

RSPO – RECERTIFICATION ASSESSMENT

PT. Inti Indosawit Subur
Head Office: Jl. M.H Thamrin No. 31 Jakarta 10230, Indonesia
Certification Unit: PT. Inti Indosawit Subur – Buatan I

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Section 1 Scope of the Recertification Assessment

1. Company Details			
RSPO Membership Number	1-0022-06-000-00	Membership Approval Date	6 February 2006
Company Name	PT. Inti Indosawit Subur – Buatan I		
Address	Head Office: Jl. M.H Thamrin No. 31 Jakarta 10230, Indonesia Site location: Pelalawan and Siak Regency, Riau Province - Indonesia		
Subsidiary of (if applicable)	PT. Inti Indosawit Subur		
Contact Name	Asrini Subrata		
Website	www.asianagri.com	E-mail	asrini_subrata@asianagri.com
Telephone	+62 21 2301119	Facsimile	+62 21 2301120

2. RSPO Certification Information			
Certificate Number	SPO 638918	Originally Registered Date	16/09/2010
		Expiry Date	15/09/2020
Scope of Certification	Production of CPO an PK at Buatan I Palm Oil and FFB supplied from 1 (one) company own estate namely Buatan I (Division I, II, and III) and 4 (four) Cooperatives of scheme smallholders.		
Other Certifications			
Certificate Number	Standard(s)	Certificate Issued by	Expiry Date
ID05/65250	ISO 14001:2004	SGS	10 June 2017
EU-ISCC-Cert-DE100-20151996	ISCC EU	SGS	2 Feb 2016
ISCC-PLUS-Cert-10015084	ISCC Plus	SGS	2 Feb 2016

3. Location(s) of Mill & Supply Bases			
Name (Mill / Supply Base)	Location [Map Reference #]	GPS	
		Easting	Northing
Buatan I Palm Oil Mill	Delik & Pangkalan Kerinci Village, Bunut Langgam District, Pelalawan Regency, Riau	101°49'30" E	0°26'04" N

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Buatan Estate	Delik & Pangkalan Kerinci Village, Bunut Langgam District, Pelalawan Regency, Riau	101°49'06" - 101°53'05" E	0°25'46" - 0°30'37" N
KUD Bhakti Mandiri	Bukit Harapan Village, Kerinci kanan subdistrict, Siak District, Riau	101°47'47.2" E	00°29'16.0" N
KUD Jaya Makmur	Kumbara Utama Village, Kerinci kanan subdistrict, Siak District, Riau	101°47'31.4" E	00°29'56.8" N
KUD Sumber Rejeki	Bukit Agung Village, Kerinci kanan subdistrict, Siak District, Riau	101°48'49.6" E	00°25'50.3" N
KUD Sejahtera	Makmur Village, Kerinci kanan subdistrict, Siak District, Riau	101°50'07.5" E	00°25'28.9" N

4. Description of Own Certificate Supply Base

Estate	Mature (ha)	Immature (ha)	Total Planted (ha)	HCV Area (ha)	Conservation Area (ha)	Infrastructure & Other (ha)	Total Hectarage	% of Planted
Buatan Estate	1,975	32	2,007	55.56	55.56	134	2,141	93.7
KUD Bhakti Mandiri	980	0	980	0	0	0	980	100
KUD Jaya Makmur	920	0	920	0	0	0	920	100
KUD Sumber Rejeki	820	0	820	0	0	0	820	100
KUD Sejahtera	976	0	976	0	0	0	976	100
TOTAL	5,671	32	5,703	55.56	55.56	134	5,837	97.7

Note:

- Immature area in Buatan Estate is part of replanting activities.
- HCV area is part of Conservation area, thus the total area is similar. These areas located within planted areas.
- The total area of Buatan Estate supplying to the Buatan I Palm Oil Mill is consist of Division I, II, and II

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5. Plantings & Cycle								
Estate	Age (Years) & %					Tonnage / Year		
	0 - 3	4 - 10	11 - 20	21 - 25	26 - 30	Estimated (Previously Reported Duration-12 months)	Actual (Previously Reported Duration-12 months)	Forecast (Next 12 Month reporting duration)
I. Supply Base from own estate (Afdeling I, II, III)								
Buatan Estate	32	0	0	1,486	489	35,005	43,963	42,548
II. Supply Base from Scheme Smallholders								
KUD Bhakti Mandiri	0	0	0	418	562	22,433	20,936	22,593
KUD Jaya Makmur	0	0	0	622	298	23,273	22,172	21,414
KUD Sumber Rejeki	0	0	0	820	0	19,387	17,841	18,960
KUD Sejahtera	0	0	0	976	0	20,788	19,028	20,392
Subtotal Scheme Smallholders (KUD)	0	0	0	2836	860	85,881	79,977	83,359
TOTAL CERTIFIED FFB						120,886	123,940	125,907
III. Supply Base from Independent Third/Middle Man*)								246,546
TOTAL SUPPLY FFB								372,453

Note: The total area of Buatan Estate supplying to the Buatan I Palm Oil Mill is consist of Division I, II, and III
The age of 0-3 years is replanting area.

*) Supply base from independent third parties/middle man is non certified FFB (Excluded from certificate scope)

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6. Certified Tonnage									
Mill	Estimated (Previously Reported Duration-12 months)			Actual (Previously Reported Duration-12 months)			Forecast (Previously Reported Duration-12 months)		
	FFB	CPO	PK	FFB	CPO	PK	FFB	CPO	PK
Buatan I Mill	120,886	25,242	6,105	123,896	25,681	6,188	125,907	26,359	6,421
Total	120,886	25,242	6,105	123,896	25,681	6,188	125,907	26,359	6,421

7. Actual Certified Palm Production (Previously Reported Duration-12 months)			
MILL	CAPACITY (mt/hr)	CPO (mt)	PK (mt)
Buatan I	60 TPH	25,681	6,188

8. Actual Sales of Certified Palm Products (Previously Reported Duration-12 months)			
MILL	Certified CPO Sold (mt)	Certified PK Sold (mt)	Remarks
Buatan I	750	0	Sales of certified palm products in eTrace

9. Actual Certified FFB Received Monthly – (Previously Reported Duration-12 months of 2014)			
Month	Certified Supply Base & weight (mt)		
	Buatan	Buatan Smallholders	Total FFB/Month (mt)
Jan	2,654	6,708	9,362
Feb	2,291	6,045	8,336
Mar	2,833	5,903	8,736
Apr	2,086	5,633	7,719
May	2,426	6,247	8,673
Jun	2,988	6,040	9,028
Jul	3,953	6,056	10,009
Aug	5,925	8,215	14,140
Sep	5,450	7,602	13,052
Oct	4,581	7,414	11,995
Nov	4,848	7,540	12,388
Des	3,927	6,530	10,457
Total	43,963	79,933	123,896

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Section 2 Assessment Process

Certification Body:

BSI Services Malaysia Sdn Bhd,
(ASI Accreditation Number: RSPO-ACC-19)
B08-01 (East), Level 8, Block B, PJ 8, No.23,
Jalan Barat, Seksyen 8, Petaling Jaya,
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BSI is a leading global provider of management systems assessment and certification, with more than 60,000 certified locations and clients in over 100 countries. BSI Standards is the UK's National Standards Body. BSI provides independent, third-party certification of management systems. BSI is ASI Accredited (RSPO-ACC-19) since 31/10/2014 with accredited office located at Kuala Lumpur, Malaysia and an office at Singapore, Jakarta, Bangkok and Australia which involve in RSPO Certification Program.

Assessment Methodology, Programme, Site Visits

The on-site recertification assessment was conducted from 29 July – 1 August 2015. The audit programme is included as Appendix D. The approach to the audit was to treat the mill and its supply base as an RSPO Certification Unit. Mill was audited together with the sample estates. A range of environmental and social factors were covered. This includes consideration of topography, palm age, proximity to areas with HCVs, declared conservation areas and local communities.

The methodology for collection of objective evidence included physical site inspections, observation of tasks and processes, interviews of staff, workers and their families and external stakeholders, review of documentation and monitoring data. RSPO P&C 2013 was used as Checklists and questionnaires were used to guide the collection of information to assess compliance. The comments made by external stakeholders were also taken into account in the assessment.

Public Stakeholder Notification was made on 21 June 2015, 30 days prior to the recertification assessment. No written feedback received at the end of the 30 days period. Stakeholder consultation involved internal and external stakeholders. External stakeholders were contacted by telephone and email to arrange meetings at a location convenient to them to discuss Buatan I Certification Unit's environmental and social performance.

Meetings were held 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 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

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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 Appendix E.

The assessment findings for the recertification are detailed in Section 3.3.

This report is structured to provide a summary of assessment finding as attached in the Appendix A. The assessment was based on random samples and therefore nonconformities may exist that have not been identified.

This report was internally reviewed by Mr. Sabar Kembaren (He is one of the BSI Qualified RSPO Lead Auditor and Internal Reviewer); and reviewed externally by independent peer reviewer prior to certification decision by BSI.

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

Assessment Programme					
Name (Mill / Supply Base)	Year 1	Year 2	Year 3	Year 4	Year 5
Buatan I Palm Oil Mill	X	X	X	X	X
Buatan Estate	X	X	X	X	X
KUD Bhakti Mandiri	-	X	-	X	-
KUD Jaya Makmur	X	-	X	-	X
KUD Sumber Rejeki	X	-	X	-	X
KUD Sejahtera	-	X	-	X	-

Tentative Date of Next Visit: not less than 15 June 2016 and not later than 15 September 2016

Total No. of Mandays: 8 mandays

BSI Assessment Team comprises of:

Aryo Gustomo – Lead Auditor

Aryo Gustomo – He holds degree in Agriculture science and graduated from Bogor Agriculture University. He is a specialist in oil palm plantation with Agronomy background. He had more than 5 (five) years working experienced related to oil palm industries i.e. as a Plant breeder/agronomist in the one of Malaysian oil palm seed producer, and as a field assistant in oil palm Plantation Company in Indonesia. Several relevant Training he has completed include ISO 9001 and 14001 Lead Auditor, RSPO P&C Lead auditor endorsed courses as well as RSPO SCCS and RSPO RED, Sustainability Report Assurance and Standard training, ISCC Auditor course, ISPO auditor training, and training on HCV identification and management. Currently he works for BSI Group based in Jakarta office. He is one of the BSI qualified RSPO lead auditor. He had been involved in several RSPO certification audits including New Planting Procedure assessment as a lead auditor/auditor with geographical audit experiences cover Indonesia, Malaysia, Thailand, Papua New Guinea, and Liberia. During this assessment, he mainly focused on the aspect of

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Legal, mill and estate best practices, environment, Supply Chain for CPO Mills, and Smallholder audits. He is fluently speaking in English and Bahasa Indonesia.

Pratama Sedayu – Auditor (Team member)

He graduated from University of Jenderal Soedirman on 2008, majoring in Social Economic of Agriculture. He involved in RSPO certification since 2009 as a team member subsequently as a Lead Auditor, covering assessment against RSPO P&C in Indonesia, Malaysia, Thailand, Papua New Guinea, and Liberia. He completed the ISO 9001, ISO 14001, OHSAS 18001 Lead Auditor Course, HCV Identification and Management; ISPO Lead Auditor endorsed Course and RSPO P&C and RSPO SCCS Lead Auditor endorsed Courses. During this assessment, he assessed on the aspects of estate best practices, environment, OHS, and Smallholder audits. He is fluently speaking in English and Bahasa Indonesia.

Haeruddin Tahir – Auditor (Team member)

He holds Bachelor Degree in Forest Management, graduated from Hasanuddin University on 1994. He has 16 years of work experience in forest concession, forestry industry and the latest is within Oil Palm Plantation in Indonesia. He experiences as auditor for several sustainability standard including FSC, UTZ, Organic Farming, 4C, ISPO and RSPO. He completed the ISO 9001 Lead Auditor Course; ISPO Lead Auditor endorsed Course, RSPO P&C and RSPO SCCS Lead Auditor endorsed Course, and also completed ISCC and RSPO RED course. He had been involved in RSPO auditing since November 2010 in more than various companies in Indonesia, Malaysia, Papua New Guinea, Solomon Islands, Thailand, and Gabon. During this assessment, he assessed on the aspects of legal, HCV, social and labour aspects, and Smallholder audits. He is fluently speaking in English and Bahasa Indonesia.

Doni – Auditor (Team member)

He holds Master degree in Sociology and Community science, graduated from Bogor Agriculture University. He has experience in research and consultant of Social-Economy for Agriculture and Forestry between 2002 and 2006. He also has experience conducting several assesment in relation to Forestry performance indicator. Since 2011 he is actively involves in Certificatoin audit in Indonesia as Auditor/team member for Sustainable Natural Forest Management under Indonesia Forestry Department, ISPO certification under Indonesia Agriculture Department, and RSPO Certification. He completed the Auditor traning course for Sutainable Natural Forest Management (PHPL), ISPO, as well as in-house training for RSPO. During this assessment, he assessed on the aspects of social community engagement, stakeholder consultation, and Smallholder audits. He is fluently speaking in Bahasa Indonesia.

Accompanying Persons: None.

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Section 3 Assessment Findings

3.1 Details of audit results are provided in the following Appendix:

- ☒ RSPO P&C 2013 Summary of the Assessment – Appendix A
- ☒ PT. Inti Indosawit Subur Time Bound Plan – Appendix B
- ☒ RSPO Supply Chain Certification Assessment – Appendix F

3.2 Progress against Time Bound Plan

PT. Inti Indosawit Subur comprises of 19 mills, 27 estates, 6 scheme smallholders of PIR-Trans and 5 scheme smallholders of KKPA in its entity. The time bound plan has been submitted to the certification body at the first initial assessment. This plan is considered challenging, practical, and realistic based on the fact that the company operates one of the largest scheme smallholders (Plasma-PIR TRANS and KKPA) in Sumatera. The company currently utilises the experience obtains during the main assessment to implement the RSPO P&C in other estates and mill. The time bound plan has been spread over 9 years mainly due to the fact that they have 11 scheme smallholders as part of their operations which covers about 60,000 ha. This is a positive approach from the company complying towards RSPO P&C.

The company presented a table showing how the certification audits are planned to fit into the period ending 2017. There are slight changes in the time bound plan for some Plasma and KKPA Schemes and the changes has been addressed in the time bound plan.

The company has been assessed through interview with management representative at the office and they are complying the partial certification for the following issues:

- a) There is no replacement of primary forest or any area containing HCV's since November 2005 for its entities.
- b) No evidence of non-compliance with the applicable law
- c) No legal issues Compensation payments
- d) No negative social relations
- e) No Burning
- f) No Labour disputes

3.3 Details of findings

The nonconformity is listed below. The summary report of the assessment by criteria is listed in Appendix A. During the re-certification assessment there was a major nonconformity and two minor nonconformities raised at Buatan I certification unit. The certification unit submitted Corrective Action Plans for the nonconformity. Correction was immediately carried out. 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. Additional 1 day visit over and above continuing assessment plan has been done to verify that the planned corrective action has been effectively implemented. This visit was done on 01/09/2015.

Non-Conformity		
NCR #	Description	Category (Major/Minor)
1222272M1	<p>Requirements Indicator 4.7.3 All workers involved in the operation shall be adequately trained in safe working practices (see Criterion 4.8). Adequate and appropriate protective equipment shall be available to all workers at the place of work to cover all potentially hazardous operations, such as pesticide application, machine operations, and land preparation, harvesting and, if it is used, burning.</p>	Major
	<p>Evidence of Nonconformity A number of harvesters in KT55 and KT164 (under KUD Jaya Makmur) interviewed on the field were found not using proper PPE as per Cooperative's standard/risk analysis i.e. not using helmet and safety goggles. Furthermore, KUD Jaya Makmur cannot demonstrate evidence of monitoring to ensure harvester using PPE.</p>	
	<p>Statement of Nonconformity A number of harvesters at cooperative were found to not using proper PPE as per standard/risk analysis.</p>	
	<p>Action taken: The Scheme Manager and smallholder has identified the PPE needed and provide it to all harvesters, included for new harvester and also conducted awareness training for using PPE and sanction will be taken if found the harvester is not using PPE. The Field officer and Farmer Group committee are responsible to monitor and check to ensure that harvesters are using PPE during working in smallholders area, the monitoring is conducted daily basis, e.g. Monitoring record on 4 August 2015 in KT 99 for 22 harvester seen that all harvester using PPE. Scheme Manager and KUD has distributed new PPE for harvester on 10 August 2015 and awareness training was conducted on 08 August 2015, attended 79 harvesters (training material, attendance list and photograph is available). Based on filed visit and interview with harvester in KT. 99 plot no. 1680 (Harvester: Mr. Helman P), plot no. 1722 (harvester: Mr. Widodo) and plot number 1678 (harvester: Daryo) confirmed that they using PPE during working in smallholders area and they aware use PPE. <i>(This NC was closed out on 01/09/2015)</i></p>	
1222272N1	<p>Requirements Indicator 4.7.5 Accident and emergency procedures shall exist and instructions shall be clearly understood by all workers. Accident procedures shall be available in the appropriate language of the workforce. Assigned operatives trained in First Aid should be present in both field and other operations, and first aid equipment shall be available at worksites. Records of all accidents shall be kept and periodically reviewed.</p>	Minor
	<p>Evidence of Nonconformity Trained first aider is available for Clinic attendant (Ms. Dahlia Sari Agustina and Ms. Supriani). However, the trained first aider have not granted with license from</p>	

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	relevant authorities.	
	Statement of Nonconformity Licensed first aider has not been made available in PT IIS – Buatan I POM and Buatan estate.	
1222272N2	Requirements Indicator 4.8.2 Records of training for each employee shall be maintained	Minor
	Evidence of Nonconformity Review on Training Record 2015 for Mill and Estate	
	Statement of Nonconformity The company has a training record for each employee, however it was found incomplete training record for each employee in the Estate.	

Observation	
OBS #	Description
1	Indicator 2.1.3 Company should ensure a mechanism to check legal compliance through internal audit is effectively implemented, for instance checking on First Aid box in the mill were not fully complied with relevant regulation
2	Indicator 2.2.2 Care should be taken on the consistently implementation of the plan for provision and maintenance of legal boundary within smallholder plots.
3	Indicator 4.1.2 - Field visit to selected smallholder plots (e.g. plot number 2087/KT103, 2174/KT103, 1726/KT100, 1815/KT100, 1940/KT65; under KUD Sumber Rezeki) found sporadic heavy frond and hanging frond. Scheme smallholder management has planned on July-December 2015 for progressive pruning this year . Follow up for pruning is encouraged. - Improvement encouraged for weed control management in some smallholder areas (e.g. plot number 2080/KT103, 2087/KT103, 1726/KT100, 1815/KT100; under KUD Sumber Rezeki).
4	Indicator 4.6.5 Observation noticed on communication of the use of PPE to smallholder at KUD Jaya Makmur whose performing spraying/weed control by themself could be improved.
5	Indicator 4.6.10 Majority of farmer members members are using "Team Unit Semprot/TUS" service in performing weed control/spraying. However, based on interview with sampled farmer, they performing weed control by themselves, have not attended training, and disposed off the empty container on the field and/or use it for cattle manure. Control of proper disposal needs to improve.
6	Indicator 4.7.1 Health and safety management program could improve by putting the area for harvesting activities as part of priority; to put the plan for licensed first aid officer, annual medical check-up as part of program. Safety officer should closely monitor the implementation of annual medical check-up plan for all worker at estate.
7	Indicator 4.7.3 Observation noticed on communication of the use of PPE to smallholder at KUD Jaya Makmur whose performing spraying/weed control by themself could be improved.
8	Indicator 4.7.5

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	The emergency procedure (i.e. emergency shower and eye wash) for chemical handling at Mill’s lubricant and chemical storages could be improved.
9	Indicator 5.3.3 KUD Jaya Makmur could improve the practiced disposal of plastic bag from fertilizer bag; to be collected and sent for Buatan I hazardous waste storage.

Positive Findings	
PF #	Description
01	Company has maintained management system and organisation structure to monitor the implementation of RSPO requirements in every level of operation. Internal audit conducted once a year by head office personnel for each single site (Mill, estate, and scheme smallholder).
02	Company has built good relationship with stakeholder in the location including local government, community, NGO, and worker union representative.

Issues raised by Stakeholders	
<p>Stakeholder consultation involved internal and external stakeholders. External stakeholders were contacted by telephone to arrange meetings at a location convenient to them to discuss Buatan I Certification Unit’s environmental and social performance, legal and any known dispute issues.</p> <p>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. These have been incorporated into the assessment findings.</p> <p>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 Appendix E.</p>	
IS #	Description
1	<p>Issues Department of Labour and Transmigration – Pelalawan District</p> <ul style="list-style-type: none"> - There was complaint received from Labour Union of PT Inti Indosawit Subur with regards to broken working tools, requesting PPE from company, electricity allowance during off-work days. - Company has routinely sent a progress Report of Health & Safety, Compulsory Report of Labour to the government. The company has implemented a Minimum wage according to existing regulation. - Government has not received any complaint pertaining overtime issues from company workers. <p>Management Responses</p> <ul style="list-style-type: none"> - Company admitted that PPE and broken working tools have been provided to all workers. - Regarding to electricity allowance, company has increase allowance by IDR 25,000,- for each worker’s housing - Company committed to send all relevant report to the government every three month. - Company agree for fair payment of overtime to the workers and no issues has been raised so far. <p>Audit Team Findings Auditor has considered this comment into assessment and found there is no noncompliance against RSPO standard. All workers complaint and aspiration have been responded satisfactory and accepted by all parties</p>

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	involved.
2	<p>Issues Department of Labour and Social – Siak District - Company has routinely sent their progress report of Health & Safety to Pelalawan District government. Company admitted that most of company operational area is under Pelalawan District. - There is no issues have been received with regards to labour dispute.</p> <p>Management Responses Company acknowledged the comment.</p> <p>Audit Team Findings Auditor has considered this comment into assessment and found there is no noncompliance against RSPO standard.</p>
3	<p>Issues Environmental Department - Pelalawan District. Company has routinely sent Environmental Management and Monitoring Report (“Laporan RKL-RPL”)to the government including Hazardous management report, Land Application report, Land Fire control report, and all environmental quality examination report. Company held approved permit to temporary store of hazardous waste, as well as approved permit for land application of POME. There is no land fire within company operation area has been detected and reported. There is contamination or pollution to environment caused by Mill and Estate activities. Government has not received any complaint from local community surrounding Mill and Estate regarding such issue.</p> <p>Management Responses Company agreed with Environmental Department and always committed to be fair and environmental friendly during operational activity.</p> <p>Audit Team Findings Auditor has considered this comments into assessment and found there is no noncompliance against RSPO standard regarding this comment, particularly against Principle 5 (Environmental Responsibility And Conservation Of Natural Resources And Biodiversity) and Principle 2 (Compliance With Applicable Laws and Regulations).</p>
4	<p>Issues Department of Cooperative, Industry, and Trader – Siak District - Smallholder Cooperative/Plasma under Company support is actively conducting Annual Member Meeting. Local government has been invited for several occasions. - All documentation of Annual Member Meeting of Cooperative was sent to the local government. All legal documents of Cooperative under Company support are completed.</p> <p>Management Responses Company acknowledged the comment.</p> <p>Audit Team Findings Auditor has considered this comments into assessment and found there is no noncompliance against RSPO standard regarding this comment, particularly against Criterion 2.1, 2.2, 2.3.</p>
5	<p>Issues National Land Agency - Pelalawan District - PT Inti Indosawit Subur held an approved Land Title (HGU certificate) Number 1/Year 1993 for 5,781 Ha of area as part of Plasma Project from Government. - There is no land dispute arising within company operational area of HGU. - Government suggested to company to be consistently maintained legal boundaries.</p> <p>Management Responses Company agreed that HGU certificate is remain valid and authorised by government. Company has maintenance programme for all legal boundaries within company operational area.</p>

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	<p>Audit Team Findings Auditor has considered this comments into assessment and found there is no noncompliance against RSPO standard regarding this comment, particularly against Criterion 2.1, 2.2, and 2.3</p>
6	<p>Issues National Land Agency – Siak District - The National boundary between Pelalawan District and Siak District has been legally approved according to Riau Governor Decree number 23 Year 2005, dated 10 October 2005. Some of company legal boundaries are under Pelalawan District while some of them are under Siak District in particularly most of Scheme smallholder areas are under Siak District areas. - There is no land dispute within company legal boundary.</p> <p>Management Responses Company acknowledged the concern.</p> <p>Audit Team Findings Auditor has considered this comments into assessment and found there is no noncompliance against RSPO standard regarding this comment, particularly against Criterion 2.1, 2.2, and 2.3</p>
7	<p>Issues Forestry and Plantation Department - Pelalawan District - Company has not sent Progress Report of Plantation Development (“Laporan Perkembangan Usaha Perkebunan”) for Semester I & II – 2014 and Semester I – 2015. - There was site visit conducted by government to scheme smallholder area as part of supervision. This was done on June 2015 - There are no land fire cases within company operational area, and there is no water and air pollution happened.</p> <p>Management Responses - Company admitted that Progress Report of Plantation Development for semester I & II – 2014 have been reported to government on 10 June 2015. Meanwhile, the report of semester II – 2015 was in progress and yet to be sent. - Scheme smallholder and Cooperatives have been intensively built communication with local government - Company is agree for environmental management and monitoring that company has done so far. It is company commitment to comply with all regulation including environmental management.</p> <p>Audit Team Findings Auditor has considered this comments into assessment and found there is no noncompliance against RSPO standard regarding this comment, particularly against Criterion 2.1, 5.1, 5.3, 5.5, 5.6. All routine reports have been sent to local government.</p>
8	<p>Issues Forestry and Plantation Department – Siak District - Progress Report of Plantation Development (“Laporan Perkembangan Usaha Perkebunan”) has not been received by Siak Distric government. However, it has been aware that company sending the report to the Pelalawan District government. - The National boundary between Pelalawan District and Siak District has been legally approved according to Riau Governor Decree number 23 Year 2005, dated 10 October 2005. Some of company legal boundaries is under Pelalawan District while some of them is under Siak District particularly most of Scheme smallholder areas are under Siak District areas.</p> <p>Management Responses Company made aware that Progress Report of Plantation Development has only been sent to Pelalawan District government. Company is also aware the national boundary between Pelalawan and Siak Districts.</p> <p>Audit Team Findings Auditor has considered this comments into assessment and found there is no noncompliance against</p>

