D department. <p>Contingency during water shortage:</p> <ul style="list-style-type: none"> Purchase water supply from SYABAS. Treat polluted water with assistance from SYABAS. Conduct flushing during wet seasons. Maintain and monitor screw gate conditions to prevent saltwater intrusion into field drains. <p>Daily consumption:</p>	Complied

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		<ul style="list-style-type: none"> • Raise awareness among workers on water consumption practices. • Ensure water plugs are tightly closed to prevent water wastage from leaks. • Immediately repair broken pipelines and identify any leakages. <p>Reuse/recycle water:</p> <ul style="list-style-type: none"> • Collect wastewater in sump for reuse in pre-mixing. • Conduct desludging as necessary. <p>This plan aims to ensure efficient water management and conservation across the estates, addressing both quality and quantity concerns while promoting sustainable practices.</p>	
7.8.2	<p>(C) Water courses and wetlands are protected, including maintaining and restoring appropriate riparian and other buffer zones in line with 'RSPO Manual on BMPs for the management and rehabilitation of riparian reserves' (April 2017) or applicable National legislation or specific environmental permit. Smallholders may replant existing planted areas provided there is no evidence of environmental deterioration having occurred during the previous cycle.</p> <p>- Critical (Major) compliance -</p>	<p>From the verification was done through site visit, interview and document review, it was confirmed that water courses and wetlands are protected, including maintaining and restoring appropriate riparian and other buffer zones in line with 'RSPO Manual on BMPs for the management and rehabilitation of riparian reserves' (April 2017). Monitoring was done by water sampling conducted by the certification units. Signage has been placed. No chemicals and fertilizer application observed been used in their maintenance. In some areas Guatemala grass were planted along the riverbanks. Management of riparian zone is guided by River Reserve Management (Management of River Reserve in Sime Darby Plantation; dated April 2014). The widths of the buffer zones are guided by the following measurements:</p>	Complied

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		River width (meter)	Minimum width for river reserve (m) for peninsular Malaysia and Sarawak	
		1-5	5	
		5-10	10	
		10-20	20	
		20-40	40	
		>40	50	
		<p>Water sampling was conducted by quarterly basis base on Sustainable Plantation Management System (SPMS) Appendix 7 Standard Operating Procedure (SOP) for Water Quality Monitoring dated 01/06/2016. Water sampling conducted by water and wastewater lab, Sime Darby Research Sdn Bhd.</p> <p>Dusun Durian Estate</p> <ul style="list-style-type: none">Industrial Effluent water analysis was conducted on 22/11/2023. Refer report with refence number IE1504/2023. Sample taken for Upstream and Downstream Telok Datok Div.Industrial Effluent water analysis was conducted on 22/11/2023. Refer report with refence number IE1503/2023. Sample taken for Upstream, Midstream and Downstream Sg Buaia Div <p>East Estate</p> <ul style="list-style-type: none">Industrial Effluent water analysis was conducted on 12/01/2024. Refer report with refence number IE110/2024.		

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		<p>Sample taken for Point 1 TG5 Field 2023A, TG6 Field 2022A, TG7 Field P08A</p> <p>East POM</p> <ul style="list-style-type: none">• Effluent analysis was conducted on 30/11/2023. Refer report with refence number EP1/2024. Sample taken for Final Discharge.• Domestic water under SYABAS										
7.8.3	<p>Mill effluent is treated to be in compliance with national regulations. Discharge quality of mill effluent, especially Biochemical Oxygen Demand (BOD), is regularly monitored.</p> <p>- Minor compliance -</p>	<p>The effluent treatment plant was made in accordance and interview with operator in charge revealed that the operation was in accordance with standard operation procedure and legal requirements. No overflow was observed, and flow meter reading was recorded daily.</p> <p>Discharge quality of mill effluent, especially Biochemical Oxygen Demand (BOD), is quarterly monitored as per OER. Effluent Analysis conducted by accredited laboratory, Sime Darby and submitted to DOE every 3 months through OER (Online Environmental Report) and in compliance with mill's compliance schedule for quarterly submission. Refer to the latest report for dated January 2024. Monthly analysis was done for final discharge point. Total of 8 parameters (pH, BOD3, COD, TS, SS, TN, AN and O&G) were tested. Latest analysis report for 1st, 2nd, 3rd 4th Quarter quarters of year 2023.</p> <table><tr><th>Report Date</th><th>Quarter/Week</th><th>BOD (Limit=5000mg/L)</th></tr><tr><td>16/01/2024</td><td>1stweek/1stmonth</td><td>680.00</td></tr><tr><td></td><td>5thweek/2ndMonth</td><td>458.00</td></tr></table>	Report Date	Quarter/Week	BOD (Limit=5000mg/L)	16/01/2024	1 st week/1 st month	680.00		5 th week/2 nd Month	458.00	Complied
Report Date	Quarter/Week	BOD (Limit=5000mg/L)										
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		<table><tr><td></td><td>9thweek/3rdMonth</td><td>209.00</td></tr><tr><td rowspan="3">15/11/2023</td><td>1stweek/1stmonth</td><td>290.00</td></tr><tr><td>5thweek/2ndMonth</td><td>3730.00</td></tr><tr><td>9thweek/3rdMonth</td><td>680.00</td></tr><tr><td rowspan="3">06/07/2023</td><td>1stweek/1stmonth</td><td>1128.00</td></tr><tr><td>5thweek/2ndMonth</td><td>1630.00</td></tr><tr><td>9thweek/3rdMonth</td><td>1600.00</td></tr></table> <p>For EFB sighted Disposal Inventory Record submitted to DOE. Refer “Laporan Inventori Pelupusan Tandan Kosong Kelapa Sawit” for the month of January 2024.</p>		9 th week/3 rd Month	209.00	15/11/2023	1 st week/1 st month	290.00	5 th week/2 nd Month	3730.00	9 th week/3 rd Month	680.00	06/07/2023	1 st week/1 st month	1128.00	5 th week/2 nd Month	1630.00	9 th week/3 rd Month	1600.00	
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7.8.4	Mill water use per tonne of FFB is monitored and recorded. - Minor compliance -	<p>Mill has maintained monitoring of water usage for processing FFB which are recorded monthly. Water for processing is abstracted from water catchment by using pump. The trend of water usage is tandem with volume of FFB process. Refer Water Usage Record East POM. Average data as below:</p> <table><tr><td>Year</td><td>FFB Processed, MT</td><td>Water/L</td><td>Water/FFB</td></tr><tr><td>2023</td><td>107,701.74</td><td>76,141.00</td><td>0.71</td></tr></table>	Year	FFB Processed, MT	Water/L	Water/FFB	2023	107,701.74	76,141.00	0.71	Complied									
Year	FFB Processed, MT	Water/L	Water/FFB																	
2023	107,701.74	76,141.00	0.71																	
Criterion 7.9: Efficiency of fossil fuel use and the use of renewable energy is optimised																				
7.9.1	A plan for efficiency of the use of fossil fuels and to optimise renewable energy is implemented, monitored and documented.	A plan for improving the efficiency of the use of fossil fuels is in place and has been incorporated into the Environmental	Complied																	

