

RSPO Recertification Audit

PT.Eastern Sumatera Indonesia (Subsidiary of SIPEF Group)
Head Office: Bank Sumut Building 7th Floor, Jl. Imam Bonjol 18, Medan - Sumatera Utara
Certification Unit Bukit Maradja Palm Oil Mill with 2 estates as supply base, namely Bukit Maradja Estate and Kerasaan Estate Location: Nagori Marihat Bukit, Kec. Gunung Malela Kabupaten Simalungun 21102 Prov. Sumatera Utara, Indonesia

Report prepared by Lead Auditor:

Sabar Kembaren

PT. BSI Group Indonesia

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Section 1 Scope of the Certification Assessment

1.1. Company Details			
RSPO Membership Number	1-0021-05-000-00	Date	7 th December 2005
Company Name	PT.Eastern Sumatera Indonesia		
Address	Head Office: Bank Sumut Building 7th Floor, Jl. Imam Bonjol 18, Medan - Sumatera Utara Location: Nagori Marihat Bukit, Kec. Gunung Malela Kabupaten Simalungun 21102, Prov. Sumatera Utara, Indonesia		
Subsidiary of (if applicable)	SIPEF GROUP		
Contact Name	Olivier Tichit		
Website	www.tolantiga.co.id	E-mail	ortichit@sipef.com
Telephone	+62614152043	Facsimile	+62614520908

1.2. Certification Information			
Certificate Number	SPO 632266 (previously its certificate under PT Tolan Tiga certificate no SPO 555208 and from this audit separate each other)	Date	17 May 2010
Scope of Certification	Production of CPO and PK at Bukit Maradja POM with 2 estates as supply base, namely Bukit Maradja and Kerasaan Estate. Note: Legal name for Kerasaan Estat is PT.Kerasaan Indonesia (PT. KI)		
Other Certifications			
Certificate Number	Standard(s)	Certificate Issued by	Expiry Date
SPO 555208	RSPO Principles & Criteria for Sustainable Palm Oil Production : 2007; RSPO P&C Indonesia National Interpretation Working Group: 2008; RSPO Supply Chain for CPO Mills Module D – Segregation: 25 November 2011	PT.BSI GROUP INDONESIA	16 May 2015
EU-ISCC-Cert-DE101-49149114	ISCC EU	DQS-UL CFS GmbH	25 November 2015
01 100 106311	ISO 9001:2008	TUV Rheinland	25 May 2016
01 104 106311	ISO 14001:2004	TUV Rheinland	25 May 2016

1.3. Location(s) of Mill & Supply Bases			
Name (Mill / Supply Base)	Location [Map Reference #]	GPS	
		Easting	Northing
		E 151° 16' 33.36"	S 2° 52' 26.89"
Bukit Maradja Palm Oil Mill	Nagori Marihat Bukit, Kec. Gunung Malela Kabupaten Simalungun 21102, Sumatera Utara, Indonesia	3° 0' 44.26"	99° 14' 8.06"
Bukit Maradja Estate	Nagori Marihat Bukit, Kec. Gunung Malela Kabupaten Simalungun 21102, Sumatera Utara, Indonesia	3° 0' 5.27"	99° 14' 8.06"
Kerasaan Estate	Nagori Marihat Bukit, Kec. Gunung Malela Kabupaten Simalungun 21102, Sumatera Utara, Indonesia	3° 3' 51.00"	99° 15' 53.53"

Figure 1. Location of PT.Eastern Sumatera Indonesia



Figure 2. Location of PT.Eastern Sumatera Indonesia in North Sumatra, Indonesia

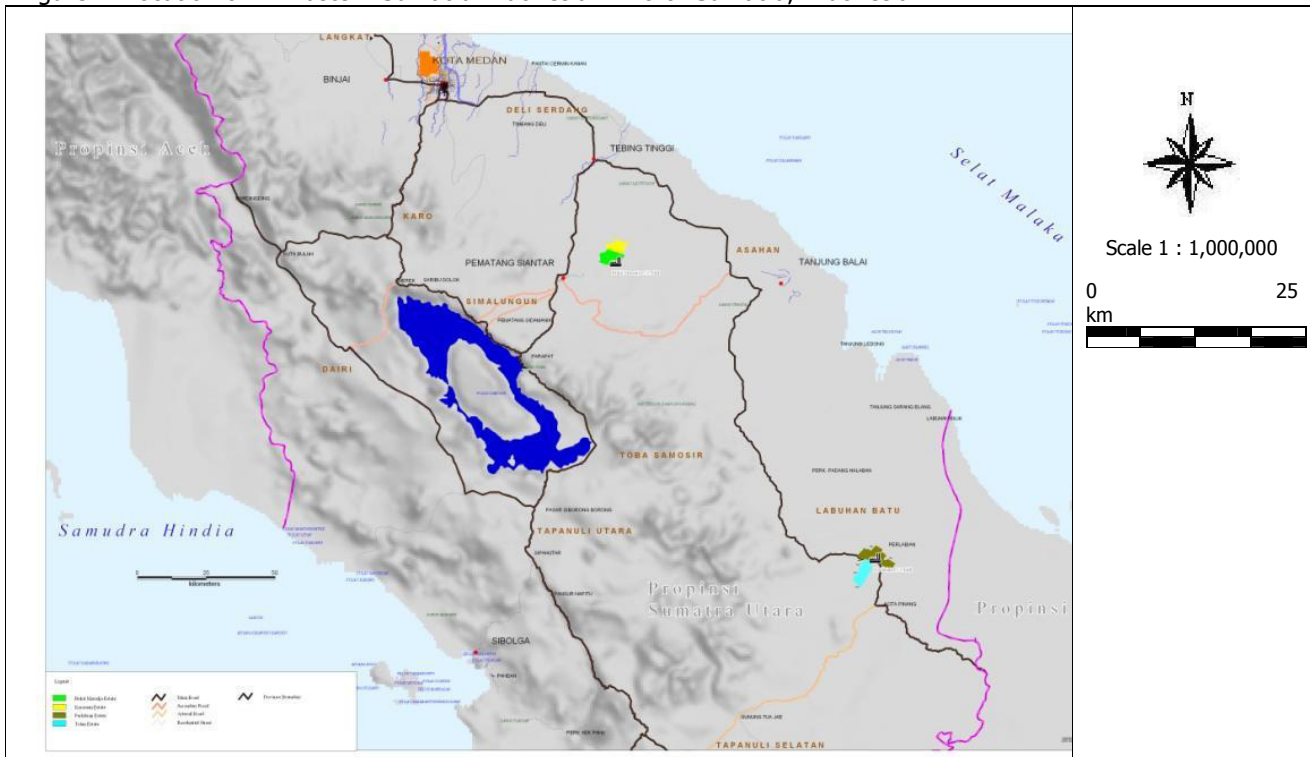


Figure 3. Location of Bukit Maradja Estate and Kerasaan Estate

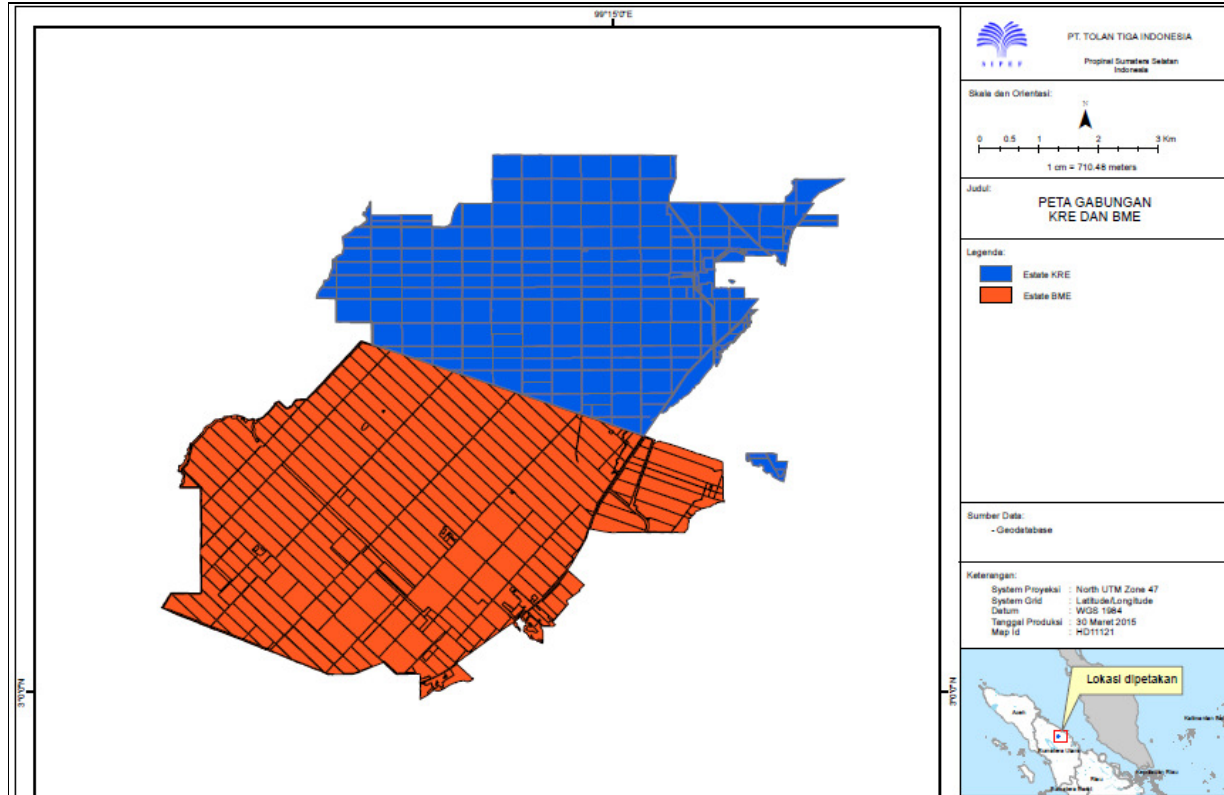


Figure 4. Location of Supply Base (Bukit Maradja Estate) and surrounding entities

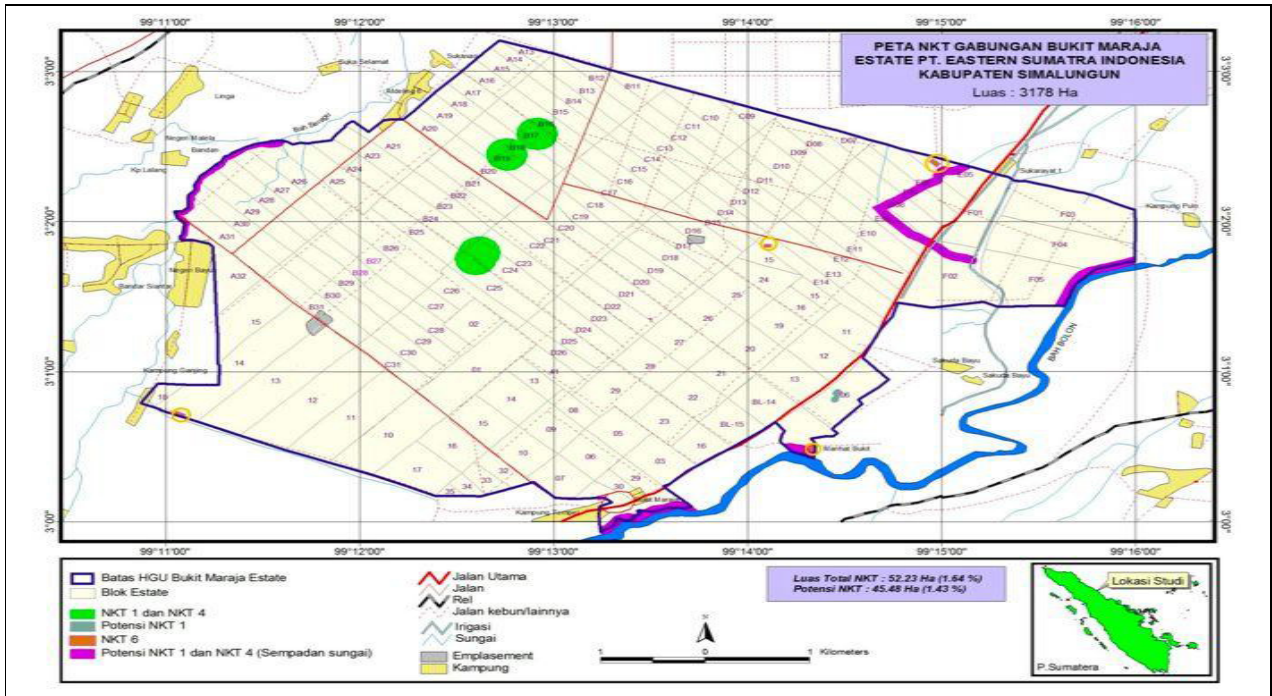
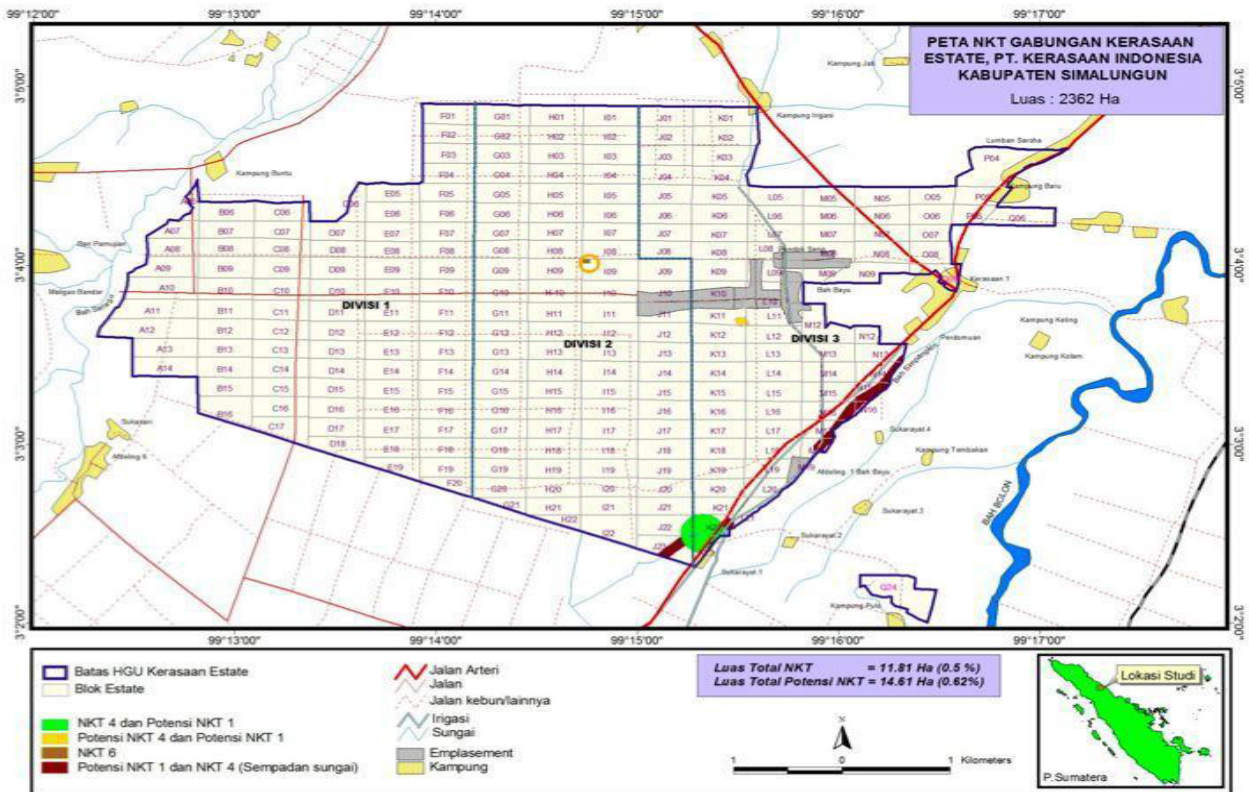


Figure 5. Location of Supply Base (Kerasaan Estate) and surrounding entities



1.4. Description of Supply Base (Ha)						
Estate	Mature (ha)	Immature (ha)	Infrastructure & Other (ha)	Total Planted (ha)	Total Hectarage	% of Planted
Bukit Maradja Estate	2,625.12	278.74	274.08	2,903.86	3,177.94	91.38
Kerasaan Estate	1,658.12	439.53	264.76	2,097.65	2,362.41	88.79
Total	4,283.24	718.27	538.84	5,001.51	5,540.35	90.27

1.5. Plantings & Cycle								
Estate	Age (Years)					FFB Tonnage / Year		
	0 - 3	4 - 10	11 - 20	21 - 25	26 - 30	Estimated (Previous Year)	Actual (This Year)	Forecast (Next Year)
Bukit Maradja	443.28	432.83	1,933.62	89.26	4.87	60,000	65,902	58,742
Kerasaan	618.36	720.19	759.10	0	0	38,350	41,970	35,252
Total	618.36	1,153.02	2,692.72	89.26	4.87	98,350	10,787.2	93,994

1.6. Certified Tonnage									
Mill	Estimated In Previous year (2014)			Actual (2014)			Forecast In Next Year (2015)		
	FFB	CPO	PK	FFB	CPO	PK	FFB	CPO	PK
Bukit Maradja Palm Oil Mill	98,350	22,916	5,409	10,7872	25,023	5'917	93,944	21,901	5,170

Note: Mill Capacity = 30 Mt FFB/hour
 Actual in this year: OER = 23.197%
 KER = 5.485%
 Forecast in next year: OER = 23.313%
 KER = 5.503%

Section 2 Assessment Process

2.1. Certification Body: PT BSI Group Indonesia

Accreditation Certificate No. RSPO- ACC- 019

Menara Bidakara 2

17th Floor, Unit 5

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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 has a Regional Office in Singapore and an Office in Kuala Lumpur.

