

**RSPO PRINCIPLE AND CRITERIA
PUBLIC SUMMARY REPORT**

- ☐ Initial Assessment
- ☒ Annual Surveillance Assessment (2_3)
- ☐ Recertification Assessment (Choose an item.)
- ☐ Extension of Scope

Client Company Name / Parent Company: SD Guthrie 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 12) - Jabor Palm Oil Mill Location of Certification Unit: Lot 1884, Jalan Kilang, Mukim Hulu Jabor, 24000 Kemaman, Terengganu
Date of Final Report: 28/08/2024

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Section 1: Scope of the Assessment

1. Company Details			
Parent Company	SD Guthrie Berhad		
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, Ara Damansara, 47301 Petaling Jaya, Selangor, Malaysia		
Palm Oil Mill / Group Manager / Estate (Certification Unit)	Strategic Operating Unit (SOU 12) - Jabor Palm Oil Mill		
Location / Address	Lot 1884, Jalan Kilang, Mukim Hulu Jabor, 24000 Kemaman, Terengganu		
Website	Level 11, Main Block, Plantation Tower, No. 2, Jalan PJU 1A/7, Ara Damansara, 47301 Petaling Jaya, Selangor, Malaysia		
Management Representative	Shylaja Devi Vasudevan Nair (Head, Sustainability Compliance Unit, GSD)	E-mail	shylaja.vasudevan@sdguthrie.com
Telephone	+60 3-7848 4000	Facsimile	+60 3-7848 4363

2. Certification Information			
Certificate Number	RSPO 745191	Certificate Start Date	05/10/2021
Date of First Certification	07/07/2011	Certificate Expiry Date	06/07/2026
Scope of Certification	Production of Sustainable Crude Palm Oil (CPO) and Palm Kernel (PK)		
Visit Objectives	<ul style="list-style-type: none"> • Determination of the conformity of the client's management system, or parts of it, with audit criteria. • Evaluation of the ability of the management system to ensure the client organization meets applicable statutory, regulatory and contractual requirements. 		
Assessment Cycle	<input type="checkbox"/> Pre Assessment (Choose an item.) <input type="checkbox"/> Initial Assessment <input checked="" type="checkbox"/> Annual Surveillance Assessment (ASA 2_3) <input type="checkbox"/> Recertification Assessment (RA 1) <input type="checkbox"/> Scope Extension		
Applicable Standards / Normative Reference	RSPO Certification System for P&C and RSPO ISH 2020 <input checked="" type="checkbox"/> Malaysia National Interpretation 2019 of the RSPO P&C 2018		
Supply Chain Module	<input type="checkbox"/> Identity Preserved; <input checked="" type="checkbox"/> Mass Balance	Mill Capacity	25mt/hr
ISH certification Phase	<input type="checkbox"/> Eligibility <input type="checkbox"/> Milestone A <input type="checkbox"/> Milestone B <input checked="" type="checkbox"/> Not Applicable		
Is this a remote audit or on-site audit	<input checked="" type="checkbox"/> On-site audit (Option AI)	<input type="checkbox"/> On-site audit (Option AII)	<input type="checkbox"/> Remote audit (Option B)

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3. Other Certifications			
Certificate Number	Standard(s)	Certificate Issued by	Expiry Date
MSPO 745247	MSPO MS 2530-4:2013 – General Principles for Palm Oil Mills	BSI Services Malaysia Sdn Bhd	26/11/2027
MSPO 745251	MSPO MS 2530-3:2013 – General Principles for Oil Palm Plantations and Organized Smallholders	BSI Services Malaysia Sdn Bhd	26/11/2027
MSPO 745252	MSPO Supply Chain Certification 2018	BSI Services Malaysia Sdn Bhd	25/11/2029

4. Location(s) of Mill & Supply Bases			
Name (Mill / Supply Base / Group Manager / Smallholders)	Location	GPS Coordinates	
		Latitude	Longitude
Jabor POM	Lot 1884, Jalan Kilang, Mukim Hulu Jabor, 24000 Kemaman, Terengganu	3° 57' 38.99" N	103° 18' 32.00" E
Jabor Estate	Mukim Hulu Jabor, 24000 Kemaman, Terengganu	3° 57' 34.74" N	103° 18' 29.32" 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
Jabor Estate	2,107.94	3.14	218.64	2,329.72	90.48
Total	2,107.94	3.14	218.64	2,329.72	90.48
Note: Decrease in total planted hectareage from 2,114.37 ha in last reporting to 2,107.94 ha (total of 6.43Ha) as per Precision Agriculture Unit(PAU) survey in December 2023					

6. Plantings & Cycle						
Estate / Smallholders	Age (Years) - ha				Mature	Immature
	0 - 3	4 - 14	15 - 25	>25		
Jabor Estate	79.45	825.85	1,202.64	-	2,028.49	79.45

Total (ha)	79.45	825.85	1,202.64	-	2,028.49	79.45
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7. Summary of Certified Tonnage of FFB (Own Certified Scope)				
Estate / Smallholders	Tonnage (MT) / year			
	Estimated last year (Jul'23 – Jun'24)	Actual (Mar'23-Feb'24)		Forecast (Jul'24 – Jun'25)
		Previous license period (Mar'23-June'23)	Current license period (Jul'23-Feb'24)	
Jabor Estate	44,820.00	10,933.72	32,890.99	40,964.02
Total	44,820.00	43,824.71		40,964.02
*Volume extension requested on 15/04/2024 total 10,500.00mt FFB				

8. Summary of Certified Tonnage of FFB (from other certified unit(s))				
Estate / Smallholders	Tonnage (MT) / year			
	Estimated last year (Jul'23 – Jun'24)	Actual (Mar'23-Feb'24)		Forecast (Jul'24 – Jun'25)
		Previous license period (Mar'23-June'23)	Current license period (Jul'23-Feb'24)	
Chenor Estate	20,610.66	571.31	1,632.88	
Kerdau Estate		509.23	2,558.80	
Mentakab Estate		258.86	1,105.19	
Sg Mai Estate		144.40	236.66	
Total	20,610.66	7,017.33		

9. Summary of Non-Certified Tonnage of FFB (outside supplier – excluded from certificate)				
Out growers / smallholders	Tonnage (MT) / year			
	Estimated last year (Jul'23 – Jun'24)	Actual (Mar'23-Feb'24)		Forecast (Jul'24 – Jun'25)
		Previous license period (Mar'23-June'23)	Current license period (Jul'23-Feb'24)	
Cxxxxx Lxxxxxx		2,098.46	8,377.93	
Jxxxx Pxxxxxxxx		249.42	1,980.96	
Kxxxxx Exxxxxx		63.31	0.00	
Lxxx Mxxx xxx Exxxxxx Sdn Bhd		500.21	381.09	
Txxxx Axxxx Sdn Bhd		70.48	0.00	
Wxxxx Hxxxx Sdn Bhd		255.39	25.71	

Wxxxxx Sb		131.56	332.17	
Zxxxxx Sdn Bhd		929.71	2,030.47	
Total		17,426.87		

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	March 2023	2,872.53	893.83	3,766.36
2	April 2023	2,267.05	712.05	2,979.1
3	May 2023	2,977.29	1,214.26	4,191.55
4	June 2023	4,300.65	1,478.40	5,779.05
5	July 2023	3,789.50	1,710.50	5,500.00
6	August 2023	3,638.53	2,091.74	5,730.27
7	September 2023	5,332.12	2,290.95	7,623.07
8	October 2023	5,248.47	1,987.45	7,235.92
9	November 2023	5,252.05	1,708.83	6,960.88
10	December 2023	4,103.57	1,574.02	5,677.59
11	January 2024	6,613.43	1,071.76	7,685.19
12	February 2024	4,446.85	693.08	5,139.93
TOTAL		50,842.04	17,426.87	68,268.91

10. Summary of Certified Tonnage (MT) (not applicable for ISS)			
Estimated last year (Jul'23 – Jun'24)	Actual (Mar'23-Feb'24)		Forecast (Jul'24 – Jun'25)
	Previous license period (Mar'23-June'23)	Current license period (Jul'23-Feb'24)	
FFB	FFB		FFB
65,430.66 mt	12,417.52 mt	38,424.52 mt	40,964.02 mt
	TOTAL	50,842.04	
CPO (OER:21.00 %)	CPO (OER: 20.02 %)		CPO (OER: 20.35 %)
13,687.44 mt	2,549.35 mt	7,631.16 mt	8,336.18 mt
	TOTAL	10,180.51 mt	
PK (KER: 5.00 %)	PK (KER: 4.72 %)		PK (KER:5.00%)
3,246.53 mt	612.52 mt	1,786.41 mt	2,048.20 mt

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	TOTAL	2,398.93 mt	
Note * Volume extension approved on 15/04/2024 FFB: 54,930.66mt + *10,500.00mt = 65,430.66 mt CPO: 11,535.44mt + *2,152.00mt = 13,687.44mt PK:2,746.53mt + *500.00mt = 3,246.53			

10A. Monthly Records of Certified CPO & PK since the last audit			
No.	Month - Year	Certified CPO (MT)	Certified PK (MT)
1	March 2023	564.74	147.65
2	April 2023	471.77	113.81
3	May 2023	616.59	146.78
4	June 2023	896.25	204.28
5	July 2023	779.50	178.86
6	August 2023	750.63	175.01
7	September 2023	1,126.14	218.62
8	October 2023	1,111.10	265.05
9	November 2023	1,005.24	257.88
10	December 2023	773.52	204.36
11	January 2024	1,226.79	293.64
12	February 2024	858.24	192.99
TOTAL		10,180.51	2,398.93

11. Summary of Actual Volume sold					
Current License period (July'23-Feb'24)					
	RSPO Certified	Other Schemes Certified		Conventional	Total
		ISCC	Others		
CPO (MT)	0.00	0.00	0.00	7,438.41	7,438.41
PK (MT)	336.92	0.00	0.00	1,661.17	1,998.09
Credits	-	-	-	-	-
Previous License period (Mar'23- June'23)					
CPO (MT)	227.97	0.00	0.00	2,321.39	2,549.36
PK (MT)	303.10	0.00	0.00	92.46	395.56
Credits	-	-	-	-	-

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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	Sxxx Dxxxx Oxxxx Bxxxxxxxxx Sdn Bhd	TR-xxxxxxx-xxxxx	227.97	-
2	Sxxx Dxxxx Oxxxx CXXXX IXXXXd XXP Sdn. Bhd.	CB1xxxxx	-	303.10
3	Sxxx Dxxxx Oxxxx CXXXX IXXXXd XXP Sdn. Bhd.	CB14xxxx	-	336.92
TOTAL			227.97	640.02

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)
NIL	NIL	NIL	NIL	NIL
TOTAL			NIL	NIL

11C. Records of CPO & PK Sold as conventional since the last audit (if any)			
No.	Buyers Name	CPO Sold (MT)	PK Sold (MT)
1	XXO CXXXX KXX	-	1,753.63
2	SXX XXX NXXX	9,759.80	-
TOTAL		9,759.80	1,753.63

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
NIL	NIL	NIL	NIL
TOTAL			NIL

12. Independent Smallholders Certified Tonnage (MT) / Volume									
Phase	Estimated last year (Jul'23 – Jun'24)			Actual (Mar'23-Feb'24)			Forecast (Jul'24 – Jun'25)		
	Eligibility	MS A	MS B	Eligibility	MS A	MS B	Eligibility	MS A	MS B
	40%	70%	100%	40%	70%	100%	40%	70%	100%
FFB									N/A

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IS-CSPO	N/A	N/A		N/A	N/A		N/A	N/A	
IS-CSPKO	N/A	N/A		N/A	N/A		N/A	N/A	
IS-CSPKE	N/A	N/A		N/A	N/A		N/A	N/A	
CSPK	N/A	N/A		N/A	N/A		N/A	N/A	

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)
N/A	N/A	N/A	N/A	N/A	N/A	N/A
N/A	N/A	N/A	N/A	N/A	N/A	N/A
TOTAL						

13. Independent Smallholders Actual Sold Tonnage / Volume							
	FFB	FFB Conventional	FFB Other schemes	IS-CSPO	CSPK	IS-CSPKO	IS-CSPKE
Current License period (July'23-Feb'24)							
Credits				N/A	N/A	N/A	N/A
Physical	N/A	N/A	N/A				
Previous License period (Mar'23- June'23)							
Credits				N/A	N/A	N/A	N/A
Physical	N/A	N/A	N/A				

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

Section 2: Assessment Process

Certification Body:

BSI Services Malaysia Sdn. Bhd. (ASI Accreditation Number: ASI-ACC-067)
Suite 29.01 Level 29, The Gardens North Tower,
Mid Valley City, Lingkaran Syed Putra,
59200 Kuala Lumpur, Malaysia.
Tel +60 (3) 9212 9638; Fax +60 (3) 9212 9639
Representative: Dr. Chaiyaporn Seekao (Chaiyaporn.Seekao@bsigroup.com)
Website: www.bsigroup.com

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

2.1 Assessment Methodology, Programme, Site Visits

The on-site assessment was conducted on **22-25/04/2024**. The audit programme is included as Section 2.3.

The approach to the audit was to treat the Choose an item. 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 off-site assessment was conducted on **22/07/2024**. 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. Malaysia National Interpretation 2019 of the RSPO P&C 2018 was used as the normative reference to assess compliance. The comments made by external stakeholders were also taken into account in the assessment.

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

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

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

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

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.

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

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

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

Assessment Program					
Name (Mill / Supply Base)	Year 1 (Re-Certification)	Year 2 (ASA2-1)	Year 3 (ASA2-2)	Year 4 (ASA2-3)	Year 5 (ASA2-4)
Jabor POM	✓	✓	✓	✓	✓
Jabor Estate	✓	✓	✓	✓	✓

Tentative Date of Next Visit: April 24, 2025 – April 21, 2025

Total Number of Man-days: 9.50 Man-days

2.2 BSI Assessment Team

Name	Role	Competency
Mohd Razaleigh bin Mohamad (MRM)	Team Leader	<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 (ISH) Auditor Training and Endorsed RSPO Refresher Trainings (P&C and SCCS).</p> <p>Language proficiency: Fluent in in both verbal/written Bahasa Malaysia and English Language</p> <p>Aspect covered in this audit: <input type="checkbox"/> Good Agriculture Practice <input type="checkbox"/> Health and Safety <input checked="" type="checkbox"/> Supply chain requirements <input checked="" type="checkbox"/> Social <input 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)
Valence Shem (VSH)	Team Member	<p>Education: BTech (Hons) Bachelor's Degree in Industrial Technology, University of Science Malaysia</p> <p>Work Experience: He has more than 20 years of working experience with 9 years in oil palm plantation industry and 13 years in management system auditing since 2009 for various standards such as ISO 14001, RSPO P&C, RSPO SCCS, MSPO and SMETA.</p> <p>Training attended: He has completed ISO 14001 Lead Auditor Course, ISO 9001 Lead Auditor Course, Endorsed RSPO P&C Lead Auditor Course, Endorsed RSPO SCCS Lead Assessor Course, MSPO Awareness Training, ISO 45001 Lead Auditor Course, SMETA Auditor training, HCV-HCS training and RSPO-endorsed RSPO ISH Standard 2019 Lead Auditors Course.</p> <p>Language proficiency: Fluent in in both verbal/written Bahasa Malaysia and English Language</p> <p>Aspect covered in this audit: <input checked="" type="checkbox"/> Good Agriculture Practice <input checked="" type="checkbox"/> Health and Safety <input type="checkbox"/> Supply chain requirements <input 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>	
Mohamed Zainal (MHZ)	Hidhir Abidin Team Member	<p>Education: Bachelor Degree in Chemical Engineering, National University of Malaysia, 2006</p> <p>Work Experience: He has 7 years working experience in palm oil industry and 5 years specifically on palm oil milling. He is also experiences third party auditing for several standards including ISO 9001, ISO 14001, ISO 45001, MSPO, RSPO P&C, RSPO SCCS, RBA.</p> <p>Training attended: He completed the ISO 9001 Lead Auditor Course, ISO 14001 Lead Auditor Course, OHSAS 18001 Lead Auditor Course, Endorsed RSPO P&C Lead Auditor Course, Endorsed RSPO P&C Refresher Course, MSPO Awareness Training, Endorsed RSPO SCCS Lead Auditor Course, Endorsed RSPO SCCS Refresher Course, Introduction to HCV, HCS & GIS training and SMETA requirement training.</p>	

		Language proficiency: Fluent in in both verbal/written Bahasa Malaysia and English Language Aspect covered in this audit: <input type="checkbox"/> Good Agriculture Practice <input type="checkbox"/> Health and Safety <input type="checkbox"/> Supply chain requirements <input type="checkbox"/> Social <input checked="" 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)
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Accompanying Persons:

Name	Role
NIL	

2.3 Assessment Plan

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

Date	Time	Subjects	MRM	MHZA	VS
21/04/2024 (Sunday)		Auditor travel to Kuantan Overnight at Grand Darul Makmur Hotel, Kuantan.	✓	✓	✓
22/04/2024 (Monday)	0830-0900	Opening Meeting: <ul style="list-style-type: none"> Opening Presentation by Audit team leader. Confirmation of assessment scope and finalize Audit plan (including stakeholder's consultation). Verification on previous audit findings 	✓	✓	✓
	0900-1100	Jabor Estate 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, Schedule waste management, worker housing, clinic, Landfill, etc	✓	✓	✓
	1300-1400	Lunch			

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23/04/2024 (Tuesday)	1400-1630	Jabor Estate 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 meeting	✓	✓	✓
		Jabor Estate 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) (Continued)	✓	✓	✓
	1300-1400	Lunch			
24/04/2024 (Wednesday)		Jabor POM 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). RSPO Supply chain requirements and market communication and claim for Palm Oil Mill	✓	✓	✓
	1630-1700	Interim closing meeting	✓	✓	✓
	0900-1300	Jabor POM Inspection: FFB receiving, warehouse, workshop, wastes management & Landfill, Effluent Ponds, OSH & ERP, Environment issues, POME application, water treatment, staff, workers and contractor interview, housing and facility inspection, clinic, meeting stakeholders, etc	✓	✓	✓
	1000-1200	Stakeholder consultation		✓	
	1300-1400	Lunch			

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Date	Time	Subjects	MRM	MHZA	VS
25/04/2024 (Thursday)		Jabor POM 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). RSPO Supply chain requirements for mill	✓	✓	✓
	1630-1700	Interim closing meeting	✓	✓	✓
	0900-1200	RSPO Supply chain requirements for mill	✓		
	1200-1230	Preparation for closing meeting	✓		
	1230-1330	Closing meeting	✓		

Offsite Major Non-conformities Plan

Date	Time	Subjects	ARK
Monday, 22/07/2024	9:00 AM – 9:30 AM	Opening meeting • Opening presentation by audit team leader • Confirmation of assessment scope and finalize audit plan Meeting Link: https://teams.microsoft.com/l/meetup-join/19%3ameeting_YTUwNmExOGYtNTNmNy00ZDBILWEyNGMtYjgzZDAxMjljZWRh%40thread.v2/0?context=%7b%22Tid%22%3a%2254946ffc-68d3-4955-ac70-dca726d445b4%22%2c%22Oid%22%3a%226eb8eae5f22-4438-a099-e880fe694937%22%7d	✓
	9:30 AM – 12:30 PM	Verification on Major NC closure evidence. Document review, site observation, workers/stakeholder interview (individual and group session) for: 1. 2486816-202404-M1	✓
	12:30 PM	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?	SD Guthrie Berhad (Formerly known as 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. On 16/01/2020, SD Guthrie Berhad (Formerly known as 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): https://www.sdguthrie.com/sime-darby-plantation-completes-the-divestment-of-its-liberia-operations/	Complied
Have all the estates and mills certified within five (5) years after obtaining RSPO membership? If no, has RSPO Secretariat approval obtained? Was the submission according to the template as announced by the RSPO Secretariat on 21/12/2021	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, SD Guthrie Berhad (Formerly known as 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 SD Guthrie Berhad (Formerly known as Sime Darby Plantation Berhad) have no control in the management. Refer TBP approval dated 13/07/2023.	Complied
Have there been any new acquisitions? If yes, the new acquisitions shall be certified within three (3) years	There are no new acquisitions. There is new propose on 2024. Land legalization still in	Complied

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<p>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>progress dated approval by RSPO on 13 Julai 2023 for these Estate.</p> <ol style="list-style-type: none"> 1. Ladang Panjang Estate-1,796.19 ha 2. Rantau Panjang Estate, Napal Estate / Karang Ringin Estate- 1,843.73 ha. 3. Mangun Jaya Estate- 1,398.55 ha 4. Sungai Jernih Estate- 851.57 ha 5. Pelanjau Estate (PT BAL) & Beturus Estate (PT BAL)- 4,071.76ha 6. Karya Palma Estate (PT SNP)-476.70 Ha 7. West and East Estate- 1,452.93 ha 	
<p>Any deviations from the maximum periods requires approval by the RSPO Secretariat.</p>	<p>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.</p>	<p>Complied</p>
<p>Have there been any changes to the time-bound plan since the last audit (both new acquisition and existing)? If yes, justification is required.</p> <p>Is this consistent with the ACOP reporting?</p>	<p>Indonesia - 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 SD Guthrie Berhad (Formerly known as 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> <p>Malaysia - 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: SD Guthrie Berhad (Formerly known as 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> <p>Papua New Guinea - Markham Farming Company Limited (MFCL)/Markham Agro Pte. Ltd: The Remediation and Compensation Process is at</p>	<p>Complied</p>

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	<p>the submission of Compensation Plan. RSPO Main Assessment is planned on 10-14 March as public Notification letter:</p> <p>www.rspo.org/certification/public-announcement</p> <p>For Liberia operations: As at 16/01/2020, SD Guthrie Berhad (Formerly known as 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):</p> <p>https://www.sdguthrie.com/sime-darby-plantation-completes-the-divestment-of-its-liberia-operations/</p> <p>ACOP 2020 has been cross-referenced as below: www.rspo.org/members/29</p>	
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 and approved by the RSPO Secretariat on 13/07/2023 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 SD Guthrie Berhad (Formerly known as Sime Darby Plantation Berhad) that have completed NPP notification.</p> <p>1. NBPOL (Poliamba Limited) 23/05/2020 – no comments</p> <p>https://rspo.org/public-consultation/sime-darby-plantation-berhad-nbpol-poliamba-limited/</p>	Complied

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	<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 (Ragu Agri Industries Limited) 29/01/2018 – no comments https://rspo.org/public-consultation/nbpol-ramu-agri-industries-ltd/</p> <p>4. NBPOL (Ragu 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> <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>	
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	<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 change of RSPO reviewer. As of August 2023, 16 out of</p>	Complied

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	<p>19 management units in Indonesia operations completed LUCA review with 1 Concept note (covering all 19 affected manage units) has been endorsed by RSPO. 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>SD Guthrie Berhad (at the point of this audit known as 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>SD Guthrie Berhad (at the point of this audit known as 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>SD Guthrie Berhad (Formerly known as Sime Darby Plantation Berhad) 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.	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 16-25 Oct 2023, and 13-17 Nov 2023. 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 SD Guthrie Berhad (Formerly known as 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 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.	Complied
Are there any Critical (Major) non-compliance raised against any of the RSPO P&C criterion 2.1 4.2, 4.4, 4.5, 4.6, 4.7, 4.8 and 7.12 during the last internal audit of the uncertified estates? If yes is the NC(s) actively addressed with RSPO?	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 maintained 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.	Not applicable as there are no scheme smallholders or scheme outgrowers under the certification unit.	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	Certified	Not Applicable	23-Nov-10					
	Indonesia	Manggala -1 Estate	4.919	Certified	Not Applicable	23-Nov-10					
	Indonesia	Manggala -2 Estate	4.922	Certified	Not Applicable	23-Nov-10					
	Indonesia	Manggala -3 Estate	3.995	Certified	Not Applicable	23-Nov-10					
Alur Dumai	Indonesia	Alur Dumai Mill	3.759	Certified	Not Applicable	16-Jan-12					
	Indonesia	Alur Dumai Estate	3.759	Certified	Not Applicable	16-Jan-12					
Teluk Siak	Indonesia	Teluk Siak Mill	11,555.31	Certified	Not Applicable	11-Oct-11					
	Indonesia	Teluk Siak Estate	3,321.20	Certified	Not Applicable	11-Oct-11					
	Indonesia	Pinang Sebatang Estate	3,799.21	Certified	Not Applicable	11-Oct-11					
	Indonesia	Pinang Sebatang Estate	448.00	Not Certified	2023	NA		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	Not Applicable	11-Oct-11					