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	<p>- Minor compliance -</p>	<p>Management Plan 2024. The document was reviewed/updated on January 2024. Among the Energy Management Plan were:</p> <ol style="list-style-type: none"> 1. Worker's housing inspection to ensure no illegal wiring 2. Preventive maintenance programme for estate vehicles 3. Training / Educate workers on fuel saving practices 4. Regular maintenance of transport @ machine as per recommendation <p>There is no opportunity for the estates to capitalize the utilisation of fibre/shell produced from the mill as part of their energy production in replacement of fossil fuel with the current technology limitation.</p> <table border="1"> <thead> <tr> <th>Estate / Mill</th><th>Usage, MT</th><th>FFB, MT</th><th>Usage / FFB (MT)</th></tr> </thead> <tbody> <tr> <td>Fiber, MT</td><td>14,324.33</td><td>107,701.74</td><td>0.64</td></tr> <tr> <td>Shell, MT</td><td>2,692.54</td><td>107,701.74</td><td>0.12</td></tr> </tbody> </table> <p>The mill and estate monitored the diesel usage per ton FFB process/production on monthly basis. Reviewed the data FY 2023 as follows:</p> <table border="1"> <thead> <tr> <th>Estate / Mill</th><th>Diesel, (MT)</th><th>FFB, (MT)</th><th>Diesel / FFB (MT)</th></tr> </thead> <tbody> <tr> <td>Dusun Durian Estate</td><td>59,297.00</td><td>38,313.41</td><td>1.55</td></tr> <tr> <td>East Estate</td><td>205,467.00</td><td>68,992.07</td><td>2.98</td></tr> <tr> <td>Sepang Estate</td><td>195,293.88</td><td>44,975.79</td><td>4.34</td></tr> </tbody> </table>	Estate / Mill	Usage, MT	FFB, MT	Usage / FFB (MT)	Fiber, MT	14,324.33	107,701.74	0.64	Shell, MT	2,692.54	107,701.74	0.12	Estate / Mill	Diesel, (MT)	FFB, (MT)	Diesel / FFB (MT)	Dusun Durian Estate	59,297.00	38,313.41	1.55	East Estate	205,467.00	68,992.07	2.98	Sepang Estate	195,293.88	44,975.79	4.34	
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		East POM	1,229.00	107,701.74	0.01	
Criterion 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>	<p>The GHG emissions are identified and assessed for the unit certification by sustainability team. RSPO GHG Calculator version 4 is used. The consumption of fertilisers and diesel were verified through Estates:</p> <ul style="list-style-type: none"> • FFB record book • Stock book • Monthly stock issue • Stock requisition note Mill • Mill Month End Production Report • Monthly production report • Flowmeter & running hours record book • Bio-gas generation daily monitoring log sheet <p>Effluent analysis report Based on the verification of records; all the sampled issuance was traceable</p>				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 prepared and implemented (following the RSPO GHG Assessment Procedure for New Development).</p> <p>- Critical (Major) compliance -</p>	Not applicable since no new development by the certification unit.				Complied

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7.10.3	<p>(C) Other significant pollutants are identified and plans to reduce or minimise them implemented and monitored.</p> <p>- Critical (Major) compliance -</p>	<p>Assessment of all polluting activities was conducted under Environmental Risk Assessment for identifying activities that contributes significant impact to environment including gaseous emission. Among the plan for pollution preventive action Plan FY 2024 were:</p> <table><tr><th>Environmental Issue</th><th>Mitigating Measures</th></tr><tr><td>Leaking diesel / lubricant during tractor repair</td><td>To ensure suitable tray was placed under the tractor</td></tr><tr><td rowspan="2">Open burning at workers quarters</td><td>To remind workers during morning Muster that no open burning carried out at workers quarters</td></tr><tr><td>Issue reminder / warning letter to errand occupant that failed to follow management instruction</td></tr><tr><td rowspan="2">Minimize use of certain pesticide / herbicide</td><td>Only purchased pesticide / herbicide which have been approved by procurement department</td></tr><tr><td>Integrated pest management / planting beneficial plant / establish barn owl to control rats</td></tr></table>	Environmental Issue	Mitigating Measures	Leaking diesel / lubricant during tractor repair	To ensure suitable tray was placed under the tractor	Open burning at workers quarters	To remind workers during morning Muster that no open burning carried out at workers quarters	Issue reminder / warning letter to errand occupant that failed to follow management instruction	Minimize use of certain pesticide / herbicide	Only purchased pesticide / herbicide which have been approved by procurement department	Integrated pest management / planting beneficial plant / establish barn owl to control rats	Complied
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		<table><tr><td>Domestic waste management</td><td>Waste segregation and monitoring on dumping site</td></tr></table> <p>Implementation of plan is being monitored by appointed person in charge with target of time frame for completion.</p> <p>As prescribed under DOE's Compliance Schedule, the mill is obliged to conduct stack sampling minimum once a year. Below are the verified reports (Air Emission Monitoring Report):</p> <p><u>Year 2023</u></p> <ul style="list-style-type: none">• Report no.: 7438/2023/09• Report date: 10/10/2023• Result: Dust: 47 mg/m3 (B5) vs limit 150, CO: 137 mg/m3 vs limit 1000 @ 12% CO2 <p>For Air Pollution Control System, management use Electrostatic Precipitator (ESP) for monitoring. Continuous Emissions Monitoring System (CEMS) which link to the DOE on real time base were monitored.</p> <p>Sighted Online Environmental Reporting (OER) has been submitted to DOE on quarterly basis. The result within parameter as per "Jadual Pematuhan" for DOE Licence No: 0037724.</p> <p>Environmental audit by 3rd party has been conducted annually by SXX CXXXXXXXXX Sdn Bhd dated 20/06/2023.</p> <p>Latest DOE visit was sighted on 17/08/2024 with report reference number B0003669.</p>	Domestic waste management	Waste segregation and monitoring on dumping site	
Domestic waste management	Waste segregation and monitoring on dumping site				
Criterion 7.11: Fire is not used for preparing land and is prevented in the managed area					

