

**RSPO – RECERTIFICATION ASSESSMENT**

Ukui 2 Palm Oil Mill - PT. Inti Indosawit Subur
Head Office: Jalan MH Thamrin No.31, Jakarta 10230 INDONESIA
Certification Unit: Pelalawan District, Riau Province, INDONESIA

**TABLE of CONTENTS**

**Page N°**

<b>SECTION 1: Scope of the Recertification Assessment.....</b>	<b>3</b>
1. Company Details.....	3
2. RSPO Certification Information & Other Certifications.....	3
3. Location(s) of Mill & Supply Base.....	4
4. Description of Supply Base.....	4
5. Plantings & Cycle.....	5
6. Certified Tonnage.....	5
7. Actual Certified Palm Production.....	5
8. Actual Sales of Certified Palm Products.....	6
9. Actual Certified FFB Received Monthly.....	6
<b>SECTION 2: Assessment Process.....</b>	<b>7</b>
Certification Body.....	7
Assessment Methodology, Programme, Site Visits.....	7
Assessment Program.....	8
Tentative Date of Next Visit.....	8
Total No. of Mandays.....	8
BSI Assessment Team.....	8
Accompanying Person.....	9
<b>SECTION 3: Assessment Findings.....</b>	<b>10</b>
3.1 Details of audit results.....	10
3.2 Progress against Time Bound Plan.....	10
3.3 Details of Findings.....	10
Non-Conformity.....	11
Observation.....	11
Positive Findings.....	11
Issues raised by Stakeholders.....	12
3.3.1 Status of Non-Conformities Previously Identified and Observations.....	15
3.3.2 Summary of the Nonconformities and Status.....	19
Assessment Conclusion and Recommendation.....	21
<b>Acknowledgement of Assessment Findings.....</b>	<b>21</b>

**List of Appendices**

- A Summary of Findings
- B PT Inti Indosawit Subur – Timebound Plan
- C PT Inti Indosawit Subur – Ukui 2 POM Certification Unit RSPO Certificate Details
- D Assessment Plan
- E Stakeholders Contacted
- F Ukui 2 Palm Oil Mill Supply Chain Assessment (Module – CPO Mills: Mass Balance)
- G Location PT Inti Indosawit Subur – Ukui in Riau Province
- H Location PT Inti Indosawit Subur – Ukui
- I Location PT Inti Indosawit Subur – Ukui Smallholder
- J List of Abbreviations Used

## Section 1 Scope of the Recertification Assessment

1. Company Details			
<b>RSPO Membership Number</b>	1-0022-06-000-00	<b>Membership Approval Date</b>	6 <sup>th</sup> February 2006
<b>Company Name</b>	PT. Inti Indosawit Subur – Ukui 2		
<b>Address</b>	Head Office: Jalan MH. Thamrin No.31, Jakarta 10230 – INDONESIA  Plantation: Pelalawan Regency, Riau Province – INDONESIA		
<b>Subsidiary of (if applicable)</b>	PT Inti Indosawit Subur		
<b>Contact Name</b>	Mrs. Asrini Subrata		
<b>Website</b>	<a href="http://www.asianagri.co.id">www.asianagri.co.id</a>	<b>E-mail</b>	<a href="mailto:asrini_subrata@asianagri.com">asrini_subrata@asianagri.com</a>
<b>Telephone</b>	+62 21 230 1119	<b>Facsimile</b>	+62 21 230 1120

2. RSPO Certification Information			
<b>Certificate Number</b>	SPO 565807	<b>Originally Registered Date</b>	01/03/2011
		<b>Expiry Date</b>	29/02/2021
<b>Scope of Certification</b>	Production of CPO and PK at Ukui 2 Palm Oil Mill and Soga Estate with 6 cooperatives as supply base.		
<b>Palm Oil Mill Capacity</b>	75 tons FFB/hour		
Other Certifications			
<b>Certificate Number</b>	<b>Standard(s)</b>	<b>Certificate Issued by</b>	<b>Expiry Date</b>
EU-ISCC-Cert-DE100-20151998	ISCC (Ukui II POM)	SGS	3 <sup>rd</sup> February 2015 – 2 <sup>nd</sup> February 2016
ID05/65250	ISO 14001:2004	SGS	10 <sup>th</sup> June 2017

**RSPO Public Summary Report**  
**Revision 1 (Sept/2014)**

<b>3.Location(s) of Mill &amp; Supply Bases</b>			
<b>Name (Mill / Supply Base)</b>	<b>Location [Map Reference #]</b>	<b>GPS</b>	
		<b>Easting</b>	<b>Northing</b>
Ukui 2 Palm Oil Mill	Ukui Village, Ukui District, Pelalawan Regency	102° 07' 01" E	00° 16' 37" S
Soga Estate	Ukui Village, Ukui District, Pelalawan Regency	102° 02' 43" - 102° 11' 37" E	00° 10' 5" S - 00° 17' 18" S
KUD Tani Subur	Sei Beberas Village, SP 1 Lala, Lubuk Batu Jaya District, Indragiri Hulu Regency	102° 07' 53" E	00° 23' 10" S
KUD Karya Tani	Sei Beras beras Village, SP 2 Lala, Lubuk Batu Jaya District, Indragiri Hulu Regency	102° 04' 59" E	00° 23' 15" S
KUD Mekar Abadi	Tasik Juang Village, SP 3 Lala, Lubuk Batu Jaya District, Indragiri Hulu Regency	102° 05' 01" E	00° 22' 37" S
KUD Trani Maju	Pontian Mekar Village, SP 4 Lala, Lubuk Batu Jaya District Indragiri Hulu Regency	102° 05' 03" E	00° 20' 35" S
KUD Tani Bahagia	Kulim Jaya Village, SP 5 Lala, Lubuk Batu Jaya District, Indragiri Hulu Regency	102° 07' 31" E	00° 22' 50" S
KUD Usaha Tani	Air Putih Village, SP 6 Lala, Lubuk Batu Jaya District, Indragiri Hulu Regency	102° 07' 31" E	00° 18' 16" S

<b>4a. Description of Own Certificate Supply Base</b>								
<b>Estate</b>		<b>Mature (Ha)</b>	<b>Immature (Ha)</b>	<b>Total Planted (Ha)</b>	<b>HCV* Area (Ha)</b>	<b>Infrastructure &amp; Other (Ha)</b>	<b>Total Hectare (Ha)</b>	<b>% of Planted</b>
Soga Estate		5,140	0	5,140	92.29	124	5,264	97.6
<b>Total Company-own estate</b>		<b>5,140</b>	<b>0</b>	<b>5,140</b>	<b>92.29</b>	<b>124</b>	<b>5,264</b>	<b>97.6</b>
<b>Scheme Smallholder</b>	<b>Number of member</b>	<b>Mature (Ha)</b>	<b>Immature (Ha)</b>	<b>Total Planted (Ha)</b>	<b>HCV Area (Ha)</b>	<b>Infrastructure &amp; Other (Ha)</b>	<b>Total Hectare (Ha)</b>	<b>% of Planted</b>
KUD Tani Subur	390	780	0	780	0	0	780	100
KUD Karya Tani	367	734	0	734	0	0	734	100
KUD Mekar Abadi	287	574	0	574	0	0	574	100
KUD Trani Maju	481	962	0	962	0	0	962	100
KUD Tani Bahagia	683	1,366	0	1,366	0	0	1,366	100
KUD Usaha Tani	646	1,292	0	1,292	0	0	1,292	100
<b>Total Scheme</b>	<b>2,584</b>	<b>5,708</b>	<b>0</b>	<b>5,708</b>	<b>0</b>	<b>0</b>	<b>5,708</b>	<b>100</b>

## RSPO Public Summary Report

### Revision 1 (Sept/2014)

<b>Smallholder</b>									
<b>Total</b>		<b>10,848</b>	<b>0</b>	<b>10,848</b>	<b>92.29</b>		<b>31.71</b>	<b>10,972</b>	<b>99.6</b>

\*) HCV area is part of the Total Land Use

<b>5. Plantings &amp; Cycle</b>									
<b>Estate</b>	<b>Age (Years) &amp; Percentage (%)</b>						<b>Tonnage / Year</b>		
	<b>0 - 3</b>	<b>4 - 10</b>	<b>11 - 20</b>	<b>21 - 25</b>	<b>26 - 30</b>	<b>Total</b>	<b>Estimated (Jan'15- Dec'15)</b>	<b>Actual (Jan'15- Dec'15)</b>	<b>Forecast (Jan'16- Dec'16)</b>
Soga Estate	0	10	2,737	2,393	0	5,140	149,046	122,848	142,792
KUD Tani Subur	0	0	0	780	0	780	18,456	18,542	17,180
KUD Karya Tani	0	0	0	734	0	734	17,468	19,550	18,229
KUD Mekar Abadi	0	0	0	574	0	574	13,243	14,557	13,535
KUD Trani Maju	0	0	0	962	0	962	22,791	27,626	24,822
KUD Tani Bahagia	0	0	0	1,366	0	1,366	32,834	36,741	35,143
KUD Usaha Tani	0	0	0	1,292	0	1,292	31,342	36,961	33,297
<b>Total Certified</b>	<b>0</b>	<b>10</b>	<b>2,737</b>	<b>8,101</b>	<b>0</b>	<b>10,848</b>	<b>285,180</b>	<b>276,825</b>	<b>284,998</b>
Supply FFB from third party/non-certified middlemen	-	-	-	-	-	-	35,000	93,228	50,000
<b>Total Non-Certified</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>35,000</b>	<b>93,228</b>	<b>50,000</b>
<b>Total Supply FFB</b>							<b>320,180</b>	<b>370,053</b>	<b>334,998</b>

<b>6. Certified Tonnage</b>									
<b>Mill</b>	<b>Estimated (Jan'15-Dec'15)</b>			<b>Actual (Jan'15-Dec'15)</b>			<b>Forecast (Jan'16-Dec'16)</b>		
	<b>FFB</b>	<b>CPO</b>	<b>PK</b>	<b>FFB</b>	<b>CPO</b>	<b>PK</b>	<b>FFB</b>	<b>CPO</b>	<b>PK</b>
Ukui 2 POM	285,180	63,930	15,400	276,825	60,438	14,695	284,998	63,417	15,105
<b>Total</b>	<b>285,180</b>	<b>63,930</b>	<b>15,400</b>	<b>276,825</b>	<b>60,438</b>	<b>14,695</b>	<b>284,998</b>	<b>63,417</b>	<b>15,105</b>

<b>7. Actual Certified Palm Production (Jan'15-Dec'15)</b>			
<b>MILL</b>	<b>CAPACITY (mt/hr)</b>	<b>CPO (MT)</b>	<b>PK (MT)</b>
Ukui 2 POM	75 tons FFB/hour	60,438	14,695

**RSPO Public Summary Report**  
**Revision 1 (Sept/2014)**

8. Actual Sales of Certified Palm Products (Jan'15-Dec'15)				
MILL	Certified CPO Sold (MT)	Certified (MT)	PK Sold	Remarks
Ukui 2 POM	7,035.13		6,668.71	Sales of certified palm products in eTrace

9. Actual Certified FFB Received Monthly – (Jan'15-Dec'15)			
Month	Certified Supply Base & weight (MT)		
	Soga Estate	Scheme Smallholder	Total FFB/Month (MT)*
Jan 15	9,911	11,330	21,241
Feb 15	9,142	10,844	19,986
Mar 15	10,576	10,915	21,491
Apr 15	8,178	13,380	21,558
May 15	5,791	13,528	19,319
Jun 15	6,577	13,956	20,533
Jul 15	5,778	13,268	19,046
Aug 15	16,300	14,352	30,652
Sep 15	14,341	13,976	28,317
Oct 15	13,659	12,964	26,623
Nov 15	11,162	13,145	24,307
Dec 15	11,432	12,320	23,752
<b>Total</b>	<b>122,847</b>	<b>153,978</b>	<b>276,825</b>

## 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,

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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 11-15<sup>th</sup> January 2016. 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 the estate. 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.

BSI is using RSPO P&C Generic Standard 2013 and RSPO Supply Chain Requirement for CPO Mill, 2014 during the assessment. The approach to the audit was to treat each mill and its supply base as an RSPO Certification Unit. The mill was audited together with the plantations of its supply base. A range of environmental and social factors were covered. These included consideration of topography, palm age, proximity to areas with HCVs, declared conservation areas and local communities. BSI only focuses to seek compliance to ensure each certification unit could demonstrate full compliance against RSPO P&C Generic 2013 and RSPO Supply Chain Requirement for CPO Mill.

The methodology for collection of objective evidence included physical site inspections, observation of tasks and processes, interviews of staff, review of documentation and monitoring data. Checklists and questionnaires were used to guide the collection of information. The comments made by external stakeholders were also taken into account in the assessment.

Public Stakeholder Notification dated 4<sup>th</sup> November 2015, more than 30 days prior to the recertification assessment. No written or verbal 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 PT Inti Indosawit Subur – Ukui group certification unit's environmental and social performance.

Meetings and interviews 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

**RSPO Public Summary Report**  
**Revision 1 (Sept/2014)**

relationship between the stakeholder and the company before discussions proceeded. The interviewer recorded comments made by stakeholders and these have been incorporated into the assessment findings.

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

<b>Assessment Program</b>					
<b>Name (Mill / Supply Base)</b>	<b>Year 1</b>	<b>Year 2</b>	<b>Year 3</b>	<b>Year 4</b>	<b>Year 5</b>
<b>Ukui 2 POM</b>	X	X	X	X	X
1. Soga Estate	X	X	X	X	X
2. Sampled KUD as scheme smallholders	X	X	X	X	X

**Tentative Date of Next Visit:** November 2016.

**Total No. of Mandays:** 11 mandays

**BSI Assessment Team for Recertification Assessment Visit comprises of:**

**Pratama Sedayu – Auditor (Lead Auditor)**

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.



**RSPO Public Summary Report**  
**Revision 1 (Sept/2014)****Haeruddin – 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.

**Eri Pradhana Bharata – Auditor (Team member)**

He holds bachelor from Trisakti University on 2001, majoring in Environment Engineering. He gets master degree from University of Parahyangan on 2004, majoring in Public Infrastructure Engineering. He has work experience of more than 5 years in otomotive manufacturing company and has working experience in Environmental, Health and Safety Management System. Eri has completed ISO9001, ISO14001 and OHSAS18001, ISPO (Indonesia Sustainable Palm Oil) lead auditor course and RSPO in-house training. He is fluently speaking in English and Bahasa Indonesia. During this assessment, he assessed on the aspects of environment, health and safety as well as smallholder audits.

**Doni Mardoni – 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 Certification 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 Sutablein 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.

**Nanang Muallib – Auditor (Team member)**

He holds a Bachelor degree in Forestry Technology from Bogor Agriculture University, 1999. He has 4 years experience worked in the Forest plantation company in Indonesia, and has experiences involves in the several RSPO certification audits as team member. He has attended the 5 days RSPO P&C Certification System Assessment Training held by PT Mutuagung Lestari on 2009 as well as 5 days ISO 9001 auditor training on 2009. He has been approved as an HCV Assessor under RSPO Scheme. He has been involved in many assessment related to the Forestry and Sustainable oil palm certification in Indonesia. He has experienced involves in RSPO certification assessments more than 15 different oil palm organizations (including mills and estates) in Indonesia. He is also familiar with RSPO P&C Certification assessment and qualified as audit team member. During this assessment, he assessed on the aspect of Legal, HCV identification and management, and also social community engagement and stakeholders consultation as well as smallholder audits.

**Accompanying Persons:** None.

## 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
- First Resources Limited Time Bound Plan – Appendix B
- RSPO Supply Chain Certification Assessment – Appendix F

### 3.2 Progress against Time Bound Plan

PT Inti Indosawit Subur - Ukui 2 Palm Oil Mill is part of PT Inti Indosawit Subur, member to RSPO No.1-0022-06-000-00 since 2006. 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 in compliance the partial certification for the following issues:

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

The nonconformity is listed below. The summary report of the assessment by criteria is listed in Appendix A. During the recertification assessment there was two (2) minor nonconformities raised at PT Inti Indosawit Subur – Ukui 2 certification unit. The certification unit submitted Corrective Action Plans for the nonconformities. 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 nonconformities will be followed up during the next surveillance assessment.

**RSPO Public Summary Report**  
**Revision 1 (Sept/2014)**

Non-Conformity		
NCR #	Description	Category (Major/Minor)
1284862N1	<b>Requirements</b> 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.	Minor
	<b>Evidence of Nonconformity</b> In KUD Usaha Tani medicines inside first aid kit found to be expired.	
	<b>Statement of Nonconformity</b> In KUD Usaha Tani medicines inside first aid kit found to be expired.	
1284862N2	<b>Requirements</b> Indicator 5.3.3 A waste management and disposal plan to avoid or reduce pollution shall be documented and implemented.	Minor
	<b>Evidence of Nonconformity</b> Based on field visit to KUD Tani Bahagia, KT223, KT144, KT145, KT225; empty fertilizer plastic thrown into oil palm field.	
	<b>Statement of Nonconformity</b> The disposal of empty fertilizer plastic does not meet waste management plan in KUD Tani Bahagia.	

Observation	
OBS #	Description
1	Indicator 2.2.2 Scheme manager needs to ensure all oil palm plantation blocks equipped with boundary pole onsite.
2	Indicator 4.4.2 Scheme smallholder could improve consistency in prohibiting agrochemical application for area adjacent to water body.

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.
03	Company put great attention to the development of smallholder.

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 PT Inti Indosawit Subur – Ukui Group 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><b>Feedback, Comment and Input</b>  <b>Dinas Tenaga Kerja dan Transmigrasi Kabupaten Pelalawan (Manpower and Transmigration Office – Pelalawan Regency)</b></p> <ul style="list-style-type: none"> <li>- On 04/12/2015, worker union “Serikat Pekerja Kebun Ukui” logged in complaint through letter No.SP3/SPSI/KSA/PUD/12/2015. The complaint to manpower office consist of request to company that children of employee given opportunity to work in company, become permanent worker; Hiring temporary employee into permanent worker; Company should put attention on extra fooding for employee worked overtime more than 7 hours.</li> <li>- Company has consistently sent routine report of safety committee/safety performance, manpower data report, has implement wage as per minimum wage regulation.</li> <li>- Manpower office does not received complaint related to overtime.</li> </ul> <p><b>Management Responses</b></p> <ul style="list-style-type: none"> <li>- Company has processed the hiring application to become permanent worker.</li> <li>- In the future, hiring process will be routine.</li> </ul> <p><b>Audit Team Findings</b></p> <p>Audit team verifying the complaint logged and request feedback from company. Audit team noted the progress being made. Audit team will continue to monitor the progress during subsequent assessment.</p>
2	<p><b>Feedback, Comment and Input</b>  <b>Badan Lingkungan Hidup Kabupaten Pelalawan (Environmental Office – Pelalawan Regency)</b></p> <ul style="list-style-type: none"> <li>- Company is reporting the implementation of Environmental Management/Monitoring Plan, the hazardous waste management report, land application report, fire monitoring and fire fighting report, and emission test report. Company has environmental permit, land application permit, and hazardous waste storage permit.</li> <li>- It’s confirmed some of the permit is in extension process.</li> <li>- There is no land fire in the area of Ukui Estate and Soga Estate. Fire monitoring and fire fighting reported routinely to environmental office.</li> <li>- There is no report on pollution from company operation both palm oil mill and estate side.</li> <li>- Badan Lingkungan is in cooperation with Ukui Estate to manage domestic waste in form of rubbish bank.</li> </ul> <p><b>Management Responses</b></p>

	<p>Company acknowledged the comment and committed to improve the performance of environment management system.</p> <p><b>Audit Team Findings</b>          Audit team accepted the progress made to extension of environmental permits. Audit team will continue to monitor PT Inti Indosawit Subur - Ukui Group' environmental management performance.</p>
3	<p><b>Feedback, Comment and Input</b>  <b>Dinas Kehutanan dan Perkebunan Kabupaten Pelalawan (Forestry and Plantation Service – Pelalawan Regency).</b></p> <ul style="list-style-type: none"> <li>- Company has not submitted "Laporan Perkembangan Usaha Perkebunan (LPUP) tahun 2015" – Plantation Business report 2015. The latest LPUP submitted for period 01-06/2014, through letter No.279/ES-KUK/EXT/08/14.</li> <li>- Company needs to submit the replanting plan for scheme smallholder.</li> <li>- In 06/2015, "Dinas Kehutanan dan Perkebunan Kabupaten Pelalawan" conducted capacity building for scheme smallholder.</li> <li>- No land fire in location of PT Inti Indosawit Subur – Ukui Group area;</li> <li>- No report received about water and air pollution from company's operational activity;</li> <li>- Pelalawan Regency through "Badan Pelayanan Modal dan pelayanan Izin Terpadu (BPMP2T)" has not been able to granted "Surat Tanda Daftar Budidaya/STDB" for scheme smallholder of oil palm plantation.</li> </ul> <p><b>Management Responses</b></p> <ul style="list-style-type: none"> <li>- PT Inti Indosawit Subur – Ukui Group has submitted the "Laporan Perkembangan Usaha Perkebunan (LPUP) tahun 2015" – Plantation Business report 2015, on 13/01/2016. Evidence of report submission/receipt is available from "Dinas Kehutanan dan Perkebunan Kabupaten Pelalawan".</li> <li>- Company will follow up and submit the scheme smallholder replanting plan to "Dinas Kehutanan dan Perkebunan Kabupaten Pelalawan".</li> <li>- PT Inti Indosawit Subur – Ukui Group will coordinate with "Dinas Kehutanan dan Perkebunan Kabupaten Pelalawan" related to issuance of STDB. The said STDB can only issued by Regent of Pelalawan.</li> </ul> <p><b>Audit Team Findings</b>          Audit team verified and accepted the progress made related to submission of "Laporan Perkembangan Usaha Perkebunan (LPUP) tahun 2015". Audit team will continue to monitor PT Inti Indosawit Subur - Ukui Group' performance in reporting to relevant authorities.</p>
4	<p><b>Feedback, Comment and Input</b>  <b>Dinas Koperasi dan Usaha Mikro Kecil dan Menengah Kabupaten Pelalawan (Cooperative, Micro, Small and Medium Enterprise Service, Pelalawan Regency)</b></p> <ul style="list-style-type: none"> <li>- All cooperative, the scheme smallholder of PT Inti Indosawit Subur – Ukui Group has a complete and valid legality document. The legality document in form of "akta pendirian" (establishment deed), "anggaran dasar/anggaran rumah tangga" (statute and bylaws), etc.</li> <li>- "Dinas Koperasi dan Usaha Mikro Kecil dan Menengah Kabupaten Pelalawan" has issued legal entity letter for all cooperative.</li> <li>- Each cooperative has conducted "Rapat Anggota Tahunan/RAT" (general member meeting) every year, regularly. The meeting discussing cooperative organization, membership and financial report.</li> <li>- "Dinas Koperasi dan Usaha Mikro, Kecil dan Menengah Kabupaten Pelalawan" always attended cooperative's general member meeting.</li> </ul> <p><b>Management Responses</b>          Company and cooperatives acknowledged the comment and has committed to improve the performance of accompaniment upon cooperative/scheme smallholder organization.</p> <p><b>Audit Team Findings</b>          Positive feedback noted.</p>

<p>5</p>	<p><b>Feedback, Comment and Input</b>  <b>Serikat Pekerja Seluruh Indonesia/SPSI Kebun Ukui, Kebun Soga, Pabrik Kelapa Sawit Ukui 1 dan Pabrik Kelapa Sawit Ukui 2 (Worker union of Ukui Estate, Soga Estate, Ukui 1 POM and Ukui 2 POM)</b></p> <ul style="list-style-type: none"> <li>- The worker union is registered under "Serikat Pekerja-PPP Serikat Pekerja Seluruh Indonesia Pengurus Unit Kerja PT Inti Indosawit Subur", "anggaran dasar/anggaran rumah tangga" is acknowledged, with member of 570 workers. The worker union organisation structure has been registered in "Dinas Tenaga Kerja dan Transmigrasi Kabupaten Pelalawan";</li> <li>- PT Inti Indosawit Subur – Ukui Group has implemented salary payment as per minimum wage regulation. There is no worker complaint related to minimum wage payment.</li> <li>- Should any complaint from worker, for example related to working tools, will be settled through discussion with field assistant.</li> <li>- During morning muster, all worker being reminded on the work quality, use of PPE, condition of infrastructure, discipline in line of work and prohibition on sexual harassment.</li> <li>- Company does not discriminating the worker and does not employ worker under 18 years old.</li> <li>- Company has several policy in relevant to worker such as minimum age for work, equal opportunity, not discrimination, anti-corruption, sexual harassment and protecting female worker reproductive.</li> </ul> <p><b>Management Responses</b>  Company and cooperatives acknowledged the comment from worker union and has committed to improve the industrial relationship, worker welfare for all workers.</p> <p><b>Audit Team Findings</b>  Overall positive comment. Audit team will continue to monitor the industrial relationship between PT Inti Indosawit Subur – Ukui Group with the employee.</p>
<p>6</p>	<p><b>Feedback, Comment and Input</b>  <b>Komite Gender Ukui Grup (Gender Committee of PT Inti Indosawit Subur – Ukui Group)</b></p> <ul style="list-style-type: none"> <li>- The gender committee is active. The gender committee organization structure has been approved on 11/02/2013. The chairwoman: Mrs.Khalizah Saragih, treasurer: Mrs. Iin Suhartini, secretary: Mrs.Nurmala.</li> <li>- In 2014 and 2015, there has been no case of sexual harassment. Company upheld the rights of female worker.</li> <li>- Every three months, gender committee meeting with management; discussing female right and work condition for female worker.</li> <li>- If sexual harassment occurred to female worker, gender committee will protect and encourage the victim to process the complaint report with gender committee to settle the process.</li> </ul> <p><b>Management Responses</b>  Company acknowledged the comment, and will always support with gender committee activity.</p> <p><b>Audit Team Findings</b>  Positive feedback noted and incorporated into assessment finding.</p>
<p>7</p>	<p><b>Feedback, Comment and Input</b>  <b>Local contractor</b></p> <ul style="list-style-type: none"> <li>- PT Inti Indosawit Subur is empowering local community around plantation, providing opportunity for local business. For example transporting empty fruit bunch.</li> <li>- The empty fruit bunch transport payment is ontime. There is no late payment.</li> <li>- Plantation road is in good condition, contractor transport armada can operate smoothly. Company perform regular road maintenance.</li> <li>- Company emphasize to all contractor to abide to work agreement. Contractor worker must use personal protective equipment during work. Risk during work is responsible of contractor.</li> </ul> <p><b>Management Responses</b></p>

**RSPO Public Summary Report**  
**Revision 1 (Sept/2014)**

	- Company acknowledged the comment, and will always support local business to the local business partners and local contractors. To improve monitoring on contractor's health and safety performance.
	<b>Audit Team Findings</b> Positive feedback noted and incorporated into assessment finding.
8	<p><b>Issues</b>  <b>Masyarakat Desa Kampung Baru, Kecamatan Ukui, Kabupaten Pelalawan (Local Community of Kampung Baru Village, Ukui Sub-district, Pelalawan Regency)</b></p> <ul style="list-style-type: none"> <li>- Majority of villagers is scheme smallholder PIR Trans, by PT Inti Indosawit Subur – Ukui group. Company presence can elevate community welfare.</li> <li>- Company is disseminating the replanting program for scheme smallholder.</li> <li>- Company is empowering local community economy through scheme smallholder program, hiring worker from local community, using local contractor for transporting FFB, transporting empty fruit bunch, and general contractor for building facilities.</li> <li>- Company has helped local community in form of building masjid, village road maintenance, etc.</li> </ul>
	<b>Management Responses</b> Company acknowledged the comment, will keep improving the CSR program.
	<b>Audit Team Findings</b> Positive feedback noted and incorporated into assessment finding.

**3.3.1 Status of Nonconformities Previously Identified and Observations**

A minor nonconformity from previous assessment has been followed up and closed.