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Blang Simpo	Indonesia	Blang Simpo Mill	8,777.22	Certified	Not Applicable	3-May-13					
	Indonesia	Blang Simpo -1 Estate	3,460.06	Certified	Not Applicable	3-May-13					
	Indonesia	Blang Simpo -2 Estate	2,677.83	Certified	Not Applicable	3-May-13					
	Indonesia	Tamiang (PT PPP) Estate	1,451.99	Certified	Not Applicable	3-May-13					
	Indonesia	Batang Ara (PT PSK) Estate	1,187.34	Certified	Not Applicable	3-May-13					
Teluk Bakau	Indonesia	Teluk Bakau Mill	13,317.81	Certified	Not Applicable	11-Oct-11					
	Indonesia	Teluk Bakau Estate	4,025.07	Certified	Not Applicable	11-Oct-11					
	Indonesia	Nusa Lestari Estate	3,456.74	Certified	Not Applicable	11-Oct-11					
	Indonesia	Nusa Perkasa Estate	5,836.00	Certified	Not Applicable	11-Oct-11					
Mandah	Indonesia	Mandah Mill	12,366.18	Certified	Not Applicable	1-Apr-14					
	Indonesia	Mandah Estate	5,053.18	Certified	Not Applicable	1-Apr-14					
	Indonesia	Rotan Semelur Estate	7,313.00	Certified	Not Applicable	1-Apr-14					
Sungai Pinang	Indonesia	Sungai Pinang Mill	6.513	Certified	Not Applicable	11-Sep-12					
	Indonesia	Sungai Pinang Estate	3,374.42	Certified	Not Applicable	11-Sep-12					
	Indonesia	Bukit Pinang Estate	3,138.58	Certified	Not Applicable	11-Sep-12					
Ladang Panjang	Indonesia	Ladang Panjang Mill	1,202.04	Certified	Not Applicable	9-Jul-12					
	Indonesia	Ladang Panjang Estate	1,202.04	Certified	Not Applicable	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	Not Applicable	16-Mar-12					

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Rantau Panjang	Indonesia	Bumi Ayu Estate	2,960.98	Certified	Not Applicable	16-Mar-12					
	Indonesia	Rantau Panjang Estate	2,679.74	Certified	Not Applicable	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	Not Applicable	16-Mar-12					
	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	Not Applicable	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
	Indonesia	Angsana Mill	15,151.19	Certified	Not Applicable	6-Jul-11					

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	Indonesia	Angsana Estate	3,250.06	Certified	Not Applicable	6-Jul-11					
	Indonesia	Gunung Sari Estate	2,826.94	Certified	Not Applicable	6-Jul-11					
Mustika	Indonesia	Mustika Mill	14,840.76	Certified	Not Applicable	3-Jul-13					
	Indonesia	Mustika Estate	3,648.74	Certified	Not Applicable	3-Jul-13					
	Indonesia	Pantai bonati Estate	2,534.00	Certified	Not Applicable	6-Jul-11					
Gunung Aru	Indonesia	Gunung Aru Mill	12,740.54	Certified	Not Applicable	5-Jul-11					
	Indonesia	Gunung Aru Estate	2,684.41	Certified	Not Applicable	5-Jul-11					
	Indonesia	Gunung Kemas Estate	3,511.36	Certified	Not Applicable	5-Jul-11					
	Indonesia	Laut Timur Estate	3,207.28	Certified	Not Applicable	5-Jul-11					
	Indonesia	Pantai Timur Estate	3,337.49	Certified	Not Applicable	5-Jul-11					
Ungkaya	Indonesia	Ungkaya Mill	4,145.00	Certified	Not Applicable	10-Jul-12					
	Indonesia	Ungkaya Estate	4,145.00	Certified	Not Applicable	10-Jul-12					
Rantau	Indonesia	Rantau Mill	24,169.56	Certified	Not Applicable	30-Dec-11					
	Indonesia	Rantau Estate	4,638.00	Certified	Not Applicable	30-Dec-11					
	Indonesia	Matalok Estate	3,082.00	Certified	Not Applicable	30-Dec-11					
	Indonesia	Selabak Estate (PT SAA)	3,757.67	Certified	Not Applicable	16-Mar-12					
	Indonesia	Randi Estate (PT SAA)	2,882.98	Certified	Not Applicable	16-Mar-12					
	Indonesia	Sangkoh Estate (PT SAA)	3,789.34	Certified	Not Applicable	16-Mar-12					
	Indonesia	Lanting Estate (PT LMR)	3,249.27	Certified	Not Applicable	16-Mar-12					
Betung	Indonesia	Betung Mill	7,579.57	Certified	Not Applicable	1-Apr-14					
	Indonesia	Betung Estate	4,266.00	Certified	Not Applicable	1-Apr-14					
	Indonesia	Sekayu Estate	3,313.57	Certified	Not Applicable	1-Apr-14					

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Bebunga	Indonesia	Bebunga Mill	14,274.77	Certified	Not Applicable	16-Mar-12					
	Indonesia	Bebunga Estate	3,958.43	Certified	Not Applicable	16-Mar-12					
	Indonesia	Bakau Estate	5,342.14	Certified	Not Applicable	16-Mar-12					
	Indonesia	Sungai Cengal Estate	4,974.20	Certified	Not Applicable	16-Mar-12					
Pondok Labu	Indonesia	Pondok Labu Mill	15,876.20	Certified	Not Applicable	16-Mar-12					
	Indonesia	Pondok Labu Estate	3,569.53	Certified	Not Applicable	16-Mar-12					
	Indonesia	Binturung Estate	4,072.01	Certified	Not Applicable	16-Mar-12					
	Indonesia	Rampa Estate	3,656.20	Certified	Not Applicable	16-Mar-12					
	Indonesia	Sesulung Estate	4,578.46	Certified	Not Applicable	16-Mar-12					
Sekunyir	Indonesia	Sekunyir Mill	7,734.59	Certified	Not Applicable	23-Nov-10					
	Indonesia	Sekunyir Estate	3,555.19	Certified	Not Applicable	23-Nov-10					
	Indonesia	Seruyan Estate	4,179.40	Certified	Not Applicable	23-Nov-10					
Sukamandang	Indonesia	Sukamandang Mill	14,779.92	Certified	Not Applicable	5-Jul-11					
	Indonesia	Sukamandang Estate	3,936.56	Certified	Not Applicable	5-Jul-11					
	Indonesia	Sapiri Estate	3,530.90	Certified	Not Applicable	5-Jul-11					
	Indonesia	Baras Danum Estate	3,664.60	Certified	Not Applicable	5-Jul-11					
	Indonesia	Kuala Kuayan Estate	3,647.86	Certified	Not Applicable	5-Jul-11					
Pematang	Indonesia	Pematang Mill	16,601.66	Certified	Not Applicable	5-Jul-11					
	Indonesia	Pematang Estate	3,857.91	Certified	Not Applicable	5-Jul-11					
	Indonesia	Kawan Batu Estate	4,400.00	Certified	Not Applicable	5-Jul-11					
	Indonesia	Hatantiring Estate	3,811.00	Certified	Not Applicable	5-Jul-11					
	Indonesia	Batang Garing Estate	4,532.75	Certified	Not Applicable	5-Jul-11					

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Lembiru	Indonesia	Lembiru Mill	9,409.07	Certified	Not Applicable	3-Jul-14					
	Indonesia	Lembiru Estate	4,929.49	Certified	Not Applicable	3-Jul-14					
	Indonesia	Awatan Estate	3,476.79	Certified	Not Applicable	3-Jul-14					
	Indonesia	Pelanjau Estate (PT BAL)	1,002.79	Certified	Not Applicable	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	Not Applicable	18-Oct-10					
	Indonesia	West Estate	4,562.34	Certified	Not Applicable	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 East Estate) is still in process.	13-Jul-23
	Indonesia	East Estate	2,665.48	Certified	Not Applicable	18-Oct-10					

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	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
Sg. Dingin	Malaysia	Sungai Dingin Oil Mill	19,517.17	Certified	Not Applicable	12-Aug-10					
	Malaysia	Anak Kulim Estate	1,523.35	Certified	Not Applicable	12-Aug-10					
	Malaysia	Sungai Dingin Estate	4,244.03	Certified	Not Applicable	12-Aug-10					
	Malaysia	Somme Estate	941.56	Certified	Not Applicable	12-Aug-10					
	Malaysia	Bukit Selarong Estate	3,896.17	Certified	Not Applicable	12-Aug-10					
	Malaysia	Padang Buluh Estate	4,008.47	Certified	Not Applicable	12-Aug-10					
	Malaysia	Bukit Hijau Estate	2,725.00	Certified	Not Applicable	12-Aug-10					
	Malaysia	Jentayu Estate	2,178.59	Certified	Not Applicable	12-Aug-10					
Chersonese	Malaysia	Chersonese Oil Mill	11,099.36	Certified	Not Applicable	5-Oct-11					
	Malaysia	Chersonese Estate	3,293.72	Certified	Not Applicable	5-Oct-11					
	Malaysia	Kalumpang Estate	2,716.80	Certified	Not Applicable	5-Oct-11					
	Malaysia	Tali Ayer Estate	3,756.10	Certified	Not Applicable	5-Oct-11					
	Malaysia	Holyrood Estate	1,332.74	Certified	Not Applicable	5-Oct-11					
Elphil	Malaysia	Elphil Oil Mill	6,814.60	Certified	Not Applicable	18-Jun-11					
	Malaysia	Kamuning Estate	3,888.43	Certified	Not Applicable	18-Jun-11					
	Malaysia	Elphil Estate	1,865.43	Certified	Not Applicable	18-Jun-11					
	Malaysia	Kinta Kellas Estate	1,060.74	Certified	Not Applicable	18-Jun-11					
Flemington	Malaysia	Flemington Oil Mill	11,226.23	Certified	Not Applicable	5-Oct-11					

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	Malaysia	Flemington Estate	1,906.84	Certified	Not Applicable	5-Oct-11					
	Malaysia	Bagan Datoh Estate	3,781.86	Certified	Not Applicable	5-Oct-11					
	Malaysia	Sabak Bernam Estate	2,511.79	Certified	Not Applicable	5-Oct-11					
	Malaysia	Sg. Samak Estate	3,025.74	Certified	Not Applicable	5-Oct-11					
Seri Intan/Selaba	Malaysia	Seri Intan Oil Mill	14,474.29	Certified	Not Applicable	3-Mar-11					
	Malaysia	Selaba Oil Mill	1,549.75	Certified	Not Applicable	3-Mar-11					
	Malaysia	Seri Intan (+ Selaba) Estate	4,013.16	Certified	Not Applicable	3-Mar-11					
	Malaysia	Sabrang Estate	3,945.23	Certified	Not Applicable	3-Mar-11					
	Malaysia	Sogomana Estate	2,214.08	Certified	Not Applicable	3-Mar-11					
	Malaysia	Sg. Wangi Estate	2,226.66	Certified	Not Applicable	3-Mar-11					
	Malaysia	Bikam Estate	2,075.16	Certified	Not Applicable	3-Mar-11					
	Malaysia	Cluny (+ Bedford) Estate	1,549.75	Certified	Not Applicable	3-Mar-11					
Tennamaram	Malaysia	Tennamaram Oil Mill	10,706.26	Certified	Not Applicable	3-Mar-11					
	Malaysia	Tennamaram Estate	1,981.60	Certified	Not Applicable	3-Mar-11					
	Malaysia	Sungai Buluh Estate	5,152.22	Certified	Not Applicable	3-Mar-11					
	Malaysia	Bukit Talang Estate	3,572.44	Certified	Not Applicable	3-Mar-11					
Bukit Kerayong	Malaysia	Bukit Benut Oil Mill	6,346.90	Certified	Not Applicable	15-Apr-11					
	Malaysia	Bukit Benut Estate	2,699.28	Certified	Not Applicable	15-Apr-11					
	Malaysia	Bukit Cheraka Estate	3,647.62	Certified	Not Applicable	15-Apr-11					
East	Malaysia	East Oil Mill	10,902.94	Certified	Not Applicable	19-May-10					
	Malaysia	East Estate	5,634.45	Certified	Not Applicable	19-May-10					

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	Malaysia	Sepang Estate	2,092.28	Certified	Not Applicable	19-May-10					
	Malaysia	Dusun Durian Estate	3,176.21	Certified	Not Applicable	19-May-10					
West	Malaysia	West Oil Mill	5,912.69	Certified	Not Applicable	19-May-10					
	Malaysia	West Estate	5,912.69	Certified	Not Applicable	19-May-10					
Bukit Puteri	Malaysia	Bukit Puteri Oil Mill	3,875.80	Certified	Not Applicable	7-Jul-11					
	Malaysia	Bukit Puteri Estate	3,875.80	Certified	Not Applicable	7-Jul-11					
Kerdu	Malaysia	Kerdu Oil Mill	13,781.50	Certified	Not Applicable	7-Jul-11					
	Malaysia	Kerdu Estate	5,683.04	Certified	Not Applicable	7-Jul-11					
	Malaysia	Mentakab Estate	3,266.49	Certified	Not Applicable	7-Jul-11					
	Malaysia	Chenor Estate	2,834.98	Certified	Not Applicable	7-Jul-11					
	Malaysia	Sg Mai Estate	1,996.99	Certified	Not Applicable	7-Jul-11					
	Malaysia	Jabor Oil Mill	2,332.92	Certified	Not Applicable	7-Jul-11					
Jabor	Malaysia	Jabor Estate	2,332.92	Certified	Not Applicable	7-Jul-11					
	Malaysia	Labu Oil Mill	4,529.72	Certified	Not Applicable	30-Dec-11					
Labu	Malaysia	Labu Estate	4,529.72	Certified	Not Applicable	30-Dec-11					
	Malaysia	Tanah Merah Oil Mill	6,203.87	Certified	Not Applicable	19-May-10					
Tanah Merah	Malaysia	Tanah Merah Estate	4,341.73	Certified	Not Applicable	19-May-10					
	Malaysia	Bukit Pelandok Estate	1,862.14	Certified	Not Applicable	19-May-10					
	Malaysia	Sua Betong Oil Mill	18,457.27	Certified	Not Applicable	18-Feb-14					
Sua Betong	Malaysia	Sua Betong Estate	2,870.75	Certified	Not Applicable	18-Feb-14					
	Malaysia	Sengkang Estate	2,831.51	Certified	Not Applicable	18-Feb-14					
	Malaysia	Bradwall Estate	3,828.34	Certified	Not Applicable	18-Feb-14					
	Malaysia										

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	Malaysia	PD Lukut Estate	1,523.79	Certified	Not Applicable	18-Feb-14					
	Malaysia	Tampin Linggi Estate	2,106.71	Certified	Not Applicable	18-Feb-14					
	Malaysia	Sg. Bahru Estate	1,427.31	Certified	Not Applicable	18-Feb-14					
	Malaysia	Salak Estate	3,868.86	Certified	Not Applicable	18-Feb-14					
Kok Foh	Malaysia	Kok Foh Oil Mill	14,852.64	Certified	Not Applicable	7-Jul-11					
	Malaysia	Muar River Estate	1,584.62	Certified	Not Applicable	7-Jul-11					
	Malaysia	Sg. Senarut Estate + Sg Gemas Estate	2,958.38	Certified	Not Applicable	7-Jul-11					
	Malaysia	Kok Foh Estate	2,275.84	Certified	Not Applicable	7-Jul-11					
	Malaysia	Bukit Pilah Estate	3,667.31	Certified	Not Applicable	7-Jul-11					
	Malaysia	St. Helier Estate	1,992.65	Certified	Not Applicable	7-Jul-11					
	Malaysia	Sungai Sabaling Estate	1,321.35	Certified	Not Applicable	7-Jul-11					
	Malaysia	Pertang Estate	1,052.49	Certified	Not Applicable	7-Jul-11					
Kempas	Malaysia	Kempas Oil Mill	11,828.51	Certified	Not Applicable	20-May-10					
	Malaysia	Kempas Estate	4,505.45	Certified	Not Applicable	20-May-10					
	Malaysia	Tangkah Estate	2,537.78	Certified	Not Applicable	20-May-10					
	Malaysia	Kemuning Estate	2,671.05	Certified	Not Applicable	20-May-10					
	Malaysia	Serkam Estate	2,114.23	Certified	Not Applicable	20-May-10					
Diamond Jubilee	Malaysia	Diamond Jubilee Palm Oil Mill	7,356.19	Certified	Not Applicable	5-Oct-11					
	Malaysia	Diamond Jubilee Estate	2,836.19	Certified	Not Applicable	5-Oct-11					
	Malaysia	Bukit Asahan Estate	3,072.18	Certified	Not Applicable	5-Oct-11					
	Malaysia	Welch Estate	1,447.82	Certified	Not Applicable	5-Oct-11					

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Pagoh	Malaysia	Pagoh Oil Mill	7,418.59	Certified	Not Applicable	28-Jan-14					
	Malaysia	Pagoh Estate	2,325.93	Certified	Not Applicable	28-Jan-14					
	Malaysia	Lanadron Estate	1,964.44	Certified	Not Applicable	28-Jan-14					
	Malaysia	Pengkalan Bukit Estate	3,128.22	Certified	Not Applicable	28-Jan-14					
Chaah	Malaysia	Chaah Oil Mill	8,699.93	Certified	Not Applicable	18-Nov-10					
	Malaysia	Chaah Estate	2,795.36	Certified	Not Applicable	18-Nov-10					
	Malaysia	Sg. Simpang Kiri Estate	2,371.66	Certified	Not Applicable	18-Nov-10					
	Malaysia	North Labis Estate	3,532.91	Certified	Not Applicable	18-Nov-10					
Gunung Mas	Malaysia	Gunung Mas Oil Mill	12,305.54	Certified	Not Applicable	19-May-10					
	Malaysia	Gunung Mas Estate	3,466.17	Certified	Not Applicable	19-May-10					
	Malaysia	Kempas Klebang Estate	2,473.06	Certified	Not Applicable	19-May-10					
	Malaysia	Bukit Paloh Estate	3,390.90	Certified	Not Applicable	19-May-10					
	Malaysia	Yong Peng Estate	2,975.41	Certified	Not Applicable	19-May-10					
Bukit Benut	Malaysia	Bukit Benut Oil Mill	8,495.13	Certified	Not Applicable	5-Oct-11					
	Malaysia	Bukit Benut Estate	2,799.78	Certified	Not Applicable	5-Oct-11					
	Malaysia	Lambak Elaeis Estate	3,740.16	Certified	Not Applicable	5-Oct-11					
	Malaysia	CEP Nyior Estate	1,955.19	Certified	Not Applicable	5-Oct-11					
Ulu Remis	Malaysia	Ulu Remis Oil Mill	17,115.58	Certified	Not Applicable	11-Apr-11					
	Malaysia	Ulu Remis Estate	2,598.25	Certified	Not Applicable	11-Apr-11					
	Malaysia	Cenas Estate	1,974.06	Certified	Not Applicable	11-Apr-11					
	Malaysia	Bukit Badak Estate	3,234.25	Certified	Not Applicable	11-Apr-11					
	Malaysia	Tun Dr. Ismail Estate	4,271.44	Certified	Not Applicable	11-Apr-11					

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	Malaysia	Pekan Estate	3,258.70	Certified	Not Applicable	11-Apr-11					
	Malaysia	Sembrong Estate	1,778.88	Certified	Not Applicable	11-Apr-11					
Bukit Kerayong	Malaysia	Bukit Kerayong Oil Mill	11,371.82	Certified	Not Applicable	29-Mar-11					
	Malaysia	Sri Pulau Estate	2,049.87	Certified	Not Applicable	29-Mar-11					
	Malaysia	Kulai Estate	3,023.42	Certified	Not Applicable	29-Mar-11					
	Malaysia	Layang Estate	3,258.90	Certified	Not Applicable	29-Mar-11					
	Malaysia	CEP Renggam Estate	3,039.63	Certified	Not Applicable	29-Mar-11					
Sandakan Bay	Malaysia	Sandakan Bay Oil Mill	16,764.34	Certified	Not Applicable	1-Oct-08					
	Malaysia	Tun Tan Siew Sin Estate	3,125.60	Certified	Not Applicable	1-Oct-08					
	Malaysia	Tunku Estate	3,199.05	Certified	Not Applicable	1-Oct-08					
	Malaysia	Tigowis Estate	2,074.02	Certified	Not Applicable	1-Oct-08					
	Malaysia	Sentosa Estate	3,545.54	Certified	Not Applicable	1-Oct-08					
	Malaysia	Segaliud Estate	4,820.13	Certified	Not Applicable	1-Oct-08					
Melalap	Malaysia	Melalap Oil Mill	5246.18	Certified	Not Applicable	21-Jan-11					
	Malaysia	Melalap Estate	2,096.73	Certified	Not Applicable	21-Jan-11					
	Malaysia	Sapong Estate	3,149.45	Certified	Not Applicable	21-Jan-11					
Binuang	Malaysia	Binuang Oil Mill	11,659.58	Certified	Not Applicable	16-Jan-09					
	Malaysia	Binuang Estate	3,271.08	Certified	Not Applicable	16-Jan-09					
	Malaysia	Sungang Estate	3,407.98	Certified	Not Applicable	16-Jan-09					
	Malaysia	Tingkayu Estate	1,881.08	Certified	Not Applicable	16-Jan-09					
	Malaysia	Jeleta Bumi Estate	3,099.44	Certified	Not Applicable	16-Jan-09					
Giram	Malaysia	Giram Oil Mill	8,345.02	Certified	Not Applicable	16-Jan-09					

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	Malaysia	Giram Estate	4,166.98	Certified	Not Applicable	16-Jan-09					
	Malaysia	Mostyn Estate	4,178.04	Certified	Not Applicable	16-Jan-09					
Merotai	Malaysia	Merotai Oil Mill	11,545.71	Certified	Not Applicable	16-Jan-09					
	Malaysia	Merotai Estate	3,052.66	Certified	Not Applicable	16-Jan-09					
	Malaysia	Imam Estate	3,773.56	Certified	Not Applicable	16-Jan-09					
	Malaysia	Tiger Estate	2,497.86	Certified	Not Applicable	16-Jan-09					
	Malaysia	Table Estate	2,221.63	Certified	Not Applicable	16-Jan-09					
Lavang	Malaysia	Lavang Oil Mill	24,836.54	Certified	Not Applicable	30-Dec-11					
	Malaysia	Lavang Estate	4,363.83	Certified	Not Applicable	30-Dec-11					
	Malaysia	Rasan Estate	3,454.00	Certified	Not Applicable	30-Dec-11					
	Malaysia	Belian Estate	2,847.00	Certified	Not Applicable	30-Dec-11					
	Malaysia	Kelida Estate	2,460.00	Certified	Not Applicable	30-Dec-11					
	Malaysia	Lavang (Special) Estate	included under Lavang Estate Ha	Certified	Not Applicable	30-Dec-11					
	Malaysia	Pekaka Estate	2,626.14	Certified	Not Applicable	30-Dec-11					
	Malaysia	Ruai Estate	2,460.96	Certified	Not Applicable	30-Dec-11					
	Malaysia	Dulang Estate	2,548.00	Certified	Not Applicable	30-Dec-11					
	Malaysia	Charquest Estate	1,448.71	Certified	Not Applicable	30-Dec-11					
	Malaysia	Paroh Estate	2,627.90	Certified	Not Applicable	30-Dec-11					
Rajawali	Malaysia	Rajawali Oil Mill	14,104.45	Certified	Not Applicable	30-Dec-11					

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	Malaysia	Rajawali Estate	6,087.27	Certified	Not Applicable	30-Dec-11					
	Malaysia	Samudera Estate	3,308.60	Certified	Not Applicable	30-Dec-11					
	Malaysia	Semarak Estate	2,248.68	Certified	Not Applicable	30-Dec-11					
	Malaysia	Bayu Estate	2,459.90	Certified	Not Applicable	30-Dec-11					
Derawan	Malaysia	Derawan Oil Mill	9,528.83	Certified	Not Applicable	30-Dec-11					
	Malaysia	Derawan Estate	2,490.79	Certified	Not Applicable	30-Dec-11					
	Malaysia	Sahua Estate	2,644.00	Certified	Not Applicable	30-Dec-11					
	Malaysia	Takau Estate	2,107.00	Certified	Not Applicable	30-Dec-11					
	Malaysia	Damai Estate	2,287.04	Certified	Not Applicable	30-Dec-11					
Guadalcanal Plains Palm Oil Limited (GPPOL)	Solomon Islands	Tetere Oil Mill	9,025.69	Certified	Not Applicable	18-Mar-11					
	Solomon Islands	Tetere Estate	2,947.79	Certified	Not Applicable	18-Mar-11					
	Solomon Islands	Ngalimbiu Estate	2,498.65	Certified	Not Applicable	18-Mar-11					
	Solomon Islands	Mbalisuna Estate	2,868.47	Certified	Not Applicable	18-Mar-11					
	Solomon Islands	Smallholders – West Zone (83)	245.50	Certified	Not Applicable	18-Mar-11					
	Solomon Islands	Smallholders – Central Zone (53)	181.71	Certified	Not Applicable	18-Mar-11					
	Solomon Islands	Smallholders – MBA East Zone (59)	180.80	Certified	Not Applicable	18-Mar-11					
	Solomon Islands	Smallholders – MBE East Zone (37)	102.77	Certified	Not Applicable	18-Mar-11					