7.11.1	<p>(C) Land for new planting or replanting is not prepared by burning.</p> <p>- Critical (Major) compliance -</p>	<p>Visit to the replanting areas in Dusun Durian Estate, East Estate and Sepang Estate confirmed that the land for replanting is not prepared by burning. Interview with the workers and management indicated that they do not prepare land for replating by burning. Verification through document review, interview and site visit confirmed that there is no replanting prepared by burning. Refer Zero open burning policy as per SOP Section B2 - Felling/Land Clearing & Land Preparation dated November 2008. Management complying with the Malaysian environmental law – EQA and Regulations 1974. No open burning noted based on the records on the land clearing and felling for the replanting at visited estates. Method of land clearing and preparation was used such as felling & chipping, cambering/land forming and path construction.</p>	Complied
7.11.2	<p>The unit of certification establishes fire prevention and control measures for the areas directly managed by the unit of certification.</p> <p>- Minor compliance -</p>	<p>Fire prevention measure has been established. Refer Emergency Preparedness and Response Procedures. Refer document no. UM/HSE/SP/02. Hotspot monitoring managed by HQ (Fire Hotspot Monitoring Team) – if any fire is detected, inform estate. Sime Darby was engaged the Smart Hotspot Alert that monitored by satellite VIIRS for fire prevention. Sime Darby Daily Hotspot Monitoring system has been in place since November 2013 using NASA satellite data. The system monitors any possible occurrence of fire within or nearby the concession areas throughout Sime Darby Plantation Upstream operation globally. At the estates level, there are fire prevention team established. Among the mechanisms to prevent fire are training on firefighting for the ERT, preparing the fire-fighting facilities such as tractor mounted with water bowser and submersible water pump.</p>	Complied

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7.11.3	<p>The unit of certification engages with adjacent stakeholders on fire prevention and control measures.</p> <p>- Minor compliance -</p>	<p>There is evidence that management has engaged with stakeholders regarding on fire prevention and control measures. Refer stated details on Fire Prevention in the Stakeholder meeting:</p> <ul style="list-style-type: none"> Dusun Durian Estate: 18/10/2023 Section 4 (e) East Estate: 23/11/2023 Section 6 & 7 Sepang Estate: 27/02/2024 Section 3 (b)(c) 	Complied								
Criterion 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>Certification Unit and supply base did not carry out any new plantings since November 2005. Therefore, this indicator is not applicable during this assessment. The immature areas are of replanted area.</p>	Not Applicable								
7.12.2	<p>(C) HCVs, HCS forests and other conservation areas are identified as follows:</p> <p>a) 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>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.</p>	<p>The reassessment on the HCV area in SOU 8 has been conducted on October 2020 and documented in HCV Re-Assessment for Strategic Operating Unit (SOU) 8. 7 Summary of HCV tabulated in the table below:</p> <table border="1"> <thead> <tr> <th>Estate</th><th>HCV Area</th><th>Ha</th><th>Present HCV</th></tr> </thead> <tbody> <tr> <td>Dusun Durian Estate</td><td>Nil</td><td>N/A</td><td>N/A</td></tr> </tbody> </table>	Estate	HCV Area	Ha	Present HCV	Dusun Durian Estate	Nil	N/A	N/A	Complied
Estate	HCV Area	Ha	Present HCV								
Dusun Durian Estate	Nil	N/A	N/A								

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	<p>PROCEDURAL NOTE:</p> <p>Requirement is further clarified under the Interpretation of Indicator 7.12.2 and Annex 5 (approved by BOG on 12 June 2019).</p> <p>- Critical (Major) compliance -</p>	<table border="1"> <tr> <td data-bbox="1137 360 1335 655" rowspan="3">East Estate</td><td data-bbox="1335 360 1532 459">Mah Meri tribe graveyard</td><td data-bbox="1532 360 1729 459">0.81</td><td data-bbox="1729 360 1926 459">HCV 6</td></tr> <tr> <td data-bbox="1335 459 1532 558">Fridge Mangroves</td><td data-bbox="1532 459 1729 558">52.72</td><td data-bbox="1729 459 1926 558">HCV 4</td></tr> <tr> <td data-bbox="1335 558 1532 655">Erosion control bunds</td><td data-bbox="1532 558 1729 655">81.84</td><td data-bbox="1729 558 1926 655">HCV 4</td></tr> <tr> <td data-bbox="1137 655 1335 754">Sepang estate</td><td data-bbox="1335 655 1532 754">Water catchment</td><td data-bbox="1532 655 1729 754">2.00</td><td data-bbox="1729 655 1926 754">HCV 4</td></tr> </table> <p>As per site verification with land statement and interview with stakeholder no new planting was available in sample estate.</p>	East Estate	Mah Meri tribe graveyard	0.81	HCV 6	Fridge Mangroves	52.72	HCV 4	Erosion control bunds	81.84	HCV 4	Sepang estate	Water catchment	2.00	HCV 4	
East Estate	Mah Meri tribe graveyard	0.81		HCV 6													
	Fridge Mangroves	52.72		HCV 4													
	Erosion control bunds	81.84	HCV 4														
Sepang estate	Water catchment	2.00	HCV 4														
7.12.3	<i>Indicator is not applicable in Malaysia context</i>	Not Applicable	Not Applicable														
7.12.4	<p>(C) Where HCVs, HCS forests after 15 November 2018, peatland and other conservation areas have been identified, they are protected and/or enhanced. An integrated management 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 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>No new planting after 15 November 2018 within SOU 8. Base on the HCV identified in the report, the estate has established management plan for the year 2024. Review on HCV Management Plan has been review on 22/01/2024. Reviewed the implementation of the management plan as per recommendations for the respective estate management to take action and ensure the implementation on the ground.</p> <p>Dusun Durian Estate</p> <ol style="list-style-type: none"> The identified HCV 4 areas for nursery ponds will be omitted from the CV area status. However, estate is recommended to maintain the area as it is. Any further plan for the area is subjected to the estate management to decide. 	Complied														