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.

The methodology for collection of objective evidence included physical site inspections, observation of tasks and processes, interviews of staff, workers and their families, 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 Notification was done on 24 February 2014 via <http://www.RSPO.org>

There are two Major nonconformities were raised during this recertification assessment however NCR closed out audit was done on 22 April 2015, all majors findings have been properly followed up and could be closed out

2.2. Assessment Program

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

Assessment Program					
Name (Mill / Supply Base)	Year 1	Year 2	Year 3	Year 4	Year 5 (Re-Certification)
Bukit Maradja Mill	X	X	X		X
1. Bukit Maradja Estate	X	X	X		X
2. Kerasaan Estate	X	X		X	X

Tentative Date of Next Visit: 1st January 2016

Total No. of Mandays: 11 mandays

2.3. BSI Assessment Team

Sabar Kembaren (Lead Auditor)

He has 20 (twenty) years of working experience in multiple disciplines mostly industrial technology, engineering, science and technology. Has been acquired many skills, experience and training from being involved in various sustainability, quality, environmental, health and safety and energy management system.

Sabar has more than 7 (Seven) year in industrial manufacturing as project team leader of implementing QEHS, 5 (five) years as quality, environment, health and safety and energy (QEHS) consultant, and has been works to conduct certification audit since year 2009 until now. Sabar has been conducted more than 600 mandays of audit and more than 2000 hours training conducted in sector sustainability, quality, environment, energy, health and safety management system, He is certified general expertise from Indonesia Manpower Ministry for health and safety and has been acting as Lead Auditor and Auditor qualifications in other sustainable schemes including RSPO, Indonesian Sustainability Palm Oil (ISPO), Carbon Footprint (ISO 14067), as well as the ISO 14001 (EMS), ISO 14064(GHG verification and validation), PAS 2060 (Carbon Neutrality), health and safety management system under OHSAS 18001 and "SMK3", ISO 50001 (EnMS) and ISO 9001 (QMS).

During this assessment, he assessed on the aspects of environmental, health and safety, and energy.

Haeruddin – Assessor (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 Lead Auditor Course, and also completed ISCC, RSPO SCCS, RSPO RED course, etc. He had been involved in RSPO auditing since November 2010 in more than various companies in Malaysia, Thailand, Gabon and Indonesia. During this assessment, he assessed on the aspects of legal, estate and mill best practices, HCV and social community engagement and stakeholders consultation.

Nanang Kualib – (Team member)

He graduated from Bogor Agriculture University on 1999, Forestry Faculty. He involved in RSPO certification since 2010 as a team member covering assessment against RSPO P&C in Indonesia. He completed the ISO 9001 Lead Auditor Course, Technical Training of HCV Assessment; ISPO Lead Auditor endorsed Course. During this assessment, he assessed on the aspects of social and conducts stakeholder consultation.

Accompanying Persons: Aryo Gustomo-Qualifying reviewer

This summary report was reviewed by Mr.Aryo Gustomo, he is BSI's RSPO internal reviewer and qualifying reviewer

Section 3 Assessment Findings

3.1 Details of Audit Finding

Criterion / Indicator	Assessment Findings	Compliance
PRINCIPLE 1: COMMITMENT TO TRANSPARENCY		
Criterion 1.1:		
Growers and millers provide adequate information to relevant stakeholders on environmental, social and legal issues relevant to RSPO Criteria, in appropriate languages and forms to allow for effective participation in decision making.		
1.1.1	<p>There shall be evidence that growers and millers provide adequate information on (environmental, social and/or legal) issues relevant to RSPO Criteria to relevant stakeholders for effective participation in decision making.</p> <p>- Minor compliance -</p> <p>PT ESI was established a policy related to the document available to the public (publicly Available Documents) which was published on February 1, 2014. 20 types of documents were made such as Articles of Association "PT Eastern Sumatra, Indonesia", Letters Plantation Business Registration (SPUP), Document Revision of Environmental Management Effort (UKL), Sustainable Improvement Plan, HCV Appraisal Document, Public Summary Record of Certification Assessment Report laments Internal and External.</p> <p>Based on the results of public consultation with the relevant agencies was stated that PT ESI has submitted Reports to the relevant agencies as company obligation, for example; RKL-RPL implementation report for every 6 months, Compulsory Labor Report, Report of Waste Management B3," P2K3" report, etc.</p>	Complied

Criterion / Indicator		Assessment Findings	Compliance
1.1.2	<p>Records of requests for information and responses shall be maintained.</p> <p>- Major compliance -</p>	<p>Request for information was recorded in the "Buku Informasi dan Jawaban". In 2014 there were 6 (six) requests for information such as request information transmitted by "SMKN I Pematangsiantar" about Industrial Work Permit Practice (Prakerin) students of "SMKN I Pematangsiantar" for 10 students on January - May 2015 as stated in the Letter No. 421.5 / 337 / CMS-2014 dated on 29th October 2014. This letter has responded by company orally and based on approval of GMO said that PT ESI willing to receive this request for maximum 3 students only.</p> <p>Until February 2015, there is one type of letter requests information submitted by stakeholders.</p> <p>Recording both external and internal complaints documented in the "Buku Keluh Kesah Internal / External" where during the year 2014 there are 17 types of complaints submitted but all delivered by an internal party such complaints submitted by Mr. NI (Office Clerk) on November 1, 2014 related to damage of UPS in the office so that interfere operations due to frequent of power outages and has been addressed by the company to repair on November 1, 2014. In the year 2015 there are only one type of complaint presented by the internal.</p>	Complied

Criterion / Indicator	Assessment Findings	Compliance
<p>Criterion 1.2:</p> <p>Management documents are publicly available, except where this is prevented by commercial confidentiality or where disclosure of information would result in negative environmental or social outcomes.</p>		
<p>1.2.1</p> <p>Publicly available documents shall include, but are not necessarily limited to:</p> <ul style="list-style-type: none"> • Land titles/user rights (Criterion 2.2); • Occupational health and safety plans (Criterion 4.7); • Plans and impact assessments relating to environmental and social impacts (Criteria 5.1, 6.1, 7.1 and 7.8); • HCV documentation (Criteria 5.2 and 7.3); • Pollution prevention and reduction plans (Criterion 5.6); • Details of complaints and grievances (Criterion 6.3); • Negotiation procedures (Criterion 6.4); • Continual improvement plans (Criterion 8.1); • Public summary of certification assessment report; • Human Rights Policy (Criterion 6.13). <p>- Major compliance -</p>	<p>PT ESI was established policy related to Publicly Available Documents on 01st February 2014. 20 (twenty) documents were stated such as Articles of Association "PT Eastern Sumatra, Indonesia", "Surat Pendaftaran Usaha Perkebunan (SPUP)", Document Revision Environmental Management Effort (UKL), Sustainable Improvement Plan, HCV Appraisal Document, Public Summary of the Certification Assessment Report (including waste management and disposal plan), Records of complaints Internal and External.</p>	<p>Complied</p>

Criterion / Indicator	Assessment Findings	Compliance
<p>Criterion 1.3: Growers and millers commit to ethical conduct in all business operations and transactions.</p>		
<p>1.3.1</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.</p> <p>- Minor compliance -</p> <p>Company has been established policy since year 2013 which consist of:</p> <ul style="list-style-type: none"> a. Company Policy on Human Rights signed by the President of the director on 23rd October 2013. b. Company policy related to Forced Labour or Labour traded signed by the President Director on 23rd October 2013. <p>Company has a Code of Conduct signed by the President Director on 17th November 2014, this code of conduct including restriction on gifts, souvenirs, donate, commission, bribery and impartiality/conflict of interest.</p> <p>This code of conduct was socialized to all employees partially such as on 16th March 2015 participated by 12 (twelve) employees.</p>	<p>Complied</p>
<p>PRINCIPLE 2: COMPLIANCE WITH APPLICABLE LAWS AND REGULATIONS</p>		
<p>Criterion 2.1 There is compliance with all applicable local, national and ratified international laws and regulations.</p>		

Criterion / Indicator		Assessment Findings	Compliance
2.1.1	<p>Evidence of compliance with relevant legal requirements shall be available.</p> <p>- Major compliance –</p>	<p>PT ESI has legal permits and licences from government as below:</p> <ol style="list-style-type: none"> 1. "Akte pendirian notaris pembentukan PT. Eastern Sumatra nomor 225 tahun 1963", dated on 23rd September 1961, dengan pengesahan kehakiman berdasarkan Keputusan Menteri Kehakiman RI nomor J.A.5/129/16, tanggal 26 Nopember 1962. 2. Akte terakhir nomor 5, tanggal 31 Juli 2008, dengan pengesahan kehakiman nomor AHU-93761.AH.01.02, tahun 2008, tanggal 5 Desember 2008. 3. Akte pendirian notaris pembentukan PT. Kerasaan Indonesia nomor 7 tahun 1963, tertanggal 7 April 1962, dengan pengesahan kehakiman berdasarkan Keputusan Menteri Kehakiman RI nomor J.A.5/120/8, tanggal 20 Agustus 1962. 4. Akte terakhir nomor 8, tanggal 31 Juli 2008, dengan pengesahan kehakiman nomor AHU-85520.AH.01.02, tahun 2008, tanggal 5 Desember 2008. 5. Ijin Usaha Tetap PT. eastern Sumatera Indonesia No. 23/II/PMA1979 tanggal 10 Agustus 1987. 6. Perpanjangan terakhir Ijin Usaha Tetap (IUT) PT. Esatern Sumatera Indonesia No. 392/T/Kehutanan Perkebunan/1998, tanggal 21 Agustus 1998 dan perpanjangan terakhir IUT PT. Kerasaan Indonesia No. 400/T/Kehutanan Perkebunan/1998, tanggal 21 Agustus 1998. 7. Surat Pendaftaran Usaha Perkebunan (SPUP) PT. Eastern Sumatera Indonesia No. 208/Menhutbun-VII/2000, tanggal 10 Maret 2000 dan PT. Kerasaan Indonesia no No. 180/Menhutbun-VII/2000, tanggal 3 Nopember 2000, dimana SPUP ini berlaku sebagai Izin Usaha Perkebunan. 	Complied

Criterion / Indicator	Assessment Findings	Compliance
	<p>8. Based on Map of "RTRWP" Kab. Simalungun as per "Perda nomor 10 tahun 2012", areal PT. Eastern Sumatra Indonesia and PT. Kerasaan Indonesia located at "Areal Penggunaan Lain yang peruntukannya untuk pertanian" and based on overlapping map "Kawasan Hutan dan Perairan" Prov. Sumatera Utara showed that PT. Eastern Sumatra Indonesia and PT. Kerasaan Indonesia area are also located in the "Areal Penggunaan Lain".</p> <p>9. Based on checking to all machine permits during this audit have been showed that all permits and licences are stil valid.</p> <p>10. Environmental document named " UKL – UPL" was approved "Keputusan Kepala Badan Pengendalian Dampak Lingkungan Daerah Kabupaten Simalungun" No. 188.4/70/Bpdl related to finalized environmental feasibility at Palm oil mill of PT Eastern Sumatera Indonesia (PT SIPEF), Bukit Maradja Estate, Simalungun District, North Sumatra Province dated on 26th Februari 2004 and last revision of " Rencana Pengelolaan Lingkungan (RKL) dan Revisi Rencana Pemantauan Lingkungan (RPL)" with scope of study palm oil estate area 3,178 Ha and palm oil mill 30 Ton TBS/hour as stated in the " Keputusan Bapedalda Kabupaten Simalungun No. 271/Bpdl/2008".</p> <p>11. "Dokumen Upaya Pengelolaan dan Pemantauan Lingkungan (UKL- UPL)" is comply with letter of "Kepala Bapedalda Kabupaten Simalungun No. 442/Bpdl-2005 dated on 23rd desember 2005 related aggrement of "Dokumen UKL/UPL PPT Kerasaan Indonesia" and revision of "Upaya Pengelolaan Lingkungan dan Upaya Pemantauan Lingkungan (UKL/UPL)" comply with letter agreement "Kepala Badan Lingkungan Hidup Kabupaten Simalungun No. 700/109/BLH/2009 dated on 8th April 2009 with scope of study 2,362 Ha palm oil estates.</p>	

Criterion / Indicator		Assessment Findings	Compliance
		<p>12. HGU No. SK.46/HGU/DA/75, dated on 21st October 1975 and continuing of HGU from "Menteri Negara Agraria/ Kepala BPN nomor 108/HGU/BPN/97", dated on 26th August 1997 with area 3,177.94 hectare. Certificate "HGU No. 2 tahun 1997, with total area 3,177.94 hectares for PT. Eastern Sumatera Indonesia, and</p> <p>13. HGU No. SK.45/HGU/DA/75, dated on 21st October 1975 and continuing of HGU from "Menteri Negara Agraria/ Kepala BPN nomor 90/HGU/BPN/97", dated on 5th August 1997 with total area 2,362.03 hectares. Certificate "HGU No. 1 tahun 1997", with total area 2,362.03 hectares for PT. Kerasaan Indonesia.</p> <p>14. And others available legal permits verified during this audit.</p>	
2.1.2	<p>A documented system, which includes written information on legal requirements, shall be maintained.</p> <p>- Minor compliance –</p>	<p>There is a list of legal requirements to which company must comply with. This list includes International ratified laws, national and local laws. Copies of legals are available for all permits, licenses and other requirements related environmental regulation, social, occupational health and safety regulations, and local regulations</p>	Complied
2.1.3	<p>A mechanism for ensuring compliance shall be implemented.</p> <p>- Minor compliance –</p>	<p>A mechanism to ensure to track the changes in law is available and the company has updated evaluation of regulation which must comply with regularly</p>	Complied
2.1.4	<p>A system for tracking any changes in the law shall be implemented.</p> <p>- Minor compliance –</p>	<p>The company has established procedure related effort to comply with changes in the regulation as regulated in SOP No. CA/SOP/01, dated 1 November 2011, The company was update its list of regulation and was evaluated to comply with latest on December 2014.</p>	Complied

Criterion / Indicator		Assessment Findings	Compliance
Criterion 2.2			
The right to use the land is demonstrated, and is not legitimately contested by local people who can demonstrate that they have legal, customary or user rights.			
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 -	Company has legal ownership (HGU) as stated on the indicator no 2.1.1 above	Complied
2.2.2	Legal boundaries shall be clearly demarcated and visibly maintained. - Minor compliance –	Legal boundaries have been clearly demarcated and visibly with “Patok HGU”, this indicator was observed under well maintained and periodically monitored.	Complied
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 –	PT ESI has been established since 1921 and there is no land disputes recorded since 1975. Public consultation with head of Assilum village, Lingga village, Wonorejo village and Purbaganda village were done and there were no report of land dispute from public with PT ESI and PT KI, however based on information taken from district land office Simalungun (BPN) stated that district head of Pematang Bandar has submitted information related excess of land consession of PT.Kerasaan Indonesia which located near kerasaan intersection/police office about \pm 30 hectares and location behind traditional market about \pm 20 hectares.	Complied

Criterion / Indicator		Assessment Findings	Compliance
2.2.4	<p>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.</p> <p>- Minor compliance –</p>	<p>As stated within report of indicator 2.2.3 that PT.ESI was established since 1921 and there is no land dispute recorded since 1975 until this audit.</p> <p>Based on result of public consultation with several stakeholders such as head of village of Assilum, Lingga village, wonorejo village and Purbaganda village there is no report of land dispute received by each of head of village related PT ESI and PT KI, however as per consultation with Simalungung district land office was got information that there is information submitted by "Camat Pematang Bandar" associated with an indication of an excess land "HGU"of PT KI which located near of intersection/police station \pm 30 hectares and located in the behind of traditional market \pm 20 hectares. According to information from staff of district land office these information have not been submitted to the company.</p>	Complied
2.2.5	<p>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).</p> <p>- Minor compliance –</p>	<p>As outlined in the indicator 2.2.3 states that PT ESI has been established since 1921 and there is no land disputes recorded since 1975.</p> <p>Based on result of public consultation with several stakeholders such as head of village of Assilum, Lingga village, wonorejo village and Purbaganda village there is no report of land dispute received by each of head of village related PT ESI and PT KI, however as per consultation with Simalungung district land office was got information that there is information submitted by "Camat Pematang Bandar" associated with an indication of an excess land "HGU"of PT KI which located near of intersection/police station \pm 30 hectares and located in the behind of traditional market \pm 20 hectares. According to information from staff of district land office these information have not been submitted to the company.</p> <p>Based on field site observation at land boundary "HGU" no 14 was showed that several area have been used as public facilities such as police office and public health facility of disctrict Pematang Bandar.</p> <p>The area is not enough evidence has been mapped out in a partisipatory in the working area map of PT Kerasaan Indonesia. (Minor NC was raised)</p>	Minor NC

Criterion / Indicator		Assessment Findings	Compliance
2.2.6	<p>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.</p> <p>- Major compliance -</p>	<p>Based on the verification of legal documents and the results of the public consultation with the head of the village of Pematang Asylum, Pematang Linga, Wonorejo and Purbaganda stated that there are no reports from the public related to land disputes and never for escalation of land conflicts.</p>	Complied
<p>Criterion 2.3 Use of the land for oil palm does not diminish the legal, customary or user rights of other users without their free, prior and informed consent.</p>			
2.3.1	<p>Maps of an appropriate scale showing the extent of recognised 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>As stated within report of indicator 2.2.3 that PT.ESI was established since 1921 and there is no land dispute recorded since 1975 until this audit.</p> <p>Based on result of public consultation with several stakeholders such as head of village of Assilum, Lingga village, wonorejo village and Purbaganda village there is no report of land dispute received by each of head of village related PT ESI and PT KI, however as per consultation with Simalungung district land office was got information that there is information submitted by "Camat Pematang Bandar" associated with an indication of an excess land "HGU" of PT KI which located near of intersection/police station \pm 30 hectares and located in the behind of traditional market \pm 20 hectares. According to information from staff of district land office these information have not been submitted to the company.</p>	Complied