Non-Conformity		
NCR #	Description	Category (Major/Minor)
1142537N1	<p><b>Requirements</b> Indicator 1.3.1 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.</p>	Minor
	<p><b>Evidence of Nonconformity</b> Based on interview with sampled workers, they have not received communication/dissemination of such policy.</p>	
	<p><b>Statement of Nonconformity</b> Company is able to shows company policy - Kebijakan Perusahaan signed 12/10/2012; However the policy does not stated the policy to uphold code of ethical conduct. Furthermore, based on interview with sampled workers, they have not received communication/dissemination of such policy.</p>	
	<p><b>Actions</b> PT Inti Indosawit Subur is able to shows company policy - "Kebijakan Perusahaan" signed by Managing Director on 01/12/2014. The policy mentioned commitment to uphold code of ethical conduct. Company has communicating the policy to employee through notification board in Division office or live meeting. Record seen: Company policy briefing in Ukui 2 Palm Oil Mill on 07/01/2016, attended by 100 employees; Company policy briefing in Soga Estate on 12/12/2015, attended by 16 participants. Nonconformity closed on 15/01/2016.</p>	
	<p><b>Closed?</b> Yes</p>	
1142537N2	<p><b>Requirements</b> Indicator 4.7.5</p>	



**RSPO Public Summary Report**  
**Revision 1 (Sept/2014)**

	<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><b>Evidence of Nonconformity</b>  The nurse in company clinic has been trained with first aid handling; however cannot demonstrate first aider license as required by PerMeNaKer No.15 tahun 2008.</p> <p><b>Statement of Nonconformity</b>  Company was not able to demonstrate presence of licensed first aider, as required by PerMeNaKer No.15 tahun 2008.</p> <p><b>Actions</b>  In Soga Estate and Ukui 2 Palm Oil Mill under name Mrs.Marlina Purba, license No.566/DTKT-WAS/LC/P3K/102 valid 01/10/2015.  Further verification made, check on training record for first aider prepared to become license first aider, Mrs.Rocky Tindaon and Mrs.Samiasih training on first aider on 08-09/09/2015, license in process.  Nonconformity closed on 15/01/2016.</p> <p><b>Closed?</b>  Yes</p>	
1142537N3	<p><b>Requirements</b>  Indicator 4.7.6  All workers shall be provided with medical care, and covered by accident insurance.</p> <p><b>Evidence of Nonconformity</b>  Out of 151 workers in Ukui I POM, only 46 workers have undergone medical check up on 10-13th June 2014.</p> <p><b>Statement of Nonconformity</b>  Company cannot demonstrate provision of medical check up for all workers, once a year - at minimum; as required under regulation.</p> <p><b>Actions</b>  Medical check-up has been conducted on 20/08/2015 for all 105 workers in Ukui 1 Palm Oil Mill. Annual medical check up plan for 2016 is evident.  Nonconformity closed on 15/01/2016.</p> <p><b>Closed?</b>  Yes</p>	
1142537N4	<p><b>Requirements</b>  Indicator 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.</p> <p><b>Evidence of Nonconformity</b>  Based on document review upon "Dokumen Budget dan Realisasi Penggunaan Paraquat Kebun Ukui Tahun 2010 – 2014".</p> <p><b>Statement of Nonconformity</b>  During period of 2010 - 2014, Ukui Estate has established budget for paraquat - showing declining trend on yearly basis. However in 2014, the actual use of paraquat increased significantly, exceeding budget and compared to 2013.</p> <p><b>Actions</b>  PT Inti Indosawit Subur - Ukui estate has submitted corrective action plan.</p>	



**RSPO Public Summary Report**  
**Revision 1 (Sept/2014)**

	<p>The use of Gramoxone (active ingredients Paraquat) in Ukui Estate declines from 516.4 liters in 2014 down to 461.7 liters in 2015.          Nonconformity closed on 15/01/2016.</p> <p><b>Closed?</b>          Yes</p>	
<p>1142537N5</p>	<p><b>Requirements</b>          Indicator 5.3.3          A waste management and disposal plan to avoid or reduce pollution shall be documented and implemented.</p> <p><b>Evidence of Nonconformity</b>          Based on field visit, it was found:          1. The infectious medical waste was stored in hazardous waste store (Gudang TPS B3) exceeds time limit allowed by current license (180 days);          2. Based on field visit to Soga Estate, the implementation of domestic waste management was not in line with company waste management plan. Domestic waste was collected in gunny bag;          3. The oil trap under fuel tank in Soga Estate found to be inadequate to contain the oil spillage during high rainfall;</p> <p><b>Statement of Nonconformity</b>          A number of findings related to disposal plan to avoid or reduce pollution:          1. The infectious medical waste was stored in hazardous waste store (Gudang TPS B3) exceeds time limit allowed by current license (180 days);          2. Based on field visit to Soga Estate, the implementation of domestic waste management was not in line with company waste management plan;          3. The oil trap under fuel tank in Soga Estate found to be inadequate to contain the oil spillage during high rainfall;</p> <p><b>Actions</b>          Verification to Soga Estate:          1. The hazardous waste storage management has been improved. PT Inti Indosawit Subur has an agreement in transporting the hazardous waste with contractor: "Perjanjian Kerjasama antara PT Inti Indosawit Subur dengan PT Shali Riau Lestari No.031/SRL-PKU/MOU/III/2015 dated 09/02/2015; valid up to 22/02/2016.          Record seen: "Catatan Serah-Terima Limbah B3" date 16/10/2015, hazardous waste store received 310 pieces empty pesticide container, 220 liters use oil, 3 pile medical/infectious waste, 180 liters waste oil, 35 kg contaminated rag and 90 pieces filter from Soga Estate.          "Catatan Serah-Terima Limbah B3" date 17/11/2015, hazardous waste store send 13.5 drums empty pesticide container, 10 drums of jerry can, 16 drums empty paint bucket, 1 drum medical/infectious waste, 46 kg pieces used battery, 1 drum dirty oil, 1 drum dirty HSD oil to PT Shali Riau Lestari.          The transporting manifest of hazardous waste:          Manifest PT Shali Riau Lestari No.AAO0005471 for transport of 1 pile of infectious waste on 17/11/2015, through PT Shali Riau Lestari to PT Wastec International.          2. Domestic waste management in Soga Estate has been improved. The current practice for domestic waste is handled by "Dinas Kebersihan Kabupaten Pelalawan", where inorganic waste sent to municipal waste facility. While organic waste being composted. The housing complex found to be in clean condition.          3. Secondary containment for fuel tank in Soga Estate has been repaired. No more cracking signs, outlet pie has been installed with valve, and the valve in closed condition.          Nonconformity closed on 15/01/2016.</p>	

**RSPO Public Summary Report**  
**Revision 1 (Sept/2014)**

	<p><b>Closed?</b> Yes</p>	
1142537N6	<p><b>Requirements</b> Indicator 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.</p> <p><b>Evidence of Nonconformity</b> Based on document review upon SIA document and Laporan Pelaksanaan RKL/RPL period I/2014, social management and monitoring plan has not been reviewed, with participation of affected parties.</p> <p><b>Statement of Nonconformity</b> Company is not able to demonstrate adequate evidence that social impact management and monitoring plans are monitored and reviewed, with participation of affected parties.</p> <p><b>Actions</b> Based on verification upon document "Laporan pelaksanaan RKL-RPL semester I tahun 2015", CSR program 2016 and interview with interested parties - PT Inti Indosawit Subur has integrating social impact assessment and participation from stakeholders. Nonconformity closed on 15/01/2016.</p> <p><b>Closed?</b> Yes</p>	
1142537N7	<p><b>Requirements</b> Indicator 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.</p> <p><b>Evidence of Nonconformity</b> Based on document review upon procedure</p> <p><b>Statement of Nonconformity</b> Company is not able to demonstrate the current procedure for land compensation is taking 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.</p> <p><b>Actions</b> Company has a procedure to settle land conflict as in Standard Operating Procedure (SOP) No.AA-GL-5003.1-RI related to land conflict handling, issued 05/12/2009 - revised 22/08/2011. The mechanism regulating FPIC, negotiation, participative mapping and measurement, including involvement of relevant parties or neighboring land with conflicting area. This is strengthen with company policy dated 01/12/2014 stating company takes into account gender differences, ethnic groups, ownership and access to land, differences of transmigrants and long-established communities. Nonconformity closed on 15/01/2016.</p> <p><b>Closed?</b> Yes</p>	
1142537N8	<p><b>Requirements</b></p>	

**RSPO Public Summary Report**  
**Revision 1 (Sept/2014)**


	<p>Indicator 6.11.1          Contributions to local development that are based on the results of consultation with local communities shall be demonstrated.</p> <p><b>Evidence of Nonconformity</b>          Based on document review upon "Program CSR tahun 2014 dan 2015", record of consultation with local communities to prepare contribution program was not adequate.</p> <p><b>Statement of Nonconformity</b>          There is not adequate evidence the contributions to local development are based on the results of consultation with local communities.</p> <p><b>Actions</b>          PT Inti Indosawit Subur has consulted all interested parties to prepare contribution program. Based on stakeholder consultation with Bagan Limau village and Air Hitam village, company has in consultation and communicating CSR program to communities. For example, the Quran Learning building for Bagan Limau village proposed for CSR program 2016.          Nonconformity closed on 15/01/2016.</p> <p><b>Closed?</b>          Yes</p>	
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**3.3.2 Summary of the Nonconformities and Status**

CAR Ref.	CLASS	ISSUED	STATUS
AS01/2011/UkuiSH4.6.4	Major Smallholder	23/12/2011	Closed 20/02/2012
AS02/2011/UkuiSH6.5.1	Major Smallholder	23/12/2011	Closed 20/02/2012
AS01/2012/UkuiASA01 2.2.5	Minor	23/02/2012	Closed 09/02/2013
AS02/2012/UkuiASA01 6.1.2	Minor	23/02/2012	Closed 09/02/2013
AS03/2011/UkuiASA01 5.2.2	Minor Smallholder	23/02/2012	Closed 09/02/2013
AS04/2011/UkuiASA01 6.1.3	Minor Smallholder	23/02/2012	Closed 09/02/2013
A845131/1 2.1.1	Major	09/02/2013	Closed 02/04/2013
A845131/2 2.2.1	Major	09/02/2013	Closed 08/04/2013
A845131/3 4.8.2	Major	09/02/2013	Closed 02/04/2013
A845131/4 5.3.2	Major	09/02/2013	Closed 08/04/2013
A845131/5 6.3.1	Major	09/02/2013	Closed 08/04/2013
A845131/6 6.5.1	Major	09/02/2013	Closed 08/04/2013
A845131/7 4.6.2	Major Smallholder	09/02/2013	Closed 02/04/2013
A845131/8 E.1.1 SCC	Major SCC	09/02/2013	Closed 02/04/2013
A845131/9 E.3.1 SCC	Major SCC	09/02/2013	Closed 02/04/2013
A845131/10 E.5.1 SCC	Major SCC	09/02/2013	Closed 08/04/2013
A845131/1 4.1.4	Minor	09/02/2013	Closed 30/11/2013
A845131/2 4.4.2	Minor	09/02/2013	Closed 30/11/2013
A845131/3 4.7.5	Minor	09/02/2013	Closed 30/11/2013
A845131/4 4.7.8	Minor	09/02/2013	Closed 30/11/2013
A845131/5 4.7.10	Minor	09/02/2013	Closed 30/11/2013
A845131/6 4.6.6	Minor Smallholder	09/02/2013	Closed 30/11/2013
A845131/7 6.2.4	Minor Smallholder	09/02/2013	Closed 30/11/2013
A845131/8 6.10.3	Minor Smallholder	09/02/2013	Closed 30/11/2013
998107M17 5.3.2	Major	30/11/2013	Closed 30/01/2014
998107N15 4.3.2	Minor	30/11/2013	Closed 10/01/2015
998107N14 6.5.1	Minor	30/11/2013	Closed 10/01/2015
1142537M1 5.3.2	Major	10/01/2015	Closed 28/02/2015

**RSPO Public Summary Report**  
**Revision 1 (Sept/2014)**

1142537M2 5.3.1	Major Smallholder	10/01/2015	Closed 02/03/2015
116878M1 D.6.2	Major SCC	20/03/2015	Closed 06/04/2015
1142537N1 1.3.1	Minor	10/01/2015	Closed 15/01/2016
1142537N2 4.6.4	Minor	10/01/2015	Closed 15/01/2016
1142537N3 4.7.5	Minor	10/01/2015	Closed 15/01/2016
1142537N4 4.7.6	Minor	10/01/2015	Closed 15/01/2016
1142537N5 5.3.3	Minor	10/01/2015	Closed 15/01/2016
1142537N6 6.1.4	Minor	10/01/2015	Closed 15/01/2016
1142537N7 6.4.2	Minor	10/01/2015	Closed 15/01/2016
1142537N8 6.11.1	Minor	10/01/2015	Closed 15/01/2016
1142537N9 4.7.4	Minor Smallholder	10/01/2015	Closed 15/01/2016
1284862N1	Minor	15/01/2016	"Open"
1284862N2	Minor	15/01/2016	"Open"

<b>Assessment Conclusion and Recommendation</b>	
<p>It is concluded that PT Inti Indosawit Subur – Ukui 2 Palm Oil Mill Certification Unit and supply base complies with the RSPO P&amp;C 2013 and RSPO Supply Chain Certification Standard (Nov 2014) for CPO Mill. It is recommended that the Re-Certification assessment is approved.</p>	
<b>Acknowledgement of Assessment Findings by Client representative</b>	<b>Report prepared by BSI</b>
<b>Name :</b> Welly Pardede	<b>Name :</b> Pratama A Sedayu
<b>Company name :</b> <b>PT Inti Indosawit Subur</b> (Ukui 2 Palm Oil Mill)	<b>Company name :</b> <b>BSI Malaysia Services Sdn Bhd</b>
<b>Title :</b> Head of Sustainability	<b>Title :</b> Lead auditor
<b>Signature :</b> 	<b>Signature :</b> 

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

Criterion / Indicator	Assessment Findings	Compliance
<b>Principle 1: Commitment to Transparency</b>		
<b>Criterion 1.1:</b>	Growers and millers provide adequate information to relevant stakeholders on environmental, social and legal issues relevant to RSP0 Criteria, in appropriate languages and forms to allow for effective participation in decision making.	

**RSPO Public Summary Report**  
**Revision 1 (Sept/2014)**

Criterion / Indicator	Assessment Findings	Compliance
<p>1.1.1</p> <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>PT Inti Indosawit Subur – Ukui Group has a procedure for handling information request and providing response, under “SOP Penanganan Permintaan Informasi Stakeholder” No.AA-GL-5008.1-R1, dated 22/08/2011. In general, the SOP explains company’s step upon receiving information and responding such information request. Information request received in form of verbal communication, through letter or through representative appointed by community. Incoming information will be received by public relation officer and recorded in logbook. If information comes through verbal communication, public relation officer then creates minutes and sign by both parties.</p> <p>The information received then channeled to relevant party: mill manager/estate manager/group manager or regional office. Each has their authority in decision making. Public relation officer updating the logbook status, in order to provide update information to interested party. At maximum 14 days after information request received, response shall be given. Records of information request kept for minimum three (3) years.</p> <p>PT Inti Indosawit Subur – Ukui Group is communicating the procedure to community of Desa Air Hitam and Desa Bagan Limau.</p> <p>Record of information request and response/information logbook is maintained by company. Seen and verified.</p> <p>Scheme smallholder:  KUD Tani Bahagia and KUD Usaha Tani: Cooperatives have a mechanism to provide information. The procedure explains mechanism to receive and respond to information/inquiry from stakeholders. The response time sets to a maximum 14 working days since the inquiry received.</p>	<p>Yes</p>

**RSPO Public Summary Report**  
**Revision 1 (Sept/2014)**

Criterion / Indicator		Assessment Findings	Compliance
1.1.2	Records of requests for information and responses shall be maintained. -Major compliance	<p>Record of information request and response/information logbook is maintained by company. Records of information request and response provided by company is kept for minimum three (3) years. Seen and verified.</p> <p>Example: On 08/09/2015, company provides report related to ground water use to "Dinas Pertambangan dan mineral Kabupaten Pelalawan".</p> <p>Scheme smallholder: KUD Tani Bahagia: KUD maintains the record of response upon information request under information logbook, kept for 3 years. Example: Information request by police related to salary security dated 30/11/2015.</p> <p>KUD Usaha Tani: All information requests and response to information request recorded under "Logbook Informasi yang Memadai kepada Stakeholder". Up to 12/2015, there were 86 information requests to KUD Usaha Tani. Example: Information from Scheme manager related to Limited Pesticide Training received on 17/08/2015. As a response, on 21/08/2015, KUD Usaha Tani sent a letter No.59/KUD-UT/VIII/2015 to Kelompok Tani 162 – Karya Damai related to Limited Pesticide Training plan.</p>	Yes
<p><b>Criterion 1.2:</b>  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>			



**RSPO Public Summary Report**  
**Revision 1 (Sept/2014)**

Criterion / Indicator	Assessment Findings	Compliance
<p>1.2.1</p> <p>Publicly available documents shall include, but are not necessary limited to:</p> <ul style="list-style-type: none"> <li>• Land titles/user rights (Criterion 2.2);</li> <li>• Occupational health and safety plans (Criterion 4.7);</li> <li>• Plans and impact assessments relating to environmental and social impacts (Criteria 5.1, 6.1, 7.1 and 7.8);</li> <li>• HCV documentation (Criteria 5.2 and 7.3);</li> <li>• Pollution prevention and reduction plans (Criterion 5.6);</li> <li>• Details of complaints and grievances (Criterion 6.3);</li> <li>• Negotiation procedures (Criterion 6.4);</li> <li>• Continual improvement plans (Criterion 8.1);</li> <li>• Public summary of certification assessment report;</li> <li>• Human Rights Policy (Criterion 6.13).</li> </ul> <p>- Major compliance -</p>	<p>Company has a set of publicly available document. The provision of publicly available document segregates based on stakeholder category: Government, community and NGO: AMDAL document, RKL/RPL report, Social Impact Assessment, HCV identification and monitoring report, land permit (Izin Lokasi – location permit, Izin Prinsip – principle permit, HGU/land title certificate), environmental permit, palm oil mill machinery permits and licenses, safety committee report, plantation business progress report, conservation management plan document, environmental management program, corporate social responsibility/CSR documents, FFB price, forest and land fire fighting report, ground water use report, tax and retribution payment documents, radio station permit, company policies, continuous improvement program, social procedures, hazardous waste handling report, POME land application permit and report, manpower report, employee’s medical check up result, physical and chemical analysis of river water, land compensation report, public summary report.</p> <p>A number of documents are determined to be available for public, with approval from management:</p> <ol style="list-style-type: none"> <li>1. Laporan RKL-RPL (environmental management and monitoring report);</li> <li>2. Laporan neraca limbah B3 (hazardous waste balance report);</li> <li>3. Laporan limbah cair dan padat (solid and liquid waste report);</li> <li>4. Laporan penggunaan air permukaan dan air bawah tanah (Underground and surface water usage report);</li> <li>5. Laporan P2K3 (health and safety report);</li> <li>6. Wajib lapor tenaga kerja (manpower report);</li> <li>7. Laporan Perkembangan usaha perkebunan (plantation business progress report);</li> <li>8. Laporan hasil monitoring high conservation value (high conservation value monitoring report);</li> <li>9. Laporan pemantauan dan pencegahan kebakaran lahan (land fire monitoring and prevention activity report);</li> <li>10. Laporan hasil MCU karyawan (employee’s medical checkup result);</li> <li>11. Laporan emisi udara (air emission test report);</li> <li>12. Laporan analisa fisik dan kimia sungai (river water’s physical and chemical test result).</li> </ol>	<p>Yes</p>

**RSPO Public Summary Report**  
**Revision 1 (Sept/2014)**

Criterion / Indicator	Assessment Findings	Compliance	
	<p>Scheme smallholder:            KUD Tani Bahagia: Cooperative determined the document accessible for public is cooperative' legality (Establishment deed, land certificates, tax payer number, business permit, AMDAL – Social Environmental Impact Assessment), HCV document, Social activity document, financial document, operational document, policies, as listed under "Daftar Dokumen yang Bisa Disalurkan".</p> <p>KUD Usaha Tani: Cooperative listed all documents accessible by public in "Dokumen yang Dapat Diakses Publik". The list consists of: Cooperative' legality (Establishment deed, land certificates, tax payer number, business permit, AMDAL – Social Environmental Impact Assessment), HCV document, Social activity document, financial document, operational document, Cooperative policy. Document such as Financial statement and Agronomic SOP are available upon approval.</p>		
<p><b>Criteria 1.3:</b>            Growers and millers commit to ethical conduct in all business operations and transactions.</p>			
<p><b>1.3.1</b></p>	<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>PT Inti Indosawit Subur – Ukui Group has a company policy/"Kebijakan Perusahaan", signed by Managing Director on 01/12/2014. The policy mentioned company's commitment to uphold and respect code of ethical conduct in all operation. The commitment including prevention of corruption, collusion and nepotism.</p> <p>The company policy is available on notice board. Company conducted dissemination sessions: In Ukui 2 POM, date 07/01/2016 attended by 100 workers; in Soga Estate on 12/12/2015 attended by 16 workers.</p> <p>Scheme smallholders:            KUD Tani Bahagia and KUD Usaha Tani: The cooperatives have their set of policy – "Kebijakan Koperasi", in which mention commitment to respect code of ethical conduct and prohibit any form of corruption, bribery and fraud on use of data and resources in cooperative operation. The policy has been disseminated to farmer members on a number of occasions.            "Kebijakan Koperasi" in KUD Usaha Tani dated 24/11/2015 and has been communicated to its 25 members.</p>	<p>Yes</p>
<p><b>Principle 2: Compliance with applicable laws and regulations</b></p>			
<p><b>Criterion 2.1:</b>            There is compliance with all applicable local, national and ratified international laws and regulations.</p>			

**RSPO Public Summary Report**  
**Revision 1 (Sept/2014)**

Criterion / Indicator	Assessment Findings	Compliance
<p>2.1.1 Evidence of compliance with relevant legal requirements shall be available.            - Major compliance -</p>	<p>Company has been able to demonstrate evidences of compliance with relevant legal requirements, such as:            Land ownership and lease:</p> <ul style="list-style-type: none"> <li>- Locations permit, as per "Surat Pencadangan Areal No.Kpts.379/VIII/1984 tentang Pencadangan Tanah Seluas 65,000 Ha di Daerah Buatan II Kecamatan Siak Kabupaten Tingkat II Bengkalis, Kecamatan Langgam dan Kecamatan Bunut, Kabupaten Tingkat II Kampar dan Kecamatan Pangkalan Kuras Kabupaten Kampar, Kecamatan Pasir Penyau Kabupaten Tingkat II Indragiri Hulu dalam rangka pengembangan Kelapa Sawit Pola PIR PT. Inti Indosawit Subur" dated 27/08/1984. The location permit covers area of 65,000 Ha for development of nucleus and scheme smallholders PT Inti Indosawit Subur.</li> <li>- "Izin Lokasi Bupati Pelalawan No.400/BPD/2003/011 tentang Pemberian Izin Lokasi untuk Pembangunan Perkebunan Kelapa Sawit atas nama PT. Inti Indosawit Subur seluas 3,100 Ha yang Terletak di Desa Ukui I dan Desa Ukui II, Kecamatan Ukui, Kabupaten Pelalawan, Propinsi Riau".</li> </ul> <p>Soga Estate:</p> <ul style="list-style-type: none"> <li>- Land Title - "Hak Guna Usaha/HGU No.78/HGU-BPN-RI" dated 19/12/2008 for 2,704.22 Ha. Certificate No.13, dated 09/06/2009.</li> <li>- Land Title - "Hak Guna Usaha/HGU No.16 issued by "Kantor Pertanahan Kabupaten Pelalawan" on 11/03/2010 based on "SK Kepala BPN No.115/HGU/BPNRI/2009" dated 08/09/2009 for 299.51 Ha as per "Surat Ukur"/measurement minutes No.01/AirHitam/2010. The HGU valid up to 11/03/2045.</li> <li>- Land Title - "Hak Guna Usaha/HGU No.01 issued by "Kantor Pertanahan Kabupaten Kampar" on 18/12/1989 based on "SK Kepala BPN No.04/HGU/1989" dated 27/04/1989 for 6,727.4 Ha as per "Surat ukur"/measurement minutes No.53/1988. HGU is valid until 31/12/2019. <i>Note: this land title is splitted up for Soga Estate 2,260.4 Ha and Ukui Estate 4,467 Ha. Therefore the total land title for Soga Estate (from 3 land titles) is 5,264 Ha.</i></li> <li>- Plantation Business Permit - "Izin Usaha Perkebunan (SPUP) No.185/MenTanHut/VII/2000", dated 03/11/2000, type of business oil palm plantation.</li> <li>- Plantation Business Permit - "Izin Usaha Perkebunan-Budidaya (IUP-B)" based on "Surat Keputusan Bupati Pelalawan No.Kpts.525.3/Dishutbun/2013/446" dated 29/05/2013 for 3,003.73 Ha (From HGU Soga Estate No.78/HGU-BPN-RI, dated 19/12/2008 of 2,704.22 Ha and "HGU SK Kepala BPN No.115/HGU/BPNRI/2009" dated 08/09/2009 for 299.51 Ha as per "Surat Ukur" No.01/AirHitam/2010. The HGU valid up to 11/03/2045) and "Izin Usaha Perkebunan-Pengolahan (IUP-P)" for PT Inti Indosawit Subur dated 29/05/2013 for 75 MT FFB/hour.</li> <li>- Document of land compensation (see indicator 2.2.3)</li> </ul>	<p>Yes</p>

**RSPO Public Summary Report**  
**Revision 1 (Sept/2014)**

Criterion / Indicator	Assessment Findings	Compliance
	<p>Ukui 2 POM machinery permits:</p> <ul style="list-style-type: none"> <li>- Boiler No.1 Akte Izin No.III/KU/PL/2004, N-1300 No.III/KU/PL/2004, latest inspection by PT Jesindo Mandiri on 01/06/2014, next inspection 02/06/2016;</li> <li>- Boiler No.2 Permit No.025/KU/PL/2004, latest inspection by PT Jesindo Mandiri on 01/06/2014, next inspection 02/06/2016;</li> <li>- Boiler No.3 Permit No.03/BP. 0028, latest inspection by PT Jesindo Mandiri on 01/06/2014, next inspection 02/06/2016;</li> <li>- Sterilizer No.1 – 4, latest inspection on 02/06/2014, next inspection 02/06/2016;</li> <li>- Weighbridge No.1, Permit No.510.302/METRO/1284/IV/2025 valid until 15/04/2016 and Weighbridge No.2, Permit No.510.302/METRO/1285/IV/2025 valid until 15/04/2016;</li> <li>- Back Pressure Vessel (Bejana uap), the last inspection on 02/06/2014, next inspection 02/06/2016;</li> <li>- Electrical installation, latest inspection on 03/07/2014, next inspection on 03/07/2016;</li> <li>- Steam turbine No.1 and 2, latest inspection 01/06/2014, the next inspection 02/06/2016;</li> <li>- Air Compressor No.097.BT/PLLWN/2005, latest inspection 02/06/2014, the next inspection 02/06/2016.</li> <li>- Genset No.1-2, Permit No.405/M-MD/PL/2005 and Permit No.406/M-MD/PL/2005, the last inspection 03/07/2014, the next inspection 03/07/2016.</li> </ul>	

**RSPO Public Summary Report**  
**Revision 1 (Sept/2014)**

Criterion / Indicator	Assessment Findings	Compliance
	<p>Scheme smallholder:  KUD Tani Bahagia:</p> <ul style="list-style-type: none"> <li>- SHM (Land rights) is available and it has been verified (see 2.2.1);</li> <li>- Legal Entity "Badan Hukum No.1690/BH/XIII/1992. Renewal based on "Badan Hukum No.178a/BH/PAD/PERINDAGKOP.UKM/II/2005", dated 16/02/2015, approved by "Menteri Negara Urusan Koperasi dan UKM RI", registered in "Dinas Koperasi Perindustrian Perdagangan dan Koperasi Usaha Kecil Menengah Kabupaten Indragiri Hulu", dated 16/02/2005.</li> <li>- The organizing committee "Struktur Pengurus KUD period 2014 – 2016", acknowledged by "Dinas Koperasi dan Usaha Kecil Menengah Kabupaten Indragiri Hulu", dated 26/05/2014.</li> <li>- Business Permit – "Izin Tempat Usaha/HO No.46/BPMD&amp;PPT/I/2015", dated 20/01/2015 valid for 5 years.</li> <li>- RAT (Annual Membership Meeting) is conducted annually; the last RAT 2014 was conducted on 28/03/2015.</li> <li>- SIUP (Trading permit) No.12/BPMD and PPT/SIUP-OM/I/2015 (Valid for 5 years).</li> <li>- "TDP Koperasi No.0406264001, dated 20/01/2015 (Valid for 5 years).</li> <li>- Tac payment number - "Nomor Pokok Wajib Pajak" No.01.488.548.7-213.000</li> </ul> <p>KUD Usaha Tani: KUD has a document called "Evaluasi Kepatuhan Hukum – KUD Usaha Tani", the evaluation covers regulation such as "UU RI No.25 tahun 1992 tentang Perkoperasian dan Pemasarakatannya Pasal 7 Pembentukan Koperasi dengan Akta Pendirian yang Memuat Anggaran Dasar" – evidence of compliance Akta Pendirian Koperasi No.07/KEP/KWK.494.1/I/1992; "PER08/MEN/VII/2010 tentang Alat Pelindung Diri" section 2, mentioned PPE provided by employer to employee for free – evidence of compliance hand over minutes; "Keputusan Bersama Menteri Pertanian dan Menteri Koperasi dan Pembinaan Pengusaha Kecil No.73/KPTS/OT.210/2/98 tentang Pembinaan dan Pengembangan Koperasi Unit Desa Bidang Perkebunan dengan Pola Kemitraan melalui Pemanfaatan Kredit kepada Koperasi Primer untuk Anggota" – evidence of compliance "Laporan Rapat Anggota Tahunan";</p>	