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		<ol style="list-style-type: none"> 2. Estate to continue the wildlife species/ biodiversity monitoring and review monitoring findings adequately. To provide documented visual observation (photos) for data collections. 3. SEIA should be carried out upon replanting activities at these areas. <p>East Estate</p> <ol style="list-style-type: none"> 1. Estate to integrate implementation of water management and bund management into existing HCV management plan. This document will be supported with the existing activities/ practices that has been carried out in the estates. 2. Estate to continue the wildlife species/ biodiversity monitoring and review monitoring findings adequately. To provide documented visual observation (photos) for data collections. 3. Estate is advised to update CBU team should there be any changes concerning HCV areas and any reconciliation of hectarage of these areas by the GIS in-charge personnel. <p>East POM</p> <ol style="list-style-type: none"> 1. Mill to establish management plan for an identified HCV area and integrate implementation activities into action plans. 2. The monitoring of HCV area should be documented and made retrievable to ensure the functional of the HCV area been maintained and enhanced. 3. Mill is advised to update CBU team should there be any changes or any new/ additional identified threats concerning to the identified HCV area. 	
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		<p>Monitoring for wildlife (Animal sighting) was done. Refer records dated January 2024.</p> <p>Awareness training on HCV and buffer zone was conduct on:</p> <ul style="list-style-type: none"> Dusun Durian Estate: 17/02/2024 East Estate: 20/02/2024 Sepang Estate: 05/01/2024 	
7.12.5	<p>Where rights of local communities have been identified in HCV areas, HCS forest after 15 November 2018, peat land and other conservation areas, there is no reduction of these rights without evidence of a negotiated agreement, obtained through FPIC, encouraging their involvement in the maintenance and management of these conservation areas.</p> <p>- Minor compliance -</p>	<p>The was no changes as per previous year record. There were no rights of local communities been identified in HCV areas, HCS forest after 15 November 2018, peat land and other conservation areas. The HCV Assessment report indicated that there is no threatened or endangered (RTE) species, or HCVs, are present or are affected by plantation or mill operations.</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 capture, harm, collect, trade, possess or kill these species.</p> <p>- Minor compliance -</p>	<p>Based on the biodiversity report, there was no RTE species found in all the estates. Nonetheless, the monitoring plan of wildlife was established and implemented. Education about the status of RTE has been given to workforce through a muster briefing from time to time. Signage to restrict hunting and intrusion have been put up at many places at the estates especially at the points of entry to create awareness among the workers and surrounding communities.</p>	Complied
7.12.7	<p>The status of HCVs, HCS forests after 15 November 2018, other natural ecosystems, peatland conservation areas and RTE species is monitored. Outcomes of this monitoring are fed back into the management plan.</p> <p>- Minor compliance -</p>	<p>Educational activities on RTE species were done through a few means such as briefings/training and no hunting signage. Interview with workers showed that they have a good understanding in the restriction of hunting or endangering the RTE species. Sighted the management also conducted the RTE monitoring, sample in Dusun</p>	Complied

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		Durian, East and Sepang Estate. Refer HCV monitoring latest record for the month of February 2024.	
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>	The audit findings have confirmed that there is no new HCVs, HCS forests peatland and other conservation areas been identified after 15 Nov 2018 in SOU 8 estates. There is no land clearing without prior HCV assessment since November 2005, or without prior HCV-HCSA assessment since 15 November 2018. Hence, the requirement under this indicator does not apply.	Complied

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Appendix B: GHG Reporting Executive Summary

The GHG emissions that were produced in 2023 for East 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:

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

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

Emission per product	tCO ₂ e/tProduct
CPO	1.24
PKO	1.24

Extraction	%
OER	20.81
KER	4.93

Production	t/yr
FFB Process	107,979.72
CPO Produced	22,472.70
PKO Produced	5,328.69

Land Use	Ha
OP Planted Area	13,921.73
OP Planted on peat	0.00
Conservation (forested)	0.00
Conservation (non-forested)	280.13
Total	14,201.86

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	52,029.48	0.49	1,360.11	0.52	0.00	0.00	53,389.59	0.49
CO ₂ Emission from fertilizer	6,295.12	0.06	152.30	0.06	0.00	0.00	6,447.42	0.06
NO ₂ Emission	3,307.89	0.03	80.33	0.03	0.00	0.00	3,388.22	0.03
Fuel Consumption	470.09	0.00	12.74	0.00	0.00	0.00	482.82	0.00
Peat Oxidation	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Sink								
Crop Sequestration	-49,242.47	-0.47	-1,255.62	-0.48	0.00	0.00	-50,498.09	-0.47
Conservation Sequestration	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total	12,860.11	0.12	349.85	0.13	0.00	0.00	13,209.96	0.12

*Note: Includes both estates and smallholders

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Summary of Mill Emission and Credit

	tCO ₂ e	tCO ₂ e/tFFB
Emission		
POME	21,165.85	0.20
Fuel Consumption	3.83	0.00
Grid Electricity Utilization	0.00	0.00
Credit		
Export of Grid Electricity	0.00	0.00
Sales of PKS	0.00	0.00
Sales of EFB	0.00	0.00
Total	21,169.69	0.20

Summary of Kernel Crusher Emission and Credit (if applicable)

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

*This mill has no kernel crusher operation.