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	RSPO standard regarding this comment, particularly against Criterion 1.1 and 1.2
9	<p>Issues Representative of Smallholder Cooperative (KUD Buatan Jaya), Jatimulya Village, Kerinci Kanan Sub-District. Representative of Smallholder Cooperative (KUD Mitra Usaha), Buatan Baru Village, Sub-District of Kerinci Kanan. Representative of Smallholder Cooperative (KUD Tani Rukun), Simpang Perak Jaya Village, Sub-District of Kerinci Kanan. Representative of Smallholder Cooperative (KUD Bhirawa Bakhti) as well as Head of Smallholder Forum Association (Ketua Forum Petani PIR Kelapa Sawit - FKPPKS), Buana Bakhti Village, Sub-District of Kerinci Kanan</p> <ul style="list-style-type: none"> - Most of individual community within village are member of smallholder Cooperative under Company's plasma scheme. The plasma programme was started back on 1985 through Transmigration system from Java region moved to Riau Province. Every individual smallholder member got 2 Ha for planting oil palm. Company contribution is significantly improving community economy growth. - Company is pro-actively giving technical assistance to smallholder cooperatives to manage its plantation for example manuring, chemical spray handling, harvesting, pest & disease management. - Company has routinely giving RSPO awareness to scheme smallholder individual member, for example: protection of endangered species, no land fire, respect to human rights, and prohibition of sexual harassment. - The relationship between company and local community is fine. There was no land dispute neither land claim at the moment. - FFB price determined by company is following price determination at Provincial level of government. <p>Management Responses Company agreed with comment provided from smallholder representative.</p> <p>Audit Team Findings Auditor has considered this comments into assessment and found there is no noncompliance against RSPO standard regarding this comment, particularly against Criterion 2.2, 6.10</p>
10	<p>Issues Labour Union (SP-PPP SPSI PUK) of PT Inti Indosawit Subur</p> <ul style="list-style-type: none"> - The representative has shared comment that there is management structure of Labour Union (i.e.SP-PPP SPSI PUK PT Inti Indosawit Subur) with detail yearly work plan. The management structure has been registered in Department of Labour and Transmigration – Pelalawan District. - Company has implemented minimum wage according to existing regulation. <p>Management Responses - Company admitted that Labour Union has been registered in Department of Labour and Transmigration – Pelalawan District. It is company commitment to support development of Labour Union within company workers. - Company agreed that minimum wage has been complied with regulation.</p> <p>Audit Team Findings Auditor has considered this comments into assessment and found there is no noncompliance against RSPO standard regarding this comment, particularly against Criterion 6.5, and 6.6.</p>
11	<p>Issues Self-Supporting Worker Cooperative (Small-medium Enterprise) of PT Inti Indosawit Subur</p> <ul style="list-style-type: none"> - There is a worker Cooperative as small-medium enterprise. The member of cooperative is coming from worker who works under company. The recent activity was small shop providing groceries and basic needs material for workers. <p>Management Responses Company agreed with the comment and always support Worker Cooperative to running their business</p>

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	and increase revenue among them.
	<p>Audit Team Findings Auditor has considered this comments into assessment and found there is no noncompliance against RSPO standard. This is positive commitment from company to implement corporate social responsibilities in relation to workers.</p>
12	<p>Issues Prominent Figure of Kuala Kerinci Village, Sub-District of Pangkalan Kerinci.</p> <ul style="list-style-type: none"> - There is no land dispute within company legal boundaries. - There is no contamination to environment caused by Mill and Estate operations. - Land fire never happened within company operational area. - Company contributions to the villagers were satisfied enough such as built muslim education centre for children. However, company is expected to improve their CSR programme. <p>Management Responses Company agreed that there is no land dispute within company operational area. Company is committed to improve CSR programme based on community needs.</p> <p>Audit Team Findings Auditor has considered this comments into assessment and found there is no noncompliance against RSPO standard regarding this comment, particularly against Criterion 2.2, 5.5, and 6.11.</p>
13	<p>Issues Prominent Figure of Kerinci Kanan village, Sub-District of Kerinci Kanan, District of Siak.</p> <ul style="list-style-type: none"> - Company is expected to improve the CSR programme particularly for Local Malay people as priority to work in the company. - Company's legal boundary is clear and visible in term of concrete poles. - There is no land dispute within company operational area. There is no contamination to environment from Mill and Estate activities. - Company contribution to scheme smallholder is satisfying for instance giving technical assistance to smallholder for manuring, chemical spray handling, harvesting, pest & disease management. - Company has routinely giving RSPO awareness to scheme smallholder individual member, for example: protection of endangered species, no land fire, respect to human rights, and prohibition of sexual harassment. - FFB price determined by company is following price determination at Provincial level of government. <p>Management Responses Company agreed with the comments provided. It is company commitment to improve the level of scheme smallholder knowledge and giving technical assistance for them. Company is always committed to comply with regulation on the FFB price determination</p> <p>Audit Team Findings Auditor has considered this comments into assessment and found there is no noncompliance against RSPO standard regarding this comment, particularly against Criterion 2.2, 6.10, and Principle 5.</p>
14	<p>Issues Head of Lalangkabung Village, Sub-District of Pelalawan, District of Pelalawan.</p> <ul style="list-style-type: none"> - Company contribution is improving community economic aspects. - Company donation for village is satisfied enough, for example: donation of building materials for construction of Masjid (muslim prayer places) - There is no dispute between company and community. There is no contamination to environment caused by Mill and estate operation. - Company has made payment to the workers according to minimum wage regulation - The relationship between company and villagers is well managed. All requests made by villagers have been responded satisfactory by company in timely manner. <p>Management Responses</p>

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	<p>Company acknowledged the comment from Head of Lalangkabung Village. Company is always committed to improve relationship within communities</p> <p>Audit Team Findings Auditor has considered this comments into assessment and found there is no noncompliance against RSPO standard regarding this comment, particularly against Criterion 1.1, 1.2, 2.2, 6.5, 6.11, and Principle 5.</p>
15	<p>Issues Prominent Figure of Bukit Agung Village, Sub-District of Kerinci Kanan, District of Siak (he is a contracted FFB transporter for company)</p> <ul style="list-style-type: none"> - Most of individual community within village are member of smallholder Cooperative under Company's plasma scheme. Company contribution is increasing community economic growth. - Payment for FFB transport is fairly paid-off in time. <p>Management Responses Company is committed to give contribution to local community surrounding. Payment is always in time according to the agreement with contractor.</p> <p>Audit Team Findings Auditor has considered this comments into assessment and found there is no noncompliance against RSPO standard regarding this comment, particularly against Criterion 6.10 and 6.11</p>
16	<p>Issues Local Contractor for EFB Transporter</p> <ul style="list-style-type: none"> - Complaint was sent to company with regards to latest payment for a job done on June 2015. At current the payment has not been settled. This is unusual condition for company because this never happened before. - Positive comment for company contribution for local development increasing business opportunity. All PPE for workers who work under contractor is provided by contractor owner. All contractors' workers are registered with Social Insurance (BPJS). <p>Management Responses Response to the late payment for a Job done on June was due to the payment process was on hold because it was coincidentally with long holiday of Muslim Eid celebration on July 2015. However, the process is now has been submitted company head office and will be paid immediately. Company apologised about this and has been explained to the contractor.</p> <p>Audit Team Findings Auditor has considered this comments into assessment and found there is no noncompliance against RSPO standard regarding this comment, particularly against Criterion 6.10 and 6.11</p>
17	<p>Issues Gender Committee</p> <ul style="list-style-type: none"> - Company gender committed was created on 2012. Socialisation of sexual harassment conducted every day during muster morning or workers. There is a mechanism for grievance if any incident of harassment. At current there is no incident happened. - Routine meeting has been planned every 6 month to discuss all activities and programme. <p>Management Responses Company acknowledged the comment and always giving support to the gender committee.</p> <p>Audit Team Findings Auditor has considered this comments into assessment and found there is no noncompliance against RSPO standard regarding this comment, particularly against Criterion 6.9</p>

3.3.1 Status of Nonconformities Previously Identified and Observations

There were none nonconformity raised during previous assessment of ASA4.

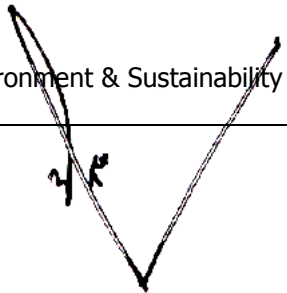
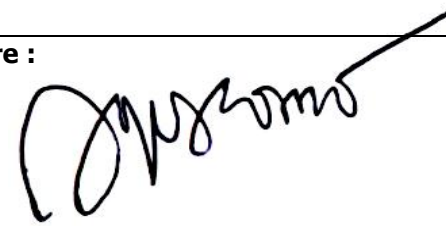
Non-Conformity		
NCR #	Description	Category (Major/Minor)
	Requirements None	None
	Evidence of Nonconformity None	
	Statement of Nonconformity None	
	Action Taken None	

Observation	
OBS #	Description
01	The due dates of some legal documents are soon approaching and some are already outdated (in the process of re-registration, i.e. SITU, TDP, SIUP.), an immediate attention needed to check on the validity status of the applicable documents. Action taken: Company has followed all legal documentation related to scheme smallholders. The SITU, TDP, and SIUP have been proposed to local government and now waiting for the result.
02	Soil test has been done in 3rd quarter 2013 for the all estates and Koperasi, however the soil maps not effectively documented in the required files. Action taken: All soil maps were documented and kept in estate office and Cooperative office.
03	Pay wages & estate keeping slip evident; however workers' salary itinerary were not practiced. Action taken: The workers's salary itinerary is now provided in the payslip. The detail of itinerary are stated clearly.
04	Official meeting to be held with the workers for their rights and welfare. Action taken: Official meeting has been conducted with Labour union representaves. The latest meeting was conducted 22 nd April 2015.
05	Confinement period worker as per this audit period for Ms Doriani Sagian Gunalan; child born on 8.8.2014; 30 days before / 60 after confinement. She was working as Cleaner in Office, Gardener so called light duty; however no risk assessment carried out for works that will affect the pregnant lady or the baby in the mother's womb. Action taken: This job has been risks assessed and found that the job is remain appropriate for Ms Doriani Sagian Gunalan.

3.3.2 Summary of the Nonconformities and Status

CAR Ref.	CLASS	ISSUED	STATUS
1222272M1	Major	01/08/2015	Closed. 1/09/2015
1222272N1	Minor	01/08/2015	"open"
1222272N2	Minor	01/08/2015	"open"

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Assessment Conclusion and Recommendation	
<p>It is concluded that Buatan I Certification Unit and supply base complies with the RSPO P&C 2013 and RSPO Supply Chain Certification Standard (Nov 2014) for CPO Mill. It is recommended that the re-certification of Buatan I Certification Unit is approved and continued.</p>	
Acknowledgement of Assessment Findings by Buatan 1 Certification Unit	Report prepared by BSI
Name : Welly Pardede	Name : Aryo Gustomo
Company name : PT Inti Indosawit Subur (Buatan 1 Palm Oil Mill)	Company name : PT BSI Group Indonesia on behalf of BSI Services Malaysia Sdn Bhd
Title : Head of Environment & Sustainability	Title : Lead auditor
Signature : 	Signature : 

Appendix A: Summary of Findings (P&C 2013)

Criterion / Indicator	Assessment Findings	Compliance
Principle 1: Commitment to Transparency		
Criterion 1.1:		
Growers and millers provide 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	<p>There shall be evidence that growers and millers provide adequate information on (environmental, social and/or legal) issues relevant to RSPO Criteria to relevant stakeholders for effective participation in decision making.</p> <p>- Minor compliance -</p> <p>The company has provided list of information can access by stakeholders. List of information can access by stakeholders, such as legal documents, environment Documents, social activity documents, etc. The last updated for list informatin on 2nd March 2015. The company has a mechanism for request information no.: AA-GL-5008.1-R1 dated on 22nd August 2011. Person in Charge for providing and updating information is "Humas Department" and Plantation Manager. Based on interview with stakeholder, they understood the company's procedur and mecahnism related request information.</p> <p>Scheme smallholders:</p> <ul style="list-style-type: none"> - The KUDs has provided list of information can access by stakeholders. - List of information can access by stakeholders, such as legal documents, environment Documents, social activity documents, etc. - The last updated for list informatin on 2nd March 2015. - The company has a mechanism for request information ""Mekanisme Komunikasi, Konsultasi dan keluhan": - Person in Charge for providing and updating information is "KUD leader. - Based on interview with stakeholder, they understood the KUD's procedure related request information. 	Complied

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Criterion / Indicator	Assessment Findings	Compliance
<p>1.1.2</p> <p>Records of requests for information and responses shall be maintained. -Major compliance</p>	<p>Company provides procedure for information request from stakeholder i.e. SOP "Penanganan Permintaan Informasi Stakeholders" (SOP. AA-GL5008.1-R1). All information request recorded in dedicated Log Book in each company operational unit. All response should be provided by community relation officer within 14 days after reception of requests. The retention time of all information request records is 3 years. Review of Log Book and relevant records confirmed all information request was made responded in timely manner, for instance: request from Pelalawan District government with regards to Industrial Monthly survey dated 2 March 2015, responded by company on 3 March 2015</p> <p>Scheme smallholders:</p> <ul style="list-style-type: none"> - Scheme Mekanisme has mechanism to response request information from stakeholders as documented in : "Mekanisme Komunikasi, Konsultasi dan keluhan". - The person in charge to response request information is KUD Leader. - Request information and response is recorded in "Format Permintaan /Tanggapan Permintaan Informasi tahun 2015", consist of date request information received, requester, institution of requester, content of request information, PIC to response, and date of response <p>There are 5 request information were noted in KUD Jaya makmur in 2015, e.g. from Chiara (AA – Jakarta) on 10th April 2015, request information related KUD's activities and it has been response by KUD leader (Mr. Rustaman) in the same day.</p>	<p>Complied</p>

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Criterion / Indicator	Assessment Findings	Compliance
<p>Criterion 1.2: Management documents are publicly available, except where this is prevented by commercial confidentiality or where disclosure of information would result in negative environmental or social outcomes.</p>		
<p>1.2.1</p>	<p>Publicly available documents shall include, but are not necessary limited to:</p> <ul style="list-style-type: none"> • Land titles/user rights (Criterion 2.2); • Occupational health and safety plans (Criterion 4.7); • Plans and impact assessments relating to environmental and social impacts (Criteria 5.1, 6.1, 7.1 and 7.8); • HCV documentation (Criteria 5.2 and 7.3); • Pollution prevention and reduction plans (Criterion 5.6); • Details of complaints and grievances (Criterion 6.3); • Negotiation procedures (Criterion 6.4); • Continual improvement plans (Criterion 8.1); • Public summary of certification assessment report; • Human Rights Policy (Criterion 6.13). <p>- Major compliance –</p> <p>Company has determined publicly available documents for each stakeholder interest, such as:</p> <p>Impact Assessment (AMDAL and Laporan RKL/RPL), Social Impact Assesment, HCV Identification report, Permits (e.g. Location permit, Principle Permit, Land Title/HGU, Environmental permit, Mil’s Machinery permit), Routine Reports (e.g. Health & Safety report, Plantation Progress Report, river water usage report, POME Land application report, Hazardous waste management report, Labour progress report, river water quality test, land compensation report), conservation management plan, Environment management plan, CSR Program and report,FFB price for smallholder, Company Policies, countinous improvement program, and public summary report from certification body.</p> <p>Scheme smallholders:</p> <p>KUD assisted by Scheme manager established list of documents able to access by stakeholders as documented in “Daftar Dokumen yang dapat di akses”.</p> <p>The last updated in 2nd March 2015.</p> <p>List of document publicly in KUD such as: legal permit (Akte pendirian koperasi, SHM, NPWP, SIUP, SITU), financial operation, HCV, SOP, GAP Manual, social activity docs., etc.</p>	<p>Complied</p>

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Criterion / Indicator	Assessment Findings	Compliance
Criteria 1.3: Growers and millers commit to ethical conduct in all business operations and transactions.		
1.3.1	<p>There shall be a written policy committing to a code of ethical conduct and integrity in all operations and transactions, which shall be documented and communicated to all levels of the workforce and operations. -Minor compliance</p> <p>Company has prepared a policy related to code of ethical conduct and integrity. Policy stated the commitment of company to running business fairly, honestly, and trustworthy, as well as maintain confidentiality and prohibition of disrupted company asset. Policy has been communicated in every level of workers and stakeholders. Interview with worker representatives and selected stakeholders confirmed they made aware of this policy. During field inspection to the site at the mill and estate, auditor found the written policy has been made available in company notice board.</p> <p>Scheme smallholders:</p> <p>Scheme manager has prepared policy for Cooperative smallholder member dated 1 August 2013, revised on 2015 to comply with relevant regulation as well as ethical behavior, no corruption, no bribery, no deception in every operations activities and transaction. This policy found available for all smallholder members in 2 selected samples of cooperatives during field visit. This also has been confirmed during interview with selected smallholder members.</p>	Complied

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Criterion / Indicator	Assessment Findings	Compliance
Principle 2: Compliance with applicable laws and regulations		
Criterion 2.1:		
There is compliance with all applicable local, national and ratified international laws and regulations.		
2.1.1	<p>Evidence of compliance with relevant legal requirements shall be available. - Major compliance -</p> <p>Evidence of compliance to regulation found e.g.:</p> <ol style="list-style-type: none"> 1) Mill Machineries permits for each station issued by Labor Department, for example: <ul style="list-style-type: none"> ▪ Permit for Sterilizer reference number: 03/B.0050.A and 03/B.0051.A issued on 19 October 1992 for capacity 3.25 Kg/cm²; reference number: 113/BU/PL/2004 and 114/BU/PL/2004 issued on 14 December 2004 for capacity 3.5 kg/cm². ▪ Permit for Back Pressure Vessel reference number: 115/BU/PL/2004 issued on 14 December 2004 for capacity 3.5 kg/cm². ▪ Permit for Boiler reference number: 035/KU/PLLWN/2003 issued on 20 October 2003 for capacity 24 kg/cm²; reference number: 117/KU/PL/2004 issued on October 2004 for capacity 24 kg/cm²; reference number: 112/KU/PL/2004 issued on 30 October 2003 for capacity 24 kg/cm². ▪ Permit for Diesel engine, reference number: 135/M-MD/PL/2004 and 135/M-MD/PL/2004 issued on October 2004 for capacity 420 horse power each. ▪ Permit for Compressor, reference number: B.84/BT-M/W4/VI/1997 and B.86/BT-M/W4/VI/1997 issued on 17 September 1997 ▪ Permit for Turbine, reference number: 003/M—TB/Plwn/2002 issued on July 2002 for capacity 800 KW; and reference number 83/TU/PLLWN/2004 issued on 1 September 2003 for capacity 1.200 KW. <p>All machineries were checked regularly by local government with the latest inspection was on 2014 for each machinery.</p> <ol style="list-style-type: none"> 2) Plantation Business Permit/“Surat Pendaftaran Usaha Perkebunan” issued by Ministry of Agriculture, dated 3 November 2000, capacity 60 ton/hour. 3) IMB (Ijin Mendirikan Bangunan) for Mill processing was issued on 16 March 1992 permit number 11/IMB/HK/III/1992. IMB for Kernel Crushing Plant was issued on 27 May 2015 permit number: 137/BPMP2T/IMB/2015/87; IMB for Biogas Plant was issued on 27 May 2015 permit number: 137/BPMP2T/IMB/2015/86. 	Complied

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Criterion / Indicator	Assessment Findings	Compliance
	<p>4) Operator license in the Mill were available for each station, for example: license for Boiler operator on behalf of Murdani issued on 21 September 2011 valid thru 21 September 2016; licence for sterilizer operator issued on 29 July 2011 valid thru 29 July 2016.</p> <p>5) Environmental documents approved by Riau Governor dated 28 October 2009 (permit number: Kpts.975/X/2009), document name "Dokumen Pengelolaan dan Pemantauan Lingkungan Hidup". This document has replaced previous environmental documents issued on 3 May 1995</p> <p>6) Permit for Temporary Hazardous storage issued by Head of District Pelalawan, permit number Kpts.660/BLH/2011/166, dated 18 March 2011 valid for 5 years. Permit given for storage of used lubricant oil, ex-chemical containers, used batteries, used oil filter, expired chemical.</p> <p>Scheme smallholders:</p> <p>The Scheme smallholders is comply with relevant requirements, such as:</p> <ul style="list-style-type: none"> - Based on document review, all land use rights (Sertifikat hak Milik/SHM) for all smallholder member is in place. This has been checked for 16 random smallholder sample plots for KUD Jaya Makmur and Sumber Rejeki. - Operational permit of KUD for example: no. 1885/BH/XIII/1994, dated 8th July 1994 for KUD Jaya Makmur - The KUDs has conducted "Rapat Anggota Tahunan", the last KUD Annual Member Meeting was conducted on 09th April 2014. - Trading permit (SIUP) No. 2529/04.12/PK/VI/2009, dated 23rd June 2009, valid until 23rd June 2014 - SITU No. 08.530/KEC/04, dated 10th June 2009, valid until 10th June 2014. - Scheme manager and Head of Cooperative has been work closely to proceed SIUP and SITU for renewal as Statement Letter from Kerinci kanan Head of Sub-district, Siak District no. 070/PEM-KRC/XII/2012/01, dated 17th December 2014 which stated that legal permit still in progress due to there is a change regulation for recommendation permit from local district authority to Head of sub-district. 	

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Criterion / Indicator	Assessment Findings	Compliance
2.1.2 A documented system, which includes written information on legal requirements, shall be maintained. - Minor compliance -	<p>There is a list of legal requirements in term of "Evaluasi Kepatuhan Hukum PT Inti Indosawit Subur untuk Pabrik/Kebun Buatan", updated 19 June 2015. Review of document showed all legal requirements had been identified and evaluated, for instance:</p> <ul style="list-style-type: none"> - Occupational Health and Safety Act number 1/1970 - Plantation Act number 18/2004 - Environmental Impact Assessment Act number 5/2012 - Land title Act number 5/1960 <p>Procedure for compliance to regulation is in place in term of SOP AA-GL-5001.1-R0 "Pemenuhan Peraturan Perundang-Undangan dan Perubahannya", approved on 5 November 2009.</p> <p>Company has also prepared this documentation for its scheme smallholder, and were kept in Cooperative offices.</p> <p>Scheme Smallholders:</p> <p>The KUD has documented list legal requirements in "Evaluasi Kepatuhan Hukum". List of legal requirement is updated regularly, the last updated on 5th February 2015, e.g. updated legal requirement related minimum wages as regulated by Riau Governor no. 15/01/2015 and related cooperative logo as regulated by "Menteri Koperasi dan Usaha Kecil Menengah RI" no. 01/per/M.KUKM/II/2015.</p>	Complied
2.1.3 A mechanism for ensuring compliance shall be implemented. - Minor compliance -	<p>Internal checking on legal compliance conducted once a year through Internal Audit Sustainability for RSPO-ISCC-SMK3-ISPO schemes. Latest internal audit for Mill and Estate was on 01-05 June 2015.</p> <p>Observation: <i>Company should ensure a mechanism to check legal compliance through internal audit is effectively implemented, for instance checking on First Aid box in the mill were not fully complied with relevant regulation</i></p>	Observation
2.1.4 A system for tracking any changes in the law shall be implemented. - Minor compliance -	<p>A system for tracking any changes of regulation conducted by Public Relation officer through searching in internet and/or communication with local government. This has been explained in SOP AA-GL-5001.1-R0 "Pemenuhan Peraturan Perundang-Undangan dan Perubahannya", approved on 5 November 2009.</p> <p>This system was also applied by company for Scheme smallholder. Evidence of this documents was sighted during inspection to the 2 (two) sample KUD offices.</p>	Complied

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Criterion / Indicator	Assessment Findings	Compliance
<p>Criterion 2.2: 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.</p>		
<p>2.2.1 Documents showing legal ownership or lease, history of land tenure and the actual legal use of the land shall be available. - Major compliance -</p>	<p>Company has complete proof of land ownership and their historical land tenure, i.e.:</p> <ul style="list-style-type: none"> ▪ Location Permit issued by Riau Governor, letter number: KPTS.57/II/1987 for PT Inti Indosawit Subur to develop a program of scheme smallholder; covering total area of 32,000 ha. ▪ Forest Land release permits issued by Ministry of Forestry, letter number: 664/KPTS-II/89 for PT Inti Indosawit Subur. The permit released for forest area within Kermei River (\pm 19,456.10 Ha), Pelalawan River (\pm 9,451.25 Ha), Bengkirai and Air Hitam River (\pm 28,527.5 Ha), Lala and Berberas River (\pm 9,730 Ha). ▪ Land title (HGU certificate) number 1/Year 1993, issued date 19 June 1993, valid thru 31 December 2023; issued by National Land Agency according to a letter number 10/HGU/1993 dated 13 May 1993 for area of 5,781 Ha. <p>Scheme Smallholders: Land ownership was available for each smallholder member. This was confirmed during inspection to 2 (two) sample KUD taken. Copy of land certificate (SHM) was kept in KUD office for each scheme smallholder member. Evidence of copies of Land ownership certificate was checked for 16 selected smallholder member of KUD Sumber Rezeki and 16 selected smallholder member of KUD Jaya Makmur.</p>	<p>Complied</p>
<p>2.2.2 Legal boundaries shall be clearly demarcated and visibly maintained. - Minor compliance -</p>	<p>Legal boundaries is monitored regularly and mapped. The company has provided legal boundary map included monitoring of legal boundary map. Based on field visit, it was found legal boundaries are visibly maintained. The last monitoring is conducted in March 2015, report "Laporan Pemeriksaan dan perawatan Patok Batas" Number of legal boundaries is 19 pegs, with detailed as below:</p> <ol style="list-style-type: none"> 1. Afdeling I (5 pegs): no. 11, 12, 13, 14 and 15 2. Afdeling II (3 pegs): no. 16, 17 and 18 3. Afdeling III: None due to this area is not bordered with Boundary pegs, it is bordered with Division I and II and Division IV of estate. <p>Observation: Care should be taken on the consistently implementation of the plan for provision and maintenance of legal boundary within smallholder plots.</p>	<p>Observation</p>