**RSPO Public Summary Report**  
**Revision 1 (Sept/2014)**

Criterion / Indicator	Assessment Findings	Compliance
<p>2.1.2</p> <p>A documented system, which includes written information on legal requirements, shall be maintained.</p> <p>- Minor compliance -</p>	<p>Mill and Estates:</p> <p>The company has updated the regulations that must be complied provided in Indonesian Legislation and international laws or its ratification. PT IIS demonstrate a list of all applicable regulations, which was evaluated and reviewed. Date of latest review on 11/05/2015. for instance:</p> <ul style="list-style-type: none"> <li>- "Peraturan Menteri Tenaga Kerja dan Transmigrasi No.12 tahun 2015 tentang K3 listrik".</li> <li>- "Peraturan Pemerintah Republik Indonesia No.101 Tahun 2014 tentang pengelolaan Limbah Bahan Berbahaya dan Beracun".</li> <li>- "Peraturan Menteri Lingkungan Hidup No.5 Tahun 2014 tentang Baku Mutu Air Limbah";</li> </ul> <p>Scheme smallholder:</p> <p>KUD Usaha Tani: KUD has a document called "Evaluasi Kepatuhan Hukum – KUD Usaha Tani", consist of evaluation upon 16 regulations, with total 55 items applicable. Tanda Daftar Koperasi No.04062640043 for KUD Usaha Tani, date of issue 28/04/2014, valid up to 28/04/2019. Tax registration number NPWP No.01.726.545.5-213.000, from 15/03/2001. Badan Hukum No.18/BH/KWK.4/5.1/1996. Deed of establishment "Akta Pendirian Koperasi Unit Desa Usaha Tani di UPT VI SKP VI PIR TRANS INTI SAWIT SUBUR KECAMATAN PANGKALAN KURAS KABUPATEN KAMPAR No.1628/BH/XIII" dated 28/12/1991. "Akta Perubahan Anggaran Dasar Koperasi Unit Desa Usaha Tani" approved by Minister of Cooperative No.118/BH/PAD/KWK.4/5.1/II/1996 dated 27/02/1996. "Laporan Pertanggungjawaban Pengurus dalam Rapat Anggota Tahunan 2014" dated 28/03/2015.</p> <p>KUD Tani Bahagia:</p> <p>"Evaluasi Kepatuhan Hukum" 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>	<p>Yes</p>

**RSPO Public Summary Report**  
**Revision 1 (Sept/2014)**

Criterion / Indicator	Assessment Findings	Compliance
2.1.3 A mechanism for ensuring compliance shall be implemented. - Minor compliance -	<p>Mill and Estates:            Company has a procedure to achieve compliance with relevant regulations under SOP-AA-GL-5001.1-R0. Evaluation against applicable regulations carried out on regular basis. A number of compliance against applicable regulation is in progress. PT IIS demonstrate document "Evaluasi Kepatuhan Hukum".            Sampled: The document has included the "Permenkes No.416 tahun 1990" and "PP No.82 tahun 2001". Company compliance in form of evaluation and test of water quality drinking water, river water, analysis on soil physical and chemical, underwater analysis, analysis on water physical and chemical. Date of latest review on 11/05/2015.</p> <p>Scheme smallholder:            KUD Tani Bahagia: Scheme manager assist cooperative to ensure legal compliance through internal audit is effectively implemented.</p>	Yes
2.1.4 A system for tracking any changes in the law shall be implemented. - Minor compliance -	<p>Estate and Mill:            Legal requirement-evaluation and fulfilment mechanism regulated under "SOP Pemenuhan Peraturan Perundang-undangan dan Perubahannya No. SOP: AA-GL-5001.1-R0" dated 05/12/2009. The procedure explains the stages for evaluation applicable legal requirements, person in charge for evaluation and ensures implementation of such requirement.            A system for tracking any changes of regulation conducted by Public Relation officer through searching in internet and/or communication with local government.</p> <p>Scheme smallholder:            Scheme manager will inform the scheme smallholders (cooperative) if there is any a change or amendment in laws and regulations. Scheme manager conduct meetings with the cooperative members to ensure compliance.</p>	Yes
<p><b>Criterion 2.2:</b>            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>		

**RSPO Public Summary Report**  
**Revision 1 (Sept/2014)**

Criterion / Indicator	Assessment Findings	Compliance																																															
<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 is able to demonstrate the legal ownership of the land:                      PT IIS Ukui Group holds three HGU which was checked and verified during the previous annual surveillance:                      Land ownership and lease:                      - Locations permit, as per "Surat Pencadangan Areal No.Kpts.379/VIII/1984 tentang pencadangan tanah seluas 65,000 ha di Daerah Buatan II Kecamatan Siak Kabupaten Tingkat II Bengkalis, Kecamatan Langgam dan Kecamatan Bunut, Kabupaten Tingkat II Kampar dan Kecamatan Pangkalan Kuras Kabupaten Kampar, Kecamatan Pasir Penyau Kabupaten Tingkat II Indragiri Hulu dalam rangka pengembangan Kelapa sawit Pola PIR PT. Inti Indosawit Subur" dated 27/08/1984. The location permit covers area of 65,000 Ha for development of nucleus and scheme smallholders PT Inti Indosawit Subur.                      Soga Estate:                      - Land Title - "Hak Guna Usaha/HGU No.78/HGU-BPN-RI" dated 19/12/2008 for 2,704.22 Ha. Certificate No.13, dated 09/06/2009.                      - Land Title - "Hak Guna Usaha/HGU No.16 issued by "Kantor Pertanahan Kabupaten Pelalawan" on 11/03/2010 based on "SK Kepala BPN No.115/HGU/BPNRI/2009" dated 08/09/2009 for 299.51 Ha as per "Surat Ukur"/measurement minutes No.01/AirHitam/2010. The HGU valid up to 11/03/2045.                      - Land Title - "Hak Guna Usaha/HGU No.01 issued by "Kantor Pertanahan Kabupaten Kampar" on 18/12/1989 based on "SK Kepala BPN No.04/HGU/1989" dated 27/04/1989 for 6,727.4 Ha as per "Surat ukur"/measurement minutes No.53/1988. HGU is valid until 31/12/2019. <i>Note: this land title is splitted up for Soga Estate 2,260.4 Ha and Ukui Estate 4,467 Ha.</i>                      Therefore the total land title for Soga Estate (from 3 land titles) is 5,264 Ha.                      - Document of land compensation (see indicator 2.2.3)</p>	<p>Yes</p>																																															
	<p>Scheme smallholder:                      KUD Tani Bahagia:</p> <table border="1" data-bbox="655 1574 1305 1895"> <thead> <tr> <th>Farmer Group</th> <th>Block No.</th> <th>Certificate name</th> <th>Certificate No.</th> <th>Hectare (Ha)</th> </tr> </thead> <tbody> <tr> <td rowspan="5">223</td> <td>4366</td> <td>Atang</td> <td>1388/4366</td> <td>2.00</td> </tr> <tr> <td>4363</td> <td>Muhtarom</td> <td>1338/4363</td> <td>2.00</td> </tr> <tr> <td>4386</td> <td>Sarimin</td> <td>1394/4386</td> <td>2.00</td> </tr> <tr> <td>4388</td> <td>Sunardi A</td> <td>1386/4388</td> <td>2.00</td> </tr> <tr> <td>4389</td> <td>Kusmin</td> <td>1382/4389</td> <td>2.00</td> </tr> <tr> <td rowspan="5">144</td> <td>4301</td> <td>Suhendri</td> <td>753/4301</td> <td>2.00</td> </tr> <tr> <td>4302</td> <td>Suta</td> <td>756/4302</td> <td>2.00</td> </tr> <tr> <td>4305</td> <td>Kuswono</td> <td>764/4305</td> <td>2.00</td> </tr> <tr> <td>4306</td> <td>Karsono</td> <td>759/4306</td> <td>2.00</td> </tr> <tr> <td>4328</td> <td>A. Khoerani</td> <td>57/4328</td> <td>2.00</td> </tr> </tbody> </table>	Farmer Group	Block No.	Certificate name	Certificate No.	Hectare (Ha)	223	4366	Atang	1388/4366	2.00	4363	Muhtarom	1338/4363	2.00	4386	Sarimin	1394/4386	2.00	4388	Sunardi A	1386/4388	2.00	4389	Kusmin	1382/4389	2.00	144	4301	Suhendri	753/4301	2.00	4302	Suta	756/4302	2.00	4305	Kuswono	764/4305	2.00	4306	Karsono	759/4306	2.00	4328	A. Khoerani	57/4328	2.00	
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**RSPO Public Summary Report**  
**Revision 1 (Sept/2014)**

Criterion / Indicator	Assessment Findings	Compliance
2.2.2 Legal boundaries shall be clearly demarcated and visibly maintained. - Minor compliance -	<p>Soga Estate:            PT Inti Indosawit Subur has a program to monitor the presence and stature of each boundary poles, as in "Laporan Pemeriksaan dan Perawatan Patok Batas PT Inti Indosawit Subur". Based on field visit, the boundary poles can be located and visibly maintained.</p> <p>Scheme smallholder:            "Ketua Kelompok Tani/KT" is responsible to install and monitor the presence of boundary poles at each oil palm block. Based on field visit to plantation of KUD Usaha Tani and KUD Tani Bahagia, the boundary poles are in place and visibly maintained. No complaint received related to boundary from local community.</p> <p>KUD Tani Bahagia:            Based on field visit in sample plots, poles were visibly maintained.</p> <p><b>Observation:</b>            Scheme manager needs to ensure all oil palm plantation blocks equipped with boundary pole onsite.</p>	Yes
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 -	<p>Soga Estate:            There is no land dispute noted, based on document review and public consultation. The plantation was developed along with the scheme smallholder – surrounding the plantation. There was no land compensation since area designation was clean and clear.</p> <p>Scheme smallholder:            KUD Usaha Tani: The scheme smallholders gets the right over land from "PIR Trans" program, where each family granted with 2 Ha for plantation and 0.5 Ha land for settlement and gardening. Based on interview with cooperative committee and farmer members, there is no land conflict in KUD Usaha Tani.</p>	Yes
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	<p>Soga Estate:            There is no land dispute noted, based on document review and public consultation. The plantation was developed along with the scheme smallholder – surrounding the plantation. There was no land compensation since area designation was clean and clear.</p> <p>Scheme smallholder:            KUD Usaha Tani: The scheme smallholders gets the right over land from "PIR Trans" program, where each family granted with 2 Ha for plantation and 0.5 Ha land for settlement and gardening. Based on interview with cooperative committee and farmer members, there is no land conflict in KUD Usaha Tani.</p>	Yes

**RSPO Public Summary Report**  
**Revision 1 (Sept/2014)**

Criterion / Indicator		Assessment Findings	Compliance
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	<p>Soga Estate: There is no land dispute/land conflict noted, based on document review and public consultation. The plantation was developed along with the scheme smallholder – surrounding the plantation. There was no land compensation since area designation was clean and clear.</p> <p>Scheme smallholder: KUD Usaha Tani: The scheme smallholders gets the right over land from “PIR Trans” program, where each family granted with 2 Ha for plantation and 0.5 Ha land for settlement and gardening. Based on interview with cooperative committee and farmer members, there is no land conflict in KUD Usaha Tani.</p>	Yes
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	<p>Soga Estate: PT Inti Indosawit Subur-Ukui does not instigate violence in maintaining peace and order for current and planned operation. All complaint, grievance, dispute are resolved through meeting and mediation. Based on interview with local community of surrounding villages, there has never been conflict with company. The relationship between company and local community is in good condition.</p> <p>Scheme smallholder: KUD Usaha Tani, KUD Tani Bahagia: Based on interview with cooperative committee and farmer members, there is no land conflict in these cooperative.</p>	Yes
<p><b>Criterion 2.3:</b> 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.</p>			

**RSPO Public Summary Report**  
**Revision 1 (Sept/2014)**

Criterion / Indicator	Assessment Findings	Compliance
<p>2.3.1</p> <p>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)..</p> <p>- Major compliance -</p>	<p>Based on document review and stakeholder consultation, there is no legal, customary and/or user right overlapped with area of Ukui Estate and Soga Estate. The surrounding company's plantation area is scheme smallholder's oil palm plantation.</p> <p>Scheme smallholder:            All cooperatives has prepared map, indicating the location of each farmer group, and each farmer block. The map is complemented with list of each farmer member. The map available in each cooperative office. Based on field visit, all scheme smallholder/farmer members have identified their boundary with specific marking/pole. Aside from that, palm frond stacked along the boundary line to identify the boundary of each block.</p> <p>KUD Tani Bahagia:            Based on document review and stakeholder consultation, there is no legal, customary and/or user right overlapped with area of scheme smallholder plantation, the surrounding area is also scheme smallholder's oil palm area.</p>	<p>Yes</p>
<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>PT Inti Indosawit Subur-Ukui group has not acquired any new land. PT Inti Indosawit Subur-Ukui group does not restrict local peoples' access through the main Estate roads. This was confirmed during interview with company representative and stakeholder consultation with local community. Based on PT IIS's area statement documents, interview with communities and public consultation meeting on January 2016 there is no land conflict noted and/or reported between company and surrounding community.</p> <p>Scheme smallholder:            The scheme smallholders gets the right over land from "PIR Trans Lokal" program, where each family granted with 2 Ha for plantation and 0.5 Ha land for settlement and gardening since 1988. Based on interview with cooperative committee and farmer members, there is no land conflict in KUD Usaha Tani and KUD Tani Bahagia.</p>	<p>Yes</p>

**RSPO Public Summary Report**  
**Revision 1 (Sept/2014)**

Criterion / Indicator		Assessment Findings	Compliance
2.3.3	All relevant information shall be available in appropriate forms and languages, including assessments of impacts, proposed benefit sharing, and legal arrangements. -Minor compliance	PT Inti Indosawit Subur-Ukui group has not acquired any new land. There is no land dispute/land conflict noted, based on document review and public consultation. PT Inti Indosawit Subur provide all relevant information related to their land ownership status, grievance mechanism and compensation progress.  Scheme smallholder: The scheme smallholders gets the right over land from "PIR Trans Lokal" program, where each family granted with 2 Ha for plantation and 0.5 Ha land for settlement and gardening since 1988. Based on interview with cooperative committee and farmer members, there is no land conflict in KUD Usaha Tani and KUD Tani Bahagia.	Yes
2.3.4	Evidence shall be available to show that communities are represented through institutions or representatives of their own choosing, including legal counsel. -Major compliance	PT Inti Indosawit Subur – Ukui Group is able to demonstrate respect over local community representation. Review of SEIA with local community shows that local communities are represented and participated during the meeting with stakeholder, discussing the social-economic and environmental planning. The meeting involving all relevant stakeholders, institution and representative of surrounding communities.  Scheme smallholder: The scheme smallholders gets the right over land from "PIR Trans Lokal" program, where each family granted with 2 Ha for plantation and 0.5 Ha land for settlement and gardening since 1988. Based on interview with cooperative committee and farmer members, there is no land conflict in KUD Usaha Tani and KUD Tani Bahagia. In case of any conflict over land, cooperative chairman will represent the farmer member to seek for solution.	Yes
<b>Principle 3: Commitment to long-term economic and financial viability</b>			
<b>Criterion 3.1:</b>			
There is an implemented management plan that aims to achieve long-term economic and financial viability.			

**RSPO Public Summary Report**  
**Revision 1 (Sept/2014)**

Criterion / Indicator	Assessment Findings	Compliance
<p>3.1.1</p> <p>A business or management plan (minimum three years) shall be documented that includes, where appropriate, a business case for scheme smallholders.</p> <p>- Major compliance -</p>	<p>Soga Estate:  Rencana Kerja Kebun Soga 3 Tahun ke Depan, based on production data since 2011. The total estimation for Soga Estate 2016 is 142,792 tons (productivity 27.8 ton/Ha); in 2017 is 123,930 tons (productivity 26.69 ton/Ha); in 2018 is 105,601 tons (productivity 26.20 tons/Ha). This is related to planning for replanting for planting year 1989/1990 in 2016 and subsequent year.  OER Target in 2016 is 21.71%, in 2017 is 22.15%, in 2018 is 22.59%.</p> <p>Mill: PT IIS Ukui 2 POM has 5 years working plan 2015 – 2019. 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, production cost (Rp/ton CPO), Electricity consumption (KWh/ton CPO), water usage (m3/ton FFB). The projection based on 2013 – 2014 performance.  Projection in 2015:  FFB process: 149,046 (estate). 136,134 tonnes (Plasma), 35,000 tonnes (from third parties);  Actual: 122,848 tonnes (estate), 153,977 tonnes (Plasma), 93,228 tonnes due to there are supply third parties back to Ukui 2 POM from Ukui 1 POM.</p> <p>OER sets at 21.71 %  KER sets at 5.30%  Cost of FFB production sets at Rp.450.01 (Actual Rp.483.86)</p> <p>Projection in 2016:  FFB process: 142,792 (estate). 138,96 tonnes (Plasma) 50,000 tonnes (from third parties)  OER sets at 21.71 %  KER sets at 5.30%  Estate Cost: Rp. 1,937/tones CPO  Mill Cost: Rp. 230/tones CPO.</p> <p>In order to control the mill cost, Ukui 2 Mill produce monthly, quarterly and yearly finance report to management. In order to ensure quality of CPO and PK, quality inspection upon incoming FFB as well as FFB quality inspection from estate. FFB quality standard sets at: unripe bunch 0%; ripe bunch 89%; rotten bunch 0%; long stalk bunch 0%; parthenocarpic &lt;1%.  CPO quality standard sets as: FFA max. 5%; dirt max. 0.05%; water content max.0.35%. PK quality standard sets as: dirt max. 8%; water content max. 8%.</p>	<p>Yes</p>

**RSPO Public Summary Report**  
**Revision 1 (Sept/2014)**

Criterion / Indicator	Assessment Findings	Compliance
	<p>Scheme smallholder:            KUD Usaha Tani:            Crop statement 2015 indicated the production is 36,959 tons – productivity 28.61 ton/Ha.            Production estimation for next 3 years, 2016-2018: KUD Usaha Tani total area 1,292 Ha. 2016 estimated 29,716 tons – productivity 23 tons/Ha. 2017 estimated 26,486 tons – productivity 20.50 tons/Ha; while 2018 estimation is zero, due to replanting plan. Rencana Anggaran Pendapatan dan Belanja Koperasi, covering other business unit such as minimarket, “Simpan Pinjam” and “Toko Saprotan”. “Laporan Rapat Anggota Tahunan/RAT 2014” consist of “Laporan Auditor Independen atas Laporan Keuangan KUD Usaha Tani per 31/12/2014” No.11/NNS/LHP/KUT/II/15.</p> <p>KUD Tani Bahagia:            The cooperative able to demonstrate 4 years planning 2016 – 2018, documented under “Historis Produksi 3 Tahun Terakhir dan Estimasi 3 Tahun ke Depan”. The document also consists of planning and actual production 2012 – 2015 and FFB productionplan 2016 -2018.</p>	

**RSPO Public Summary Report**  
**Revision 1 (Sept/2014)**

Criterion / Indicator	Assessment Findings	Compliance																																																	
<p>3.1.2 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.                      - Minor compliance -</p>	<p>Soga Estate:                      The replanting plan explained in "Rencana Kerja Replanting Tahunan (5 Tahun ke Depan)",</p> <table border="1" data-bbox="660 477 1284 689"> <thead> <tr> <th></th> <th>1989</th> <th>1990</th> <th>1991</th> <th>1996</th> <th>1997</th> <th>Total</th> </tr> </thead> <tbody> <tr> <td>2017</td> <td>204</td> <td>292</td> <td></td> <td></td> <td></td> <td>496</td> </tr> <tr> <td>2018</td> <td>104</td> <td>104</td> <td>406</td> <td></td> <td></td> <td>614</td> </tr> <tr> <td>2019</td> <td>68</td> <td>494</td> <td>103</td> <td></td> <td></td> <td>665</td> </tr> <tr> <td>2020</td> <td>383</td> <td>235</td> <td></td> <td></td> <td></td> <td>618</td> </tr> <tr> <td>2021</td> <td></td> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>2022</td> <td></td> <td></td> <td></td> <td>291</td> <td>199</td> <td>490</td> </tr> </tbody> </table> <p>The replanting plan in 2017 covers planting year 1989 of 204 Ha and planting year 1990 of 292 Ha. Planting year 1989 aged 28 years, declining productivity 23.98 tons/Ha. Planting year 1990 aged 27 years old, declining in productivity 24.47 tons/Ha. The plan approved by Estate Manager 01/01/2016.                      Replanting plan 2017 is for block E90a (99 Ha), E90b (102 Ha), E90c (91 Ha), E89a (102 Ha), E89b (102 Ha), with composition of seedling progeny: Topaz 70% : Lonsum 10% : Socfindo 10% : Dami PNG 10% - due to low risk of Ganoderma attack.                      Soga Estate demonstrate schedule for seed delivery, initially planned replanting 2016 – postponed into 2017. Total seed requirement for 500Ha is 79,800 Topaz seeds; 11,400 for each Lonsum, Socfindo and Dami PNG seeds;</p> <p>Scheme smallholder:                      KUD Usaha Tani: KUD is able to demonstrate "Rencana Program Replanting". The planning is due for 2018 for all of 1,292 Ha under KUD Usaha Tani. KUD has prepared fund for replanting.                      "Daftar Pelaksanaan Replanting KUD Usaha Tani 2014", the document explains methodology for replanting in 2018. The replanting will be done with mechanization/zero burning. The process started with survey and block boundary, planting point, road and drainage, felling, chipping and stacking, ploughing and harrowing, platform construction, planting leguminous cover plant and planting. The latest communication on replanting program was done in 12/01/2016, attended by 20 members of KUD Usaha Tani.</p> <p>KUD Tani Bahagia: Cooperative has prepared a replanting plan under "Rencana Program Replanting Kebun Plasma Ukui KUD Tani Bahagia" started from 2017 and 2018. In 2017 started for 708 Ha equal to 354 farmer members and 2018 continued with 658 Ha or 329 farmer members.</p>		1989	1990	1991	1996	1997	Total	2017	204	292				496	2018	104	104	406			614	2019	68	494	103			665	2020	383	235				618	2021							2022				291	199	490	<p>Yes</p>
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<p><b>Principle 4: Use of appropriate best practices by growers and millers</b></p>																																																			
<p><b>Criterion 4.1:</b>                      Operating procedures are appropriately documented, consistently implemented and monitored.</p>																																																			

**RSPO Public Summary Report**  
**Revision 1 (Sept/2014)**

Criterion / Indicator	Assessment Findings	Compliance
<p>4.1.1 Standard Operating Procedures (SOPs) for estates and mills are documented                      - Major compliance -</p>	<p>Soga Estate (Plantation):                      PT Inti Indosawit Subur – Ukui Group 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, harvesting and replanting. 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 01/02/2013, consist of 20 types of procedure.</p> <p>Ukui 2 Palm Oil Mill (Mill):                      PT Inti Indosawit Subur – Ukui Group has a set of procedure for mill/FFB processing operations. The procedure comprise of FFB receiving and grading, FFB processing from receiving up to dispatch of CPO, as well as maintenance of mill machineries. The procedure complemented with work instructions indicating specific parameter/requirement for each process/activities. This including safety measures for each location, process/activity in mill. Document seen: Mill Policy Manual.</p> <p>PT Inti Indosawit Subur – Ukui Group is also demonstrates a set of specific procedures for supply chain in the mill.</p> <p>Scheme smallholder:                      KUD Usaha Tani and KUD Tani Bahagia: All cooperative’s agriculture best practices referring to Agricultural Policy Manual issued by Managing Director PT Inti Indosawit Subur – Ukui Group, dated 01/09/2011. The Agricultural Policy manual for scheme smallholder consist basic principle for oil palm, the main procedure: “SOP AA-Plasma-PP-KS-01 tentang Pembibitan” – nursery and seed handling; “SOP AA-Plasma-PP-KS-02” – pest and disease control; “SOP AA-Plasma-PP-KS-03 tentang Pemupukan” – fertilizer application”; “SOP AA-Plasma-PP-KS-04 tentang Potong Buah” – relatef to harvesting including FFB quality, frond pruning, etc.</p>	<p>Yes</p>



**RSPO Public Summary Report**  
**Revision 1 (Sept/2014)**

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 – Ukui group has a mechanism to conduct internal audit. Standar Operating Procedures – Audit Internal No.SOP AA-SOP-ES-6001-R2 dated 15/08/2014.</p> <p>Ukui 2 palm oil mill 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. The record inspected covers the mill legality/license/permit status, production report, CPO and PK quality report, maintenance report, warehouse inventory, financial ledger, health and safety performance, environmental performance, etc.</p> <p>Soga estate visited by plantation advisor. Estate managers and each managerial level are responsible for daily monitoring of plantation maintenance, FFB production, loose fruit collection, field cleanliness, weed controlling regime, pest and disease infestation, infrastructure reliability, and other field activities.</p> <p>Scheme smallholder:            KUD Usaha Tani and KUD Tani Bahagia: Cooperative committee and schem manager PT Inti Indosawit Subur – Ukui Group is working together to monitor the SOP implementation. Scheme manager puts assistant and overseer to help cooperative monitor day-to-day oil palm plantation operation.</p>	<p>Yes</p>

**RSPO Public Summary Report**  
**Revision 1 (Sept/2014)**

Criterion / Indicator	Assessment Findings	Compliance
<p>4.1.3  Records of monitoring and any actions taken shall be maintained and available, as appropriate.  - Minor compliance -</p>	<p>Soga Estate:  Soga Estate managed to demonstrate numerous monitoring process, such as: R&amp;D Agronomic Visit Report No.KSA/R&amp;D – AGRO/01-15 date of visit 30/03/2015 up to 01/04/2015. The report identifying deficiency of Boron in block E10a – recommended with HGFB with dosage 0.075 kg/palm.  R&amp;D P&amp;D Visit Report No.KSA/R&amp;D – P&amp;D/01-15 dated 24-25/04/2015, indicating the rat attack is relatively low, Attack on Setothosea asigna and Setora nitens does not affect the frond coverage. Ganoderma attack is not significant.  Action plans VA visit 06-09/07/2015 covers all comments made related to the pest and diseases, weeding regime, pruning regime, drains, road maintenance.</p> <p>Ukui 2 POM:  Visiting Enginer 10 – 12/11/2015 by TCJ Thomas for mill engineering; Quality Control report by Andhyta S Panjaitan, report PUD/CI-P &amp; QC/01-2015 for quality control.</p> <p>Scheme smallholder:  KUD Usaha Tani: Record of monitoring on FFB quality available in “Pemeriksaan TPH di Kebun Plasma Ukui 2015”, for KT173 dated 09/11/2015; 20 farmer blocks harvested, 1140 normal bunches, 27 unripe bunches and 35 rotten bunches. FFB transported to Ukui 2 POM.  KUD Tani Bahagia:  Harvesting performance recorded under “Crop Statement Tahun 2015”, shows 36,740 tons equal to 25.98 ton/Ha. Fertilizer application recorded under “Rekomendasi dan Realisasi pemupukan Tahun 2015 KUD Tani Bahagia”. Sample: ZA fertilizer application for planting year 1989, 46 Ha, Standing per Ha 5,888 palms, first application as recommended 13,248 kg on second week of 02/2015. Weed control performance monitored as per “Semprot piringan, pasar pikul dan TPH tahun 2015”, consist date of application, location, hectare applied, type of herbicide used and volume of herbicide used. Sample: Application of circle and path spraying on 21/12/2015 for KT 235 (38 Ha), with 9 liters Elang (Glyphosate) and 1 liter Kenrane (Fluoroxypir).</p>	<p>Yes</p>

**RSPO Public Summary Report**  
**Revision 1 (Sept/2014)**

Criterion / Indicator	Assessment Findings	Compliance
<p>4.1.4</p> <p>The mill shall record the origins of all third-party sourced Fresh Fruit Bunches (FFB).                      - Major compliance -</p>	<p>Ukui 2 POM:                      FFB incoming from third parties is recorded daily basis and incorporated into the Monthly Report. PT IIS – Ukui 2 POM keeps list of third party supplier/middlemen.                      Monthly report is recorded in “Mill Operation Summary” December 2015,                      FFB from third parties is summarized monthly. Total FFB is: 93,228 tons.</p> <p>PT Inti Indosawit Subur – Ukui 2 POM shows effort to identify the source of third party FFB (non-certified).                      Sample taken: Supplier “Haluga”, vehicles no. BM 8405 BA, driver: Aritonang, FFB ticket No.PUD51610006 with FFB of 11,115 kg.</p>	<p>Yes</p>
<p><b>Criterion 4.2:</b>                      Practices maintain soil fertility at, or where possible improve soil fertility to, a level that ensures optimal and sustained yield.</p>		
<p>4.2.1</p> <p>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 -</p>	<p>Soga Estate:                      PT Inti Indosawit Subur – Ukui group has procedures to maintain soil fertility in general. The procedures comprise of fertilizer application and cover crop planting. PT Inti Indosawit Subur – Ukui Group 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 2016 approved by Head R&amp;D Laboratorium ASIAN AGRI Group.</p> <p>Scheme smallholder:                      KUD Usaha Tani and KUD Tani Bahagia: 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</p>	<p>Yes</p>