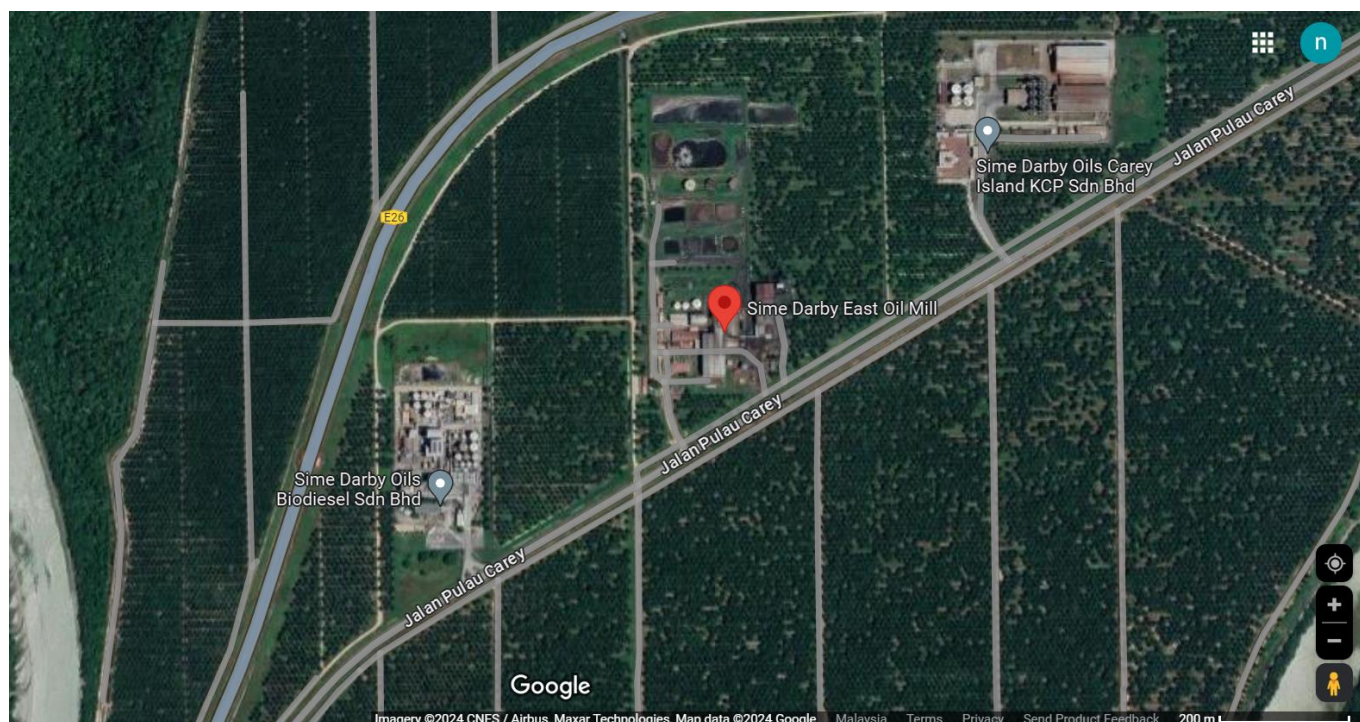
Palm Oil Mill Effluent (POME) Treatment:	
Divert to Compost (%)	0.00
Divert to anaerobic diversion (%)	100

POME Diverted to Anaerobic Digestion:	
Divert to anaerobic pond (%)	100
Divert to methane captured (flaring) (%)	0.00
Divert to methane captured (energy generation) (%)	0.00