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Milne Bay Estates (MBE)	Papua New Guinea	Hagita Oil Mill	16,508.59	Certified	Not Applicable	15-Feb-13					
	PNG	Giligili Estate	1,095.47	Certified	Not Applicable	15-Feb-13					
	PNG	Hagita Estate	2,450.02	Certified	Not Applicable	15-Feb-13					
	PNG	Waigani Estate	2,341.13	Certified	Not Applicable	15-Feb-13					
	PNG	Sagarai Estate	2,864.55	Certified	Not Applicable	15-Feb-13					
	PNG	Padipadi Estate	4,517.67	Certified	Not Applicable	15-Feb-13					
	PNG	Mariawatte Estate	1,680.14	Certified	Not Applicable	15-Feb-13					
	PNG	Smallholders - East Gurney Estate (259)	450.59	Certified	Not Applicable	15-Feb-13					
	PNG	Smallholders - West Gurney Estate (231)	479.13	Certified	Not Applicable	15-Feb-13					
	PNG	Smallholders - East Sagarai Estate (156)	283.93	Certified	Not Applicable	15-Feb-13					
Poliamba (POL)	Papua New Guinea	Poliamba Oil Mill	10,720.53	Certified	Not Applicable	19-Mar-12					
	PNG	Kara Estate	1,032.10	Certified	Not Applicable	19-Mar-12					
	PNG	Nalik Estate	2,666.75	Certified	Not Applicable	19-Mar-12					
	PNG	West Coast Estate	627.60	Certified	Not Applicable	19-Mar-12					
	PNG	Noatsi Estate	2,064.10	Certified	Not Applicable	19-Mar-12					
	PNG	Madak Estate	1,517.11	Certified	Not Applicable	19-Mar-12					
	PNG	Smallholders -North Division (615)	1,022.12	Certified	Not Applicable	19-Mar-12					

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	PNG	Smallholders- Division (866)	South	1,257.21	Certified	Not Applicable	19-Mar-12					
	PNG	Smallholders Division (309)	-West	533.54	Certified	Not Applicable	19-Mar-12					
Ramu Agricultural Industries Ltd (RAIL)	Papua New Guinea	Gusap Mill		14,606.08	Certified	Not Applicable	5-Aug-10					
	PNG	Gusap East (Gusap) Estate		2,856.45	Certified	Not Applicable	5-Aug-10					
	PNG	Gusap West (Paddock) Estate		3,019.09	Certified	Not Applicable	5-Aug-10					
	PNG	Surinam Estate		2,154.14	Certified	Not Applicable	5-Aug-10					
	PNG	Dumpu Estate		2,254.36	Certified	Not Applicable	5-Aug-10					
	PNG	Ngaru Estate		854.33	Certified	Not Applicable	5-Aug-10					
	PNG	J Estate (Jephcott) Estate		2,824.01	Certified	Not Applicable	5-Aug-10					
	PNG	Smallholders - Madang VOPs (71)		360.00	Certified	Not Applicable	5-Aug-10					
	PNG	Smallholders - Morobe VOPs (253)		283.70	Certified	Not Applicable	5-Aug-10					
Higaturu Oil Palm (HOP)	Papua New Guinea	Sangara Oil Mill			Certified	Not Applicable	1-Feb-13					
	PNG	Mamba Oil Mill			Certified	Not Applicable	1-Feb-13					
	PNG	Embi Estate		1,737.78	Certified	Not Applicable	1-Feb-13					
	PNG	Ambogo Estate		2,040.00	Certified	Not Applicable	1-Feb-13					
	PNG	Sangara Estate		1,780.00	Certified	Not Applicable	1-Feb-13					
	PNG	Sumbiripa Estate		2,545.00	Certified	Not Applicable	1-Feb-13					

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	PNG	Mamba Estate	4,013.10	Certified	Not Applicable	1-Feb-13					
	PNG	Sambogo Estate	2,637.85	Certified	Not Applicable	1-Feb-13					
	PNG	Scheme Smallholder Sorovi Division (2019)	3,940.21	Certified	Not Applicable	1-Feb-13					
	PNG	Scheme Smallholder Saiho Division (842)	1,493.06	Certified	Not Applicable	1-Feb-13					
	PNG	Scheme Smallholder Aeka Division (911)	1,474.23	Certified	Not Applicable	1-Feb-13					
	PNG	Scheme Smallholder Igora Division (1367)	2,940.15	Certified	Not Applicable	1-Feb-13					
	PNG	Scheme Smallholder Ilimo Division (671)	1,063.66	Certified	Not Applicable	1-Feb-13					
West New Britain (WNB)	Papua New Guinea	Mosa Oil Mill		Certified	Not Applicable	10-Sep-08					
	PNG	Kumbango Oil Mill		Certified	Not Applicable	10-Sep-08					
	PNG	Kapiura Mill		Certified	Not Applicable	10-Sep-08					
	PNG	Numundo Mill		Certified	Not Applicable	10-Sep-08					
	PNG	Waraston Mill		Certified	Not Applicable	10-Sep-08					
	PNG	Bebere Estate	2,226.71	Certified	Not Applicable	10-Sep-08					
	PNG	Kumbango Estate	2,610.80	Certified	Not Applicable	10-Sep-08					
	PNG	Togulo Estate	1,509.20	Certified	Not Applicable	10-Sep-08					
	PNG	Dami Estate	1,507.00	Certified	Not Applicable	10-Sep-08					
	PNG	Waisisi Estate	1,090.00	Certified	Not Applicable	10-Sep-08					
	PNG	Kautu Estate	4,280.60	Certified	Not Applicable	10-Sep-08					

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PNG	Karaisu Estate	2,387.64	Certified	Not Applicable	10-Sep-08					
PNG	Moroa Estate	848.16	Certified	Not Applicable	10-Sep-08					
PNG	Bilomi Estate	2,011.70	Certified	Not Applicable	10-Sep-08					
PNG	Loata Estate	562.00	Certified	Not Applicable	10-Sep-08					
PNG	Haella Estate	4,220.30	Certified	Not Applicable	10-Sep-08					
PNG	Garu Estate	3,709.60	Certified	Not Applicable	10-Sep-08					
PNG	Daliavu Estate	2,484.10	Certified	Not Applicable	10-Sep-08					
PNG	Sapuri Estate	2,180.90	Certified	Not Applicable	10-Sep-08					
PNG	Malilimi Estate	3,837.00	Certified	Not Applicable	10-Sep-08					
PNG	Rigula Estate	3,720.00	Certified	Not Applicable	10-Sep-08					
PNG	Nomundo Estate	2,645.17	Certified	Not Applicable	10-Sep-08					
PNG	Navarai / Karato ME /KDC EU Estate	1,103.77	Certified	Not Applicable	10-Sep-08					
PNG	Volupai / Lotomgam / Natupi / Goruru Estate	1,992.59	Certified	Not Applicable	10-Sep-08					
PNG	Lolokoru Estate	2,453.10	Certified	Not Applicable	10-Sep-08					
PNG	Ove Estate	3,541.00	Certified	Not Applicable	10-Sep-08					
PNG	Tamare Estate	1,362.70	Certified	Not Applicable	10-Sep-08					
PNG	Smallholders LSS Mosa (1822)	5,008.53	Certified	Not Applicable	10-Sep-08					
PNG	Smallholders VOP East (1817)	5,324.37	Certified	Not Applicable	10-Sep-08					
PNG	Smallholders VOP Central (1964)	5,756.57	Certified	Not Applicable	10-Sep-08					

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	PNG	Smallholders VOP West (1279)	2,804.10	Certified	Not Applicable	10-Sep-08					
	PNG	Smallholders LSS Kapiura (551)	551.00	Certified	Not Applicable	10-Sep-08					
	PNG	Smallholders VOP Kapiura (850)	847.00	Certified	Not Applicable	10-Sep-08					
	PNG	Smallholders Kaulong/Akami/Pushiki/R epamira/Sakapei (20)	700.37	Certified	Not Applicable	10-Sep-08					
Markham Farming Company Limited (MFCL)/Markham Agro Pte. Ltd.	Papua New Guinea	Erap Mill	5,399.40	Certified	Not Applicable	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.	
	PNG	Munum Estate	1,734.57	Certified	Not Applicable	27-Mar-20					
	PNG	Maralumi Estate	2,427.15	Certified	Not Applicable	27-Mar-20					
	PNG	Erap Estate	1,237.68	Certified	Not Applicable	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 1 (One) Critical; 0 (Zero) Minor nonconformities and 0 (Zero) Opportunity For Improvement raised. The SD Guthrie Berhad - Strategic Operating Unit (SOU 12) - Jabor Palm Oil Mill Certification unit submitted Corrective Action Plans for the nonconformity. Corrective action plans with respect to the nonconformity was reviewed by the BSI audit team and accepted.

The implementation of the corrective action plans to address the minor nonconformity will be followed up during the next surveillance assessment (not applicable for RSPO ISH standard/audit). 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 #	2486816-202404-M1	Issued Date	25/04/2024
Due Date	25/07/2024	Closure Date	22/07/2024
Indicator & Category (Critical / Minor)	1.1.4 (Critical)		
Statement of Nonconformity:	Consultation with a stakeholder was not documented.		
Requirement Reference:	Consultation and communication procedures are documented, disclosed, implemented, made available, and explained to all relevant stakeholders by nominated representative.		
Objective Evidence:	A victim of an accident happened on 28/01/2024 was given an MC until 16/02/2024. The victim then attended a review at the hospital on 16/02/2024 and the Doctor gave another MC until 08/03/2024. The mill management then consulted the victim on the same day (16/02/2024) to substitute the MC to Light Job 'permit', where it was eventually materialized by the hospital. Based on interview, the victim stated that he had never agreed with the substitution, but the mill management stated otherwise. Nonetheless, there was no documented record of the consultation between the mill and the victim about this case.		
Corrections:	OU management engaged the worker together with the worker representative to document the incident that happened on 16 Feb 2024 and to record and follow up on any concerns brought up by the worker.		
Root Cause Analysis:	During the consultation with worker, the OU management did not file the proper records of communication and the outcome with the worker during the submission of his MC/light work permit which resulted in misunderstanding of the outcome of the conversation held with the worker pertaining his MC/light work permit.		
Corrective Actions:	OU management to ensure any communication and engagement with workers is documented and shared as per our internal communications procedure. Engagement with workers which involves consultation and agreement with workers will be conducted with the presence of worker representatives or NUPW, and the output of the discussion will be shared with the worker for his acknowledgment		

Assessment Conclusion:	<p>On 14/05/2024, a meeting was convened with the affected worker, the union representative, the worker representative, and the QA Supervisor. The meeting minutes were thoroughly reviewed and confirmed that the affected worker had a medical follow-up on 10/05/2024. During this medical follow-up, the doctor recommended that the worker continue with light duty until 21/06/2024. Consequently, the management assigned the worker to operate the ramp door at the ramp station.</p> <p>Further verification included reviewing the medical follow-up records dated 10/05/2024 and 20/05/2024. These records corroborated the doctor's recommendation to continue light duty until 21/06/2024. The worker's duties at the ramp station involved opening and closing the ramp door, a task deemed suitable for his light-duty status.</p> <p>Interviews conducted with the affected worker and the union representative confirmed several key points:</p> <ol style="list-style-type: none"> 1. The meeting on 14/05/2024 was indeed conducted. 2. The details of the meeting, including discussions and decisions, were well documented. 3. The affected worker verified that he was performing light-duty tasks, specifically working at the FFB Ramp station. 4. The worker confirmed his awareness of the meeting with management and the specific agenda items discussed. <p>As a result of these findings and verifications, the Major Non-Conformance (NC) raised has been officially closed. The comprehensive documentation and verification process ensured transparency and alignment with the doctor's recommendations for the worker's continued light-duty assignment.</p>
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Opportunity for Improvements	
OFI #	Description
OFI 1	NIL

Positive Findings	
PF #	Description
PF 1	Good Commitment from the Management Team towards RSPO Certification.
PF 2	Good Implementation of Agronomic and Environmental Practices.
PF 3	Good understanding by staffs and workers on GAP, H&S and Environment Protections

3.3.1 Status of Nonconformities Previously Identified and Opportunity for Improvement

Previous Audit Critical (Major) Non-conformity			
NCR Ref #	2323781-202303-M1	Issued Date	22/03/2023
Due Date	20/06/2023	Closure Date	29/05/2023
Indicator & Category (Critical / Minor)	7.2.7 (Critical)		
Statement of Nonconformity:	Storage of pesticides as per procedures was not fully demonstrated.		
Requirement Reference:	Storage of all pesticides is in accordance with recognised best practices.		
Objective Evidence:	<p>During site visit at P05A, where a circle spray operation was being observed and inspection made in the compartment storage of passenger trailer, it was found 1 unit of 20 L containers contain with Chemical Glyphosate, 2 units of 1 L bottle contain with chemical Alion, 1 fertilizer pail contain with excess fertilizer NKC and 2 pack of Racumin (Rat Bait) were stored there. Interview conducted with Mandore confirmed that the pure chemical should have not been brought in the field. It was against SOP "Menyembur Racun" with reference number JE/SOP/011 Section (7) "Setiap campuran racun hendaklah mengikut sukatan yang telah ditetapkan dan hendaklah dilakukan di stor sebelum ke Kawasan kerja" and Section (23) "Hanya racun yang telah di campur (Pre – Mix) sahaja di benarkan di bawa ke lapangan". In additional it was observed that 3 units of premix chemical containers that contain Cypermetrin were stored in the same passenger trailer compartment. This operation was against the Operational Control Procedure, Chemical Safety Management dated 26/02/2015 section 6.2 Transportation of chemicals, 6.2.2 (a) stated that any vehicles that transport chemicals should have the following requirements: Separate compartment for chemicals and workers.</p>		
Corrections:	<ul style="list-style-type: none"> - Estate management has removed all chemicals from the passenger trailer - Safety Awareness training has been conducted to workers and poster on prohibition to bring pure chemical into the field at trailer body has been displayed on 21st March 2023 		
Root Cause Analysis:	Ineffective inspection by field supervisor and mandore and lack of enforcement by the management.		
Corrective Actions:	<ul style="list-style-type: none"> - The management has developed a checklist (PMV) to ensure all passenger trailers are inspected daily to avoid any pure chemicals being transported together in the trailer. - Field supervisor and mandore will conduct on-site inspection on daily basis using inspection checklist (PMV). - To communicate the prohibition on bringing pure chemicals during safety day 2023 & muster ground via posters and signage displayed at strategic locations such as muster ground, premix areas, chemical stores, and passenger trailers during safety day and muster ground. - Any unsafe act done by workers will be reported in e-SIME+ system and necessary action will be taken by the management. 		
Assessment Conclusion:	<p>CAP has been accepted. On-site verification confirmed CAP evidence as following:</p> <ul style="list-style-type: none"> - No chemicals stored in passenger trailer compartment - Posters on prohibition to bring pure chemical into the field pasted on 		

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	<p>trailerbody</p> <ul style="list-style-type: none"> - Records of Safety Awareness training conducted by management to sprayerson 21/3/2023 - On-site daily inspection checklists (PMV) available on all days of chemical spraying operation on 22/3/2023, 3/4/2023, 28/4/2023 and 5/5/2023 - Safety day campaign records briefing dated on 19/5/2023 - Records of e-SIME+ system latest dated on 18/5/2023 with no unsafe act occurred related to chemical storage/handling <p>This confirmed that the CAP was effective to address issue occurred from Major NC. Hence, Major NC has been closed on 29/5/2023.</p>
Effectiveness Closure (for previous audit closed Critical NC):	<p>Based on verification on site at the spraying operation at field no. 15B, there was no more pure chemical brought along to the field. The chemical used was pre-mixed chemical. Poster of prohibition of bringing pure chemical was also put on the trailer of the tractor which carries the pre-mixed chemical. The on-site daily inspection checklist (PMV) on that day was also made available for verification. There was no recurrence of non-conformance. Thus, the Critical NCR remains closed.</p>

Previous Audit Minor Non-conformity			
NCR Ref #	2323781-202303-N1	Issued Date	22/03/2023
Due Date	Next assessment	Closure Date	Open
Indicator & Category (Critical / Minor)	3.3.2 & Minor		
Statement of Nonconformity:	Procedures for Boiler water sampling was not effectively implemented.		
Requirement Reference:	A mechanism to check consistent implementation of procedures is in place.		
Objective Evidence:	As per SOP on Laboratory Station 12.0 dated 01/11/2008 stated under function c. Analyse the boiler water samples once per day or as required so that feed water treatment can be properly carried out to maintain the maximum efficiency of the boiler, and report immediately any abnormal result to the Mill manager to avoid any serious departure from the set standards. However, it was found that the water boiler TDS test have been conducted at boiler room area instead of inside laboratory as per SOP. It was also found that the tested water sample containing chemicals for testing was kept in a mineral water bottle without proper labelling that was not followed SOP for sampling under Laboratory 12.4.1.3 stated All sample must be kept clearly labelled containers.		
Corrections:	<ul style="list-style-type: none"> - Immediately remove the TDS meter at boiler room and sent to mini lab. - Reminder given to the respective personnel that all testing and analysis of the samples is being done at mini lab with proper procedures and by trained personnel only. - Official memo issued to communicate on the new alignment/instruction to respective personnel. 		

Root Cause Analysis:	Lack of monitoring by the management at the boiler room area. Usually, the testing and analysis is being done at mini lab by trained personnel only. The boilerman are newly recruited and were not trained/communicated with the procedure prior to this.
Corrective Actions:	<ul style="list-style-type: none"> - Management to ensure the testing and analysis of the samples is being done at mini lab with proper procedures by trained personnel only through sampling hour schedule cards to be maintained by boiler PIC. All the records will be verified by management. - To perform refresher training for chemical handling for the station's personnel. Another chemical handling training by Nalco (external party) will also be arranged to ensure the understanding all workers.
Assessment Conclusion:	Based on site visit, the testing of TDS was no longer conducted at the boiler control room. The testing was conducted by the trained personnel at the mill's laboratory. This is also confirmed through interview with the boiler's operators and laboratory staff. There was no recurrence of non-conformance and the implementation of the correction and corrective actions found to be effective. Thus, the Minor NCR is closed.

Previous Audit Opportunity for Improvement	
OFI#	Description
OFI 1	<p>OFI Statement: Indicator 7.11.3: Without to consider the stakeholder engagement from the adjacent communities on the fire prevention and control can be, but is not necessarily, an item that will lead to a future nonconformity if not addressed</p> <p>Verification / Follow-up actions: SOU12 has carried out the engagement process with adjacent stakeholder via annual stakeholder meeting which was carried out on 17/02/2024. Relevant fire prevention and control was presented as part of the stakeholder meeting agenda every year.</p>
OFI 2	<p>OFI Statement: Indicator 2.1.2: Jabor POM could consider to further improved the interval of 3rd Party Compliance Audit as required by the DOE License compliance schedule, an item that will lead to a future nonconformity if not addressed</p> <p>Verification / Follow-up actions: The interval of 3rd party compliance is based on the latest Jabor POM's compliance schedule no. 004060, ref: AS(B) AS(B)t;31/152/000/003 valid from 1/7/23 until 30/6/24. According to the latest compliance schedule, clause 24: minimum once (1) in a year. Latest monitoring was carried out in December 2023 by registered environmental auditors.</p>

3.3.2 Summary of the Nonconformities and Status

CAR Ref.	Category (Critical / Minor)	P&C Indicator	Issued Date	Status & Date (Closure)
2047188-202104-M1	Critical	3.8.8 SCCS	23/04/2021	Closed on 20/07/2021

2047188-202104-N1	Minor	2.2.2	23/04/2021	Closed on 29/04/2022
2047188-202104-N2	Minor	3.4.2	23/04/2021	Closed on 29/04/2022
2323781-202303-M1	Critical	7.2.7	22/03/2023	Closed on 29/05/2023
2323781-202303-N1	Minor	3.3.2	22/03/2023	Closed on 25/04/2024
2486816-202404-M1	Critical	1.1.4	25/04/2024	Closed on 22/07/2024

3.4 Stakeholders and previous land owner / user consultation

Stakeholder consultation involved internal and external stakeholders. External stakeholders were contacted by telephone to arrange meetings at a location convenient to them to discuss *SOU 12- Jabor POM* Certification Unit's environmental and social performance, legal and any known dispute issues.

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

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

Stakeholders contacted		
Type of Stakeholder (e.g. Internal, Union, Contractor, Governmental Department, NGO, External, Communities)	Stakeholder name / organization	Means of communication (e.g. face to face interview, email, phone interview, comment from public notice)
Government agencies	Pondok Polis Jaxxx	Face to face
Government agencies	Balai Bomba Chxxx	Face to face
Government agencies	Sek Keb Lxxx Jaxxx	Face to face
Government agencies	Perkeso Kxxxxxx	Face to face
Contractor	AM X X JaXX EnXXXXXXXX (EFB Transporter)	Face to face
Local communities	JPKK Taman Pxxxx Jxxxx	Face to face
Internal	Workers representative	Face to face
Internal	Gender Committee Representative	Face to face
Internal	Local and Foreign Workers	Face to face

Stakeholders comment	
1	Feedbacks: AM X X JaXX EnXXXXXXXX (EFB Transporter) The contractors has a good relationship with the estate management. The contractor has also informed by the estate of the procedure of complaint and grievance during the stakeholder meeting and during the

	briefing/training session with the contractor. The contractor also mentions on the payment process which was done according in the stipulated contract agreement and award of contract was delivered in unbiased tendering process.
	Audit Team verification and response: No further verification required
2	<p>Feedbacks: Sek Keb Lxxxxx Jxxxxx</p> <p>The school have a very good relationship with the estate management. Verify with the school principal, the estate management is very responsive and easy to discuss with if there is any issue raised from his side. The school were also attended the stakeholder meeting and they were made to understand and aware of the complaint and grievance procedure of the estate. However, during the consultation, the school principal has raised concern regarding on the procedure for requesting of donation in terms of monetary or manpower</p> <p>Audit Team verification and response: As per verification, principal of Sekolah Kebangsaan Lembah Jabor has been communicated on the procedure to request any contribution through online system for monetary and through consultation and communication procedure during the stakeholders. The management noted with the respond and refresher briefing will be conducted to ensure that good understanding on the process</p>
3	<p>Feedbacks: Pondok Polis Jxxxx, Balai Bomba Cxxxxx and Perkeso Kxxxxx</p> <p>All representative claimed that they have a very good relationship with the estate management. Verify with the representative, the estate management is very responsive and easy to discuss with if there is any issue raised from his side. Police station, Balai Bomba and Perkeso Kxxxxx were also invited and attended the stakeholder meeting and they were made to understand and aware of the complaint and grievance procedure of the estate.</p> <p>Audit Team verification and response: No further verification required</p>
4	<p>Feedbacks: JPKK Taman Pxxxxxx Jxxxx</p> <p>During the stakeholder meeting, it was informed by the estate management has actively communicated and consult with local communities surrounding the estate. Both chairman and representative of JPKK TaXXX SrX PeXXXXX agreed that estate management prioritize local workers should there is any vacant in mill or estate. Banner will be display and communication via whatsapp group were utilized for sharing any information to local communities and vice versa.</p> <p>Audit Team verification and response: No further verification required</p>
5	<p>Feedbacks: Workers representative</p> <p>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.</p> <p>Audit Team verification and response: No further verification required</p>
6	<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>
	Feedback: Gender Committee Representative

7	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.