**RSPO Public Summary Report**  
**Revision 1 (Sept/2014)**

Criterion / Indicator	Assessment Findings	Compliance
<p>4.2.2  Records of fertiliser inputs shall be maintained.  - Minor compliance -</p>	<p>Soga Estate:  Recommendation for 2016 is available. Sample seen: Block D90a, 102 Ha area mineral soil, rolling/hilly, 12,852 palms. Planning to apply ZA 1.25 kg/palm – total 16,065 kg to apply 02/2016 and 06/2016; to apply Rock Phosphate 0.5 kg/palm – total 6,426 kg to apply in 04/2016; to apply MOP 1.0 kg/palm – total 12,852 kg in 03/2016; to apply EFB 370 kg/palm – total 4,755,240 kg throughout the year.  Block E89g (non Land Application), 56 Ha area mineral soil, rolling/hilly, 6,761 palms. Planning to apply ZA 1.5 kg/palm – total 10,142 kg to apply in 02/2016 and 09/2016; to apply Dolomite 1.0 kg/palm – total 6,761 kg to apply in 05/2016; to apply EFB 370 kg/palm – total 2,501,678 kg throughout the year.</p> <p>Scheme smallholder:  KUD Usaha Tani:  Recommendation for fertilizer application KUD Usaha Tani 2015. Recommendation for ZA 2.25 kg/palm each at March and August 2015; for Rock Phosphate 1.5 kg/palm at June 2015; for Muriate of Potash 2.5 kg/palm each at February and July 2015. KT 152: Planting year 1989/1990, area 46 Ha. Recommendation ZA 2.25 kg/palm; Total application 13,248 kg in 02/2015. Recommendation Rock Phosphate 1 kg/palm – not applied. Recommendation for Muriate of Potash 1.5 kg/palm; Total application 8,832 kg in 07/2015. Recommendation for Dolomite 1 kg/palm; Total application 5,888 kg in 01/2015. KT 160: Planting year 1989/1990, area 40 Ha. Recommendation ZA 2.25 kg/palm; Total application 11,520 kg in 02/2015. Recommendation for Muriate of Potash/MOP 1.5 kg/palm; Total application 7,680 kg in 02/2015.</p> <p>KUD Tani Bahagia:  Fertilizer application recorded under “Rekomendasi dan Realisasi pemupukan Tahun 2015 KUD Tani Bahagia”.  Sample: ZA fertilizer application for planting year 1989, 46 Ha, Standing per Ha 5,888 palms, first application as recommended 13,248 kg on second week of 02/2015.</p>	<p>Yes</p>

**RSPO Public Summary Report**  
**Revision 1 (Sept/2014)**

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.            - Minor compliance -</p>	<p>Soga Estate:            Company is able to demonstrate Foliar Analysis Report from PT Nusa Pusaka Kencana Analytical &amp; QC Laboratory. Foliar Analysis Report dated 06/2015. The samples taken in period 05-06/2015 from oil palm and rachis.            Soil analysis produced in form of "Laporan Tanah Semidetil Areal Perkebunan Kelapa Sawit PT Inti Indosawit Subur Kebun Soga", dated 05/2010.</p> <p>Scheme smallholder:            KUD Usaha Tani: Soil analysis available as in "Hasil Analisa Tanah Kebun Plasma Ukui SP6B", sampling No.13S155 and 13S156. The soil analysis taken from 2013.</p> <p>KUD Tani Bahagia: Scheme Manager has conducted periodic leaf sampling analysis annually for scheme smallholder area is conducted by PT. Inti Indosawit Subur R &amp; D Department or fertilizer recommendation in 2015. Soil analysis is conducted every year is documented in "Hasil Analisa Tanah PT. Inti Indosawit Subur – Ukui Kebun Plasma"</p>	<p>Yes</p>
<p>4.2.4</p> <p>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>Soga Estate:            Recommendation for 2016 is available. Sample seen: Block D90a, 102Ha area mineral soil, rolling/hilly, 12,852 palms. Actual application ZA 2.25kg/palm – total 28,688 kg applied in 01/2015 and 07/2015; Actual application Rock Phosphate 0.5kg/palm – total 6,375 kg applied in 06/2015; Actual application MOP 1.49kg/palm – total 19,125 kg in 02/2015; to apply EFB 370kg/palm – total 5,186,829 kg throughout the year.            Block E89g (non Land Application), 56Ha area mineral soil, rolling/hilly, 6,761 palms. Applied Rock Phosphate 0.5 kg/palm – total applied 1,912 kg in 06/2015; to apply HGFB 0.075 kg/palm – total applied 287 kg in 04/2014; applied EFB 370 kg/palm – total 1,947,582 kg throughout the year.            Land application to block D91f, D90f, E89g, E89h, E89h, E89c, E89d total 79.77 Ha.</p> <p>Scheme smallholder:            KUD Usaha Tani and KUD Tani Bahagia: Farmer member using palm frond as soil nutrient.</p>	<p>Yes</p>
<p><b>Criterion 4.3:</b>            Practices minimise and control erosion and degradation of soils.</p>		

**RSPO Public Summary Report**  
**Revision 1 (Sept/2014)**

Criterion / Indicator	Assessment Findings	Compliance
<p>4.3.1</p> <p>Maps of any fragile soils shall be available.                      - Major compliance -</p>	<p>Ukui Estate:                      Soga Estate: PT Inti Indosawit Subur has a semi detailed soil map for each estate. The soil map indicating the soil type, slope, drainage level, and limiting factors – in order to determine the land suitability at each soil complex. Based on semi-detail soil survey map and field visit – there is 490 Ha area with limiting factors of topography &gt;30% and 1,888 Ha area with limiting factors of topography. This is further determines management strategy for area with specific soil requirements.                      Company procedure for land clearing stated that no land clearing should performed on area with slope &gt;40%.                      Semi detail soil map for Soga estate is available with scale 1;25,000.</p> <p>Scheme smallholder:                      KUD Usaha Tani and KUD Tani Bahagia: Scheme manager provides topographic map and soil type map to cooperative. The map indicates the oil palm plantation is rolling.</p>	<p>Yes</p>
<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).                      - Minor compliance -</p>	<p>Soga Estate:                      Company procedure for land clearing stated that no land clearing should performed on area with slope &gt;40%.                      Company has a procedure for soil and water conservation – considering the slope. The procedure is conserving through cover crop, EFB application, frond stacking, platform, silt pit, terrace contour and stop bund.                      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 1,888 Ha area with limiting factors of topography and poor drainage. For these areas, management has developed drainage network.</p> <p>Scheme smallholder:                      KUD Usaha Tani: The area is flat area.                      KUD Tani Bahagia: The oil palm plantation is flat area.                      Based on soil topography map, the area is 0-8% slope.</p>	<p>Yes</p>

**RSPO Public Summary Report**  
**Revision 1 (Sept/2014)**

Criterion / Indicator	Assessment Findings	Compliance
<p>4.3.3</p> <p>A road maintenance programme shall be in place.            - Minor compliance -</p>	<p>Soga Estate:            Road maintenance planning available under: "Rencana Perbaikan Prasarana 2016" – consist of Road grading planned 611,975 meters and road compacting 734,370 meters.            Material requirement for road maintenance program under "Rencana Kerja Serak Sirtu 2016" Division I planned for 707 m<sup>3</sup>, length 2,210 meters, 44 HM. Division II planned for 721 m<sup>3</sup>; length 2,254 meters; 45 HM. Division III planned for 1,074 m<sup>3</sup>; length 3,358 meters; 67 HM. Division IV planned for 1,869 m<sup>3</sup>; length 5,840 meters; 117 HM. Division V planned for 1,732 m<sup>3</sup>, length 5,411 meters, 108 HM.            Actual implementation of road maintenance Soga Estate 2015: Division I maintained 97,875 meters. Division II maintained 80,831 meters. Division III maintained 88,100 meters. Division IV maintained 100,167 meters. Division V maintained 63,851 meters.</p> <p>Scheme smallholder:            Each cooperative developed their road maintenance program. PT Inti Indosawit Subur – Ukui Group provides aid in form of heavy machinery.            KUD Usaha Tani: Road maintenance program 2016 available in "Rencana &amp; Realisasi Perbaikan Jalan 2016"; in KT 152 will have 1,840 meters in 02/2016 and 1,850 meters in 07/2016 – total 3,690 meters. KT 160 will have road maintenance 1,600 meters in 04/2016 and 1,600 meters in 09/2016. KT 175 will have road maintenance 1,600 meters in 06/2016 and 1,600 meters in 11/2016.</p> <p>KUD Tani Bahagia: Cooperative demonstrated road maintenance under "Monitoring Progress Perbaikan Jalan" complemented with map. A road of 1,548 meters in KT 223 maintained on 03/2015 and 1,548 meters in KT 144 maintained on 04/2015.</p>	<p>Yes</p>
<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>Soga Estate:            Based on Semi Detail Soil Map, there is no peat soil. All mineral soil.</p> <p>Scheme smallholder:            KUD Usaha Tani and KUD Tani Bahagia: Based on soil map, interview with cooperative committee, interview with farmer member and field visit, there is no peat soil.</p>	<p>N/A</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>Soga Estate:            Based on Semi Detail Soil Map, there is no peat soil. All mineral soil.</p> <p>Scheme smallholder:            KUD Usaha Tani and KUD Tani Bahagia: Based on soil map, interview with cooperative committee, interview with farmer member and field visit, there is no peat soil.</p>	<p>N/A</p>

**RSPO Public Summary Report**  
**Revision 1 (Sept/2014)**

Criterion / Indicator		Assessment Findings	Compliance
4.3.6	A management strategy shall be in place for other fragile and problem soils (e.g. sandy, low organic matter, acid sulphate soils). - Minor compliance -	Soga Estate: For area with steep slope, Record and field visit to Soga estate platform re-build budgeted for 2016.  Scheme smallholder: KUD Usaha Tani and KUD Tani Bahagia: Based on field visit and interview, farmer members understood the soil preservation and conservation through frond stacking, prohibition of blanket spraying and nurture "Neprolephis" as ground cover; Fertilizer and pesticide application as recommended; Planting the river buffer zone with native plant.	Yes
<b>Criterion 4.4:</b> Practices maintain the quality and availability of surface and ground water.			



**RSPO Public Summary Report**  
**Revision 1 (Sept/2014)**

Criterion / Indicator	Assessment Findings	Compliance
<p>4.4.1</p> <p>An implemented water management plan shall be in place.            - Minor compliance -</p>	<p>Ukui 2 POM:            The mill has water treatment plant for domestic and mill processing. The processing capacity for water basin 400 m<sup>3</sup>, clarifier 1 and clarifier 2 each 90 m<sup>3</sup>, 3 units sand filter, pump house, water tank 95 m<sup>3</sup>.            The budget at mill: Processing water needed 1 m<sup>3</sup>/ton FFB, domestic water need 0.18 m<sup>3</sup>/ton FFB. The water consumption recorded using flow meter both domestic and processing.            Procedure for measuring and monitoring mill effluent under "SOP Pengukuran dan Pemantauan Limbah Cair AA-PL-03-EFP". Water analysis is conducted regularly (every 6 months) by Dinas Bina Marga in Downstream Sungai Napuh/Bengkarai with BOD result 1.409 mg/L (Baku mutu kelas IV 12 mg/L) this is as regulated under "Peraturan Pemerintah No.82 tahun 2001". Upstream: BOD 9.261 mg/L is conducted 04/2015.</p> <p>Soga Estate:            Soga Estate will start the replanting program. Company has "SOP Pengelolaan Sempadan AA-AMP-OP-1100.21-R1" dated 01/12/2014, as guidance to preserve riparian during replanting. The procedure covers identification of such conservation area (river buffer zone, water catchment area, lake buffer zone, spring buffer zone). Point 6.2.4 and 6.2.5 explains during replanting, non-productive plant within buffer zone will be left as it is, but no chemical regime should applied. Enrichment with native tree species. Water source management: Identification of water source and wetland, as indicated in HCV report 2010. The water source identified mill's water reservoir and river (Napuh tributary, Air Hitam Kanan river and Air Hitam Kiri river). Policy to prohibit chemical application in riparian zone. Policy to prohibit fish poisoning and prohibit wood felling in area of company plantation.</p> <p>Scheme smallholder:            KUD Usaha Tani and KUD Tani Bahagia: There is no water body running through the oil palm plantation. However, cooperative conducted soil and water training on 10<sup>th</sup> June 2015 for 22 members. Based on field verification and interview with members, smallholder has understanding on water conservation through "U" letter frond stacking, no blanket spraying, developing "Neprolephis" as ground cover.</p>	<p>Yes</p>

**RSPO Public Summary Report**  
**Revision 1 (Sept/2014)**

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>Company demonstrates effort to protect water source and wetland, as well as monitor water quality recorded in "Buku Feed Water &amp; Softener" in which 5 parameters monitored: pH, TH, M, SO<sub>2</sub>, SiO<sub>4</sub>, NaCl and TDS. Company regularly monitors water quality through analysis by "Laboratorium Dinas Pekerjaan Umum Provinsi Riau".</p> <p>Besides the above mentioned effort, company has other water source management: Identification of water source and wetland, as indicated in HCV report 2010. The water source identified mill's water reservoir and river (Napuh tributary, Air Hitam Kanan river and Air Hitam Kiri river). Policy to prohibit chemical application in riparian zone. Policy to prohibit fish poisoning and prohibit wood felling in area of company plantation.</p> <p>In 2015, company planted 110 wood trees in block E90c, back in 2014, company planted 150 wood trees in same block.</p> <p>Currently, Soga Estate is planning for replanting in 2017. Company has a procedure to maintain riparian condition under "SOP Pengelolaan Riparian No.AA-AMP-OP-1100.21-R1" dated 01/12/2014. The procedure mentioned during replanting, old palm within river buffer area will not be felled, however all upkeep activities will stop and company will continue with local species enrichment.</p> <p>Scheme smallholder:            KUD Usaha Tani and KUD Tani Bahagia: There is no water body running through the oil palm plantation. However, cooperative conducted soil and water training on 10<sup>th</sup> June 2015 for 22 members. Based on field verification and interview with members, smallholder has understanding on water conservation through "U" letter frond stacking, no blanket spraying, developing "Neprolephis" as ground cover.</p>	<p>Yes</p>

**RSPO Public Summary Report**  
**Revision 1 (Sept/2014)**

Criterion / Indicator	Assessment Findings	Compliance										
<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).                      - Minor compliance -</p>	<p>Procedure for measuring and monitoring mill effluent under "SOP Pengukuran dan Pemantauan Limbah Cair AA-PL-03-EFP". Ukui II Mill has an effluent treatment through treated ponds system. There were 4 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: 04/2015 was 4,152.9 mg/L, 05/2015 was 1,249.6 mg/L, 06/2015 was 2,118 mg/L, 09/2015 was 478.2 mg/L, 10/2015 was 3,221.3 mg/L.</p> <p>Ukui 2 Palm Oil Mill holds a licence to discharge waste water into land application according to "Surat Bupati Pelalawan No.KPTS.660/BLH/783/2014, tentang Izin Pemanfaatan Air Limbah Industri Kelapa Sawit pada Tanah Perkebunan Kelapa Sawit PT. Inti Indosawit Subur – Ukui II" dated 10/09/2014 (Valid for 5 years).</p>	<p>Yes</p>										
<p>4.4.4</p> <p>Mill water use per tonne of Fresh Fruit Bunches (FFB) (see Criterion 5.6) shall be monitored.                      - Minor compliance -</p>	<p>Ukui 2 Mill has monthly record of water usage per tonne FFB for mill process and domestic consumption. Record observed was Mill Operation Summary 2015 – Raw Water Treatment Usage as followed:</p> <table border="1" data-bbox="660 1171 1262 1252"> <thead> <tr> <th>Per ton FFB</th> <th>Sept</th> <th>Oct</th> <th>Nov</th> <th>Dec</th> </tr> </thead> <tbody> <tr> <td>Process</td> <td>0.98</td> <td>1.25</td> <td>0.95</td> <td>1.03</td> </tr> </tbody> </table> <p>Average process in 2015: 1.12 MT/tonnes FFB</p>	Per ton FFB	Sept	Oct	Nov	Dec	Process	0.98	1.25	0.95	1.03	<p>Yes</p>
Per ton FFB	Sept	Oct	Nov	Dec								
Process	0.98	1.25	0.95	1.03								
<p><b>Criterion 4.5:</b>                      Pests, diseases, weeds and invasive introduced species are effectively managed using appropriate Integrated Pest Management techniques.</p>												

**RSPO Public Summary Report**  
**Revision 1 (Sept/2014)**

Criterion / Indicator	Assessment Findings	Compliance
<p>4.5.1</p> <p>Implementation of Integrated Pest Management (IPM) plans shall be monitored.</p> <p>- Major compliance -</p>	<p>Soga Estate:</p> <p>Soga Estate is able to demonstrate Integrated Pest Management plan. PT Inti Indosawit Subur is able to demonstrate a comprehensive Integrated Pest Management plan. The guidelines are covered by pest and disease control procedure – “SOP Pengendalian Hama dan Penyakit AA-APM-OP-1100.10-R1”. The procedure explains pest and disease monitoring system, frequency of monitoring, type of pest disease, data analysis and recommended action plan to control pest/disease infestation.</p> <p>The pest management plan is implemented consistently. For example: Ukui estate shows leaf eating pest census (each month) for period 2014; rat census (once every 2 months) for 2014; barn owl boxes census (every 3 months); <i>Oryctes</i> census – no signs of attack; <i>Ganoderma</i> infestation census (annual basis) for 2014. Maintenance and upkeep of beneficial plant – <i>Turnera subulata</i> and <i>Cassia tora</i> in Ukui and Soga Estate.</p> <p>Barn owl boxes census record under “Sensus kandang burung hantu” Soga Estate, period of March 2015 – shows 202 boxes in good condition and 13 boxes damaged with 127 adult owls and 108 chicks and 70.23% populated boxes. Planted of <i>Cassia cobanensis</i>, seedling planned for 9,590 polybags, actual seedling 5,430 polybags, planted 3,610 polybags. Planted of <i>Turnera subulata</i>, planted 1,584 polybags.</p> <p>Pest census on 12/2015 found to have attacked by <i>Setora nitens</i> and <i>Sethotosea asigna</i> – below economic threshold 65.06 Ha and above economic threshold 4.56 Ha (Division II and III), will be followed up with Polydor in 01/2016.</p>	<p>Yes</p>

**RSPO Public Summary Report**  
**Revision 1 (Sept/2014)**

Criterion / Indicator	Assessment Findings	Compliance
	<p>Scheme smallholder:            Smallholder implementing IPM, by early warning through monitoring and adoption of natural predator for pest.            KUD Usaha Tani: The scheme smallholder has a program to monitor the pest attack, early warning sign through census and monitoring. Record seen: "Formulir sensus Hama Pemakan Daun", for period 11-12/2015 in KT 154, KT 160 and KT 175 to identify bag worm and leaf eating caterpillar – record shows the attack does not go above economic threshold. "Formulir sensus Hama dan Penyakit Tanaman" for period 11-12/2015 in KT 152, KT 154, KT 160 and KT 175 to identify rat attack, tirathaba, ganoderma – record shows the attack does not go above economic threshold.</p> <p>KUD Tani Bahagia:            Barn owl box census, in 2015 there is 62 boxes, 55 boxes are in good condition and 17 broken. 40 barn owl boxes are inhabited, while 15 are empty. Census for rat, tirathaba and ganoderma. Sample: 3 rat attack on block No.4268 (Mr. Gugun) and 1 attack on block No.4340 (Santi) in 12/2015. Planting beneficial plant <i>Turnera subulata</i>, along block road of KT 134, 132, 140, 220, 219, 145, 228, 223.</p>	
<p>4.5.2 Training of those involved in IPM implementation shall be demonstrated.            - Minor compliance -</p>	<p>Soga Estate: Training on pest and disease dated 10/06/2014, attended by 17 officers from Soga Estate.</p> <p>Scheme smallholder:            Scheme manager provides regular training for implementation of IPM at each cooperative.            KUD Usaha Tani: Training for pest and disease management for scheme smallholder available in KUD Usaha Tani, called "Notulen Pelatihan Pengendalian Hama Terpadu &amp; Pembahasan K3" dated 05/05/2015 attended 20 cooperative members. The training covers mechanism on monitoring and control of oil palm pest and disease, symptoms of pest and disease attack, typical pest and disease in the region, etc.</p> <p>KUD Tani Bahagia:            Training for integrated pest management conducted in 28/12/2014 attended by 19 representative of farmer group.</p>	<p>Yes</p>
<p><b>Criterion 4.6:</b>            Pesticides are used in ways that do not endanger health or the environment</p>		

**RSPO Public Summary Report**  
**Revision 1 (Sept/2014)**

Criterion / Indicator	Assessment Findings	Compliance
<p>4.6.1</p> <p>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.</p> <p>- Major compliance -</p>	<p>Soga Estate:</p> <p>The justification of pesticide used in PT Inti Indosawit Subur – Soga Estate is explained under company procedure. PT Inti Indosawit Subur – Ukui Group shows “SOP Pengendalian Gulma No.AA-APM-OP-11100.08-R1” dated 01/11/2008. Chapter IV explains the weed control program for woody, grass, fern, caladium, wild banana (Musa spp), Aystasia. It does explain active ingredients use to control such weed, dosage per application, type of nozzle used and volume of spraying per application. 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, sprayer understand the target species and active ingredients to control them. Sprayer shows knowledge on minimizing chemical impact on beneficial weed. Section XIII related to work equipment, protective equipment and safe working practices.</p> <p>Scheme smallholder:</p> <p>KUD Usaha Tani and KUD Tani Bahagia: Cooperative does not perform pesticide/herbicide spraying. Cooperative/farmer member using service of spraying team by PT Inti Indosawit Subur. The spraying team for scheme smallholder perform same standard with company-owned plantation. The spraying team referred to same company standard, each sprayer issued with similar training and using same standard PPE (goggle, respirator, apron, hand glove, rubber boot).</p>	<p>Yes</p>

**RSPO Public Summary Report**  
**Revision 1 (Sept/2014)**

Criterion / Indicator	Assessment Findings	Compliance																																																						
<p>4.6.2 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>Records of herbicide use are available and maintained at each Estate. The records shows the total chemical used (in kg and/or liters), the active ingredients used, total area treated (in Ha), and active ingredients used per area treated and per ton FFB produced.</p> <table border="1" data-bbox="660 533 1289 1339"> <thead> <tr> <th>Chemical</th> <th>Active ingredient</th> <th>Application 2015 (liter/kg)</th> <th>A.i. used</th> <th>a.i per Ha applied (3,951 Ha)</th> <th>a.i. per production (111,880 tons)</th> </tr> </thead> <tbody> <tr> <td>Metsulindo</td> <td>Metil metsulfuron 20%</td> <td>386.94 kg</td> <td>77,38 gram</td> <td>0.0150 gr a.i./Ha</td> <td>0.0006 gr a.i./ton FFB</td> </tr> <tr> <td>Gramoxone</td> <td>Ion paraquat</td> <td>361.85 liters</td> <td>72.37 gram</td> <td>0.0140 gr a.i./Ha</td> <td>0.0005 gr a.i./ton FFB</td> </tr> <tr> <td>Elang</td> <td>Isopropylamina glifosata</td> <td>2,357.45 liters</td> <td>1,131,576 gram</td> <td>220.15 gr a.i./Ha</td> <td>9.3759 gr a.i./ton FFB</td> </tr> <tr> <td>Bionasa</td> <td>Isopropylamina glifosata 480g/liter</td> <td>1,420 liters</td> <td>681,600 gram</td> <td>132.60 gr a.i./Ha</td> <td>5.6475 gr a.i./ton FFB</td> </tr> <tr> <td>Kenrane 288 EC</td> <td>Fluoroksipir 288gr/liter</td> <td>593.81 liters</td> <td>171,017 gram</td> <td>33.271 gr a.i./Ha</td> <td>1.4170 gr a.i./ton FFB</td> </tr> <tr> <td>Starane</td> <td>Fluoroksipir 200gr/liter</td> <td>319.85 liters</td> <td>63,970 gram</td> <td>12.445 gr a.i./Ha</td> <td>0.5300 gr a.i./ton FFB</td> </tr> <tr> <td>Kenlon</td> <td>Triclophyr 48g/liter</td> <td>77.75 liters</td> <td>37,320 gram</td> <td>7.2607 gr a.i./Ha</td> <td>0.3092 gr a.i./ton FFB</td> </tr> <tr> <td>Polydor</td> <td>Lamda shialotrin 25g/liter</td> <td>56 liters</td> <td>1,400 gram</td> <td>0.2723 gr a.i./Ha</td> <td>0.0116 gr a.i./ton FFB</td> </tr> </tbody> </table> <p>Scheme smallholder:                      KUD Usaha Tani: All pesticide application follows Agriculture Policy Manual. The chemical dosage, target application, time of application, and the trained sprayer has been prepared by PT Inti Indosawit Subur – Ukui Group. The record of pesticide used logged in "Daily Cost TUS 2015". Cooperative through spraying team using Glyphosate 600 liters, Fluoroxphyr 53 liters for application on 2,500 Ha (2 rotations of circle-path spraying per farmer block).</p> <p>KUD Tani Bahagia: Use of herbicide recorded under "Semprot Piringan, Pasar Pikul dan TPH tahun 2015". Sample: Application of circle and path spraying on 21/12/2015 for KT 235 (38 Ha), with 9 liters Elang (Glyphosate) and 1 liter Kenrane (Fluoroxphyr).</p>	Chemical	Active ingredient	Application 2015 (liter/kg)	A.i. used	a.i per Ha applied (3,951 Ha)	a.i. per production (111,880 tons)	Metsulindo	Metil metsulfuron 20%	386.94 kg	77,38 gram	0.0150 gr a.i./Ha	0.0006 gr a.i./ton FFB	Gramoxone	Ion paraquat	361.85 liters	72.37 gram	0.0140 gr a.i./Ha	0.0005 gr a.i./ton FFB	Elang	Isopropylamina glifosata	2,357.45 liters	1,131,576 gram	220.15 gr a.i./Ha	9.3759 gr a.i./ton FFB	Bionasa	Isopropylamina glifosata 480g/liter	1,420 liters	681,600 gram	132.60 gr a.i./Ha	5.6475 gr a.i./ton FFB	Kenrane 288 EC	Fluoroksipir 288gr/liter	593.81 liters	171,017 gram	33.271 gr a.i./Ha	1.4170 gr a.i./ton FFB	Starane	Fluoroksipir 200gr/liter	319.85 liters	63,970 gram	12.445 gr a.i./Ha	0.5300 gr a.i./ton FFB	Kenlon	Triclophyr 48g/liter	77.75 liters	37,320 gram	7.2607 gr a.i./Ha	0.3092 gr a.i./ton FFB	Polydor	Lamda shialotrin 25g/liter	56 liters	1,400 gram	0.2723 gr a.i./Ha	0.0116 gr a.i./ton FFB	<p>Yes</p>
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**RSPO Public Summary Report**  
**Revision 1 (Sept/2014)**

Criterion / Indicator	Assessment Findings	Compliance												
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 -	Soga Estate: The reduction of category II pesticide such as Gramoxone is part of environmental management plan. There is no use of prophylactic use of pesticide. Any use of pesticide based on pest and disease census – as last option.  Scheme smallholder: KUD Usaha Tani and KUD Tani Bahagia: The data of pesticide use shows declining trend.	Yes												
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 -	Soga Estate: Paraquat is not banned in Indonesia. <table border="1" data-bbox="660 734 1294 869"> <thead> <tr> <th>Active Ingredients</th> <th>2011 (liters)</th> <th>2012 (litres)</th> <th>2013 (litres)</th> <th>2014 (litres)</th> <th>2015 (litres)</th> </tr> </thead> <tbody> <tr> <td>Paraquat</td> <td>202.3</td> <td>159.8</td> <td>46.6</td> <td>516.4</td> <td>461.7</td> </tr> </tbody> </table> The use of paraquat has been declined from 2014 into 2015. This was used for re-planting.  Scheme smallholder: KUD Usaha Tani and KUD Tani Bahagia: Scheme smallholder policy is not to use Paraquat for weed control in their plantation.	Active Ingredients	2011 (liters)	2012 (litres)	2013 (litres)	2014 (litres)	2015 (litres)	Paraquat	202.3	159.8	46.6	516.4	461.7	Yes
Active Ingredients	2011 (liters)	2012 (litres)	2013 (litres)	2014 (litres)	2015 (litres)									
Paraquat	202.3	159.8	46.6	516.4	461.7									
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 -	Soga Estate: Company programmed training for sprayers, “Pelatihan Pestisida Terbatas”. Sample seen: Mrs. Nurlela, Mrs.Lasmaida and the other 25 sprayers joined “Pelatihan Penggunaan Pestisida Terbatas” dated 22/09/2015. MSDS for all agrochemical stored is evident. Standard PPE issued for sprayers: goggle, respirator mask, apron, rubber glove, long sleeve coverall, rubber boot. PPE regularly replaced and/or substituted when damaged/decline in function. Based on interview with chemical mixing operator, storekeeper, overseer and sprayers; precaution and risk related to chemical product have been understood.  Scheme smallholder: KUD Usaha Tani: All pesticide application follows Agriculture Policy Manual. The chemical dosage, target application, time of application, and the trained sprayer has been prepared by PT Inti Indosawit Subur – Ukui Group. The spraying team works in cooperatives is the same spraying team for company-owned plantation. Company provides training for the workers and smallholder, “Pelatihan Pestisida Terbatas” by “Komisi Pengawasan Pupuk dan Pestisida Provinsi Riau”, dated 22/08/2015. Attended by 78 participants consist of spraying team, farmer group leaders, storekeeper and WKAK.	Yes												