Criterion / Indicator	Assessment Findings	Compliance
<p>2.3.2 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> <ul style="list-style-type: none"> 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; 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; 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>- Minor compliance –</p>	<p>As stated within report of indicator 2.2.3 that PT.ESI was established since 1921 and there is no land dispute recorded since 1975 until this audit.</p> <p>Based on result of public consultation with several stakeholders such as head of village of Assilum, Lingga village, wonorejo village and Purbaganda village there is no report of land dispute received by each of head of village related PT ESI and PT KI, however as per consultation with Simalungung district land office was got information that there is information submitted by "Camat Pematang Bandar" associated with an indication of an excess land "HGU"of PT KI which located near of intersection/police station \pm 30 hectares and located in the behind of traditional market \pm 20 hectares. According to information from staff of district land office these information have not been submitted to the company.</p> <p>PT ESI has conducted monitoring of "Social Impact Assessment" periodically latest once per year, in year 2014 was carried out on 2 to 3 July 2014 by interviews and questionnaires to the public from 5 (five) vilages around (Bukit Maraja Village, Pematang Bandar village, Pematang Shakhuda village , Sakhuda Bayu village and Pematang Lingga village).</p>	<p>Complied</p>

Criterion / Indicator		Assessment Findings	Compliance
2.3.3	<p>All relevant information shall be available in appropriate forms and languages, including assessments of impacts, proposed benefit sharing, and legal arrangements.</p> <p style="text-align: center;">- Minor compliance –</p>	<p>As stated within report of indicator 2.2.3 that PT.ESI was established since 1921 and there is no land dispute recorded since 1975 until this audit.</p> <p>Based on result of public consultation with several stakeholders such as head of village of Assilum, Lingga village, wonorejo village and Purbaganda village there is no report of land dispute received by each of head of village related PT ESI and PT KI, however as per consultation with Simalungung district land office was got information that there is information submitted by "Camat Pematang Bandar" associated with an indication of an excess land "HGU"of PT KI which located near of intersection/police station \pm 30 hectares and located in the behind of traditional market \pm 20 hectares. According to information from staff of district land office these information have not been submitted to the company.</p> <p>PT ESI has conducted monitoring of "Social Impact Assessment" periodically latest once per year, in year 2014 was carried out on 2 to 3 July 2014 by interviews and questionnaires to the public from 5 (five) vilages around (Bukit Maraja Village, Pematang Bandar village, Pematang Shahkuda village , Sakhuda Bayu village and Pematang Lingga village).</p> <p>The whole social monitoring results contained in the Report of RKL-RPL which includes the positive and negative effects of operational Estate and Mill.</p>	Complied

Criterion / Indicator		Assessment Findings	Compliance
2.3.4	<p>Evidence shall be available to show that communities are represented through institutions or representatives of their own choosing, including legal counsel.</p> <p style="text-align: center;">- Major coimpliance -</p>	<p>As stated within report of indicator 2.2.3 that PT.ESI was established since 1921 and there is no land dispute recorded since 1975 until this audit.</p> <p>Based on result of public consultation with several stakeholders such as head of village of Assilum, Lingga village, wonorejo village and Purbaganda village there is no report of land dispute received by each of head of village related PT ESI and PT KI, however as per consultation with Simalungung district land office was got information that there is information submitted by "Camat Pematang Bandar" associated with an indication of an excess land "HGU"of PT KI which located near of intersection/police station \pm 30 hectares and located in the behind of traditional market \pm 20 hectares. According to information from staff of district land office these information have not been submitted to the company.</p> <p>PT ESI has conducted monitoring of "Social Impact Assessment" periodically latest once per year, in year 2014 was carried out on 2 to 3 July 2014 by interviews and questionnaires to the public from 5 (five) vilages around (Bukit Maraja Village, Pematang Bandar village, Pematang Shahkuda village , Sakhuda Bayu village and Pematang Lingga village).</p> <p>The whole social monitoring results contained in the Report of RKL-RPL which includes the positive and negative effects of operational Estate and Mill.</p>	Complied

PRINCIPLE 3: COMMITMENT TO LONG-TERM ECONOMIC AND FINANCIAL VIABILITY

Criterion 3.1

There is an implemented management plan that aims to achieve long-term economic and financial viability.

Criterion / Indicator		Assessment Findings	Compliance
3.1.1	A business or management plan (minimum three years) shall be documented that includes, where appropriate, a business case for scheme smallholders. - Major compliance -	PT ESI was established short term and long term policy and strategy as stated in the document ""Business Plan 2010 – 2017 of PT. Eastren Sumatra Indonesia." This business plan has covered for all estates which includes production plan of TBS, CPO, PK, OER, cost and revenue. Achievement of this business plan periodically monitoring at 2 tiers, first at local management, and second at head office management level as showed in the monthly report where including cost and quality.	Complied
3.1.2	An annual replanting programme projected for a minimum of five years (but longer wherenecessary to reflect the management of fragile soils, see Criterion 4.3), with yearly review, shall be available. - Minor compliance –	BME and KRE: No any replanting program in the near future.	Complied
PRINCIPLE 4: USE OF APPROPRIATE BEST PRACTICES BY GROWERS AND MILLERS			
Criterion 4.1			
Operating procedures are appropriately documented, consistently implemented and monitored.			
4.1.1	Standard Operating Procedures (SOPs) for estates and mills shall be documented. - Major compliance -	The procedures documented in "Agricultural Manual Oil Palm", where it contains all sub section of the process, such as: Nursery, land clearing, planting in peat soil and mineral soil with zero burning, planting legume cover crops, terracing, upkeep (fertilizer and pesticides, included safe working practices), water level management, riparian and watercourse management, harvesting, replanting and FFB transport, included SOP for mill from receipt FFB up to despatch CPO and PK as documented in "Instruksi Kerja No. 17", dated 6 January 2009	Complied

Criterion / Indicator		Assessment Findings	Compliance
4.1.2	<p>A mechanism to check consistent implementation of procedures shall be in place.</p> <p>- Minor compliance –</p>	<p>PT ESI was established procedure to check consistency of implementing system such as internal audit and visiting agronomy procedure at estates and visiting expert/engineer at Mill.</p>	Complied
4.1.3	<p>Records of monitoring and any actions taken shall be maintained and available, as appropriate.</p> <p>- Minor compliance –</p>	<p>Records of any result and activities from estates and mill were maintained, based on procedure decides records have been made in daily basis and compiled once per month at the end of month including: Production data of FFB, CPO, PK, fertilizing activities, maintenance, manpowers, equipments and facilities, quality grading, machines at mill area, cost and expenditure, etc.</p> <p>These records were proven and retrievable.</p> <p>To verify result of all above activities, company was conducted internal audot and agronomy visited, latest on 13-14 August 2014. All internal audit and agronomy visited findings have been properly followed up as showed in the report of internal audit and agronomy visited.</p>	Complied
4.1.4	<p>The mill shall record the origins of all third-party sourced Fresh Fruit Bunches (FFB).</p> <p>- Major compliance –</p>	<p>No any Outside FFB was received</p>	Complied

Criterion / Indicator		Assessment Findings	Compliance
Criterion 4.2			
Practices maintain soil fertility at, or where possible improve soil fertility to, a level that ensures optimal and sustained yield.			
4.2.1	There shall be evidence that good agriculture practices, as contained in Standard Operating Procedures (SOPs), are followed to manage soil fertility to a level that ensures optimal and sustained yield, where possible. - Minor compliance –	PT ESI was established procedure to manage soil fertility such as “SOP pemupukan” No.11/SOP/Oil Palm/ESD rev.1 tanggal 1 Oktober 2009.	Complied
4.2.2	Records of fertiliser inputs shall be maintained. - Minor compliance –	Fertilizer program has been applied to maintained and increased soil fertility, fertilizer applied has follow the fertilizer recommendation which created based on soil and leaf analysis. Fertilizing record in “Monthly Manuring Program Sheet”, e.g. applied Urea: 32 bags (@ 50 kg) on 15 October 2014 in Block D.15; 20.31 ha (1,610 palm tree) or 0.5 kg/palm tree/cycle. And applied MOP 31 bags (2 50 kg) on 21 July 2014 in Block C.10; 13.78 ha (1,249 palm tree) or 1.24 kg/palm tree.	Complied
4.2.3	There shall be evidence of periodic tissue and soil sampling to monitor changes in nutrient status. - Minor compliance –	JH Agriculture Service conducted the Semi-Detailed Soil Survey on 2009 for PT TTI. Within the semi-detailed soil survey report, topographic condition, soil fertility status and other information has been accounted into. The company also conduct leaf analysis annually for fertilizer recommendation, the last soil analysis was conducted by Central Plantation Services pada bulan Agustus dan September 2014 on 27 April 2013	Complied

Criterion / Indicator		Assessment Findings	Compliance
4.2.4	<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.</p> <p>- Minor compliance –</p>	<p>PT ESI has been applied EFB and POME to increase soil nutrient and these programs were recorded in the "Rekaman penggunaan EFB " dan "Rekaman penggunaan effluent ke Land Aplikasi (LA)", For example Effluent data's on Oktober – Desember 2014 with total 65,165 MT for LA at Div. I Bukit Maradja estate.</p>	Complied
<p>Criterion 4.3 Practices minimise and control erosion and degradation of soils.</p>			
4.3.1	<p>Maps of any fragile soils shall be available.</p> <p>- Major compliance -</p>	<p>There are no fragile soils reported in the most recent soil survey carried out 2009 by JH Agriculture. Recent maps are available of all soils in all estates.</p>	Complied
4.3.2	<p>A management strategy shall be in place for plantings on slopes above a certain limit (this needs to be soil and climate specific).</p> <p>- Minor compliance –</p>	<p>There is no indication of area with steep slope in the estates</p>	Complied

Criterion / Indicator		Assessment Findings	Compliance
4.3.3	A road maintenance programme shall be in place. - Minor compliance –	Road maintenance programs was made by PT.ESI, evidence of maintenance was recorded in the "Road Miantenance Program 2015". Realization of road maintenance program has been periodically monitored in montly basis such as for January 2015 at Div. I = 5.19 Km, and total realization of road maintenance for this month = 12.00 km. Company was provide road map realization to monitor road maintenance program is properly implemented.	Complied
4.3.4	Subsidence of peat soils shall be minimised and monitored. A documented water and ground cover management programme shall be in place. - Major compliance –	There is no indication of area with peat soil in the estates	Complied
4.3.5	Drainability assessments shall be required prior to replanting on peat to determine the longterm viability of the necessary drainage for oil palm growing. - Minor compliance –	There is no indication of area with peat soil in the estates	Complied
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 –	There is no indication of area with fragile soil in the estates	Complied

Criterion / Indicator		Assessment Findings	Compliance
Criterion 4.4 Practices maintain the quality and availability of surface and ground water.			
4.4.1	An implemented water management plan shall be in place. - Minor compliance –	<p>PT.ESI was updated their “Water management Plan”, last updated on year 2012</p> <p>PT ESI has in place a policy with regards to the protection of watercourses and wetlands which includes dedicated buffer zones and riparian areas - including establishing buffers along rivers in accordance with Indonesian laws - 50 metres buffer on each side for small rivers.</p> <p>It is the policy of PT ESI that all buffer zones as stipulated by Indonesian law are re-established at re planting. PT ESI has also Water Management Plan and implemented. This is in evidence during replants taking place presently in Perlabian and Tolan estates were required buffers were seen to have been established during this process.</p> <p>There are in place practices to prevent run off of nutrients and chemicals through the planting manual. Chemical handlers are trained in the disposal of chemicals - waste chemicals containers are disposed of or are re-used for sprayers in field.</p> <p>TSS (Total Suspended Solid) of waterways were monitored periodically and included in the report of UKL/UPL, TSS level 40 to 50 mg/L below of TLV (100 mg/L) as required within decree of environmental ministry no 112/2003</p>	Complied
4.4.2	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. - Major compliance -	<p>The buffer zones re-established at Perlabian estate following a replant are in good condition and are now attracting wild life in the form of Monkeys and birds. These were seen in the buffer zone during this audit.</p> <p>PT ESI has been done rainfall data, this data recorded in the “Data Curah hujan”, this data use as input in their water management plan</p>	Complied

Criterion / Indicator		Assessment Findings	Compliance
4.4.3	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 –	PT ESI has been applied effluent to the application land (Land Aplikasi- LA), there is no effluent discharged to the watercourse. Company was taken effluent sample upon applied to LA regularly in monthly basis, and its result = 5.000 mg/L still below threshold limit value as required by Indonesia Government such as monitoring and measurement of BOD of effluent on Oktober 2014 certificate no 707-70/AL/DWA/X/2014, dated on 7 th October 2014 with result of BOD = 4.377 mg/L and for November 2014 as noted in the certificate no 800-10/A/DWA/XI/2014, dated on 7 th November 2014, with BOD result = 4.296 mg/L.	Complied
4.4.4	Mill water use per tonne of Fresh Fruit Bunches (FFB) (see Criterion 5.6) shall be monitored. - Minor compliance –	Water used for estates and mill have been measured and monitored by PT.ESI, including using of water for processing in the MT FFB, result of measurement and monitoring were recorded in the "laporan bulanan Penggunaan Air". Sample taken for year 2014 water using average for processing of FFB 0.86 MT air/ MT FFB	Complied
Criterion 4.5			
Pests, diseases, weeds and invasive introduced species are effectively managed using appropriate Integrated Pest Management techniques.			
4.5.1	Implementation of Integrated Pest Management (IPM) plans shall be monitored. - Major compliance -	Integrated Pest Management was documented and retrievable including building and addition of owl house, planting and maintenance of beneficial plants, pest and diseases census such as for ganoderma census.	Complied
4.5.2	Training of those involved in IPM implementation shall be demonstrated. - Minor compliance –	There are training records for training of staff in regards to IPM and these are now formally recorded on all occasions. IPM training provided for field operators in all estates – this was in 21 st February 2014. There are records in place for all who attended this training.	Complied

Criterion / Indicator	Assessment Findings	Compliance
Criterion 4.6 Pesticides are used in ways that do not endanger health or the environment.		
4.6.1 - Major compliance -	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.	The company has shown that all pesticides which used by the company included in approved registered pesticide by Agriculture Ministry – 2014.
4.6.2 - Major compliance -	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.	Record of pesticide use covering pesticide use in each block, date of applied, acreage applied, active ingredient, dosage per applied, and total pesticide per applied, e.g. Metsulindo (ai. Metsulfuron) 100.99 gr in Block E22 (10.99 ha) or 10.99 gr/ha and 1.3390 gr/MT FFB in February 2015.
4.6.3 - Major compliance -	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.	There is no used of prophylactic use of pesticides throughout the company

Criterion / Indicator		Assessment Findings	Compliance
4.6.4	<p>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>- Minor compliance –</p>	<p>Based on document review, it was noted that paraquat usage is reduced, e.g. using paraquat 7,430 liter in 2013 and estimated 6,477 litre till end of 2014.</p> <p>Reducing program will be continuing to the year 2015 as stated in the pesticides using program.</p>	Complied
4.6.5	<p>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).</p> <p>- Major compliance -</p>	<p>Up to date records of training are kept in each estate for the following:</p> <ul style="list-style-type: none"> • Pesticide Mixers • Pesticide Sprayers • Any pesticide handlers in stores <p>The training data is also maintained to show the nature and content of the training covered.</p> <p>Material Data Safety Sheets (MSDS) are obtained for all chemicals used and are available at the storage and areas of mixing. Sample taken for Bukit Maradja Estate,</p>	Complied

Criterion / Indicator		Assessment Findings	Compliance
4.6.6	<p>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).</p> <p>- Major compliance -</p>	<p>All pesticides in chemical containers were in locked storage areas located at the Estate offices.</p> <p>Empty chemical containers were reused to carry mixed sprayer chemicals into plantation for use. Once they are deemed unusable they are triple rinsed, punctured and disposed in the landfill as regulated in the procedure no /PROS/IMP/14 revision 01 dated on 01 December 2013.</p> <p>Sample taken at Bukit Maradja Estate and Kerasaan Estate.</p>	Complied
4.6.7	<p>Application of pesticides shall be by proven methods that minimise risk and impacts.</p> <p>- Minor compliance –</p>	<p>Pesticides used were mixed accordingly as per mixing instructions.</p> <p>It is the company policy not to supply any chemicals to any smallholders.</p> <p>Procedure no TTI/PROS/IMP/14 revision 01 dated on 01 December 2013 was established and approved related pesticides usage, storage, mixing and handling of container properly to minimise risk and impact.</p> <p>Application of pesticide shall be approved by manager based on action plan from each FA (Field Assistant), reviewed by Field Head assistant. FA made pesticide plan referred to result of survey, latest survey was held on 11th March 2015 for Kerasaan Estate.</p>	Complied
4.6.8	<p>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.</p> <p>- Major compliance -</p>	<p>No applied pesticide aerially.</p>	Complied