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
<p>Based on comprehensive desktop studies, documentation reviews, and records reviews, there is no evidence of land ownership by other users or any customary rights associated with the land currently under oil palm operations. The Unit of Certification is in its third generation of planting, with the current landowner holding the property for over 25 years. A review of the complaint and grievance records during audits confirms that there have been no issues related to land conflict involving this Unit of Certification. Furthermore, interview records from previous and current assessments, including those with local communities, as maintained by BSI MY, indicate that there are no ongoing or historical conflicts related to the land in question.</p> <p>As a precaution, the CB maintains a mechanism to identify and consult any interested parties should any claims or rights be identified in the future. This includes keeping track of all consultations conducted during the certification cycle to ensure comprehensive coverage.</p>					

Previous land owner / user comment

N/A	Feedbacks: Jabor POM Certification Unit have already gone through 2nd Cycle of Replanting therefore this is not applicable
	<p>Audit Team verification and response:</p> <p>Based on comprehensive desktop studies, documentation reviews, and records reviews, there is no evidence of land ownership by other users or any customary rights associated with the land currently under oil palm operations. The Unit of Certification is in its third generation of planting, with the current landowner holding the property for over 25 years. A review of the complaint and grievance records during audits confirms that there have been no issues related to land conflict involving this Unit of Certification. Furthermore, interview records from previous and current assessments, including those with local communities, as maintained by BSI MY, indicate that there are no ongoing or historical conflicts related to the land in question.</p> <p>As a precaution, the CB maintains a mechanism to identify and consult any interested parties should any claims or rights be identified in the future. This includes keeping track of all consultations conducted during the certification cycle to ensure comprehensive coverage.</p>



3.5 Impartiality and conflict of interest

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

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Formal Signing-off of Assessment Conclusion and Recommendation

<p>The audit objectives have been achieved and the certificate scope is appropriate. Based on the results of this audit, it is concluded that SD Guthrie Berhad - Jabor Oil Mill 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 SD Guthrie Berhad - Jabor Oil Mill is remain certified.</p>	
Report prepared by	Acceptance of Assessment Conclusion
Name: Mohd Razaleigh bin Mohamad	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: 25/04/2024	Date: 26/08/2024

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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 SD Guthrie Berhad's 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 both 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. There is evidence that the SOPs has been communicated to stakeholders during the stakeholders meeting conducted on for both operating units under SOU 12 Jabor POM</p> <p>Major Non-conformities</p> <p>One of the stakeholder consultations was found to be not documented. A victim of an accident which happened on the 28/01/2024 was given an MC until 16/02/2024. When the MC was about to end, the victim then attended a medical review at the hospital as advised by the doctor on 16/02/2024. From the result of the review, the doctor gave another MC to continue the previous one which supposed to be ended on 08/03/2024.</p> <p>Jabor mill management then consulted the victim at his house on the same day (16/02/2024) to get his consent to replace the MC to Light Duty Letter. The MC was then brought to the hospital by Jabor mill management and requested the hospital to replace with Light Duty Letter without the presence of the victim.</p> <p>Based on interview, the victim stated that he had never agreed with the replacement (MC to Light Duty), but the mill management stated otherwise. Nonetheless, there was no documented record of the consultation between the mill and the victim about this case, therefore it was unable to determine the accuracy of the statements from both parties. This is not in line with the company's procedure where records of consultation and communication shall be maintained. Thus, a non-conformity report was assigned due to this lapse.</p>	Non-compliance
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1.1.5	There is a current list of contact and details of stakeholders and their nominated representatives. - Minor compliance -	Both operating units has established the list of Stakeholders and documented in the List of Stakeholders updated in January 2024. The stakeholders were categorized as Local Community, Neighboring Estate, Vendors/Suppliers, Government Agencies such as MPOB, DOSH and DOE. Additionally, there are school, Hospitals, Balai Polis, OCP also included. Consultation and communication were conducted through written reports and meetings.	Complied
Criterion 1.2: The unit of certification commits to ethical conduct in all business operations and transactions.			
1.2.1	A policy for ethical conduct is in place and implemented in all business operations and transactions, including recruitment and contracts. - Minor compliance -	<p>SD Guthrie Berhad (formely known as Sime Darby Plantations Berhad) established Code of Business Conduct where the company implemented the attitude of fair, integrity, and ethic during any business process. The company is strictly prohibited to have any bribery related in the business processes. The code established in Bahasa Malaysia and English. SDPB's Group Sustainability & Quality Policy Statement signed by Group Managing Director on 02/12/2019 also includes the clause 'promoting good governance and transparency: abiding by the Group Policies & Authorities (GPA) and the Code of Business Conduct (COBC).</p> <p>As per RSPO Internal Audit was conducted on 10/01/2024 by Sustainability Compliance Unit, Group Sustainability Department, there is no issues that has been highlighted related to code of conduct has been raised.</p> <p>SD Guthrie Berhad (formely known as Sime Darby Plantations Berhad) also has established whistleblowing policy that has been made available at the website "Report Your Concerns (https://www.sdguthrie.com/who-we-are/corporate-governance/report-your-concerns/) if there is any in compliance of</p>	Complied

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		policy identified. It has been verified that there is issues related code of conduct has been received.	
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>SD Guthrie Berhad (formely known as Sime Darby Plantations Berhad) established Code of Business Conduct where the company implemented the attitude of fair, integrity and ethic during any business process. The company is strictly prohibited to have any bribery related in the business processes. The code established in Bahasa Malaysia and English.</p> <p>SD Guthrie Berhad (formely known as Sime Darby Plantations Berhad)'s Group Sustainability & Quality Policy Statement signed by Group Managing Director on 02/12/2019 also includes the clause '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> <p>SD Guthrie Berhad (formely known as Sime Darby Plantations Berhad) also has established whistleblowing policy that has been made available at the website "Report Your Concerns (https://www.sdquthrie.com/who-we-are/corporate-governance/report-your-concerns/) if there is any in compliance of policy identified.</p>	Complied
Principle 2: Operate legally and respect rights			

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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>The unit of certification continued to comply with legal requirements. Permits and licenses verified:</p> <p><u>Jabor POM</u></p> <p>i) Mill’s compliance schedule under license no. 004060, ref: AS(B) AS(B)t;31/152/000/003 valid from 1/7/23 until 30/6/24. Mill processing capacity is 25 mt/hr using waterways for method of POME disposal. Limit of discharge parameters are:</p> <ul style="list-style-type: none">- BOD₃: 100 mg/l- Suspended Solid: 400 mg/l- Oil & Grease: 50 mg/l- Ammonical Nitrogen: 150 mg/l- Total Nitrogen: 200 mg/l- pH: 5.0 – 9.0- Temperature: < 45°C <p>ii) 3rd party environmental audits, at least once (1) a year, clause 24 of compliance schedule.</p> <p>Audit carried out by registered environmental auditors, lead auditor (EA0101, CESSWI 3756) and EA 0166 (team member). Date of assessment: 18/12/2023, date of report: 25/12/2023. Only one (1) observation raised, on housekeeping of boiler ash/ESP.</p> <p>iii) Diesel permit, serial no. T001766, ref: KPDNKK/KMN/25-01/18 SK D, storage capacity: 9,100 litre valid from 11/05/21 – 10/05/24</p> <p>iv) List of certificates of fitness</p> <table><tr><td>Registration no.</td><td>Validity period</td><td>Remarks</td></tr><tr><td>PMT 139681</td><td>Until 5/02/25</td><td>Air receiver</td></tr></table>	Registration no.	Validity period	Remarks	PMT 139681	Until 5/02/25	Air receiver	Complied
Registration no.	Validity period	Remarks							
PMT 139681	Until 5/02/25	Air receiver							

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		PMT 126807	Until 5/02/25	Sterilizer		
		PMT 127255	Until 5/02/25	Sterilizer		
		PMT 128132	Until 5/02/25	Sterilizer		
		PMA 27585	Until 5/02/25	Palm Oil Crane		
		PMA 27586	Until 5/02/25	Palm Oil Crane		
		TG PMD 80170	Until 5/02/25	Economizer		
		iv) Electrical Installation License for private installation, capacity: 1,920 kW valid from 23/2/2024 – 22/02/2025.				
		v) Water abstraction license, <i>Lembaga Urus Air Terengganu</i> , license no. PA(P)-A0006 valid from 1/1/24 – 31/12/24				
		vi) List of competent persons				
		Competent person	Validity period	Remarks		
		Certified Environmental Professional in Scheduled Waste Management (CePSWaM)	16/06/2023 – 15/06/2024	CePSWaM/232 1513		
		Certified Environmental Professional in the Treatment of Palm Oil Mill Effluent (CePPOME)	15/01/2023 – 16/01/2024 (renewal has been submitted and still in process)	CePPOME/231 8866		

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		<div> <div>Steam Engineer, 2nd Grade</div> <div>No 064/2014</div> </div> <p><u>Jabor Estate</u></p> <p>i) MPOB license no. 528528002000, valid from 1/04/2024 – 31/03/2025 for 2,028.49 ha for selling and transporting FFB.</p> <p>ii) MPOB license no. 525928011000, valid from 1/1/2024 – 31/12/2024 for production, selling and moving and storage of seedling.</p> <p>iii) Air receiver/compressor CF, TG PMT 1551 valid until 15/06/2024</p> <p>iv) Diesel permit, serial no. T001801, ref: KPDNKK/KMN/25-08/08/(09/2008) SK D, storage capacity: 18,000 litre valid from 21/08/21 – 20/08/24</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>SD Guthrie Berhad (formely known as Sime Darby Plantations Berhad) has established legal and other requirements register @ LORR to have a list of legal register to ensure compliance is in place. The system has a means to track changes to the laws and regulations. The GSD Department is responsible to track changes and the information was disseminated to all its plantations and mill operation. The newly added laws and regulations as per the following:</p> <ul style="list-style-type: none"> - Employees Social Security (Amendment) Act 2022, date review 26/9/22 - Employment Insurance System (EIS) (Amendment) Act 2022, date review 26/9/22 - Employment Act (Amendment) 2022, date review 6/1/23 - <i>Garis Panduan Pelan Pengurusan Tandan Kosong Kelapa Sawit 2021, date review 23/7/2023</i> 	Complied

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		- Occupational Safety and Health (Amendment) Act 2022, date review 1/4/2023.	
2.1.3	Legal or authorised boundaries are clearly demarcated and visibly maintained, and there is no planting beyond these legal or authorised boundaries. - Minor compliance -	Legal or authorised boundaries are clearly demarcated and visibly maintained as per verification during site visit. Whenever the land boundaries are adjacent with third party (smallholders, villages, other oil palm companies, etc.) the normal practice of sample estate to indicate the legal boundaries are through boundary marker (red/white painted with alternate ring) and physical boundary separated with construction of trenches and parameter road. This was confirmed through the field visit at found practiced was clearly visible. Boundary and monthly patrolling record was verified. Site visit conducted to field 16B and 23A. and verified clearly demarcation has been established.	Complied
Criterion 2.2: All contractors providing operational services and supplying labour, and Fresh Fruit Bunch (FFB) suppliers, comply with legal requirements.			
2.2.1	A list of contracted parties is maintained. - Minor compliance -	For Jabor Estate, there is 2 contractors has been appointed which are for FFB transport, grass cutting, and hiring machineries. While for Jabor POM, there is only one off contractors has been appointed. All the contractors has been listed in the stakeholders list title "List of stakeholders for FY 2024" updated in January 2024.	Complied
2.2.2	All contracts, including those for FFB supply, contain specific clauses on meeting applicable legal requirements, and this can be demonstrated by the third party. Evidence of legal due diligence of all contracted third parties, recruitment agencies (licensed/ accredited) for migrant workers, service providers and labour contractors, is available. - Minor compliance -	Contract agreement sighted for both operating units for contractors and FFB supplier. For Jabor POM, there are 7 FFB supplier has been supplying to Jabor POM as OCP crop. While for contractors, there is only 1 contractors which is for CPO transport. Statement of compliance of legal requirement sighted in the Vendor Integrity Pledge clause 1(a)(ii), where the contractors and FFB supplier commit to comply with a (i); Vendor Code of Business Conduct (VCOBC)	Complied

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		a (ii); all applicable laws and regulations related anti-bribery, fraud and corruption.	
2.2.3	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. - Minor compliance -	The contract signed with contractors as sighted in for all operating units with contractors, therein have included under clause 5.8 abolishment of child labour & protecting the rights of children available in the Vendor COBC and Human Rights Charter protecting the rights of children.	Complied
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 -	For directly sourced FFB, information of third party FFB suppliers such as contract agreement, MPOB license, location maps with GPS coordinates information and evidence of ownership kept in specific FFB supplier files. Example of directly sourced FFB checked: i) CXXXXXX LXXXXXX Sdn Bhd, ref: P/P/1123/FFB04526L, MPOB license: 582050002000 valid from period of 1/03/2024 – 28/02/2025, geo-location: 4.313960 N, 103.228603 E ii) WXXXXXXXX HXXXXXX Sdn Bhd, ref: P/P/1123/FFB04532L, MPOB license: 619303002000 valid from period of 1/06/2023 – 31/05/2024, geo-location: 3.987486 N, 103.293794 E iii) JXXXX Plantation Sdn Bhd, ref: P/P/1123/FFB04527L, MPOB license: 582611002000 valid from period of 1/03/2024 – 28/02/2025, geo-location: 3.981946 N, 103.310279 E	Complied
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. - Minor compliance -	There were several indirectly sourced FFB and the mill is still in the process of collecting the information described in 2.3.1. As to comply with RSPO Announcement dated 15 February 2022 on Interim Measure for Fulfilment of Indicator 2.3.2 of the 2018 RSPO Principles & Criteria On Legality of Indirect FFB Supplies, SD Guthrie	Complied

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		Berhad (formely known as Sime Darby Plantations Berhad) has, case register has been submitted to RSPO on 11/11/2022. 3 main challenges as to obtained land ownership evidence, MPOB license and geo-location for the indirect supplier. Standard Standing Committee (SSC) has endorsed the extension of the interim measure for the fulfilment of Indicator 2.3.2 of the 2018 P&C until the revised Principles and Criteria (P&C) is adopted by RSPO Members at the General Assembly in the year 2024. As of April 2024, there is only one (1) super dealer for Jabor POM which consist of 15 small growers/smallholders and still in progress of collecting the required information as per 2.3.1.			
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	(C) A business or management plan (minimum three years) is documented that includes, where applicable, a jointly developed business case for Scheme Smallholders. - Critical (Major) compliance -	The business plan for the mill is reflected in the form of annual budget 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/MPLAN 2024. The business or management plan for the estate was presented in the form of annual budget with 4 years projection (2024 – 2027). The annual budget contains the crop projection and the finance allocation for field operation and administrations. The management has their monthly progress report and regular meetings to monitor the expenditure to ensure the budget is not overrun.	Complied		
3.1.2	An annual replanting programme projected for a minimum of five years with yearly review, is available. - Minor compliance -	SOU12 Supply Base estates have prepared the replanting programme with minimum of 5 years projection and subject for annual review. Details of replanting programme for each operating units as per the following: <table><tr><td>Estate</td><td>Replanting Program, Ha, For the Year</td></tr></table>	Estate	Replanting Program, Ha, For the Year	Complied
Estate	Replanting Program, Ha, For the Year				

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			2024	2025	2026	2027	2028	
		Jabor Estate	84.83	92.38	163.15	255.88	278.47	
3.1.3	The unit of certification holds management reviews at planned intervals appropriate to the scale and nature of the activities undertake. - Minor compliance -	Sustainability Management Review Meeting (SMRM) was last carried out on 5/02/2024. The annual review has focused on the following agenda: <ul style="list-style-type: none">- Results of internal audit- Customer feedback- Status of preventive and corrective actions- Follow-up actions from previous management review- Changes that could affect management system- Recommendations for improvement						Complied
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	(C) The action plan for continuous improvement is implemented, based on consideration of the main social and environmental impacts and opportunities of the unit of certification. - Critical (Major) compliance -	This has been established in the Continuous Improvement Plan 2024 respectively for both the Mill and Estate. This compilation was made with subject to the consideration of the main social and environmental impacts. These include to continue engagement with relevant stakeholders (workers, surrounding communities, government agencies, agencies, suppliers and contractors. Management documents related to environmental plans and impact assessments maintained available. Among the documents were: <ul style="list-style-type: none">(a) Environmental Aspect Identification (EAI) and Environmental Impact Evaluation (EIE) registers.(b) Environmental Improvement Plan 2024(c) Pollution Prevention Plan 2024						Complied

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		<div>(d) Water Management Plan. 2024</div> <div>(e) Waste Management Plan 2024</div> <div>The Continuous Management Plan 2024 for the estate/mill operations among others include the following examples.</div> <table><tr><td></td><td>Operating unit</td><td>Budget Details</td></tr><tr><td>1</td><td>Jabor POM</td><td>Upgrading ceiling and roofing (asbestos to metal deck) 1 x 4 unit of worker’s house (block E)</td></tr><tr><td>2</td><td>Jabor Estate</td><td>Community hall roofing replacement (asbestos to metal deck) Wooden house replacement at main division</td></tr></table>		Operating unit	Budget Details	1	Jabor POM	Upgrading ceiling and roofing (asbestos to metal deck) 1 x 4 unit of worker’s house (block E)	2	Jabor Estate	Community hall roofing replacement (asbestos to metal deck) Wooden house replacement at main division	
	Operating unit	Budget Details										
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2	Jabor Estate	Community hall roofing replacement (asbestos to metal deck) Wooden house replacement at main division										
3.2.2	<div>As part of the monitoring and continuous improvement process, annual reports are submitted to the RSPO Secretariat using the [RSPO metrics template].</div> <div>PROCEDURAL NOTE: The RSPO metrics template is awaiting decision/agreement by RSPO and the issue is still being discussed. 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. - Minor Compliance -</div>	<div>RSPO metric template version 2.1 is used for the reporting of SOU12 Jabor Certification Unit’s metrics (economic, social and environment). Data reporting period is January to December 2023 for (social and environment metrics) and economic metrics from Mar 2023 – Feb 2024 (counting back from audit month). Based on verification with input data, no discrepancies of data reported for the said period for all metrics.</div>	Complied									
Criterion 3.3: Operating procedures are Appropriately documented, consistently implemented and monitored.												
3.3.1	(C) Standard Operating Procedures (SOPs) for the unit of certification are in place.	The operations were guided by various SOPs mentioned below which were made available for verification:	Complied									

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	- Critical (Major) compliance -	<p><u>Mill</u></p> <ol style="list-style-type: none"> 1) Mill Quality Management Manual v.1 2008/MQMS/QMM/08 as a guidance document to operate the mill. 2) Sustainability Plantation Management System (MQMS/SOM/08 v.1 dated 1/11/2008) to includes mill SOPs. Sighted SOP for fruit handling station, sterilization station, threshing station, pressing station, kernel recovery station, boiler station and effluent treatment plant. <p><u>Estate</u></p> <p>Sime Darby's Agricultural Reference Manual that covers the entire operation of the estates from land preparation to crop harvesting and evacuation.</p>	
3.3.2	A mechanism to check consistent implementation of procedures is in place. - Minor Compliance -	Apart from daily routine supervision, among the other mechanism to check consistent implementation of the procedures are visit by the agronomist, internal audit, site inspection by the SHO, ESH visit, Estate Structured Crop Recovery, Structured Estate Performance Assessment Unit (SEPA) and Structured Oil Recovery Assessment (SORA) visits to name a few.	Complied
3.3.3	Records of monitoring and any actions taken are maintained and available. - Minor Compliance -	<p>The sampled operating units maintain all records of monitoring and available for review. Among the records verified but not limited to were:</p> <ul style="list-style-type: none"> - Various checklists used by the estates and mill for operations - Health and safety monitoring - Line site Inspections (Weekly) - Work Site Inspections (Quarterly) - Crop Quality Assessment by SQM (6 Monthly) 	Complied

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		<ul style="list-style-type: none"> - Plantation Management Unit (Yearly) - Internal Audit (Yearly) - Environment, Safety & Health Visit (as and when required) - Structured Oil Recovery Assessment (SORA) – (6 Monthly) - Estate Structured Crop Recovery Assessment (6 Monthly) - Estate Mature Upkeep Assessment (6 Monthly) 	
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>There is no new planting/ operation in both operating units. Social impact assessment conducted on 14th-15th September 2015 done by previously known PSQM Department. Mechanism of the assessment is through group and individual interview, site visit and document review. Sighted that the list of stakeholders interview which consist of various categories of stakeholders. Outcome of the assessment has been stipulated in the same document which classified into good practices, issues which required action, suggestions and other findings base on the interview from the stakeholders.</p> <p>SOU12 Jabor has carried out an aspect and impact assessments relating to environmental impacts based on documents as following:</p> <ul style="list-style-type: none"> a) Appendix 5.4.1b – Environmental Aspect and Impact Evaluation Procedure, Version 1; Year 2008 Issue no. 1; Dated 1 April 2009; Register b) Appendix 5.4.1c – Environmental Aspect and Impact Identification form, Version 1; Year 2008 Issue no. 1; Dated 1 April 2009; MR-01/EAI 	Complied

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		<p>c) Appendix 5.4.1d – Environmental Impacts Evaluation form, Version 1; Year 2008 Issue no. 1; Dated 1 April 2009; MR-02/EIE.</p> <p>There is no change of current practices required to mitigate negative effects based on identified impacts for both the mill and estates. However, the mill and estates have conducted periodical review on the aspects and impacts identified and evaluated as registered.</p> <p>The mill and estates have continuously implemented its annual programs that were established as part of its individual Pollution Prevention Plan. Managers and Assistant Managers of mill and estate were identified as person-incharge of the programme(s) which were established upon review of the aspect and impact register.</p>	
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>The 2024 Social Management Plan identifies 11 specific concerns, each with a designated timeframe for resolution. Each concern will be specifically monitored by a designated person, and updates will be provided once the issues have been resolved.</p> <p>Alternatively, Jabor estate also regularly holds social dialogue sessions to update workers on the progress of actions taken in response to their concerns. This initiative is discussed during management review meetings, and appropriate actions are taken as needed.</p> <p>The aspect and impact analysis for all the mill/estate operations are documented and revised annually recent being for 2024. In the comprehensive report, the study of aspect and impact are aimed to;</p> <p>a) Plan to avoid negative impact and to promote positive impacts.</p>	Complied

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		<p>b) Reduction disposal of waste taking into consideration of social responsibilities.</p> <p>c) Plan to reduce pollution and release of GHG</p> <p>d) Development and implementations.</p> <p>The aspect and impact covered the following activities/operations among others;</p> <table border="1"> <thead> <tr> <th colspan="4">Estate</th> </tr> <tr> <th></th><th>Activities</th><th></th><th>Activities</th></tr> </thead> <tbody> <tr> <td>1</td><td>Poisoning of VOPs/ woodies</td><td>7</td><td>Vehicle maintenance by contractors</td></tr> <tr> <td>2</td><td>Circle spraying</td><td>8</td><td>EFB application</td></tr> <tr> <td>3</td><td>Management of empty containers</td><td>9</td><td>Fertilizer storage /application</td></tr> <tr> <td>4</td><td>Rat baiting</td><td>10</td><td>Grass slashing</td></tr> <tr> <td>5</td><td>Diesel Reception</td><td>11</td><td>Chemicals storage</td></tr> <tr> <td>6</td><td>Triple rinsing</td><td>12</td><td>Grading of FFB</td></tr> <tr> <td colspan="4"></td></tr> <tr> <th colspan="4">Jabor Palm Oil Mill</th></tr> <tr> <th></th><th>Activities</th><th></th><th>Activities</th></tr> <tr> <td>1</td><td>Effluent treatment</td><td>7</td><td>EFB storage</td></tr> <tr> <td>2</td><td>Engine room operations</td><td>8</td><td>Laboratory</td></tr> <tr> <td>3</td><td>Boiler operations</td><td>9</td><td>Workshop operations</td></tr> <tr> <td>4</td><td>CPO storage</td><td>10</td><td>Sterilization</td></tr> <tr> <td>5</td><td>Diesel Reception/storage</td><td>11</td><td>Chemicals storage</td></tr> <tr> <td>6</td><td>Triple rinsing</td><td>12</td><td>Scheduled wastes storage</td></tr> </tbody> </table>	Estate					Activities		Activities	1	Poisoning of VOPs/ woodies	7	Vehicle maintenance by contractors	2	Circle spraying	8	EFB application	3	Management of empty containers	9	Fertilizer storage /application	4	Rat baiting	10	Grass slashing	5	Diesel Reception	11	Chemicals storage	6	Triple rinsing	12	Grading of FFB					Jabor Palm Oil Mill					Activities		Activities	1	Effluent treatment	7	EFB storage	2	Engine room operations	8	Laboratory	3	Boiler operations	9	Workshop operations	4	CPO storage	10	Sterilization	5	Diesel Reception/storage	11	Chemicals storage	6	Triple rinsing	12	Scheduled wastes storage	
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3.4.3	(C) The social and environmental management and monitoring plan is implemented, reviewed and updated regularly in a participatory way.	The Social/Environmental Action Plan 2024 are available for each unit were available having information i.e issues, management	Complied																																																																				

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	- Critical (Major) compliance -	<p>plan, PIC and time frame. The inputs are gathered from the meeting minutes among others;</p> <p>a) Gender Committee, NUPW, b) ESH Meeting, c) Complaint & Request from internal & external stakeholders and muster briefing).</p> <p>Environmental Management Plans were developed, consisting of EAI & EIE, Waste Management Plan, Water Management Plan, HCV Area & Biodiversity, Energy Management & Pollution Prevention and IPM Management which were available for verification. Among the implantation of the environment management plan were mainly focused on environmental conservations and reductions of pesticides and fossil fuels. Among the implementation that were verified included the implementation of IPM in the estates such as the well-established beneficial plants, segregation of waste and disposal in accordance with legal requirements, bi-annual monitoring of smoke emission at the mill, well established buffer zones and periodic water quality monitoring among others. The Environment Management Plan is reviewed yearly, usually at the beginning of the year with inputs obtained from the management and workers representatives.</p>	
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>Guideline for recruitment of local workers year 2020 which has outlined the process of recruitment which has been divided into 2 which are pre recruitment and post recruitment.</p> <p>For pre recruitment, the management shall identify vacant positions in the operating units. Interested parties can fill up the applications and will be screened and shot listed by the management. During the interview, the assistant manager needs</p>	Complied

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		to brief about the jobs, tasks and expectations and list for successful application need to be approved by the manager and proceeds with the medical. While for migrant workers, documented in the migrant worker responsible recruitment procedure year 2021.	
3.5.2	Employment procedures are implemented, and records are maintained. - Minor Compliance -	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. For local workers, verified job application form, records for interview, medical check-up records and offer letter. While for foreign workers, records verified is medical check-up (FOMEMA), and offer letter. As per interview with workers, it has been confirmed that the recruitment process is in line with the procedure. There is no promotion and termination has taken place in year 2023 and has been confirmed through interview, document review.	Complied
Criterion 3.6: An occupational health and safety (H&S) plan is documented, effectively communicated and implemented.			
3.6.1	(C) All operations are risk assessed to identify H&S issues. Mitigation plans and procedures are documented and implemented. - Critical (Major) compliance -	The sampled operating units had identified their significant hazards and risks related to H&S through various methods such as the hazard identification, risk assessment and risk control (HIRARC), Chemical Health Risk Assessment (CHRA), Noise Risk Assessment (NRA), and Chemical Exposure Monitoring (CEM) to name a few. The assessment method in HIRARC is guided by a procedure entitled UM HSE Management System; OSH Risk Management Procedure; Doc Number: HSE/SP/01, dated 2021. The HIRARC is subject for review under the following events: - Change in work process	Complied