**RSPO Public Summary Report**  
**Revision 1 (Sept/2014)**

Criterion / Indicator	Assessment Findings	Compliance
<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>Soga Estate:                      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.                      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 smallholder:                      KUD Usaha Tani and KUD Tani Bahagia: The spraying team works in cooperatives is the same spraying team for company-owned plantation. The agrochemical is stored in estate's compound, follows administration of estate warehouse.                      PPE is provided (face shield, respiratory, rubber glove, apron and rubber boot). The mixing bay and washing bay equipped with emergency shower.</p>	<p>Yes</p>
<p>4.6.7 Application of pesticides shall be by proven methods that minimise risk and impacts.                      - Minor compliance -</p>	<p>Soga Estate:                      Pesticides had been applied using the Best Management Practices that minimize risk and impacts. Sprayer team and chemical mixer using standard PPE (face shield, respiratory, rubber glove, apron and rubber boot). 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 smallholder:                      KUD Usaha Tani and KUD Tani Bahagia: All herbicide application follows Agriculture Policy Manual. The chemical dosage, target application, time of application, and the trained sprayer team have been prepared by PT Inti Indosawit Subur – Ukui Group. Sprayer team and chemical mixer using standard PPE (face shield, respiratory, rubber glove, apron and rubber boot).                      All workers exposed to chemical risk are provided with medical check up to identify signs of intoxication.</p>	<p>Yes</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>Soga Estate:                      There is no aerial application in the whole estate operation.</p> <p>Scheme smallholder:                      KUD Usaha Tani and KUD Tani Bahagia: There is no aerial application of pesticide/herbicide.</p>	<p>Yes</p>

**RSPO Public Summary Report**  
**Revision 1 (Sept/2014)**

Criterion / Indicator	Assessment Findings	Compliance
<p>4.6.9</p> <p>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).</p> <p>- Minor compliance -</p>	<p>Soga Estate:</p> <p>Company programmed training for sprayers, "Pelatihan Pestisida Terbatas". Sample seen: Mrs. Nurlela, Mrs.Lasmaida and the other 25 sprayers joined "Pelatihan Penggunaan Pestisida Terbatas" dated 22/09/2015.</p> <p>Scheme smallholder:</p> <p>KUD Usaha Tani and KUD Tani Bahagia: Company provides training for the workers and smallholder, "Pelatihan Pestisida Terbatas" by "Komisi Pengawasan Pupuk dan Pestisida Provinsi Riau", dated 22/08/2015. Attended by 78 participants consist of spraying team, farmer group leaders, storekeeper and WKAK.</p>	<p>Yes</p>
<p>4.6.10</p> <p>Proper disposal of waste material, according to procedures that are fully understood by workers and managers shall be demonstrated (see Criterion 5.3).</p> <p>- Minor compliance -</p>	<p>Soga Estate:</p> <p>PT Inti Indosawit Subur – Ukui Group collects all hazardous waste such as empty chemical container from each estate into temporary hazardous waste storage in central workshop compound. Balance of the incoming and outgoing empty chemical containers is recorded.</p> <p>The temporary hazardous waste storage has the applicable permit, as per "Keputusan Bupati Pelalawan No.KPTS.660/BLH/2011/85 tentang Izin Penyimpanan Limbah Bahan Berbahaya dan Beracun (B3) kepada PT Inti Indosawit Subur Ukui" dated 27/01/2011, valid for 5 years. Company is in process of permit extension through "Surat Perpanjangan Izin Pengelolaan Limbah B3 untuk Kegiatan Penyimpanan Sementara Limbah B3 No.105/MB-RH2/EXT/12/15 datd 11/12/2015. Followed up by environmental office "Badan Lingkungan Hidup Kabupaten Pelalawan" by visit dated 23/12/2015. The permit extension due for process.</p> <p>The empty chemical containers transferred from Ukui Estate have been triple rinsed and punctured/damaged. Further, the empty chemical containers transported by licensed contractor to waste management company. Records of transportation document available; manifest of hazardous waste transporation: Manifest No.AAO0005474 for transport of 23.5 piles of used chemical container on 17/11/2015, through PT Shali Riau Lestari to PT Wastec Int'l.</p> <p>Scheme smallholder:</p> <p>KUD Usaha Tani and KUD Tani Bahagia: All spraying activities performed by sprayer team under PT Inti Indosawit Subur – Ukui Group. Management of hazardous waste sent back to PT Inti Indosawit Subur – Ukui Group to be transported to license contractor.</p>	<p>Yes</p>

**RSPO Public Summary Report**  
**Revision 1 (Sept/2014)**

Criterion / Indicator		Assessment Findings	Compliance
4.6.11	Specific annual medical surveillance for pesticide operators, and documented action to treat related health conditions, shall be demonstrated. - Major compliance -	<p>Soga Estate: Company provides 6-monthly medical check up for workers performing agrochemical spraying. The medical check up covers blood test, urine test, cholinesterase test, and spirometric test. Example: Mespandi - spraying overseer; Lasmaida and Nurlela – sprayers; have received medical check up on 19/08/2015. The result shows no sign of intoxication. The first round of medical check up conducted in 09/02/2015.</p> <p>Scheme smallholder: KUD Usaha Tani and KUD Tani Bahagia: All spraying activities performed by sprayer team under PT Inti Indosawit Subur – Ukui Group. All workers exposed to chemical risk are provided with medical check up to identify signs of intoxication.</p>	Yes
4.6.12	No work with pesticides shall be undertaken by pregnant or breast-feeding women. - Major compliance -	<p>Soga Estate: PT Inti Indosawit Subur – Ukui Group prohibits pregnant or breast-feeding women to perform chemical spraying. In order to mitigate, estate performed monthly pregnancy test. Record seen: Pregnancy test for 30 sprayers and 38 fertilizer workers in 12/2015. The pregnancy tests resulted negative (-); no pregnant worker. If there is pregnant worker, maternal leave is given.</p> <p>Scheme smallholder: KUD Usaha Tani and KUD Tani Bahagia: All spraying activities performed by sprayer team under PT Inti Indosawit Subur – Ukui Group. Female workers exposed to chemical risk are provided with medical check up and pregnancy test to identify pregnant or breastfeeding workers.</p>	Yes
<p><b>Criterion 4.7:</b> An occupational health and safety plan is documented, effectively communicated and implemented. The health and safety plan shall cover the following:</p>			

**RSPO Public Summary Report**  
**Revision 1 (Sept/2014)**

Criterion / Indicator	Assessment Findings	Compliance
<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.</p> <p>- Major compliance -</p>	<p>Occupational Health and Safety Policy, lined out in the Company Policy signed on 01/12/2014. 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."</p> <p>Ukui 2 POM:            Health and Safety program 2015 has been implemented: Safety Inspection (PPE, Housing, and Utilities), Safety Program (Operator certificate, Training for PPGD, Fire Brigade, Basic Safety), Health Program (Medical Check Up, Posyandu, "Penanganan DBD, Malaria, Diare, ISPA" &amp; Extra fooding) , Emergency Respon Program (ERT &amp; Drill Fire and Spilage), Environment Program ("Penghijauan Komplek Perumahan dan Pabrik). It was observed all program has been implemented and effectiveness monitored. PPE Inspection for mill worker 28/12/2015.</p> <p>Soga Estate:            Health and safety program 2015 has been implemented: Training PPGD, Update Peta Lokasi APAR, Hydrant, Exit route, Assembly point, Safety Briefing, APD, Sertifikasi Juru Las.</p> <p>Health and safety plan has been established for 2016. (K3 Inspection, Training Program &amp; Certification, Health Program, Emergency Respon Program &amp; Environmet Program (Waste management &amp; Hazardous waste). Monitoring of effectiveness has been recorded on status program year 2015. The safety report has been sent to manpower office on 3-monthly basis.</p> <p>Scheme smallholder:            KUD Usaha Tani: Cooperative has established organization policy, in which point 6 states to improve and implement health and safety in cooperative operation. Document seen: "Kebijakan Koperasi Unit Desa Usaha Tani"; Health and Safety Program under "Program Manajemen K3 Kebun Plasma", covers planning to reduce work related accident, to maintain and improve preparedness of emergency response team, etc. The responsible parties are cooperative committee and scheme smallholder management. Monitoring on PPE usage among harvester as in "Checklist Pemakaian Alat Pelindung Diri", period 01-12/2015. Minimum PPE requirement: helmet, goggle, sickle cover and rubber boot. There are around 22 harvesters regularly inspected.</p> <p>KUD Tani Bahagia: Cooperative has an Occupational Health and Safety Policy that stated on "Kebijakan Koperasi" Signed on 01/01/2015. Health Safety and Environment Program year 2015 has been established. Example: Incident Investigation Training, Emergency Response Training, Prevention on accident and occupational disease.</p>	<p>Yes</p>

**RSPO Public Summary Report**  
**Revision 1 (Sept/2014)**

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>PT Inti Indosawit Subur – Ukui Group is preparing risk assessment for each unit, covering all location and activities.</p> <p>Ukui 2 POM &amp; Soga Estate            Plantation and palm oil mill is able to demonstrate risk assessment for Ukui 2 mill latest HIRADC update on 07/12/2015 while for Soga Estate last HIRADC update on 08/01/2016. The health and Safety program is available.</p> <p>Scheme smallholder:            KUD Usaha Tani: Risk assessment for cooperative activities evaluated, latest review dated 01/2015.</p>	<p>Yes</p>

**RSPO Public Summary Report**  
**Revision 1 (Sept/2014)**

Criterion / Indicator	Assessment Findings	Compliance
<p>4.7.3</p> <p>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>Safe working practices have been established on document "SOP Alat Pelindung Diri No.AA-SOP-OP-101.3-R0". Training for all workers at estates and mills; including sprayers, fertilizer applicators, harvesters, FFB loading crew and upkeep workers.</p> <p>Soga Estate:            Company provided adequate and appropriate protective equipment for all workers at place of works, in line with the risk assessment. Harvester issued with helmet, goggles, rubber boot and sickle cover. Sprayer gangs using goggles, respirators, apron, overall suit, gloves, and rubber boot. The protective equipment provided for free.            Emergency drill has been conducted on 15/06/2015 Regarding Fire Drill Scenario attended by 10 employees.</p> <p>Ukui 2 POM:            Emergency situation drill for Fire conducted on 05/05/2015, attended by 13 employees. Emergency drill for Chemical Spillage conducted on 07/05/2015, attended by 7 employees. Training for all workers at Ukui 2 palm oil mill; FFB loading crew and upkeep workers.            Company provided adequate and appropriate protective equipment for all workers at place of works, in line with the risk assessment. Example: Training Mill Policy Manual, Work Instruction, Supply chain, Traceability, First Aider, Company Policy, Basic safety / Fire, Continuous Improvement, Environmental Management System Procedure.            Engine room operator wears helmet, ear plugs, mask, and safety shoes. Boiler operator using overall suit, goggles, respirator, hand glove and safety boot.            Training at Ukui 2 POM, related to specific skill required to operate machinery:            - SIO/license under name Mr.Suriadi (Turbine Operator) No.11.1334-OPK3-PUBT-B.I/IX/2011, valid to 21/09/2016;            - SIO/license under name Mr.Sujono (Electrical mechanic) No.1617/TK3-LIST/IV/2013-P01, valid to 30/04/2016            - SIO/License under name Mr.Edison Sihombing (Boiler Operator) No.12.P.10.500-OPK3-PUBT/BT.BI/IV/2013, valid to 16/04/2017;</p>	<p>Yes</p>

**RSPO Public Summary Report**  
**Revision 1 (Sept/2014)**

Criterion / Indicator	Assessment Findings	Compliance
	<p>Scheme smallholder:            KUD Usaha Tani: Cooperative provides PPE for harvester working in their area. Document seen: "Berita Acara Penyerahan Alat Pelindung Diri Pemanen dan Kelompok Tani KUD Usaha Tani" dated 03/02/2015. The PPE sets received by 50 harvesters and smallholder members. Monitoring on PPE usage among harvester as in "Checklist Pemakaian Alat Pelindung Diri", period 01-12/2015. Minimum PPE requirement: helmet, goggle, sickle cover and rubber boot. There are 22 harvesters inspected. Training related to health and safety presented by scheme smallholder management "Pelatihan Kesehatan dan Keselamatan Kerja" dated 27/10/2015, attended by 23 representatives from each farmer group. Basic fire training on 19/12/2015, attended by 3 representatives from KUD Usaha Tani.</p> <p>KUD Tani Bahagia:            KUD Tani Bahagia provides safe working practices training for all "Kelompok Tani" Examples: Training Hazard identification conducted on 10/03/2015; Training Emergencies Response and Basic fire that Company Provided conducted on 19/12/2015.</p>	

**RSPO Public Summary Report**  
**Revision 1 (Sept/2014)**

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><b>Ukui 2 POM:</b>                      In Ukui 2 POM, safety committee has been acknowledged through decree from manpower office No.KPTS.566/DTKT-WAS/2014/85 date 31/12/2014.                      Minutes of meeting for safety committee dated 07/12/2015, discussing regarding Accident and Incident Report, HIRAC review, and schedule for New Year eve. Organization structure for safety committee has been established on 01/2015 and also structure for emergency response team has been established on 07/01/2016.</p> <p><b>Soga Estate:</b>                      In Soga Estate, safety committee has been acknowledged through decree from manpower office No.KPTS.566/DTKT-WAS/2016/03, date 08/01/2016.                      Minutes of meeting for safety committee dated 18/12/2015, discussing: health and safety performance. New safety committee structure has been established on 08/01/2016 and also structure for emergency response team has been established on 02/01/2016. The safety report has been sent to manpower office on 3-monthly basis.</p> <p><b>Scheme smallholder:</b>                      KUD Usaha Tani: appointment of Mr.Eko Susanto as person in charge for cooperative's health and safety aspects, as per "Surat Keputusan Pengurus KUD Usaha Tani No.15/KUD-UT/SKPPK3/AP/I/2015 tentang Penunjukan Petugas Penanggungjawab Kegiatan Kesehatan dan Keselamatan Kerja (K3)", signed by cooperative chairman in 07/12/2015.                      Meeting on health and safety performed during FKKT meeting. Sample: Meeting on 14/03/2015, discussing FFB transport, PPE usage for harvester and fertilizer applicator, attended by 23 representatives from each farmer group.</p> <p><b>KUD Tani Bahagia:</b>                      Has been appointed Mr.Supriatin as "Pengurus K3" according "Surat keputusan Pengurus KUD Tani Bahagia" No.004/KUD-TB/SKPPK3/KJ/I/2015, date 07/01/2015. Last Safety Meeting has been conducted on 16/03/2015. Training and meeting "Penyuluhan Panen dan APD". Minutes of meeting explain about APD Socialization uses Helmet, Goggles and Shoes and also Egrek equipped with Cover, Restricted Pesticide, Soil and water conservation, fertilizer application, emergency response, AMDAL &amp; HCV, Emergency Response and Basic Fire.</p>	<p>Yes</p>



**RSPO Public Summary Report**  
**Revision 1 (Sept/2014)**

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>Ukui 2 POM and Soga Estate:            Emergency procedures ase been established; procedure for first aid and emergency situation under "Penanganan Keadaan Darurat – Pertolongan Pertama pada Kecelakaan No.AA-447-001-FM-R1" – dated 12/2014.            The team for emergency situation has been established – as part of safety committee. Ukui 2 POM and Soga Estate are able to demonstrate adequate first aid officer, equipped with first aid kit.            First aid mechanism has been established on 06/01/2016.            License first aider has been demonstrated under name Sister Marlina Purba, 01/10/2015 – 01/10/2018. License No.566/DTKT-WAS/LC/P3K/102.            Company has provides Basic Fire training on 19/12/2015 for the emergency response team/fire fighting team (all company). The team equipped with water pumps, water tank trucks, hoses, nozzles and protective equipments.            Accident record year 2015 has been established, where recorded 2 medical cases and 3 first aid cases. Root cause analysis has been made for that accident. Accident record year 2015 for Soga Estate there are 20 cases medical aid, 25 cases first aid cases and 5 cases near miss.            Emergency team conduct fire patrol.</p> <p>Scheme smallholder:            KUD Usaha Tani: Scheme smallholder manager provides guidance on accident and emergency response plan. The emergency plan covers incident such as work accident, earthquake, flood, landslide, fire break, and agrochemical/hydrocarbon spillage. The emergency plan presented in simple flowchart, completed with contact number and written in Bahasa Indonesia.            Cooperative is working together with local paramedic, Mrs. Mariza from Puskesmas to treat any occupational injury case.</p> <p>KUD Tani Bahagia: Emergency procedure for Fire and Earthquake also accident has been established KUD Tani Bahagia. The team for emergency situation has been established for KUD Tani Bahagia.</p> <p><b>A Minor NC issued:</b>            In KUD Usaha Tani medicines inside first aid kit found to be expired.</p>	<p>NC Minor</p>

**RSPO Public Summary Report**  
**Revision 1 (Sept/2014)**

Criterion / Indicator	Assessment Findings	Compliance
<p>4.7.6 All workers shall be provided with medical care, and covered by accident insurance.                      - Minor compliance -</p>	<p>PT Inti Indosawit Subur have provided clinic for all workers. Referral are made to nearest hospital should the case is severe/critical. Company also providing social and accident insurance in form of Jamsostek and BPJS – for all workers.</p> <p>Ukui 2 POM:                      Sampled worker holds Jamsostek/BPJS card. Payment made based on proportion from employee’ salary deduction and company’s levy, as per regulation. Proof of payment submitted to BPJS Ketenagakerjaan is evident fot November and December 2015.                      Last medical check up has been conducted on 20/08/2015 for all workers all Ukui 2 POM. The medical check up including blood test, physical examination, audiometric test and spirometric test. Result of examination for worker is kept. Company also providing social and accident insurance in from BPJS Ketenagakerjaan – for all workers.</p> <p>Soga Estate                      Last medical check up has been conducted on 19/08/2015 for all workers all Soga Estate (170 employee). Company also providing social and accident insurance in from BPJS Ketenagakerjaan – for all workers.</p> <p>Scheme smallholder:                      KUD Usaha Tani and KUD Tani Bahagia: All spraying activities performed by sprayer team under PT Inti Indosawit Subur – Ukui Group. All workers exposed to chemical risk are provided with medical check up to identify signs of intoxication. Company provides annual medical check up for all employees. Sample seen: Mespandi - spraying overseer; Lasmaida and Nurlela – sprayers; have received medical check up on 19/08/2015. The result shows no sign of intoxication.</p>	<p>NC Minor</p>

**RSPO Public Summary Report**  
**Revision 1 (Sept/2014)**

Criterion / Indicator	Assessment Findings	Compliance
<p>4.7.7 Occupational injuries shall be recorded using Lost Time Accident (LTA) metrics - Minor compliance -</p>	<p>Ukui 2 POM: Shows "Rekapitulasi Kecelakaan Kerja, Near Miss &amp; Potensi". Record shows as of 06/01/2016, where 0 case of fatality, 2 cases of medical aid (0 lost days) and 10 cases of near miss.</p> <p>Soga Estate: Shows "Rekapitulasi Kecelakaan Kerja, Near Miss &amp; Potensi". Record shows as of 12/2015, 0 case of fatality, 20 cases of medical aid , 25 cases first aid cases (0 lost days) and 5 cases of near miss.</p> <p>Scheme smallholder: KUD Usaha Tani: Cooperative is working together with local paramedic, Mrs. Mariza from Puskesmas to treat and record any occupational injury case. Occupational injury recorded under "Rekaman Kecelakaan Kerja". Based on record, there is no work accident throughout 2015.</p> <p>KUD Tani Bahagia: An accident record has been established, for year 2015 there was no accident at KUD Tani Bahagia.</p>	<p>Yes</p>
<p><b>Criterion 4.8:</b> All staff, workers, smallholders and contract workers are appropriately trained.</p>		

**RSPO Public Summary Report**  
**Revision 1 (Sept/2014)**

Criterion / Indicator	Assessment Findings	Compliance
<p>4.8.1</p> <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>PT Inti Indosawit Subur has prepared the training need, with help from Training Center Buatan. The training program is tailored to requirement for each level of employee covers common basic training, specialized training and skill training.</p> <p>In order to assess training need, employee individual assessment form is to be filled out by the line manager and sent back to training center. Feed back given through invitation for training, as planned by training center. Other type of training conducted in coordination with relevant government office/bureau such as limited pesticide training, heavy machinery operator training or first aid training.</p> <p>Ukui 2 POM:            Training plan 2016 has been established and implemented. Example: Mill Policy Manual, Work Instruction, Supply Chain, Traceability, First Aider (PPGD), Compy Policy, Basic Safety/Fire. Continous Improvement and Environmental Management System.</p> <p>Soga Estate:            Training plan 2016 has been established and implemented. Example: refreshment First Aid and PPGD, Refresh Basic Fire, Refresh HCV.</p> <p>Scheme smallholder:            KUD Usaha Tani: Training program available in "Pelatihan Program RSPO KUD Usaha Tani", consist of limited pesticide training, HCV training, integrated agriculture training for replanting preparation, Basic fire training, Integrated pest management, first aid training and water and soil conservation training.</p> <p>KUD Tani Bahagia:            Training program has been established and implemented for year 2015. Example: Date 07/04/2015 Harvest socialization practices and PPE, PPT, Restricted Pesticide, Soil and Water Conservation (stacking frond), fertilization, emergency first aid, EIA and HCV, K3 and Emergency Response and Basic Fire.</p>	<p>Yes</p>

**RSPO Public Summary Report**  
**Revision 1 (Sept/2014)**

Criterion / Indicator		Assessment Findings	Compliance
4.8.2	Records of training for each employee shall be maintained. - Minor compliance -	<p>PT Inti Indosawit Subur – Ukui Group has prepared training record for each employee, both for mill and estate.</p> <p>Ukui 2 POM: Records of training for each employee have been maintained. Example: Aston Sirait ( sustainability awareness, basic safety, mass balance &amp; Traceability ), Imam Syahputra (sustainability awareness, basic safety, mass balance , Limbah B3, Environmental Aspect Impact, Effective communication skill)</p> <p>Soga Estate: Records of training for each employee have been maintained. Example: P.Sinaga (sosialisasi dan pelatihan analisa sampel daun, Refresh PPGD &amp; FA), T. Simanjuntak (basic safety, Analisa sampel daun, PPG, Sosialisasi BPJS and Refresh FA &amp; PPGD).</p> <p>Scheme smallholder: KUD Usaha Tani: Basic fire training on 19/12/2015, attended by 3 representatives from KUD Usaha Tani.</p>	Yes

**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.

**RSPO Public Summary Report**  
**Revision 1 (Sept/2014)**

Criterion / Indicator	Assessment Findings	Compliance
<p>5.1.1 An environmental impact assessment (EIA) shall be documented.                      - Major compliance -</p>	<p>PT Inti Indosawit Subur – Ukui group is able to demonstrate environmental impact assessment in AMDAL document as per “SK Menteri Pertanian No.013/ANDAL/HA/V/95” dated 05/05/1995. In addition, environmental management and monitoring plan - RKL/RPL as per “Surat Keputusan Menteri Pertanian No.03/RKL-RPL/BA/IV/1996” dated 04/04/1996.</p> <p>Environmental Impact Assessment for mill capacity increase as per “Surat Keputusan Gubernur Riau No.976/X/2009 tentang Dokumen Pengelolaan dan Pemantauan Lingkungan (DPPL) untuk Peningkatan Kapasitas PMKS dan sarana pendukung PT. IIS – Kebun Ukui untuk Kebun Inti dan Kebun Plasma dengan Kapasitas Ukui I POM (90 ton TBS/jam) dan Ukui II (75 ton TBS/jam)”, dated 28/10/2009.</p> <p>Environmental monitoring and management report reported in regular basis “RKL RPL semester I” (Period January – June 2015) has been sent to the government, such as evidence acceptance the report in “Badan Lingkungan Hidup Kabupaten Pelalawan” on 31/08/2015.</p> <p>Scheme smallholder:                      KUD Usaha Tani and KUD Tani Bahagia: Scheme manager provides copy of AMDAL document as per “SK Menteri Pertanian No.013/ANDAL/HA/V/95” dated 05/05/1995. In addition, environmental management and monitoring plan - RKL/RPL as per “Surat Keputusan Menteri Pertanian No.03/RKL-RPL/BA/IV/1996” dated 04/04/1996. Scheme manager provides dissemination and explanation on content of AMDAL document, RKL/RPL document, HCV report and Social Impact Assessment document. Latest meeting on 07/04/2015.</p>	<p>Yes</p>
<p>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 -</p>	<p>There is no change in PT Inti Indosawit Subur – Ukui Group operation. Additional environmental aspect-impact from kernel crushing plant has been addressed into “Laporan Upaya Pengelolaan Lingkungan dan Upaya Pemantauan Lingkungan” – Environmental Management and Monitoring Plan. The report was approved by Environmental Agency - Kabupaten Pelalawan as “Surat keputusan No.660/BLHAM/2012/180” dated 22/02/2012.</p> <p>Scheme smallholder:                      KUD Usaha Tani and KUD Tani Bahagia: Scheme manager provides dissemination and explanation on content of AMDAL document, RKL/RPL document, HCV report and Social Impact Assessment document.</p>	<p>Yes</p>

**RSPO Public Summary Report**  
**Revision 1 (Sept/2014)**

Criterion / Indicator	Assessment Findings	Compliance
<p>5.1.3</p> <p>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.</p> <p>- Minor compliance -</p>	<p>Ukui 2 POM and Soga Estate:            Environmental Management Plan - "Program Manajemen Lingkungan" is available, indicating the plan to mitigate significant impact, the monitoring plan, person in charge and time frame. "Program Manajemen Lingkungan 2015", reviewed and evaluated.            Example planning for Mill: to control and reduce air pollution, to reduce use of domestic water and process water, to reduce HSD fuel use.            Example planning for Estate: To control and reduce soil erosion, prevent the loss of natural biodiversity by Asisstant Sustainable, as well as anticipating any social conflict with community around estate.</p> <p>Scheme smallholder:            KUD Usaha Tani and KUD Tani Bahagia:            Social Management Plan related Aspects of Social Problems &amp; Discussion K3 has been conducted on 30/01/2015. Also "Implementing "U" letter frond stacking as a means of soil and water conservation and erosion prevention" dated 31/12/2015.</p>	<p>Yes</p>
<p><b>Criterion 5.2:</b>            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 and operations managed to best ensure that they are maintained and/or enhanced.</p>		