Criterion / Indicator		Assessment Findings	Compliance
4.6.9	<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>Records of training are kept in each estate for all workers (including sub contractor) who come into contact with pesticides this include Pesticide Mixers, pesticide Sprayers and any chemical handlers in the stores.</p> <p>The training data is available and centrally in all estates for whoever handles pesticides.</p> <p>There is a minimum requirement of PPE that must be used in the handling and application of pesticides. PPE specifications are stated in the MG and further demonstrated in training manuals.</p> <p>PPE for sprayers is supplied and its use demonstrated in the training programs. The company supplies two sets of overalls to all pesticide operators so that one can always be considered clean. Overalls are washed at the pesticide mixing areas in specially constructed wash areas so that sprayers and mixers do not need to take them home and therefore the risk of cross contamination with family members is reduced and eliminated.</p> <p>All sprayers and mixers sighted during the assessment were using the correct PPE which is supplied by the company.</p> <p>Material Data Safety Sheets (MSDS) are obtained for all chemicals used and are available at the areas of mixing. These were all seen be controlled by date and were readily available. No concentrates are taken into the field as all spray solutions are pre- mixed in a designated area.</p>	Complied

Criterion / Indicator		Assessment Findings	Compliance
4.6.10	<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>Method of disposal waste material was regulated in the procedure no TTI/PROS/IMP/13 revision 0 dated on 01 July 2009, this procedure included methods of handling hazardous waste, non hazardous waste, organic and non organic waste.</p> <p>This procedure was trained to the all worker including manager as shown in the training record dated on 05th May 2012 (Mixing pesticide), 9th October 2013 (hazardous waste handling), 14th September 2013 (Pesticide mixing and calibration sprayer), and 7th May 2014 (usage of limited pesticide) for employee register no 5072 and spraying training dated on 06th May 2013, training pesticide mixing dated on 14th September 2014, training spraying and limited pesticide dated on 13th February 2014 for employee register no 3150.</p> <p>Waste storage was separately and clearly identification as follow: hazardous waste black colour, Organic waste green colour, non organic waste blue colour and economical waste yellow colour. This identification has been properly understood by all workers.</p> <p>Training of hazardous waste handling was done on 14th June 2014, participated by 6 (six) personnel as seen in the attendance list.</p>	Complied

Criterion / Indicator		Assessment Findings	Compliance
4.6.11	<p>Specific annual medical surveillance for pesticide operators, and documented action to treat related health conditions, shall be demonstrated.</p> <p>- Major compliance -</p>	<p>Beside annual medical checkup, specific medical checkup was also done for pesticide and chemical operator once per three month, record of medical checkup was evident as per record "formulir pemeriksaan medis pekerja pemakai pestisida/bahan kimia" dated on 10th February 2015 for employee register no 3150 and dated on 10th February 2015 for employee register no 5072 (Bukit Maradja Estate), and Specific medical checkup dated on 6th January 2015 for chemical and spray personnel employee register number 2696, 2643 (Kerasaan Estate).</p> <p>PT ESI has records hour of work and contact with chemical and pesticide, as showed in the workers hour records.</p> <p>Medical test result including blood analysis which covered haemoglobin, Hematokrit, Leukosit (White Blood Cell / WBC), Trombosit (platelet), Eritrosit (Red Blood Cell / RBC) and including Cholinesterase to find out any pesticide affect in the blood</p> <p>At least 6 (six) worker related chemical/pesticide works were interviewed and asked about the sigh due to chemical contact, there is no worker complaint about their body, skin or respiratory</p>	Complied
4.6.12	<p>No work with pesticides shall be undertaken by pregnant or breast-feeding women.</p> <p>- Major compliance –</p>	<p>There is no pregnant worker and breast feeding women involving for spraying, chemical and pesticides activities during audit observation and based on interview result with spraying team at BME and KE.</p>	Complied
<p>Criterion 4.7 An occupational health and safety plan is documented, effectively communicated and implemented.</p>			

Criterion / Indicator		Assessment Findings	Compliance
4.7.1	<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>An Occupational Health and Safety Policy has been established and in place. It was issued and signed by the President Director dated on 01st March 2014. This policy is applicable to mill and plantations as well as all other support activities including construction, housing, clinic and workshop.</p> <p>Health and safety plan was provide in the procedure no ENC/SOP/06 (Prosedur Keselamatan dan kesehatan kerja), dated on 02 January 2013 revision 0. This procedure has been covered regulation related documentation, implementation and monitoring of health and safety activities.</p> <p>Sample taken at Bukit Maradja Mill, Bukit Maradja estate (Clinic, Chemical and fertilizer warehouse/godown, central workshop, and emplacement) and Kerasaan Estate (Clinic, Chemical and fertilizer warehouse/godown, central workshop, and emplacement) and at Kerasaan estate ((Clinic, Chemical and fertilizer warehouse/godown, central workshop, and emplacement) and Kerasaan Estate (Clinic, Chemical and fertilizer warehouse/godown, central workshop, and emplacement)</p>	Complied

Criterion / Indicator	Assessment Findings	Compliance
<p>4.7.2 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>A hazard identification and risk assessment activity was regulated in the procedure no TTI/PROS/REN/02 dated on 01st November 2009 revision 0. (Bukit Maradja Mill and Bukit Maradja Estate) and procedure no TTI/PROS/IMP/02 revision 01 dated on 01st December 2013 (Kerasaan Estate).</p> <p>The hazard identification and risk assessment for all the worksites was properly documented in the document "Identifikasi sumber bahaya, penilaian resiko dan pengendalian resiko" as recorded in the form no 02/ISB/BM revision 1. Sample taken as below:</p> <ol style="list-style-type: none"> 1. Bukit Maradja Mill, last review on 23 September 2014, was observed covered all activities such as security, weighing, shortage, processing, workshop and laboratory. 2. Bukit Maradhja Estate, last review and updating on 1st October 2014 which covered all activities at this estate such as Office activities, workshop, engine room, field (Harvesting, Pruning, spraying, planting and transportation), emplacement, fertilizer warehouse, and clinic. 3. Kerasaan Estate, last reviewed on 15 August 014, this hazard identification and risk assessment has been covered acitivities: Office, Workshop, engine room, field, emplacement, fertilizer storage, Pesticide storage/chemical shed, hazardous waste storage, security and landfill. <p>Hazard identification and risk assessment of all activities by consider likelihood and severity resulting risk factor number (RFN). This assessment determined which tolerable and intolerable risk is, and all risk has been followed up by necessary control as recorded in the "Identifikasi sumber bahaya, penilaian resiko dan pengendalian resiko" document.</p> <p>Observation was raised (see observation table)</p>	<p>Complied</p>

Criterion / Indicator	Assessment Findings	Compliance
<p>4.7.3 All workers involved in the operation shall be adequately trained in safe working practices (see Criterion 4.8). Adequate and appropriate protective equipment shall be available to all workers at the place of work to cover all potentially hazardous operations, such as pesticide application, machine operations, and land preparation, harvesting and, if it is used, burning.</p> <p>- Major compliance -</p>	<p>The internal training has been implemented according to the established "Realisasi P2K3LHS Tahun 2005". Safe working practice training has been done to employee and record of training were evident, sample taken for training at:</p> <ol style="list-style-type: none"> 1. Bukit Maradja Mill, Several safe working practice training has been identified in the document "Realisasi P2K3LHS 2005", some of them had done such as training for "Pengenal symbol K3" dated on 20 January 2015 participated by 18 employees and training for hazard identification dated on 16 February 2015 participated by 8 employees as recorded in the attendance list. 2. Bukit Maradja Estate, safe working practice has been seen properly implemented at area such as at workshop activities, chemical storage. Standard PPE has been provided in each location activities, 3. Kerasaan Estate, sample taken for training harvesting standard (SOP/Oil Palm/ESD revision 02 dated on 20 December 2013) was done to all harvester and driver dated on 17th March 2015 participated by 81 personnel and dated on 22 October 2014 participated by 6 personnel. <p>Each safe working practice was included in the working instruction including requirement PPE, and as observation at several area such as laboratory, workshop and processing have been seen proper PPE used by worker and available at location such as at area Bukit Maradja Mill, Bukit Maradja Estate and Kerasaan Estate.</p> <p>Monitoring and measurement of noise were done at several locations such as at mill area, boiler room, generator room. Some of them over than TLV (85 dBA) as required by manpower ministry decree no 13/2011, however mandatory PPE (earplug and ear muff) are required during works and visit this area, ear plug and ear muff were available and proper condition, periodically check was recorded in the checklist PPE.</p>	<p>Complied</p>

Criterion / Indicator	Assessment Findings	Compliance
<p>4.7.4 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.</p> <p>- Major compliance -</p>	<p>Safety committee (P2K3) was established and registered to the local manpower institution as follow:</p> <ul style="list-style-type: none"> - For Bukit Maradja Mill registered on 26 February 2014 as stated in the letter no 562/115/DTK/2014, it was seen 22 personnel have been appointed as the OHS Committee as Representative of employee from each area and chaired by manager. - For Bukit Maradja Estate registered on 16 October 2014, letter no 560/57/P2K3/DTK/2014, It was seen 26 personnel have been appointed as the OHS committee and as representative of employee from each area, this committee was chaired by Senior Manager. Secretary of OHS committee is certified general OHS expertise as shown in the certificate no Ser. 13. 6838 /AK3 /U/IV/2014 dated on 02 April 2014. - For Kerasaan estate registration no 188.45/421-HIJ dated on 17th March 2015, it was seen 38 personnel has been registered as safety committee. Secretary committee assigned is certified OHS general expertise, certificate number Ser.13.6849/AK3/U/IV/2014 dated on 02nd April 2014. <p>OHS related issues were discussed sufficiently with the fixed agenda indicated review of accident statistics and performace, inspection result, review of accident reporting system, review of committee member, review of inspection findings, training, policy and procedures, external audit action points (RSPO) and other matters.</p> <p>Latest meeting was conducted on 06 March 2015 (Bukit Maradja Mill), 9 March 2015 for Bukit Maradja Estate</p>	<p>Complied</p>

Criterion / Indicator	Assessment Findings	Compliance
<p>4.7.5 Accident and emergency procedures shall exist and instructions shall be clearly understood by all workers. Accident procedures shall be available in the appropriate language of the workforce. Assigned operatives trained in First Aid should be present in both field and other operations, and first aid equipment shall be available at worksites. Records of all accidents shall be kept and periodically reviewed.</p> <p>- Minor compliance -</p>	<p>Accidents handling, investigation procedure was provided in the document no TTI/PRO/IMP/25 revision 00 dated on 1st July 2009 and emergency procedure dated on 01 March 2010 including fire, CPO spillage, HSD oil spillage, and waste overspill.</p> <p>Emergency tool kits were available and controlled in each location, record of inspection was seen such as at workshop, laboratory, bridge weighing rooms, and warehouse for first aid kit, fire extinguisher, emergency eye and body wash.</p> <p>Trained first aid personnel was seen as below: Bukit Maradja Mill assigned 2 (two) persons, certificate training were available in the certificate no 10910/P3K/KK/12/2014 and no 10904/P3K/KK/12/2014.</p> <p>Latest emergency response drill was done as below: Bukit Maradja Mill: Fire simulation was on 28th September 2014,</p> <p>Monthly accident report has been seen and recorded in the "laporan kecelakaan", there is no accident was occurred since January to March 2015 for Bukit Maradja Mill</p> <p>Bukit Maradja Estate It was seen 9 (nine) occupational accidents were occurred, all accidents have been followed up and record of investigation was reporting in the 'Laporan kecelakaan kerja' sheet.</p> <p>Observation was raised as below: Corrective action taken should be to prevent recurred rather than correction only, it was observed corrective action taken not always effective accident re-occurred such as for harvesting accident on January to February 2015.</p>	<p>Complied</p>

Criterion / Indicator		Assessment Findings	Compliance
4.7.6	<p>All workers shall be provided with medical care, and covered by accident insurance.</p> <p style="text-align: center;">- Minor compliance –</p>	<p>Medical checkup for employee has been done in annual basis which conducted in the external clinic, report of medical check up was evident as follow:</p> <ul style="list-style-type: none"> - Bukit Maradja Mill, latest medical check up on 17 June 2014 at "Klinik Anugerah Ibu" - Bukit Maradja Estate, latest medical check up on 17 June 2014, sample taken for 2 (two) chemical storage workers. - Kerasaan Estate, latest medical check up was done on 17 June 2014, sample taken for employee with register no 2696 in the report no 0017/017/Vi/ESKE/14 and register no 2693 in the report no 009/009/Vi/ESKE/14. <p>There are 2 (two) company clinics provided where located in the each Bukit Maradja Estate and Kerasaan Estate.</p> <p>All employees included in the medical care program under "BPJS" including protection regarding accident, sample taken for: Card no 12023340529 registered dated on July 2012 (Bukit Maradja Mill)</p> <p style="background-color: yellow;">Specific medical check up were done for specific hazard contacted to worker together with annual medical check up, in aligned with manpower ministry regulation no 03/1982 such as for chemical/pesticide worker, worker contacted with high noise (boiler, mill), record of medical check up were maintained and retrievable.</p>	Complied

Criterion / Indicator		Assessment Findings	Compliance
4.7.7	<p>Occupational injuries shall be recorded using Lost Time Accident (LTA) metrics.</p> <p style="text-align: center;">- Minor compliance -</p>	<p>All occupational injuries case was recorded in the "laporan kecelakaan kerja" and summary monthly in the "laporan kecelakaan kerja"</p> <p>Based on procedure no TTI/PROS/IMP/25 revision 0 dated on 1st July 2009 shall be measure LTFR(lost time frequency rate)/AFR (Accident Frequency rate), RIR (Recordable injury rate),Incident Rate (IR) and Total Accident Rate (TAR)</p> <p>There is no fatality and major accident in year 2014 until this audit for Bukit Maradja Mill, Bukit Maradja Estate, and Kerasaan Estate.</p> <p>Lost Time accident metrics named ATLR, Achievement of ATLR year 2014 as follow: Bukit Maradja Estate =0.49, Bukit Maradja Mill =0.09 and Kerasaan Estate = 0.48 and for year 2015 (January to February) are for Bukit Maradja estate = 0.33, Bukit Maradja Mill and Kerasaan estate each of them = 0.</p>	Complied
<p>Criterion 4.8 All staff, workers, smallholders and contract workers are appropriately trained.</p>			

Criterion / Indicator		Assessment Findings	Compliance
4.8.1	<p>A formal training programme shall be in place that covers all aspects of the RSPO Principles and Criteria, and that includes regular assessments of training needs and documentation of the programme.</p> <p style="text-align: center;">- Major compliance –</p>	<p>Training program for year 2015 was provided to all workers (harvester, sprayer, central workshop employee), training needed gap analysis has been done in yearly basis, some training were conducted on year 2014 and year 2015 as follow:</p> <ul style="list-style-type: none"> - Training for RSPO and ISPO Principle and criteria, dated on 01 February 2014, participated by 17 employees, record of training was evident. - Training for harvesting management dated on 17-20 October 2015, participated by 123 harvesters, record of training was evident. - Training for integrated pest management (IPM) dated on 01 November 2014, participated by 19 employees and dated on 13 February 2014, participated by 28 employees. - Training for fruit quality dated on 17 March 2015, participated by all workers, record of training was evident. - Training related significant hazard and significant aspect for all workers. Record of training was evident such as training record dated on 4 July 2014. 	Complied

Criterion / Indicator	Assessment Findings	Compliance	
PRINCIPLE 5: ENVIRONMENTAL RESPONSIBILITY AND CONSERVATION OF NATURAL RESOURCES AND BIODIVERSITY			
Criterion 5.1			
Aspects of plantation and mill management, including replanting, that have environmental impacts are identified, and plans to mitigate the negative impacts and promote the positive ones are made, implemented and monitored, to demonstrate continual improvement.			
5.1.1	<p>An environmental impact assessment (EIA) shall be documented.</p> <p>- Major compliance -</p>	<p>Environmental impact assessment has been documented in the document environmental aspect and impact list. This document issued by each department and covers all activities, product and services. Sample taken:</p> <ul style="list-style-type: none"> -Bukit Maradja Mill including activities of weighbridge, loading ramp, sterilizer, threshing, pressing, Clarification, Kernel Plant, Boiler, Water treatment plant, Engine room, laboratory, warehouse (godown), workshop, effluent plant, and office mill. Last updated on 3 March 2015. -Bukit Maradha Estate, last updated on 01 October 2014 and cover activities for Field (harvesting, nursery, spraying, others), clinic, emplacement, warehouse/godown, workshop & engine room) - Kerasaan Estate, last updated on 03 October 2014 and cover all acitivities Field (harvesting, nursery, spraying, others), clinic, emplacement, warehouse/godown, workshop & engine room) 	Complied

Criterion / Indicator		Assessment Findings	Compliance
5.1.2	<p>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.</p> <p>- Minor compliance –</p>	<p>“Sasaran Lingkungan” was providing as objective of environment in yearly basis and in order to follow up significant impact resulted from environmental aspect & impact list. This objective has been followed up by documented program in the “Program perbaikan lingkungan” with clear due date and responsible person</p> <p>Sample taken for Bukit Maradja Mill, Bukit Maradja Estate and Kerasaan estate environmental program year 2015.</p> <p>Monitoring of implementation program has been done and recorded in the monthly activities records, all manager has responsibility to review progress and effectiveness of implemented program.</p>	Complied
5.1.3	<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>“Program P2K3 tahun 2015” was established as environmental program, this program has been monitor in monthly basis as recorded in this form, activities monitoring were referred to the document ‘RKL/RPL” where will be updated in yearly basis however reported in half yearly basis.</p> <p>Sample taken for Bukit Maradja Mill, Bukit Maradja Estate, and Kerasaan Estate.</p> <p>Chemical reducing program has been evident, Implemented of IPM (Integrated Pest Management) as priority to minimize impact to environment, some IPM activities have been seen such as survey of biological enemy of caterpillar and other pest likes Eocanthecona, Sycanus, lancatana camara, Assystasia intrusa, Borreria Alata, etc. Sample taken at Kerasaan estate.</p>	Complied