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		<ul style="list-style-type: none"> - Revision/changes in legislative requirement - Occurrence of accidents/incidents <p>Based on the results of the various risk assessments, appropriate risk control measures were determined, documented and implemented in the respective activities and operation.</p>	
3.6.2	<p>(C) The effectiveness of the H&S plan to address health and safety risks to people is monitored.</p> <ul style="list-style-type: none"> - Critical (Major) compliance - 	<p>As mentioned in Indicator 3.6.1, the CU has established and documented safety and health plan. Basically, the plans were derived from risk assessments such as HIRARC, CHRA, NRA, and CEP to name a few. The effectiveness of the plans was monitored in many ways such as:</p> <ul style="list-style-type: none"> - Internal audit - Workplace inspection (including field supervision) - Safety committee meetings - Accident & incident reporting - Medical surveillance - Chemical exposure monitoring - Audiometric test - LEV performance monitoring (fume hood) 	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, 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> <ul style="list-style-type: none"> - Critical (Major) compliance - 	<p>The training programmes were documented in training matrix of the operating units on annual basis. The matrix has the information about subjects of trainings and time to be conducted. Generally, the topics of training cover the subjects related to best practices, OHS, environmental and social in which also considering the gender-specific needs. Interview with sample workers, there is evidence that the training has been effectively conducted and they</p>	Complied

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		can demonstrate their understanding on the training that has been conducted.	
3.7.2	Records of training are maintained. - Minor Compliance -	The training records were made available for verification at all the sampled OUs. Based on samples, the training records consists of training materials, attendance records, and evaluation reports.	Complied
3.7.3	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. - Minor Compliance -	The last training on supply chain was conducted on 03/04/2024. It was conducted by the RSQM Department and attended by key-personnel from various departments of the mill such as administration, security, supervisors, weighbridge, and laboratory.	Complied
Criterion 3.8: Supply chain requirement for mills (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	Identity Preserved Module 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. 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.	Not Applicable because this mill was received uncertified and certified FFB as well as Jabor POM applied to use MB model instead.	Not Applicable
3.8.2	Mass Balance Module 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	S0U 12- Jabor POM received and processed certified and non-certified FFB (92% own estate and 8% outsider). Therefore, the mill opted for the Mass Balance Module. During the assessment, volumes and sources of certified and non-certified FFB entering the mill, the implementation of processing controls and volume sales of RSPO Certified Products was verified	Complied

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	only the volume of oil palm products produced from processing of the certified FFB as MB.		
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 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.	The was no changes from the previous report. The registration of PalmTrace will be carried out by the Group Sustainability Department. All transaction will be registered in the PalmTrace. SOU 12 Jabor POM registered license available in PalmTrace as following: - PalmTrace Member ID: RSPO_PO1000000156 - Member category: Oil Mill - RSPO Membership No.: 1-0008-04-000-00	Complied
3.8.5	Documented procedures 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: 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	Documented Procedures were made available for verification and the requirements have been adhered to as follows: 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).	Complied

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	<p>to demonstrate awareness of the mill's procedures for the implementation of this standard.</p> <p>d) The mill shall have documented procedures for receiving and processing certified and non-certified FFBs including ensuring no contamination in the IP mill.</p>	<p>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.</p> <p>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".</p> <p>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 Assistant 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. Sighted the appointment letter dated 28/09/2023.</p> <p>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.</p>	
3.8.6	<p>Internal Audit</p> <p>i) The mill shall have a written procedure to conduct annual internal audit to determine whether the mill:</p> <p>a. Conforms to the requirements in the RSPO Supply Chain Certification Standard and the RSPO Market Communications and Claims Documents.</p>	<p>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 09/01/2024. 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>	Complied

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	<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>There was one 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 properly retained by the Mill.</p>	
3.8.7	<p>Purchasing and Goods In</p> <p>i) The mill shall verify and document the tonnage and sources of certified and the tonnage of non-certified FFBs received.</p> <p>ii) The mill shall inform the CB immediately if there is a projected overproduction of certified tonnage.</p> <p>iii) The mill shall have a mechanism in place for handling non-conforming FFB and/or documents.</p>	<p>Jabor 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>Reviewed the records of sample FFB received as following: Non-certified a. Supplier: Ladang Fxxx Cxxx b. Product ID: BTS (FFB) c. Nett weight: 25,310 kg d. Delivery date: 21/4/2024 e. Weighbridge ticket no.: 125407 f. D.O. no.: 00004770</p> <p>Based on Palm Trace, there is no additional volume data resulting from CB was not informed on overproduction of certified tonnage Mechanism to handle non-conforming FFB and documents has been detailed up in the Procedure Sustainable Supply chain and Traceability Procedure dated January 2024 Section</p>	Complied

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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; Any related transport documentation; A unique identification number. 	<p>There is no changes compare to last year where the management of Jabor POM ensured the required information is available in document form. Based on sampled contracts [i.e. S/PSD/2210/PK0048, S/PSD/2207/CPO075E] the following information was available:</p> <ul 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 • A description of the product, including the applicable supply chain model, e.g. "RSPO CSPK MB" or "RSPO CSPO MB" • The quantity of the products delivered • Related transport documentation, e.g. Dispatch note • Supply chain certificate number of the seller • A unique identification numbers - available in a few forms e.g. DN no., seal no., etc. 	Complied
3.8.9	<p>Outsourcing Activities</p> <ol style="list-style-type: none"> 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 The mill shall ensure the following: <ol style="list-style-type: none"> The mill has legal ownership of all input material to be included in outsourced processes 	<p>No FFB and/or oil palm products processing outsource by Jabor mill except for CPO delivery transportation only. The mill adapted SD Guthrie Berhad (formerly known as Sime Darby Plantation Berhad) established Standard Operating procedure for outsourced activities as per Sustainability Plantation Management System, SOP for Sustainability Supply Chain and Traceability Procedure, doc. ID: SD/SDP/GSD/SCCS/0522/01 ver. 1 dated 1st May 2022, Section 13.0: Outsourced Contractors. The list of outsourced contractors was registered in List of Stakeholder records that CPO transporter as per sighted contract agreement as following:</p>	Complied

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	<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>Nxxx, Transporter for CPO from mill. Agreement refer T/SDPB/PEN/CPO/0720/003 dated 01/11/2023.</p> <p>The Letter of Award is used as the documented control system that states all procedures and processes which is bound by the contractor.</p> <p>Stated under section 5(d)(iii), 'permit the CB appointed by the company to conduct audit on its or its sub-contractors' operations and provide access to all relevant systems, documents and records when requested by the CB.</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 registered in the mill supplier database system. The independent third parties involve in Mill operation is only transportation services for CPO and PK.	Complied
3.8.11	The mill shall inform its CB in advance prior to conduct of its next audit of the names and contact details of any new contractor used for the physical handling of RSPO certified oil palm products.	There are no new contractors used.	Not Applicable
3.8.12	<p>Record keeping</p> <p>i) The mill shall maintain accurate, complete, up-to-date and accessible records and reports covering all aspects of this RSPO Supply Chain Certification Standard requirements.</p> <p>ii) Retention times for all records and reports shall be a minimum of two (2) years and shall comply with relevant legal and regulatory requirements and be able to confirm the certified status of raw materials or products held in stock.</p>	<p>Addressed in the Sustainable Supply chain and Traceability Procedure dated January 2024 Section 5.0 Control Of Documents & Records.</p> <p>Jabor POM has maintained the accurate, complete, up-to-date and accessible records and reports covering all aspects of these RSPO Supply Chain Certification requirements.</p> <p>As per the RSPO Supply Chain – Module: Identity Preserved (IP) procedure, the records retention for RSPO Supply Chain related</p>	Complied

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	<p>iii) For Identity Preserved Module, the mill shall record and balance all receipts of RSPO certified FFB and deliveries of RSPO certified CPO and PK on a real-time basis.</p> <p>iv) For Mass Balance Module, the mill:</p> <p>a) Shall record and balance all receipts of RSPO certified FFB and deliveries of RSPO certified CPO and PK on a real-time basis and / or three-monthly basis.</p> <p>b) All volumes of certified CPO and PK that are delivered are deducted from the material accounting system according to conversion ratios stated by RSPO.</p> <p>c) The mill can only deliver Mass Balance sales from a positive stock. Positive stock can include product ordered for delivery within three (3) months. However, a mill is allowed to sell short (i.e. product can be sold before it is in stock).</p>	<p>records and reports to be retained for a minimum of 3 years' period. Sampled records of FFB weighbridge tickets and daily production records for last 3 years were still in place for verification.</p> <p>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.</p> <p>ii. The retention period for maintaining the the traceability records is 3 years as stated in the January 2024 with reference number SDP/GSD/202401/SCCS, Section 5.4.</p> <p>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).</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 per Table 10.</p>	Complied
3.8.14	<p>Extraction rates shall be updated periodically to ensure accuracy against actual performance or industry average if appropriate.</p>	<p>Jabor 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>Not applicable since the facility opted for mass balance model.</p>	Not Applicable

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	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.		
3.8.16	<p>Registration of Transactions</p> <p>i) Shipping Announcement in the RSPO IT platform shall be carried out by the mills when RSPO certified products are sold as certified to refineries, crushers, and traders not more than three months after dispatch with the dispatch date being the Bill of Lading or the dispatch documentation date.</p> <p>ii) Remove: RSPO certified volumes sold under different scheme or as conventional, or in case of underproduction, loss or damage shall be removed in the RSPO IT platform.</p>	<p>Registration of transactions</p> <p>i) The registration of PalmTrace is carried out by the Sime Darby's Global Trading Department, HQ. All transaction will be registered in the PalmTrace. Verified the registration of CPO Sale (Contract Number: S/CCE/2206/CPO0016; For the period of Jan 2023 to Jan 2024, there were 36 announcements for CPO and 24 announcements for PK made. All dispatches announcement was made within 3 months after shipment.</p> <p>ii) For Jabor POM, there is removal of CPO and PK has been made at Palm Trace for the product that has been sold as conventional.</p>	Complied
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

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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.	SD Guthrie Berhad website was reviewed and confirm that the communication made did not explicitly highlight its RSPO membership but had communicated its commitments towards production of sustainable palm oil. The communication did not imply any such that being an RSPO member means had certified to RSPO related certifications.	Complied
4.2	In corporate communications, a member is allowed to: A. display its RSPO membership status B. display the RSPO web address (www.rspo.org) C. state that the member supports the work of RSPO D. state the member’s history with regard to RSPO E. use the RSPO Trademark (as shown below) with a valid trademark licence number to promote its RSPO membership	SD Guthrie Berhad website was reviewed and confirm that the communication made did not explicitly highlight its RSPO membership but had communicated its commitments towards production of sustainable palm oil. The website had not displayed the RSPO website and had not display any RSPO Trademark.	Complied
4.3	Members are not allowed to use the RSPO corporate logo as shown below. This is for the sole use of the RSPO Secretariat.	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	Additionally, RSPO certified members are allowed to make statements that highlight their RSPO certification status and product-related claims in their corporate communication tools. Some permitted examples include: <ul style="list-style-type: none">• “We have been sourcing RSPO certified palm oil since (YEAR).”• “We have used (X) tonnes of RSPO certified palm oil for our products manufactured in the last year.”• “We have been RSPO certified since (YEAR).”• “We have (X NUMBER OF PRODUCTS) produced using RSPO certified MB/SG palm oil.”	In the SD Guthrie Berhad (Formerly known as Sime Darby Plantation’s) (SDP) 2021 Sustainability Report (https://sdguthrie.com/wp-content/uploads/2022/04/SDP-SR-2021_20220429.pdf), SD Guthrie 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.	Complied

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	<ul style="list-style-type: none"> • “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>	As indicated on the RSPO website (https://rspo.org/members/1-0008-04-000-00/), SD Guthrie 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.	Not Applicable
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,	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	Complied

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	displays, newsletters, websites, emails, letters, offerings, invoices, (annual) reports, or media interviews.	Palm Kernel (PK). Additionally, an off-pack claim is also stated in SD Guthrie Berhad (Formerly known as Sime Darby Plantation Berhad) 2021 Sustainability Report (https://www.sdguthrie.com/wp-content/uploads/2022/04/SDP-SR-2021_20220429.pdf).	
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 SD Guthrie Berhad (Formerly known as Sime Darby Plantation Berhad) 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
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. 	As Jabor 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

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	<ul style="list-style-type: none"> Both parties shall inform their certification body in writing about the agreement. The RSPO certified supplier is responsible for ensuring that the buyer's RSPO Trademark licence number is used only on products that are supplied to that buyer. 		
5.1.6	Organisations that do not further modify end products or that do not need to undergo Supply Chain Certification such as retailers, traders, or distributors who intend to use the RSPO Label with their own RSPO Trademark licence number in any of their product-specific communications, can do so by undergoing a remote audit. A remote audit shall be conducted by an RSPO-accredited certification body (CB) prior to the use of the RSPO Label whereby the organisation will need to demonstrate that the use is in compliance with the rules contained within this document and that the claim itself can be supported through a certified supply chain	As Jabor 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, 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.	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 SD Guthrie Berhad (Formerly known as Sime Darby Plantation Berhad) 2021 Sustainability Report (https://www.sdguthrie.com/wp-content/uploads/2022/04/SDP-SR-2021_20220429.pdf).	Complied
5.2.2	When confirming the sale of certified palm oil products, members must adhere to the requirements of the RSPO SCCS. This includes stating the	Based on the documentation review and interviews with relevant personnel, it has been confirmed that when confirming the sale of	Complied

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	supply chain model and certificate number under which the claim is being made.	certified palm oil products, Jabor Oil Mill has adhered to the requirements of the RSPO Supply Chain Certification Standard (SCCS).	
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 Jabor 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 SD Guthrie Berhad 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
5.3.2	In case of limited space, RSPO allows flexibility to use a one-line arrangement claim together with a valid trademark licence number for on	Details of RSPO Trademark License of SD Guthrie Berhad as below:	Complied

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	<p>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>	<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>	
	<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 SD Guthrie Berhad 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* • Contains at least 50% RSPO certified palm oil* <p>*Add RSPO TM Licence Number below or next to the claim.</p>	<p>Details of RSPO Trademark License of SD Guthrie Berhad 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>D) For Products covered with Book and Claim (B&C):</p>	<p>Details of RSPO Trademark License of SD Guthrie Berhad as below:</p>	Complied

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	<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>	<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>	
5.3.3	On pack claims shall not include information about the claimant's RSPO membership status.	<p>Details of RSPO Trademark License of SD Guthrie Berhad 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 SD Guthrie Berhad 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

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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 SD Guthrie Berhad 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 SD Guthrie Berhad 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 B – MASS BALANCE SPECIFIC RULES			
Mass Balance palm oil content			
	95% of the palm oil content must be RSPO MB-certified.	Jabor Palm Oil Mill produces RSPO MB CPO and RSPO MB PK. 100% of the oil palm content in both products are RSPO MB Certified.	Complied
	If 100% of RSPO MB certified palm oil content cannot be sourced, a maximum of 5% volume from other non-certified sources is allowed and the reason for this must be fully justified. The volume of the non-certified	Jabor Palm Oil Mill produces RSPO MB CPO and RSPO MB PK. 100% of the oil palm content in both products are RSPO MB Certified. No Non-Certified content within the product.	Complied

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	palm oil content shall be covered by the purchase of RSPO Credits of equivalent volume.		
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. 	Jabor Palm Oil Mill is producing crude palm product and does not involved 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"> • The RSPO Label MUST contain the tag "MIXED". The tag "MIXED" designates palm oil products sourced under the Mass Balance (MB) supply chain system, which administratively balances inputs and outputs of certain palm oil volumes. The tag "MIXED" on a product does not guarantee that the product itself contains the certified material; some or all of it may reside in a product that does not carry a claim. • The RSPO Label can also include the statement: "[The palm oil contained in this product] contributes to the production of certified sustainable palm oil". 	Jabor Palm Oil Mill is producing crude palm product and does not involved in any labelling of end product.	Complied
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</p>	SD Guthrie Berhad (Formerly known as Sime Darby Plantation Berhad) has established Human Right Charter as commitment to respect human right last revised 2020. Commitment of SD Guthrie Berhad (Formerly known as Sime Darby Plantation Berhad) has	Complied

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	<p>unit of certification and contracted services, including contracted security forces.</p> <p>- Critical (Major) compliance -</p>	<p>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, SD Guthrie Berhad (Formerly known as 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)" was established with effective date on 25/03/2020 which clearly stated in clause 3.2 that in the course of their engagement with SDP shall be protected from violence, threats and all forms of retaliation.</p> <p>Communication of the policy has been done through the stakeholders consultations that has been conducted on 27/02/2024 with attendance for various stakeholders for all operating units under Jabor POM. While for workers, it has been communicated during the morning muster call. During the interview, all the workers able to demonstrate their understanding on the policy.</p>	
4.1.2	<p>The unit of certification does not instigate violence or use any form of harassment in their operations.</p> <p>- Minor compliance -</p>	<p>As per verification through interview and documentation, there is evidence that all operating units under Jabor POM did instigate violence or use any form or harassment There is no cases of harassment included sexual harassment, bullying and abuse has been reported and identified by auditor during the audit.</p>	Complied
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			

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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>The awareness on surrounding communities for complaints or suggestion have been given during "Mesyuarat Bersama Pihak Berkepentingan" dated 27/02/2024 included village head, school representative, OCP supplier, contractor and others. The estate management has also conducted the training for employees and stakeholders respectively. While for workers, it has been conducted during the morning muster call.</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 mustercall on weekly basis. Other than that, it has been posted at the housing quarters, muster round and office. QR for suara kami 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 units.</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>- Minor compliance -</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 units is responsive for all complaint/grievance receive. Total 8 grievances have been received for SOU 12- Jabor POM Operating</p>	Complied

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		Units 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>SD Guthrie Berhad (Formerly known as 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>For contribution to local development, the POM management has regularly prioritized local employment if there is vacancy at Jabor POM by sharing information with local communities. Additional contributions include providing 10kg of rice to all workers every two months and supporting the Back-to-School program with Sekolah Kebangsaan Lxxxxx Jxxxx</p> <p>Estate management has regularly prioritized local employment if there is vacancy by sharing information with local communities. Additional contributions include providing 10kg of rice to all workers every two months.</p>	Complied
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.			

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4.4.1	<p>(C) Documents showing legal ownership or lease, or authorised use of customary land authorised by customary landowners through a Free, Prior and Informed Consent (FPIC) process. Documents Related to the history of land tenure and the actual legal or customary use of the land are available.</p> <p>- Critical (Major) compliance -</p>	<p>Documents showing legal ownership or lease, history of land tenure and the actual legal use (agriculture) of the land were made available at all visited sites.</p> <p>Jabor POM is situated in the land of Jabor Estate under Land Title #1xxx, occupying 13.50 Ha of 19.43 Ha.</p> <p>There is total 285 land titles found in Estate for total 2,329.41 ha. All the land titles have been issued under the name of owner to SD Guthrie Berhad (Formerly known as Sime Darby Plantation Berhad) Sample of land titles reviewed are:</p> <ol style="list-style-type: none"> 1. Lot 4XXX, GM 6XX, 0.7004 ha 2. Lot 1XX, GRN 48XX, 3.9910 ha 3. Lot 1XX, GRN 48XX, 3.8724 ha 4. Lot 3XX, GRN 11XX, 3.8396 ha 5. Lot 3XX & 3XX, GRN 11XX, 5.0008 ha 	Complied
4.4.2	<p>Copies of documents evidencing agreement-making processes and negotiated agreements detailing the FPIC process are available and include:</p>	<p>SD Guthrie Berhad (formerly known as 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

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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 – Stakeholder meeting was conducted on 27/02/2024 and the minutes of the "Minit Mesyuarat Bersama Pihak Berkepentingan" are available 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. Therefore, this is not applicable.</p>	Not Applicable
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 – Stakeholder meeting was conducted on 27/02/2024 and the minutes of the "Minit Mesyuarat Bersama Pihak Berkepentingan" are available 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. Therefore, this is not applicable.</p>	Not Applicable
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 – Stakeholder meeting was conducted on 27/02/2024 and the minutes of the "Minit Mesyuarat Bersama Pihak Berkepentingan" are available for consultation and discussed issues related to the affected group includes land. It was</p>	Not Applicable

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		verified through the land titles and interviewed with stakeholder confirmed that there is no any land dispute reported. Therefore, this is not applicable.	
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>	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 – Stakeholder meeting was conducted on 27/02/2024 and the minutes of the "Minit Mesyuarat Bersama Pihak Berkepentingan" are available 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. Therefore, this is not applicable.	Not Applicable
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>	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 – Stakeholder meeting was conducted on 27/02/2024 and the minutes of the "Minit Mesyuarat Bersama Pihak Berkepentingan" are available 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. Therefore, this is not applicable.	Not Applicable
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>	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 – Stakeholder meeting was	Not Applicable

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		conducted on 27/02/2024 and the minutes of the "Minit Mesyuarat Bersama Pihak Berkepentingan" are available 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. Therefore, this is not applicable.	
4.4.6	There is evidence that implementation of agreements negotiated through FPIC is annually reviewed in consultation with affected parties. - Minor compliance -	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 – Stakeholder meeting was conducted on 27/02/2024 and the minutes of the "Minit Mesyuarat Bersama Pihak Berkepentingan" are available 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. Therefore, this is not applicable.	Not Applicable
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	(C) Documents showing identification and assessment of demonstrable legal, customary and user rights are available. - Critical (Major) compliance -	There is no changes compare to last year where both operating units able to demonstrate the evidence of legal ownership if its lands through possession of land titles. Jabor POM is situated in the land of Jabor Estate under Land Title #1xxx, occupying 13.50 Ha of 19.43 Ha. There is total 285 land titles found in Estate for total 2,329.41 ha. All the land titles have been issued under the name of owner to SD Guthrie Berhad (formerly known as Sime Darby Plantation Berhad). Sample of land titles reviewed are:	Complied

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		<ol style="list-style-type: none"> 1. Lot 4XXX, GM 6XX, 0.7004 ha 2. Lot 1XX, GRN 48XX, 3.9910 ha 3. Lot 1XX, GRN 48XX, 3.8724 ha 4. Lot 3XX, GRN 11XX, 3.8396 ha 5. Lot 3XX & 3XX, GRN 11XX, 5.0008 ha 	
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 12-Jabor POM 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 12-Jabor 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	<p>Evidence is available that affected local peoples understand they have the right to say 'no' to operations planned on their lands before and during initial discussions, during the stage of information gathering and associated consultations, during negotiations, and up until an agreement with the unit of certification is signed and ratified by these local peoples. Negotiated agreements are non-coercive and entered into voluntarily and carried out prior to new operations.</p> <p>- Minor compliance -</p>	<p>No new planting and issues of customary land occurred in all estate under SOU 12-Jabor POM 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 12-Jabor 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.	
4.5.4	To ensure local food and water security, as part of the FPIC process, participatory SEIA and participatory land-use planning with local peoples, the full range of food and water provisioning options are considered. There is transparency of the land allocation process. - Minor compliance -	No new planting and issues of customary land occurred in all estate under SOU 12-Jabor POM that requires FPIC process since the last audit. 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 12-Jabor POM in the past recent years. 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.	Complied
4.5.5	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. - Minor compliance -	No new planting and issues of customary land occurred in all estate under SOU 12-Jabor POM that requires FPIC process since the last audit. 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 12-Jabor POM in the past recent years. 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.	Complied
4.5.6	Evidence is available that the communities (or their representatives) gave consent to the initial planning phases of the operations prior to the issuance of a new concession or land title to the operator.	No new planting and issues of customary land occurred in all estate under SOU 12-Jabor POM that requires FPIC process since the last audit.	Complied

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	- Minor compliance -	<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 12-Jabor 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>	
4.5.7	<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 12-Jabor POM 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 12-Jabor 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
4.5.8	<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 12-Jabor POM 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 12-Jabor 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	
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.			
4.6.1	(C) A mutually agreed procedure for identifying legal, customary or user rights, and a procedure for identifying people entitled to compensation, is in place. - Critical (Major) compliance -	SD Guthrie Berhad (formerly known as 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.	Complied
4.6.2	(C) A mutually agreed procedure for calculating and distributing fair 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. - Critical (Major) compliance -	SD Guthrie Berhad (Formerly known as 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.	Complied
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-12 Jabor POM does not have scheme smallholders within its certification unit. 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.	There is no customary right in SOU-12 Jabor POM as the land is belong to SD Guthrie Berhad (Formerly known as Sime Darby Plantation Berhad)	Not Applicable

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	- Minor compliance -		
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 -	SD Guthrie Berhad (Formerly known as 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.	Complied
4.7.2	(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. - Critical (Major) compliance -	SD Guthrie Berhad (Formerly known as 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.	Complied
4.7.3	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. - Minor compliance -	There is no customary right in SOU-12 Jabor POM as the land is belong to SD Guthrie Berhad (Formerly known as Sime Darby Plantation Berhad). Therefore, this is not applicable.	Not Applicable
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.			