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Criterion / Indicator		Assessment Findings	Compliance
2.2.3	Where there are or have been disputes, additional proof of legal acquisition of title and evidence that fair compensation has been made to previous owners and occupants shall be available, and that these have been accepted with free, prior and informed consent (FPIC). - Minor compliance -	The company and scheme smallholder area was a government project back on 1990's. The project was initiated as PIR-Trans of Community Transmigration Plantation Programme. On this programme the land was prepared by government and selected company involved in this programme. The government was the only entities who can grant a company with the permit. Company was assigned as the mother company for scheme smallholder and granted by the land title as well as communities were granted with the land certificate. The FFB produced from smallholder are supplying the FFBs to the mill company. According to that, there is no land dispute within company and scheme smallholder concession areas. This has been confirmed as well during interview with stakeholders (Local community villagers and local government)	Complied
2.2.4	There shall be an absence of significant land conflict, unless requirements for acceptable conflict resolution processes (see Criteria 6.3 and 6.4) are implemented and accepted by the parties involved. -Major compliance	See indicator 2.2.3. No land conflict	Complied
2.2.5	For any conflict or dispute over the land, the extent of the disputed area shall be mapped out in a participatory way with involvement of affected parties (including neighbouring communities where applicable). -Minor compliance	See indicator 2.2.3. No land conflict	Complied
2.2.6	To avoid escalation of conflict, there shall be no evidence that palm oil operations have instigated violence in maintaining peace and order in their current and planned operations. -Major compliance	See indicator 2.2.3. No land conflict	Complied
Criterion 2.3:			
Use of the land for oil palm does not diminish the legal rights, customary or user right of other users without their free, prior and informed consent.			
2.3.1	Maps of an appropriate scale showing the extent of recognized legal, customary or user rights (Criteria 2.2, 7.5 and 7.6) shall be developed through participatory mapping involving affected parties (including neighbouring communities where applicable, and relevant authorities).. - Major compliance -	See indicator 2.2.3. There was no land disputed within company and scheme smallholder concession areas.	Complied

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Criterion / Indicator	Assessment Findings	Compliance
<p>2.3.2</p> <p>Copies of negotiated agreements detailing the process of free, prior and informed consent (FPIC) (Criteria 2.2, 7.5 and 7.6) shall be available and shall include:</p> <p>a) Evidence that a plan has been developed through consultation and discussion with all affected groups in the communities, and that information has been provided to all affected groups, including information on the steps that shall be taken to involve them in decision making;</p> <p>b) Evidence that the company has respected communities' decisions to give or withhold their consent to the operation at the time that this decision was taken;</p> <p>c) Evidence that the legal, economic, environmental and social implications for 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 company's title, concession or lease on the land.</p> <p>- Minor compliance -</p>	<p>See indicator 2.2.3.</p> <p>There was no land disputed within company and scheme smallholder concession areas.</p>	<p>Complied</p>
<p>2.3.3</p> <p>All relevant information shall be available in appropriate forms and languages, including assessments of impacts, proposed benefit sharing, and legal arrangements.</p> <p>-Minor compliance</p>	<p>See indicator 2.2.3.</p> <p>There was no land disputed within company and scheme smallholder concession areas.</p>	<p>Complied</p>
<p>2.3.4</p> <p>Evidence shall be available to show that communities are represented through institutions or representatives of their own choosing, including legal counsel.</p> <p>-Major compliance</p>	<p>See indicator 2.2.3.</p> <p>There was no land disputed within company and scheme smallholder concession areas.</p>	<p>Complied</p>

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Criterion / Indicator	Assessment Findings	Compliance
Principle 3: Commitment to long-term economic and financial viability		
Criterion 3.1: There is an implemented management plan that aims to achieve long-term economic and financial viability.		
3.1.1	<p>A business or management plan (minimum three years) shall be documented that includes, where appropriate, a business case for scheme smallholders. - Major compliance -</p> <p>PT IIS’s Buatan I has 3 Year working plan for Productivity per planting year of the estate, under “Rencana Kerja 3 tahunan, Pengelolaan Minimum 3 tahun Kebun Buatan”. The plan indicates the target for 2015 (current), as well as 2016, 2017, 2018 and 2019. The estimation based on actual production realization from 2013 and 2014. The estimation including OER average, KER average, Production cost (Rupiah/tonne CPO) divided between estate cost and mill cost, e.g.</p> <p>Buatan estate comprise of 6 divisions, where Division I – III supplies FFB to Buatan I POM and Division IV-VI supplies FFB to Buatan II POM. Division I-III comprise of planting year 1988, 1989, 1990 and 1991. Division I area 867Ha, production projection 19,162 tons; Division II, area 676Ha, production projection 13,440 tons; Division III, area 904Ha, production projection 20,596 tons. The crop projection for 2015 Buatan estate 117,306 tons; 2016 projection 99,938 tons; 2017 projection 84,659 tons; 2019 projection 53,152 tons; 2020 projection 38,090 tonnes;</p> <p>PT IIS Buatan I POM has 5 years working plan 2015 – 2020. The working plan documented under “Rencana Kerja Produksi dan Biaya 5 Tahun ke depan” – which indicated the FFB processed, CPO production, kernel production, OER, KER and production cost (Rp/ton CPO). The projection based on 2013 – 2014 performance.</p> <p>Projection in 2015: FFB process 378,971 tons; CPO production 74,277 tons; Kernel production 19,328 tons; OER sets at 20.58% and KER sets at 5.10%. Cost of production sets at Rp.205,145/ton CPO.</p> <p>Projection in 2016: FFB process 355,326 tons; CPO production 71,598 tons; Kernel production 17,766 tons; OER sets at 20.15% and KER sets at 5.00%. Cost of production sets at Rp.205,577/ton CPO.</p>	Complied

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Criterion / Indicator	Assessment Findings	Compliance
	<p>Scheme smallholder:</p> <p>Estimation for next 3 years 2015 s/d 2017 for all scheme smallholders covering 10,277 Ha. For 2015 is projected 226,789 tonne – productivity 22.07 tonne/Ha. For 2016 is projected 227,413 tonne – productivity 22.13 tonne/Ha. For 2018 is projected 227,858 tonne – productivity 22.17 tonne/Ha.</p> <p>This estimation has been breakdown for each Cooperative. The estimation for KUD Jaya Makmur and KUD SUMber Rejeki were sighted during field visits.</p> <p>Business plan for Coperatives is available which covered:</p> <ul style="list-style-type: none"> - Estimation of production for 2015-2018 including cost production for harversting and FFB transport, FFB prices, etc. - Cost of fertilizer application - Cost of weed control using chemicals. <p>This was checked during document review in KUD Sumber Rezeki and KUD Jaya Makmur.</p>	

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Criterion / Indicator	Assessment Findings	Compliance
<p>3.1.2</p> <p>An annual replanting programme projected for a minimum of five years (but longer where necessary to reflect the management of fragile soils, see Criterion 4.3), with yearly review, shall be available.</p> <p>- Minor compliance -</p>	<p>Replanting program is documented in the budget plan.</p> <p>Buatan estate shows a series of correspondence and meeting result related to review on replanting plan. This change occurred as result of head of plantation review. The latest replanting plan as follow; For division I-III, 2015 replanting planned for 50Ha in Division II; 2016 replanting program 238Ha; 2017 replanting program 92 Ha in Division II, 2018 replanting program 288Ha in Division II&III; 2019 replanting program 82Ha in Division II.</p> <p>Company shows Memorandum No.01/HP/MEMO/FEB/13 from Head of Plantation dated 15th February 2013. The memo defines strategy for replanting preparation and land clearing technique – in order to mitigate Ganoderma and Phelinus infestation. For area high risk ganoderma: Topaz 45% : Socfindo 45% : Lonsum 5% : Dami 5%. For area low risk ganoderma: Topaz 70% : Socfindo 10% : Lonsum 10% : Dami 10%.</p> <p>Scheme smallholders:</p> <p>Communication/meeting on replanting preparation dated 17th June 2014.</p> <p>Replanting programme for scheme smallholder is available in term of “Schedule Pelaksanaan Replanting”. The program showed KUD Jaya Makmur and Sumber Rejeki is planned on 2018.</p> <p>The latest yearly review was conducted during Cordination meeting between company and scheme smallholder on 17 June 2015. The meeting was discussed for preparation of replanting including financial and legal aspect.</p>	<p>Complied</p>

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Criterion / Indicator	Assessment Findings	Compliance
Principle 4: Use of appropriate best practices by growers and millers		
Criterion 4.1: Operating procedures are appropriately documented, consistently implemented and monitored.		
4.1.1	<p>Standard Operating Procedures (SOPs) for estates and mills are documented - Major compliance -</p> <p>PT Inti Indosawit Subur has a set of procedure for plantation operations; composed of procedure for land clearing, road network system, nursery, planting, fertilizer application, integrated weed control, integrated pest management, up to harvesting. The procedures are complemented with work instructions detailing requirement of each activities. All of SOP are collated inside Agricultural Policy Manual ASIAN AGRI Group dated 1st February 2013, consist of 20 types of SOP.</p> <p>Buatan I POM capacity is 60 tons FFB per hour. PT Inti Indosawit Subur has a set of procedure for mill/FFB processing operations under Mill Policy Manual. The procedure comprise of FFB receiving and grading, FFB processing from receiving up to dispatch of CPO, as well as maintenance of mill machineries. PT IIS is also demonstrates a set of specific procedures for supply chain in the mill.</p> <p>The procedure complemented with work instructions indicating specific parameter/requirement for each process/activities.</p> <p>SOP for Supply Chain: Traceability AA-MPM-OP-1400.17-R3, dated 23rd October 2013;</p> <p>Scheme smallholders: Cooperative/KUD refers to Agricultural Policy Manual issued by PT IIS – Buatan dated 1st February 2013. The Manual comprise of seedling preparation, pest and disease control, fertilizer application, spraying, pest control, IPM, harvesting, pruning, road maintenance and transport, and FFB harvesting.</p> <p>SOP followed Company procedures i.e. Agricultural Policy Manual for Scheme Smallholder.</p>	Complied

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Criterion / Indicator	Assessment Findings	Compliance
<p>4.1.2</p> <p>A mechanism to check consistent implementation of procedures shall be in place.</p> <p>- Minor compliance -</p>	<p>PT Inti Indosawit Subur has a mechanism to conduct internal audit. Standar Operating Procedures – Audit Internal No.SOP AA-SOP-ES-6001-R2 dated 15th August 2014. The procedures include the corrective action and continuous improvement.</p> <p>Mill Advisor visit report No.KBN/VA/FULL02-14 dated 8-12th December 2014. Action plan and corrective action as response to visit documented.</p> <p>Buatan I POM visited by internal audit team, purpose of visit to control quality of process. Mill managers are responsible for daily monitoring and reporting of mill production, quality and supply chain.</p> <p>Buatan estate visited by plantation advisor. Estate managers and each managerial level are responsible for daily monitoring of plantation upkeep, production, infrastructure reliability, and other field activities.</p> <p>Scheme smallholders:</p> <p>Monitoring on the consistent implementation at scheme smallholder through visit by Head Plasma. Latest visit recorded on 14th July 2014, action plan taken by cooperative in relation to FFB quality, market place administration, etc.</p> <p>Observation:</p> <p>- Field visit to selected smallholder plots (e.g. plot number 2087/KT103, 2174/KT103, 1726/KT100, 1815/KT100, 1940/KT65; under KUD Sumber Rezeki) found sporadic heavy frond and hanging frond. Scheme smallholder management has planned on July-December 2015 for progressive pruning this year. Follow up for pruning is encouraged.</p> <p>- Improvement encouraged for weed control management in some smallholder areas (e.g. plot number 2080/KT103, 2087/KT103, 1726/KT100, 1815/KT100; under KUD Sumber Rezeki).</p>	<p>Observation</p>

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Criterion / Indicator	Assessment Findings	Compliance																																																												
<p>4.1.3</p> <p>Records of monitoring and any actions taken shall be maintained and available, as appropriate.</p> <p>- Minor compliance -</p>	<p>Buatan estate shows R&D Agronomic report No.KBN/R&D – AGRO/01-15 date of visit 17-20th February 2015. Management shows Action Plan R&D Agronomy visits, as a summary of action plan taken.</p> <p>Records of “Internal audit Sustainability Integrasi” is available, date of visit 3rd June 2015. Correction and corrective action result has been provided. Engineering visit report for mill No.PBS/VE/FULL 01-2015 dated 12-15th January 2015. Mill management prepared the corrective action taken; 8 issues from sterilizer, EFB hopper, Continuous settling Tank, Sludge Vibrating Screen, Sludge Centrifuge, Boiler No.1, Panel Engine Room and Turbine Alternator have been followed up as of 29th July 2015.</p> <p>Record seen: Mill Operation Summary, indicating the FFB processed, CPO production, extraction rate, processing days, processing hour, throughput, losses, quality, effluent quality, process control, manpower, production cost, etc.</p> <p>Sample seen:</p> <p>Mill Operation Summary 2015 result for example:</p> <table border="1" data-bbox="667 936 1289 1507"> <thead> <tr> <th>Parameter</th> <th>April</th> <th>May</th> <th>June</th> </tr> </thead> <tbody> <tr> <td>FFB Buatan Estate</td> <td>5,269</td> <td>4,893</td> <td>4,884</td> </tr> <tr> <td>FFB Scheme Smallholder</td> <td>7,548</td> <td>7,529</td> <td>7,637</td> </tr> <tr> <td>FFB Third Party</td> <td>8,867</td> <td>7,667</td> <td>7,181</td> </tr> <tr> <td>FFB Processed</td> <td>32,306</td> <td>31,959</td> <td>32,401</td> </tr> <tr> <td>CPO production</td> <td>6,553</td> <td>6,423</td> <td>6,402</td> </tr> <tr> <td>PK production</td> <td>1,680</td> <td>1,650</td> <td>1,635</td> </tr> <tr> <td>Palm Product</td> <td>8,233</td> <td>8,073</td> <td>8,038</td> </tr> <tr> <td>OER</td> <td>20.28</td> <td>20.10</td> <td>19.73</td> </tr> <tr> <td>KER</td> <td>5.20</td> <td>5.16</td> <td>5.04</td> </tr> <tr> <td>Processing day</td> <td>26</td> <td>27</td> <td>26</td> </tr> <tr> <td>Shift hour</td> <td>544</td> <td>540</td> <td>543</td> </tr> <tr> <td>Mill Capacity</td> <td>60.92ton/hour</td> <td>61.22ton/hour</td> <td>61.24ton/hour</td> </tr> <tr> <td>Mill throughput</td> <td>102%</td> <td>102%</td> <td>102%</td> </tr> <tr> <td>Unstripped Bunch</td> <td>3.1</td> <td>3.0</td> <td></td> </tr> </tbody> </table> <p>Scheme smallholders:</p> <p>Monitoring consistent implementation at scheme smallholder through visit by Head Plasma. Latest visit recorded on 14th July 2014, action plan taken by cooperative in relation to FFB quality, market place administration, etc.</p> <p>For Instance: Monitoring on Sortation and Weigh– plot number 99 dated 31st March, 11th April and 21st April 2015 seen total 88.475 tons FFB with 3225 ripe bunches accepted at Buatan I POM; 251 unripe bunches noted.</p>	Parameter	April	May	June	FFB Buatan Estate	5,269	4,893	4,884	FFB Scheme Smallholder	7,548	7,529	7,637	FFB Third Party	8,867	7,667	7,181	FFB Processed	32,306	31,959	32,401	CPO production	6,553	6,423	6,402	PK production	1,680	1,650	1,635	Palm Product	8,233	8,073	8,038	OER	20.28	20.10	19.73	KER	5.20	5.16	5.04	Processing day	26	27	26	Shift hour	544	540	543	Mill Capacity	60.92ton/hour	61.22ton/hour	61.24ton/hour	Mill throughput	102%	102%	102%	Unstripped Bunch	3.1	3.0		<p>Complied</p>
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Criterion / Indicator	Assessment Findings	Compliance
4.1.4 The mill shall record the origins of all third-party sourced Fresh Fruit Bunches (FFB). - Major compliance -	FFB incoming from third parties is recorded daily basis and incorporated into the Monthly Report. PT IIS – Buatan I POM keeps list of third party supplier; 11 third party suppliers listed. Sample taken: Sugeng Kiswinarno, address in Bukit Harapan village RT010/RW005, Kerinci Kanan Sub-District. In June 2015, Sugeng Kiswinarno supplied 244,560 kg. Document seen: Letter “Permohonan Penerimaan TBS” dated 9 th January 2015, under name Sugeng Kiswinarno, FFB from garden area of 150 ha in Bukit Harapan village, planting year 2000/2001 – 20 km from Buatan I POM. “Pernyataan dan Jaminan” information stated the guarantee from the supplier that the FFB is coming from own area, the plantation is not falls under protected forest, plantation forest, production forest, conservation area status; not a stolen FFB; FFB not coming from new plantation, converted from forest after September 2014; FFB not coming from new plantation, converted from peat area after September 2015 – signed on 9 th January 2015. Total FFB received from third party from January – June 2015 is 43,078 tons.	Complied
Criterion 4.2: Practices maintain soil fertility at, or where possible improve soil fertility to, a level that ensures optimal and sustained yield.		
4.2.1 There shall be evidence that good agriculture practices, as contained in Standard Operating Procedures (SOPs), are followed to manage soil fertility to a level that ensures optimal and sustained yield, where possible. - Minor compliance -	PT Inti Indosawit Subur has procedures to maintain soil fertility in general. The procedures comprise of fertilizer application and cover crop planting. PT IIS follows these procedures; leaf samplings are taken annually to accurately capture palm nutrient requirement (both macro and micro nutrient) and serve as source for fertilizer recommendation – fertilizer application (anorganic, compost, POME application, empty fruit bunch) follows fertilizer recommendation. Another effort is to plant legume cover crop. Soil analysis is conducted once every 7 years. Fertilizer recommendation 2015 approved by Head R&D Laboratorium ASIAN AGRI Group on December 2014. Scheme smallholders: The cooperatives are following PT Inti Indosawit Subur’s procedures to maintain soil fertility. The procedures comprise of fertilizer application and cover crop planting. Cooperatives follow these procedures; leaf samplings are taken annually to accurately capture palm nutrient requirement (both macro and micro nutrient) and to provide information of nutrient requirement and fertilizer recommendation. Anorganic fertilizer application follows fertilizer recommendation. Another effort is to plant legume cover crop. Document seen: “Panduan Pelaksanaan Pemupukan” AA-PLASMA-PP-KS-03 comprise of planning for fertilizer type, dosage per application, application technique, application schedule. SOP followed Nucleus estate procedures i.e. Agricultural Policy Manual for Scheme Smallholder.	Complied

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<p>4.2.2</p> <p>Records of fertiliser inputs shall be maintained.</p> <p>- Minor compliance -</p>	<p>Fertilizer recommendation and actual implementation is recorded under "Rekomendasi Pemupukan (Revisi) PT Inti Indosawit Subur – Buatan tahun 2015". The fertilizer recommendation defines the fertilizer recommendation per afdeling, type of fertilizer, dosage per palm, total tonnage, month of application.</p> <p>Block A90c, division I, planting year 1990, 69 Ha, mineral soil, rolling/hilly area. Recommendation ZA 2.5kg/palm; total applied 18,838 kg in January 2015. Recommendation to apply rock phosphate 0.5 kg/palm, total applied 3,763 kg on June 2015. Recommendation to apply MOP 1.75 kg/palm; total applied 13,187 kg in February 2015. Recommendation to apply HGFB 0.075kg kg/palm; total applied 565 kg in May 2015.</p> <p>Block B89a, division II, planting year 1989, 22 Ha, mineral soil, flat/undulating area. Recommendation for EFB 370kg/palm; total application 1,082,026 kg for January – July 2015. Recommendation to apply ZA 1.5 kg/palm, total applied 4,387 kg in January 2015. Recommendation to apply Dolomite 1 kg/palm, total applied 2,924 kg in June 2015. Recommendation to apply HGFB 1 kg/palm, total applied 292 kg in April 2015.</p> <p>POME is applied as liquid nutrient for land application. Peta Land Aplikasi – Buatan I POM, POME application in May 2015 with 14,220 m3 POME in 41 Ha. POME application in June 2015 with 8,549 m3 POME in 5 Ha.</p> <p>Scheme smallholders:</p> <p>Plot Number KT 44: Jaya Mukti. Planting year 1989, area 46 Ha. Recommendation to apply ZA 2.25kg/palm; total application 13,248kg in March 2015. Recommendations to apply MOP 1.5kg/palm; total application 10,304kg in April 2015.</p> <p>Plot Number KT 55: Sawit Dura. Planting year 1990 area 46 Ha. Recommendation to apply ZA 2.25kg/palm; total application 13,248kg in March 2015. Recommendations to apply MOP 1.5kg/palm; total application 10,304kg in April 2015.</p> <p>Plot Number KT 164: Bina Handoyo. Planting year 1992 area 40 Ha. Recommendation to apply ZA 2.25kg/palm; total application 11,520kg completed in March 2015. Recommendations to apply MOP 1.5kg/palm; total application 7,680kg completed in April 2015.</p> <p>Record of fertiliser input is available i.e. "Laporan Realisasi Pemupukan Per Kapling Tahun 2015" includes type of fertilizer (ZA, MOP, RP, HGFB, and Kieserite), dosage per palm, volume of fertilizer, location to be applied.</p> <p>Company has provided fertilizer recommendation based on "Rekap Rekomendasi Pupuk 2015"</p>	<p>Complied</p>

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Criterion / Indicator	Assessment Findings	Compliance																								
<p>4.2.3</p> <p>There shall be evidence of periodic tissue and soil sampling to monitor changes in nutrient status.</p> <p>- Minor compliance -</p>	<p>Company is able to demonstrate Foliar Analysis Report from PT Nusa Pusaka Kencana Analytical & QC Laboratory. The latest foliar analysis carried out May 2015, as base for fertilizer recommendation 2016.</p> <p>Document seen: Foliar Analysis Report No.045/INT/R&D/MEI/L/15 dated 27th May 2015, sampled from block A90c, A91e – Division I; Soil Analysis carried out in December 2008. Reported under “Laporan Survey Tanah Semidetil Area Perkebunan Kelapa Sawit PT Inti Indosawit Subur Kebun Buatan”. Based on the report, the physiographic location in plain with felsic sedimentary rock. Lithology parent material is clay and sand. Topographic of the area is rolling to hilly. Natural fertility is low to medium.</p> <p>The dominant soil type based on soil taxonomy USDA 2006 is:</p> <table border="1" data-bbox="667 909 1273 1151"> <thead> <tr> <th>Type</th> <th>Area</th> <th>Percentage</th> </tr> </thead> <tbody> <tr> <td>Typic dystrodepts</td> <td>4,040 Ha</td> <td>71.6%</td> </tr> <tr> <td>Typic kandiodults</td> <td>621 Ha</td> <td>11.1%</td> </tr> <tr> <td>Typic endoaquepts</td> <td>430 Ha</td> <td>7.6%</td> </tr> <tr> <td>Typic endoaquults</td> <td>290 Ha</td> <td>5.2%</td> </tr> <tr> <td>Typic endoaquents</td> <td>140 Ha</td> <td>2.5%</td> </tr> <tr> <td>Typic haplosaprist</td> <td>85 Ha</td> <td>1.5%</td> </tr> <tr> <td>Typic udipsaments</td> <td>25 Ha</td> <td>0.5%</td> </tr> </tbody> </table> <p>Scheme smallholders: Periodic tissue sampling carried out back in 2013, for determining the fertilizer recommendation the following years.</p> <p>Cooperatives management are able to demonstrate map of soil type and slope classification, scale 1:50,000.</p> <p>Company has provided fertilizer recommendation based periodic tissue and soil sampling i.e. “Rekap Rekomendasi Pupuk 2015”</p>	Type	Area	Percentage	Typic dystrodepts	4,040 Ha	71.6%	Typic kandiodults	621 Ha	11.1%	Typic endoaquepts	430 Ha	7.6%	Typic endoaquults	290 Ha	5.2%	Typic endoaquents	140 Ha	2.5%	Typic haplosaprist	85 Ha	1.5%	Typic udipsaments	25 Ha	0.5%	<p>Complied</p>
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Criterion / Indicator	Assessment Findings	Compliance
<p>4.2.4 A nutrient recycling strategy shall be in place, and may include use of Empty Fruit Bunches (EFB), Palm Oil Mill Effluent (POME), and palm residues after replanting. - Minor compliance -</p>	<p>Reccord is available e.g.: Block B89a, division II, planting year 1989, 22 Ha, mineral soil, flat/undullating area. Recommendation for EFB 370kg/palm; total application 1,082,026 kg for January – July 2015. The company also applied POME in Land Application (LA). The land application for e.g. POME is applied as liquid nutrient for land application. Peta Land Aplikasi – Buatan I POM, POME application in May 2015 with 14,220 m3 POME in 41 Ha. POME application in June 2015 with 8,549 m3 POME in 5 Ha.</p> <p>Scheme Smallholders: No smallholders applied EFB and effluent. There is no EFB and POME application. Company considered EFB and POME is only applied in nucleus estate area.</p>	<p>Complied</p>