**RSPO Public Summary Report**  
**Revision 1 (Sept/2014)**

Criterion / Indicator	Assessment Findings	Compliance																																							
5.2.1 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>Ukui 2 POM and Soga Estate:            PT Inti Indosawit Subur – Ukui Group is in cooperation with Faculty of Forestry, Bogor Agriculture University in preparing HCV Identification “Dokumen Identifikasi dan Analisis Keberadaan Nilai Konservasi Tinggi (NKT) di Areal Perkebunan Kelapa Sawit di Kebun Ukui dan Soga pada tahun 2010”. The document has put into consideration the landscape condition, including Teso Nilo National Park near the plantation. The assessment team comprise of Ir.Nyoto Santosa, MS as lead assessor HCV RN registered lead assessor, Ir.Heru B Pulunggono, MSc (hydrology and soil conservation), Handian Purwawangsa, S.Hut, MSi (social), Iing Nasihin S.Hut, Msi (flora and GIS), Tutut Sunarminto, MSi, (social and cultural), Yanti Apriyanti,S.Pi (social and cultural), Rizki Ratna Ayu Paramita Sari, S.Hut (social and cultural). The HCV assessment identified the presence of HCV 1.1, HCV 1.2, HCV 1.3, HCV 2.3, HCV 4.1 and HCV 6 with total (under PT Inti Indosawit Subur – Ukui Group) of 234.458 Ha.</p> <table border="1" data-bbox="662 936 1289 1514"> <thead> <tr> <th>HCV</th> <th>Status</th> <th>Ha</th> </tr> </thead> <tbody> <tr> <td>River/Sungai Napuh</td> <td>1.1, 1.2, 4.1</td> <td>27.770</td> </tr> <tr> <td>TributaryAnak Sungai Napuh</td> <td>1.1, 1.2, 4.1</td> <td>5.985</td> </tr> <tr> <td>Tributary/Anak-Anak Sungai Napuh</td> <td>1.1, 1.2, 4.1</td> <td>0.800</td> </tr> <tr> <td>River/Hulu Sungai Air Hitam Kiri</td> <td>1.1, 4.1</td> <td>31.005</td> </tr> <tr> <td>River/Hulu Sungai Air Hitam Kanan</td> <td>1.1, 4.1</td> <td>19.656</td> </tr> <tr> <td>Waste water pond/Kolam Limbah</td> <td>1.1, 4.1</td> <td>2.057</td> </tr> <tr> <td>Water reservoir/Waduk</td> <td>1.1, 4.1</td> <td>2.400</td> </tr> <tr> <td>Graveyard/Makam Afdeling 1</td> <td>1.1, 4.1</td> <td>0.443</td> </tr> <tr> <td>Graveyard/Makam Afdeling 5</td> <td>1.2, 1.3, 2.3, 5</td> <td>0.060</td> </tr> <tr> <td>Graveyard/Makam Afdeling 2</td> <td>6</td> <td>2.109</td> </tr> <tr> <td>Graveyard/Makam Arah SP VI</td> <td>6</td> <td>0.005</td> </tr> <tr> <td><b>Total</b></td> <td></td> <td><b>92.290</b></td> </tr> </tbody> </table> <p>Most of the HCV identified, located within the existing planatation. So there must have been area where oil palm planted on HCV area. Company will review the area during replanting.</p>	HCV	Status	Ha	River/Sungai Napuh	1.1, 1.2, 4.1	27.770	TributaryAnak Sungai Napuh	1.1, 1.2, 4.1	5.985	Tributary/Anak-Anak Sungai Napuh	1.1, 1.2, 4.1	0.800	River/Hulu Sungai Air Hitam Kiri	1.1, 4.1	31.005	River/Hulu Sungai Air Hitam Kanan	1.1, 4.1	19.656	Waste water pond/Kolam Limbah	1.1, 4.1	2.057	Water reservoir/Waduk	1.1, 4.1	2.400	Graveyard/Makam Afdeling 1	1.1, 4.1	0.443	Graveyard/Makam Afdeling 5	1.2, 1.3, 2.3, 5	0.060	Graveyard/Makam Afdeling 2	6	2.109	Graveyard/Makam Arah SP VI	6	0.005	<b>Total</b>		<b>92.290</b>	Yes
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**RSPO Public Summary Report**  
**Revision 1 (Sept/2014)**

Criterion / Indicator	Assessment Findings	Compliance
	<p>A number of fauna identified in the plantation area: Mammals such as "Kucing kuwuk" (Felis bengalensis), "Kancil" (Tragulus javanicus), "Kijang" (Muntiacus muntjak), "Trenggiling" (Manis javanica), Monkey (Macaca fascicularis), "Beruk" (Macaca nemestrina), "Musang" (Paradoxurus hermaphroditus). Birds such as "Raja udang meninting" (Alcedo meninting), "Burung madu" (Aethopyga siparaja and Nectarinia jugularis), "Elang tikus" (Elanus caeruleus), "Elang ular bido" (Spilomis cheela), "Cekakak belukar" (Halicyon smymensis), "Kipasan belang" (Rhipidura javanica). Reptile such as "Ular Piton" (Phyton molurus), monitor lizard (Varanus salvator). Identified also protected plants such as "Meranti batu" (Shorea leprosula), "Meranti bunga" (Shorea teysmanniana). The HCV identification report was peer reviewed by WWF on 25-27/10/2010.</p> <p>Scheme smallholder:            KUD Usaha Tani and KUD Tani Bahagia: There is no HCV identified on oil palm plantation of scheme smallholder.</p>	

**RSPO Public Summary Report**  
**Revision 1 (Sept/2014)**

Criterion / Indicator	Assessment Findings	Compliance
<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>Ukui 2 POM and Soga Estate:            PT Inti Indosawit Subur – Ukui Group is in cooperation with Faculty of Forestry, Bogor Agriculture University in preparing HCV Identification “Dokumen Identifikasi dan Analisis Keberadaan Nilai Konservasi Tinggi (NKT) di Areal Perkebunan Kelapa Sawit di Kebun Ukui dan Soga pada tahun 2010”. The document has put into consideration the landscape condition, including Teso Nilo National Park near the plantation. The HCV assessment identified the presence of HCV 1.1, HCV 1.2, HCV 1.3, HCV 2.3, HCV 4.1 and HCV 6 with total of 234.458 Ha.</p> <p>A number of protected fauna identified in the plantation area: Mammals such as “Kucing kuwuk” (Felis bengalensis), “Kancil” (Tragulus javanicus), “Kijang” (Muntiacus muntjak), “Trenggiling” (Manis javanica), Monkey (Macaca fascicularis), “Beruk” (Macaca nemestrina), “Musang” (Paradoxurus hermaphroditus). Birds such as “Raja udang meninting” (Alcedo meninting), “Burung madu” (Aethopyga siparaja and Nectarinia jugularis), “Elang tikus” (Elanus caeruleus), “Elang ular bido” (Spilomis cheela), “Cekakak belukar” (Halicyon smymensis), “Kipasan belang” (Rhipidura javanica). Reptile such as “Ular Piton” (Phyton molurus), monitor lizard (Varanus salvator).</p> <p>Identified also protected plants such as “Meranti batu” (Shorea leprosula), “Meranti bunga” (Shorea teysmanniana).</p> <p>Company has prepared a procedure for protection of flora and fauna, explained in Environmental Management System: Biodiversity (AA-432-002e-LT), IUCN redlist (AA-432-006-LT), CITES list (AA-432-07-LT).</p> <p>Signboards are placed on the area identified with conservation values. Monitoring for the HCVs are carried out as per Conservation Management Plan. The conservation management plan covers area enhancement, socialization to workers and local communities, prohibition of chemical regime near the area and river buffer zone’ restoration. Plan for monitoring and patrol has been incorporated into the management and monitoring plan. Another effort planned was to have HCV sign board and “no-hunting” sign boards placed near identified HCV areas – on progress. PT Inti Indosawit Subur – Ukui Group is also having procedure to monitor the protected/conservation area as per “SOP Pemantauan Areal Lindung” No.AA-PL-08-EFP – describing procedure for vegetation monitoring, wildlife monitoring (path and rapid method), conservation area inspection procedure, vegetation enhancement procedure and data analysis procedure.</p> <p>Company continuously disseminating the AMDAL and HCV report, such as in 07/04/2015 attended by 58 participants from farmer group, WKAK, cooperative and village authorities.</p>	<p>Yes</p>

**RSPO Public Summary Report**  
**Revision 1 (Sept/2014)**

Criterion / Indicator	Assessment Findings	Compliance
	<p>Conservation Management Plan – Soga Estate for total 92.29 Ha. HCV consist of Riparian Napuh river 6.66 Ha (HCV 1.1, 1.2, 4.1) program is to sets 200 meters buffer zone, communication of HCV status to new worker, manual upkeep for palm nearby riparian, restoration; Napuh river-tributary of 1.92 Ha (HCV 1.1, 1.2, 4.1) program is to have buffer zone, communication of HCV status to new worker, manual upkeep for palm nearby; Upstream Air Hitam Kiri river 14.94 Ha (HCV 1.1, 4.1) program is to have buffer zone, communication of HCV status to new worker, manual upkeep; Water reservoir Ukui 2 POM of 2.4 Ha (HCV 1.1, 4.1) is to communicate the HCV status; Sacred tomb of 0.443 Ha and 0.06 Ha (HCV 1.2, 1.3, 6) the program is to communicate the presence of HCV status.</p> <p>Scheme smallholder:            KUD Usaha Tani and KUD Tani Bahagia: Based on field visit, farmer member has put sign boards on main entrance and in the plantation. The signboard creates awareness on no hunting/poaching, no fish poisoning, no cutting trees/log, and fauna species identified/possibly present in the plantation location.            Based on interview with the farmer members, a dedicated members has been monitored the fauna in each farmer group on monthly basis.</p>	

**RSPO Public Summary Report**  
**Revision 1 (Sept/2014)**

Criterion / Indicator	Assessment Findings	Compliance
<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>Soga Estate:</p> <p>PT Inti Indosawit Subur – Ukui Group has a policy to forbid capture, harm, collect and kill RTE’s species.</p> <p>The training program is covering the training and communication plan to all level of employee related to HCV importance. Environmental and Sustainability Training Program, HCV training refreshment and HCV dissemination have been delivered to employee and surrounding community in 2015 and planned to continue in subsequent year.</p> <p>The dissemination continues in 2015, for instance 21/02/2015 company communicating the HCV management, as part of new company policy – attended by 45 participants. Direct dissemination to employee done in 28/06/2015 in Ukui Estate, attended by 99 workers. Based on field inspection to worker housing, no RTE species being captured, harmed or collected by worker.</p> <p>Scheme smallholder:</p> <p>KUD Usaha Tani and KUD Tani Bahagia: Based on field visit, farmer member has put sign boards on main entrance and in the plantation. The signboard creates awareness on no hunting/poaching, no fish poisoning, no cutting trees/log, and fauna species identified/possibly present in the plantation location.</p> <p>Based on interview with the farmer members, they understood the policy.</p> <p>Farmer members can also describe the protected species such as “Macan Akar” (Felis bengalensis), “Raja Udang” (Alcedo meninting), “Burung Madu” (Aethopyga siparaja), “Trenggiling” (Manis javanicus), Cobra snake (Naja sumatrana), etc.</p>	<p>Yes</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"> <li>• The status of HCV and RTE species that are affected by plantation or mill operations shall be documented and reported;</li> <li>• Outcomes of monitoring shall be fed back into the management plan.</li> </ul> <p>- Minor compliance -</p>	<p>Company has prepared Conservation Management Plan, detailing location of HCV area, hectare of HCV area, management objective, management program, method, person in charge, target of implementation and monthly status.</p> <p>Company has consistently monitors the status of HCV area, as well as protected flora and fauna species. This is recorded in “Laporan Monitoring Tumbuhan dan Satwa Liar PT IIS periode II 2015” – monitoring period 07-12/2015. The report explains the monitoring on status of pland and wildlife, disturbance and damage to the protected area. Soga Estate shows “Daftar Temuan Satwa Liar” – Wildlife encounter year 2015. Sample: “Tiong emas” bird at block B87c sighted on top of tree; “Kucing hutan” at block C98i sighted running hide.</p>	<p>Yes</p>

**RSPO Public Summary Report**  
**Revision 1 (Sept/2014)**

Criterion / Indicator	Assessment Findings	Compliance	
5.2.5	<p>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.</p> <p>- Minor compliance -</p>	<p>Soga Estate: Based on document verification, field visit and interview with stakeholders, there is no HCV area under existing rights of local community.</p> <p>Scheme smallholder: KUD Usaha Tani and KUD Tani Bahagia: Based on document verification, field visit and interview with stakeholders, there is no HCV area under existing scheme smallholder plantation and/or over rights of local community.</p>	Yes
<p><b>Criterion 5.3:</b> Waste is reduced, recycled, re-used and disposed of in an environmentally and socially responsible manner.</p>			
5.3.1	<p>All waste products and sources of pollution shall be identified and documented.</p> <p>- Major compliance -</p>	<p>Waste products have been identified and documented under the "Evaluasi Aspek-Dampak Lingkungan" (Environmental Aspect impacts). This document is updated once a year. PT Inti Indosawit Subur has a waste management plan, identifying type and source of waste and the disposal plan.</p> <p>PT Inti Indosawit Subur has a procedure to handle hazardous waste under "Prosedur Penanganan Limbah B3" No.AA-KL-06-EFP explains mechanism to collecting the waste, recording and disposal to licensed third party.</p> <p>The company store hazardous waste in temporary storage with permit, The hazardous waste is sent to the registered collector which approved by Environmental Ministry, namely PT Shali Riau Lestari.</p> <p>Scheme smallholder: KUD Tani Bahagia: Waste product and sources of pollution has been identified and documented: empty gunny bag, empty plastic bag from fertilizer sack, fog, etc.</p>	Yes

**RSPO Public Summary Report**  
**Revision 1 (Sept/2014)**

Criterion / Indicator	Assessment Findings	Compliance
<p>5.3.2 All chemicals and their containers shall be disposed of responsibly.                      - Major compliance -</p>	<p>PT Inti Indosawit Subur has a procedure to handle hazardous waste under "Prosedur Penanganan Limbah B3" No.AA-KL-06-EFP explains mechanism to collecting the waste, recording and disposal to licensed third party. PT Inti Indosawit Subur – Ukui Group collects all hazardous waste from each estates and mills into temporary hazardous waste storage in central workshop compound. The temporary hazardous waste storage has the applicable permit, as per "Keputusan Bupati Pelalawan No.KPTS.660/BLH/2011/85 tentang Izin Penyimpanan Limbah Bahan Berbahaya dan Beracun (B3) kepada PT Inti Indosawit Subur Ukui" dated 27/01/2011, valid for 5 years. Company is in process of permit extension through "Surat Perpanjangan Izin Pengelolaan Limbah B3 untuk Kegiatan Penyimpanan Sementara Limbah B3 No.105/MB-RH2/EXT/12/15 datd 11/12/2015. Followed up by environmental office "Badan Lingkungan Hidup Kabupaten Pelalawan" by visit dated 23/12/2015. The permit extension due for process.</p> <p>PT Inti Indosawit Subur has an agreement in transporting the hazardous waste with contractor: "Perjanjian Kerjasama antara PT Inti Indosawit Subur dengan PT Shali Riau Lestari No.031/SRL-PKU/MOU/III/2015 dated 09/02/2015; valid up to 22/02/2016. The type of hazardous waste to be transported: used oil, waste oil, old lamps, used chemical container, contaminated waste, medical/infectious waste and used filter. The contractor holds valid permit: "Keputusan Menteri Negara Lingkungan Hidup No.237 tahun 2011 tentang Izin Pengumpulan Limbah Bahan Beracun PT Shali Riau Lestari" dated 08/11/2011 valid for 5 years.</p> <p>Records of hazardous waste:                      "Catatan Serah-Terima Limbah B3" date 06/11/2015, hazardous waste store received 20 pieces empty pesticide container and 6 pieces jerry can from chemical mixing store. "Catatan Serah-Terima Limbah B3" date 13/11/2015, hazardous waste store received 15 liters used oil and 5 pieces oil filter from workshop.                      "Catatan Serah-Terima Limbah B3" date 17/11/2015, hazardous waste store send 13.5 drums empty pesticide container, 10 drums of jerry can, 16 drums empty paint bucket, 1 drum medical/infectious waste, 46 kg pieces used battery, 1 drum dirty oil, 1 drum dirty HSD oil to PT Shali Riau Lestari.</p> <p>Register of hazardous waste "Lembar Neraca Limbah Bahan Berbahaya dan Beracun" period 10-12/2015 for Soga Estate and Ukui 2 POM is evident and updated; identifying incoming and outgoing hazardous waste in store.</p>	<p>Yes</p>

**RSPO Public Summary Report**  
**Revision 1 (Sept/2014)**

Criterion / Indicator	Assessment Findings	Compliance
	<p>The transporting manifest of hazardous waste:  Manifest No.AAO0005471 for transport of 1 pile of infectious waste on 17/11/2015, through PT Shali Riau Lestari to PT Wastec Int'l. Manifest No.AAO0005474 for transport of 23.5 piles of used chemical container on 17/11/2015, through PT Shali Riau Lestari to PT Wastec Int'l. Manifest No.AAO0005475 for transport of 0.5 drum of used chemical on 17/11/2015, through PT Shali Riau Lestari to PT Wastec Int'l. Manifest No.AAO0005486 for transport of 19 drums of waste oil on 17/11/2015, through PT Shali Riau Lestari to PT Wastec Int'l.</p> <p>Scheme smallholder:  KUD Usaha Tani and KUD Tani Bahagia: All of KUD members (farmer) are using "Team Unit Semprot/TUS" service in performing weed control/spraying. The empty chemical containers collected and stored at hazardous waste storage at PT Inti Indosawit Subur – Ukui Group, for further disposal to licensed contractor.</p>	
<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".  The company started at the beginning this year to re-cycle anorganic waste where the company built the waste storage.</p> <p>Scheme smallholders:  KUD Tani Bahagia and KUD Usaha Tani: "Mekanisme Pengelolaan Sampah", explains the handling of organic to be composted and inorganic waste to be managed by village office.</p> <p><b>However, NC Minor issued:</b>  The disposal of empty fertilizer plastic does not meet waste management plan in KUD Tani Bahagia.</p>	<p>Minor NC</p>
<p><b>Criterion 5.4:</b>  Efficiency of fossil fuel use and the use of renewable energy is optimised.</p>		

**RSPO Public Summary Report**  
**Revision 1 (Sept/2014)**

Criterion / Indicator	Assessment Findings	Compliance
<p>5.4.1</p> <p>A plan for improving efficiency of the use of fossil fuels and to optimise renewable energy shall be in place and monitored.</p> <p>- Minor compliance -</p>	<p>Ukui 2 POM:            PT Inti Indosawit Subur has a programme for energy management. The program has covers plan to use renewable energy from fiber/shell and from fossil fuel/HSD oil. Based on energy use data, palm oil mill has utilized more fiber/shell, up to 95% - as energy compared to use of HSD oil use. Program has covers plan to use renewable energy from fiber/shell and from fossil fuel/HSD oil. Based on energy use data, palm oil mill has utilized more fiber/shell, up to 95% - as energy compared to use of HSD oil use.</p> <p>Ukui 2 POM:            Shows "Laporan Unit Pabrik" up to 12/2015, the record shows a total of 10,968 tons of fibre and 13,084 tons of shell used as renewable energy source for boiler. Based on data of energy production, shows increase. In 2014, 0.375 Gigajoule/tons energy was produced while in 2015 indicates 0.393 Gigajoule/tons energy was produced.</p> <p>Soga Estate:            Engineering Design for Genset using Fuel Ratio Gasifier. Average HSD fuel use on 12/2015 is 715 liters of HSD fuel. After using Fuel Ratio Gasifier reduced into 577 liters.</p> <p>Scheme smallholder:            KUD Usaha Tani and KUD Tani Bahagia: Cooperative has planned to reduce use of fossil fuel for each operational activity. The reduction plan such as for harvesting activity through emission test for FFB transport trucks, road maintenance program implementation and reduction of harvesting pad.</p>	<p>Yes</p>
<p><b>Criterion 5.5:</b>            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.</p>		



**RSPO Public Summary Report**  
**Revision 1 (Sept/2014)**

Criterion / Indicator	Assessment Findings	Compliance
<p>5.5.1</p> <p>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.</p> <p>- Major compliance -</p>	<p>Soga Estate:            Company is able to demonstrate zero-burning policy as pointed out in point 5 Company policy "melakukan praktek tanpa bakar dalam kegiatan pembangunan perkebunan dan secara aktif mendukung inisiatif mencegah dan mengawasi kebakaran hutan dan asap" – practicing zero burning in plantation activity and actively support initiative to prevent and monitor fire and smog. This is reflected from the procedure for land preparation and integrated pest management. Land preparation and/or replanting are conducted through mechanical method.            Soga Estate will having replanting program in 2017 (see 3.1.2).</p> <p>Scheme smallholder:            KUD Usaha Tani: Cooperative is able to demonstrate "Rencana Program Replanting". The planning is due for 2018 for all of 1,292 Ha under KUD Usaha Tani. KUD has prepared fund for replanting. "Daftar Pelaksanaan Replanting KUD Usaha Tani 2014", the document explains methodology for replanting in 2018. The replanting will be done with mechanization/zero burning. The process started with survey and block boundary, planting point, road and drainage, felling, chipping and stacking, ploughing and harrowing, platform construction, planting leguminous cover plant and planting. The latest communication on replanting program was done in 12/01/2016, attended by 20 members of KUD Usaha Tani.            KUD has a procedure "Replanting Tanpa Bakar", explaining the method for zero burning method during replanting period. The document also explains the factor and risk to land fire. Factor explained such as soil characteristic, palm density, location from water source, topographic location, distance from office (monitoring), and history of land fire. Basic fire training on 19/12/2015, attended by 3 representatives from KUD Usaha Tani.            Emergency response team in case of fire: Mr. Eko, Mr. Herman, Mr. Amin, Mr. Sugi, Mr. Ansori, Mr. Priksono.            Facility prepared for fire fighting: portable water pump, water hose, shovel, water bucket, axe, etc. All found in place and ready-to-use.</p>	<p>Yes</p>
<p>5.5.2</p> <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>Soga Estate:            There is no use of fire. See 5.5.1. Based on document review and interview with stakeholders, there is no land preparation and/or replanting using fire.</p> <p>Scheme smallholder:            KUD Usaha Tani:            "Daftar Pelaksanaan Replanting KUD Usaha Tani 2014", the document explains methodology for replanting in 2018. KUD Usaha Tani committed the replanting will be done with mechanization/zero burning.</p>	<p>Yes</p>

**Criterion 5.6:**  
 Plans to reduce pollution and emissions, including greenhouse gases, are developed, implemented and monitored.

**RSPO Public Summary Report**  
**Revision 1 (Sept/2014)**

Criterion / Indicator	Assessment Findings	Compliance
5.6.1 An assessment of all polluting activities shall be conducted, including gaseous emissions, particulate/soot emissions and effluent (see Criterion 4.4). - Major compliance -	Company has assessed all pollution sources, including GHG as documented under "Program Manajemen Lingkungan". The program consists of source of pollution/emission, type of pollution/emission produced, improvement program, person in charge and timeline. The program covers: <ul style="list-style-type: none"> <li>- Control the emission from operational vehicle, where all vehicle shall follows emission test and meet the quality standards;</li> <li>- When vehicle fails to meet quality standard, a repair/maintenance will performed;</li> <li>- Reducing air pollution from fossil fuel, by using biogas plant. And stop using shell for boiler No.4 (only fibre);</li> <li>- Reducing GHG with optimal use of effluent as source of energy for power plant, through use of biogas plant.</li> </ul>	Yes
5.6.2 Significant pollutants and greenhouse gas (GHG) emissions shall be identified, and plans to reduce or minimise them implemented. - Major compliance	PT Inti Indosawit Subur – Ukui Group has identified source of pollution and green house gas from palm oil mill effluent, use of HSD fuell for FFB and CPO transportation, application of empty fruit bunch, use of fiber and shell for boiler fuel – along with estimated emission. Soga estate and Ukui 2 mill has prepared a plan to reduce GHG emission from significant pollutants has not been made available and implemented.  Ukui 2 POM: GHG Value 25,648 Kg CO2 Eq / Ton FFB : from effluent pond, mill operation, FFB processed, use of chemical and use of water. Plan to reduce: to reduce fossil fuel (reducing HSD fuel use) into 2,500 liters per month – based on current monitoring, 2,800 liters per month.  Soga Estate: GHG Value 47.86 Kg CO <sub>2</sub> eq/ton FFB: from land application, HSD fuel, fertilizer, land cover. Plan to reduce GHG: Efficiency on fuel use, efficiency in use of dump truck tire, efficiency in electricity use. To increase fuel ratio from 3.04 km/liter (2014) into 2.73 km/liter (2015). To reduce fuel consumption for power generator in Division III from 25 liters/HM into 20 liters/HM. Monitoring result through 2015 is 25.88 liters/HM.	Yes

**RSPO Public Summary Report**  
**Revision 1 (Sept/2014)**

Criterion / Indicator	Assessment Findings	Compliance
<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.</p> <p>- Minor compliance -</p>	<p>Ukui 2 POM was able to demonstrate "Program Manajemen Lingkungan 2015", detailing plan to reduce significant green house gases that has been identified equipped with a monitoring plan, with explanation of appropriate tools to monitor the effectiveness of the mitigation measures.</p> <p>Noise pollution monitored as per "SOP Tabulasi Data Pemantauan dan Pengukuran AA-PL-503-EFP" – every 6 months. Boiler station measured on second semester 2015 recorded 79.3 dB.</p> <p>Ukui 2 POM: Monitoring has been conducted 6 monthly for emission (Boiler &amp; genset), odor (IPAL) and Water quality (Land Application). Last monitoring has been conducted on Semester 2 – 2015. Results meet the standard. Monitoring recorded on monitoring tabulation form.</p>	<p>Yes</p>
<p><b>Principle 6: Responsible consideration of employees and of individuals and communities affected by growers and millers</b></p>		
<p><b>Criterion 6.1:</b> 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.</p> <p>- Major compliance -</p>	<p>Identification and analysis of social aspect in oil palm plantation, cooperation between PT Inti Indosawit Subur – Ukui Group and Faculty of Forestry – Bogor Agriculture University, in 2010. The SIA titled "Laporan Hasil Identifikasi dan Analisis Aspek Sosial untuk Menyusun Roadmap Kelestarian Sosial Perusahaan Perkebunan Kelapa Sawit PT Inti Indosawit Subur, Kebun Ukui dan Soga, Provinsi Riau" – 2010.</p> <p>Evidence of consultation with affected parties is available in the document.</p> <p>The social impact analysis including local community condition, related to basic need fulfilment, land legality, positive and negative impact from oil palm development, local community' perception, relationship with wider community and analysis of stakeholder. The document also equipped with social management plan and recommendation for social impact management.</p> <p>Scheme smallholder: KUD Usaha Tani: Dissemination has been conducted on 26/01/2015. Agenda: "Rencana Kelola Sosial Terkait Aspek Permasalahan Sosial yang ada di wilayah Desa Air Putih - SP 6 Lala, dan Permbahasan K3". There are 15 participants from village authorities, cooperative committee and scheme manager.</p>	<p>Yes</p>

**RSPO Public Summary Report**  
**Revision 1 (Sept/2014)**

Criterion / Indicator	Assessment Findings	Compliance
<p>6.1.2</p> <p>There shall be evidence that the assessment has been done with the participation of affected parties.                      - Major compliance -</p>	<p>PT Inti Indosawit Subur – Ukui Group in the social impact analysis has involving local community, in Focus Group Discussion or interview with some 18 surrounding villages.</p> <p>Scheme smallholder:                      KUD Usaha Tani: Dissemination has been conducted on 26/01/2015. Agenda: "Rencana Kelola Sosial Terkait Aspek Permasalahan Sosial yang ada di wilayah Desa Air Putih - SP 6 Lala, dan Perbahasan K3". There are 15 participants from village authorities, cooperative committee and scheme manager. The social impact review covers harvesting and transportation activities (FB quality, FFB stealing, air pollution, poor road condition, FFB pricing transparency), manpower (no certificate or decree, PPE broke down), land legality (land certificate, FFB sales contract), etc.</p>	<p>Yes</p>
<p>6.1.3</p> <p>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 -</p>	<p>PT Inti Indosawit Subur – Ukui Group is able to demonstrate environmental and social impact management program, in order to mitigate negative impact. The program covers type of activity and the significant impact/risk, purpose of activity, target, person in charge and time frame for implementation.</p> <p>Scheme smallholder:                      KUD Usaha Tani: Plan for avoidance of negative social impact. Example: Fire patrol to prevent fire break, as well as prevent FFB larceny cases.</p>	<p>Yes</p>

**RSPO Public Summary Report**  
**Revision 1 (Sept/2014)**

Criterion / Indicator	Assessment Findings	Compliance
<p>6.1.4</p> <p>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.</p> <p>- Minor compliance -</p>	<p>Every 6 months, PT Inti Indosawit Subur – Ukui Group, has to prepare report for Environmental Management Plan and Environmental Monitoring Plan, this includes impact evaluation for each activity. is able to demonstrate environmental and social impact management program, in order to mitigate negative impact. In addition, company shows report of environmental management and monitoring report – RKL/RPL period of first semester 2015. This report is submitted to environmental body.</p> <p>It was observed review SIA and Implementation RKL/RPL period first semester 2015, social management and monitoring has been reviewed with participation of affected parties, Date 30/06/2015.</p> <p>Scheme smallholder:            KUD Usaha Tani: Dissemination has been conducted on 26/01/2015. Agenda: "Rencana Kelola Sosial Terkait Aspek Permasalahan Sosial yang ada di wilayah Desa Air Putih - SP 6 Lala, dan Perbahasan K3". There are 15 participants from village authorities, cooperative committee and scheme manager. The social impact review covers harvesting and transportation activities (FB quality, FFB stealing, air pollution, poor road condition, FFB pricing transparency), manpower (no certificate or decree, PPE broke down), land legality (land certificate, FFB sales contract), etc.</p>	<p>Yes</p>
<p>6.1.5</p> <p>Particular attention shall be paid to the impacts of smallholder schemes (where the plantation includes such a scheme).</p> <p>- Minor compliance -</p>	<p>PT Inti Indosawit Subur is able to demonstrate Social Impact Assessment by Faculty of Forestry – IPB datum 2010. In addition, AMDAL document or social and environmental impact assessment as per "SK Menteri Pertanian No.013/ANDAL/HA/V/95" dated 5th May 1995 for area of study 17,781.47 Ha for Buatan and 19,247.64 Ha for Ukui. Another document environmental management and monitoring plan RKL/RPL as per "Surat Keputusan Menteri Pertanian No.03/RKL-RPL/BA/IV/1996" dated 4th April 1996. The SIA document covers social impact on development of scheme smallholders.</p> <p>In addition, PT Inti Indosawit Subur – Ukui Group prepares a scheme management, by assigning assistant at each cooperative to help with day-to-day oil palm operation. Training for smallholders are part of annual training program.</p> <p>Scheme smallholder:            KUD Usaha Tani and KUD Tani Bahagia: The SIA document covers social impact on development of scheme smallholders</p>	
<p><b>Criterion 6.2:</b>            There are open and transparent methods for communication and consultation between growers and/or millers, local communities and other affected or interested parties.</p>		