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4.8.1	Where there are or have been disputes, proof of legal acquisition of title and evidence that mutually agreed compensation has been made to all people who held legal, customary, or user rights at the time of acquisition is available and provided to parties to a dispute, and that any compensation was accepted following a documented process of FPIC. - Minor compliance -	There is no customary right in SOU-12 Jabor POM as the land is belong to SD Guthrie Berhad (Formerly known as Sime Darby Plantation Berhad). It has been confirmed through interview with local communities. Therefore, this is not applicable.	Not Applicable
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-12 Jabor POM as the land is belong to SD Guthrie Berhad (Formerly known as Sime Darby Plantation Berhad). It has been confirmed through interview with local communities. Therefore, this is not applicable.	Not Applicable
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-12 Jabor POM as the land is belong to SD Guthrie Berhad (Formerly known as Sime Darby Plantation Berhad). It has been confirmed through interview with local communities. Therefore, this is not applicable.	Not Applicable
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-12 Jabor POM as the land is belong to SD Guthrie Berhad (Formerly known as Sime Darby Plantation Berhad). It has been confirmed through interview with local communities. Therefore, this is not applicable.	Not Applicable
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.	Current and previous FFB prices available as per MPOB Daily FFB Reference Price Summary by Region. As the mill is using MB	Complied

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	- Minor compliance -	module, the mill received both certified and non-certified FFB. Nonetheless, with regards to non-certified FFB, the suppliers are only those from plantations and collection centres. The FFB supplier were listed in the POM FFB Supplier list.	
5.1.2	(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). - Critical (Major) compliance -	Those who are interested in selling their FFB to the mill must apply to the Outside Crop Purchasing unit located at HQ, Kuala Lumpur. The unit will then make a due diligence by obtaining legal documents and site visit of the applicant's plantation before granting the approval. Along this process, the unit will have an informal discussion to explain the pricing mechanism. If both parties agree, a contract agreement will then be issued which normally valid for one year. Example of FFB purchase agreement checked; ref. no. P/P/1123/FFB04527L under JXXXX PXXXXXXion Sdn Bhd dated 1/1/2024.	Complied
5.1.3	(C) Fair pricing, calculated as a portion of the international CPO price less costs is provided to smallholders in the supply base and documented. - Critical (Major) compliance -	The FFB pricing was stated in Section 8 of the contract, Pricing of FFB under Third Schedule. The calculation method of the pricing was basically influenced by MPOB market price. Verification of the contract agreements showed that all the FFB suppliers have agreed with the pricing through signing.	Complied
5.1.4	(C) Evidence is available that all parties, including women and independent representative organisations assisting smallholders where requested, are involved in decision-making processes and understand the contracts. These include those involving finance, loans/credits, and repayments through FFB price reductions for replanting and or other support mechanisms where applicable. - Critical (Major) compliance -	No binding contract between the mill and out-growers which includes finance, loans/credit, and repayment through FFB price reduction for replanting and/or other support mechanisms. Thus, this indicator is not applicable.	Not Applicable
5.1.5	Contracts are fair, legal and transparent and have an agreed timeframe. - Minor compliance -	Verification of the terms and conditions of the sampled contracts showed that the contracts were fair, legal, and made transparent to the contractors. The agreed timeframe of the contract was stated	Complied

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		under Section 7 of the contract. Example of FFB purchase agreement checked; ref. no. P/P/1123/FFB04527L under JXXXX PXXXXXXion Sdn Bhd dated 1/1/2024.	
5.1.6	(C) Agreed payments are made in a timely manner and receipts specifying price, weight, deductions and amount paid are given. - Critical (Major) compliance -	Payments are broken down as defined under the First Schedule/Attachment 1 of the agreed contract. The payments were handled at HQ level and based on verification of the payment vouchers; the payments were made on timely manner.	Complied
5.1.7	Weighbridges used for determining payment to smallholders are verified by an independent third party on a regular basis (this can be government). - Minor compliance -	Weighbridges were calibrated annually, and evidence of calibration certificates were available with the following details: Serial no. 01346096MK, receipt no. D150597, calibration ref. C1-ATK 01945 dated 4/4/2024.	Complied
5.1.8	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. - Minor compliance -	NA as no independent smallholders within the certification unit.	Not Applicable
5.1.9	(C) The unit of certification has a grievance mechanism for smallholders and all grievances raised are dealt with in a timely manner. - Critical (Major) compliance -	NA as no independent smallholders within the certification unit.	Not Applicable
Criterion 5.2: The unit of certification supports improved livelihoods of smallholders and their inclusion in sustainable palm oil value chains.			
5.2.1	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. - Minor compliance -	Management unit has conducted a session with FFB suppliers including smallholders. Refer training "Jom Santai With OCP Suppliers – Central East Region" dated 20/10/2022 at Club House, Jabor Estate. Sighted evidence of training materials, attendance, and photos. RSPO certification was one of the main topics in that training. There are no smallholders under the SOU 12 Jabor certification unit was certified or on going to certified with RSPO	Complied

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		certification. There is no latest consultation has been made except during the stakeholders meeting that has been conducted on 27/02/2024	
5.2.2	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 competencies, and specific elements of RSPO certification (including the RSPO Independent Smallholder Standard or RISS). - Minor compliance -	Management unit has conducted a session with FFB suppliers including smallholders. Refer training "Jom Santai With OCP Suppliers – Central East Region" dated 20/10/2022 at Club House, Jabor Estate. Sighted evidence of training materials, attendance, and photos. RSPO certification was one of the main topics in that training. There are no smallholders under the SOU 12 Jabor certification unit was certified or on going to certified with RSPO certification. There is no latest consultation has been made except during the stakeholders meeting that has been conducted on 27/02/2024	Complied
5.2.3	Where applicable, the unit of certification provides support to smallholders to promote legality of FFB production. - Minor compliance -	There are no smallholders under the SOU 12 Jabor certification unit was certified or on going to certified with RSPO certification. Therefore, it is not applicable.	Not Applicable
5.2.4	(C) Evidence exists that the unit of certification trains Scheme Smallholders on pesticide handling. - Critical (Major) compliance -	Management unit has conducted a session with FFB suppliers including smallholders. Refer training "Jom Santai With OCP Suppliers – Central East Region" dated 20/10/2022 at Club House, Jabor Estate. Sighted evidence of training materials, attendance, and photos. RSPO certification was one of the main topics in that training. There are no smallholders under the SOU 12 Jabor certification unit was certified or on going to certified with RSPO certification. There is no latest consultation has been made except during the stakeholders meeting that has been conducted on 27/02/2024	Complied

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5.2.5	The unit of certification regularly reviews and publicly reports on the progress of the Smallholder support programme. - Minor compliance -	Not applicable since there is no smallholders that supplying to Jabor Palm Oil Mill	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 SD Guthrie Berhad (formerly known as 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 through interview with the workers from different origin, races, gender.	Complied
6.1.2	(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. - Critical (Major) compliance -	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

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6.1.3	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. - Minor compliance -	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. All workers has right for training and has been verified based on the training records that has been conducted either to all workers or based on job scope. There is no promotion is both operating units.	Complied
6.1.4	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. - Minor compliance -	There is no pregnancy test has been done in all operating units. It has been confirmed through interview with Hospital Assistant and female workers. If there is any cases of delaying on menstrual, hospital assistant will advised the female workers to conducted test to nearest government health clinic.	Complied
6.1.5	(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. - Critical (Major) compliance -	The management established Term of Reference for Gender Representatives and Gender Committees on March 2021. The meeting was conducted every 3 months.. Verify from the interview with the gender committee representative, no issues of sexual harassment have been and confirmed. Verify from the interview with the gender committee representative, no issues of sexual harassment have been and confirmed.	Complied
6.1.6	There is evidence of equal pay for the same work scope. - Minor compliance -	There is evidence that all workers has been paid according to minimum wages order 2022 and as per collective agreement with MAPA NUPW. It has been confirmed with through interview with sample workers and pays documentation such as pay slips, punch card for Month September'23, November'23 and March'24. Sample has been taken for piece rate work where all workers has been paid equally according to hectarage, tonnage, or bags.	Complied

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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>Collective agreement between SD Guthrie Berhad (formerly known as Sime Darby Plantation Berhad) and national union of plantation workers (NUPW) for Palm Oil Mill Employees, 2020 registered 09/03/2020 valid until December 2022 reference number COG. NO: 057/2020. Other than all operating units complies with Minimum Wage Order 2022 at rate RM1500/months, RM57.69/day or RM7.21/hour. New collective agreement is still pending for approval and still under negotiation process in the industrial. Since then, current collective agreement is applicable.</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>- Critical (Major) compliance -</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 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 labor 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</p>	Complied

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		<p>the stipulations of the relevant laws, including SOCSO, EPF, EIS, and are also in accordance with Labor Office permits.</p> <p>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 labour requirements.</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>Sample of workers has been taken by the auditor for each operating units to verify the compliance of legal requirement and as per employment contract. Verification has been done through pay slips, employment contract, punch cards, check roll book and confirmation through interview with sample workers where there is evidence that the management for each operating units complies with collective agreement requirement and employment contract requirement as per stipulated in the indicator 6.2.2</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>- Critical (Major) compliance -</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 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</p>	Complied

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		<p>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>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,</p>	<p>SD Guthrie Berhad (formerly known as Sime Darby Plantation Berhad) – SOU 12-Jabor 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 sample payslips for each operating units showed that the salary received complied with the minimum wage order 2020 and 2022</p>	Complied

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<p>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>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 	<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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	<ul style="list-style-type: none"> 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>	As per verification, for Jabor Estate, there are 1 contractor has been appointed which mainly for for Domestic Waste Collection & Transport to Outside Landfill by contractor Axxx Jxxx Enterprise..	Complied
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.			
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>There is no changes compare to last year where SD Guthrie Berhad (formerly known as Sime Darby Plantation Berhad) adopt the same Group Sustainability & Quality Policy Statement signed by Group Managing Director on 02/12/2019 with no changes on the policy which is includes as below:</p> <p>We respect the rights of our employees, our workers in our operations and our communities through our commitments which include, but are not limited to:</p> <ol style="list-style-type: none"> 1. Providing Equal Opportunities: We promote diversity and inclusion and will not condone discrimination. 2. Respecting Freedom of Association: We respect the rights of employees to join and form organisations of their own choice and to bargain collectively. 3. Company respect the rights of all personnel to form and join trade unions of their choice to bargain collectively. <p>During the interview with workers, there are no evidence received that there is restriction from the company to allow workers to join</p>	Complied

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		trade union. The workers have their freedom to join the NUPW/MAPA union. Sighted list of workers that already registered as NUPW member and records memberships payments.	
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 -	Minutes meeting has been conducted on a monthly basis which is under social dialogue which the workers representative has been elected by the workers. Evidence of minute meeting for Jabor POM sighted for meeting 04/04/2024. While for Jabor Estate, Latest minutes of social dialogue recorded is on 16/03/2024. The minutes has been documented in Bahasa Malaysia and has been classified as publicly available.	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 -	Election of workers has been done through Whatapps which has been handled by Regional support services and will be calculated and summarized. The outcome will be submitted to social welfare services and appointment letter will be provided. There is evidence representative from different origin countries, gender has been elected for both operating units.	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 -	There is no change compared to last year where SD Guthrie Berhad (formerly known as Sime Darby Plantation Berhad) adopted Group Sustainability & Quality Policy Statement signed by Group Managing Director on 02/12/2019 with no changes on the policy which includes as below: We respect the rights of our employees, our workers in our operations and our communities through our commitments which include, but are not limited to: 1. Providing Equal Opportunities: We promote diversity and inclusion and will not condone discrimination. 2. Respecting Freedom of Association: We respect the rights of employees to join and form organisations of their own choice and	Complied

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		<p>to bargain collectively.</p> <p>3.Ensuring Favourable Working Conditions: We ensure decent living and working conditions for all our employees. We strive to provide a fair wage and access to basic needs for all our employees and workers in our operations.</p> <p>4.Enhancing Safety and Health: We provide a safe and healthy working environment for our employees and workers in our operations and support the wellbeing of our communities.</p> <p>5.Respecting Community Rights and the Rights of Indigenous People: We uphold the process of Free, Prior and Informed Consent and recognize that the local communities have the right to give or withhold their consent to proposed projects that may affect the lands they own, occupy or otherwise use.</p> <p>6.Protecting the Rights of Vulnerable People: We respect the rights of vulnerable people such as marginalized groups, persons of different abilities and refugees.</p> <p>7.Protecting the Rights of Children: We seek to promote the wellbeing of children, and safeguard them from any form of maltreatment or exploitation, including child sex tourism, child trafficking, child labor and child pornography.</p> <p>Review of workers master list, interview and site visit confirmed that there is no workers below than 18 years old</p>	
6.4.2	<p>(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.</p> <p>- Critical (Major) compliance -</p>	<p>As per verification through sample of workers from different categories which are origin countries, gender, types of workers found that there is no workers below than minimum ages has been recruited. It has been verify base on master list, personal file and interview by the workers itself. Procedure for age screening has been established for both migrant and local workers in the recruitment procedure.</p>	Complied

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6.4.3	<p>(C) Young persons may be employed only for non- hazardous work, with protective restrictions in place for that work.</p> <p>- Critical (Major) compliance -</p>	<p>There is compliance to Human Right Charter which clearly stated the management commitment in clause 3.3 Respect and Uphold Children's Rights 3.3.1 Eradicating child labour in our supply chain. SD Guthrie Berhad (formerly known as Sime Darby Plantation Berhad) will not employ anyone under the age of 18 years. Review of workers master list, interview and site visit confirmed that there is no workers below than 18 years old</p>	Complied
6.4.4	<p>The unit of certification demonstrates communication about its 'no child labour' policy and the negative effects of child labour, and promotes child protection to supervisors and other key staff, smallholders, FFB suppliers and communities where workers live.</p> <p>- Minor compliance -</p>	<p>Communication of the policy has been done through the stakeholders consultations that that has been conducted on 27/02/2024 with attendance fo various stakeholders for all operating units under SOU 12- Jabor POM.It has been further confirmed through interview with the stakeholders</p>	Complied
Criterion 6.5: There is no harassment or abuse in the workplace, and reproductive rights are protected.			
6.5.1	<p>(C) A policy to prevent sexual and all other forms of harassment and violence is implemented and communicated to all levels of the workforce.</p> <p>- Critical (Major) compliance -</p>	<p>There are no changes compare to last year where SD Guthrie Berhad (formerly known as Sime Darby Plantation Berhad) adopt the Group Sustainability & Quality Policy Statement signed by Group Managing Director on 02/12/2019 includes as below:</p> <p>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 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>	Complied

		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.	
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 SD Guthrie Berhad (formerly known as Sime Darby Plantation Berhad) in protecting reproductive right of all 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 base on interview with the stakeholders and workers which can demonstrate their understanding on the policy that has been established.</p>	Complied
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>	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.	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>	SD Guthrie Berhad (formerly known as 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.	Complied

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		<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.sdguthrie.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 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 12-Jabor POM and Jabor Estate 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 	<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 	Complied

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	<ul style="list-style-type: none"> • Withholding of wages - Critical (Major) compliance - 	<p>confirmed that they have not been charged any recruitment fees.</p> <p>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 Jabor POM and estates.</p> <p>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 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. There 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 SOU12- Jabor POM. As a commitment to manage migrant workers in a good manner and compliance to the requirement SD Guthrie Berhad (formerly known as Sime Darby</p>	Complied

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		<p>Plantation Berhad) has adopted Human Rights Charter, wherein they have made the following commitments:</p> <ul style="list-style-type: none">a. Ensuring equal opportunities for all.b. Respecting the freedom of association.c. Eradicating any manifestations of exploitation.d. Ensuring the provision of favorable working conditions.e. Enhancing safety and health measures. <p>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.</p>																							
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>All the sampled estates and mill managements have conducted regular two-way communication with their employees through the quarterly OSH committee meetings. Minutes of meetings were made available for verification which dated as follows:</p> <table><tr><th rowspan="3">OU</th><th colspan="5">Quarter and dates</th></tr><tr><th colspan="4">2023</th><th>2024</th></tr><tr><th>1st</th><th>2nd</th><th>3rd</th><th>4th</th><th>1st</th></tr><tr><td>Estate</td><td>04/02</td><td>04/05</td><td>29/07</td><td>28/11</td><td>21/02</td></tr></table>	OU	Quarter and dates					2023				2024	1st	2nd	3rd	4th	1st	Estate	04/02	04/05	29/07	28/11	21/02	Complied
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		Mill	15/03	12/06	07/09	05/12	29/02		
		Among the agenda discussed are:							
		Estate			Mill				
		<ul style="list-style-type: none"> - Confirmation of minutes previous meeting - Workplace inspection report - Review of ESH performance <ul style="list-style-type: none"> • Accident report • Safe act • Legal compliance • Review of HIRARC • Audit report • Conformance status of contractors • OHS training • Visits by DOSH/DOE/FRD • Status of ESH plan • Medical surveillance and audiometric test - Other matters 			<ul style="list-style-type: none"> - Objective & program - Workplace inspection - Legal compliance - Safety equipment & PPE - Statistic, accident & investigation reports - Internal & external complaint - Other matters 				

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		Workplace inspections are made prior to the meeting. The respective Managers were appointed as ESH Chairman (PIC) through letter signed by Regional CEO. All letters were made available for verification.	
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>The procedures for accident and emergency were addressed in Emergency Preparedness & Response Procedures (doc no. UM/HSE/SP/02), dated 17/11/2021) and Standard Operating Procedure of Incidents, Accidents & Non-Compliance Management (doc. no. SDP/GS-HSE/SP/01), ver. 5, dated 10/04/2023. The purpose of the procedure is to provide guidelines on how to respond the identified emergency. The responsibility to respond is given to the Emergency Response Teams. The team members were given training on the emergency preparedness and response in accordance with the procedures. Among the potential emergency situations identified were fire breakout, chemical spillage, flood, and accident at workplace. Besides that, the procedures have been summarized in a form of flow chart and displayed on notice boards for employees to see and understand. Based on interview, the understanding among the workers about the emergency situations was good. The telephone numbers of the contact persons in case of emergency were also displayed.</p> <p>First aid kits were provided at all the workplace where trained first aiders were given the responsibility to handle the first aid should it be needed. Based on interview, the assigned personnel were able to explain how to use the first aid kit well.</p> <p>Records of accidents were maintained based on the regulated form JKPP 6, 7, and 8. The completed JKPP 8 was submitted to the authority (Dept. of Safety & Health) as regulated. Records are well kept and made available for verification.</p>	Complied

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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 management provides appropriate PPE to the employees in accordance with HIRARC and Standard Operating Procedure. PPE issuance records were well maintained and made available for verification. Among the information available in the record was name of employee, type of PPE (i.e., apron, safety shoes, rubber boots, N95 mask, respirator, cartridge, helmet, goggle, cotton gloves, nitrile gloves, etc.), date of PPE received and receipt acknowledgement by the recipient. On site verification and interview with workers showed that the appropriate PPE was provided for free and worn accordingly.</p> <p>Sanitation facilities such as shower room, PPE washing area, personal clothing locker for those applying pesticides are available, so that workers can change out of PPE, wash, and put on their personal clothing were provided and well maintained.</p>	Complied								
6.7.4	<p>All workers are provided with medical care and covered by accident insurance. Costs incurred from work- related incidents leading to injury or sickness are covered in accordance with Malaysian law.</p> <p>- Minor compliance -</p>	<p>Should there be any medical care needed by the employees, clinic with certified Medical or Hospital Assistant in-charge is provided. Based on site visit, the clinic was well maintained and managed. Records of medical inventory, VMO visits and patients treated were made available for verification.</p> <p>The estate and mill are subscribing to SOCSO to cover the accident insurance for all their workers. Payment vouchers to SOCSO were made available for verification by all the operating units as the following details:</p> <table border="1" data-bbox="1153 1157 1915 1348"> <thead> <tr> <th>OU</th><th>Transaction date</th><th>Payment voucher Ref. No.</th><th>No. of employees covered</th></tr> </thead> <tbody> <tr> <td>Estate</td><td>15/03/2024</td><td>ACR03224052212 7-02/2024</td><td>220</td></tr> </tbody> </table>	OU	Transaction date	Payment voucher Ref. No.	No. of employees covered	Estate	15/03/2024	ACR03224052212 7-02/2024	220	Complied
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		Mill	15/03/2024	ACR03224052250 2-02/2024	98													
6.7.5	Occupational injuries are recorded using Lost Time Accident (LTA) metrics. - Minor compliance -	The RSPO's Lost Time Injury Frequency Rate (LTIFR) metrics was used to record the number of lost time injuries and total hours worked for the period of under reviewed. Verification against the certification unit's other records such as JKPP 8 found the data is accurate.				Complied												
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	(C) IPM plans are implemented and monitored to ensure effective pest control. - Critical (Major) compliance -	Integrated Pest Management Plan has been established for the year of 2023. The plan was monitored by person in charge with target date and completion status. Among the plan as below: <table><tr><th>Issue / Area</th><th>Action Plan</th></tr><tr><td>Bagworm attack</td><td>To increase plan beneficial plan ratio per Ha 1dm:1Ha to 2dm:1ha</td></tr><tr><td>Rat attack</td><td>To increase ratio BOB from 1:13 and gradually to 1:10 ratio</td></tr><tr><td>Soil Moisture</td><td>To plan Nephrolepis to emergence of weed and also to increase moisture</td></tr><tr><td>Chipping of trunk</td><td>To chipping trunk below 10 cm in order to avoid breeding of rhino beetle</td></tr><tr><td>LCC</td><td>To prevent breeding of RB</td></tr></table>				Issue / Area	Action Plan	Bagworm attack	To increase plan beneficial plan ratio per Ha 1dm:1Ha to 2dm:1ha	Rat attack	To increase ratio BOB from 1:13 and gradually to 1:10 ratio	Soil Moisture	To plan Nephrolepis to emergence of weed and also to increase moisture	Chipping of trunk	To chipping trunk below 10 cm in order to avoid breeding of rhino beetle	LCC	To prevent breeding of RB	Complied
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		<table><tr><td>Single layer of EFB Mulching</td><td>To prevent breeding of RB</td></tr><tr><td>Application of Benjoni as mulching for immature palm</td><td>To reduce area of chemical To reduce high leaching of fertilizer</td></tr></table> <p>Monitoring has been conducted by estates. The estates continue to implement biological control for the oil palm pest in the plantation such as leaf eating pest and rat. Barn owls <i>Tyto Alba</i> has been used for biological control of rats. Census records show that there was minimal outbreak of leaf eating pest. Although there have been minimal outbreaks of leaf eating pests, beneficial plants are being established along roadsides to attract natural predators and further reduce the outbreak. The estates have planted beneficial plants such as <i>Cassia Cobanensis</i> and <i>Turnera Subulata</i> and <i>Antigonon Leptopus</i>.</p>	Single layer of EFB Mulching	To prevent breeding of RB	Application of Benjoni as mulching for immature palm	To reduce area of chemical To reduce high leaching of fertilizer	
Single layer of EFB Mulching	To prevent breeding of RB						
Application of Benjoni as mulching for immature palm	To reduce area of chemical To reduce high leaching of fertilizer						
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 -	Species referenced in the Global Invasive Species Database and CABI.org are not used in the estate.	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 was no evidence of use of fire for pest control in all the estate. It has been verified through site visit and interview with sample stakeholders.	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 -	The written justification in Standard Operating Procedure (SOP) of all agrochemicals are available in the Agricultural Reference Manual (ARM), SOP and in the Safety Pictorial Book prepared by SDPB. Refer to Sime Darby Plantation Agricultural Reference Manual, Issue	Complied				

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		No:2 dated June 2021. The documents provide the guideline on type of agrochemical use, target pest/weed/disease, weed situation, recommended chemical brand name, application rate, and method of application. Verification of chemical register, chemical issuance records, and site visits showed that the pesticides used were in accordance with the justification in the procedures.	
7.2.2	(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. - Critical (Major) compliance -	Records of pesticides use (including active ingredients used and their LD 50, area treated, amount of a.i. applied per ha and number of applications) had been maintained and kept by the estate. Based on the records, the total a.i. per ha for 2023 was less than 1 lt a.i./ha/year for both matured and immature areas.	Complied
7.2.3	(C) Any use of pesticides is minimised as part of a plan, eliminated where possible, in accordance with IPM plans. - Critical (Major) compliance -	Plans to minimise the usage of pesticides were address in a few documents such as ARM, and continuous improvement plan. Among the implementation of IPM sighted during the field visit were beneficial plants planted in many places by the roadside and barn owl boxes placed at strategic areas. Paraquat has been eliminated for a long time and lesser hazardous chemical such as glyphosate and glufosinate ammonium were used. Should there be any needs to control leaf-eating pests, acephate will be used as alternative to monocrotophos.	Complied
7.2.4	There is no prophylactic use of pesticides, unless in exceptional circumstances, as identified in national best practice guidelines. - Minor compliance -	There is no evidence of prophylactic use of pesticides at the estate. It has been verified based on the list of chemical used, interview with sample workers and site visit to spraying activities and chemical store.	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 paraquat, are not used, unless in exceptional circumstances, as validated by a due diligence process, or when authorised by government authorities for pest outbreaks.	Based on the sampled estates' Chemical Register using OSHA regulated format (last updated 02/01/2024), CHRA, and site visit including chemical store, there were only class III & IV chemicals used by the estate. There were also no pesticides that are categorised as World Health Organisation Class 1A or 1B, or that	Complied