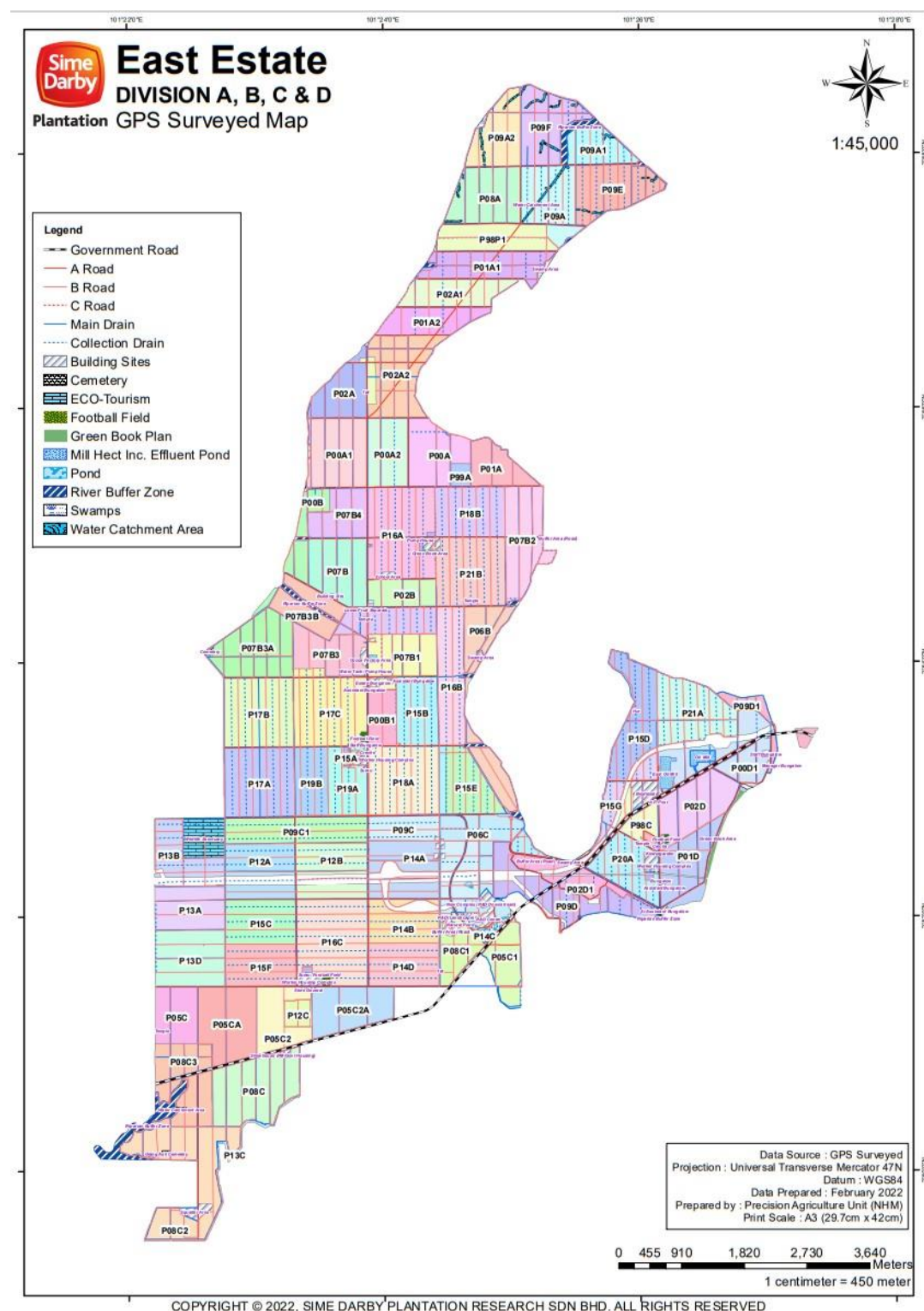
Note: The OP Planted was high due to crop diversion from SOU 9 Supply Bases that send their FFB to East POM when any maintenance conducted at other mills

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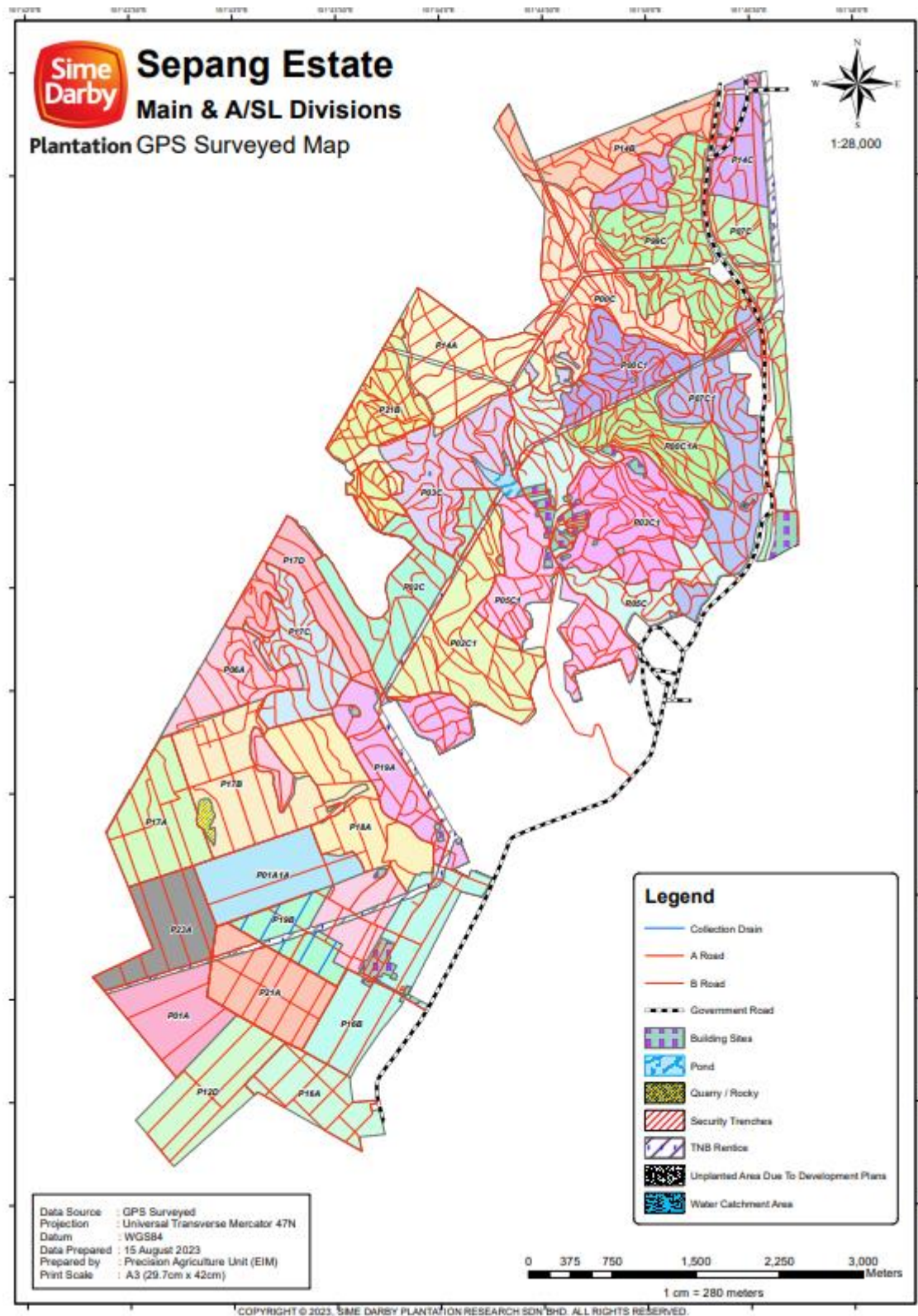
Appendix C: Location Map of Certification Unit and Supply bases