Criterion / Indicator	Assessment Findings	Compliance	
<p>Criterion 5.2</p> <p>The status of rare, threatened or endangered species and other High Conservation Value habitats, if any, that exist in the plantation or that could be affected by plantation or mill management, shall be identified and operations managed to best ensure that they are maintained and/or enhanced.</p>			
<p>5.2.1</p>	<p>Information shall be collated in a High Conservation Value (HCV) assessment that includes both the planted area itself and relevant wider landscape-level considerations (such as wildlife corridors).</p> <p>- Major compliance -</p>	<p>Identification oh HCV was conducted by "YASBI" in 2009. A number of HCV areas have been identified, such as: HCV 1, HCV 4 and HCV 6 (52.24 ha), however there have been no protected, rare, threatened or endangered species identified.</p> <p>During the development of the HCV identification activities, there where stakeholder consultation took place and listed in the reports. The HCV assessment was undertaken by an RSPO approved organisation.</p>	<p>Complied</p>
<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>No RTEs was identified within and vicinity company areas</p>	<p>Complied</p>

Criterion / Indicator		Assessment Findings	Compliance
5.2.3	<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>	No RTEs was identified within and vicinity company areas	Complied
5.2.4	<p>Where a management plan has been created there shall be ongoing monitoring:</p> <ul style="list-style-type: none"> • The status of HCV and RTE species that are affected by plantation or mill operations shall be documented and reported; • Outcomes of monitoring shall be fed back into the management plan. <p>- Minor compliance –</p>	PT ESI was established program for managing and monitoring for HCV areas such as placing of sign board at in front of HCV area, assign conservation personnel who has responsibility to manage HCV area, socializing HCV management to society/public, training program of impotancy of HCV area, planting tree in the HCV area likes "Mahoni" and "Kayu Salam". Routine monitoring patrol has been conducted as recorded in the "Buku rekaman patrol dan monitoring flora dan fauna" inside HCV areas.	Complied
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>	No HCV area located in the public/society area, all HCV identified are located inside of company areas.	Complied

Criterion / Indicator		Assessment Findings	Compliance
Criterion 5.3			
Waste is reduced, recycled, re-used and disposed of in an environmentally and socially responsible manner.			
5.3.1	All waste products and sources of pollution shall be identified and documented. - Major compliance –	<p>Bukit Maradja Mill was identified type of waste and its source and has been documented in the document named "Identifikasi sumber-sumber limbah B3"</p> <p>All waste product and sources of pollution has been identified and documented in the document "environmental aspect and impact list", and followed up of this impact assessment in the HSELS Program 2015. Sample taken for Bukit Maradja Mill, Bukit Maradja Estate and Kerasaan Estate.</p> <p>Hazardous temporary storage was registered as per letter no 188.45/197/LINGHUP/2010 valid until 20 June 2015.</p> <p>Report of level of noise to environment/surrounding community was as reported in the UKL/UPL report, result of noise pollution to the entity below of 70 dBA in aligned as environmental ministry regulation no 41/1999</p>	Complied

Criterion / Indicator		Assessment Findings	Compliance
5.3.2	<p>All chemicals and their containers shall be disposed of responsibly.</p> <p>- Major compliance -</p>	<p>All chemicals and their container treated as hazardous waste, all hazardous waste has been handled in aligned with Indonesia regulation, record of disposal reporting quarterly to the local environmental ministry (BLH Kabupaten Simalungun Pematang Raya)</p> <p>-Bukit Maradja Mill, Report of waste and environmental performance for periods October to December 2014 was sent on 30 January 2015 as evident.</p> <p>-Bukit Maradja Estate, all hazardous waste deliver to Bukit Maradja Mills, record of transfer was evident, lates for February 2015.</p> <p>-Kerasaan estate, Hazardous waste was dispose and deliver to external party (CV Amindy Barokah), this external party has license as certified hazardous collector as per environmental ministry decree no 33 year 2011 and valid until 21st February 2016. Evidence of transfer recorded in the manifest no 0005587 dated on 11 March 2015 and manifest number 0004100 dated on 11 February 2015 and copy no 7 returned to Kerasaan estate dated on 15 March 2015.</p>	Complied
5.3.3	<p>A waste management and disposal plan to avoid or reduce pollution shall be documented and implemented.</p> <p>- Minor compliance –</p>	<p>Waste management plan and its disposal plan was documented in the document "Rencana Pengelolaan Limbah B3" for Bukit Maradja Mill, Bukit Maradja Estate and Kerasaan Estate.</p> <p>Implementing of program reducing of waste was evident as recorded in the document "rencana pengelolaan limbah" such as for fertilizer sack, organic waste used to organic fertilizer, and chemical container used in spraying activities.</p> <p>Minor Non conformity finding was raised as below:</p> <p>It was observed slightly soil pollution surrounding condensate pond area due to pipe broken, however reactive action should be taken and documented to mitigate pollution and recovery soil contaminated. (Bukit Maradja Mill)</p>	Minor NC

Criterion / Indicator	Assessment Findings	Compliance
Criterion 5.4 - Efficiency of fossil fuel use and the use of renewable energy is optimised.		
5.4.1 - Minor compliance –	<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>PT TTI uses fibre and other material to power the boiler which produces steam Which drives electricity-generating turbines - the use of renewable energy is consistent in the percentage against non – renewable energy.</p> <p>PT ESI has provides records of both monitoring of kilowatt hours per tonne of palm product and Kilogram of steam per tonne FFB for each mill to determine the efficiency use and efficiency in the form of k/w hours per tonne of Palm Product.</p> <p>All records in each mill are in the "Rekaman Monitoring Penggunaan Energi Terbarukan" (Records of Monitoring on renewable energy usage. Record of Electricity in Bukit Maradja Mill mostly utilizing more than 80% per month of renewable energy from turbine. Record of Fibre was used in 2014 is 15,102.11 tonnes and shell: 5,393.61 tonnes with total 53,073,149.95 kcal (2,121 kcal/ton CPO)</p>	Complied
Criterion 5.5 Use of fire for preparing land or replanting is avoided, except in specific situations as identified in the ASEAN guidelines or other regional best practice.		
5.5.1 - Major compliance –	<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>The company has a zero burning policy, dated on 20 September 2006.</p> <p>Based on document review and site visit at several location, there is no burning remnant was observed and no records indicate that burning process done in the preparation of planting and replanting. Planting and replanting document noted that processing has been done by mechanicals activities only.</p>	Complied

Criterion / Indicator		Assessment Findings	Compliance
5.5.2	<p>Where fire has been used for preparing land for replanting, there shall be evidence of prior approval of the controlled burning as specified in 'Guidelines for the Implementation of the ASEAN Policy on Zero Burning' 2003, or comparable guidelines in other regions.</p> <p>- Minor compliance –</p>	<p>No using of fire and burning process in land clearing process for planting and replanting activities.</p>	<p>Complied</p>
<p>Criterion 5.6 Plans to reduce pollution and emissions, including greenhouse gases, are developed, implemented and monitored.</p>			

Criterion / Indicator		Assessment Findings	Compliance
5.6.1	<p>An assessment of all polluting activities shall be conducted, including gaseous emissions; particulate/soot emissions and effluent (see Criterion 4.4).</p> <p>- Major compliance -</p>	<p>Assesment of polluting activities including gaseous emission, particulate emissiotn and effluent has been done as stated in the document "Pengelolaan lingkungan hidup (RKL) dan Pemantauan lingkungan hidup (RPL)" for second semester year 2014.</p> <p>This document was distributed to the local environmental ministry (BLH) dated on 20 February 2015, letter no 13/BME-G/II/2015 (Bukit Maradja Mill and Bukit Maradja Estate) and letter dated on 21 January 2015 from Kerasaan estate to local environmental ministry as evidence of report transfer for environmental monitoring period II year 2014.</p>	Complied
5.6.2	<p>Significant pollutants and greenhouse gas (GHG) emissions shall be identified, and plans to reduce or minimise them implemented.</p> <p>- Major compliance -</p>	<p>Significant GHG emission was identified, for Mill comes from waste pond, reducing program has been implemented by using methane trap and for estates comes from using of pesticides, action plan to reducing pesticide was made such as program of integrated pest control where minimize to use chemical/pesticides.</p> <p>Graph of emission and pollutant were provided to monitor trend of them in monthly basis.</p>	Complied

Criterion / Indicator		Assessment Findings	Compliance
5.6.3	<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>Emission monitoring system by using "Biograce" system calculation. Emission from estate and mill operation were calculated and monitored, emission reduction achieved as follow: Year 2012 = 65%, Year 2013=69% and Year 2014= 70% with cultivation and processing achievement is 10.46 (gCO₂,eq/MJ) for year 2012, 6.65 (gCO₂,eq/MJ) for year 2013 and 6.5.1 (gCO₂,eq/MJ) for year 2014.</p> <p>Monitoring of any pollutant has been done in daily, weekly and monthly basis, report of monitoring was recorded in the "RKL/RPL" report, and this report submitted to the related institution, latest submission on 20 February 2015.</p> <p>Monitoring and measurement has been done as follow:</p> <ul style="list-style-type: none"> - Hazardous waste: oil waste, wet battery, lightbulb, filter waste, contaminated packaging, cartridge, fertilizer sack and other contaminated waste. All hazardous waste disposal recorded in monthly basis in the waste balance report as stated in the report of 'RKL/RPL'. - Replanting process monitoring for zero burning activity. - Boiler emission for boiler no I and II for parameters: SO₂, NO₂, HCL, Cl₂, NH₃, HF, particle, and opacity. None of above parameters out of threshold limits value. - Generator set emission for generator no 1, 2, 3 and 4 for SO₂, NO₂, CO, Particle and opacity, All parameters measured in the threshold limit value as seen in the "laporan hasil pengujian udara emisi" no 230/XI/2014 by 'Balai Laboratorium Kesehatan' 	Complied

Criterion / Indicator	Assessment Findings	Compliance
	<ul style="list-style-type: none"> - Air ambient quality measurement was done at in front of mill and surrounding emplacement for parameters: SO₂, NO₂, H₂S, NH₃, Particle and Noise. In general all parameters in specification/below threshold limits value instead of noise at emplacement area slightly over TLV = 59.3 of 55 dBA, corrective action plan should be provide (Observation) - Liquid waste quality was measured once per month, data observed measurement since July 2014 to January 2015; all parameters (pH, oil and BOD) based on environmental ministry decree no 28/2003. - Well water monitoring at 3 (Three) points in Bukit Maradja estate has shown all parameters in the TLV for pH, SO₄ and N₀₃, NH₃, Pb, Cu, Zn, Cd, Cl and BOD). 	Complied

PRINCIPLE 6: RESPONSIBLE CONSIDERATION OF EMPLOYEES AND OF INDIVIDUALS AND COMMUNITIES AFFECTED BY GROWERS AND MILLERS

Criterion / Indicator	Assessment Findings	Compliance	
<p>Criterion 6.1</p> <p>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>			
6.1.1	<p>A social impact assessment (SIA) including records of meetings shall be documented.</p> <p>- Major compliance -</p>	<p>PT Eastern Sumatra Indonesia has already revised and updated their environmental document (Upaya Pengelolaan dan Pemantauan Lingkungan-UKL/UPL) related to the palm oil plantation area of 3,178 hectares and for mill activity with total capacity as 30 tons FFB/hour in aligned with Decree of Bappedalda Simalungun no 271 / Bpdl / 2008 and equipped with the Social impact assessment documents year 2010 were carried out in collaboration with the Foundation for Sustainable Palm Oil Indonesia (YASBI). In the preparation of this Social Impact Assessment process has involved affected stakeholders as respondents.</p> <p>PT Kerasaan Indonesia has already revised and updated their environmental document (Upaya Pengelolaan dan Pemantauan Lingkungan-UKL/UPL) related to the palm oil plantation area of 3,178 hectares and for mill activity with total capacity as 30 tons FFB/hour in aligned with Decree of Bappedalda Simalungun no 271 / Bpdl / 2008 and equipped with the Social impact assessment documents year 2010 were carried out in collaboration with the Foundation for Sustainable Palm Oil Indonesia (YASBI). In the preparation of this Social Impact Assessment process has involved affected stakeholders as respondents.</p>	Complied
6.1.2	<p>There shall be evidence that the assessment has been done with the participation of affected parties..</p> <p>- Major compliance -</p>	<p>Based on verification of social impact assessment document in year 2010 incorporation with Foundation for Sustainable Palm Oil Indonesia (YASBI) was showed that affected parties (public) had been engaged in assessment activities through interviews, group discussion and questionnaires.</p>	Complied

Criterion / Indicator		Assessment Findings	Compliance
6.1.3	<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.</p> <p>- Major compliance -</p>	<p>Community development program has considered result of monitoring previous year such as social economic activity likes subsidy of solid animal feed to the surrounding villages in order to increase source of public revenue. In year 2014, PT ESI was established 9 (nine) community development programs are in education sector, health sector, infrastructure, agriculture, micro and small business, sports, arts, religions and Social economic sectors.</p> <p>In year 2015 PT ESI provided 9 (nine) type of CD programs such as repairing of infrastructure at Serapuh village that has been realized on 10 March 2015 for contribution of sacks as materials for road embankments to prevent landslides.</p>	Complied
6.1.4	<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>PT ESI had been monitoring the implementation of social management through interviews and questionnaires to the stakeholders as an effort to evaluate the implementation of social governance. This activity is carried out once a year and stated in the Report of RKL-RPL.</p> <p>It is not sufficient evidence that company has evaluated the social impact to the surrounding community from replanting activities, minor NC was raised.</p>	Minor NC
6.1.5	<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>There is no development of small holder schemes for PT ESI and PT KI since there is no small holders engaged</p>	Complied

Criterion / Indicator		Assessment Findings	Compliance
Criterion 6.2			
There are open and transparent methods for communication and consultation between growers and/or millers, local communities and other affected or interested parties.			
6.2.1	<p>Consultation and communication procedures shall be documented.</p> <p>- Major compliance -</p>	<p>Communication and consultation activities with the parties stipulated in the procedure;</p> <p>a. Giving and Response Procedures to the Request for Information Rev. I (Doc. No. ENC / SOP / 08) dated September 5, 2014 which regulates the complete procedure for submitting and responding to information requests from stakeholders.</p> <p>b. The company was revised internal parties complaint procedure as stated in the document no SOP/025/Dept revision II dated on 27 March 2015 which has been describing detail about the way to submit of grievance and complaint response from internal parties equipped with complaint response flow chart</p> <p>c. The Company was revised the External Parties complaints procedure as outlined in the document no Doc. No. SOP / 026 / HRA, revision II dated on 27th March 2015. This procedure including the way to submit of grievance and complaint response from external parties equipped with complaint response flow chart</p>	Complied
6.2.2	<p>A management official responsible for these issues shall be nominated.</p> <p>- Minor compliance -</p>	<p>In the procedure no SOP No. ENC/SOP/08 stated that senior manager has responsible to receiving and responding any grievance and complaint from internal and external parties. Beside that senior manager has assigned a Field Head Assistant (FHA) and Office assistant (OA) to maintain relation and communication with surrounding community and public.</p>	Complied

Criterion / Indicator		Assessment Findings	Compliance
6.2.3	<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 ESI has updating their list of stake holders, last updated on 15 March 2015 which consist of:</p> <ul style="list-style-type: none"> a. Local government institutions including 6 (six) institutions such as Simalungun Plantation office, Simalungun district manpower department, Forestry office Simalungun and Simalungun district land office. b. "Muspika" which consist of sub-district of Gunung Malela, Chief police for Bangun village and "Danramil" of Bangun village. c. Employee Union: Union chairman, Chairman of "PUK" estate and chairman of "PUK" Mill. d. Head of village and community leaders around estates which consist 8 (eight) villages such as Nagory Syahkuda Bayu village, Pematang Syahkuda Village, Pematang Asilu Village, Lingga Village and Bukit Maradja village. e. Non Governmental Organization (NGO)-Nagori Bandar Siantar f. Contractors and suppliers, it was observed 4 (four) local contractors such as CV Karya Jaya, UD Rezeki Jaya Makmur, Koperasi Jasa Bukit Maradja and UD Sumber teknik. g. Others plantation companies around PT ESI likes PTPN III 	Complied
<p>Criterion 6.3</p> <p>There is a mutually agreed and documented system for dealing with complaints and grievances, which is implemented and accepted by all affected parties.</p>			

Criterion / Indicator		Assessment Findings	Compliance
6.3.1	<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>Based on the verification of documents of land dispute resolution mechanisms as set out in "Procedures Land Compensation" No. SOP / CA / 02, dated July 1, 2012 indicate that the company has provided a resolution of effective dispute settlement lands as follows:</p> <ol style="list-style-type: none"> 1. Company socializing licensing / Concession (HGU) Company to the public. 2. If any land ownership claims from society, then company will be accepted the claim if supported and proof by official land ownership. 3. Verify the status of the land, in case land ownership is proven, then company will conducted a review and field measurements. 4. Fieldwork and land measurements involving the company, the people who claim, and government representatives. 5. Based on the field observation and measurement of land, then prepared "Berita acara" of land measurement which includes extensive measurements and coordinates of land claimed and this minutes of signed by the parties. 6. Final verification conducted based on the results of measurements and map to ensure that the land did not overlap with the other ownership / rights / claims of other parties. 7. If result of verification showed that claimed land is true and did not overlapped with the ownership / rights / claims of other parties, than company carrying out price negotiations and compensation / compensation with claimed party. 8. If price negotiation agreed for the compensation, then company will pay the compensation to the land owners. 	<p>Major NC</p> <p>(closed out on 24th April 2015 by NC closed out assesment)</p>