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	<p>The due diligence refers to:</p> <ul style="list-style-type: none"> a) Judgment of the threat and verify why this is a major threat b) Why there is no other alternative which can be used c) Which process was applied to verify why there is no other less hazardous alternative d) What is the process to limit the negative impacts of the application e) Estimation of the timescale of the application and steps taken to limit application to the specific outbreak. <p>- Minor compliance -</p>	are listed by the Stockholm or Rotterdam Conventions, and paraquat, used.	
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>Trainings on safe handling of chemical and right method of spraying were given to the relevant employees which include the storekeeper, pre-mixers, and herbicides sprayers. This is also in-line with the recommendation by the CHRA assessor. Various methods of training such as briefing, practical training and on-the-job supervisions were used to ensure effective delivery of knowledge. Records of training were well maintained for verification. Based on job observation on site and interview, the pesticides handlers have shown a good understanding on the hazards and appropriate handling of the pesticides. Chemical handling & spillage training; in June 2024 and the management has conducted the training regarding the safety of chemical and transporting the chemical to workstation, dated 21/03/2023 as well as safety campaign on 18/05/2023.</p>	Complied
7.2.7	<p>(C) Storage of all pesticides is in accordance with recognised best practices.</p> <p>- Critical (Major) compliance -</p>	<p>The pesticides were kept in the designated store at the estate in accordance with the Occupational Safety and Health Act 1994 (Act 514) and Pesticides Act 1974 (Act 149) and their Regulations. The stores were equipped with locks, ventilation and accessibility was limited to authorized personnel only. Appropriate hazard signage</p>	Complied

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		was also put up to create awareness. Valid Safety Data Sheets with appropriate languages were also kept in the stores.	
7.2.8	All pesticide containers are triple rinsed and punctured before being disposed of and/or handled responsibly if used for other purposes. - Minor compliance -	Waste Management Procedure for Upstream Malaysia, SD/SDP/GSD/HSE/0522/01 version 1 dated May 2022 has been established for management of waste for SD Guthrie Berhad (formerly known as Sime Darby Plantation Berhad) 's estate. As for Jabor Estate, all empty chemical containers are categorized as scheduled waste under SW 409. Disposal and collection of SW409 (empty chemical container) is made by licensed vendor registered with DOE. I.e Kxxx Axxx Sdn Bhd.	Complied
7.2.9	(C) Aerial spraying of pesticides is prohibited, unless in exceptional circumstances where no other viable alternatives are available. This requires prior government authority approval. All relevant information is provided to affected local communities at least 48 hours prior to application of aerial spraying. - Critical (Major) compliance -	Aerial spraying of pesticides is no longer practiced by the estate. It has been confirmed through interview with sample workers, stakeholders and site visit which confirmed there is no aerial spraying.	Complied
7.2.10	(C) Specific annual medical surveillance for pesticide operators, and documented action to treat related health conditions, is demonstrated. - Critical (Major) compliance -	The estate had carried out the annual surveillance for their pesticide operators according to the recommendation stated in the CHRA. Surveillance reports by the authorised Occupational Health Doctors were kept by the estates for reference and follow up the necessary actions. The last surveillance was carried out on 14/06 – 07/07/2023 by an OHD (reg. no.: HQ/08/DOC/00/614(0). Based on the report, all workers were found to be fit to work.	Complied
7.2.11	(C) No work with pesticides is undertaken by persons under the age of 18, pregnant or breastfeeding women or other people that have medical restrictions and they are offered alternative equivalent work. - Critical (Major) compliance -	Based on site observation and verification of employee master list medical surveillance reports from the OHD, there is no evidence that work with pesticides is undertaken by persons under the age of 18, pregnant or breastfeeding women or other people that have medical restrictions.	Complied
Criterion 7.3: Waste is reduced, recycled, reused and disposed of in an environmentally and socially responsible manner.			

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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>SOU12 Jabor POM and Estate had identified all wastes and sources of pollution. The Waste Management Action Plan FY 2023/2024 were established to mitigate and control the identified wastes and source of pollution. The most significant environmental receptors for the estate and mill operations were:</p> <table><tr><th></th><th>Receptor</th><th>Sources</th></tr><tr><td>1</td><td>Air</td><td>Sources from boiler stack (smoke and particulate), vehicle & generator (smoke and gases), anaerobic processes (ETP, EFB dumping)- GHG</td></tr><tr><td>2</td><td>Water</td><td>Cleaning water/run-off/process station waters (hydro-cyclone /sterilizer condensate/clarification waste) & boiler quenching water and blow down</td></tr><tr><td>3</td><td>Land</td><td>Scheduled waste, clinical waste, Industrial waste, domestic waste and industrial/process waste.</td></tr></table> <p>All waste and pollution are identified and documented in the Waste Management Plan and Pollution Prevention Plan Financial Year 2023/2024. The waste generated from the mill/estate operations as shown below;</p> <table><tr><th></th><th>Type of waste</th><th>Details</th></tr><tr><td>1</td><td>Scheduled waste</td><td>Spent IPA, hexane, filter, lubricants, hydraulic oil, grease, used batteries</td></tr><tr><td>2</td><td>Domestic waste</td><td>rubbish from the mill complex and employees' quarters</td></tr></table>		Receptor	Sources	1	Air	Sources from boiler stack (smoke and particulate), vehicle & generator (smoke and gases), anaerobic processes (ETP, EFB dumping)- GHG	2	Water	Cleaning water/run-off/process station waters (hydro-cyclone /sterilizer condensate/clarification waste) & boiler quenching water and blow down	3	Land	Scheduled waste, clinical waste, Industrial waste, domestic waste and industrial/process waste.		Type of waste	Details	1	Scheduled waste	Spent IPA, hexane, filter, lubricants, hydraulic oil, grease, used batteries	2	Domestic waste	rubbish from the mill complex and employees' quarters	Complied
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2	Odour & gases	Activities from the effluent treatment																			
3	Leakage of lubricant	Storage & vehicle maintenance																			
7.3.2	Proper disposal of waste material, according to procedures that are fully understood by workers and managers, is demonstrated. - Minor compliance -	<p>The SOP on Scheduled Waste disposal is established and implemented.</p> <p>a) Details as provided in Waste Management Procedure for Upstream Malaysia, SD/SDP/GSD/HSE/0522/01 version 1 dated May 2022.</p> <p>b) The inventory of the waste generated is recorded using the “E-SWISS” inventory system. Methodology of SW disposal is also described in indicator 4.5.3.2 above.</p> <p>c) All SW were disposed to Kualiti Alam Sdn Bhd. Details as sampled as shown below;</p> <p><u>Jabor POM</u></p> <table><tr><td>Waste type</td><td>Consignment note ref./information</td></tr><tr><td>SW 409</td><td>CN no. 202311220976R9BO, quantity: 0.14 mt dated 22/11/2023 Waste collector: Kxxxxx Axxx Sdn Bhd</td></tr></table>	Waste type	Consignment note ref./information	SW 409	CN no. 202311220976R9BO, quantity: 0.14 mt dated 22/11/2023 Waste collector: Kxxxxx Axxx Sdn Bhd	Complied														
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		<table><tr><td>SW 306</td><td>CN no. 2023112209H0ZEPM, quantity: 0.028 mt dated 22/11/2023 Waste collector: Kxxxxx Axxx Sdn Bhd</td></tr><tr><td>SW 322</td><td>CN no. 2023112209O2BCPJ, quantity: 0.1170 mt dated 16/04/24 Waste collector: Kxxxxx Axxx Sdn Bhd</td></tr></table>	SW 306	CN no. 2023112209H0ZEPM, quantity: 0.028 mt dated 22/11/2023 Waste collector: Kxxxxx Axxx Sdn Bhd	SW 322	CN no. 2023112209O2BCPJ, quantity: 0.1170 mt dated 16/04/24 Waste collector: Kxxxxx Axxx Sdn Bhd									
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<p><u>Jabor Estate</u></p> <p>Latest records of scheduled waste disposal summarized:</p> <table><tr><td>Waste type</td><td>Consignment details</td><td>Contractor</td></tr><tr><td>SW409</td><td>2024041710ZF0MUJ, 0.053 mt dated 17/04/24</td><td>Kxxxxx Axxx Sdn Bhd</td></tr><tr><td>SW305</td><td>2024040509S3QARG, 0.23 mt dated 5/04/24</td><td>Kxxxxx Axxx Sdn Bhd</td></tr><tr><td>SW404</td><td>2023111812J30UKS, 0.0247 mt</td><td>Kxxxxx Axxx Sdn Bhd</td></tr></table>				Waste type	Consignment details	Contractor	SW409	2024041710ZF0MUJ, 0.053 mt dated 17/04/24	Kxxxxx Axxx Sdn Bhd	SW305	2024040509S3QARG, 0.23 mt dated 5/04/24	Kxxxxx Axxx Sdn Bhd	SW404	2023111812J30UKS, 0.0247 mt	Kxxxxx Axxx Sdn Bhd
Waste type	Consignment details	Contractor													
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SW404	2023111812J30UKS, 0.0247 mt	Kxxxxx Axxx Sdn Bhd													
<p>The inventory of the waste generated is recorded using the “E-SWISS” inventory system. Methodology of SW disposal is also described in indicator 4.5.3.2 above. All SW are disposed to Kxxxxx Axxx Sdn Bhd and Kxxxxx Mxxxxxx Sdn Bhd for the workshop lubricant and others waste. The estates scheduled wastes are disposed to Kubota Malaysia collection upon completion of machine/vehicles servicing and maintenance. Letter form DOE Putrajaya dated 13/04/2022 on the approval for Kxxxxx Mxxxxxx Sdn</p>															

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		Bhd for collection and disposal management of scheduled waste from machine/vehicle servicing and maintenance was sighted and verified.	
7.3.3	The unit of certification does not use open fire for waste disposal. - Minor compliance -	<p>There was no land preparation in SOU 12 Jabor POM and estate by burning ever since SDB practiced zero burning as per the policy in:</p> <ul style="list-style-type: none"> a) EQMS-SOP-Section B2 - Under felling/clearing & land preparation b) Group Sustainability and Quality Policy Statement dated Dec 2019, supported by SDG Responsible Agriculture Charter <p>SD Guthrie Berhad (formerly known as Sime Darby Plantation Berhad) has a policy of no open burning. As advocated, the estate practiced zero burning. In the replants visited during the audit in the estate, it was evident that all palms were felled, shredded, windrowed and left to decompose. There was no evidence that fire had been used to prepare land for replanting in the estate No fire was used for waste disposal.</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	Good agriculture practices, as contained in SOPs, are followed to manage soil fertility to optimise yield and minimise environmental impacts. - Minor compliance -	<p>There is no changes compare to last year where Jabor Estate adopt the SOP on managing soil fertility for optimize yield and minimize environmental impacts has been established. The sustaining of the soil fertility is guided by the organization SOPs content among others as stated in sections of the following documents.</p> <ul style="list-style-type: none"> • EQMS chapter B8 - Leguminous Cover Crops • EQMS chapter B14 – Manuring • ARM Section 8 – Manuring 	Complied
7.4.2	Periodic tissue and soil sampling is carried out by Companies to monitor and manage changes in soil fertility and plant health. - Minor compliance -	Jabor Estate operate in accordance with the Agriculture Manual and standard operating procedures. The practices are consistently monitored by estate operation management and the regional office.	Complied

		The recommendations for improvements are given to maintain sustainable practices. Soil sampling is scheduled for every 5 years interval. The latest soil sampling was carried out on December 2022, refer to report dated 18/05/2023, ref: S39/20203. Leaf analysis/foliar sampling will be monitored on yearly basis. The latest monitoring was done by regional agronomist under Plant Nutrient and Protection, CER on January 2024. Refer to report dated 29/02/2024, LDG JABOR (2024/2025 Agronomic & Fertilizer Recommendation Report). Variable dosage recommendation was given by the agronomist for fertilizer input for Jabor Estate.	
7.4.3	A nutrient recycling strategy is in place, which includes the recycling of Empty Fruit Bunches (EFB), Palm Oil Mill Effluent (POME), palm residues and optimal use of inorganic fertilisers. - Minor compliance -	Jabor Estate visited had a nutrient recycling strategy in place which included stacking pruned fronds in the respective fields to decompose, grass cutting harvesters paths and letting the cut mass to decompose in the field, EFB mulching and application of compost. In addition, during replanting, palms were felled, chipped, windowed and left to decompose. Records showed that the estates had applied EFB at 40 tons/ha.	Complied
7.4.4	Records of fertiliser inputs are maintained. - Minor compliance -	Fertilizers in Jabor Estate were applied according to agronomist recommendation. The records have the information about application date, filed number, dosage applied per palm, type of fertilizer and number of applicators. Types of fertilizer applied were straight and mixture. The records were maintained and updated accordingly. Verification of various documents such as agronomist report, annual manuring program and store issuance records shown that the inputs of fertilizers to the field were accurate. For 2023, total of 2,311.83 tonne of fertilizers (NKC1, Kieserite) were applied with the rate of 9.05 kg/palm.	Complied
Criterion 7.5: Practices minimise and control erosion and degradation of soils.			

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7.5.1	<p>(C) Maps identifying marginal and fragile soils, including steep terrain, are available.</p> <p>- Critical (Major) compliance -</p>	<p>Soil series map were available for all estates prepared by the R&D-Precision Agriculture Unit. 3 soil types available at Jabor Estate;</p> <p>Beserah: 23.75%</p> <p>Jerangau: 37.85%</p> <p>Kuantan: 21.13 %</p> <p><i>* Map dated January 2021 by R&D-Precision Agriculture Unit (EIM)</i></p>	Complied
7.5.2	<p>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.</p> <p>- Minor compliance -</p>	<p>Addressed in the SD Guthrie Berhad (Sime Darby Plantation Group Sustainability and Quality Policy Statement) signed by the Group Managing Director on 2/12/2019 and Responsible Agriculture Charter under section 3.1 Protect and conserve biodiversity and ecosystems stated as follows: "3.1.2 - Management of erosion by protection of steep slopes and river reserves within our operations and promote restoration programs."</p>	Complied
7.5.3	<p>There is no new planting of oil palm on steep terrain.</p> <p>- Minor compliance -</p>	<p>No new planting of oil palm on steep terrain verified at Jabor estate.</p>	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>Soil series and topography map available for estate visited. No fragile soil categorized in the estates visited as per soil map issued by R&D Precision Agriculture Unit. As sighted in estates visited, the estate has taken into account the land terrain, drainage, and road systems in planning the 2024 replanting.</p>	Complied
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>Addressed in the SD Guthrie Berhad (Sime Darby Plantation Group Sustainability and Quality Policy Statement) signed by the Group Managing Director on 2/12/2019 and Responsible Agriculture Charter under section 3.2: Protect and enhance forest: "We will</p>	Complied

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		seek to protect and enhance forest and wildlife, and minimise carbon emission from land use change through: vii. No new development of peat areas, regardless of depth or location. We will seek to rehabilitate existing plantings on peats where possible.	
7.6.3	Soil surveys and topographic information guide the planning of drainage and irrigation systems, roads and other infrastructure. - Minor compliance -	Slope map prepared by R&D-Precision Agriculture Unit (EIM) and topography information for Jabor Estate was verified. No steep terrain for all estates (> 25°) and most of the area with rolling and undulating terrain.	Complied
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 -	There is no new planting on peat. Verified through soil series map and site visit, there is no peat soil identified within Jabor estate. Hence, this indicator is 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 -	There is no new planting on peat. Verified through soil series map and site visit, there is no peat soil identified within Jabor estate. Hence, this indicator is not applicable.	Not Applicable
7.7.3	(C) Subsidence of peat is monitored, documented and minimised. - Critical (Major) compliance -	There is no new planting on peat. Verified through soil series map and site visit, there is no peat soil identified within Jabor estate. Hence, this indicator is not applicable.	Not Applicable
7.7.4	(C) A documented water and ground cover management programme is in place. - Critical (Major) compliance -	There is no new planting on peat. Verified through soil series map and site visit, there is no peat soil identified within Jabor estate. Hence, this indicator is not applicable.	Not Applicable

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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>	There is no new planting on peat. Verified through soil series map and site visit, there is no peat soil identified within Jabor estate. Hence, this indicator is 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>	There is no new planting on peat. Verified through soil series map and site visit, there is no peat soil identified within Jabor estate. Hence, this indicator is not applicable.	Not Applicable
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>	There is no new planting on peat. Verified through soil series map and site visit, there is no peat soil identified within Jabor estate. Hence, this indicator is 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>Both the Mill and Estate had established its Water Management Plan for year 2024 which was developed to maintain the quality and availability of natural water resources. This is made by practicing efficient water consumption through various methods such as;</p> <p>a) Implementation of rain water harvest,</p> <p>b) Construction of water gate for effective management of field drains,</p> <p>c) Establishment of <i>Mucuna bracteata</i> to prevent erosion,</p> <p>d) Side drain at field road to control water, frond stacking,</p> <p>e) Enhancement of ground vegetation at bare ground area.</p> <p>The water sources are as shown below;</p> <table><tr><th></th><th>Water sources</th><th>Usage</th><th>Monitoring & measurement</th><th>Freq</th><th>PIC</th><th>Review status</th></tr><tr><td>1</td><td>SATU</td><td>Purchased for domestic consumption</td><td>Monitoring water supply</td><td>Mthly</td><td>AM Mgr</td><td>Awaiting approval from authority</td></tr><tr><td>2</td><td>Rain water</td><td>Domestic use Workshop Chemical mixing</td><td>Rain fall data</td><td>On-going</td><td>AM Mgr</td><td>Water harvesting for general washing</td></tr><tr><td>3</td><td>Water tank</td><td>Emergency water supply</td><td>-</td><td>-</td><td>AM Mgr</td><td>Request water supply</td></tr></table>		Water sources	Usage	Monitoring & measurement	Freq	PIC	Review status	1	SATU	Purchased for domestic consumption	Monitoring water supply	Mthly	AM Mgr	Awaiting approval from authority	2	Rain water	Domestic use Workshop Chemical mixing	Rain fall data	On-going	AM Mgr	Water harvesting for general washing	3	Water tank	Emergency water supply	-	-	AM Mgr	Request water supply	Complied
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3	Water tank	Emergency water supply	-	-	AM Mgr	Request water supply																									

						from other estates	
The contingency plan during water shortage							
		Area/incident	Action steps	PIC	status		
	1	Water shortage/ prolonged dry season	1. to obtain water from local authority /estate catchment 2. to train/educate staff/workers to conserve water 3. to seek assistance from local authority 4. to obtain treated water supply from mill's WTP	Manager AM/Mill Engineer	As and when required		
	2	Severe water pollution/ Contamination	1. to obtain water from local authority 2. to train/educate staff/workers to conserve water 3. to seek assistance from local authority 4. to obtain treated water supply from mill's WTP	Manager AM// Mill Engineer	As and when required		

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		<table><tr><td>3</td><td>Salt water intrusion</td><td><div><div>1. Flushing out water during dry & low tide season</div><div>2. Construction of screw gate to prevent entry into field drain</div><div>3. Regular inspection during high tide to identify any tide gate and flap door.</div></div></td><td>Estate Mgmt</td><td>Schedule</td></tr></table>	3	Salt water intrusion	<div><div>1. Flushing out water during dry & low tide season</div><div>2. Construction of screw gate to prevent entry into field drain</div><div>3. Regular inspection during high tide to identify any tide gate and flap door.</div></div>	Estate Mgmt	Schedule						
3	Salt water intrusion	<div><div>1. Flushing out water during dry & low tide season</div><div>2. Construction of screw gate to prevent entry into field drain</div><div>3. Regular inspection during high tide to identify any tide gate and flap door.</div></div>	Estate Mgmt	Schedule									
		<p>The Estate had implemented water managements plans which covered:</p> <div><div>a) Water shortage contingencies</div><div>b) Water pollution prevention</div><div>c) Reduce wastage</div><div>d) Identification & management of waste waters</div><div>e) Monitoring rainfall</div><div>f) Regular water quality analysis.</div></div>											
		<p>The water reduction plan is shown below;</p> <table><tr><td></td><td>Issues/Areas</td><td>Action Steps</td><td>PIC</td><td>Status</td></tr><tr><td>1</td><td>Rainwater collection</td><td><div><div>Large containers are to be placed at strategic locations to collect rainwater</div><div>The rainwater shall be recycled for washing heavy machinery</div></div></td><td>AM/Field staff</td><td>On-going</td></tr></table>		Issues/Areas	Action Steps	PIC	Status	1	Rainwater collection	<div><div>Large containers are to be placed at strategic locations to collect rainwater</div><div>The rainwater shall be recycled for washing heavy machinery</div></div>	AM/Field staff	On-going	
	Issues/Areas	Action Steps	PIC	Status									
1	Rainwater collection	<div><div>Large containers are to be placed at strategic locations to collect rainwater</div><div>The rainwater shall be recycled for washing heavy machinery</div></div>	AM/Field staff	On-going									

		2	Leakage on plumbing system	Frequent inspection to detect leakage Fix any leakage	AM/Field staff	On-going
		3	Water compartmentalization	To conserve level of soil moisture To minimize water stress during dry season	AM/Field staff	On-going
		4	Handling of chemicals	To recycle water spillage while mixing of chemical at mixing area	AM/Field staff	On-going
		5	education	Avoid excessive usage during cleaning Close pipe to prevent water dripping	AM/Field staff	On-going
		5	Re-streaming	Re stream from sterilizer condensate pit for dilution	Mill engineer	On-going
		The Mill Identification & Management of Waste Water				
			location	Wastewater produced	Treatment/containment	Reuse/recycle/disposal method
		1	Processing stations	Clarification condensate Sterilizer condensate Hydro cyclone condensate Mill floor cleaning water	Oil recovery/ETP	Recover into system

		<table><tr><td>2</td><td>Boiler</td><td>Blow down, cleaning water</td><td>Sludge pit, ETP</td><td>Monsoon drain</td></tr><tr><td></td><td>Process ramp</td><td>Rainfall runoff</td><td>Sedimentation trap</td><td>Monsoon drain</td></tr><tr><td>3</td><td>Engine room</td><td>Steam condensate, turbine cooling water</td><td>Monsoon drain, recycled tank</td><td>Monsoon drain</td></tr><tr><td>4</td><td>Lab</td><td>Cleaning water</td><td>Process drain</td><td>Monsoon drain</td></tr><tr><td>5</td><td>Wash room</td><td>Toilet water, cleaning water</td><td>Septic tank</td><td>Collected by licensed contractor.</td></tr></table>	2	Boiler	Blow down, cleaning water	Sludge pit, ETP	Monsoon drain		Process ramp	Rainfall runoff	Sedimentation trap	Monsoon drain	3	Engine room	Steam condensate, turbine cooling water	Monsoon drain, recycled tank	Monsoon drain	4	Lab	Cleaning water	Process drain	Monsoon drain	5	Wash room	Toilet water, cleaning water	Septic tank	Collected by licensed contractor.	
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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>SOU12 Jabor estate continued to protect the water courses, including maintaining and restoring appropriate riparian buffer zones along the natural waterways. The estates adopted the existing SD Guthrie Berhad (formerly known as Sime Darby Plantations Berhad) policy to maintain the buffer by restricting agrochemicals application and left undeveloped during replanting. Water courses and wetlands are protected including maintaining and restoring appropriate riparian buffer zones. The guidelines are detailed in the River Reserve Management (Management of River Reserve in SD Guthrie Berhad (formerly known as Sime Darby Plantations Berhad) dated April 2014). The buffer zones established are as follows:</p> <table><tr><td></td><td><i>River width</i></td><td><i>Buffer zone</i></td></tr><tr><td>1</td><td>> 40 meters</td><td>50 meters</td></tr><tr><td>2</td><td>20 - 40 meters</td><td>40 meters</td></tr><tr><td>3</td><td>10 - 20 meters</td><td>20 meters</td></tr></table>		<i>River width</i>	<i>Buffer zone</i>	1	> 40 meters	50 meters	2	20 - 40 meters	40 meters	3	10 - 20 meters	20 meters	Complied													
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		<table><tr><td>4</td><td>5 - 10 meters</td><td>10 meters</td></tr><tr><td>5</td><td>< 5 meters</td><td>5 meters</td></tr></table> <p>The signboards were displayed accordingly at the site where applicable. The guideline was issued by the GSD Unit with latest revision dated on 13/6/2011. Water analysis report for surface water/river carried out every quarter as per SOP, Water Quality Monitoring, issue:1 dated 1//6/2016. Result of analysis summarized as per below:</p> <table><tr><td>Estate</td><td>Date of monitoring</td><td>Remarks</td></tr><tr><td>Jabor Estate</td><td>3/2/2023</td><td>IE221/2023</td></tr></table> <p>A few parameters recorded were not complied with class IIA/IIB of NWQS and also pesticides residue in water analysis. Internal CAR was issued, and proper investigation of root cause and corrective action have been implemented.</p> <p>Among others management plan taken;</p> <ul style="list-style-type: none">a) Regular inspection at buffer/HCV areasb) Monitor water from surrounding areasc) Track, measure and report all activities around riverd) Train and educate workers.	4	5 - 10 meters	10 meters	5	< 5 meters	5 meters	Estate	Date of monitoring	Remarks	Jabor Estate	3/2/2023	IE221/2023	
4	5 - 10 meters	10 meters													
5	< 5 meters	5 meters													
Estate	Date of monitoring	Remarks													
Jabor Estate	3/2/2023	IE221/2023													
7.8.3	Mill effluent is treated to be in compliance with national regulations. Discharge quality of mill effluent, especially Biochemical Oxygen Demand (BOD), is regularly monitored. - Minor compliance -	Based on “ <i>Jadual Pematuhan</i> ” (license no 005105 valid until 30/06/2024), method of discharge for Kerbau POM is waterway and composting. Sighted quarterly report has been submitted to DOE by quarterly basis. Summary of 1 st quarter of 2024 summarized as per below:	Complied												