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Criterion / Indicator	Assessment Findings	Compliance																																																																		
Criterion 4.3: Practices minimise and control erosion and degradation of soils.																																																																				
4.3.1 Maps of any fragile soils shall be available. - Major compliance -	<p>Soil Analysis carried out in December 2008. Reported under "Laporan Survey Tanah Semidetil Area Perkebunan Kelapa Sawit PT Inti Indosawit Subur Kebun Buatana". Based on the report, the physiographic location in plain with felsic sedimentary rock. Lithology parent material is clay and sand. Topographic of the area is rolling to hilly. Natural fertility is low to medium. The document complemented with map of soil type, scale 1:20,000. The soil map indicating the soil type, slope class. The dominant soil type based on soil taxonomy USDA 2006 is:</p> <table border="1" data-bbox="668 734 1292 981"> <thead> <tr> <th>Type</th> <th>Area</th> <th>Percentage</th> </tr> </thead> <tbody> <tr> <td>Typic dystrochrepts</td> <td>4,040 Ha</td> <td>71.6%</td> </tr> <tr> <td>Typic kandiodults</td> <td>621 Ha</td> <td>11.1%</td> </tr> <tr> <td>Typic endoaquepts</td> <td>430 Ha</td> <td>7.6%</td> </tr> <tr> <td>Typic endoaquults</td> <td>290 Ha</td> <td>5.2%</td> </tr> <tr> <td>Typic endoaquents</td> <td>140 Ha</td> <td>2.5%</td> </tr> <tr> <td>Typic haplosaprist</td> <td>85 Ha</td> <td>1.5%</td> </tr> <tr> <td>Typic udipsaments</td> <td>25 Ha</td> <td>0.5%</td> </tr> </tbody> </table> <p>Soil suitability: S2 2,656 Ha (47.2%) with limiting factor of low natural fertility; S3 2,050 Ha (36.4%) with limiting factor of topographic condition; N1 (not suitable) 925 Ha (16.4%) with limiting factor of slope more than 30% and sandy soil with rapid drainage.</p> <table border="1" data-bbox="668 1151 1292 1337"> <thead> <tr> <th>Slope class</th> <th>Hectareage</th> <th>Percentage</th> </tr> </thead> <tbody> <tr> <td>0-8%</td> <td>2,165 Ha</td> <td>38.5%</td> </tr> <tr> <td>8-15%</td> <td>1,388 Ha</td> <td>24.6%</td> </tr> <tr> <td>15-30%</td> <td>1,188 Ha</td> <td>21.1%</td> </tr> <tr> <td>>30%</td> <td>890 Ha</td> <td>15.8%</td> </tr> <tr> <td></td> <td>5,631 Ha</td> <td>100%</td> </tr> </tbody> </table> <p>Scheme smallholder: PT Inti Indosawit Subur – Buatana prepared map of soil type and slope class:</p> <table border="1" data-bbox="668 1478 1252 1753"> <thead> <tr> <th>Soil Type</th> <th>Area (Ha)</th> <th>%</th> </tr> </thead> <tbody> <tr> <td>Typic dystrochrepts</td> <td>6,369</td> <td>58.15%</td> </tr> <tr> <td>Typic endoaquents</td> <td>554</td> <td>5%</td> </tr> <tr> <td>Typic endoaquepts</td> <td>739</td> <td>6.7%</td> </tr> <tr> <td>Typic endoaquults</td> <td>24</td> <td>0.2%</td> </tr> <tr> <td>Typic haplosaprist</td> <td>167</td> <td>1.5%</td> </tr> <tr> <td>Typic haplohemist</td> <td>733</td> <td>6.7%</td> </tr> <tr> <td>Typic kandiodults</td> <td>2370</td> <td>21.63%</td> </tr> </tbody> </table>	Type	Area	Percentage	Typic dystrochrepts	4,040 Ha	71.6%	Typic kandiodults	621 Ha	11.1%	Typic endoaquepts	430 Ha	7.6%	Typic endoaquults	290 Ha	5.2%	Typic endoaquents	140 Ha	2.5%	Typic haplosaprist	85 Ha	1.5%	Typic udipsaments	25 Ha	0.5%	Slope class	Hectareage	Percentage	0-8%	2,165 Ha	38.5%	8-15%	1,388 Ha	24.6%	15-30%	1,188 Ha	21.1%	>30%	890 Ha	15.8%		5,631 Ha	100%	Soil Type	Area (Ha)	%	Typic dystrochrepts	6,369	58.15%	Typic endoaquents	554	5%	Typic endoaquepts	739	6.7%	Typic endoaquults	24	0.2%	Typic haplosaprist	167	1.5%	Typic haplohemist	733	6.7%	Typic kandiodults	2370	21.63%	Complied
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<p>4.3.2</p> <p>A management strategy shall be in place for plantings on slopes above a certain limit (this needs to be soil and climate specific).</p> <p>- Minor compliance -</p>	<p>The recommendation from soil survey is to have fertilizer application, on time, with correct dosage, with correct type; terrace and silt pit as soil conservation; application of EFB and; drain maintenance.</p> <p>Continuous Improvement Plan Kebun Buatan is to have continuous terrace, road drainage, drain maintenance. Planning for silt pit for Division I was 121 units, implemented 13 units as of June 2015. Planning for continuous terrace maintenance for Division I 5,208 meters – implemented up to June 2015 were 1,083 meters. Division III planned 9,221 meters – implemented up to June 2015 were 4,795 meters.</p> <p>Drain maintenance Culvert installation plan Division I: 31 units box culvert – installed as of June 2015 was 6 units;</p> <p>Scheme smallholder: Cooperative follows PT Inti Indosawit Subur’s procedure for land clearing stated that no land clearing should performed on area with slope >40%. The strategy implemented by cooperatives is frond stacking and maintain natural vegetation as cover crop. Specific for low-laying area, the strategy is to maintain cover crop, drainage ditch and frond stacking. Based on semi-detail soil survey map and field visit – there is 2,854 Ha area with limiting factors of topography and poor drainage.</p> <p>Evidence of implementation was sighted during field inspection such as:</p> <ul style="list-style-type: none"> - U-shape to prevent erosion in slope areas - Maintaning <i>Neprolephis sp</i> inside plot. 	<p>Complied</p>
<p>4.3.3</p> <p>A road maintenance programme shall be in place.</p> <p>- Minor compliance -</p>	<p>Buatan estate shows the road maintenance plan: Road maintenance manual 97,887 meters – road maintenance implemented as of July 2015: Road maintenance grading 37,895 meters in January 2015 – record implemented as of July 2015: Road maintenance material inputs: 1,042 m3 in January 2015 – record implemented as of July 2015:</p> <p>Scheme smallholders: Road maintenance programme is available in form of planning for levy deducted from each kg FFB sold from KUD. The deduction for road maintenance carried out by KUD. The latest road maintenance programme for KUD Jaya Makmur was on March 2015 and April 2015; while for KUD Sumber Rejeki was on March 2015.</p>	<p>Complied</p>

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<p>4.3.4</p> <p>Subsidence of peat soils shall be minimised and monitored. A documented water and ground cover management programme shall be in place. - Minor compliance -</p>	<p>Based on semi-detailed soil survey, there is 85 ha of typical haplosaprist soil type in Buatan estate. The soil is shallow organic soil (52 cm) with mature, with high pH; lower layer is mineral soil. Management implemented drainage to control water.</p> <p>Scheme smallholder: Based on soil map, there is no peat soil in the area of KUD Jaya Makmur and KUD Sumber Rejeki. Furthermore, based on field visit there is no peat soil on farmer plots.</p>	<p>Complied</p>
<p>4.3.5</p> <p>Drainability assessments shall be required prior to replanting on peat to determine the long-term viability of the necessary drainage for oil palm growing. - Minor compliance -</p>	<p>Based on semi-detailed soil survey, there is 85 ha of typical haplosaprist soil type in Buatan estate. The soil is shallow organic soil (52 cm) with mature, with high pH; lower layer is mineral soil.</p> <p>Scheme smallholder: Based on soil map, there is no peat soil in the area of KUD Jaya Makmur and KUD Sumber Rejeki. Furthermore, base on field visit there is no peat soil on farmer plots.</p>	<p>Complied</p>
<p>4.3.6</p> <p>A management strategy shall be in place for other fragile and problem soils (e.g. sandy, low organic matter, acid sulphate soils). - Minor compliance -</p>	<p>Recommendation for area with steep slope (>30%) is not to open.</p> <p>Scheme smallholders: Farmer implemented minimum spraying (using spraying team service), frond stacking against contour line and maintain natural vegetation and beneficial plants. This best management practices implemented at a number of farmer plot of KUD Jaya Makmur and KUD Sumebr Rejeki, where slope identified >25%.</p>	<p>Complied</p>

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Criterion / Indicator	Assessment Findings	Compliance
Criterion 4.4: Practices maintain the quality and availability of surface and ground water.		
4.4.1	<p>An implemented water management plan shall be in place. - Minor compliance -</p> <p>The company has a water management plan as documented in "Water management Kebun Buatan – Praktek Praktek Mempertahankan Kualitas dan ketersediaan Air permukaan dan Air Tanah – Water Sustainable"</p> <p>Water Management Plan, covering: identification water need as regulated in "Peraturan Menteri PU no. 14/PRT/M/2010 (domestic consumption is 60 ltr/person/day and water needed for mill processing, Ground and surface water resources and its permit, management and monitoring waste water, included domestic waste water, etc.</p> <p>The company has conducted measurement of water quality regularly and consistent, the result shown that water quality is complies with national regulation.</p> <p>Regular monitoring of water quality has been conducted. Water sample was taken from Observing well within land application and non land application area, upstream and downstream of Kerinci Kanan river water. Sampel taken every six month.</p> <p>Review of record show all parameter tested were in accordance with relevant regulation i.e. Permenkes 416/1990 and PP 82/2001</p> <p>No any chemical applied nearby water sources and protected riparian zones this has been confirmed during field visit to estate block area and scheme smallholder plots.</p>	Complied

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Criterion / Indicator	Assessment Findings	Compliance
<p>4.4.2</p> <p>Protection of water courses and wetlands, including maintaining and restoring appropriate riparian and other buffer zones (refer to national best practice and national guidelines) shall be demonstrated.</p> <p>- Major compliance -</p>	<p>The water used for domestic purposes comes from the surface water then pumped into the tank and supplied to employee residences. To maintain the water source, the company have been planted the native trees around riparian rivers.</p> <p>The company has demarcated 50 metres (left and rights side) along the small river) and 100 metres for large river as riparian zones and no any spraying in those areas to prevent chemical contamination into the river.</p> <p>SOP for maintaining riparian zone is under SOP AA-APM-OP-1100.05. R1 "Konservasi Tanah dan Air", it is stated that at during land clearing area along the river shall be conserved.</p> <p>Scheme smallholders: Scheme manager has been made aware to all smallholder member regarding this company policy. Field visit and interview with selected smallholder member confirmed understanding of protection to water courses within riparian area. No chemical used in those areas as well.</p>	<p>Complied</p>
<p>4.4.3</p> <p>Appropriate treatment of mill effluent to required levels and regular monitoring of discharge quality, especially Biochemical Oxygen Demand (BOD), shall be in compliance with national regulations (Criteria 2.1 and 5.6).</p> <p>- Minor compliance -</p>	<p>Buatan 1 mill has just installed Biogas power plant since April 2015 to generate electrical power using waste water treatment and reduce the impacts of methane gas of waste water. The biogas system has Anaerobic MBR system thorough digester Thermophilic fermentation, and anaerobic membrane tank.</p> <p>Buatan 1 Mill has effluent treatment through treated ponds system. There were 11 ponds consist of Colling Pond, Primary Anaerobic pond, Secondary Anaerobic pond, Acidification pond, and buffering pond.</p> <p>There was regular monitoring for discharge effluent conducted every month and collaboration with Dinas Bina Marga Laboratory of Pekan Baru. The result showed it was within allowable limits for land application (i.e 5,000 mg/l). For instance: April 2015 was 869.1 mg/l; May 2015 was 3.577 mg/l; and June 2015 was 1,258.3 mg/l.</p> <p>Buatan 1 Mill holds a licence to discharge waste water into land application according to Head of Pelalawan District Letter number KTPS.660/BLH/780/2014, issued on 10 September 2014 valid for 5 years.</p> <p>Scheme smallholder: This indicator is not applicable for scheme smallholder</p>	<p>Complied</p>

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<p>4.4.4 Mill water use per tonne of Fresh Fruit Bunches (FFB) (see Criterion 5.6) shall be monitored. - Minor compliance -</p>	<p>Mill monitors the use of water includes monitoring of water usage for mill processing and domestic usage. Result of water usage monitoring is recorded under "Mill Operation Summary 2015". Review on record confirmed met with the approved budget for processing and domestic water.</p> <p>Record of water usage for FFB processed is recorded in "Data Monitoring Pemakaian Air PBS", e.g. average water usage in 2015 up to June 2015 is 0.99 MT/tonnes TBS.</p> <table border="1" data-bbox="671 707 1300 913"> <thead> <tr> <th>Parameter</th> <th>April</th> <th>May</th> <th>June</th> </tr> </thead> <tbody> <tr> <td>Total process usage</td> <td>30,246m³</td> <td>29,885m³</td> <td>31,241m³</td> </tr> <tr> <td>Total domestic usage</td> <td>14,943m³</td> <td>15,352m³</td> <td>14,807m³</td> </tr> <tr> <td>Consumption process</td> <td>0.93m³/ton FFB</td> <td>0.92m³/ton FFB</td> <td>0.95m³/ton FFB</td> </tr> </tbody> </table> <p>Scheme Smallholders: This indicator is not applicable for scheme smallholder.</p>	Parameter	April	May	June	Total process usage	30,246m ³	29,885m ³	31,241m ³	Total domestic usage	14,943m ³	15,352m ³	14,807m ³	Consumption process	0.93m ³ /ton FFB	0.92m ³ /ton FFB	0.95m ³ /ton FFB	<p>Complied</p>
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Criterion 4.5: Pests, diseases, weeds and invasive introduced species are effectively managed using appropriate Integrated Pest Management techniques.		
4.5.1	<p>Implementation of Integrated Pest Management (IPM) plans shall be monitored.</p> <p>- Major compliance -</p> <p>Company has a procedure for integrated pest management. The IPM Plan includes early warning system and the planting of beneficial plants. Records of bagworm census and black bunch census from each estate are available. From these records no infestation above economic threshold.</p> <p>Pest and disease reported under "Laporan Hama dan Penyakit 2015" is available. Census carried out for nettle caterpillar and bagworm: No sign of infestation above threshold. Pest census on block A91e dated 23rd June 2015, block B91d on 20th June 2015.</p> <p>Rat attack census on A90c dated 22-30 June 2015, 25% new attack and 11.33 old attack.</p> <p>Leaf eating pest census: "Rencana Pengendalian Serangan Hama Ulat Pemakan Daun Buatan Estate": shows no planning for control of leaf eating caterpillar with chemical use.</p> <p>Integrated Management Plan Replacement of barn owl boxes, 78 boxes.</p> <p>Planting host plant, planning in 2015 is to plant 6,800. Actual implementation in January 2015 planted 500 in Afdeling II, 800 Afdeling III. February 2015 planted 500 in Afdeling II, 200 in Afdeling III and 200 in Afdeling V. March 2015 planted 700 in Afdeling I, 1000 in Afdeling II, 500 in Afdeling III, 200 in Afdeling IV, 500 in Afdeling V. April 2015 planted 500 in Afdeling II, 400 in Afdeling III, 500 in Afdeling V and 300 in Afdeling VI.</p> <p>Scheme smallholders:</p> <p>Records of pest monitoring/census are available to monitor the pest attack of nettle caterpillar and bagworm from January – July 2015. The result shows no pest infestation above economic threshold.</p> <p>Farmer groups installed barn owl boxes, to control the rat infestation. These barn owl boxes found on plot number KT 55, KT 164 and KT61. Census on barn owl boxes 7th January and 10th April 2015 – 40 barn owl boxes in area, all inhabited.</p> <p>Planning to plant beneficial plant continued to exercised in 2015 – priority given to smallholder member where no beneficial plant existed. June – August 2015 planning to plant <i>Turnera subulata</i> in kt 39, 40, 41, 42, 43, 44, 55, 56, 58, 59.</p> <p>Census conducted once a month for caterpillar. The latest census was on July 2015 in both KUD Sumber Rezeki and Jaya Makmur.</p>	Complied

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<p>4.5.2 Training of those involved in IPM implementation shall be demonstrated. - Minor compliance -</p>	<p>Refreshment training on IPM dated 29th April 2015 for 28 officers in Buatan estate, Buatan plasma, etc. Refreshment training on IPM dated 7th March 2014, attended by 38 officers from Buatan estate, Buatan plasma, etc.</p> <p>Scheme smallholders: The latest IPM training in KUD Jaya Makmur recorded on 2nd March 2015, attended by 20 members, representative from each KT.</p> <p>Latest IPM training was conducted on March 2014 in KUD Sumber Rezeki. Training for 2015 is place in document of "Pelatihan-Pelatihan RSPO tahun 2015"</p>	<p>Complied</p>
<p>Criterion 4.6: Pesticides are used in ways that do not endanger health or the environment</p>		
<p>4.6.1 Justification of all pesticides used shall be demonstrated. The use of selective products that are specific to the target pest, weed or disease and which have minimal effect on non-target species shall be used where available. - Major compliance -</p>	<p>The justification of pesticide used is explained under company procedure. PT Inti Indosawit Subur shows "SOP Pengendalian Gulma No.AA-APM-OP-11100.08-R1" dated 1st November 2008. Chapter IV explains the weed control program for woody, grass, fern, caladium, wild banana (<i>Musa spp</i>), <i>Ayastasia</i>. It does explain active ingredients use to control such weed, dosage per application, type of nozzle used and volume of spraying per application.</p> <p>Chapter V explains selection of pesticide and its active ingredients content, nature of the pesticide and target species. Chapter VII describes calculation of actual area implemented per hectare plantation (spray factor), spraying rotation and spraying output. Interview with herbicide sprayer, they understand the target species and active ingredients to control them. Sprayer shows knowledge on minimizing chemical impact on beneficial weed.</p> <p>Scheme smallholders: The members of the Scheme Smallholders have agreed with the PT Inti Indosawit Subur to eliminate paraquat use. Herbicide applied by trained sprayers of PT Inti Indosawit Subur. Record of herbicide application shows there is no use of agrochemicals categorized as WHO Type 1A or 1B within smallholder blocks.</p> <p>List of pesticide used such as Glyphosate, 204 dimethyl amina, Triklpir, and Methyl metsulfuron.</p>	<p>Complied</p>

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<p>4.6.2</p> <p>Records of pesticides use (including active ingredients used and their LD50, area treated, amount of active ingredients applied per ha and number of applications) shall be provided. - Major compliance -</p>	<p>Company does not use pesticide. Company maintain record of herbicide use:</p> <table border="1" data-bbox="671 450 1300 864"> <thead> <tr> <th>Chemical</th> <th>Active ingredient</th> <th>Application up to May 2015 (liter/kg)</th> <th>A.i. used</th> <th>a.i per Ha applied (5,621 Ha)</th> <th>a.i. per production (49,758 tons)</th> </tr> </thead> <tbody> <tr> <td>Metsulindo</td> <td>Metil metsulfuron 20%</td> <td>302 kg</td> <td>60,400 g</td> <td>10,75 g/Ha</td> <td>1.21 g/ton</td> </tr> <tr> <td>Gramoxone</td> <td>Ion paraquat</td> <td>989 liters</td> <td>197,800 g</td> <td>35.18 g/Ha</td> <td>3.975 g/ton</td> </tr> <tr> <td>Bionasa 480 AS</td> <td>Isopropyl amina glifosat</td> <td>2,680 liters</td> <td>1,286.4 g</td> <td>0.22 g/Ha</td> <td>0.025 g/ton</td> </tr> <tr> <td>Kenrane 288 EC</td> <td>Fluoroksipir 288gr/liter</td> <td>38 liters</td> <td>10.9 g</td> <td>0.0019 g/Ha</td> <td>0.0002 g/ton</td> </tr> <tr> <td>2,4 Dimetil Amina</td> <td>2,4 Dimetil Amina</td> <td>155 liters</td> <td>134 g</td> <td>0.023 g/Ha</td> <td>0.0026 g/ton</td> </tr> <tr> <td>Regent</td> <td>Fipronil 50gr/liter</td> <td>30 liters</td> <td>1,500 g</td> <td>0.26 g/Ha</td> <td>0.03 g/ton</td> </tr> </tbody> </table> <p>Scheme smallholder:</p> <table border="1" data-bbox="671 949 1300 1182"> <thead> <tr> <th>Active Ingredient</th> <th>2015 budget (litres)</th> <th>April 2015 actual (litres)</th> <th>a.i used</th> <th>Hectare of application</th> <th>a.i/Ha application</th> </tr> </thead> <tbody> <tr> <td>Glyphosate</td> <td>321.20</td> <td>291.24</td> <td>104,263.92 g</td> <td>920 Ha</td> <td>113.33 g/Ha</td> </tr> <tr> <td>Triclophyr</td> <td>40.20</td> <td>40.08</td> <td>19,296.00 g</td> <td>536 Ha</td> <td>36 g/Ha</td> </tr> </tbody> </table>	Chemical	Active ingredient	Application up to May 2015 (liter/kg)	A.i. used	a.i per Ha applied (5,621 Ha)	a.i. per production (49,758 tons)	Metsulindo	Metil metsulfuron 20%	302 kg	60,400 g	10,75 g/Ha	1.21 g/ton	Gramoxone	Ion paraquat	989 liters	197,800 g	35.18 g/Ha	3.975 g/ton	Bionasa 480 AS	Isopropyl amina glifosat	2,680 liters	1,286.4 g	0.22 g/Ha	0.025 g/ton	Kenrane 288 EC	Fluoroksipir 288gr/liter	38 liters	10.9 g	0.0019 g/Ha	0.0002 g/ton	2,4 Dimetil Amina	2,4 Dimetil Amina	155 liters	134 g	0.023 g/Ha	0.0026 g/ton	Regent	Fipronil 50gr/liter	30 liters	1,500 g	0.26 g/Ha	0.03 g/ton	Active Ingredient	2015 budget (litres)	April 2015 actual (litres)	a.i used	Hectare of application	a.i/Ha application	Glyphosate	321.20	291.24	104,263.92 g	920 Ha	113.33 g/Ha	Triclophyr	40.20	40.08	19,296.00 g	536 Ha	36 g/Ha	<p>Complied</p>
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<p>4.6.3 Any use of pesticides shall be minimised as part of a plan, and in accordance with Integrated Pest Management (IPM) plans. There shall be no prophylactic use of pesticides, except in specific situations identified in national Best Practice guidelines. - Major compliance -</p>	<p>There is no prophylactic use of pesticide. Overall, company planned to reduce the use of pesticide.</p> <table border="1" data-bbox="671 477 1294 824"> <thead> <tr> <th>Chemical</th> <th>Active ingredient</th> <th>Application up to May 2015 (liter or kg)</th> <th>A.i. used (g)</th> <th>a.i. per production (49,758 tons)</th> </tr> </thead> <tbody> <tr> <td>Metsulindo</td> <td>Metil metsulfuron 20%</td> <td>122</td> <td>2,440</td> <td>0.04903</td> </tr> <tr> <td>Gramoxone</td> <td>Ion paraquat</td> <td>21</td> <td>5,796</td> <td>0.11648</td> </tr> <tr> <td>Kenlon 480 EC</td> <td>Triklpir</td> <td>13</td> <td>6,240</td> <td>0.12540</td> </tr> <tr> <td>Bionasa 480 AS</td> <td>Isopropyl amina glifosat</td> <td>1,114</td> <td>534,720</td> <td>10.7464</td> </tr> <tr> <td>2,4 Dimetil Amina</td> <td>2,4 Dimetil Amina</td> <td>63</td> <td>54,495</td> <td>1.09520</td> </tr> </tbody> </table> <p>Scheme smallholders: Scheme manager demonstrate "Rekapitulasi Rencana dan Realisasi TUS Semprot piringan, pasar pikul dan gawangan" up to May 2015":</p> <table border="1" data-bbox="671 996 1225 1160"> <thead> <tr> <th>Active Ingredients</th> <th>2015 budget (litres)</th> <th>April 2015 actual (litres)</th> </tr> </thead> <tbody> <tr> <td>Glyphosate</td> <td>321.20</td> <td>291.24</td> </tr> <tr> <td>Triclophyr</td> <td>40.20</td> <td>40.08</td> </tr> </tbody> </table>	Chemical	Active ingredient	Application up to May 2015 (liter or kg)	A.i. used (g)	a.i. per production (49,758 tons)	Metsulindo	Metil metsulfuron 20%	122	2,440	0.04903	Gramoxone	Ion paraquat	21	5,796	0.11648	Kenlon 480 EC	Triklpir	13	6,240	0.12540	Bionasa 480 AS	Isopropyl amina glifosat	1,114	534,720	10.7464	2,4 Dimetil Amina	2,4 Dimetil Amina	63	54,495	1.09520	Active Ingredients	2015 budget (litres)	April 2015 actual (litres)	Glyphosate	321.20	291.24	Triclophyr	40.20	40.08	<p>Complied</p>
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<p>4.6.4 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, except in specific situations identified in national Best Practice guidelines. The use of such pesticides shall be minimised and eliminated as part of a plan, and shall only be used in exceptional circumstances. - Minor compliance -</p>	<p>Paraquat is not banned in Indonesia. However, company has committed to reduce the use of Paraquat year to year.</p> <p>Scheme smallholder: Scheme smallholder management is following Company policy to reduce the use of Paraquat.</p>	<p>Complied</p>																																							