**RSPO Public Summary Report**  
**Revision 1 (Sept/2014)**

Criterion / Indicator	Assessment Findings	Compliance
6.2.1 Consultation and communication procedures shall be documented. - Major compliance -	<p>Policy and procedure for communication is in place, to ensure company produce a single consistent statement for all stakeholders, both internal and external. The policy consists of guidance on information handling and how information used in communicating to community and media.</p> <p>PT Inti Indosawit Subur – Ukui Group has established policy and procedure to communicate and consultation with stakeholder, under SOP AA-GL-509.1-R0, date 22/08/2011. The procedure consists of guidance to information handling and how that information used to communicate to public.</p>	
6.2.2 A management official responsible for these issues shall be nominated. - Minor compliance -	<p>Public relation officer is the one responsible to consultation and communication with local community and other interested parties. PT Inti Indosawit Subur - Ukui Group has appointed official responsible for social issues based on Memorandum No.227/HRD/AA/TL/XI/2014 dated 07/11/2014 for Mr.Danton Ranap Sitompul (public relation).</p> <p>The job description of public relation officer is to develop and nurture good relationship with all stakeholders, to resolve issues related to social and environmental with internal and external party.</p> <p>Scheme smallholder:            KUD Usaha Tani: Cooperative appoint Mr. Gunaji, a member as public relation officer, as per "Surat Keputusan Pengurus KUD No.01/Kpts/KUD-UT/I/2013 tentang Penunjukan Saudara Gunaji sebagai Pengurus Humas KUD Usaha Tani" dated 01/2013.</p>	

**RSPO Public Summary Report**  
**Revision 1 (Sept/2014)**

Criterion / Indicator	Assessment Findings	Compliance
<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>PT Inti Indosawit Subur – Ukui Group has a list of stakeholder, latest update 2016. The stakeholder consists of government, community and NGO.</p> <p>Government: Kepala Polisi Sektor Ukui (police), Camat Ukui (Sub-district), Dinas Tenaga Kerja dan Transmigrasi Kabupaten Pelalawan (Manpower service), Kepala Dinas Perkebunan Kabupaten Pelalawan (Plantation service), Dinas Pertambangan dan Energi Kabupaten Pelalawan (Mining and energy service), Badan Pertanahan Nasional Kabupaten Pelalawan (Land office), Badan Lingkungan Hidup Kabupaten Pelalawan (Environment office), Dinas Pekerjaan Umum Kabupaten Pelalawan (Civil work office), Pusat Kesehatan Masyarakat Kecamatan Ukui, Palang Merah Indonesia Kabupaten Pelalawan, Badan Pusat Statistik Kabupaten Pelalawan, Badan Koordinasi Penanaman Modal, Kepala Sekolah Dasar 010, Kepala Desa Air Hitam, Kepala Desa Ukui II, Kepala Desa Bukit Gajah, Kepala Desa Bukit Jaya, Kepala Desa Trimulya Jaya, Kepala Desa Air Emas, Kepala Desa Kampung Baru, Kepala Desa Kembang Sari, Kepala Desa Silikuan Hulu, Kepala Desa Sei Beberas Hilir, Kepala Desa Rimpian, Kepala Desa Pondok gelugur, Kepala Desa Lubuk Batu Jaya, Kepala Desa Tasik Juang, Kepala Desa Kulim Jaya, Kepala Desa Air Putih, Kepala Desa Bagan Limau, Kepala Desa Lubuk Kembang Bungo, Kelurahan Ukui (Village).</p> <p>Community: KUD Sumber Makmur, KUD Bina Usaha Baru, KUD Bakti, KUD Karya Bersama, KUD Sawit Subur, KUD Bina Sejahtera, KUD Sumber Bahagia, KUD Tani Bahagia, KUD Usaha Tani, KUD Bukit Potalo (cooperatives/scheme smallholders) , Ketua FK-KPPS, GWKAK, WKAK Desa Bukit Gajah, WKAK Air Emas, WKAK Pontian Mekar, Ketua Serikat Pekerja Seluruh Indonesia (worker union), Ketua MUI Ukui.</p> <p>NGO: WWF, Scale Up</p> <p>Meeting with stakeholders on 29/03/2014 discussing third party FFB suppliers, attendance list and minutes of meeting available.</p>	
	<p>Scheme smallholder:</p> <p>KUD Usaha Tani: Stakeholder list updated on 6-monthly basis, prepared 12/2015. The list consists of 31 parties, company, village and sub-district authorities, financial bodies/banks, association of smallholder (ASPER PIR) and other cooperatives.</p>	
<p><b>Criterion 6.3:</b>            There is a mutually agreed and documented system for dealing with complaints and grievances, which is implemented and accepted by all effected parties.</p>		

**RSPO Public Summary Report**  
**Revision 1 (Sept/2014)**

Criterion / Indicator	Assessment Findings	Compliance
<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.</p> <p>- Major compliance -</p>	<p>There is a number of mechanisms to handle complaint and grievances.</p> <p>“Mekanisme Komunikasi dan Konsultasi Masyarakat Lokal No.AA-GL-5009.1 R0” explains mechanism to resolve external complaint related to communication and consultation with local community or another party feel the impact from mill or plantation operation;</p> <p>“SOP Mekanisme Penyampaian Keluhan dan Penyelesaian Keluhan Karyawan No.AA-HR-308 0.5-R0” related to internal grievance mechanism, for employee. Company also provides comment box at each unit office.</p> <p>There is a mechanism for land dispute resolution, “SOP Penanganan Konflik Lahan AA-GL-5003.1-R1” effective 22/08/2011 related to land conflict. The procedure covers land dispute handling mechanism, negotiation process, and verification upon legal ownership evidence up to land compensation. Should negotiation process fails, any land dispute will be processed through legal/litigation mechanism. During the process, a complete record is maintained.</p> <p>Based on mechanism, public relation officer will receive information of any complaint, grievance and land dispute/claims and records under the logbook.</p> <p>Each procedure explains steps to be taken in order to guarantee request for anonymity from complainants and whistleblowers.</p> <p>Scheme smallholder:            KUD Usaha Tani and KUD Tani Bahagia: procedure for complaint is available, provides technical guidance in handling complaint by stakeholder or other interested party, including resolution process. Cooperative provides constructive respond upon complaint and conflict from stakeholder, recorded in logbook.</p>	<p>Yes</p>



**RSPO Public Summary Report**  
**Revision 1 (Sept/2014)**

Criterion / Indicator	Assessment Findings	Compliance
<p>6.3.2 Documentation of both the process by which a dispute was resolved and the outcome shall be available.                      - Major compliance –</p>	<p>PT Inti Indosawit Subur – Ukui Group is able to provide evidence record of resolution process. The record logs complaints from internal and external party, both verbal and written communication is in “Buku Keluhan dan Keberatan”. Based on document verification, throughout 2015, company has not received grievance from external stakeholder.</p> <p>Internal complaint and grievance record is available. Sample: On 25/08/2015, Mr.Ponidin complaint about sinking bathroom floor. The complaint then followed up, company finished the bathroom repair on 14/10/2015.</p> <p>Scheme smallholder:                      KUD Usaha Tani and KUD Tani Bahagia: Logbook is available. Secretary is responsible to update the logbook. Sample: On 26/09/2015 Mr.A send complaint related to damaged production road and request for repair. Cooperative chairman response immediately, by 10/2015 the road has been treated with road grader.                      KUD Tani Bahagia: Documentation recorded in Book Logbook, complained last occurred in 2012, related to the issue price falls. And has been answered with a response KUD CPO prices follow world prices.</p>	<p>Yes</p>
<p><b>Criterion 6.4:</b>                      Any negotiations concerning compensation for loss of legal, customary or user rights are dealt with through a documented system that enables indigenous peoples, local communities and other stakeholders to express their views through their own representative institutions.</p>		
<p>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 -</p>	<p>There is a mechanism for handling complaint and grievance, SOP AA-GL-5005-R0 01 related to “Penanganan Keluhan dari Eksternal”/external complaint handling and SOP AA-HR-308 0.5-R0 related to “Mekanisme Penyampaian Keluhan dan Penyelesaian Keluhan Karyawan” or internal grievance mechanism, for employee. Company also provides comment box at each unit office.</p> <p>There is a mechanism for land dispute resolution, SOP AA-GL-5003.1-R1 related to “Penanganan Konflik Lahan” effective 22/08/2011. The procedure covers land dispute handling mechanism, negotiation process, and verification upon legal ownership evidence up to land compensation. Should negotiation process fails, any land dispute will be processed through legal/litigation mechanism. During the process, a complete record is maintained.</p> <p>Based on mechanism, public relation officer will receive information of any complaint, grievance and land dispute/claims and records under the logbook.</p> <p>Scheme smallholder:                      KUD Usaha Tani and KUD Tani Bahagia: There is no land compensation. The land used for oil palm plantation is PIR TRANS program dated back 1994/1995 from central government to Kabupaten Kampar. The land originated from state land.</p>	<p>Yes</p>

**RSPO Public Summary Report**  
**Revision 1 (Sept/2014)**

Criterion / Indicator	Assessment Findings	Compliance
6.4.2	<p>PT IIS Ukui has mechanism for identification and compensation calculation was based on Land Conflict handling, SOP No.AA-GL-5003.1-R1. The SOP comprise of land conflict mechanism and land compensation, with the participation of affected communities.</p>	Yes
6.4.3	<p>PT Inti Indosawit Subur - Ukui Group is not acquiring any additional land and not involved in any land compensation payments. No legal or customary rights within company legal boundary, this was confirmed during stakeholders consultation meeting.</p> <p>Based on interview with Ukui II village and Bukit Gajah village and result from stakeholder consultation meeting, there has been no land conflict noted or other conflict resulting in compensation claim from communities. Village head states no land claim since the scheme smallholder and PT Inti Indosawit Subur – Ukui Group’s plantation development is PIR-Trans system and has been certified by land office. The land originated from state land.</p> <p>This information supported with document review upon incoming letters. The incoming letters did not indicates land conflict and/or other conflict with compensation claim from surrounding communities to company.</p>	Yes
<p><b>Criterion 6.5:</b>            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.</p>		

**RSPO Public Summary Report**  
**Revision 1 (Sept/2014)**

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 2015 as regulated in "Surat Keputusan Gubernur Riau No.Kpts.15/1/2015", dated 14/01/2015 for Agriculture sector in Pelalawan Regency is Rp.1,952,000,-/month. Based on review of payments slip, there is no worker paid below minimum wages.</p> <p>Ukui 2 Mill:                      Mr.Nuraini Tambunan, Basic salary Rp.1.533,525; Fringe benefit Rp.533,400; Overtime Rp.1,752,640; Mill premium Rp.20,033; Potongan Jamsostek (Insurance deduction) Rp.62,940; Take home pay is Rp.3,776,658;                      Mr.Sirun, basic wage Rp.2,380,560; Potongan Jamsostek (Insurance deduction) Rp.63,764; Take home pay Rp.2,316,796.</p> <p>Soga Estate:                      Mr.Wagiran (harvester), basic wage Rp.1,333,500; Fring benefit Rp.733,425; Harvesting premium Rp.2,047,356; Potongan Jamsostek (Insurance deduction) Rp.39,710; BPJS deduction Rp.21,255; Take home pay Rp.4,053,316.                      Lasmaida (sprayer), basic wage Rp.1,533,525; Fring benefit Rp.466,725; Premium Rp.251,750; Potongan Jamsostek (Insurance deduction) Rp.39,710; BPJS deduction Rp.21,255; Take home pay Rp.2,191,035.</p> <p>Scheme smallholder:                      KUD Usaha Tani: Has 11 employees, each entitled to basic salary and regular benefits. The regional salary for Kabupaten Indragiri Hulu 2015 is Rp.1,950,00 per month. Verification upon salary payment record: To Mrs. Martini, 11/2015 paid with Rp.2,298,000 and Mrs.Ester, on 11/2015 paid with Rp.2,118,890.</p>	<p>Yes</p>

**RSPO Public Summary Report**  
**Revision 1 (Sept/2014)**

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>Mill and Estates:</p> <p>Collective Work Agreement (PKB) between company and labour union is referred in working regulation. Collective Work Agreement was registered by "Dirjen Pembinaan Hubungan Industrial dan Jaminan Sosial Tenaga Kerja No. Kep.88/PHIJSK-PKKAD/PKB/VI/2015" dated 18/06/2015, valid to 20/04/2017.</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. Each employee has a work agreement, referring to the collective agreement. The work agreements are counter-signed by employees as confirmation of understanding. For temporary workers, company prepared "Perjanjian Kerja Waktu Tertentu" – working agreement for specific timeframe. This agreement is in compliance with relevant regulation.</p> <p>Contract for Mill employee is available; Contract for each employee is available, e.g. Mr. Dedi Samosir No.002/SPK-PHL/PMKS-UKUII/I/2016, dated 08/01/2016, Mr. Wagiran No.454/HR-RO2/MEMO/04/11 dated 04/04/2011.</p> <p>Scheme smallholder:</p> <p>KUD Usaha Tani: Mrs.Martini, has signed work agreement "Surat Keputusan Pengurus No.10/SSKP/KUD-UT/V/2006". Mrs.Windi Sulisty, work agreement "Surat Keputusan Pengurus No. 02/SSKP/KUD-UT/VI/2009". The work agreement explaining all rights and obligation of the employees.</p>	<p>Yes</p>

**RSPO Public Summary Report**  
**Revision 1 (Sept/2014)**

Criterion / Indicator	Assessment Findings	Compliance
<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>PT Inti Indosawit Subur is providing adequate housing with electrical and clean water supply, medical clinic, sport facilities, religious facilities, education facilities and other amenities. Based on field inspection, the facilities found to be in good condition.</p> <p>The company has prepared facilities for their workers, such as:</p> <p>Soga Estate:</p> <ul style="list-style-type: none"> <li>- Housing: staff (9 units), type D (18 units), Type E for workers (148 units), type E1 for workers (166 units), type E2 for workers (84 units and type long house (58 units)</li> <li>- Mosque (4 units),</li> <li>- Church (1 units)</li> <li>- Community hall (1 unit),</li> <li>- Sport facilities, (football, badminton and volley ball)</li> <li>- School bus (4 units),</li> <li>- Polyclinic (2 units)</li> <li>- Creche (2 units)</li> <li>- Electricity, water supply, etc.</li> </ul> <p>The water supply is clean. Water quality is being checked and monitored on regular basis.</p> <p>Scheme smallholders:  This indicator is not applicable for scheme smallholder</p>	<p>Yes</p>
<p>6.5.4</p> <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>Company is able to demonstrate effort in providing access to adequate, sufficient and affordable food: provision of rice benefit – aside from monthly salary to all eligible workers, cooperative organization for employee providing basic food necessities (Waserda Karya Bersama). Company is also accommodating weekly market for each estate: Wednesday for Soga estate.</p>	<p>Yes</p>
<p><b>Criterion 6.6:</b>  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>		

**RSPO Public Summary Report**  
**Revision 1 (Sept/2014)**

Criterion / Indicator	Assessment Findings	Compliance
6.6.1 A published statement in local languages recognising freedom of association shall be available. - Major compliance -	<p>PT Inti Indosawit Subur – Ukui Group has company policy signed by Managing Director on 01/12/2014. The policy stated company guarantee freedom of association or be part of worker union as well as collective bargaining. There is a worker union for Ukui Estate and Ukui 1 POM under name “Pengurus Unit Kerja (PUK) Serikat Pekerja Pertanian dan Perkebunan-Serikat Pekerja Seluruh Indonesia (PUK-SPPP-SPSI) PT Inti Indosawit Subur Kebun Ukui dan Pabrik Ukui Satu” as per “Surat Keputusan Pengurus Cabang Federasi SPPP-SPSI Kabupaten Pelalawan No.Kep. 01/PC-FSP.PP/SPSI/PLW/II/2012” dated 26/11/2012 and valid for 5 years.</p> <p>Scheme smallholder: KUD Usaha Tani has “Kebijakan Koperasi” in which point 11 stated cooperative is committed to ensure all employee has freedom of association in accordance to Undang-undang Dasar 1945 and Pancasila.</p>	Yes
6.6.2 Minutes of meetings with main trade unions or workers representatives shall be documented. - Minor compliance -	<p>Meeting between company and worker union carried out regularly. On 28/12/2015 meeting between company (Soga Estate) and “Pengurus PUK SPPP-SPSI/KKSA/PUS” attended by 25 representatives from both party. The meeting result recorded in minutes of meeting.</p>	Yes
<p><b>Criterion 6.7:</b> Children are not employed or exploited.</p>		
6.7.1 There shall be documentary evidence that minimum age requirements are met. - Major compliance -	<p>The company has own policy signed by management on 01/12/2014 that stated that: It is not allowed all children to work in every activities/processes in company. Based on document review of list of workers “Data Karyawanz Pabrik Ukui Dua”, update 01/2016, interview with workers and observation during field visit, it was no found workers hired under 18 years. The youngest workers were noted are Mr.Hisal MR, date of birth 04/06/1991, hired on 02/01/2014 (22 year, 6 months). Mr.Ari Wibowo in Soga Estate, date of birth 31/01/1997, hired 01/06/2015.</p> <p>Scheme smallholder: KUD Usaha Tani has “Kebijakan Koperasi” in which point 9 stated cooperative is committed to ensure all employee aged over 18 years old. Based on document verification, all employees hired at age over 18 years old. Sample: Mrs.Mutasifatul H, born on 30/08/1993, date of hiring 01/02/2013.</p>	Yes
<p><b>Criterion 6.8:</b> Any form of discrimination based on race, caste, national origin, religion, disability, gender, sexual orientation, union membership, political affiliation, or age, is prohibited.</p>		

**RSPO Public Summary Report**  
**Revision 1 (Sept/2014)**

Criterion / Indicator	Assessment Findings	Compliance
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 "Kebijakan Perusahaan", dated 01/12/2014: "Memperlakukan seluruh karyawan secara adil, baik dalam hal penerimaan, penilaian kondisi dan lingkungan kerja, serta keterwakilan tanpa memandang suku, kasta, asal Negara, agama/ kepercayaan, cacat, gender, orientasi seksual, keanggotaan serikat pekerja, afiliasi politik dan atau umur" – To treat all employee in fair manner, in terms of recruitment, appraisal and representation without discrimination against tribe, caste, nationality, religion, disability, gender, sexual orientation, worker union, political affiliation and/or age.</p> <p>The company policy is available on notice board. Company conducted dissemination sessions: In Ukui 1 POM, date 21/02/2015 attended by 45 workers; in Ukui Estate on 28/06/2015 attended by 99 workers.</p> <p>Scheme smallholder: KUD Usaha Tani: Cooperative has "Kebijakan Koperasi" in which point 8 stated cooperative is committed to treat all employee in fair and respect human right, as well as representation without discrimination on tribe, caste, nationality, religion, diability, gender, sexual orientation, worker union membership, politic affiliation and/or age.</p>	Yes
6.8.2 Evidence shall be provided that employees and groups including local communities, women, and migrant workers have not been discriminated against. - Major compliance -	<p>Based on job vacancy and recruitment document verification, no indication on discrimination against tribe, caste, nationality, religion, disability, gender, sexual orientation, worker union, political affiliation and/or age. Promotion and grade adjustment only based on annual employee appraisal, signed by relevant employee and verified by line manager. The evaluation form does not indicate discrimination on any aspect.</p> <p>Scheme smallholder: KUD Usaha Tani: Based on interview with cooperative chairman, equal opportunities and anti discrimination practiced during recruitment process.</p>	Yes
6.8.3 It shall be demonstrated that recruitment selection, hiring and promotion are based on skills, capabilities, qualities, and medical fitness necessary for the jobs available. - Minor compliance -	<p>The company has procedure hiring workers regulated that hiring and promotion of workers based on skill, work experiences, and job evaluation.</p> <p>Scheme smallholder: KUD Usaha Tani: Cooperative has 11 employees, 3 female and 7 male. The basic pay rate is standardize, the benefit paid based on performance/working period.</p>	Yes
<p><b>Criterion 6.9:</b> There is no harassment or abuse in the work place, and reproductive rights are protected.</p>		

**RSPO Public Summary Report**  
**Revision 1 (Sept/2014)**

Criterion / Indicator	Assessment Findings	Compliance
<p>6.9.1</p> <p>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>	<p>PT Inti Indosawit Subur – Ukui Group has policy to prevent sexual harassment and violence against women as in “Kebijakan Perusahaan” dated 01/12/2014. 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 policy that prohibits sexual harassment. A gender committee has been established, chaired by Mrs. Kholizah Saragih. The gender committee comprise of training for women rights, counseling for victim of violence, children’ day care, etc. Gender committee representative from Ukui 2 POM is Mrs. Nuraini. Gender committee representative from Soga Estate is Mr. Farah Diba.</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. The Gender Committee conduct meeting at least every 4 months to discuss issues which raised by members (if any), the last meeting of Gender Committee was conducted on 13/10/2015 attended 10 gender committee representatives, no any issues was raised related gender, discrimination and/or violence.</p> <p>Scheme smallholder:                      KUD Usaha Tani: has “Kebijakan Koperasi” in which point 10 stated cooperative is committed to prevent sexual harassment and all other violence to women, as well as to protect its reproductive rights.</p>	<p>Yes</p>
<p>6.9.2</p> <p>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>	<p>Policy to protect reproductive rights stipulated in “Kebijakan Perusahaan” that’s signed by Managing Director, dated 01/12/2014: “To prevent any sexual or physical abuses happen to women as well as to protect their reproductive rights”.</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>The Gender Committee conduct meeting at least every 4 months to discuss issues which raised by members (if any), the last meeting of Gender Committee was conducted on 13/10/2015 attended 10 gender committee representatives, no any issues was raised related gender, discrimination and/or violence.</p> <p>Scheme smallholder:                      KUD Usaha Tani: KUD Usaha Tani has “Kebijakan Koperasi” in which point 10 stated cooperative is committed to prevent sexual harassment and all other violence to women, as well as to protect its reproductive rights.</p>	<p>Yes</p>



**RSPO Public Summary Report**  
**Revision 1 (Sept/2014)**

Criterion / Indicator	Assessment Findings	Compliance
<p>6.9.3</p> <p>A specific grievance mechanism which respects anonymity and protects complainants where requested shall be established, implemented, and communicated to all levels of the workforce.</p> <p>- Minor compliance -</p>	<p>Standard Operating Procedure, No. SOP: -HR-308.5-RO; Revision:0, 11/12/2009: Employees complaints: Submission and settlement. Mechanism for complaints management where it needs to protect its confidentiality for complaint submitter was found in company policy's draft as in one of points of this policies stated that:</p> <p>"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 smallholder:            KUD Usaha Tani: Based on interview with cooperative committee and field visit, there is no female worker on oil palm plantation. Any case of sexual harassment will be reported to village head.</p>	<p>Yes</p>
<p><b>Criterion 6.10:</b>            Growers and mills deal fairly and transparently with smallholders and other local businesses.</p>		
<p>6.10.1</p> <p>Current and past prices paid for Fresh Fruit Bunches (FFB) shall be publicly available.</p> <p>- Minor compliance -</p>	<p>Ukui 2 Palm Oil Mill:            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.            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. FFB pricing determined based on the government price which updated weekly.</p> <p>Scheme smallholder:            The FFB price is informed by PT Inti Indosawit Subur and/or Dinas Perkebunan Provinsi Riau. Document seen "Berita Acara Hasil Rapat Tim Penentuan Harga Pembelian TBS Kelapa Sawit Provinsi Riau Produksi Perkebunan di Provinsi Riau No. 50/TPH TBS-XII/2015 periode Rabu-Selasa, 23 s/d 29 Desember 2015 tanggal 22 Desember 2015".            KUD Usaha Tani: KUD received FFB price update from PT Inti Indosawit Subur. The FFB price is stated in notification board.            FFB price period 06-12/01/2016 is Rp.1,225.40/kg.            FFB price period 13-19/01/2016 is Rp.1,253.15/kg.</p>	<p>Yes</p>

**RSPO Public Summary Report**  
**Revision 1 (Sept/2014)**

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>Ukui 2 Palm Oil Mill:                      The company has provided explanation on the FFB pricing formula based on government FFB price determination. There are 2 FFB price formula in Mill, such as:                      1.FFB Price formula for Plasma  <math>FFB\ Price = K\ Index\ [(CPOprice\ \times\ OER) + (PKprice\ \times\ KER)]</math>                      The FFB price is divided based on planting ages (3, 4, 5, 6, 7, 8, 9 years, 10 – 20 years, 21, 22, 23, 24 and 25 years), the differences of prices from OER and KER.</p> <p>2.FFB price from third parties:  <math>CPO\ Price - Transport\ cost\ \times\ OER = X</math>  <math>PK\ price - Transport\ cost\ \times\ KER = Y</math>                      ----- +  <math>Total = XY = A</math>  <math>Processing\ cost = B</math>                      ----- -  <math>FFB\ Gross\ price = (A-B) = C</math>  <math>Miscellaneous\ cost = D</math>                      ----- -  <math>FFB\ price = C-D</math></p> <p>Interview with selected smallholders revealed they understood of FFB pricing mechanism and no complaint was noted regarding FFB price. Sample taken:                      - FFB Price for Plasma on 06/01/2016 – 12/01/2016, for palm tree ages up to 10 years is Rp.1,204.65/kg FFB.                      - FFB from supplier on 12/01/2016 is Rp.1,290/kg FFB.</p> <p>Scheme smallholder:                      Mechanism for scheme smallholder FFB pricing is available. The scheme is part of "Asosiasi Perkebunan Kelapa Sawit Inti Rakyat", which involved in FFB pricing meeting every Tuesday in Dinas Perkebunan Provinsi Riau. Cooperative is getting information from Dinas Perkebunan Provinsi Riau.                      KUD Usaha Tani: The price sets through "Rapat Tim Penetapan Harga Pembelan TBS Kelapa Sawit Provinsi Riau" No.50/TPH TBS-XII/2015 period 23-29/12/2015. The price for FFB sent by KUD Usaha Tani sets at Rp.1,204.65/kg (oil palm age &gt;25 years).</p>	<p>Yes</p>

**RSPO Public Summary Report**  
**Revision 1 (Sept/2014)**

Criterion / Indicator		Assessment Findings	Compliance
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>Soga Estate: Based on document review that agreement between company and local contractors confirmed that contract is made fairly, legal and transparent, e.g. contract in Ukui estate for EFB Transport with Mr.Kuntaryadi No.019/P2/KSA/I/15, dated 12/01/2015.</p> <p>Ukui 2 Palm Oil Mill: No any contract with third parties during 2015.</p> <p>Scheme Smallholder: KUD Usaha Tani: KUD Usaha Tani is using service from transportation contractor to deliver FFB from plantation to Ukui 2 POM. Work agreement seen: "Surat Perjanjian Kerja KUD Usaha Tani dan Barmansyah" dated 03/01/2014. The price sets at Rp.45/kg FFB. The duration of work agreement is on year, but can be extend with approval from both parties.</p>	Yes
6.10.4	Agreed payments shall be made in a timely manner. - Minor compliance -	<p>Soga Estate: Evidence of payment is reviewed and it was seen paid timely manner, for instance: payment of Bus School rent for Mr. Kuntaryadi in November 2015 Rp.8,820,000.</p> <p>Scheme Smallholder: KUD Usaha Tani: Payment to Mr. Barmansyah from KUD Usaha Tani for FFB delivery KT 178 period 12/2015, payment made Rp.3,769,200 at 01/01/2016.</p>	Yes
<b>Criterion 6.11:</b>			
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 –	<p>The CSR program for 2016 has been prepared. The program focused on social (aid for orphan and unfortunate people, aid for religious ceremony), economy (cattle fattening, fresh water fisheries, and poultry development), education (scholarship and reconstruction of education facility), health (moving clinic), and infrastructure (village road maintenance).</p> <p>Based on interview with village head of Desa Bagan Limau and Desa Air Hitam, it is known that company has consulted and communicated the program and budget with surrounding villages and communities. Desa Bagan Limau discussed the program for CSR 2016, back in 11/2015. Desa Bagan Limau proposed for development of school building.</p> <p>Contribution implemented: Extra fooding for infant of Silikuan Hulu village, Ukui Sub-district on 12/05/2015; village road repair of 700 meters in Air Hitam village, ukui Sub-district on 11/06/2015.</p> <p>Scheme smallholder: KUD Tani Bahagia: KUD made contributions to local communities. Example: on 20/08/2015 made contribution for anniversary of Cooperative Day.</p>	Yes