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		<table><tr><td></td><td>Parameter</td><td>2nd schedule limit</td><td>27/2024, dated 15/01/2024</td><td>791/2024, dated 29/02/2024</td><td>1163/2024, dated 25/03/2024</td></tr><tr><td>1</td><td>pH</td><td>5-9</td><td>8.37</td><td>8.58</td><td>8.63</td></tr><tr><td>2</td><td>BOD mg/l</td><td>100</td><td>62</td><td>28</td><td>14</td></tr><tr><td>3</td><td>Total Solids</td><td>-</td><td>-</td><td>-</td><td>-</td></tr><tr><td>4</td><td>S Solids</td><td>400</td><td>94</td><td>42</td><td>36</td></tr><tr><td>5</td><td>Oil & Grease</td><td>50</td><td>3</td><td>4</td><td>5</td></tr><tr><td>6</td><td>AN</td><td>150</td><td>12</td><td>1</td><td>3</td></tr><tr><td>7</td><td>TN</td><td>200</td><td>34</td><td>1</td><td>11</td></tr></table> <p>All parameters tested complied with 2nd Schedule, Environment Quality, Prescribed Premise (CPO) 1977.</p>		Parameter	2 nd schedule limit	27/2024, dated 15/01/2024	791/2024, dated 29/02/2024	1163/2024, dated 25/03/2024	1	pH	5-9	8.37	8.58	8.63	2	BOD mg/l	100	62	28	14	3	Total Solids	-	-	-	-	4	S Solids	400	94	42	36	5	Oil & Grease	50	3	4	5	6	AN	150	12	1	3	7	TN	200	34	1	11	
	Parameter	2 nd schedule limit	27/2024, dated 15/01/2024	791/2024, dated 29/02/2024	1163/2024, dated 25/03/2024																																														
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5	Oil & Grease	50	3	4	5																																														
6	AN	150	12	1	3																																														
7	TN	200	34	1	11																																														
7.8.4	Mill water use per tonne of FFB is monitored and recorded. - Minor compliance -	The mill processing water are obtained from the water catchment adjacent to the mill complex. The water usage monitoring has been monitored on a monthly basis with the latest recording detailed sampled (water usage m3/per mt of fresh fruit bunches (FFB). For 2023, an average of 1.64 mt water per tonne FFB recorded. To date March 2024, 1.69 mt of water per tonne FFB showing the proportionate increase in volume of FFB being processed for the first 3 months of 2024. There were variations of performance which may linked to rainy days, significant boiler water rinsing/discharging for maintenance etc.	Complied																																																
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.	The monitoring is recorded in environment performance indicator- electricity generated by steam turbine tabulated for 2023 and to date 2024. It is calculated as electricity generated from turbine that	Complied																																																

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	- Minor compliance -	<p>produces power for the mill entire complex operation unit in kwh/mt CPO. A monthly record on energy consumption for both renewable and non-renewable sources were also maintained and documented. It is monitored to optimize use of renewable energy. The electricity energy monitoring based on CPO produced tabulated as shown below;</p> <table border="1"> <tr> <th></th><th>Energy Monitoring</th><th>2023</th><th>2024 (to date)</th></tr> <tr> <td>1</td><td>kWh / mt CPO</td><td>34.61</td><td>33.86</td></tr> </table> <p>Variation of ratio in the analysis were explained and justified. Under the energy management plan 2024 the mill aimed for reduction plan for fossil fuel usage;</p> <ul style="list-style-type: none"> - Educate workers on fuel saving practices. - Preventive maintenance programme 		Energy Monitoring	2023	2024 (to date)	1	kWh / mt CPO	34.61	33.86	
	Energy Monitoring	2023	2024 (to date)								
1	kWh / mt CPO	34.61	33.86								
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>Main sources of GHG emission identified were methane (CH) emission through POME treatment and boiler stack from the mill. Other less significant GHG emissions identified including CO, SOx and NOx from various sources including fossil fuel, chemical and fertilizer consumptions mainly from estates activities.</p> <p>The emission value is recorded and calculated through the utilisation of RSPO's Palm GHG Calculator ver. 4. Detail of GHG calculation can be found under appendix B.</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>	Not applicable since no new development by the certification unit.	Not Applicable								

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	- Critical (Major) compliance -														
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>An assessment of all polluting activities has been conducted and monitored. This included the gaseous emissions, particulate / soot emissions and effluent. The CU has continued to maintain its environmental aspects/impacts register associated with their activities. Environmental aspect and impact (EAI) records i.e. (SM/5.2/EAI) and (SM/5.2/EIE) which covers estate and mill activities / operation. 'Pollution Identification Environmental Improvement Action Plan' is used to identify the waste products and sources of pollution, was in place and is reviewed accordingly. Among others the significant environmental receptors for the estates and mill operations were:</p> <table><tr><td></td><td>Environmental receptors</td><td>Source</td></tr><tr><td>1</td><td>Air</td><td>Air emissions –from boiler stack (smoke & particulate), vehicle & generator (smoke and gases). GHG emission from anaerobic processes (ETP, EFB dumping).</td></tr><tr><td>2</td><td>Water</td><td>Water discharges – Cleaning water/run-off/process station waters (hydro cyclone/sterilizer condensate/clarification waste) & boiler quenching water and blow down</td></tr><tr><td>3</td><td>land</td><td>Land – Scheduled waste, domestic waste and industrial / process waste. Clinical wastes – generated from clinics.</td></tr></table> <p>The latest stack sampling was carried out on 19/6/2023, ref: L-GB-CC2301CSJ-0374, with 80.2 mg/m³ at 12% CO₂ vs limit of 150 mg/m³. For 2024, the next monitoring will be carried out before end</p>		Environmental receptors	Source	1	Air	Air emissions –from boiler stack (smoke & particulate), vehicle & generator (smoke and gases). GHG emission from anaerobic processes (ETP, EFB dumping).	2	Water	Water discharges – Cleaning water/run-off/process station waters (hydro cyclone/sterilizer condensate/clarification waste) & boiler quenching water and blow down	3	land	Land – Scheduled waste, domestic waste and industrial / process waste. Clinical wastes – generated from clinics.	Complied
	Environmental receptors	Source													
1	Air	Air emissions –from boiler stack (smoke & particulate), vehicle & generator (smoke and gases). GHG emission from anaerobic processes (ETP, EFB dumping).													
2	Water	Water discharges – Cleaning water/run-off/process station waters (hydro cyclone/sterilizer condensate/clarification waste) & boiler quenching water and blow down													
3	land	Land – Scheduled waste, domestic waste and industrial / process waste. Clinical wastes – generated from clinics.													

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		of license period. Notification ref. 4300669426 dated 21/04/2024 was sighted to monitor 2 type of parameter; CO limit 1000 mg/m ³ and Dust/Particulate Matter count limit 150 mg/m ³ . Result of monitoring to be further verified in the assessment.	
Criterion 7.11: Fire is not used for preparing land and is prevented in the managed area			
7.11.1	(C) Land for new planting or replanting is not prepared by burning. - Critical (Major) compliance -	Guided by SD Guthrie Berhad (formerly known SDPB ARM), preparation of replanting using fire is not allowed. Based on site visit at replanting fields of the sampled estates, there was no trace of burning observed. Palm trunks were chipped and windrowed.	Complied
7.11.2	The unit of certification establishes fire prevention and control measures for the areas directly managed by the unit of certification. - Minor compliance -	<p>There was no land preparation by burning ever since SD Guthrie Berhad (formerly known as Sime Darby Plantation Berhad) practice zero burning as per the policy in:</p> <ul style="list-style-type: none"> a) EQMS-SOP-Section B2 - Under felling/clearing & land preparation b) Group Sustainability and Quality Policy Statement dated Dec 2019, supported by SD Guthrie Berhad (formerly known as SDP Responsible Agriculture Charter) <p>The use of fire for waste disposal and for preparing land for oil palm cultivation or replanting was not practiced in the estate. The Group policy of "Zero open burning" has been enforced since July 2008. The operating units adhered to the policy of "Zero open burning" for any replanting. Furthermore, Sime Darby Plantation assigned 1 person based in HQ being in charge to detect any open fire in the Company's' fields using the Global Spot Watch. This is the measures taken by the organization to pledge towards zero open burning.</p> <p><u>Process flow for fire incident reporting</u></p>	Complied

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		Incident occurrence > SDP hotspot alert team identification > to notify OU > incident details investigated by OU > immediate site verification by OU > OU to report verification status using Fire Hotspot Internal Report (FHIR) > information with geo-tagged photo > reply to hotspot alert team.	
7.11.3	The unit of certification engages with adjacent stakeholders on fire prevention and control measures. - Minor compliance -	<p>Estates and mill under SOU12 held engagement with the adjacent stakeholders via briefing sessions as stated in ERP procedure and Fire Prevention and Control Measure. Therein containing;</p> <p>a) Objective</p> <p>b) Activity and prevention</p> <p>c) Function of Fire and Rescue Team</p> <p>d) Emergency Evacuation Plan / Drill</p> <p>All stakeholders being briefed in the respective stakeholders meetings in a brief agenda relating to fire prevention and issues relating to environmental . A Stakeholders Meeting was held on 27/02/2024. The minutes of the "Minit Mesyuarat Stakeholder Tahun 2024" was available as per the audit findings. As per interview, sample stakeholders which is adjacent stakeholders can demonstrate their understanding on fire preventions.</p>	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>There is no land clearing after November 2005 within SOU12 estates.</p> <p>Group Sustainability Department formerly known as PSQM department have conducted HCV reassessment for Pahang Zone, SOU 10 – Bukit Puteri, SOU 11 – Kerdau and SOU12 – Jabor on March 2016. Specific HCV area for SOU12 Jabor estate has been</p>	Not Applicable

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	- Critical (Major) compliance -	identified and documented in the said report. Hence, the requirement under this indicator does not apply.	
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>PROCEDURAL NOTE: 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>	<p>The audit findings have confirmed that there is no new land clearing after 15 Nov 2018 in SOU 12 estates. Hence, the current HCV assessment of the estates remained valid.</p> <p>b) The audit team have confirmed that there is no new planting after 15 Nov 2018 in SOU12 estates</p>	Complied
7.12.3	<i>Indicator is not applicable in Malaysia context</i>		Complied
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>	The audit findings have confirmed that there is no new planting after 15 Nov 2018 in SO12 estates. Hence, the requirement under this indicator does not apply	Not Applicable

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Estates	Assessed areas	Area (Ha)	HCV classification	Remarks
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		<table><tr><td>Jabor Estate</td><td>Water Catchment Area</td><td>3.14</td><td>HCV 4</td><td>Provide basic service (water resources) for critical situations</td></tr><tr><td colspan="2">Total of HCV area for SOU12</td><td colspan="3">3.14 ha</td></tr></table> <p>A programme to regularly educate the workforce about the status of RTE species is in place and carried out on annual basis. Latest training was carried out on 19/12/2023. All the HCVs were maintained by site specific operating unit. The exercise has taken into consideration all aspects of environmentally sensitive areas such as ponds, streams, catchment and were documented. Map verification and site visit confirmed that the estate are surrounded by river/straits and villages. The HCVs, conservation areas/environmentally sensitive areas e.g. bund along the stretches of river/straits which passes bordering through the estate had been identified and being monitored.</p>	Jabor Estate	Water Catchment Area	3.14	HCV 4	Provide basic service (water resources) for critical situations	Total of HCV area for SOU12		3.14 ha			
Jabor Estate	Water Catchment Area	3.14	HCV 4	Provide basic service (water resources) for critical situations									
Total of HCV area for SOU12		3.14 ha											
7.12.7	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. - Minor compliance -	The CU management has established a standard monitoring document. Details provided include the following information: a) Area b) Field no and GPS coordinate c) Observation - Encroachment /sign of trespassing - Wildlife issues/conflicts/sighting - Pollution /erosion issues d) Maintenance of signage / fence	Complied										

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		<p>The monitoring being made by the AP during the security rounds in the estate complex. The field staff/Assistant also played a role in providing information during their daily rounds in the fields. Records furnished by the APs were sighted and verified.</p> <table><tr><td></td><td>Action steps</td><td>Action Plan</td><td>Date</td><td>PIC</td></tr><tr><td>1</td><td>Inspection of HCV</td><td>Continuous inspection and recommendation To liase with related agency</td><td>On-going</td><td>EM</td></tr><tr><td>2</td><td>Protection or conservation & monitoring of biodiversity area.</td><td>To continuously collaborate with R& D to monitor the status & health of trees</td><td>On-going</td><td>EM</td></tr><tr><td>3</td><td>Interface with animals</td><td>Raise awareness of HCV/RTE to employees Employees are taught not to disturbed/hunt wildlife. Liaison with <i>Jabatan Perhilitan</i> on wildlife encounter/discovery</td><td>On-going</td><td>EM</td></tr><tr><td>4</td><td>Education and awareness</td><td>Educate employees on importance of biodiversity. Encourage research on specific biodiversity To erect signage No fishing/no hunting/no swimming</td><td>On-going</td><td>EM</td></tr></table>		Action steps	Action Plan	Date	PIC	1	Inspection of HCV	Continuous inspection and recommendation To liase with related agency	On-going	EM	2	Protection or conservation & monitoring of biodiversity area.	To continuously collaborate with R& D to monitor the status & health of trees	On-going	EM	3	Interface with animals	Raise awareness of HCV/RTE to employees Employees are taught not to disturbed/hunt wildlife. Liaison with <i>Jabatan Perhilitan</i> on wildlife encounter/discovery	On-going	EM	4	Education and awareness	Educate employees on importance of biodiversity. Encourage research on specific biodiversity To erect signage No fishing/no hunting/no swimming	On-going	EM	
	Action steps	Action Plan	Date	PIC																								
1	Inspection of HCV	Continuous inspection and recommendation To liase with related agency	On-going	EM																								
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		5	Water bodies	Education and awareness for workers Monitoring of water sampling No agrochemical application Cover any bare soil with planting of vetivar grasses, groundcover to reduce soil erosion	On-going	EM	
		*EM – Estate management					
			Estate	Monitoring records	Remarks		
			Jabor Estate	4/4/24, 9/3/24, 8/2/24, and 7/1/24	No encroachment/human and wildlife conflict/erosion and pollution recorded		
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>	<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 12 estate. Hence, the requirement under this indicator does not apply</p>					Not Applicable

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Appendix B: GHG Reporting Executive Summary

The GHG emissions that were produced in **2023** for **SD Guthrie Berhad - Jabor Oil Mill** 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 **SD Guthrie Berhad - Jabor Oil Mill** and supply base are as following:

Emission per product	tCO ₂ e/tProduct	Extraction	%
CPO	1.29	OER	20.29
PKO	0	KER	4.88

Production	t/yr	Land Use	Ha
FFB Process	63,004.51	OP Planted Area	12,378.86
CPO Produced	12,783.12	OP Planted on peat	0
PKO Produced	3,075.96	Conservation (forested)	0
		Conservation (non-forested)	88.41
		Total	12,467.27

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	20,553.42	0.49	1904.71	0.64	0	0	22,458.13	1.13
CO ₂ Emission from fertilizer	2,188.59	0.05	240.15	0.08	0	0	2,428.74	0.13
NO ₂ Emission	1,114.60	0.03	122.42	0.04	0	0	1,237.02	0.07
Fuel Consumption	10.48	0	1.66	0	0	0	12.15	0
Peat Oxidation	0	0	0	0	0	0	0	0
Sink								
Crop Sequestration	-19,200.99	-0.45	-1,744.66	-0.59	0	0	-20,945.66	1.04
Conservation Sequestration	0	0	0	0	0	0	0	0
Total	4,666.10	0.11	524.28	0.18	2,848.61	0	8,038.99	0.29

**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	12,349.95	0.20
Fuel Consumption	3.44	0
Grid Electricity Utilization	0	0
Credit		
Export of Grid Electricity	0	0
Sales of PKS	0	0
Sales of EFB	0	0
Total	12,353.39	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

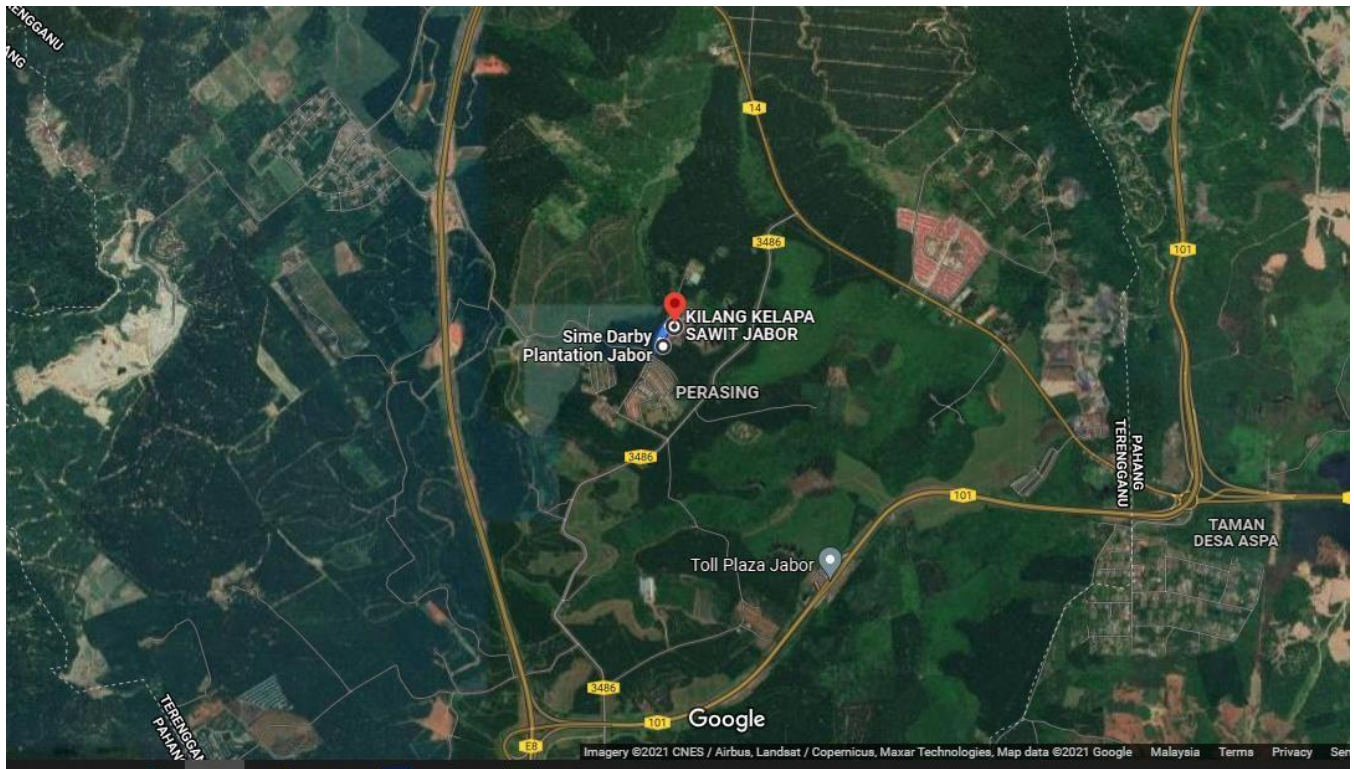
*This mill has no kernel crusher operation.

Palm Oil Mill Effluent (POME) Treatment:	
Divert to Compost (%)	0
Divert to anaerobic diversion (%)	100.00

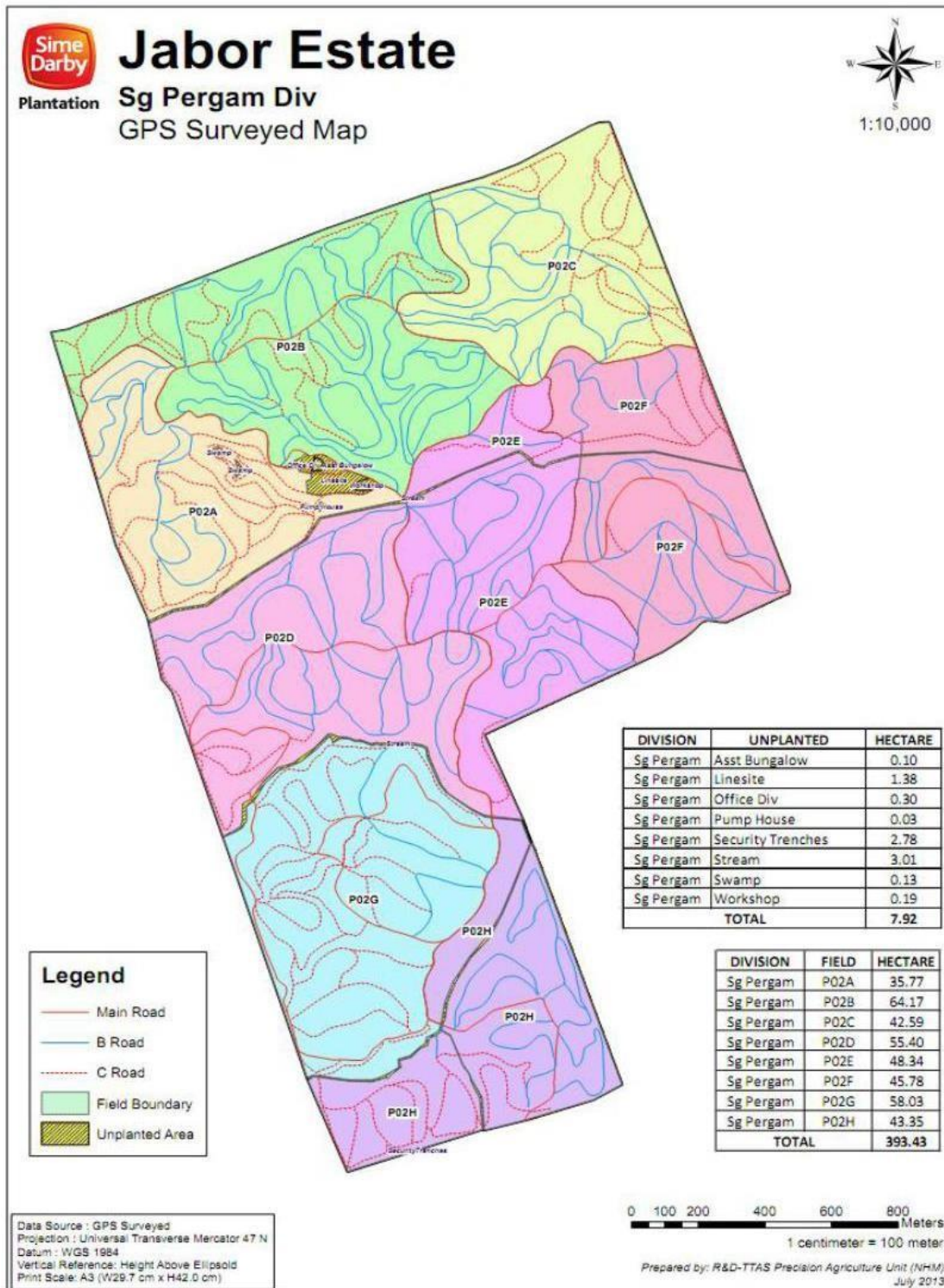
POME Diverted to Anaerobic Digestion:	
Divert to anaerobic pond (%)	100.00
Divert to methane captured (flaring) (%)	0.00
Divert to methane captured (energy generation) (%)	0.00

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Appendix C: Location Map of Certification Unit and Supply bases



Appendix D: Estate Field Ma



Appendix E: List of Smallholder Registered and/or sampled

Sampling Group	Current Certification	Scope Extension	Other: <i>Please specify</i>
Risk Factor Applied	Choose an item.	Choose an item.	Choose an item.
Justification of Risk Factor Applied	N/A	N/A	N/A
Number of samples	N/A	N/A	N/A
Remarks	N/A	N/A	N/A

[illegible]

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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