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<p>4.6.5 Pesticides shall only be handled, used or applied by persons who have completed the necessary training and shall always be applied in accordance with the product label. Appropriate safety and application equipment shall be provided and used. All precautions attached to the products shall be properly observed, applied, and understood by workers (see Criterion 4.7). - Major compliance -</p>	<p>Company provides training on pesticide handling. Type of training "Pelatihan Pestisida Terbatas" dated 27th November 2014, attended by 29 sprayers. Sample: Ms. Lisa, Edwin Rinaldi, Wulansari, Muryati, Parsini; certificate No.21/KP3/XI/2014 – valid for 5 years.</p> <p>Agrochemical is only handled, used and applied by trained personnel. Based on field visit to chemical store, and interview with the storekeeper, they admit to have proper training. The chemical store equipped with MSDS, appropriate PPE (face shield, respirator, apron, gloves and rubber boot) and emergency equipment – in the case of spillage or exposure.</p> <p>Based on record review and interview with sampled employees, chemical storekeeper in Buatan Estate as well as sprayers in Buatan estate have participated in Limited pesticide training dated 15th December 2014, attended by 23 sprayers from Buatan estate. Sample taken Mrs.Yanna and Mrs.Siti Muthmainah.</p> <p>Limited pesticide training dated 21st November 2014, attended by 6 mandores and staff from Buatan estate. Sample taken Mr.Mawardian</p> <p>Scheme Smallholder: Observation: it is noted that majority of the farmer members are using "Team Unit Semprot/TUS" service in performing weed control/spraying. However, based on interview with sampled farmer, they performing weed control by themselves, have not attended training, and equipped only with respiratory mask, gum boot only. Control of proper PPE for performing spraying work needs to improve.</p>	<p>Observation</p>
<p>4.6.6 Storage of all pesticides shall be according to recognised best practices. All pesticide containers shall be properly disposed of and not used for other purposes (see Criterion 5.3). - Major compliance -</p>	<p>Storage of pesticides found to be in accordance with hazard identification and risk assessment and national guideline for limited pesticide use. Empty chemical containers had been used for mixing chemicals for spraying pesticides in the field.</p> <p>The management of waste material from empty pesticide container disposed through hazardous waste store. The company has temporary hazardous waste storage with license, where all hazardous waste from all estates and mills collected. Storage keeper maintains the balance of incoming and outgoing hazardous waste. Hazardous wastes were sent for licensed contractor for appropriate disposal.</p> <p>Scheme smallholders: Majority of farmer members members are using "Team Unit Semprot/TUS" service in performing weed control/spraying.</p>	<p>Complied</p>

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<p>4.6.7 Application of pesticides shall be by proven methods that minimise risk and impacts. - Minor compliance -</p>	<p>Pesticides had been applied using the Best Management Practices that minimize risk and impacts. The agrochemical storekeepers, supervisors and sprayers found to understand use of the correct pesticide type, dosage, nozzle, spray factor, spray quality and spray techniques.</p> <p>Scheme smallholders: Majority of farmer members members are using "Team Unit Semprot/TUS" service in performing weed control/spraying.</p>	<p>Complied</p>
<p>4.6.8 Pesticides shall be applied aerially only where there is documented justification. Communities shall be informed of impending aerial pesticide applications with all relevant information within reasonable time prior to application. - Major compliance -</p>	<p>There is no aerial application in the whole estate operation.</p> <p>Scheme smallholders: There is no aerial application in the whole KUD operation.</p>	<p>Complied</p>
<p>4.6.9 Maintenance of employee and associated smallholder knowledge and skills on pesticide handling shall be demonstrated, including provision of appropriate information materials (see Criterion 4.8). - Minor compliance -</p>	<p>Company provides training on pesticide handling. Pelatihan Pestisida Terbatas dated 27th November 2014, attended by 29 sprayers. Sample: Ms. Lisa, Edwin Rinaldi, Wulansari, Muryati, Parsini; certificate No.21/KP3/XI/2014 – valid for 5 years.</p> <p>Scheme smallholders: Majority of farmer members members are using "Team Unit Semprot/TUS" service in performing weed control/spraying. KUD Jaya Makmur: "Pelatihan pestisida terbatas" carried out on 18th October 2011. The training attended by 10 members of KUD Jaya Makmur.</p>	<p>Complied</p>

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Criterion / Indicator	Assessment Findings	Compliance
<p>4.6.10 Proper disposal of waste material, according to procedures that are fully understood by workers and managers shall be demonstrated (see Criterion 5.3). - Minor compliance -</p>	<p>Laporan pemantauan Limbah B3 PT IIS – Buatan period January – March 2015 and April – June 2015; Neraca Limbah B3 – hazardous waste balance Buatan shows up to waste oil from April up to 15th June 2015 shows 630 empty chemical container, on 18th June 2015 disposed off through licensed contractor 630 empty container in 5 drums. Record shows the storage is not more than 90 days. Surat Jalan dated 18th June 2015 for disposal of 7 drums waste oil, 1 drums of waste filter, 9 pieces old batteries, 5 drums of empty chemical container. Manifest No.0004477 dated 18th June 2015 for disposal of 5 empty chemical containers, transported by PT SRL to PT Wastec. All hazardous waste transported with BM 8431 JU.</p> <p>Scheme smallholders: Observation: Majority of farmer members members are using “Team Unit Semprot/TUS” service in performing weed control/spraying. However, based on interview with sampled farmer, they performing weed control by themselves, have not attended training, and disposed off the empty container on the field and/or use it for cattle manure. Control of proper disposal needs to improve.</p>	<p>Observation</p>
<p>4.6.11 Specific annual medical surveillance for pesticide operators, and documented action to treat related health conditions, shall be demonstrated. - Major compliance -</p>	<p>Company provided specific medical check up for all sprayers, comprise of blood test, urinal test, rontgen and spirometric test. The medical check up carried out on annual basis. Latest medical check up carried out in 4-6th February 2015. Afdeling III Sprayer: Mrs. Janna, Mrs. Siti Muthmainah, Mrs.Supriati, Mr. Mawardian. No signs of intoxication based on doctor statement.</p> <p>Scheme smallholders: Company provided specific medical check up for all sprayers, comprise of blood test, urinal test, rontgen and spirometric test. The medical check up carried out on annual basis. Latest medical check up result dated 26th July 2015. Sample verified Mrs.Yanna, Mrs.Supriati, Mrs.Siti Muthmainah, Mrs.Junita.</p>	<p>Complied</p>
<p>4.6.12 No work with pesticides shall be undertaken by pregnant or breast-feeding women. - Major compliance -</p>	<p>Record of pregnancy test is sited for period January – May 2015. Berita Acara Tes Kehamilan dated 26th July 2015. Sample verified Mrs.Yanna, Mrs.Supriati, Mrs.Siti Muthmainah, Mrs.Junita.</p> <p>Scheme smallholders: Record of pregnancy test for sprayer in plasma available, similar to above.</p>	<p>Complied</p>

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<p>Criterion 4.7: An occupational health and safety plan is documented, effectively communicated and implemented. The health and safety plan shall cover the following:</p>		
<p>4.7.1</p>	<p>A health and safety policy shall be in place. A health and safety plan covering all activities shall be documented and implemented, and its effectiveness monitored. - Major compliance -</p> <p>The health and safety policy is cited from “Kebijakan Perusahaan” signed by top management 1st December 2014 – written in Bahasa Indonesia. Chapter 4 mentioned “to determine measurable objective and target to prevent accident and occupational disease for all worker and other interested parties, through continuous improvement.” The safety report has been sent to Labour Department office on monthly basis. Safety reports for period January 2015 sent on 24th February 2015. Safety reports for period February-April 2015 sent on 10th June 2015. PPE checklist to monitor the use of PPE for each work activity. Example: Provision of masker and hand gloves to 18 fertilizer applicators on 2nd April 2014. Provision of helmet to 10 harvesters from Afdeling III on 21-25th April 2015.</p> <p>Objective Target Programme is available, approved January 2015. OTP does not reflect the priority from HIRADC. HIRADC identify activity from filling palm shell into boiler risk in breathing damage, risk level at 5 (supposed to be fatality) – resulting in high risk (20). But the control for this activity does not included in the OTP.</p> <p>Observation: Health and safety management program could improve by putting the area for harvesting activities as part of priority; to put the plan for licensed first aid officer, annual medical check-up as part of program. Safety officer should closely monitor the implementation of annual medical check-up plan for all workers at estate.</p> <p>Scheme smallholders: Cooperative is able to demonstrate “Kebijakan Koperasi” signed in 1st August 2013, where the document indicates the policy to prevent accident and occupational disease through use of PPE and attention on working premises. Company also provides Health & Safety guidelines related to health and safety, first aid, basic fire fighting.</p>	<p>Observation</p>

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Criterion / Indicator	Assessment Findings	Compliance
<p>4.7.2</p> <p>All operations where health and safety is an issue shall be risk assessed, and procedures and actions shall be documented and implemented to address the identified issues. All precautions attached to products shall be properly observed and applied to the workers.</p> <p>- Major compliance -</p>	<p>HIRADC is updated on 17th May 2015. HIRADC has identified all activity and location within estate operation. Company provides PPE for workers. Example: On 29th April 2015, company provides helmets for 10 pruning workers.</p> <p>HIRADC is updated regularly as well in the Mill, documented in "Hazard identification & Risk Assessment and Control / Analisa Resiko" for each station – latest review dated 29th November 2014. Field inspection to mill site confirmed all workers who exposed in high risk job were provided with proper PPE, for instance: earplug for engine room and boiler operators as well as safety helmet was provided. Company has also conducted annual audiometry test for those workers who exposed in high noise area, record were kept in Clinic and Mill office.</p> <p>Scheme smallholders: KUD Jaya Makmur: KUD prepared a simple HIRADC document, titled "Prosedur Kesehatan dan Keselamatan Kerja (K3)", covering all activity within KUD scope such as harvesting, transportation, fertilizer application and field maintenance. The type of activity covered such as: FFB transport (use of FFB pole) – means of control: use of PPE (helmet, shoes and sickle cover) and warning sign to use PPE.</p>	<p>Complied</p>

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<p>4.7.3 All workers involved in the operation shall be adequately trained in safe working practices (see Criterion 4.8). Adequate and appropriate protective equipment shall be available to all workers at the place of work to cover all potentially hazardous operations, such as pesticide application, machine operations, and land preparation, harvesting and, if it is used, burning.</p> <p>- Major compliance -</p>	<p>Safety harvesting practice with PPE, for 23 harvesters from Afdeling III – dated 3rd March 2015. PPE provided by management. Record seen: Handover of safety shoes for 19 staff and workers. Hand over report of 10 helmets for workers dated 12th June 2014. PPE usage inspection checklist for worker – sprayers and fertilizer applicator Division III, period January – July 2015. PPE usage checklist for harvester group A, B and C in Buatan estate period January – June 2015. Field inspection to mill site confirmed all workers who exposed in high risk job were provided with proper PPE, for instance: earplug for engine room and boiler operators as well as safety helmet was provided. Company has also conducted annual audiometry test for those workers who exposed in high noise area, record were kept in Clinic and Mill office. Safety briefing conducted everyday for all workers in Estate and Mill operation which one of the subject is ensuring workers worn PPE completely and appropriately according to their roles, such as helmet, masker, earplug, handgloves, etc.</p> <p>Scheme smallholders: KUD Jaya Makmur: "Pelatihan Panen dengan APD" dated 5th February 2015, attended by 20 farmer members. Emergency situation and first aid training dated 5th September 2014, 20 farmer members attended. Training for basic fire fighting planned for November 2015.</p> <p>Observation: Observation noticed on communication of the use of PPE to smallholder at KUD Jaya Makmur whose performing spraying/weed control by themself could be improved.</p> <p>Major nonconformity raised, reference number 122272M1: A number of harvesters in KT55 and KT164 interviewed on the field were not using proper PPE as per KUD standard: not using helmet and safety goggles. Furthermore, KUD Jaya Makmur cannot demonstrate evidence of monitoring to ensure harvester using PPE.</p> <p>Action Taken: The Scheme Manager and smallholder has identified the PPE needed and provide it to all harvesters, included for new harvester and also conducted awareness training for using PPE and sanction will be taken if found the harvester is not using PPE. The Field officer and Farmer Group committee are responsible to monitor and check to ensure that harvesters are using PPE during working in smallholders area, the monitoring is conducted daily basis, e.g. Monitoring record on 4 August 2015 in KT 99 for 22 harvester seen that all harvester using PPE. Scheme Manager and KUD has distributed new PPE for harvester on 10 August 2015 and awareness training was conducted on 08 August 2015, attended 79 harvesters (training material, attendance list and photograph is available). Based on filed visit and interview with harvester in KT. 99 plot no. 1680 (Harvester: Mr. Helman P), plot no. 1722 (harvester: Mr. Widodo) and plot no. 1678 (harvester: Daryo) confirmed that they using PPE during working in smallholders area and they aware use PPE.</p> <p><i>(This Nonconformity was closed out on 01/09/2015)</i></p>	<p>Major NC raised. Closed on 01/09/2015</p>

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Criterion / Indicator	Assessment Findings	Compliance
<p>4.7.4</p> <p>The responsible person/persons shall be identified. There shall be records of regular meetings between the responsible person/s and workers. Concerns of all parties about health, safety and welfare shall be discussed at these meetings, and any issues raised shall be recorded. - Major compliance -</p>	<p>The responsible person for health and safety is Mr.Afriando Flora Kirnando, appointed through Keputusan Menteri Tenaga Kerja dan Transmigrasi RI No.KEP.9262/M/DJPPK/XI/2014 tentang Penunjukan Ahli K3” dated 14th November 2014, valid for 3 years.</p> <p>Safety committee: the structure of safety committee is in process for application.</p> <p>Safety meeting dated 15th June 2015, discussing the health and safety programme, monitoring of PPE use and accident occurrence.</p> <p>Safety meeting dated 13th May 2015, discussing accident rate in April 2015.</p> <p>Health and safety report to manpower service period of January – May 2015, dated 31st July 2015.</p> <p>Buatan I POM: Safety committee structure is available. Safety committee has been approved through “Surat Keputusan Kepala Dinas Tenaga Kerja dan Transmigrasi Kabupaten Pelalawan No.566/DTKT-WAS/2015/143 tentang Pengesahan Perubahan Panitia Pembina Keselamatan dan Kesehatan Kerja (P2K3) pada PT Inti Indosawit Subur Pabrik Buatan Satu” dated 5th March 2015.</p> <p>Estate manager is responsible for implementation of safety management system. Appointed safety officer is Mr.Yakop Panjaitan. Mr. Yakop is appointed through Kaputusan Menteri Tenaga Kerja dan Transmigrasi No.KEP/9261/M/DJPPK/XI/2014 tentang Penunjukkan ahli keselamatan dan Kesehatan Kerja Umum” dated 14th November 2014 valid for 3 years.</p> <p>Safety meeting on monthly basis.</p> <p>Safety meeting dated 8th June 2015 attended by mill manager and all staff and worker representatives. The safety meeting discussing review target OHS, Review accident, Review Near Miss, Review disease,</p> <p>Safety meeting dated 4th February 2015 attended by mill manager and all staff and worker representatives. The safety meeting discussing review <i>target OHS, Review accident, Review Near Miss, Review disease,</i></p> <p>Scheme smallholders: Person in charge for health and safety, as well as emergency situation is chairperson of KUD. Meeting discussing health and safety issue planned for 6 monthly basis. The latest meeting dated March 2015.</p>	<p>Complied</p>

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Criterion / Indicator	Assessment Findings	Compliance
<p>4.7.5</p> <p>Accident and emergency procedures shall exist and instructions shall be clearly understood by all workers. Accident procedures shall be available in the appropriate language of the workforce. Assigned operatives trained in First Aid should be present in both field and other operations, and first aid equipment shall be available at worksites. Records of all accidents shall be kept and periodically reviewed.</p> <p>- Minor compliance -</p>	<p>Procedure for accident and emergency is available. Trained first aider is available, midwife Ms.Dahlia Sari Agustina and midwife Ms.Supriani. First aid kit available at various premises and found to be complete, in good condition and as per regulation. Record of incident, incident investigation is available. The safety performance reviewed during safety meeting.</p> <p>Incident investigation: 3 accidents occurred in April 2015; 1 accident occurred in June 2015;</p> <p>Observation: The emergency procedure (i.e. emergency shower and eye wash) for chemical handling at Mill lubricant and chemical storages should be improved.</p> <p>Minor Nonconformity raised, reference number: 122272N1: Licensed first aider has not been made available in PT IIS – Buatan I POM and Buatan estate. Trained first aider is available for Clinic attendant (Ms. Dahlia Sari Agustina and Ms. Supriani). However, the trained first aider have not granted with license from relevant authorities.</p> <p>Scheme smallholders: First aid kit equipment in Cooperative found to be adequate – holds by the trained harvesting supervisor. First aid kit also available in KUD office. Accident and emergency procedures available in “Rencana Tanggap Darurat”. Cooperative is in cooperation with Puskesmas (Medical center in village) to treat victim. Records of accident, acknowledge by HA states no accidents occurred in 2014 – June 2015.</p>	<p>Minor NC raised</p>
<p>4.7.6</p> <p>All workers shall be provided with medical care, and covered by accident insurance.</p> <p>- Minor compliance -</p>	<p>Company provided medical care for workers. If worker want to have medicine, company clinic is available inside the estate and mill area. Thus its helps workers to access the clinic. Furthermore, all mill and estate workers are covered by JAMSOSTEK/BPJS for accident insurance. Records of JAMSOSTEK/BPJS member list are available.</p> <p>Scheme smallholders: Harvester is covered by medical fund, collected by KUD/cooperative from each member. If accident occurs to worker, KUD will take care of the medical expenses.</p>	<p>Complied</p>

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Criterion / Indicator	Assessment Findings	Compliance
<p>4.7.7 Occupational injuries shall be recorded using Lost Time Accident (LTA) metrics - Minor compliance -</p>	<p>Review of Record of "Performance Keselamatan Kebun Buatan 2015" – stating the LTA metrics from January – May 2015. The record states 5 medical aid in January 2015; 3 medical aid in February 2015; 19 medical aid in March 2015; 21 medical aid cases in April 2015; 6 medical aid cases in May 2015. Record shows most of the incident involving harvester.</p> <p>The company maintained all of the records regarding the works accident included nearmiss and lost time accident (LTA) in some documents, such as:</p> <ul style="list-style-type: none"> a. Incident Log; contains the victim data, employees grade, works, incident information (time, date, month, year, and location), part of bodies injured, incident description, actions taken, incident categories, numbers of absences and etc. b. Nearmiss Log; contains names, areas, dates, reporter, incident description, causes, categories, preventive actions, PIC, targets and preventive actions status. <p>Scheme smallholders: Cooperative in cooperation with Puskesmas (Medical center in village) to treat workers who treat to accident. Records of accident, acknowledge by HA states no accidents occurred in 2014 – June 2015.</p>	<p>Complied</p>

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Criterion / Indicator	Assessment Findings	Compliance
Criterion 4.8: All staff, workers, smallholders and contract workers are appropriately trained.		
4.8.1	<p>A formal training programme shall be in place that covers all aspects of the RSPO Principles and Criteria, and that includes regular assessments of training needs and documentation of the programme.</p> <p>- Major compliance -</p> <p>The company has its own training institution assigned to arrange its training programmes. Asian Agri Learning Institute in Buatan estate assessing all the training need for each personnel – based on job description. The training plan prepared annually.</p> <p>Training programs in 2015 in “Program Pelatihan Environmental and Sustainability – 2015 Buatan group”, such as:</p> <ul style="list-style-type: none"> - Sustainability Awareness training for RSPO, ISPO and ISSC planned on 25th February 2015; - HCV Training planned for 13th February 2015; - Environmental aspect-impact planned for 20th January 2015; actual implementation on 27th January 2015; - Basic Fire planned for 8th May 2015; actual implementation on 6th June 2015, attended by 41 personnels; - First Aider planned for 12th April 2015, actual implementation on 14th April 2015. - Operator gensek planned for 11th May 2015; actual implementation on 12th May 2015, attended by 22 operators and personnels; - Pelatihan Teknis dan Managerial <p>The matrix training is updated by HRD Medan and AAA Learning Institute annually.</p> <p>The company determines training need in “Matrix Training” as planned centrally by Head Office Medan and detailing in “Prospektus Training Tahun 2014 and 2015”. Then, The company determines minimum training requirement, such as: compulsory training, Soft skill, hard skill and special.</p> <p>Based on minimum training requirement, AAA Learning institute, detailing training program in type of training, participants, PIC, number of participants, training schedule.</p> <p>Training program in 2015 specific for estate: Sustainability awareness, HCV, Basic safety/K3, Basic fire, First aider, Penanganan limbah B3 dan bahan kimia, Safety use herbicide and chemical, operator air, evaluasi aspek dampak lingkungan, Habbit & Behaviour planter & sharing moment, workshop awareness,, sharing moment planter habbit, workshop agribisnis, workshop agribisnis, SOP and PMS kepala Gudang, SOP dan PMS Kerani pembukuan, Hama dan penyakit tanaman – HPT, Backhoe, operator gensek, and managerial skill.</p> <p>Training program in 2015 specific for Mill: Sustainability awareness, HCV, Basic safety/K3, Basic fire, First aider, Penanganan limbah B3 dan bahan kimia, operator air, operator gensek, managerial skill.</p>	Complied

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	<p>Scheme smallholders: Training programme was prepared together between Cooperative and PT IIS. For example "Pelatihan Panen dengan APD" planned and implemented on 5th February 2015, attended by 20 farmer members. Emergency situation and first aid training planned on 30th March 2015, has not been implemented in 2015. IPM training planned for March 2015, recorded on 2nd March 2015, attended by 20 members, representative from each KT.</p> <p>Training for basic fire fighting planned for November 2015.</p> <p>There is also training programme for Sustainability awereness, HCV, Basic safety/K3, Basic fire, First aider, Chemical handling, engine room operator, Management operation.</p> <p>It was seen that progress of training is monitored, consist of date of training that has been conducted, attendance list and training material is available.</p> <p>Sample taken: Training record:</p> <ol style="list-style-type: none"> 1. PPGD (Pertolongan Pertama Gawat Darurat) aws conducted on 17th October 2014, attended 62 workers. 2. Basic Fire on 20th January 2015, attended 24 workers. 3. Basic safety was conducted on 11th September 2014, attended 58 workers. 4. First Aider was conducted on 20th February 2015, attended 13 workers. 5. Workshop awereness was conducted on 14th February 2015, attended 15 workers 6. Habit and Attitude was conducted on 03rd February 2015, attended 101 workers. <p>IPM was conducted on 29th April 2015, attended 28 workers.</p>	

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Criterion / Indicator	Assessment Findings	Compliance
<p>4.8.2</p> <p>Records of training for each employee shall be maintained. - Minor compliance -</p>	<p>Review of records, Training record for Mill employees is documented in "Daftar Pelatihan Karyawan PBS". Training record consist of name of employees, position, type of training, date of training, e.g. verified training record for Mr. Sugiyana, Meliana Siska, Jupen Banjarnahor, etc.</p> <p>Training record for Estate employee is documented in "Individual Training Karywan – KBN". Training record consist of name of employees, position, type of training, date of training, e.g. verified training record for Mr. Sugiono (Mandor Hama dan penyakit), training was attended: Basic Safety, Sustainability awareness, etc., However training record for each worker is not completed yet.</p> <p>Minor nonconformity raised, reference number: 122272N2:</p> <p>The company has a training record for each employee; however it was found incomplete training record for each employee in the Estate. Review on Training Record 2015 for Mill and Estate</p> <p>Scheme smallholder:</p> <p>Record of training shows all training conducted in 2015.</p>	<p style="text-align: center;">Minor NC raised</p>

Criterion / Indicator	Assessment Findings	Compliance
Principle 5: Environmental responsibility and conservation of natural resources and biodiversity		
Criterion 5.1: Aspects of plantation and mill management, including replanting, that have environmental impacts are identified, and plans to mitigate the negative impacts and promote the positive ones are made, implemented and monitored, to demonstrate continual improvement.		
5.1.1	An environmental impact assessment (EIA) shall be documented. - Major compliance -	The latest EIA was in place in term of "Dokumen Pengelolaan dan Pemantauan Lingkungan", approved on 2009 according to Riau Governor Decree number Kpts.975/X/2009 dated 28 October 2009. This document as an update from previous EIA document issued on 1994, and has covered the Mill, company own estate, including Scheme Smallholder area. All significant impacts have been identified i.e. reduction of soil and water quality, reduction of air quality, impact to socio-economic of local community, impact to occupationally health and safety, work and road traffic accident, land fire and chemical spillage, and disturbance of natural water balance. Plan to monitor and manage of each identified environment impact have been provided and documented. Scheme smallholders: Cooperative holds a set of copy of latest AMDAL documents in the Cooperative office, similar to company.
5.1.2	Where the identification of impacts requires changes in current practices, in order to mitigate negative effects, a timetable for change shall be developed and implemented within a comprehensive management plan. The management plan shall identify the responsible person/persons. - Minor compliance -	There is an environmental management and monitoring plan in term of "Rencana Pengelolaan dan Pemantauan Lingkungan" under Section IV of EIA document. Plan has covered all significant impacts with detail activities programme, relevant regulation, person in charge, and time table. Review of record and field inspection found all activities plan have been implemented and reported in "Laporan RKL RPL". Scheme smallholders: Cooperative is following company environmental management and monitoring plan managed by company officer.
5.1.3	This plan shall incorporate a monitoring protocol, adaptive to operational changes, which shall be implemented to monitor the effectiveness of the mitigation measures. The plan shall be reviewed as a minimum every two years to reflect the results of monitoring and where there are operational changes that may have positive and negative environmental impacts. - Minor compliance -	See indicator 5.1.2 Company has also provided a Environmental Management Programme which review every year. Scheme smallholders: See indicator 5.1.2 Company has also provided a Environmental Management Programme which review every year.