Criterion / Indicator		Assessment Findings	Compliance
		<p>Internal complaint resolution mechanism was made in the document "Keluh Kesah dengan pihak Internal, 2nd revision (Doc. No. SOP / 025 / Dept) dated on March 27, 2015. External complaint resolution procedure was made in the mechanism of complaints with External Parties Rev II (Doc. No. SOP / 026 / HRA) dated March 27, 2015. Both of these SOPs have included company's policy to protect the anonymity/confidentiality of the complainant / Whistleblower if requested (Point 6.2).</p> <p>Based on the verification of land compensation procedures and handling of complaints documents, both internally and externally are demonstrate that the Company has not yet a policy to protect the identity of the complainants or whistleblowers, where requested.(Major NC was raised)</p> <p><i>This Major NC was followed up properly and verified on NCR close out visit dated on 24th April 2015 and could be closed out.</i></p>	
6.3.2	<p>Documentation of both the process by which a dispute was resolved and the outcome shall be available.</p> <p>- Major compliance -</p>	<p>Based on the results of verification of documents and public consultation with relevant agencies such as BPN, Plantation Office, the Department of Labor and the Environment Agency, and around the Village Heads (Village Bandar Asylum, Bandar Linga, Wonorejo and Purbaganda) have been showed that there is no land disputes occurred between local communities with the companies (PT ESI and PT KI). However was observed an objection from Kerasaaan I society due to company isolated gutter washing activities where adjacent to the public irrigation network. This case was resolved through a deliberation meeting which conducted after the field verification by BLH Simalungun as stated in the minutes No. 03 / BA / PHLML / Linghup / 2014 dated on October 28, 2014. One of point agreed is stated that PT Kerasaaan Indonesia has responsible for repairs if any of irrigation dam burst occurred. This completion agreement was properly documented in the office of PT Kerasaaan Indonesia</p>	Complied

Criterion / Indicator	Assessment Findings	Compliance
<p>Criterion 6.4 Any negotiations concerning compensation for loss of legal, customary or user rights are dealt with through a documented system that enables indigenous peoples, local communities and other stakeholders to express their views through their own representative institutions.</p>		
<p>6.4.1</p> <p>A procedure for identifying legal, customary or user rights, and a procedure for identifying people entitled to compensation, shall be in place.</p> <p>- Major compliance –</p>	<p>Estates area of PT ESI and PT KI are plantation that has been operating since 1921 and since managed by SIPEF had not been land expanded yet. However to anticipate any land disputes problems, the company was established land dispute resolution mechanisms as set out in the "Procedures Land Compensation" No. SOP / CA / 02, July 01, 2012.</p> <p>Based on the results of the public consultation with relevant agencies as well as the village head around showed that nothing official reports of land disputes between communities around the company.</p>	<p>Complied</p>

Criterion / Indicator	Assessment Findings	Compliance
<p>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>- Minor compliance -</p>	<p>Compensation calculation procedure stipulated in land dispute resolution mechanisms as set out in "Procedures Land Compensation" No. SOP / CA / 02, dated July 1, 2012 indicate that the company has been providing effective dispute resolution as follows:</p> <ol style="list-style-type: none"> 1. Company socializing licensing / Concession (HGU) Company to the public. 2. If any land ownership claims from society, then company will be accepted the claim if supported and proof by official land ownership. 3. Verify the status of the land, in case land ownership is proven, then company will conducted a review and field measurements. 4. Fieldwork and land measurements involving the company, the people who claim, and government representatives. 5. Based on the field observation and measurement of land, then prepared "Berita acara" of land measurement which includes extensive measurements and coordinates of land claimed and this minutes of signed by the parties. 6. Final verification conducted based on the results of measurements and map to ensure that the land did not overlap with the other ownership / rights / claims of other parties. 7. If result of verification showed that claimed land is true and did not overlapped with the ownership / rights / claims of other parties, than company carrying out price negotiations and compensation / compensation with claimed party. 8. If price negotiation agreed for the compensation, then company will pay the compensation to the land owners. 	<p>Complied</p>

Criterion / Indicator		Assessment Findings	Compliance
6.4.3	<p>The process and outcome of any negotiated agreements and compensation claims shall be documented, with evidence of the participation of affected parties, and made publicly available.</p> <p>- Major compliance –</p>	<p>Estates area of PT ESI and PT KI are plantation that has been operating since 1921 and since managed by SIPEF had not been land expanded yet. However to anticipate any land disputes problems, the company was established land dispute resolution mechanisms as set out in the "Procedures Land Compensation" No. SOP / CA / 02, July 01, 2012.</p> <p>Based on the results of the public consultation with relevant agencies as well as the village head around showed that nothing official reports of land disputes between communities around the company. However, companies can follow up information from the Head of Bandar were made orally to the District Land Office Simelungun related indications of excess land HGU PT Kerasakan which is located near the intersection kerasakan / police station of ± 30 ha and who is behind the market of ± 20 ha.</p>	Complied
<p>Criterion 6.5</p> <p>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>			
6.5.1	<p>Documentation of pay and conditions shall be available.</p> <p>- Major compliance -</p>	<p>The company determine minimum wages as regulated by Government every year, minimum wages in 2014 as "Surat keputusan Gubernur Sumatera Utara No. 188.44/54/KPTS/2013", dated 10th January 2014, the minimum wages in 2013 is Rp. 1.510,000.</p> <p>Based on review of payments slip, there are no worker's salary below minimum wages, e.g. payment slip for Mr. K (Sterilizer) is Rp. 1736 and Mr. SD is Rp. 1,732,000.</p> <p>For year 2015, government has decide minimum wages (UMP) = 1,625,000 (IDR) as stated in the "SK Gubernur Sumatera Utara No. 188.44/972/KPTS/2014".</p> <p>Based on collaborative agrrement between unions and company was agreed that minimum wages will be 1,959,000 (IDR) including rice allowance.</p>	Complied

Criterion / Indicator		Assessment Findings	Compliance
6.5.2	<p>Labour laws, union agreements or direct contracts of employment detailing payments and conditions of employment (e.g. working hours, deductions, overtime, sickness, holiday entitlement, maternity leave, reasons for dismissal, period of notice, etc.) shall be available in the languages understood by the workers or explained carefully to them by a management official.</p> <p>- Major compliance -</p>	<p>Worker Agreement (PKB) between company and labour union is referred in working regulation and contract between company and each worker, based on document review, it was noted that all workers has signed contract, e.g. contract of Mrs.S (contract Agreement, dated 02 January 2015) and Mr. Ks (dated 20 March 1999)</p> <p>In this contracted document has been included employee right and obligation likes: working hours, salary, holiday entitlement, maternity leave, period notice, Overtime, deduction of salary, social insurance, medical, etc.)</p>	Complied
6.5.3	<p>Growers and millers shall provide adequate housing, water supplies, medical, educational and welfare amenities to national standards or above, where no such public facilities are available or accessible.</p> <p>- Minor compliance -</p>	<p>The company has provide facilities and infrastructure, such as housing staff (8 units), employee housing (76 units), mosque (1 unit), prayer (4 units), community hall (1 unit), Kindergarden (1 unit), polyclinics (1 units), warehouse (4 units), means football, badminton, volley ball, Parks Islamic Education, etc.</p>	Complied

Criterion / Indicator		Assessment Findings	Compliance
6.5.4	<p>Growers and millers shall make demonstrable efforts to monitor and improve workers' access to adequate, sufficient and affordable food.</p> <p>- Minor compliance –</p>	<p>Based on the results of field visits in the housing employees of PT KI and PT ESI and the interview with the Chairman of the Trade Unions and workers said that the company has been providing clean water, electrical subsidies (IDR) 17.500/ month, rice allowance as one of component in the employee income.</p> <p>Rice subsidy payment was proven as seen in the example of salary receipt of Mr. M.Siregar (No. Register 2821), Carpenter, in the PT Kerasaan Estate, rice subsidized amount is (IDR) 343 200, -.</p> <p>Employees of PT ESI was formed "Bukit Maradja" Service Cooperative in accordance with the deed of establishment as below:</p> <ul style="list-style-type: none"> - Deed establishment No. 67, dated on March 6, 2014 and was approved by the Ministry of Cooperatives and Small and Medium Enterprises Head of Integrated Licensing Services and Investment, - Head of Simalungun district letter No. 14 / BH / II.7 / DKUKM / neighbor Ratification Act 2014 Establishment of Cooperative Services Maradja Hill. <p>This "Bukit Maradja" cooperative is fully benefited to the employee especially to provide basic needed, good and services.</p> <p>Employees PT KI has established "KSU" Kerasaan who engaged in "Waserda" with notary certificate no. 07, dated December 13, 2007 and the approval certificate from the Office of Cooperatives and Small and Medium Enterprises Prov. North Sumatra no. 518 503/05 / BH / II / KUK / 2008, dated January 7, 2008.</p> <p>Establishment of Cooperative employee useful in the provision of basic needs for employees.</p>	Complied

Criterion / Indicator	Assessment Findings	Compliance
<p>Criterion 6.6 The employer respects the rights of all personnel to form and join trade unions of their choice and to bargain collectively. Where the right to freedom of association and collective bargaining are restricted under law, the employer facilitates parallel means of independent and free association and bargaining for all such personnel.</p>		
<p>6.6.1</p>	<p>A published statement in local languages recognising freedom of association shall be available.</p> <p>- Major compliance –</p> <p>The company has a policy on Freedom of Association (Freedom of Association Policy), which was approved by the President Director, dated on March 1, 2014 stating that the company supports freedom of association for workers and employees.</p> <p>Forming of union is indicate that company provide a freedom of association as follows;</p> <ul style="list-style-type: none"> a. Serikat Pekerja Bukit Maraja Mandiri (SPBUMM). b. Serikat Pekerja Kersakan Indonesia Mandiri (SPKIM) <p>Colaborative Working Agreement was available for example “Perjanjian Kerja Bersama (PKB)” between PT Kerasaan Indonesia with SPKIM period 2014 - 2016 was signed off on October 31, 2014 and has been registered to the Department of Labor of North Sumatra Province as showed in the Decree of the Head of the Department of Labour and Transmigration North Sumatra Province No.509-6 / DTK-TR / 2014 dated on December 12, 2014, the validity period is 2 years from the PKB was signed.</p>	<p>Complied</p>

Criterion / Indicator		Assessment Findings	Compliance
6.6.2	Minutes of meetings with main trade unions or workers representatives shall be documented. - Minor compliance –	As a form of freedom of association, the workers of PT ESI and PT KI has formed a union named Serikat Pekerja Bukit Maradja Mandiri (SPPMI) for PT ESI and Serikat Pekerja Kerasaan Indonesia Mandiri (SPKIM) for PT ESI Regular meetings between company and unions have been conducted every 3 months or at certain times if there is an urgent issue to be discussed, for example bipatrit meeting dated on 22 August 2014 to discuss bipartite negotiations which will be held on 29 - August 30, 2014 at STC Bukit Maradja . Minutes of meeting and attendance list were available and proven).	Complied
Criterion 6.7 Children are not employed or exploited.			
6.7.1	There shall be documentary evidence that minimum age requirements are met. - Major compliance –	PT ESI was established a policy related not to employ worker less than 18 years of age. PT ESI also has a specific procedure on worker recruitment Ref.GA 7 dated 19 th September 1997.	Complied
Criterion 6.8 Any form of discrimination based on race, caste, national origin, religion, disability, gender, sexual orientation, union membership, political affiliation, or age, is prohibited.			
6.8.1	A publicly available equal opportunities policy including identification of relevant/affected groups in the local environment shall be documented. - Major compliance –	There is an Equal Employment Opportunity Policy which available to all stakeholders via well distributed notice boards. Similar statement of equal opportunity policy is also publicly available in website, http://www.tolantiga.co.id/v1/wp-content/uploads/2009/05/equal-employment-opportunity-policy.pdf . The policy is signed by top management on 1 st March 2013.	Complied

Criterion / Indicator		Assessment Findings	Compliance
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 –	Based on document review and interview with workers and local communities, confirmed that the company give the same opportunities for job vacancies and equal opportunity for job promotion.	Complied
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 –	The company has procedure hiring workers regulated that hiring and promotion of workers based on skill, work experiences, and job evaluation. The company is conduct evaluation of workers annually.	Complied
Criterion 6.9			
There is no harassment or abuse in the work place, and reproductive rights are protected.			
6.9.1	A 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 –	PT ESI was established and approved policy for prevention of sexual harassment, last issued by Management on March 1, 2014 and has been communicated to employees through direct socialization, patching policy in the office notice board etc. Based on interviews with women workers in Kerasaan Estate (fertilizer) was showed that they had well understood about company's policies relating to harassment / sexual violence.	Complied

Criterion / Indicator		Assessment Findings	Compliance
6.9.2	<p>A policy to protect the reproductive rights of all, especially of women, shall be implemented and communicated to all levels of the workforce.</p> <p>- Major compliance –</p>	<p>Company has a policy Reproduction Rights Protection (Protection of Reproductive Rights Policy), which was approved by the President Director, dated on March 1, 2014.</p> <p>Interviews with women workers was done during this audit and stated that company was provide program to protection of women's reproductive rights as follow:</p> <ul style="list-style-type: none"> - A routine medical examination, - Prohibition of female workers / breastfeeding workers to perform fertilizer or spray activities, - 2 (two days) leave entitlements implementation for menstruation for and - Maternity leave for 90 (ninety) days. <p>Instead above all, Company was established a Gender Committee in order to oversee, coordinate and communicate and manage gender issues including harassment / sexual violence against women workers.</p>	Complied

Criterion / Indicator		Assessment Findings	Compliance
6.9.3	<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>Based on the verification of the Gender Management Guidelines document (Doc. No.; ENC / Guidelines / GC / 01 dated on 21st April 2011 and the results of interviews with Gender Kerasaan Estate Committee members said that the company had a special procedure in order to handle any complaints Gender through the Gender Committee. Based on interviews with women workers in Kerasaan Estate (fertilizer) showed that they are well understood related grievance mechanism violence / sexual harassment of women workers.</p> <p>In such procedures have been set up on the protection of confidentiality with respect to violations of the reporting on gender issues (Point 5.2.7).</p> <p>Grievance procedure which prepared by PT KI and PT ESI is not enough evidence has been respects anonymity and protects complainants where requested, minor NC was issued</p>	Minor NC
<p>Criterion 6.10</p> <p>Growers and millers deal fairly and transparently with smallholders and other local businesses.</p>			
6.10.1	<p>Current and past prices paid for Fresh Fruit Bunches (FFB) shall be publicly available.</p> <p>- Minor compliance –</p>	There is no FFB from small holder, all FFB from own company estates.	Complied
6.10.2	<p>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)</p> <p>- Major compliance -</p>	There is no FFB from small holder, all FFB from own company estates.	Complied

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 -	There are in place contractual agreement local contractors indicating rates etc. The contract are legal and transparent – are available in either estates for smaller contracts of in the legal department in Medan for larger capital works contracts.	Complied
6.10.4	Agreed payments shall be made in a timely manner. - Minor compliance -	Contractors are paid in line with the contract conditions – there have been no complaints of late payments received or recorded	Complied
Criterion 6.11			
Growers and millers contribute to local sustainable development where appropriate			
6.11.1	Contributions to local development that are based on the results of consultation with local communities shall be demonstrated. - Minor compliance –	Based on interviews with head of Pematang Asilum village, Pematang Lingga village, Wonorejo and Purbaganda villages were declare that in the preparation of the Corporate Social Responsibility (CSR) program, the company has noticed the needs of the surrounding community and is always involved in the Development Plan Meeting (Musrenbang) village or sub-district level. The Company has established the CSR Plan 2015 which consists of nine types of activities such as Education, Health, Infrastructure, Agriculture, Small and Micro Business, Sports, Arts, Religious and Cultural Affairs)	Complied
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 ESI and PT KI; There is no smallholdings development scheme.	Complied

Criterion / Indicator		Assessment Findings	Compliance
Criterion 6.12			
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 -	No any form or trafficked labour was noted during assessment.	Complied
6.12.2	Where applicable, it shall be demonstrated that no contract substitution has occurred. - Major compliance –	Based on document review and interview with workers and labour union, confirmed that no contract substitution was noted.	Complied
6.12.3	Where temporary or migrant workers are employed, a special labour policy and procedures shall be established and implemented. - Minor compliance –	The agreement for temporary workers is available and signed by workers. There is no migrant worker.	Complied
Criterion 6.13			
Growers and millers respect human rights			

Criterion / Indicator		Assessment Findings	Compliance
6.13.1	<p>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).</p> <p>- Major compliance -</p>	The company has established human rights policy, 1 st March 2014, it has been communicated to the workers by socialization, e.g. socialization was conducted on 12 January 2015, attended 18 workers (training material and attendance list are available)	Complied
PRINCIPLE 7: RESPONSIBLE DEVELOPMENT OF NEW PLANTINGS			
Criterion 7.1			
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.			
7.1.1	<p>An independent social and environmental impact assessment (SEIA), undertaken through a participatory methodology including the relevant affected stakeholders, shall be documented.</p> <p>- Major compliance –</p>	Not Applicable	Not Applicable
7.1.2	<p>Appropriate management planning and operational procedures shall be developed and implemented to avoid or mitigate identified potential negative impacts.</p> <p>- Minor compliance –</p>	Not Applicable	Not Applicable

Criterion / Indicator		Assessment Findings	Compliance
7.1.3	Where the development includes an outgrower scheme, the impacts of the scheme and the implications of the way it is managed shall be given particular attention. - Minor compliance -	Not Applicable	Not Applicable
Criterion 7.2			
Soil surveys and topographic information are used for site planning in the establishment of new plantings, and the results are incorporated into plans and operations.			
7.2.1	Soil suitability maps or soil surveys adequate to establish the long-term suitability of land for oil palm cultivation shall be available and taken into account in plans and operations. - Major compliance –	Not Applicable	Not Applicable
7.2.2	Topographic information adequate to guide the planning of drainage and irrigation systems, roads and other infrastructure shall be available and taken into account in plans and operations. - Minor compliance -	Not Applicable	Not Applicable
Criterion 7.3			
New plantings since November 2005 have not replaced primary forest or any area required to maintain or enhance one or more High Conservation Values.			