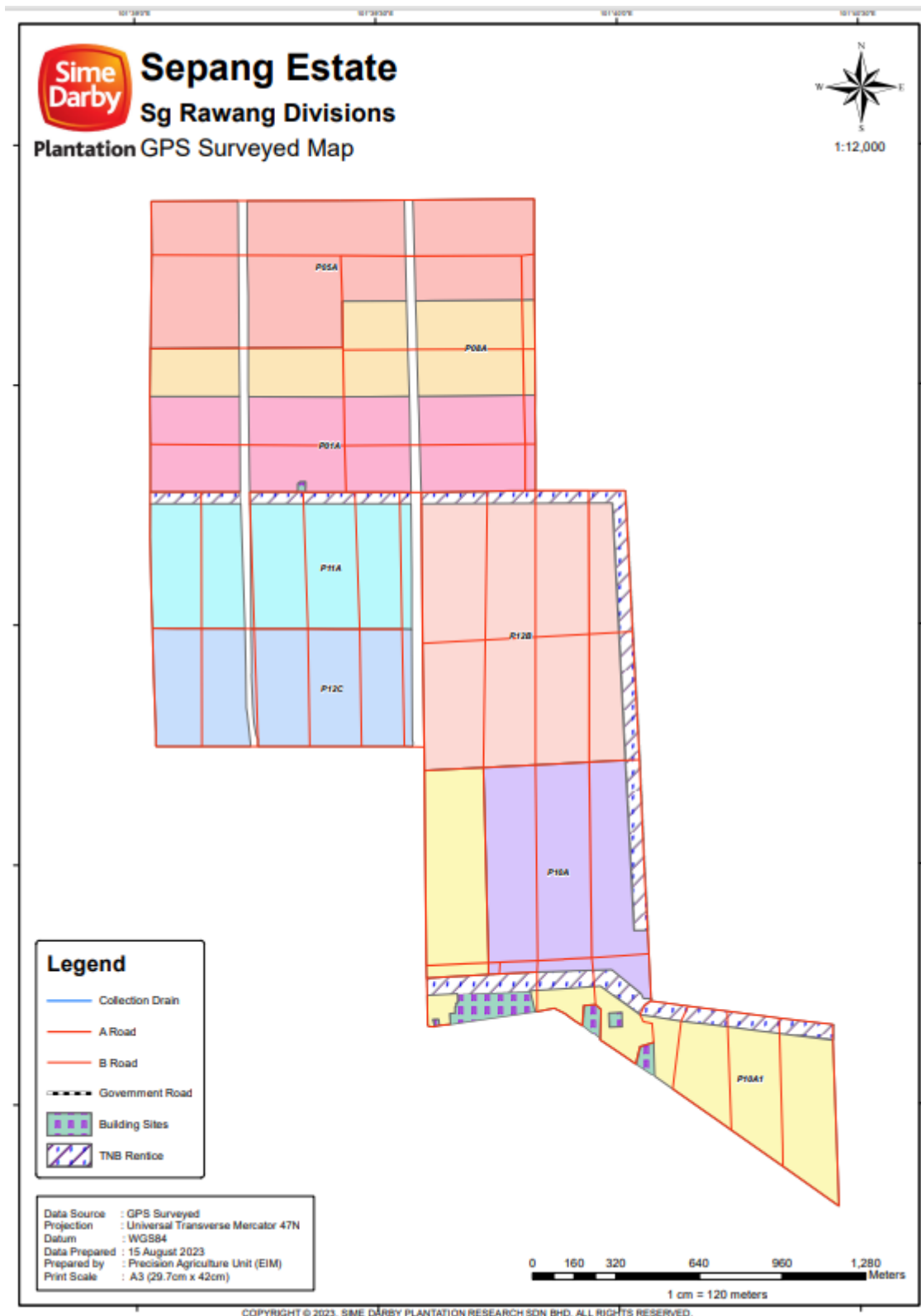


Appendix D: Estate Field Map

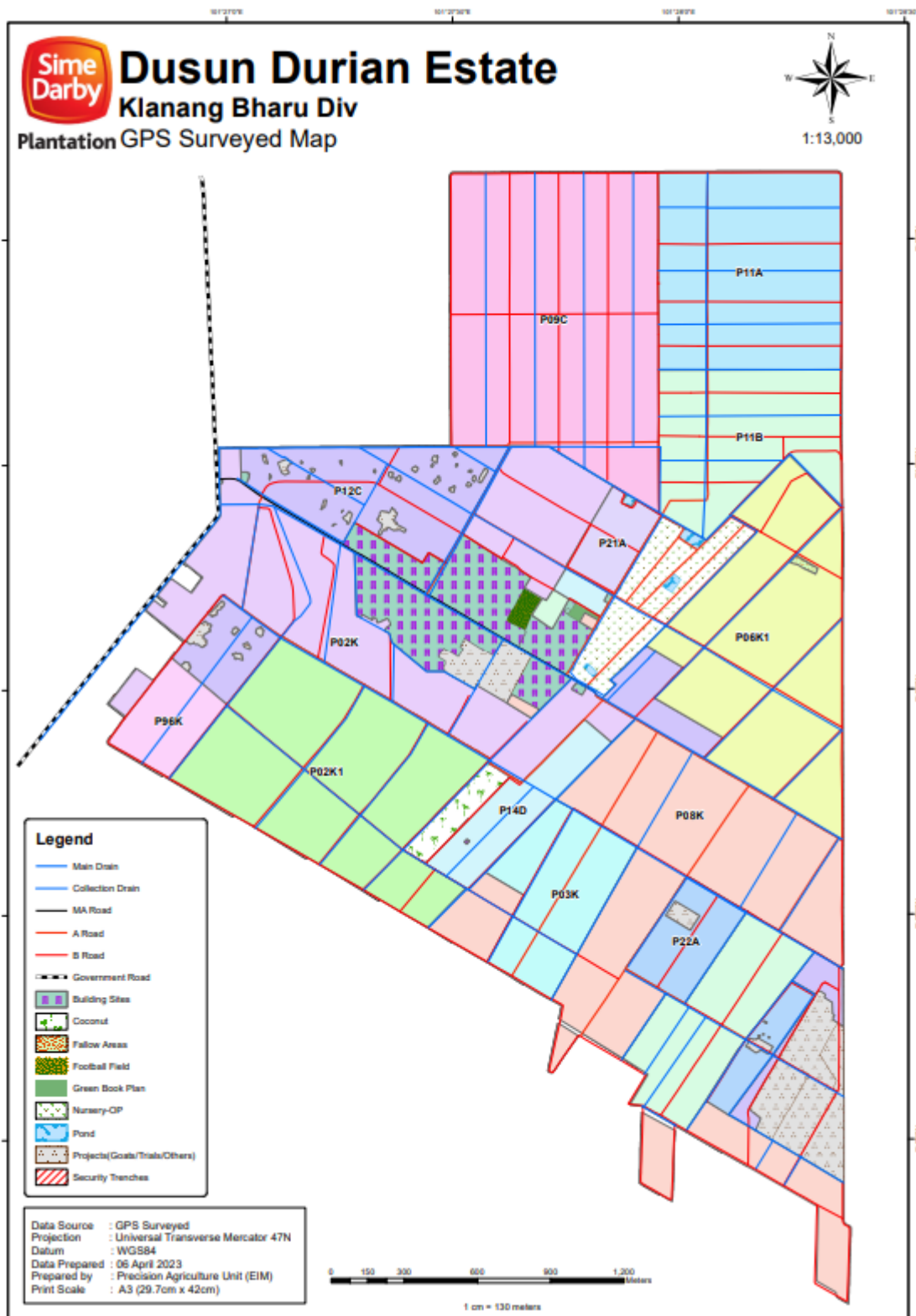


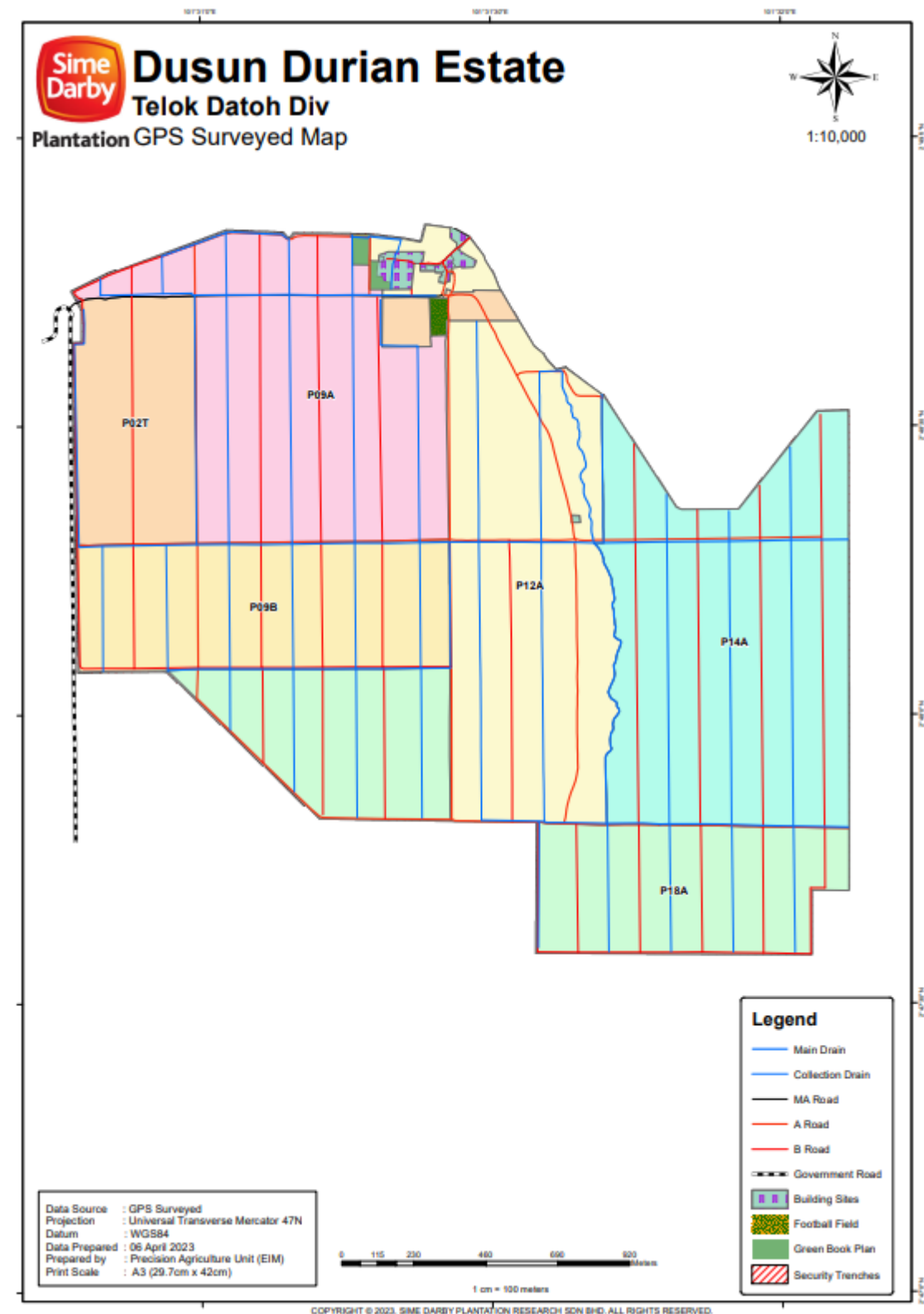
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Appendix E: List of Smallholder Registered and/or sampled

Sampling Group	Current Certification	Scope Extension	Other: <i>Please specify</i>
Risk Factor Applied	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			
	N/A								
Total									

Note: * are smallholders sampled in this audit.

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Appendix F: List of Abbreviations

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