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<p>Criterion 5.2: The status of rare, threatened or endangered species and other High Conservation Value habitats, if any, that exist in the plantation or that could be affected by plantation or mill management, shall be identified and operations managed to best ensure that they are maintained and/or enhanced.</p>		
<p>5.2.1</p>	<p>Information shall be collated in a High Conservation Value (HCV) assessment that includes both the planted area itself and relevant wider landscape-level considerations (such as wildlife corridors). - Major compliance -</p> <p>HCV was conducted by Bogor Agriculture University (IPB) in 2009 refer to the HCV Indonesian-Toolkit 2008 who have experience and approved by RSPO. Based on HCV identification in Afdeling I, II and III, it was noted that :</p> <p>HCV 1.1, 1.2 and 4.1: Riparian zone Kerinci Besar River (38.9 ha)</p> <p>HCV 1.2 and HCV 6: Conservation forest for Manggeris trees (Pohon Madu): 2 ha.</p> <p>HCV 1.2 and HCV 6: Conservation forest for Manggeris trees (Pohon Madu): 3.60 ha.</p> <p>HCV 6: ancient graveyard: 0.25 ha</p> <p>HCV 6: ancient graveyard: 0.01 ha</p> <p>HCV identification has been consulted to the relevant stakeholder. Record was available. All HCV areas were mapped and available in place.</p> <p>Scheme smallholders:</p> <p>KUD holds a set of copy of HCV assessment report done byu company, namely "Identifikasi dan Analisis Keberadaan HCV di Areal Kebun Buatan PT Inti Indosawit Subur – Propinsi Riau" prepared by IPB on 2008. Based on HCV assessment report, no HCV area was identified in area Cooperative.</p>	<p>Complied</p>

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<p>5.2.2</p> <p>Where rare, threatened or endangered (RTE) species, or HCVs, are present or are affected by plantation or mill operations, appropriate measures that are expected to maintain and/or enhance them shall be implemented through a management plan.</p> <p>- Major compliance -</p>	<p>Based on HCV Identification assessment, it was found that there are 8 mammals species and 10 birds species according to national regulation (PP no. 7 Tahun 1999, CITES and IUCN).</p> <p>8 mammals species: Rusa Sambar (<i>Cervus unicolor</i>), Kucing Hutan (<i>Felis bengalensis</i>), Owa (<i>Hylobates agilis</i>), Monyet Ekor Panjang (<i>Macaca fascicularis</i>), Trenggiling (<i>Manis javanica</i>), Musang luwak (<i>Paradoxurus hermaphrodites</i>), Lutung Dada Putih (<i>Presbytis femoralis</i>) and Kancil (<i>Tragulus javanica</i>)</p> <p>10 birds species: Burung Madu Sepah Raja (<i>Aethopyga siparaja</i>), Raja Udang Meninting (<i>Alcedo meninting</i>), Baza Hitam (<i>Aviceda leucophotes</i>), Rangkong Badak (<i>Buceros rhinoceros</i>), Tokhtor Sunda (<i>Carpococcyx radiceus</i>), Beo (<i>Gracula religiosa</i>), Cekakak cina/belukar (<i>Halcyon pileata</i>), Cekakak Batu (<i>Lacedo pulchella</i>), Betet Ekor Panjang (<i>Psittacula langicauda</i>) and Elang Ular Bido (<i>Spilomis cheela</i>).</p> <p>The company has erected sign-board for RTEs protection in HCV areas and public area.</p> <p>During field visit and interview with local communities, It was found that any illegal hunting.</p> <p>The company has management and monitoring plan based on HCV recommendation.</p> <p>The company conducted monitoring of HCV and RTEs regularly (every six month), the last monitoring was conducted in July 2015 for period January – June 2015.</p> <p>Scheme smallholders: A number of RTE species was identified on the field. Scheme manager and its smallholder Cooperative member prepared list of RTE species – becomes poster. KUD appointed Mr.Gofar Sitorus as HCV officer as of 1st January 2011 to monitor status of animal.</p>	<p>Complied</p>

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<p>5.2.3</p> <p>There shall be a programme to regularly educate the workforce about the status of these RTE species, and appropriate disciplinary measures shall be instigated in accordance with company rules and national law if any individual working for the company is found to capture, harm, collect or kill these species.</p> <p>- Minor compliance -</p>	<p>The company has established policy for protect RTEs in Company Policy "Kebijakan Perusahaan", dated 01 December 2014 which stated that: HCV assessment is in line with AMDAL and social impact assessment shall be conducted prior any new land clearing, this has.</p> <p>The company has appointed HCV officer who is responsible to monitor HCV areas (Adi Surya Pradana) based on memorandum no. 135/ES-KBN/MEMO/IV/2010, dated 21st April 2010.</p> <p>The company has communicated the HCV areas to the workforce and local communities regularly, e.g. HCV training awereness to the workers on 11 September 2014, attended 47 participants (Attendance list and training material is available) and HCV socialization to the local communities was conducted on 15th June 2015, attended 18 participants (Attendance list and socialization material is available)</p> <p>Scheme smallholders:</p> <p>HCV training is part of annual activity. Latest training conducted on 30th March 2015, attended by 26 farmer members.</p>	<p>Complied</p>
<p>5.2.4</p> <p>Where a management plan has been created there shall be ongoing monitoring:</p> <ul style="list-style-type: none"> • The status of HCV and RTE species that are affected by plantation or mill operations shall be documented and reported; • Outcomes of monitoring shall be fed back into the management plan. <p>- Minor compliance -</p>	<p>The company has established HCV management and monitoring plan as documented in "Conservation Management Plan (CMP) "Program Management and Monitoring 2015.</p> <p>HCV management and monitoring plan based on HCV recomemnadtion and HCV Review. HCV review was conducted by experienced personnil on 19 – 20 November 2009.</p> <p>The company has conducted management and monitoring plan, e.g. patrol, erected sign-board, socialization, planted natural trees, no any applied chemical along the river (50 metres along the river – left and right side), monitoring RTEs,</p> <p>Scheme smallholders:</p> <p>A number of RTE species identified on the field. KUD Jaya Makmur prepared list of RTE species – becomes poster. KUD appointed Mr.Gofar Sitorus as HCV officer as of 1st January 2011 to monitor status of animal. "Daftar Temuan Satwa yang Dilindungi" January – July 2015, Elang tikus (Elanus caerullus) identified every month.</p>	<p>Complied</p>

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5.2.5	Where HCV set-asides with existing rights of local communities have been identified, there shall be evidence of a negotiated agreement that optimally safeguards both the HCVs and these rights. - Minor compliance -	Not applicable. All HCV areas within the company's HGU Scheme smallholders: There is no HCV status set aside in existing local communities and smallholder areas.	Complied
Criterion 5.3: Waste is reduced, recycled, re-used and disposed of in an environmentally and socially responsible manner.			
5.3.1	All waste products and sources of pollution shall be identified and documented. - Major compliance -	<p>Waste and pollution sources have been identified and documented, including used lubricant and filter, old battery, used laboratory chemical, clinical/medical waste, mill effluent, EFB, smoke, dust, fiber and shell, empty agrochemical container, boiler ash, scrap iron, used tires, waste water and domestic household refuse. Record of identification was presented in "Evaluasi Aspek Dampak Lingkungan" EMS-431-003-LT issued 18th June 2015.</p> <p>Company has ISO 14001 EMS – Environmental Aspect Impact register, latest update on 27 January 2015. All polluting activities has been assessed including emission from boiler and generator, effluent from mill waste water, particulate from boiler stack, noise, etc.</p> <p>The company started at the beginning this year to re-cycle anorganic waste where the company builded the waste storage.</p> <p>Scheme smallholders:</p> <p>Cooperative has followed company documentation to identify All waste products and sources of pollution and selected which activities are applicable for scheme smallholders.</p>	Complied

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<p>5.3.2 All chemicals and their containers shall be disposed of responsibly. - Major compliance -</p>	<p>Records are available e.g.:</p> <p>“Laporan pemantauan Limbah B3” PT IIS – Buatan period October – December 2014; “Laporan pemantauan Limbah B3” PT IIS – Buatan period January – March 2015 and April – June 2015;</p> <p>“Neraca Limbah B3” – hazardous waste balance Buatan shows up to waste oil from April up to 18th June 2015 shows 1,463 liters waste oil, on the same date waste oil disposed off through licensed contractor 1,410 liters. Record shows the storage is not more than 90 days.</p> <p>Hazardous waste (B3) such as used lubricant and filters, old battery, clinical waste (sharp and infectious waste), empty chemical container and light bulbs are stored in a dedicated permitted hazardous waste store. The hazardous waste, then disposed off through licensed transport contractor not later than 180 days, in accordance to product label and existing regulation/license.</p> <p>Record observed during the audit, Form “Lembar Neraca Limbah B3” for April – June 2015, reported to Ministry of Environment. Record showed total volume for each hazardous waste produced during April – June 2015 such as used lubricant and filters, old battery, clinical waste (sharp and infectious waste), empty chemical container and light bulbs. The last disposal to licensed third party collector was on 18 June 2015 to PT Shali Riau Lestari (license number: 237 Tahun 2011 issued date 8 November 2011 valid for 5 years). Records of manifest were kept.</p> <p>“Surat Jalan” dated 18th June 2015 for disposal of 7 drums waste oil, 1 drums of waste filter, 9 pieces old batteries, 5 drums of empty chemical container. Manifest No.0004477 dated 18th June 2015 for disposal of 5 empty chemical containers, transported by PT SRL to PT Wastec. Manifest No.0004478 dated 18th June 2015 for disposal of 9 pieces old battery to PT Non Ferindo. Manifest No.0004478 dated 18th June 2015 for disposal of 7 drums waste oil to PT SRL. All hazardous waste transported with BM 8431 JU.</p> <p>Scheme smallholders:</p> <p>KUD using the service from spraying unit team developed by company to control weed. Thus there is no hazardous chemical waste has been produced. All used chemical containers is managed by company.</p>	<p>Complied</p>

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<p>5.3.3 A waste management and disposal plan to avoid or reduce pollution shall be documented and implemented. - Minor compliance -</p>	<p>Waste and pollution sources have been identified and documented, including used lubricant and filter, old battery, used laboratory chemical, clinical/medical waste, mill effluent, EFB, smoke, dust, fiber and shell, empty agrochemical container, boiler ash, scrap iron, used tires, waste water and domestic household refuse. Record of identification was presented in "Evaluasi Aspek Dampak Lingkungan" EMS-431-003-LT issued 11th June 2015.</p> <p>The company started at the beginning this year to re-cycle anorganic waste where the company builded the waste storage.</p> <p>Company has implemented Waste Management Plan (e.g. Program Manajemen Lingkungan, Environment Aspect Impact, and Waste Management Programme) for 2015. Some activities were check and confirmed:</p> <ul style="list-style-type: none"> - Disposal of hazardous waste (used oil, used filter, used batteries, etc) has been met with regulation. - Mill Effluent was treated in the treatment pond and Biogas plant before disposal to the land application - Fibre is utilised as boiler fuel - Routine maintenance every week, and monitoring of emission every 6 month in the boiler stack and genset exhaust. - routine emission monitoring on the FFB transport vehicle including scheme smallholder <p>Scheme smallholders:</p> <p>Cooperative has procedure of "Mekanisme Pengelolaan Sampah", explains the handling of organic to be composted and inorganic waste to be segregated and sold.</p> <p><i>Observation: KUD Jaya Makmur could improve the practiced disposal of plastic bag from fertilizer bag; to be collected and sent for Buatan I hazardous waste storage.</i></p>	<p>Observation</p>

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Criterion 5.4: Efficiency of fossil fuel use and the use of renewable energy is optimised.		
5.4.1 A plan for improving efficiency of the use of fossil fuels and to optimise renewable energy shall be in place and monitored. - Minor compliance -	<p>Monitoring of renewable energy use is available for period 2010, 2011, 2012, 2013, 2014, up to January – June 2015 (evidence record “Pemakaian Energi PBS Tahun 2010 s/d 2015”).</p> <p>Company has installed a Biogas Plant since April 2015 and was commenced on May/June 2015. The biogas processing mill’s effluent to capture methane and converted into energy to generate electricity. One of the main objectives of biogas plant is to replace and reduce the use of fossil fuel at lowest level. Record of Renewable energy use monitoring on shows the use of fossil fuel for diesel generator has slowly reduced significantly since May, June and July 2015. Company has prepared a plan to optimize the biogas plant utilization with target to generate 1,200 KW of electricity from existing of 800 KW. The plan is provided in term of “Rencana Optimalisasi Biogas Plant Pabrik Buatan Satu Tahun 2015”.</p> <p>Scheme smallholder: This indicator is not applicable for scheme smallholder</p>	Complied
Criterion 5.5: Use of fire for preparing land or replanting is avoided, except in specific situations as identified in the ASEAN guidelines or other regional best practice.		
5.5.1 There shall be no land preparation by burning, other than in specific situations as identified in the ‘Guidelines for the Implementation of the ASEAN Policy on Zero Burning’ 2003, or comparable guidelines in other regions. - Major compliance -	<p>The company has updated zero burning policy as documented in “Kebijakan Perusahaan, 01 December 2014”:</p> <p>Melakukan praktek tanpa bakar dalam kegiatan pembangunan perkebunan dan secara aktif mendukung inisiatif mencegah dan mengawasi kebakaran hutan dan asap.</p> <p>There is an SOP for land preparation and replanting, which mentioned strictly on zero burning policy.</p> <p>Company shows record of daily fire patrol, period 10th February – 30th May 2015. Record shows there has been no fire break found in and around Division I-III.</p> <p>Scheme smallholders:</p> <p>No open burning was noted in the company and scheme smallholders during field visit and interviewed with local communities and workers.</p> <p>KUD also has a sets of tools for basic fire fighting, consist of knapsacks, portable water pumps, water hoses, hoes, machetes, etc.</p>	Complied

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Criterion / Indicator	Assessment Findings	Compliance	
5.5.2	<p>Where fire has been used for preparing land for replanting, there shall be evidence of prior approval of the controlled burning as specified in 'Guidelines for the Implementation of the ASEAN Policy on Zero Burning' 2003, or comparable guidelines in other regions.</p> <p>- Minor compliance -</p>	<p>No any open burning was noted for land preparation.</p> <p>Scheme smallholders:</p> <p>No open burning was noted in the company and scheme smallholders during field visit and interviewed with local communities and workers..</p>	Complied
<p>Criterion 5.6: Plans to reduce pollution and emissions, including greenhouse gases, are developed, implemented and monitored.</p>			
5.6.1	<p>An assessment of all polluting activities shall be conducted, including gaseous emissions, particulate/soot emissions and effluent (see Criterion 4.4).</p> <p>- Major compliance -</p>	<p>Company has ISO 14001 EMS – Environmental Aspect Impact, latest update on 27 January 2015. All polluting activities has been assessed including emission from boiler and generator, effluent from mill waste water, particulate from boiler stack, noise, etc.</p> <p>Scheme smallholder:</p> <p>This indicator is not applicable for scheme smallholder</p>	Complied
5.6.2	<p>Significant pollutants and greenhouse gas (GHG) emissions shall be identified, and plans to reduce or minimise them implemented.</p> <p>- Major compliance</p>	<p>Company has implemented and monitored a plan to reduce pollutant and emission. Emission, particulate, and noise from boiler and generator are tested and monitored every six month. Effluent is treated into Biogas plant to reduce green house emission.</p> <p>Records of all monitoring are kept and documented e.g. Laporan RKL-RPL, and PBS Biogas Plant Processing.</p> <p>Scheme smallholder:</p> <p>Company assisted scheme smallholder to provide identification on pollutants sources. Based on the assessment the most significant pollutants from scheme smallholder activities was emission and diesel fuel usage from FFB transport (truck). The company and Cooperative provided a plan to monitor emission from FFB transport regularly every 6 month.</p>	Complied

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<p>5.6.3</p> <p>A monitoring system shall be in place, with regular reporting on progress for these significant pollutants and emissions from estate and mill operations, using appropriate tools. - Minor compliance -</p>	<p>Record of regular monitoring was in place with collaboration from Sucofindo Laboratory.</p> <p>Monitoring was conducted every six month. The latest monitoring was done on May 2015.</p> <p>Three units of boiler were tested according to PermenLH No. 7/2007. Review of record showed all parameter (Particulate, Opacity, SO₂, NO₂, NH₃, HCl, HF, Cl₂) were met requirements.</p> <p>Two units of generator were tested against PermenLH No.13/2009. Review of record showed all parameter were met requirements.</p> <p>Air ambient surrounding mill areas were tested against PP No.41/1999. Record showed all parameter were within the limits.</p> <p>Noise level monitoring in Kernel Station, Engine Room, Sterilizer, and Kernel Crushing Plant were tested against KepmenLH No. 48/1996. Result showed parameter tested was above the limits. Company has provided an action of provision of adequate PPEs for all workers who work in high noise level area.</p> <p>Scheme smallholder:</p> <p>Company assisted scheme smallholder to do regular monitoring of pollution source, for instance: emission test for FFB Transport which conducted every 6 month.</p>	<p>Complied</p>
<p>Principle 6: Responsible consideration of employees and of individuals and communities affected by growers and millers</p>		
<p>Criterion 6.1: Aspects of plantation and mill management that have social impacts, including replanting, are identified in a participatory way, and plans to mitigate the negative impacts and promote the positive ones are made, implemented and monitored, to demonstrate continual improvement.</p>		
<p>6.1.1</p> <p>A social impact assessment (SIA) including records of meetings shall be documented. - Major compliance -</p>	<p>Social Impact Assessment was conducted as documented in "Identifikasi dan Analisis Aspek sosial untuk menyusun road map kelestarian sosial perusahaan perkebunan kelapa sawit PT. IIS Kebun Buatan di Kab. Siak dan pelalawan, propinsi Riau" and SEIA (AMDAL) Pola PIR-Trans dan PMKS di Kab. Kampar, Indragiri Hulu dan Bengkalis, Propinsi Riau. which covering social impact assessment, AMDAL has been approved by Ministry Agriculture no. 013/AMDAL BA/V/95 and revised SEIA "Dokumen Pengelolaan dan pemantauan Lingkungan – DPPL) for nucleus 5,781 ha and Plasma 12,000 ha and Mill capacity: 60 tonnes FFB/hour.</p> <p>Scheme smallholders:</p> <p>SIA for scheme smallholder is part of company SIA documentation conducted by third party. See above.</p>	<p>Complied</p>

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6.1.2 There shall be evidence that the assessment has been done with the participation of affected parties. - Major compliance -	The process was involving various stakeholders including impact on plasma development. During the process for the document and social impact management actively involving community participation through interview and stakeholders meeting. Scheme smallholders: SIA for scheme smallholder is part of company SIA documentation conducted by third party. See above.	Complied
6.1.3 Plans for avoidance or mitigation of negative impacts and promotion of the positive ones, and monitoring of impacts identified, shall be developed in consultation with the affected parties, documented and timetabled, including responsibilities for implementation. - Major compliance -	Within the SEIA document, the negative and positive impact of oil palm development has been explained. The environmental management and monitoring plan document has lined out effort that company should carry out in order to minimize negative impact and promote positive impact from oil palm development. The SEL document has explained the recommendation that could be done by company to minimize negative impact and promote positive impact from social impact management. Mitigation of negative impact in "Ringkasan Rencana Pengelolaan dan Pemantuan Lingkungan" which reported to the authority every six month (RKL/RPL). Scheme smallholders: SIA for scheme smallholder is part of company SIA documentation conducted by third party. See above.	Complied
6.1.4 The plans shall be reviewed as a minimum once every two years and updated as necessary, in those cases where the review has concluded that changes should be made to current practices. There shall be evidence that the review includes the participation of affected parties. - Minor compliance -	No any changes of practices since the SEIA document is approved, however the company reported social impact regularly through the RKL – RPL every six month to the government. Scheme smallholders: SIA for scheme smallholder is part of company SIA documentation conducted by third party. See above.	Complied
6.1.5 Particular attention shall be paid to the impacts of smallholder schemes (where the plantation includes such a scheme). - Minor compliance -	The company has developed Scheme smallholders since 1993 as part of government project, namely: "PIR-Trans", SEIA process included "PIR-TRANS project". The company on going developing scheme smallholders with supporting and manage scheme smallholder plantation. Scheme smallholders: SIA for scheme smallholder is part of company SIA documentation conducted by third party. See above.	Complied

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Criterion 6.2: There are open and transparent methods for communication and consultation between growers and/or millers, local communities and other affected or interested parties.		
6.2.1	<p>Consultation and communication procedures shall be documented. - Major compliance -</p> <p>Company has developed a communication procedure under Mekanisme Penanganan Permintaan Informasi Stakeholder (No. SOP; AA-GL-5008.1-R1) dated 22nd August 2011, which explains the company responses against all information request sent by stakeholders including response time of 14 working days after information request accepted. Mekanisme komunikasi, konsultasi masyarakat lokal (SOP No. AA-GL-5009.1.RO). Mekanisme Konflik lahan (SOP AA-GL-5003.R.2).</p> <p>Scheme Smallholders:</p> <p>Consultation and communication procedures as documented in "Mekanisme Komunikasi, konsultasi dan keluhan, dated 3rd January 2011.</p>	Complied

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<p>6.2.2 A management official responsible for these issues shall be nominated. - Minor compliance -</p>	<p>The company has appointed officers responsible to carried out communication and consultation with local communities is Public Relations (Humas Department – Mr. Lindu Simatupang).</p> <p>Scheme smallholders:</p> <p>Coeprative has appointed responsible person to conduct communication and consultation to the stakeholders for each KUD. For instance, KUD Letter no. 6/KPTS/KUD-JM/VII/2012, dated 10th July 2012 for KUD Jaya Makmur.</p>	<p>Complied</p>

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<p>6.2.3</p> <p>A list of stakeholders, records of all communication, including confirmation of receipt and that efforts are made to ensure understanding by affected parties, and records of actions taken in response to input from stakeholders, shall be maintained.</p> <p>- Minor compliance -</p>	<p>List stakeholders is documented in “Daftar Stakeholder Kebun Buatan”, consist of contact person, address and phone number.</p> <p>List stakeholder, such as: local authority officer Department, head of villages, school, hospital/clinic, and paramedic, KUD leader (Plasma), local community leader, labour union, gender committee, journalist, NGO (WWF, Scale Up and Elang), contractor.</p> <p>List of stakeholders is updated regularly, the last updated on 1st April 2014.</p> <p>The company is conducted consultation and communication with stakeholders regularly, the last consultation was conducted on 15th July 2015, attended 48 stakeholders. Main issues which discussed during consultation, such as: replanting for scheme smallholders, local workers, POME, FFB pricing, etc. Those are aissues has been response by the company.</p> <p>Scheme smallholders:</p> <p>List stakeholder of KUD consist of PT. IIS, Head of viilage of Kumbara Utama, Bank (Riau Bank, BRI, Mandiri), local authority officer department, PPL (Agriculture officer), Tabloid Plasma, Akuntan publik, Babinsa, Kapolsek (Local police), Head of sub-district, supplier and others KUDs.</p>	<p>Complied</p>

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<p>Criterion 6.3: There is a mutually agreed and documented system for dealing with complaints and grievances, which is implemented and accepted by all effected parties.</p>		
<p>6.3.1</p>	<p>The system, open to all affected parties, shall resolve disputes in an effective, timely and appropriate manner, ensuring anonymity of complainants and whistleblowers, where requested. - Major compliance -</p> <p>Company has established a mechanism to handle complaint from external party, as written in "Mekanisme Penanganan Keluhan" – complaint handling mechanism (Doc. No.SOP AA-GL-5005-RO 01) while complaint from internal regulated under "Mekanisme Penyampaian Keluhan dan Penyelesaian Keluhan Karyawan" – Employee' complaint and resolution mechanism (Doc. No.SOP-AA-HR-3008-RO 05).</p> <p>These mechanisms has been communicated to external parties and disseminated to PT IIS employees. Based on interview with local communities and scheme smallholders, they understood the procedure and mechanism to communicating complaint and/or grievance to company.</p> <p>Scheme smallholders: Scheme manager and Cooperative have developed a dispute resolve mechanism in term of "Mekanisme Komunikasi, Konsultasi dan Keluhan". If any complaint receive would be recorded under Log Book. This mechanism is available in the Cooperative notice board at the office.</p>	<p>Complied</p>
<p>6.3.2</p>	<p>Documentation of both the process by which a dispute was resolved and the outcome shall be available. - Major compliance –</p> <p>Internal complaint is documeneted in "Buku Keluhan Karyawan", there are 14 complaints was noted in the last year, mostly complaint related housing facilities and it has been completed by the company</p> <p>Scheme smallholders: No complaint was received during this year both in KUD Jaya Makmur and Sumber Rejeki. Interview with community village representative, there is no land dispute at the moment.</p>	<p>Complied</p>

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Criterion / Indicator	Assessment Findings	Compliance
Criterion 6.4: 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.		
6.4.1 A procedure for identifying legal, customary or user rights, and a procedure for identifying people entitled to compensation, shall be in place. - Major compliance -	Procedure is available in term of SOP No. AA-GL-5.003,1-R1. This procedure is expalling fair compensation and calculation for land dispute resolution. Interview with prominent figures from several village (Kuala Kerinci, Bukit Agung, Kampung Krinci Kanan and Lalangkabung) as well as National Land Agency officer revealed that there is no land dispute resolution neither land compensation has been made. Furthermore, there is no traditional land use right within company concession area. Scheme Smallholders: Scheme manager and Cooperative have developed a dispute resolve mechanism in term of "Mekanisme Komunikasi, Konsultasi dan Keluhan". If any complaint receive would be recorded under Log Book. This mechanism is available in the Cooperative notice board at the office. Interview with prominent figures from several villages revealed that there is no land dispute within scheme smallholder area at the moment.	Complied
6.4.2 A procedure for calculating and distributing fair compensation (monetary or otherwise) shall be established and implemented, monitored and evaluated in a participatory way, and corrective actions taken as a result of this evaluation. This procedure shall take into account: gender differences in the power to claim rights, ownership and access to land; differences of transmigrants and long-established communities; and differences in ethnic groups' proof of legal versus communal ownership of land. - Minor compliance -	See Indicator 6.4.1. Procedure is available. There is no land dispute within company and scheme smallholder areas.	Complied
6.4.3 The process and outcome of any negotiated agreements and compensation claims shall be documented, with evidence of the participation of affected parties, and made publicly available. - Major compliance -	See Indicator 6.4.1. Procedure is available. There is no land dispute within company and scheme smallholder areas.	Complied

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Criterion / Indicator	Assessment Findings	Compliance
Criterion 6.5: Pay and conditions for employees and for contract workers always meet at least legal or industry minimum standards and are sufficient to provide decent living wages.		