Criterion / Indicator		Assessment Findings	Compliance
7.3.1	<p>There shall be evidence that no new plantings have replaced primary forest, or any area required to maintain or enhance one or more High Conservation Values (HCVs), since November 2005. New plantings shall be planned and managed to best ensure the HCVs identified are maintained and/or enhanced (see Criterion 5.2).</p> <p>- Major compliance –</p>	Not Applicable	Not Applicable
7.3.2	<p>A comprehensive HCV assessment, including stakeholder consultation, shall be conducted prior to any conversion or new planting. This shall include a land use change analysis to determine changes to the vegetation since November 2005. This analysis shall be used, with proxies, to indicate changes to HCV status.</p> <p>- Major compliance –</p>	Not Applicable	Not Applicable
7.3.3	<p>Dates of land preparation and commencement shall be recorded.</p> <p>- Minor compliance –</p>	Not Applicable	Not Applicable

Criterion / Indicator		Assessment Findings	Compliance
7.3.4	An action plan shall be developed that describes operational actions consequent to the findings of the HCV assessment, and that references the grower's relevant operational procedures (see Criterion 5.2). - Major compliance –	Not Applicable	Not Applicable
7.3.5	Areas required by affected communities to meet their basic needs, taking into account potential positive and negative changes in livelihood resulting from proposed operations, shall be identified in consultation with the communities and incorporated into HCV assessments and management plans (see Criterion 5.2). - Minor compliance –	Not Applicable	Not Applicable
Criterion 7.4 Extensive planting on steep terrain, and/or marginal and fragile soils, including peat, is avoided.			
7.4.1	Maps identifying marginal and fragile soils, including excessive gradients and peat soils, shall be available and used to identify areas to be avoided. - Minor compliance –	Not Applicable	Not Applicable

Criterion / Indicator		Assessment Findings	Compliance
7.4.2	Where limited planting on fragile and marginal soils, including peat, is proposed, plans shall be developed and implemented to protect them without incurring adverse impacts. - Major compliance –	Not Applicable	Not Applicable
Criterion 7.5			
No new plantings are established on local peoples' land where it can be demonstrated that there are legal, customary or user rights, without their free, prior and informed consent. This is dealt with through a documented system that enables these and other stakeholders to express their views through their own representative institutions.			
7.5.1	Evidence shall be available that affected local peoples understand they have the right to say 'no' to operations planned on their lands before and during initial discussions, during the stage of information gathering and associated consultations, during negotiations, and up until an agreement with the grower/miller is signed and ratified by these local peoples. - Major compliance –	Not Applicable	Not Applicable
Criterion 7.6			
Where it can be demonstrated that local peoples have legal, customary or user rights, they are compensated for any agreed land acquisitions and relinquishment of rights, subject to their free, prior and informed consent and negotiated agreements.			

Criterion / Indicator		Assessment Findings	Compliance
7.6.1	Documented identification and assessment of demonstrable legal, customary and user rights shall be available. - Major compliance –	Not Applicable	Not Applicable
7.6.2	A system for identifying people entitled to compensation shall be in place. - Major compliance –	Not Applicable	Not Applicable
7.6.3	A system for calculating and distributing fair compensation (monetary or otherwise) shall be in place. - Major compliance –	Not Applicable	Not Applicable
7.6.4	Communities that have lost access and rights to land for plantation expansion shall be given opportunities to benefit from plantation development. - Minor compliance –	Not Applicable	Not Applicable
7.6.5	The process and outcome of any compensation claims shall be documented and made publicly available. - Minor compliance –	Not Applicable	Not Applicable

Criterion / Indicator		Assessment Findings	Compliance
7.6.6	Evidence shall be available that the affected communities and rights holders have access to information and advice, that is independent of the project proponent, concerning the legal, economic, environmental and social implications of the proposed operations on their lands. - Minor compliance –	Not Applicable	Not Applicable
Criterion 7.7			
No use of fire in the preparation of new plantings other than in specific situations, as identified in the ASEAN guidelines or other regional best practice			
7.7.1	There shall be no land preparation by burning, other than in specific situations, as identified in the 'Guidelines for the Implementation of the ASEAN Policy on Zero Burning' 2003, or comparable guidelines in other regions. - Major compliance –	Not Applicable	Not Applicable
7.7.2	In exceptional cases where fire has to be used for preparing land for planting, 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. - Minor compliance –	Not Applicable	Not Applicable

Criterion / Indicator		Assessment Findings	Compliance
Criterion 7.8			
New plantation developments are designed to minimise net greenhouse gas emissions.			
7.8.1	The carbon stock of the proposed development area and major potential sources of emissions that may result directly from the development shall be identified and estimated. - Major compliance –	Not Applicable	Not Applicable
7.8.2	There shall be a plan to minimise net GHG emissions which takes into account avoidance of land areas with high carbon stocks and/or sequestration options. - Minor compliance –	Not Applicable	Not Applicable

Criterion / Indicator	Assessment Findings	Compliance	
PRINCIPLE 8: COMMITMENT TO CONTINUAL IMPROVEMENT IN KEY AREAS OF ACTIVITY			
Criterion 8.1			
Growers and millers regularly monitor and review their activities, and develop and implement action plans that allow demonstrable continual improvement in key operations.			
8.1.1	<p>The action plan for continual improvement shall be implemented, based on a consideration of the main social and environmental impacts and opportunities of the grower/mill, and shall include a range of Indicators covered by these Principles and Criteria.</p> <p>As a minimum, these shall include, but are not necessarily be limited to:</p> <ul style="list-style-type: none"> • Reduction in use of pesticides (Criterion 4.6); • Environmental impacts (Criteria 4.3, 5.1 and 5.2); • Waste reduction (Criterion 5.3); • Pollution and greenhouse gas (GHG) emissions (Criteria 5.6 and 7.8); • Social impacts (Criterion 6.1); • Optimising the yield of the supply base; <p>- Major compliance –</p>	<p>Continuos improvement plan and program have been conducted through all process and activities in the estates and mill, continuous improvement program has been implemented in this year are:</p> <ul style="list-style-type: none"> - Applied EFB as fertilizer, - Fibre and shell are burned in boiler for electricity. - Planting beneficial plant for natural predator. - Planting forest tree within HCV areas. - Conserve buffer zone along the river. - Etc. 	Complied

3.2 Progress against Time Bound Plan

Name of company	Name of Mill	Location	Supply Base	Time Bound Plan	Target Year for RSPO
PT. Agro Muko	Muko Muko Mill	Mukomuko District, Bengkulu Province, Indonesia	Muko Muko estate, S. Betung estate, Tanah rekah estate, Talang Petai estate, S. Kiang estate and KMD	2011	Certified February 2011
	Bunga Tanjung Mill	Mukomuko District, Bengkulu Province, Indonesia	Bunga Tanjung estate, Air Bikuk estate, Air Buluh estate and KMD	2011	Certified February 2011
			PT. Mukomuko Agro Sejahtera: - Air Majunto estate - Malin Deman estate	2014	Certified in March 2015, as additional of supply base for PT. Agro Muko Mill.
PT. Tolan Tiga	Bukit Maradja Mill	Simalungun District, North Sumatera, Indonesia	- Bukit Maradja Estate (PT. ESI) - Kerasaan Estate (PT. Kerasaan Indonesia)	2010	Certified May 2010
	Perlabian Mill	Labuhan Batu Selatan District, North Sumatera, Indonesia	Perlabian estate and Tolan estate.	2010	Certified May 2010
PT. Umbul Mas Wisesa	Umbul Mas Wisesa Mill		UMW South estate, UMW North estate and Toton Usaha Mandiri estate	2014	RSPO Summary report still in review progress by External Reviewer. It has been audited in May 2015.
PT Citra Sawit Mandiri	No mill yet				Mill is not commenced yet
PT. Agro Kati Lama					- Still developed (It has been RSPO NPP), RSPO public Notification on 31 st March 2014. - It will be certified in 2019.
PT. Agro Rawas Ulu					- Still developed (It has been RSPO NPP), RSPO public Notification on 31 st March 2014. - It will be certified in 2019.

PT. Agro Muara Rupit					- Still developed (It has been RSPO NPP), RSPO public Notification on 31 st March 2014. - It will be certified in 2019.
Hargy Oil Palm Limited (HOPL)	Hargy Mill	East of Bialla, West New Britain Province, PNG	Hargy Estate	2009	RSPO Certified in April 2009
	Navo Mill	50 Kms East of Bialla, West New Britain Province, PNG	Navo Estate, Bakada Estate and Mengen Estate	2009	RSPO Certified in April 2009
	Barema Mill	30 km East of Bialla, West New Britain Province, PNG	Barema Estate	2014	RSPO Certified in April 2014

Auditor finding related time bound plan:

There are no changes of time bound plan for existing company since the initial certification in SIPEF Group. Recently, there are 3 new plantation projects in South Sumatera, Indonesia and it's have been gone through RSPO New Planting Procedures, the public notification was submitted and announced in RSPO website on 31st March 2014.

BSI assessment team consider the time bound plan is challenging and still relevant to their management. BSI audit team found that the company comply with the Time bound Plan.

BSI also assessed the requirement for partial certification and concluded that:

1. There are no unresolved significant land disputes.
2. No replacement of primary forest or loss of HCV. New land acquisition follows the RSPO NPP process including public notification of new planting.
3. No labour disputes that are not being resolved through an agreed process.
4. No evidence of noncompliance with law noted.

3.3. Details of findings

3.3.1. Review of previous assessment finding.

All previous findings have been properly followed up and effective, it was observed implementation of corrective action taken is evident, there is no re-occurrence of similar finding was observed in this assessment.

3.3.1.1. Previous Major Nonconformities

NCR closed out visit was done on 13th May 2014 to verify followed up of Major NC, all Major NC were closed out as below:

Ref	Area/Process	Clause
1033270N1	Compliance with applicable laws and regulations	2.1.1
Scope	SPO 555208	
Details:	There are found several non compliance to applicable laws and regulation in Mills and Estates	
Requirements:	Evidence of compliance with relevant legal requirements.	
Objective Evidence:	Evidences found during the assessment such as: - Several Mill and Estates operators have had not valid license according to Permenaker No.9/2010, for instance the hosting crane operator in Perlabian Mill, Tractor operator in Bukit Meradja and Perlabian Estates, Wheel Loader operator in Perlabian Mill. - The trained first-aid officers in Bukit Meradja Mill and Estate have not hold valid license as required by Permenaker No.15/2008 - Agrochemical store keeper in Perlabian Estate has not been trained and certified for limited pesticide use, as required by Permentan No.24/2011 Chapter 9, Article 1	
Action	PT TTI has provide training and license for heavy equipment operators in March 2014. Proof of certificates and Operating Permit has made available. - PT TTI has provide training for boiler operator and hoisting crane operator on 28th February up to 8 th March 2014 in cooperation with PT Geoteknik Indonesia. Operators from Bukit Maradja Mill and Perlabian Mill were PASSED. Training certificate and Operating Permit is processed under "Direktorat Pengawasan Norma Keselamatan dan Kesehatan Kerja Kementerian Tenaga Kerja dan Transmigrasi Republik Indonesia". - PT TTI has provide a valid license to company's trained first aider in Bukit Maradja Mill. - PT TTI has provided training on limited pesticide use for agrochemical storekeeper in Perlabian Estate in cooperation with Syngenta and Agriculture Service of North Sumatera dated 6th May 2014. Audit team consider the non conformities closed on 13th May 2014.	
Closed	YES-Closed out	

Ref	Area/Process	Clause
1033270M2	Environmental responsibility and conservation of natural resources and biodiversity	5.3.2
Scope	SPO 555208	
Details:	Domestic waste management is not in line with the waste management plan	
Requirements:	Estates and mills waste management and disposal are implemented to avoid or reduce pollution.	

Objective Evidence:	<p>BME: It was found the domestic waste in housing Div.3 mixed between organic and an-organic, from housing up to landfill.</p> <p>PLE: It was found organic and hazardous waste (such as oil can and paint can) from worker housing Div.I</p> <p>PLE mixed with anorganic waste up to land fill.</p>
Action	<p>BME:</p> <ul style="list-style-type: none"> - PT TTI provide permanent waste bin for inorganic waste in Division 3. Inorganic waste from each household collected into waste bin. Organic waste composted between palm rows. - Constant communication to worker in housing complex on waste management plan everyday during morning muster. <p>PLE:</p> <ul style="list-style-type: none"> - Continuous communication through clinic officer and supervision by ENC GMO-North Sumatera staff. - PT TTI provide three (3) plastic bags separated for organic waste, inorganic waste and hazardous waste. <p>Hazardous waste collected into dedicated licensed store while organic waste is being composted between palm rows.</p> <p>Audit team consider the non conformities closed on 13th May 2014.</p>
Closed	YES-Closed out

Ref	Area/Process	Clause
1033270M3	Environmental responsibility and conservation of natural resources and biodiversity	5.6.2
Scope	SPO 555208	
Details:	Inadequate evidences that Mills performed regular monitoring for each emission sources identified.	
Requirements:	Monitoring of pollution and emission quality of the sources identified.	
Objective Evidence:	<p>Bukit Maradja Mill's boiler No.1 and generator No.3 have not performed periodic air emission monitoring.</p> <p>Perlabian Mill's boiler (capacity 26 ton/hour) and 2 units of generator have not performed periodic air emission test.</p>	
Action	<p>Bukit Maradja Mill:</p> <p>Boiler, Generator emission sample-taking including ambient air carried out in Bukit Maradja Mill and Bukit Maradja Estate by officer from Environmental Office Simalungun Regency dated 8th May 2014. PT TTI demonstrate minutes of sample-taking No.14.08/P2K3LB3/LINGHUP 2014 based on "Surat permohonan Analisis Udara emisi dan ambient semester I 2014" No.044/BMPOM-Exsternal/IV/2014 dated 12th April 2014 and Application letter for air emission analysis First Semester 2014 No.050/BMPOM-Exsternal/IV/2014 dated 23rd April 2014.</p> <p>Perlabian Mill:</p> <p>Periodic air emission test performed on 12th May 2014 by Balai Keselamatan dan Kesehatan Kerja, Medan.</p> <p>PT TTI has provide document stating the analysis result is in process.</p> <p>Audit team consider the non conformities closed on 13th May 2014.</p>	
Closed	Yes-Closed out	

3.3.1.2. Previous Minor Nonconformities

Ref	Area/Process	Clause
1033270N1	Compliance with applicable laws and regulations	2.1.4
Scope	SPO 555208	
Details:	There is not adequate evidence Corporate Affairs Manager provide up-to-date information onto estates and mill related to relevant applicable laws including a new and amended regulations. Information update on new and amended regulations was provided by ENC Department, instead of Corporate Affairs Manager as written in procedure.	
Requirements:	A mechanism for ensuring that compliance with relevant legal requirements is implemented	
Objective Evidence:	Procedure "Compliance with regulation" No. CA/SOP/01, dated 1 November 2011, stating Corporate Affairs Manager responsible in providing information on issuance and/or amendment of law and government regulation to department head; Review on the List of regulation in Oil Palm sector was only cover all relevant regulation to environmental management.	
Action	The company has referred to the procedure if any new and or amendments regulation, the Corporate Affairs conducted is provided by CA Department, e.g. Amendment of "UU Perkebunan no. 39, year 2014", dated 26 December 2014. Letter no 78/CA-AII/12/14 dated on 24 th December 2014 was issued to inform all related legal and other requirements to all estates, mill and GMO. NC was closed out dated on 28 March 2015	
Closed	Yes-Closed out	

Ref	Area/Process	Clause
1033270N2	Use of appropriate best practices by growers and millers	4.7.4
Scope	SPO 555208	
Details:	PT TTI does not perform regular health examination for workers in station or exposed to high risk work.	
Requirements:	Regular health examination by a doctor for workers in station or exposed to high risk work.	
Objective Evidence:	Interview and review on document found 1 (one) Perlabian Mill's operator of engine room never been gained a periodic audiometric test. He has been worked for the Mill more than 23 years at the engine room area. Review on document of latest audiometric test during 2011-2013 found another engine room operator of Perlabian Mill gained Audiometric test on 2011 with no routine programme was provided. Although the risk assessment (reviewed on 17 February 2014) had been identified engine room operator should receive a regular audiometric test.	
Action	Regular medical checkup and specific medical checkup for all employee who exposed high risk and chemical/pesticide were evident as per medical check up dated on 17 June 2014 (Bukit Maradja Mill, Kerasaan Estate) and specific inspection dated on 6 th January 2015 (Kerasaan Estate) and 7 th January 2015 (Bukit Maradja Estate)-NC was closed out	
Closed?	YES-Closed out	