**RSPO Public Summary Report**  
**Revision 1 (Sept/2014)**

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 –	PT Inti Indosawit Subur – Ukui Group gives particular attention to the development and sustainability of scheme smallholders. Company has sets a scheme manager, with field assistant assigned for each cooperative to improve smallholder management, including productivity. Each year, company provisioned training program, aside from day-to-day operation monitoring by field assistant. Company also helping scheme smallholder in provision of inorganic fertilizer. As well as helping in foliar analysis and soil analysis to monitor the soil fertility/nutrient status. Training program for scheme smallholder in 2015: Sustainability awareness (RSPO P&C, ISPO P&C, ISCC) on 22/08/2015; HCV identification and management training for smallholder on 08/2015; Basic Safety training on 23/08/2015; Managerial and technical training on 20/07//2015; Safety Use of Herbicide and Pesticide Training on 27/11/2015; First aider training on 09/2015; Basic fire training conducted on 20-21/05/2015.	Yes
<b>Criterion 6.12:</b> No forms of forced or trafficked labour are used.			
6.12.1	There shall be evidence that no forms of forced or trafficked labour are used. - Major compliance -	There is no form of forced labour and trafficked labour used in PT Inti Indosawit Subur. Collective Work Agreement or “Perjanjian Kerja Bersama/PKB” has been approved by company and workers. All workers signed clear work agreement, explaining the right and obligation of the workers.  Scheme smallholder: KUD Usaha Tani: Based on employee record verification, there are 11 employees hired by KUD Usaha Tani. There is no migrant worker employed by KUD Usaha Tani. All workers are local people. Each employee has work agreement with KUD Usaha Tani, the agreement found to be clear and transparent, signed by both party.	Yes
6.12.2	Where applicable, it shall be demonstrated that no contract substitution has occurred. - Minor compliance –	Based on interview with Manpower office, worker union representative and workers, following document review, there is no contract substitution. The Collective Work Agreement or “Perjanjian Kerja Bersama/PKB” has been communicated to workers. Work agreement has been explained and agreed by both parties.  Scheme smallholder: KUD Usaha Tani: Based on document verification, all 11 cooperative employees has a work agreement with KUD Usaha Tani. The position written in contract found to be valid. Sample seen: Mr. Eko Susanto as Administrative Clerk. Mrs. Martini as Customer Service for funding business unit.	Yes

**RSPO Public Summary Report**  
**Revision 1 (Sept/2014)**

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 -	All temporary workers have signed a work agreement before performing any work in company. Sample: Mr.Ludiwanto (Contract No.012/KSA/SPK/IX/2015, dated 01/09/2015.  Scheme smallholder: KUD Usaha Tani: Based on employee record verification, there are 11 employees hired by KUD Usaha Tani. There is no migrant worker employed by KUD Usaha Tani. All workers are local people.	Yes
<b>Criterion 6.13:</b> 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 Human Rights policy as documented in "Kebijakan Perusahaan", dated 01/12/2014: "Menghormati hak asasi manusia dengan memperlakukan seluruh karyawan secara adil, baik dalam hal penerimaan, penilaian kondisi dan lingkungan kerja, serta keterwakilan tanpa memandang suku, kasta, asal Negara, agama/kepercayaan, cacat, gender, orientasi seksual, keanggotaan serikat pekerja, afiliasi politik dan atau umur" - To treat all employee in fair manner, in terms of recruitment, appraisal and representation without discrimination against tribe, caste, nationality, religion, disability, gender, sexual orientation, worker union, political affiliation and/or age. The company has communicated this policy. The company policy is available on notice board. Company conducted dissemination sessions: In Ukui 1 POM, date 21/02/2015 attended by 45 workers; in Ukui Estate on 28/06/2015 attended by 99 workers. Soga Estate: A policy to respect human rights has been communicated to workers in Soga Estate 12/12/2015, 16 employees attended the meeting.  Scheme smallholder: KUD Usaha Tani has "Kebijakan Koperasi" in which point 8 stated to treat all cooperative worker fairly and respect human right.	Yes
<b>Principle 7: Responsible development of new plantings</b>			
<b>Criterion 7.1:</b> A comprehensive and participatory independent social and environmental impact assessment is undertaken prior to establishing new plantings or operations, or expanding existing ones, and the results incorporated into planning, management and operations.			
PT Inti Indosawit Subur – Ukui Group Certification unit and supply base did not carry out any new plantings after November 2005. Therefore, the requirement of Principle 7 is not applicable.			
<b>Principle 8: Commitment to continual improvement in key areas of activity</b>			
<b>Criterion 8.1:</b> Growers and millers regularly monitor and review their activities, and develop and implement action plans that allow demonstrable continual improvement in key operations.			

**RSPO Public Summary Report**  
**Revision 1 (Sept/2014)**

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"> <li>• Reduction in use of pesticides(Criterion 4.6);</li> <li>• Environmental impacts (Criteria 4.3, 5.1 and 5.2);</li> <li>• Waste reduction (Criterion 5.3);</li> <li>• Pollution and greenhouse gas (GHG) emissions (Criteria 5.6 and 7.8);</li> <li>• Social impacts (Criterion 6.1);               <ul style="list-style-type: none"> <li>• Optimising the yield of the supply base.</li> </ul> </li> </ul> <p>- Major compliance -</p>	<p>Estate dan Mill:</p> <ul style="list-style-type: none"> <li>- To reduce GHG through construction of biogas plant, commencing in 05/2015. The biogas plant utilizing 400 m<sup>3</sup> palm oil mill effluents per day. With the operation of biogas plant, the GHG will reduced from 864 kg CO<sub>2</sub> eq/ton CPO into 350 kg CO<sub>2</sub> eq/ton CPO in 2016. The biogas plant also reducing use of fossil fuel in power generator from 35,000 liters HSD fuel into 18,000 liters HSD fuel – by using power sourced from biogas plant instead of conventional power generator to supply electricity for worker housing, during Holiday.</li> <li>- Improve the efficiency in water use, using condensate water circulation tank during extraction process in mill laboratory. The recycled condensed water then used as dilution water. Maintenance of water plumbing also planned.</li> <li>- Planting of beneficial plant to reduce use of pesticide.</li> <li>- Planting native species/local species trees along river riparian to prevent river contamination and prevent erosion;</li> <li>- Introduction of new approach (mapping system) for spraying gang, in order to achieve time efficiency;</li> <li>- Use of simple sieving tools to reduce dirt in loose fruit collection. The target is from 0.97% into 0.25%.</li> <li>- New standard for harvesting criteria for ripe bunch classification, from previously 5 loose fruit into 10 loose fruit in circle – the target is to improve loose fruit rate from 9.23% into 17%;</li> </ul> <p>Scheme smallholder:            KUD Tani Bahagia: Corrective action has been made. Date 29/12/2015 Example:            1. Quality smallholder' FFB (FFB quality does not meet mill standard) , corrective action by planning dissemination on FFB acceptance criteria in POM is 1: 1 (Each kg FFB, there has to be 1 loose fruit). Target date 31/12/2016.            2. Data Preparation replanting (not yet collected all the data for submission farmers replanting). Target date 30/04/2016.</p>	<p>Yes</p>

**RSPO Public Summary Report**  
**Revision 1 (Sept/2014)**

**Appendix B: PT Inti Indosawit Subur Time Bound Plan**

<b>1.1. Progress Againsts Time Bound Plan</b>			
<b>Name of Mill</b>	<b>Address</b>	<b>Time bound for certification</b>	<b>Status as of January 2016</b>
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. On progress.
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
Bungo Tebo	Tuo Sumai / Sungai Rambai Village, PWK Sumai / Tebo Ulu District, Bungo Tebo Regency, Jambi	2016	Certified on 3 December 2015
Tanjung Selamat	Kampung Padang Village, Bilah Hilir District, Labuhan Batu Regency, North Sumatera	2017	Certified on 26 May 2015.
Gunung Melayu I	Rahuning Village, Bandar Pulau District, Asahan Regency, North Sumatera	2017	Certified on 7 September 2015
Gunung Melayu II	Gonting Mahala Village, Bandar Pulau District, Asahan Regency, North Sumatera	2017	Certified on 8 July 2015

Negri Lama I	Negri Lama Seberang Village, Bilah Hilir District, Labuhan Batu Regency, North Sumatra	Brought Forward from 2018 to 2013	Certified on 6 April 2015
Negri Lama II	Negri Lama Seberang Village, Bilah Hilir District, Labuhan Batu Regency, North Sumatra	2018	Certified on 23 December 2015
<b>Name of Plantation</b>	<b>Address</b>	<b>Time bound for certification</b>	<b>Status as of January 2016</b>
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	Main Audit in December 2014. On progress.
Penarikan & Gondai	Pangkalan Sarik / Baru Village, Langgam / Siak Hulu District, Pelalawan / Kampar Regency, Riau	2014	Main Audit in December 2014. On progress.
Penarikan (KKPA)	Pangkalan Sarik / Baru Village, Langgam / Siak Hulu District, Pelalawan / Kampar Regency, Riau	2016	-
Gunung Sahilan (KKPA)	Gunung Sahilan Village, Lipat Kain District, Pelalawan Regency, Riau	2016	-
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	Certified on 3 December 2015
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 on 8 July 2015
Pulau Maria	Rahuning Village, Bandar Pulau District, Asahan Regency, North Sumatra	Brought Forward from 2017 to 2014	Certified on 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

## RSPO Public Summary Report

### Revision 1 (Sept/2014)

#### Appendix C: PT. Inti Indosawit Subur – Ukui 2 Certification Unit RSPO Certificate Details

PT. Inti Indosawit Subur  
 Ukui 2 Palm Oil Mill  
 Ukui Village,  
 Ukui Sub-District,  
 Pelalawan Regency,  
 Riau Province  
 INDONESIA

BSI RSPO Certificate No: SPO 565807

Date of Initial Certificate Issued: 01/03/2011

Date of Expiry: 29/02/2021

Re-Issued Date: 26/02/2016

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

UKUI 2 PALM OIL MILL AND SUPPLY BASE						
Location Address		Ukui Village, Ukui District, Pelalawan Regency, Riau				
GPS Location		102° 07' 01" E & 00° 16' 37" S				
CPO Tonnage Total		72,742 MT				
PK Tonnage Total		17,755 MT				
CPO Claimed for Certification		63,417 MT				
PK Claimed for Certification		15,105 MT				
Own estates FFB Tonnage		284,998 MT				
Non-certified FFB Tonnage (if any)		50,000 MT				
PT Inti Indosawit Subur's Estate	Infrastructure & Other	HCV* (Ha)	Mature (Ha)	Immature (Ha)	Total land-use titles (Ha)	Annual FFB Production (MT)
Soga Estate	124	92.29	5,140	0	5,264	142,792
<b>Subtotal</b>	<b>124</b>	<b>92.29</b>	<b>5,140</b>	<b>0</b>	<b>5,264</b>	<b>142,792</b>
Scheme Smallholder	Number of Smallholder	Mature (Ha)	Immature (Ha)	Total land-use titles (Ha)	Annual FFB Production (MT)	
KUD Tani Subur	390	780	0	780	17,180	
KUD Karya Tani	367	734	0	734	18,229	
KUD Mekar Abadi	287	574	0	574	13,535	
KUD Trani Maju	481	962	0	962	24,822	
KUD Tani Bahagia	683	1,366	0	1,366	35,143	
KUD Usaha Tani	646	1,292	0	1,292	33,297	
<b>Subtotal</b>	<b>2,854</b>	<b>5,708</b>	<b>0</b>	<b>5,708</b>	<b>142,206</b>	
<b>TOTAL</b>		<b>10,848</b>	<b>0</b>	<b>10,972</b>	<b>284,998</b>	

\*) HCV area is part of the Total Land Use

## Appendix D: Assessment Plan

## Recertification Assessment Plan:

Audit Plan								
Date	Time	Subjects	PS	HT	EP	NM	DN	
Sunday, 10/01/2016	14.00 – 15.50	Auditors travel from Jakarta – Pekanbaru Accommodation from airport to site by PT IIS	√	√	√	√	√	√
	16.00 – 19.00	Travelling to site (Ukui)	√	√	√	√	√	√
Monday, 11/01/2016 - Wednesday, 13/01/2016	08.00 – 08.30	Opening Meeting <ul style="list-style-type: none"> <li>Presentation by the Estate and mill managers, Supply Chain related to the FFB supplied to the mill, progress of Time Bound Plan).</li> <li>Presentation by Audit team leader and confirmation of assessment scope. Finalize Audit schedule, including stakeholder consultation.</li> </ul> Other business	√	√				√
	08.30 – 12.00	<b>Stakeholder Consultation Meeting – Mill, Estate, and Scheme Smallholders:</b> Meeting and interview with stakeholders in Kabupaten						
		Auditing Ukui 1 Mill and its supply base						
Thursday, 14/01/2016	08.00 – 12.00	<b>Site Visit at Ukui II Mill</b> , inspection of processing, warehouse, workshop, mill wastes management, Effluent Ponds, OSH, Environment issues, POME application, workers interview, Supply chain for CPO mill, Review on SEIA documents and records, Document review, etc.		√	√			
	08.00 – 12.00	<b>Soga Estate</b> inspection, harvesting, spraying, fertilizer application, warehouse, workshop, housing, Occupational Safety and Health, HCV area, river riparian, review on SEIA documents and records, Environment issues, worker union interview	√				√	
	08.00 – 12.00	<b>Stakeholder Consultation Meeting – Mill, Estate, and Scheme Smallholders:</b> Meeting and interview with stakeholders in Kabupaten						√
	12.00 – 14.00	Break/Lunch/Pray						
	14.00 – 17.00	<b>Document review</b> at Mill and Estate (General Documentation e.g. Legal, Manual and Procedure, HCV identification, SEIA documents, Health and Safety, Time bound plan verification, verify status of previous Non Conformity, etc).	√	√	√	√		
	14.00 – 16.00	<b>Stakeholder Consultation Meeting – Mill, Estate, and Scheme Smallholders:</b> Meeting and interview with stakeholders in Kabupaten – continued.						√
	16.00 – 17.00	Verification and Clarification of Stakeholder consultation with Management						√
Friday, 15/01/2016	08.00 – 11.30	<b>Scheme Smallholder Audit: KUD Usaha Tani</b> Inspections e.g. Office (Document review), Landfill, Chemical store and mixing, Fertilizer application, field spraying & harvesting, HCV area, farmer plots.	√				√	
		<b>Scheme Smallholder Audit: KUD Tani Bahagia</b> Inspections e.g. Office (Document review), Landfill, Chemical store and mixing, Fertilizer application, field spraying & harvesting, HCV area, farmer plots.		√	√			√
	11.30 – 14.00	Break/Lunch/Pray	√	√				√
	14.00 – 16.00	<b>Scheme Smallholder Audit: KUD Usaha Tani</b> Inspections e.g. Office (Document review)	√				√	
		<b>Scheme Smallholder Audit: KUD Tani Bahagia</b> Inspections e.g. Office (Document review)		√	√			√
	16.00 – 16.30	Compile outstanding information, prepare report for closing meeting	√	√	√	√	√	√

	16.30 – 17.00	Closing meeting	v	v	v	v	v
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**Appendix E: Stakeholders Contacted**

<b>No</b>	<b>List stakeholder contacted</b>
1	Dinas Tenaga Kerja dan Transmigrasi Kabupaten Pelalawan (Manpower and Transmigration Office – Pelalawan Regency)
2	Badan Lingkungan Hidup Kabupaten Pelalawan (Environmental Office – Pelalawan Regency)
3	Dinas Kehutanan dan Perkebunan Kabupaten Pelalawan (Forestry and Plantation Service – Pelalawan Regency)
4	Dinas Koperasi dan Usaha Mikro Kecil dan Menengah Kabupaten Pelalawan (Cooperative, Micro, Small and Medium Enterprise Service, Pelalawan Regency)
5	Serikat Pekerja Seluruh Indonesia/SPSI Kebun Ukui, Kebun Soga, Pabrik Kelapa Sawit Ukui 1 dan Pabrik Kelapa Sawit Ukui 2 (Worker union of Ukui Estate, Soga Estate, Ukui 1 POM and Ukui 2 POM)
6	Komite Gender Ukui Grup (Gender Committee of PT Inti Indosawit Subur – Ukui Group)
7	Local Contractor
8	Masyarakat Desa Kampung Baru, Kecamatan Ukui, Kabupaten Pelalawan (Local Community of Kampung Baru Village, Ukui Sub-district, Pelalawan Regency)

**RSPO Public Summary Report**  
**Revision 1 (Sept/2014)**

**Appendix F: Ukui 2 Palm Oil Mill Supply Chain Assessment (Module E – CPO Mills: Mass Balance)**

Requirements	Compliance
<b>E.1 Definition</b>	
<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 record</p>
<b>E.2 Explanation</b>	
<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&amp;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 Ukui Estate and 6 Plasma Cooperatives/KUD of scheme smallholders.</p> <p>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 – Ukui II POM. This can be traced in the eTrace system.</p>
<b>E.3 Documented procedures</b>	
<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), 23/04/2015. Operational procedure for Mass Balance is in place i.e. SOP AA.MPM-OP.1400.18-R3, dated 28/10/2013.</p> <p>Mechanism to record all FFB source, volume of CPO and PK produced, and sales goods out.</p> <p>Procedure covers roles and responsibilities for Marketing Manager, Weight Bridge Clerk, Mill Administration Head, Mill Manager, and Environment &amp; Sustainability Head.</p>
<p>E.3.2 The site shall have documented procedures for receiving and processing certified and non-certified FFBs.</p>	<p>Operational procedure for Mass Balance is in place i.e. SOP AA.MPM-OP.1400.18-R3.</p> <p>Procedure has been implemented e.g.:</p> <ul style="list-style-type: none"> <li>- - 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. Weight bridge</li> </ul>

**RSPO Public Summary Report**  
**Revision 1 (Sept/2014)**

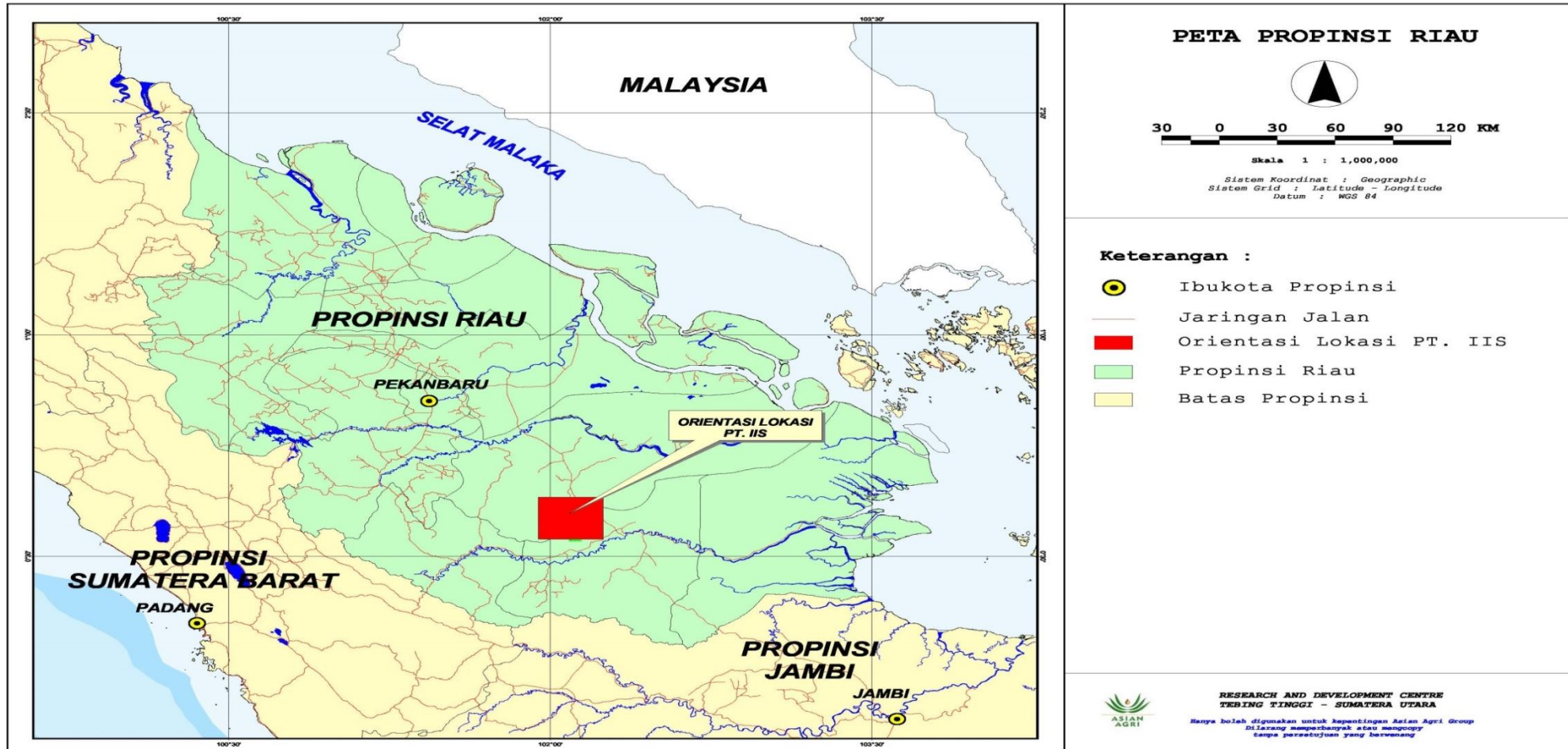
	ticket has covered RSPO Certified status, batch number with RSPO certificate number, volume of FFB (gross and netto), transportation reference.
<b>E.4 Purchasing and goods in</b>	
E.4.1 The site shall verify and document the volumes of certified and non-certified FFBs received.	<p>All incoming FFB certified and non-certified will be counted automatically in Weigh Bridge system.</p> <p>Sample taken:</p> <p>1 FFB from Soga estate</p> <ul style="list-style-type: none"> <li>- SP No.005905, dated 2 January 2016, 222 bunches FFB, Vehicles: BM 8086 SK, RSPO FFB Certified, No. Vehicles 8086.</li> <li>- Weighbridge No.Ticket A.116100031, dated 2 January 2016, No. SP. 8086, 6,550 kg, TBS Sustainable.</li> </ul> <p>FFB from KUD Tani Subur:</p> <ul style="list-style-type: none"> <li>- SP No.47, dated 2 January 2016, 304 bunches FFB, Vehicles: BM 9937, RSPO Certified,</li> <li>- WB: dated 2 January 2016, No. SP. 47, quantity 7,230, TBS Plasma RSPO certified.</li> </ul> <p>FFB from TBS SK (Sutarno Kudin):</p> <ul style="list-style-type: none"> <li>- SP No. 15, dated 4 January 2016, Vehicles: BM 8457 BL,</li> <li>- WB: No. Ticket A.516100015, dated 2 January 2016, No. SP. 15, quantity 9,467 kg</li> </ul>
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).
<b>E.5 Record keeping</b>	
<p>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.</p> <p>(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.</p> <p>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.)</p>	<p>Record and report demonstrating compliance are available:</p> <p>Mill Daily Production Report.</p> <p>Three-Monthly Mass Balance system for CPO and PK from January – December 2015 is showing Input and output of Certified and non certified product with end balance stock.</p> <p>The tonnage and source of certified FFB received were recorded under Daily Production Report of Ukui II Mill (“Laporan Harian Pabrik”). Review of record confirmed the certified FFB received from Nucleus estate/Soga 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.</p> <p>The production and sales of CSPO and CSPK are recorded under Daily Production Report of Buatan II Mill (“Laporan Harian Pabrik”). This also recorded in 3-Monthly mass balance system. The sales of certified volume were not over than figures stated in the certificate.</p> <p>Sample taken:</p> <p>CPO Certified:</p> <p>DO: No. DO. 28/SK /04/2015, 1,000 tonnes CPO, ke Terminal Tank PT. IIS Rengat, No. SP. JB 11283, dated 06 April 2015 2015:</p> <p>WB: No. Ticket C115100787, dated 01 July 2015, SP. JB 11283, Komoditi: CPO Certified RSPO, , dated 13 April 2015, quantity: 23,090 kg.</p> <p>CPO Non Certified:</p> <p>DO: No. DO. 00050811, dated 26 December 2015, CPO non certified,</p> <p>WB: No. Ticket: C115203292, komoditi: CPO Non Certified, quantity: 27,730 kg, BK 9265 VN, destination Tank Terminal PT. IIS Lubuk Gaung, Dumai</p>

**RSPO Public Summary Report  
Revision 1 (Sept/2014)**

	<p>3. Three Monthly Report (Period October- December 2015).</p> <p>Based on review of documents, the company has a system to deduct volume of CPO and PK delivered in system automatically.</p> <p>Short Sell system is included in their procedure; it's clear how the system works.</p>
<p>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</p>	<p>No out-sourced activities within this mill.</p>



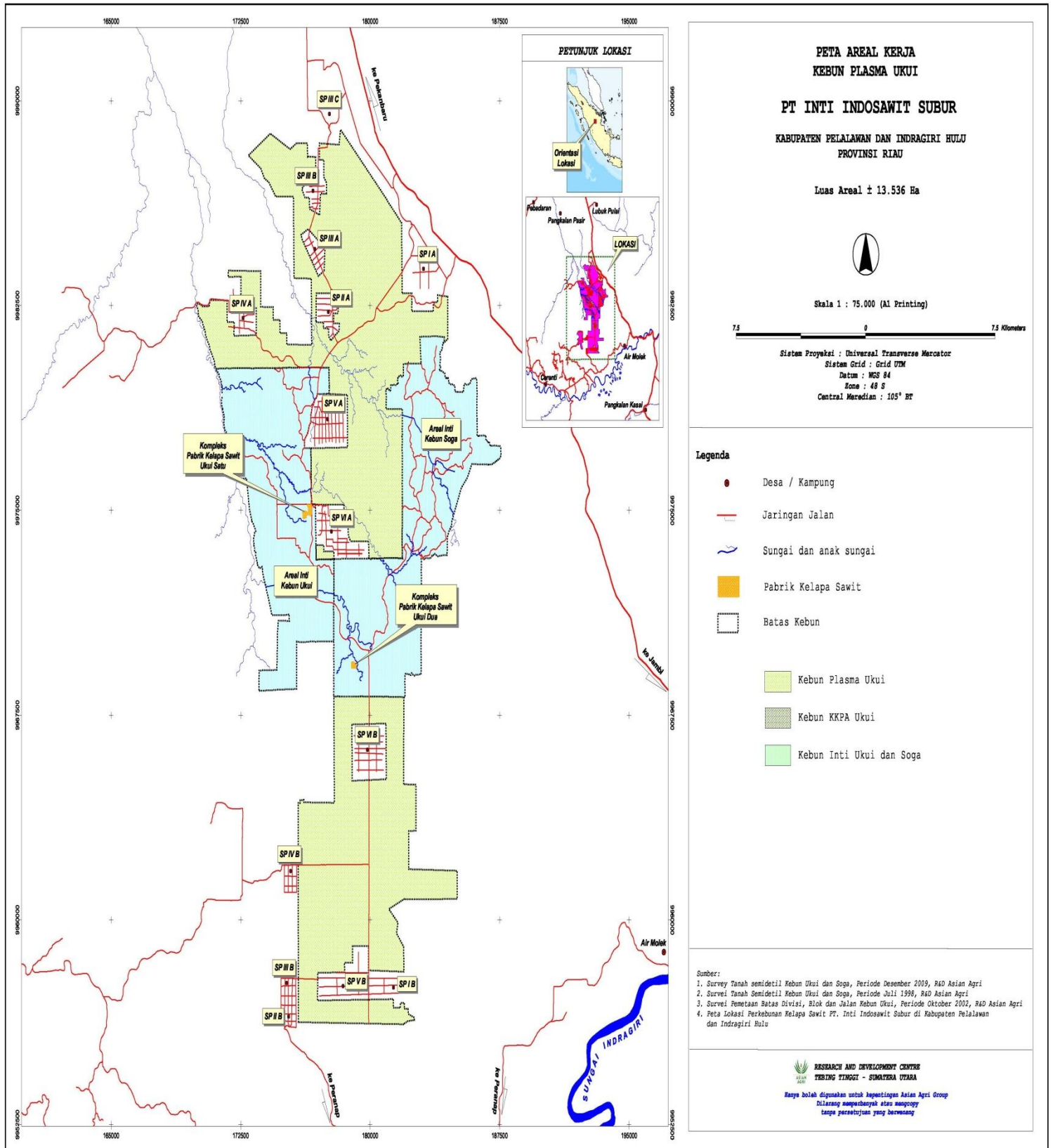
Appendix G: PT. PT Inti Indosawit Subur – Ukui in Riau Province



Appendix H: Location PT Inti Indosawit Subur – Ukui



**Appendix I: Location PT Inti Indosawit Subur – Ukui 1 Smallholder**





**Appendix J: 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
MB	Mass Balance
MSSP	Meridan Sejatisurya Plantation
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