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Criterion / Indicator	Assessment Findings	Compliance
<p>6.5.1 Documentation of pay and conditions shall be available. - Major compliance -</p>	<p>The company determines minimum wages based on the Government regulation every year, the minimum wages in 2014 as regulated in "Surat keputusan Gubernur of Riau no. 244/111/2015, dated 31st March 2015 for Agriculture sector in Labuhan Batu District is Rp. 2,125,000,-/month.</p> <p>Based on review of payments slip, there is no worker paid below minimum wages, e.g. payment slip in May 2015 for</p> <ol style="list-style-type: none"> 1. Budi Arianto (SKU-Harian)Gapok (Rp. 2,066,925), le,mbur (Rp. 2,501,117), Premi Giling (Rp. 25,129), Jamsostek (Rp. 42,509), BPJSK (Rp. 10,628) = Rp. 4,538,034, Potongan: SPSI (Rp. 8,000) arisan (10,000) Pinjaman (Rp. 1,283,400) 2. Nasir manurung in June 2015 (BHL) for 16 days (Rp. Rp. 1,360,320) Rp. 85,020/day.+ premi panen Rp. 1,384,101 3. Dulsani (Rp. 2,000,250) + premi panen Rp. 3,970,352 + Rice allowance <p>Scheme Smallholders:</p> <p>Based on interview, all workers who are involved in scheme smallholders plantation is paid more than minimum wages, e.g. harvester is paid Rp. 120.000/tones FFB, one group harvester (2 workers) able to harvest 1.5 tonnes with working hours 07.00 to 12.00.</p> <p>It was seen staff in KUD also paid at least minimum wages, e.g. payment slip in June 2015 for Yurika Agustina Rp. 2,300,000 and Mr. Gusnil Agus Rp. 2,200,000.</p>	<p>Complied</p>

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Criterion / Indicator	Assessment Findings	Compliance
<p>6.5.2</p> <p>Labour laws, union agreements or direct contracts of employment detailing payments and conditions of employment (e.g. working hours, deductions, overtime, sickness, holiday entitlement, maternity leave, reasons for dismissal, period of notice, etc.) shall be available in the languages understood by the workers or explained carefully to them by a management official.</p> <p>- Major compliance -</p>	<p>Worker Agreement (PKB) between company and labour union is referred in working regulation, Worker Agreement was registered by Dirjen Pembinaan Hubungan Industrial dan Jaminan Sosial Tenaga Kerja No. Kep.191/PHIJSK-PKKAD/PKB/XII/2012 tertanggal 17th December 2012, valid until 14 November 2014. Renewal for PKB in finalized draft in "Dirjen Pembinaan Hubungan Industrial Jaminan Sosial Tenaga Kerja – Kementerian tenaga Kerja RI".</p> <p>Based on document review, it was noted that term and condition, such as working hours, deductions, overtime, sickness, holiday entitlement, maternity leave, reasons for dismissal, period of notice, etc, are covered in PKB and contracts which have been signed by all workers.</p> <p>Contract for Mill employee is available, e.g. Mr. Sukirin (FFB Sortasi), dated 01 Oktober 2014, Hendra Siswandi (Process), dated 30 June 2014.</p> <p>Contract for each Estate employee is available, e.g. Lusiyan on 02 January 2013, Ronita Siregar on 02 January 2013, etc.</p> <p>Scheme Smallholders:</p> <p>Contract for Yurika Agustina No. 003/SPK/KUD-JM/VII/2008, dated 1 July 2008 Contract for Gusnil Agus No. 01/SPK/KOP-JM/I/2014, dated 4 January 2014</p>	<p>Complied</p>
<p>6.5.3</p> <p>Growers and millers shall provide adequate housing, water supplies, medical, educational and welfare amenities to national standards or above, where no such public facilities are available or accessible.</p> <p>- Minor compliance -</p>	<p>The company has prepared facilities for their workers, such as:</p> <p>Housing: Mess (1 unit), type B (4 units), Type D (17 units), Type D1 (20 units), Type D2 (24 units), Type E (486 units), policlinic (2 units), mosque (2 units), church (1 unit), community hall (1 unit), sport facilities, school bus (5 units), kindergarden (1 units), electricity, water supply, etc.</p> <p>Scheme smallholders:</p> <p>This indicator is not applicable for scheme smallholder</p>	<p>Complied</p>

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Criterion / Indicator	Assessment Findings	Compliance	
6.5.4	<p>Growers and millers shall make demonstrable efforts to monitor and improve workers' access to adequate, sufficient and affordable food.</p> <p>- Minor compliance -</p>	<p>The market is nearby the company site. Company provide pol car for employee to go to the market one time every week.</p> <p>Scheme smallholders:</p> <p>This indicator is not available for scheme smallholders. However, KUD Jaya Makmir has minimarket in KUD, namely "Waserda Koyama" which providing basic need for their members and local communities surrounding the KUD.</p>	Complied
<p>Criterion 6.6: The employer respects the rights of all personnel to form and join trade unions of their choice and to bargain collectively. Where the right to freedom of association and collective bargaining are restricted under law, the employer facilitates parallel means of independent and free association and bargaining for all such personnel.</p>			
6.6.1	<p>A published statement in local languages recognising freedom of association shall be available.</p> <p>- Major compliance -</p>	<p>Freedom of association policy documented in "Kebijakan perusahaan, dated 01 December 2014" which state that: Menghormati hak setiap karyawan untuk membentuk atau menjadi anggota serikat pekerja sesuai dengan keinginannya dan untuk melakukan tawar menawar secara kolektif</p> <p>Freedom of association policy is written in Bahasa Indonesia, so that all employees can understand.</p> <p>This policy has been informed to all employees and being placed into notice board in public area.</p> <p>Scheme smallholders</p> <p>Freedom of association policy documented in "Kebijakan Koperasi" dated 01st August 2013 "Memiliki kebebasan untuk berserikat sesuai UUD 1945 dan Pancasila"</p>	Complied
6.6.2	<p>Minutes of meetings with main trade unions or workers representatives shall be documented.</p> <p>- Minor compliance -</p>	<p>Meeting between company management with labour union (PUK. SPSI Kebun Buatan) in 22nd April 2015, attended by 16 representatives of PUK SPSI. , minutes of meeting and attendance list is available.</p> <p>Scheme smallholders:</p> <p>No labour union in Cooperative level, but the member and their workers is freely join in labour union.</p>	Complied

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Criterion / Indicator	Assessment Findings	Compliance
Criterion 6.7: Children are not employed or exploited.		
6.7.1 There shall be documentary evidence that minimum age requirements are met. - Major compliance -	<p>The company has own policed signed by management on 01 December 2014 that stated that: It is not allowed all children to work in every activities/processes in company.</p> <p>Based on document review of list of workers "Data Karyawan" Muara Bulian, update May 2015, interview with workers and obervation during field visit, it was no found workers hired under 18 years.</p> <p>Scheme Smallholders:</p> <p>Child labour policy is documented in "Kebijakan koperasi, dated 1st August 2013 "Melarang penerimaan pekerja usia 18 tahun ke bawah".</p>	Complied
Criterion 6.8: Any form of discrimination based on race, caste, national origin, religion, disability, gender, sexual orientation, union membership, political affiliation, or age, is prohibited.		
6.8.1 A publicly available equal opportunities policy including identification of relevant/affected groups in the local environment shall be documented. - Major compliance -	<p>The company has Equal Opportunities policy as documented in Company Policy "Kebijakan Perusahaan", dated 01 December 2014 stated: To treated equal for all employee in term of recruitment, work performance, and representative without discrimination on race, caste, national origin, religion, disability, gender, sexual orientation, union membership, political affiliation, or age.</p> <p>Scheme Smallholders:</p> <p>Cooperative Policy following company policy "Kebijakan Koperasi", dated 1st August 2013:</p> <p>To treated equal for all employees in term of recruitment, work performance, and representative without discrimination on race, caste, national origin, religion, disability, gender, sexual orientation, union membership, political affiliation, or age.</p>	Complied

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Criterion / Indicator	Assessment Findings	Compliance
<p>6.8.2</p> <p>Evidence shall be provided that employees and groups including local communities, women, and migrant workers have not been discriminated against.</p> <p>- Major compliance -</p>	<p>Company has provided a policy in relation to this indicator requirement, stated in "Kebijakan Perusahaan", dated 01 December 2014. During the audit, there is no issue has found with regards to discrimination against local communities, women, and migrant workers. This also has been confirmed during stakeholder interview with Labour Department and local community surrounding.</p> <p>Scheme Smallholders: Coperative adopted Company Policy for not having discrimination against local communities, women, and migrant workers. there is no issue has found with regards to discrimination against local communities, women, and migrant workers. This also has been confirmed during stakeholder interview with Labour Department and local community surrounding.</p>	
<p>6.8.3</p> <p>It shall be demonstrated that recruitment selection, hiring and promotion are based on skills, capabilities, qualities, and medical fitness necessary for the jobs available.</p> <p>- Minor compliance -</p>	<p>The company has procedure hiring workers regulated that hiring and promotion of workers based on skill, work experiences, and job evaluation, e.g.</p> <p>Job evaluation for Widiyanto Santoso and Mr. Adi Surya Dharma from PHL (Temporary workers) become SKU (Permanent worker) dated 18th August 2014</p> <p>Job evaluation for Rudi M. Pasaribu (Driver) from PHL (Temporary workers) become SKU (Permanent worker), dated 24th March 2014, Average score of job evaluation is "GOOD"</p> <p>Scheme Smallholders: Interview with harvester workers revealed that there smallholder plot owner is hiring workers based on the capability and skills.</p>	<p>Complied</p>

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Criterion / Indicator		Assessment Findings	Compliance
Criterion 6.9: There is no harassment or abuse in the work place, and reproductive rights are protected.			
6.9.1	Policy to prevent sexual and all other forms of harassment and violence shall be implemented and communicated to all levels of the workforce. - Major compliance -	<p>The company has policy to prevent sexual harassment and violence against women in "Kebijakan Perusahaan dated 01 December 2014".</p> <p>The policy is prominently displayed on notice boards at the Mills and the Estates muster areas. Interviews of female staff, workers and union representatives confirmed that the company implemented the sexual harassment policy.</p> <p>Scheme Smallholders:</p> <p>Scheme smallholder is adopting company policy, in term of Cooperative Policy "Kebijakan Koperasi" dated 01st August 2013 has stated: Prevention of sexual harassment and other violence against women and to protect reproductive rights.</p>	Complied
6.9.2	A policy to protect the reproductive rights of all, especially of women, shall be implemented and communicated to all levels of the workforce. - Major compliance -	<p>Company policy signed by Managing Director (Mr. Kelvin Tio) on 1st December 2014 and one of the policies stated that: "To prevent any sexual or physical abuses happen to women as well as to protect their reproductive rights".</p> <p>There is a gender committee actively meets and discussing general agenda and other issue related to handling sexual harassment, dissemination of sexual harassment prevention.</p> <p>Based on interview with Gender Committee, company has implemented the protection of women reproductive rights, in form of maternal leave, period leave, and regular pregnancy check for female sprayers and strictly prohibit pregnant and/or breastfeeding female worker applying pesticides.</p> <p>During the audit, there is no issue found regarding sexual harassment and violence to women.</p> <p>Scheme smallholders:</p> <p>Scheme smallholder is adopting company policy, in term of Cooperative Policy "Kebijakan Koperasi" dated 01st August 2013 has stated: Prevention of sexual harassment and other violence against women and to protect reproductive rights.</p>	Complied

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Criterion / Indicator	Assessment Findings	Compliance
<p>6.9.3 A specific grievance mechanism which respects anonymity and protects complainants where requested shall be established, implemented, and communicated to all levels of the workforce. - Minor compliance -</p>	<p>Standard Operating Procedure, No. SOP: XX-HR-308.5-RO; Revision: 0, Desember 11th 2009: Employees complaints: submission and settlement.</p> <p>Mechanism for complaints management where it needs to protect its confidentiality for complainer was found in company policy's draft as in one of points of this policies stated that: "To provide appropriate information for those who inquiry it and to proted its confidentiality for whistleblower cases in accordance to law regarding environmental and social issue, food safety, health and safety work, so that it enables them to more participate to the decision making processes for improving company's performance.</p> <p>Scheme Smallholders:</p> <p>Scheme smallholder is adopting company policy on the grievance mechanism which respects anonymity and protects complainants, stated in the Cooperative's Communication, Consultation, and Grievance. During the audit, there is no issue found and has been confirmed during stakeholder consultation with local community and workers.</p>	<p>Complied</p>
<p>Criterion 6.10: Growers and mills deal fairly and transparently with smallholders and other local businesses.</p>		
<p>6.10.1 Current and past prices paid for Fresh Fruit Bunches (FFB) shall be publicly available. - Minor compliance -</p>	<p>The company has displayed the FFB price in Mill's notice board and smallholders able to access the FFB price by phone and local media as well.</p> <p>KUD announced update FFB pricing in KUD's notice board for all members. The company extension officer updating FFB price to the farmer group leader by SMS or call phone.</p> <p>FFB pricing determined based on the government price which updated weekly.</p> <p>Scheme smallholders:</p> <p>The Cooperative is aware the current and past FFB price made fairly available by company. There is no negative issue regarding this.</p>	<p>Complied</p>

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Criterion / Indicator	Assessment Findings	Compliance
<p>6.10.2 Evidence shall be available that growers/millers have explained FFB pricing, and pricing mechanisms for FFB and inputs/services shall be documented (where these are under the control of the mill or plantation). - Major compliance -</p>	<p>The company has provided explanation on the FFB pricing formula based on government FFB price determination. Interview with selected smallholders revealed they understood of FFB pricing mechanism and no complaint was noted regarding FFB price.</p> <p>Sample taken: FFB Price on 29th July 2015 – 4th August 2015, for palm tree ages up to 10 yeras is Rp. 1,532.65/Kg FFB.</p> <p>Scheme smallholders:</p> <p>The Cooperative is aware the current and past FFB price made fairly available by company. The price determination is based on the Government regulation. There is no negative issue regarding this.</p>	<p>Complied</p>
<p>6.10.3 Evidence shall be available that all parties understand the contractual agreements they enter into, and that contracts are fair, legal and transparent. - Minor compliance -</p>	<p>The company has signed contract of supply FFB with all KUDs under management of PT. IIS, e.g. contract with KUD Jaya makmur no. 07/SPK-TBS/IIS-BT/XI/93, dated 17th October 1993. The contract is signed both of parties.</p> <p>The contract is covering technical supporting and manage plantation by PT. IIS, FFB transport, FFB supply and price, payment of FFB, document handling, force major, sanction, and dispute solving.</p> <p>The company also signed contract with others parties, e.g. SPK No. 004/P2/PBS/V/15, dated 29th May 2015 with PT. Aneka Sumatrindo (Heavy Equipment Rental).</p> <p>Based on review of contract, it was seen that contract is made fairly, legal and transparent,</p> <p>Contract for Empty Fruit Bunches (EFB) transport with Mr. Parlaungan Panjaitan no. 15/P2/KBN/04/15 and Mrs. Winarni Damayanti no. 14/P2/KBN/04/15.</p> <p>Scheme Smallholders:</p> <p>Most of the contract with scheme smallholders was FFB transporter. Contract for FFB transport with local transport is available and kept in Cooperative office. Review of one of the contract found that contracts are fair, legal and transparent.</p>	<p>Complied</p>

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Criterion / Indicator		Assessment Findings	Compliance
6.10.4	Agreed payments shall be made in a timely manner. - Minor compliance -	Evidence of payment is reviewed and it was seen paid timely manner, for instance: Payment of FFB supply from Scheme smallholders by monthly, e.g. payment FFB in June 2015 for KT 44 (Tri Makmur) Rp. 108,664,694, KT 55 (Sawit Dura) Rp. 124,355,606, KT 61 (Panca Bhakti) Rp. 128,219,557, KT 164 (Bina Handoyo) Rp. 70,661,394. Scheme smallholders: Evidence of payment for contractor is reviewed and it was seen paid in time. The total payment to the one of Coperative's local contractor for instance in June 2015 is Rp. 38,859,575.	Complied
Criterion 6.11: Growers and millers contribute to local sustainable development where appropriate.			
6.11.1	Contributions to local development that are based on the results of consultation with local communities shall be demonstrated. - Minor compliance -	Local contribution is detailed in CSR programme, consist of Business Partnership, Economy Development, Education, Health & Donation. The company has made identification of community development needs prior making a programme. There was record of implementation of CSR programme for community since 2013, 2014, up to June 2015. Interview with prominent figure from several villages revealed that Company CSR's programme has supported the local development and increase community prosperity. Scheme Smallholders: Local contibution of Cooperatice is providing fund for village development project for example donation for building prayer place for majority of muslim society, independence day celebration. This has been recorded and reported.	Complied

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Criterion / Indicator	Assessment Findings	Compliance
6.11.2 Where there are scheme smallholders, there shall be evidence that efforts and/or resources have been allocated to improve smallholder productivity. - Minor compliance –	<p>PT. Inti Indosawit Subur is one of the companies who managed large scale of scheme smallholders of PIR-Trans in Indonesia including in Buatan region. Company provided a dedicated organization structure to manage scheme smallholders' areas. The structure consist of Scheme manager, Field assistant, Field mandore, production clerk, and other key function. The main job for these personnel in the sturcture is giving technical assistance and guidance for all Cooperative to support and increase the smallholder yield in environmental friendly such as spraying activities, manuring, harvesting, etc. Some other assistance was given to smallholder in term of management of finance, and training. This structure has been existed since long time ago when the Plasma project was started on 1980s.</p> <p>During the audit, it was confirmed that the Organisation structure for scheme smallholdet in Buatan region is well managed and performed well in term of supporting smallholder in their plots. This has been confirmed during interview with selected smallholders in the field revealed that Company has been fully focus and supported scheme smallholder in every relevant activities.</p>	Complied
<p>Criterion 6.12: No forms of forced or trafficked labour are used.</p>		
6.12.1 There shall be evidence that no forms of forced or trafficked labour are used. - Major compliance -	<p>No any form of forced and trafficked labour was noted during assessment. All workers, included temporary workers has contract with the company and during interview, it was noted that they understand of term and condition of contract.</p> <p>Scheme Smallholders: Similar to estate and mill, there is no forced and trafficked labour was noted during assessment.</p>	Complied
6.12.2 Where applicable, it shall be demonstrated that no contract substitution has occurred. - Minor compliance –	<p>Based on document review and interview with workers and labour union, confirmed that no contract substitution was noted.</p> <p>Scheme Smallholders: Similar to estate and mill, there is no contract substitution was noted.</p>	Complied

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Criterion / Indicator		Assessment Findings	Compliance
6.12.3	Where temporary or migrant workers are employed, a special labour policy and procedures shall be established and implemented. - Major compliance -	The agreement for temporary workers is available, and signed by workers, e.g. Contract for Mrs. Nurlela on 02 January 2013, Contract for Siti Aisa on 02 January 2013. There is no migrant worker was hired including in Scheme smallholders area.	Complied
Criterion 6.13: Growers and millers respect human rights.			
6.13.1	A policy to respect human rights shall be documented and communicated to all levels of the workforce and operations (see Criteria 1.2 and 2.1). - Major compliance -	The company has established human rights policy, dated 01 December 2014, it has been communicated to the workforce, e.g. On 7 th February 2015 for Mill's workshop workers, attended 16 workers, for "Sortasi" attended and for "Proses" workers attended 30 workers. Socialisation for Estate's workers was On 10 th March 2015, attended 11 workers; On 02 nd January 2015, attended 4 workers, and on 05 th March 2015, attended 6 workers. No any human rights violation was noted during audit including in scheme smallholder area. Scheme smallholders: The cooperative is adopting Company policy on respect to human rights "Kebijakan koperasi" dated 1 st August 2013. This policy has been communicated to smallholder member and made available in the notice board at the Cooperative office.	Complied
Principle 7: Responsible development of new plantings Certification unit and supply base did not carry out any new plantings after Nov 2005. Therefore, the requirement of Principle 7 is not applicable during this recertification assessment.			
PT Inti Indosawit Subur – Buatan I Certification unit and supply base did not carry out any new plantings after Nov 2005. Therefore, the requirement of Principle 7 is not applicable during this recertification assessment.			
Principle 8: Commitment to continual improvement in key areas of activity			
Criterion 8.1: Growers and millers regularly monitor and review their activities, and develop and implement action plans that allow demonstrable continual improvement in key operations.			

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Criterion / Indicator	Assessment Findings	Compliance
<p>8.1.1</p> <p>The action plan for continual improvement shall be implemented, based on a consideration of the main social and environmental impacts and opportunities of the grower/mill, and shall include a range of Indicators covered by these Principles and Criteria.</p> <p>As a minimum, these shall include, but are not necessarily be limited to:</p> <ul style="list-style-type: none"> • Reduction in use of pesticides(Criterion 4.6); • Environmental impacts (Criteria 4.3, 5.1 and 5.2); • Waste reduction (Criterion 5.3); • Pollution and greenhouse gas (GHG) emissions (Criteria 5.6 and 7.8); • Social impacts (Criterion 6.1); <ul style="list-style-type: none"> • Optimising the yield of the supply base. <p>- Major compliance -</p>	<p>Company prepared the action plan for continual improvement.</p> <p>Master Continous improvement 2015 listed down all activities planned for continual improvement programme at the mill and estate as well as scheme smallholder. For instance:</p> <ul style="list-style-type: none"> - Reduction of fossil fuel usage by implementing Biogas Plant to generate electricity. This also can reduce pollution and greenhouse gas emission caused by effluent, monitored and documented commencing 2015 onward. - utilisation of 100% Fibre as boiler fuel - Provide manuring programme and for scheme smallholder to increase the yields. <p>Scheme smallholders:</p> <p>The cooperative adopted Master Continous Improvement plan from the company, and the company extension officer helping them to monitor the implementation of the plan provided.</p>	<p>Complied</p>

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Appendix B: PT. Inti Indosawit Subur Time Bound Plan

Name of Mill	Address	Time bound for certification	Status as of Sept 2015
Buatan I	Delik & Pangkalan Kerinci Village, Bunut Langgam District, Pelalawan Regency, Riau	2010	Certified on 16 September 2010
Buatan II	Delik & Pangkalan Kerinci Village, Bunut Langgam District, Pelalawan Regency, Riau	2010	Certified on 16 September 2010
Ukui I	Ukui Village, Ukui District, Pelalawan Regency, Riau	2010	Certified on 1 March 2011
Ukui II	Ukui Village, Ukui District, Pelalawan Regency, Riau	2010	Certified on 1 March 2011
Tungkal Ulu	Pulau Pauh / Penyabungan / Merlung Village, Tungkal Ulu District, Tanjung Jabung Regency, Jambi	2011	Certified on 15 August 2012
Muara Bulian	Singoan / Bukit Sari / Bulian Jaya Village, Muara Bulian / Pematang District, Batang Hari Regency, Jambi	2011	Certified on 28 August 2012
Topaz	Petapahan Village, Tapung District, Kampar Regency, Riau	2013	Certified on 30 March 2015
Taman Raja	Lubuk Bernai / Kampung Baru / Pelabuhan Dagang / Pematang Pauh Village, Tungkal Ulu District, Tanjung Jabung Regency, Jambi	2013	Certified on 20 February 2015
Segati	Langkan / Penarikan / Tambak / Soto Village, Langgam District, Pelalawan Regency, Riau	2014	Main Audit in December 2014.
Tanah Datar	Tanah Datar Petatal Village, Talawi District, Asahan Regency, North Sumatera	Brought Forward from 2015 to 2013	Certified in 18 May 2015.
Aek Nabara	S1-S3 / Sukadame Village, Bilah Hulu / Kota Pinang District, Labuhan Batu Regency, North Sumatera	Brought Forward from 2015 to 2013	Certified on 6 March 2015
Teluk Panjie	Teluk Panjie Village, Kampung Rakyat District, Labuhan Batu Regency, North Sumatera	Brought Forward from 2015 to 2013	Certified on 21 April 2015
Peranap	Simelinyang / Pauh Ranap / Sengkilo Village, Peranap District, Indragiri Hulu Regency, Riau	Brought Forward from 2016 to 2013	Certified on 7 January 2015

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Bungo Tebo	Tuo Sumai / Sungai Rambai Village, PWK Sumai / Tebo Ulu District, Bungo Tebo Regency, Jambi	Brought Forward from 2016 to 2014	Main Audit in December 2014.
Tanjung Selamat	Kampung Padang Village, Bilah Hilir District, Labuhan Batu Regency, North Sumatra	Brought Forward from 2017 to 2014	Certified in 26 May 2015.
Gunung Melayu I	Rahuning Village, Bandar Pulau District, Asahan Regency, North Sumatra	Brought Forward from 2017 to 2014	Certified in 7 September 2015.
Gunung Melayu II	Gonting Mahala Village, Bandar Pulau District, Asahan Regency, North Sumatra	Brought Forward from 2017 to 2014	Certified in 8 July 2015.
Nagri Lama I	Nagri Lama Seberang Village, Bilah Hilir District, Labuhan Batu Regency, North Sumatra	Brought Forward from 2018 to 2013	Certified on 6 April 2015
Nagri Lama II	Nagri Lama Seberang Village, Bilah Hilir District, Labuhan Batu Regency, North Sumatra	2018	-

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Name of Estate	Address	Time bound for certification	Status as of Sept 2015
Buatan	Delik & Pangkalan Kerinci Village, Bunut Langgam District, Pelalawan Regency, Riau	2010	Certified on 16 September 2010
Ukui & Soga	Ukui Village, Ukui District, Pelalawan Regency, Riau	2011	Certified on 1 March 2011
Buatan (Plasma)	Kerinci Kanan, Pangkalan Kerinci, Dayun Village, Siak & Pelalawan Regency, Riau	2011	Certified on 13 March 2012
Ukui (Plasma)	Ukui & Lubuk Batu Jaya District, Pelalawan & Inhu Regency, Riau	Brought forward from 2012 to 2011	Certified on 11 June 2012
Tungkal Ulu	Pulau Pauh/Penyabungan/Merlung Village, Tungkal Ulu District, Tanjung Jabung Regency, Jambi	2011	Certified on 15 August 2012
Muara Bulian	Singoan/Bukit Sari/ Bulian Jaya Village, Muara Bulian/Pemayung District, Batang Hari Regency, Jambi	2011	Certified on 28 August 2012
Buatan (KKPA)	Kerinci Kanan, Pangkalan Kerinci, Dayun District, Siak & Pelalawan Regency, Riau	2012	Certified on 17 January 2013
Tungkal Ulu (Plasma)	Renah Mendalo, Merlung, Muara Papalik District, Tanjung Jabung Barat Regency, Jambi	2012	Certified on 11 July 2013
Muara Bulian (Plasma)	Maro Sebo Ilir District, Batanghari Regency, Jambi	2012	Certified on 12 July 2013
Muara Bulian (KKPA)	Maro Sebo Ilir District, Batanghari Regency, Jambi	2012	Certified on 12 July 2013
Topaz & Seed Garden	Petapahan Village, Tapung District, Kampar Regency, Riau	2013	Certified on 30 March 2015
Taman Raja & Badang	Lubuk Bernai / Kampung Baru / Pelabuhan Dagang / Pematang Pauh Village, Tungkal Ulu District, Tanjung Jabung Regency, Jambi	2013	Certified on 20 February 2015
Segati	Langkan / Penarikan / Tambak / Sotol Village, Langgam District, Pelalawan Regency, Riau	2014	Public Notification conduct in October 2014. Main Audit in Dec 2014
Penarikan & Gondai	Pangkalan Sarik / Baru Village, Langgam / Siak Hulu District, Pelalawan / Kampar Regency, Riau	2014	Main Audit in December 2014
Penarikan (KKPA)	Pangkalan Sarik / Baru Village, Langgam / Siak Hulu District, Pelalawan / Kampar Regency, Riau	2014	Moved to 2016
Gunung Sahilan (KKPA)	Gunung Sahilan Village, Lipat Kain District, Pelalawan Regency, Riau	2014	Moved to 2016

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Bahilang	Bahilang Village, Tebing Tinggi District, Serdang Bedagai Regency, North Sumatra	Brought Forward from 2015 to 2013	Certified on 18 May 2015
Tanah Datar	Tanah Datar Petatal Village, Talawi District, Asahan Regency, North Sumatra	Brought Forward from 2015 to 2013	Certified on 18 May 2015
Aek Nabara	S1-S3 / Sukadame Village, Bilah Hulu / Kota Pinang District, Labuhan Batu Regency, North Sumatra	Brought Forward from 2015 to 2013	Certified on 6 March 2015
Teluk Panjie	Teluk Panjie Village, Kampung Rakyat District, Labuhan Batu Regency, North Sumatra	Brought Forward from 2015 to 2013	Certified on 21 April 2015
Peranap	Simelinyang / Pauh Ranap / Sengkilo Village, Peranap District, Indragiri Hulu Regency, Riau	Brought Forward from 2016 to 2013	Certified on 7 January 2015
Bungo Tebo	Tuo Sumai / Sungai Rambai Village, PWK Sumai / Tebo Ulu District, Bungo Tebo Regency, Jambi	Brought Forward from 2016 to 2014	Public Notification conduct in October 2014. Main Audit in Dec 2014
Peranap (Plasma)	Simelinyang / Pauh Ranap / Sengkilo Village, Peranap District, Indragiri Hulu Regency, Riau	2016	-
Bungo Tebo (Plasma)	Tuo Sumai / Sungai Rambai Village, PWK Sumai / Tebo Ulu District, Bungo Tebo Regency, Jambi	2016	-
Tanjung Selamat	Kampung Padang Village, Bilah Hilir District, Labuhan Batu Regency, North Sumatra	Brought Forward from 2017 to 2014	Certified in 26 May 2015.
Pangkatan	Sennah Village, Bilah Hilir District, Labuhan Batu Regency, North Sumatra	Brought Forward from 2017 to 2014	Certified in 26 May 2015.
Sentral & Batu Anam	Gonting Mahala Village, Bandar Pulau District, Asahan Regency, North Sumatra	Brought Forward from 2017 to 2014	Certified in 8 July 2015.
Pulau Maria	Rahuning Village, Bandar Pulau District, Asahan Regency, North Sumatra	Brought Forward from 2017 to 2014	Certified in 7 September 2015.
Nagri Lama	Nagri Lama Seberang Village, Bilah Hilir District, Labuhan Batu Regency, North Sumatra	Brought Forward from 2018 to 2013	Certified on 6 April 2015
Aek Kuo	Aek Korsik Village, Aek Natas District, Labuhan Batu Regency, North Sumatra	Brought Forward from 2016 to 2013	Certified on 6 April 2015

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Appendix C: PT. Inti Indosawit Subur – Buatan I Certification Unit RSPO Certificate Details

PT. Inti Indosawit Subur
 Buatan I Palm Oil Mill
 Delik & Pangkalan Kerinci Village, Bunut Langgam District,
 Pelalawan Regency, Riau
 INDONESIA

BSI RSPO Certificate No: SPO 638918
 Date of Initial Certificate Issued: 16 September 2010
 Date of Expiry: 15 September 2020
 Re-Issued Date: 15 September 2015
 RSPO membership number: 1-0022-06-000-00
 Applicable Standards: RSPO P&C 2013; RSPO Supply Chain Certification Standard November 2014 Module E - CPO Mills: Mass Balance

Buatan I Palm Oil Mill and Supply Base					
Location Address		Delik & Pangkalan Kerinci Village, Bunut Langgam District, Pelalawan Regency, Riau			
GPS Location		101°49'30" E 0°26'04" N			
CPO Claimed for Certification		26,359 MT			
PK Claimed for Certification		6,241 MT			
Own estates FFB Tonnage		42,548 MT			
Scheme Smallholder FFB Tonnage		83,359 MT			
Non-company Suppliers FFB Tonnage		- MT			
Estates	Production Area		Other use (Ha)	Certified Area / Total land lease (Ha)	Annual FFB Production (MT)
	Mature (ha)	Immature (ha)			
Buatan Estate	1,975	32	134	2,141*	42,548
KUD Bhakti Mandiri	980	0	0	980	22,593
KUD Jaya Makmur	920	0	0	920	21,414
KUD Sumber Rejeki	820	0	0	820	18,960
KUD Sejahtera	976	0	0	976	20,392
TOTAL	5,671	32	134	5,837	125,907

*) The total area of Buatan Estate supplying to the Buatan I Palm Oil Mill is consist of Division I, II, and III.

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Appendix D: Assessment Plan

Audit Plan						
Date	Time	Subjects	Aryo	Pratama	Doni	Haeruddin
Wednesday, 29/07/2015	06.00 – 08.35	Auditor team travel from Jakarta to Pekanbaru. Pick up to the site by PT Inti Indosawit Subur	√	√	√	√
	08.35 – 10.30	Auditor travel from Pekanbaru airport to site location.	√	√	√	√
	08.35 – 12.00	Stakeholder consultation with District level and local NGO	-	-	√	-
	10.30 – 11.00	Opening Meeting <ul style="list-style-type: none"> • Presentation by the Estate and mill managers, Supply Chain related to the FFB supplied to the mill, progress of Time Bound Plan. • Presentation by Audit team leader and confirmation of assessment scope. • Finalize Audit schedule, including stakeholder consultation. • Other business 	√	√	√	√
	11.00 – 12.00	Document review at Mill and Estate (General Documentation e.g. Legal, HCV identification, SEIA documents, Health and Safety, time bound plan verification, etc).	√	√	-	√
	12.00 – 14.00	Break/Lunch/Pray	√	√	√	√
	14.00 – 17.00	Continue Stakeholder consultation with District level and local NGO	-	-	√	-
	14.00 – 17.00	Site Visit at Buatan I Mill, inspection of processing, warehouse, workshop, mill wastes management, Effluent Ponds, OSH, Environment issues, POME application, workers interview, Review on SEIA documents and records, Document review (Best practices, environment, Health & Safety, Labour, social aspects), Supply Chain Documentation review for processing record, docket, sales invoice, delivery order, etc	√	√	-	√
	17.00 – 17.30	Travelling to hotel in Pekanbaru. Overnight.	√	√	√	√
Date	Time	Subjects	Aryo	Pratama	Doni	Haeruddin
Thursday 30/07/2015	07.30 – 08.00	Auditors travel from Hotel in Pangkalan Kerinci to Site Location. Pick up to the site by PT Inti Indosawit Subur	√	√	√	√
	08.00 – 12.00	Field visit to Estate inspection, boundary poles, harvesting, spraying, fertilizer application, HCV area, river riparian, warehouse, workshop, review on SEIA documents and records, document review, OSH, Environment issues,	√	√	-	√
	08.00 – 12.00	Stakeholder consultation with workers, labor union, contractor, etc	-	-	√	
	12.00 – 14.00	Break/Lunch/Pray	√	√	√	√
	14.00 – 17.00	Continue Estate Audit- site visits at Estate facilities, worker interview, housing, document review etc.	√	√	-	√
	17.00 – 17.30	Travelling to hotel. Overnight.	√	√	√	√

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Friday, 31/07/20 15	08.00 – 12.00	Field Inspection and document review to the sample scheme smallholder - KUD Sumber Rejeki	√	-	√	-
	08.00 – 12.00	Field Inspection and document review to the sample scheme smallholder – KUD Jaya Makmur	-	√	-	√
	12.00 – 14.00	Break/Lunch/Pray	√	√	√	√
	14.00 – 17.00	Continue Field Inspection and document review to the sample scheme smallholder - KUD Sumber Rejeki	√	-	√	-
	14.00 – 17.00	Continue Field Inspection and document review to the sample scheme smallholder – KUD Jaya Makmur	-	√	-	√
	17.00 – 17.30	Travelling to hotel. Overnight.	√	√	√	√
Saturday, 01/08/2015	08.00 – 11.00	Continue audit – document review, outstanding information.	√	√	√	√
	11.00 – 12.00	Report Preparation	√	√	√	√
	12.00 – 13.30	Break/Lunch/Pray	√	√	√	√
	13.30 – 14.30	Closing meeting	√	√	√	√
	14.30 – 16.30	Auditors were travelled to hotel.	√	√	√	√
Sunday, 02/08/2015	A day	Auditors are staying in the hotel in Pekan Baru to continue another audit in different location on the following days.	√	√	√	√

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Appendix E: Stakeholders Contacted

No	List stakeholder contacted
1	Department of Labour and Transmigration – Pelalawan District
2	Department of Labour and Social – Siak District
3	Environmental Department - Pelalawan District.
4	Department of Cooperative, Industry, and Trader – Siak District
5	National Land Agency - Pelalawan District
6	National Land Agency – Siak District
7	Forestry and Plantation Department - Pelalawan District
8	Forestry and Plantation Department – Siak District
9	Representative of Smallholder Cooperative (KUD Buatan Jaya), Jatimulya Village, Kerinci Kanan Sub-District.
10	Representative of Smallholder Cooperative (KUD Mitra Usaha), Buatan Baru Village, Sub-District of Kerinci Kanan
11	Representative of Smallholder Cooperative (KUD Tani Rukun), Simpang Perak Jaya Village, Sub-District of Kerinci Kanan
12	Representative of Smallholder Cooperative (KUD Bhirawa Bakhti) as well as Head of Smallholder Forum Association (Ketua Forum Petani PIR Kelapa Sawit - FKPPKS), Buana Bakhti Village, Sub-District of Kerinci Kanan
13	Labour Union (SP-PPP SPSI PUK) of PT Inti Indosawit Subur
14	Self-Supporting Worker Cooperative (Small-medium Enterprise) of PT Inti Indosawit Subur
15	Prominent Figure of Kuala Kerinci Village, Sub-District of Pangkalan Kerinci.
16	Prominent Figure of Kerinci Kanan village, Sub-District of Kerinci Kanan, District of Siak.
17	Head of Lalangkabung Village, Sub-District of Pelalawan, District of Pelalawan.
18	Prominent Figure of Bukit Agung Village, Sub-District of Kerinci Kanan, District of Siak (he is a contracted FFB transporter for company)
19	Local Contractor for EFB Transporter
20	Gender Committee

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Appendix F: Buatan I Palm Oil Mill Supply Chain Assessment (Module E – CPO Mills: Mass Balance)

Requirements	Compliance
E.1 Definition	
<p>E.1.1 Certification for CPO mills is necessary to verify the volumes of certified and uncertified FFB entering the mill and volume sales of RSPO certified producers. A mill may be taking delivery of FFB from uncertified growers, in addition to those from its own certified land base. In that scenario, the mill can claim only the volume of oil palm products produced from processing of the certified FFB as MB.</p>	<p>The certified FFB is only coming from Company own estate and scheme smallholder. The non-certified FFB is coming from outgrowers/third party traders. This can be traced in the Mill documentation and records.</p>
E.2 Explanation	
<p>E.2.1 The estimated tonnage of CPO and PK products that could potentially be produced by the certified mill must be recorded by the CB in the public summary of the P&C certification report. This figure represents the total volume of certified palm oil product (CPO and PK) that the certified mill is allowed to deliver in a year. The actual tonnage produced should then be recorded in each subsequent annual surveillance report.</p>	<p>The estimate annual tonnage for FFB, CSPO, and CSPK are available in the Estate and Mill annual production budget for 2015. The FFB received from each certified supply base and non-certified supply base. The certified supply base is coming from Buatan Estate (Division I, II, and III) and 4 Cooperatives/KUD of scheme smallholders. This has been recorded in this public summary report.</p>
<p>E.2.2 The mill must also meet all registration and reporting requirements for the appropriate supply chain through the RSPO supply chain managing organization (RSPO IT platform or book and claim).</p>	<p>Company held eTrace registration under PT Inti Indosawit Subur – Buatan I POM. This can be traced in the eTrace system.</p>
E.3 Documented procedures	
<p>E.3.1 The site shall have written procedures and/or work instructions to ensure the implementation of all the elements specified in these requirements. This shall include at minimum the following:</p> <p>a) Complete and up to date procedures covering the implementation of all the elements in these requirements;</p> <p>b) The name of the person having overall responsibility for and authority over the implementation of these requirements and compliance with all applicable requirements. This person shall be able to demonstrate awareness of the site procedures for the implementation of this standard.</p>	<p>Operational procedure for supply chain elements is in place i.e. SOP AA.MPM-OP.1400.17-R4 (Traceability). Procedure covers: - roles and responsibilities for Marketing Manager, Weight Bridge Clerk, Mill Administration Head, Mill Manager, and Environment & Sustainability Head. - Mechanism to record all FFB source, volume of CPO and PK produced, and sales goods out.</p>
<p>E.3.2 The site shall have documented procedures for receiving and processing certified and non-certified FFBs.</p>	<p>Procedure has been implemented e.g.:</p> <ul style="list-style-type: none"> - information on Delivery docket has been covered Estate/Scheme Smallholder name with block number, Certified or non Certified status, planting year, harvesting date, number of RSPO Certificate. Sample taken was delivery docket from Buatan Estate and KUD Sumber Rezeki dated 29 July 2015 - Weight bridge ticket has covered RSPO Certified status, batch number with

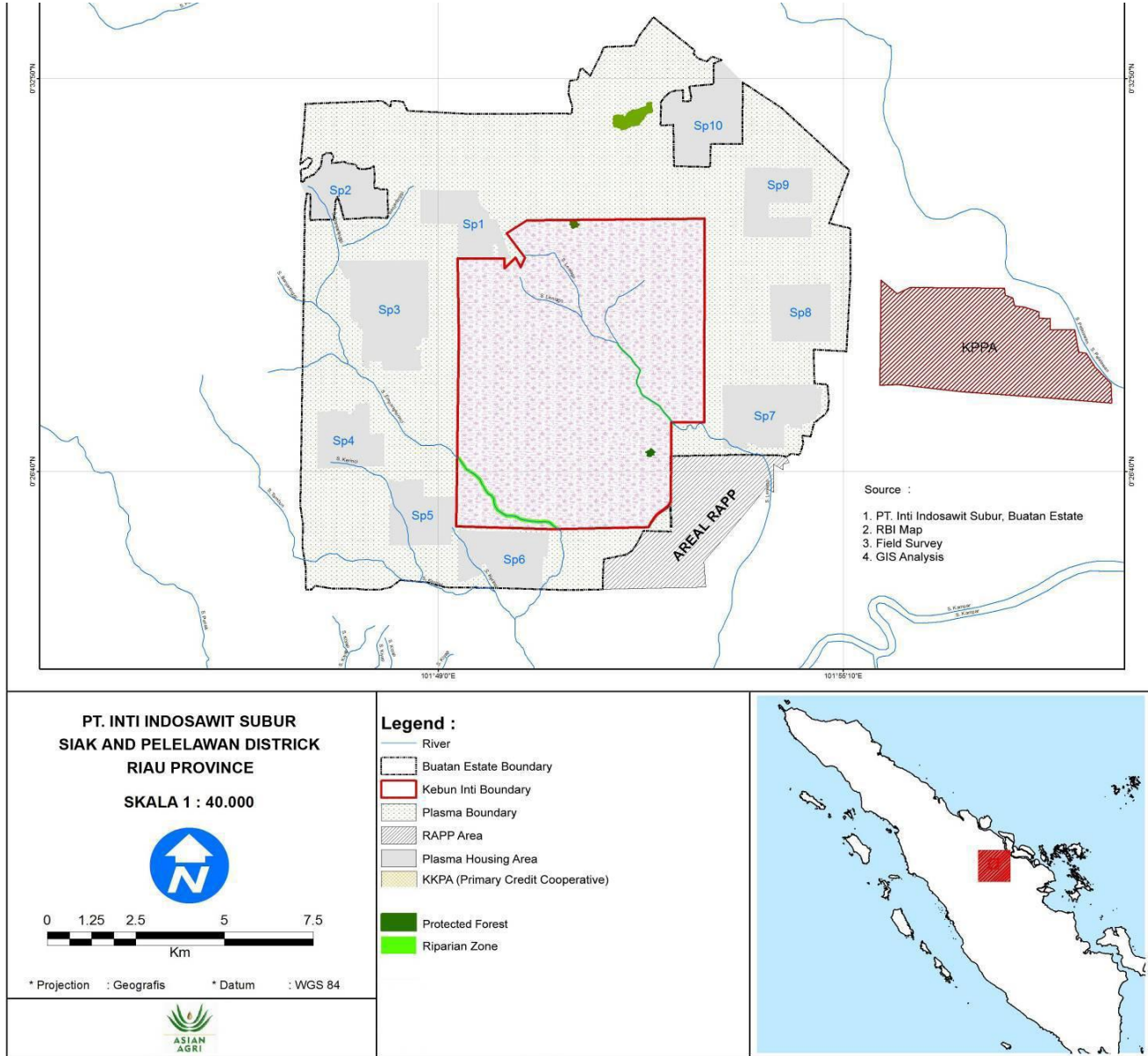
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	RSPO certificate number, volume of FFB (gross and netto), transportation reference. Sample taken was Weight bridge ticket for Buatan Estate and KUD Sumber Rezeki dated 29 July 2015.
E.4 Purchasing and goods in	
E.4.1 The site shall verify and document the volumes of certified and non-certified FFBs received.	Procedure has been implemented e.g.: - information on Delivery docket has been covered Estate/Scheme Smallholder name with block number, Certified or non Certified status, planting year, harvesting date, number of RSPO Certificate. Sample taken was delivery docket from Buatan Estate and KUD Sumber Rezeki dated 29 July 2015 - Weight bridge ticket has covered RSPO Certified status, batch number with RSPO certificate number, volume of FFB (gross and netto), transportation reference. Sample taken was Weight bridge ticket for Buatan Estate and KUD Sumber Rezeki dated 29 July 2015.
E.4.2 The site shall inform the CB immediately if there is a projected overproduction.	This has been covered in the Operational procedure for supply chain elements is in place i.e. SOP AA.MPM-OP.1400.17-R4 (Traceability).
E.5 Record keeping	
E.5.1 a) The site shall record and balance all receipts of RSPO certified FFB and deliveries of RSPO certified CPO and PK on a three-monthly basis. (b) All volumes of palm oil and palm kernel oil that are delivered are deducted from the material accounting system according to conversion ratios stated by RSPO. c) The site can only deliver Mass Balance sales from a positive stock. Positive stock can include product ordered for delivery within three months. However, a site is allowed to sell short.(ie product can be sold before it is in stock.)	Record and report demonstrating compliance are available: - Mill Daily Production Report - Three-Monthly Mass Balance system for CPO and PK, latest update on January-March 2015 and April-June 2015, showing Input and output of Certified and non certified product with end balance stock. The tonnage and source of certified FFB received were recorded under Daily Production Report of Buatan I Mill ("Laporan Harian Pabrik"). Review of record dated 27 – 29 July 2015 confirmed the certified FFB received from Nucleus estate/Buatan Estate and scheme smallholder were noted with today and todate of total volumes. All figures are to be reported under Mill's Monthly Progress Report. The production and sales of CSPO and CSPK are recorded under Daily Production Report of Buatan I Mill ("Laporan Harian Pabrik"). This also recorded in 3-Monthly mass balance system. Review of sales record for September 2014 up to July 2015 the sales of certified volume were not over than figures stated in the certificate.
E.5.2 In cases where a mill outsources activities to an independent palm kernel crush, the crush still falls under the responsibility of the mill and does not need to be separately certified. The mill has to ensure that the crush is covered through a signed and enforceable agreement	Buatan I Mill has Kernel Crushing Plant and has been certified against RSPO Supply Chain certification standard.

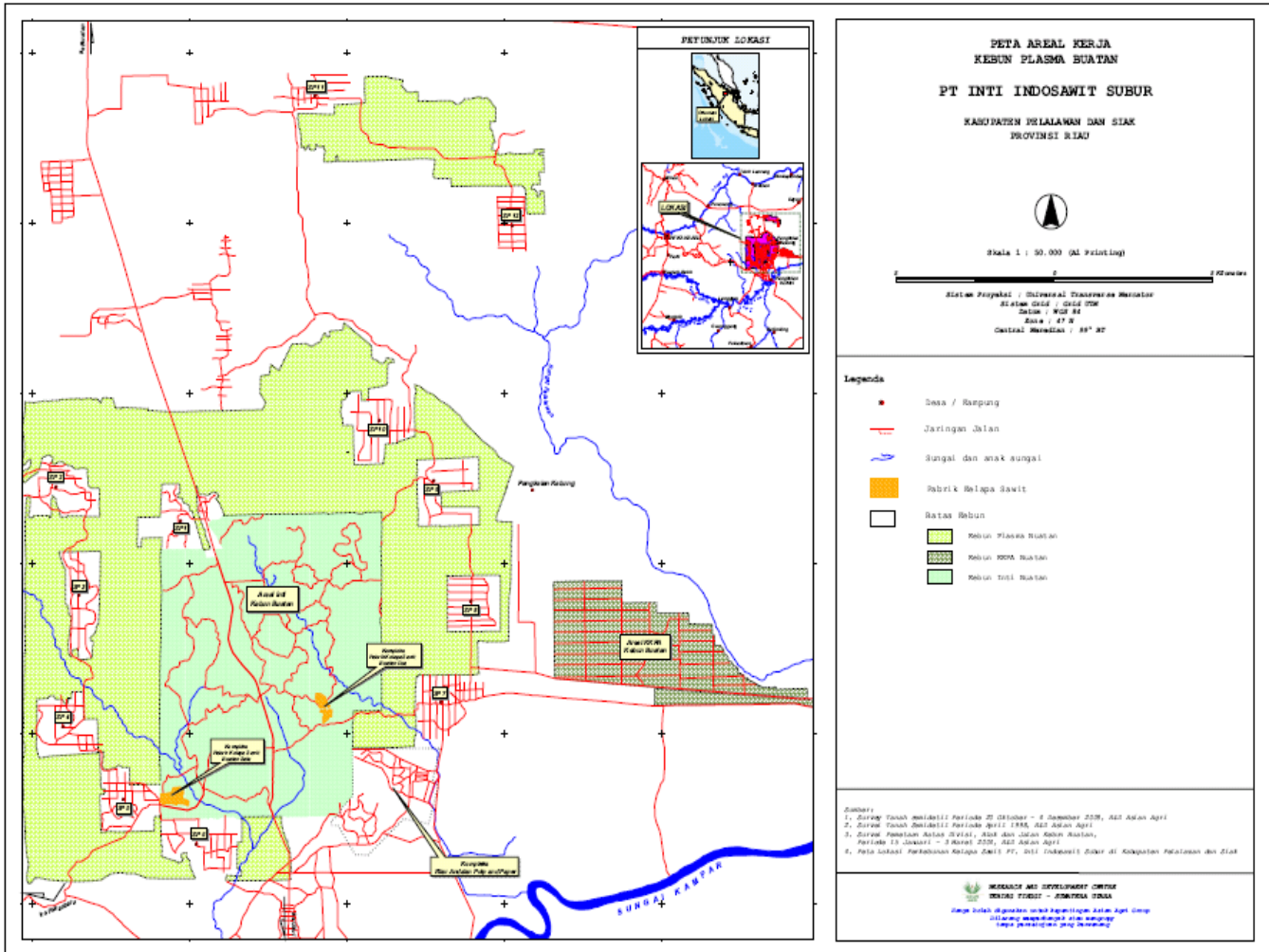
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Appendix G: PT. Inti Indosawit Subur - Buatan Estate and surrounding entities.



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Appendix H: Location of Scheme Smallholder at PT Inti Indosawit Subur - Buatan



Appendix I: List of Abbreviations Used

AMDAL	Analisa Mengenai Dampak Lingkungan (Environmental Impact Assessment)
ASA	Annual Surveillance Assessment
BOD	Biological Oxygen Demand
CHRA	Chemical Health Risk Assessment
CPO	Crude Palm Oil
EFB	Empty Fruit Bunch
EMS	Environmental Management System
FFB	Fresh Fruit Bunch
GMP	Good Manufacturing Practice
HCV	High Conservation Value
IAV	Initial Assessment Visit
IPM	Integrated Pest Management
ISCC	International Sustainable Carbon Certification
PK	Palm Kernel
POM	Palm Oil Mill
PPE	Personal Protective Equipment
PSQM	Plantation Sustainability and Quality Management
RC	Re-Certification
RED	Renewable Energy Directive
RKL	Rencana Kelola Lingkungan (Environmental Management Plan)
RPL	Rencana Pemantauan Lingkungan (Environmental Monitoring Plan)
RSPO P&C	Roundtable on Sustainable Palm Oil Principle & Criteria
SCCS	Supply Chain Certification Standard
SEIA	Social & Environmental Impact Assessment
SIA	Social Impact Assessment
SOP	Standard Operating Procedure