Ref	Area/Process	Clause
1033270N3	Use of appropriate best practices by growers and millers	4.7.5
Scope	SPO 555208	
Details:	HIRADC is not accordance with SOP	
Requirements:	A documented risk assessment for Occupational Health and Safety (OHS).	
Objective Evidence:	<p>BME shows HIRADC, latest review and revision 15 October 2013, but the risk factor number calculation does not represent the current condition. Ex: eyes injured because palm debris, occurs in January – February 2014, the risk factor number calculation, esp. likelihood has not changed (2=sering),</p> <p>KRE: KRE has SOP for hazard identification and risk assessment No.TTI/PROS/IMP/03 dated 1 November 2009, stating the review once per year at minimum. The HIRADC has not been reviewed for mora than one year, since the latest review was conducted on 16 February 2013.</p> <p>TLE: TLE need to update and revise HIRADC for risk likelihood analysis, taking into consideration the accident record.</p>	
Action	<p>The hazard identification and risk assessment for all the worksites was properly documented in the document "Identifikasi sumber bahaya, penilaian resiko dan pengendalian resiko" as recorded in the form no 02/ISB/BM revision 1. Sample taken as below:</p> <ol style="list-style-type: none"> 1. Bukit Maradja Mill, last review on 23 September 2014, was observed covered all activities such as security, weighing, shortage, processing, workshop and laboratory. 2. Bukit Maradhja Estate, last review and updating on 1st October 2014 which covered all activities at this estate such as Office activities, workshop, engine room, field (Harvesting, Pruning, spraying, planting and transportation), emplacement, fertilizer warehouse, and clinic. 3. Kerasaan Estate, last reviewed on 15 August 014, this hazard identification and risk assessment has been covered acitivities: Office, Workshop, engine room, field, emplacement, fertilizer storage, Pesticide storage/chemical shed, hazardous waste storage, security and landfill. <p>Calculation has been consistent, and program for significant items were evident. NC was closed out dated on 28 March 2015</p>	
Closed?	YES-Closed out	

Ref	Area/Process	Clause
1033270N4	Use of appropriate best practices by growers and millers	4.7.5
Scope	SPO 555208	
Details:	Several Mill's activities and work accidents records were not taken into consideration in the risk assessment	
Requirements:	An occupational health and safety plan is documented, effectively communicated and implemented	

Objective Evidence:	The risk assessment for Perlabian mill was ineffective and did not identify a several activities of OHS issues which were sighted during this assessment, for instance: <ul style="list-style-type: none"> - The use of gloves by sorting officer at the FFB reception station is working with hook - Work accidents that befall to Perlabian Mill's electrician a burns in his left arms had to be hospitalized. Accident was happened on February 27, 2014 and not yet considered into risk assessment review. - a potential risk of compressor that can be exploded in sterilizer station has not analyzed how much risk and how to control. - no evidence of risk assessment result in the methane capture area particularly within the chimney combustion of CO2 disposal.
Action	This NC was occurred at Perlabian Mill under PT.Tolan Tiga Indonesia and has been verified (see report RAV for Tolan Tiga, however PT.Eastern Sumatera Indonesia have been done corrective action impact through all process regarding this matter, updating of document identification of hazard and evaluation risk were done, last updated on 23 August 2014 to 25 September 2014. Based on review on this RAV audit it was seen all activities were covered in this document. NC was closed out dated on 28 March 2015.
Closed?	YES-Closed out

2.3.1.3 Previous Observation raised

Use of appropriate best practices by growers and millers : Principle 4 RSPO P&C INA-NIWG

Type	Area/Process	Clause
Observations	Use of appropriate best practices by growers and millers	4.6.2
Details:	SPO 555208	
Details:	BME need to re-check the use of registered agrochemicals. It was found Omite 570 EC (a.i Propargit) with registration No.RI.588/1-2004/T, which may indicating the expiry of registration back in 2009	
Action & Status	Control of expiration date of chemical was monitored in the list of agrochemical, periodical check has been done properly, this observation was properly followed up and closed.	

Type	Area/Process	Clause
Observations	Use of appropriate best practices by growers and millers	4.6.3
Details:	SPO 555208	
Details:	BME: Management needs to arrange the agrochemical storage in line with container guidance such as maximum box stacking, powder and liquid separation, etc. KRE: KRE need to re-arrange the chemical under WHO class II such as Marshall 5 Gr with the other class II in the Agrochemical storage.	
Action & status	Specific storage for agrochemical have been provided both for BME and KRE completed with clearly identification and hazard symbol, chemical under WHO class II has been separately and locked with limited acces, storage and stacking of chemical box, powder sack and liquid were store at different storage. This observation was properly followed up and closed.	

Type	Area/Process	Clause
Observations	Use of appropriate best practices by growers and millers	4.7.7
Details:	SPO 555208	
Details:	BME: Management may benefit from establishing emergency evacuation point and evacuation route sign near central workshop. KRE: Safety officer may wish to prepare an evaluation upon emergency simulation effectiveness.	
Action & status	BME: Emergency assembly/muster point has been clearly identified at all location such as at mill, estates, warehouse and housing area. KRE: Emergency simulation evaluation was done and recorded in the "laporan hasil simulasi bahaya" These observations were closed out.	

Type	Area/Process	Clause
Observations	Use of appropriate best practices by growers and millers	4.6.1
Details:	SPO 555208	
Details:	All estate can improve the List of Pesticide Perlabian Estate 2014 with date of registration expiry, Complementing the registration number.	
Action & status	All estates have been updated their own chemical/pesticide list, this revision list has accommodate expiration dated and its registration number. This observation was closed out.	

Type	Area/Process	Clause
Observations	Use of appropriate best practices by growers and millers	4.6.5
Details:	SPO 555208	
Details:	The company can consider to find out others agrochemical to reduce the use of paraquat in 2014.	
Action & status	Paraquat chemical continuously reducing for this year, result of reducing for year 2014 was showed, using paraquat 7,430 liter in 2013 and estimated 6,477 litre till end of 2014. Reducing program will be continuing to the year 2015 as stated in the pesticides using program. Closed out	

Environmental responsibility and conservation of natural resources and biodiversity: Principle 5
RSPO P&C INANIWG

Type	Area/Process	Clause
Observations	Environmental responsibility and conservation of natural resources and Biodiversity	5.3.2
Details:	SPO 555208	
Details:	1. Care should be taken to identify and control source of pollution in washing bay (such as oil drip from wash water) located in central workshop BME. The washing bay need to equipped with hard floor and oil trap.	

	2. Management need to prepare the HSD oil second containment/safety bund in BME, KRE, PLE with safety valve.
Action & status	<ol style="list-style-type: none"> 1. Central workshop in the BME and Mill area have been concreted, emergency oil spill such as wood powder and rag oil were provided and ready for use located in the workshop area. 2. HSD oil was store separately completed with secondary containment, for example at KRE workshop area, BME office area. These observations were closed out.

Type	Area/Process	Clause
Observations	Environmental responsibility and conservation of natural resources and biodiversity	5.3.3
Details:	SPO 555208	
Details:	BME: 1. Management may wish to monitor the storage timeframe of hazardous waste in central workshop, as the facility was not licensed. 2. Management may wish to control the temporary storage of infectious and medical waste (biohazard) in BME clinic. KRE: Management need to consistently monitor the temporary hazardous waste storage timeframe.	
Action & status	Waste management plan and its disposal plan was documented in the document "Rencana Pengelolaan Limbah B3" for Bukit Maradja Mill, Bukit Maradja Estate and Kerasaan Estate. Clinic waste has been properly handled, infectious waste in BME and KRE have been disposed to the licenced party/hospital, record of transfer and balance were provided. These observations were closed out.	

Type	Area/Process	Clause
Observations	Environmental responsibility and conservation of natural resources and Biodiversity	5.6.2
Details:	SPO 555208	
Details:	It may wish to consider to keep graphical matrix from smoke density meter utilized to monitor opacity of boiler in daily basis.	
Action & status	Monitoring of smoke density and other air emission equipments were done and recorded in the result of monitoring and measurement (UKL/UPL) this observation was closed out.	

Responsible consideration of employees and of individuals and communities affected y growers and mills : Principle 6 RSPO P&C INA-NIWG

Type	Area/Process	Clause
Observations	Responsible consideration of employees and of individuals and communities affected y growers and mills	6.2.1
Details:	SPO 555208	
Details:	The company has procedures regarding information request and grievance/complaint. Those procedures have been implementing, such as recording of information request and response, grievance and complaint, resolving of grievance/complaint and the company has conducted consultation and communication with local communities, however company consider to record all information in minutes of meeting.	

	documentation due to concession area has been used as a public facility. PIC : M-KRE Estimate time to complete : May 2015
Closed ?	Will be verified on next ASA1

Ref	Area/Process	Clause
1170504N2	Environmental responsibility and conservation of natural resources and biodiversity	RSPO Generic Standard, 2013-Indicator 5.3.3
Scope	SPO 632266	
Details:	It was observed slightly soil pollution surrounding condensate pond area due to pipe broken, however reactive action should be taken and documented to mitigate pollution and recovery soil contaminated. (Bukit Maradja Mill)	
Requirements:	A waste management and disposal plan to avoid or reduce pollution shall be documented and implemented	
Objective Evidence:	Site observation visit at Mill area	
Action	Correction Action : - A Preventive action to reduce pollution surrounding condensate already taken by BME with making wall iron plate at surrounding blowdown silencer (completed on 27 Maret 2015) Corrective Action : - Repairing Blowdown silencer already included on budget 2015 PIC : ENG Estimate time to complete : on year 2015	
Closed ?	Will be verified on next ASA1	

Ref	Area/Process	Clause
1170504N3	Responsible consideration of employees and of individuals and communities affected by growers and mills	RSPO Generic Standard, 2013-Indicator 6.1.4
Scope	SPO 632266	
Details:	Company has not provide sufficient evidence to evaluate the social impact of replanting activities for the surrounding community	
Requirements:	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.	
Objective Evidence:	RKL-RPL report period the second half of 2014.	
Action	Corrective Action : - Social Impact Assessment for surrounding community will be conducted on June 2015, replanting activities impact will be added to the monitoring social assessment.	

Use of appropriate best practices by growers and millers: Principle 4 RSPO Generic Standard,2013

Type	Area/Process	Clause
Observations	Use of appropriate best practices by growers and millers	RSPO Generic Standard, 2013- Indicator 4.7.5
Scope	SPO 632266	
Details:	<p>Evacuation direction to assembly point should be clearer at several location such as Mill area, Warehouse, Workshop, Housing and clinic.</p> <p>2. Anaphylactic shock set (likes epinephrine auto-injectors, etc) should be provided in the clinic to anticipate serious allergic which could be resulted dizziness, loss of consciousness, labored breathing, swelling of the tongue and breathing tubes, blueness of the skin, low blood pressure, heart failure, and death and paramedic should be trained. (Bukit Maradja Mill and Kerasaan Estate)</p> <p>Requirement: 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>	

Type	Area/Process	Clause
Observations	Use of appropriate best practices by growers and millers	RSPO Generic Standard, 2013- Indicator 4.7.2
Scope	SPO 632266	
Details:	<p>Identification hazard and risk evaluation for routine activities were provided and covered all activities, consider should be taken for non routine task for example Diesel Generator Change and Construction of new building for clinic at Kerasaan Estate.</p> <p>Requirement 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>	

**Environmental responsibility and conservation of natural resources and biodiversity: Principle 5
RSPO P&C Generic Standard, 2013**

Type	Area/Process	Clause
Observations	Environmental responsibility and conservation of natural resources and biodiversity	RSPO Generic Standard, 2013-Indicator 5.3.3
Scope	SPO 632266	
Details:	Please avoid to use sand and wood fiber in the secondary containment of hazardous material/waste storage, it makes increasing of hazardous waste volume. Requirement A waste management and disposal plan to avoid or reduce pollution shall be documented and implemented	

Responsible consideration of employees and of individuals and communities affected by growers and mills: Principle 6 RSPO P&C Generic Standard, 2013

Type	Area/Process	Clause
Observations	Responsible consideration of employees and of individuals and communities affected by growers and mills	RSPO Generic Standard, 2013-Indicator 6.4.3
Scope	SPO 632266	
Details:	PT Kerasaan Indonesia can follow the information submitted by the district head Pematang Bandar orally to the District Land Office Simalungun related indications of excess land concession near the intersection Kerasaan / police station of ± 30 ha and who is behind the market of ± 20 ha	

Commitment to continuous improvement in key areas of activity: Principle 8 RSPO Generic Standard, 2013

Type	Area/Process	Clause
Observations	Commitment to continuous improvement in key areas of activity	RSPO Generic Standard, 2013-Indicator 8.1.1
Scope	SPO 632266	
Details:	Effectiveness of corrective action taken should be monitored to prevent recurred of accident, it was seen some similar accident cases occurred in harvesting process at Bukit Maradja Estate from January to February 2015. Requirement:	

	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.
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3.4. Positive Finding

Positive Findings	
PF	Description
1	Implementation of methane capture at liquid waste water pond area as commitment to reduce GHG emission from oil processing.
2	Usage of fiber as fuel of boiler to generate power electric to all area including mill and estate.
3	Good house keeping in the storage of material, chemical storage and workshop area as well as in the surrounding mill area.
4	Commitment of all managerial level and staff in implementing of this RSPO P&C through all process and activities
5	The Company has included all employees in the Social Security program.

3.5. Issues raised by Stakeholders

Issues raised by Stakeholders			
No.	Stakeholder comments	Company Response	Auditor Finding
1	Stakeholders were interviews: - Local Contractor (FFB Transport Contractor). - Women Representative. - Workers representative/Unions - Local Communities. - Local institutons		No issues related stake holders
	There were no major issues raised by stakeholders during this assessment. The stakeholders interviewed made no adverse comments about PT ESI & PT KI. It appears on the whole that people are happy with the advance and improvements being put in place by the management which have a widespread benefit to all.	Company is appreciate related comments from stake holders	Positive comments

3.6. Status of Non Conformities

Reference	Category	Issued	Closed
NC No 1033270M1	Major	03/03/2014	13/05/2015
NC No 1033270M2	Major	03/03/2014	13/05/2015
NC No 1033270M3	Major	03/03/2014	13/05/2015
NC No 1033270N1	Minor	03/03/2014	28/03/2015
NC No 1033270N2	Minor	03/03/2014	28/03/2015
NC No 1033270N3	Minor	03/03/2014	28/03/2015
NC No 1033270N4	Minor	03/03/2014	28/03/2015
NC No 1170504M1	Major	28/03/2014	22/04/2015

NC No 1170504M2	Major	28/03/2014	22/04/2015
NC No 1170504N1	Minor	28/03/2014	Will verify on next ASA
NC No 1170504N2	Minor	28/03/2014	Will verify on next ASA
NC No 1170504N3	Minor	28/03/2014	Will verify on next ASA
NC No 1170504N4	Minor	28/03/2014	Will verify on next ASA

Section 4. Acknowledgement of Assessment

Acknowledgement of Assessment Findings by client	Report Prepared by
Name: Olivier Tichit	Name: Sabar Kembaren
Company name: PT.Eastern Sumatera Indonesia	Company name: PT. BSI Group Indonesia
Title: Director	Title: Lead Auditor
Signature: 	Signature: 
Date: 5 May 2015	Date: 5 May 2015

Appendix "A"
RSPO Certificate Details

PT. EASTERN SUMATRA INDONESIA

Address: Nagori Marihat Bukit, Kec. Gunung Malela, Kabupaten Simalungun, Sumatra Utara, Indonesia- 21102

RSPO membership No. 1-0021-05-000-00, dated 7th December 2005

Certificate Number: SPO 632266

Applicable Standards: RSPO Principles & Criteria: 2013 and RSPO **Supply Chain Certification requirement for CPO Mills – Module D : IP**

PT. EASTERN SUMATRA INDONESIA AND SUPPLY BASE					
Location Address		Nagori Marihat Bukit, Kec. Gunung Malela Kabupaten Simalungun 21102 Prov. Sumatera Utara, Indonesia			
GPS Location		3 ⁰ 0' 44.26" N 99 ⁰ 14' 8.06" E			
CPO Tonnage Total		21,901			
PK Tonnage Total		5,170			
Own estates FFB Tonnage		93,944			
Non-company Suppliers FFB Tonnage		0			
SIPEF estates	Mature (ha)	Immature (ha)	Others (Ha)	Total land-use titles (ha)	Annual FFB Production (mt)-(forecast)
Bukit Maradja	2,625.12	278.74	274.08	3,177.94	58,742
Kerasaan	1,658.12	439.53	264.76	2,362.41	35,252
TOTAL	4,283.24	718.27	538.84	5,540.35	93,994

Appendix "B"

RSPO SCCS 2014 – MODULE D (IDENTITY PRESERVED)

Criterion D.3. Documented procedures.			
	Requirement	Evidence	Compliance
3.1	The site shall have written procedures and/or work instructions to ensure implementation of all the elements specified in these requirements. This shall include at minimum the following:		
	a. Complete and up to date procedures covering the implementation of all the elements in these requirements.	<i>The company has not updated the RSPO SCCS procedures based on requirement of RSPO SCCS system and standard 2014.</i> <i>Verification Result:</i> <i>The company has update the procedure "Rantai Pasok dan Mapu Telusur (Supply Chain and Traceability Procedure), no. ENC/SCC/01, rev. 3, dated 26th March 2015 as verification on NCR closed out assessment on 24 April 2015</i>	(No-Major NC was raised) Yes
	b. The role of the person having overall responsibility for and authority over the implementation of these requirements and compliance with all applicable requirements. This person shall be able to demonstrate awareness of the site's procedures for the implementation of this standard.	<i>The responsible person in charge to the supply chain system as regulated in procedure are Marketing Manager, Mill and estates Manager.</i>	Yes
3.2	The site shall have documented procedures for receiving and processing certified and non-certified FFBs.	<i>The documented procedures for receiving and processing certified and non-certified FFB are included in the Supply Chain Management Guideline, however no any non certified FFB was received in Bukit Maradja Mill.</i>	Yes

Criterion D.4. Purchasing and goods in.			
	Requirement	Evidence	Compliance
4.1	The site shall verify and document the tonnage and sources of certified and the tonnage of non-certified FFBs received	<i>The company has separated FFBs certified and non-certified in the system, however record showing that all FFB received is FFB certified due to the company using "Segregation" model and become IP now, due to new incoming RSPO SCCS standard, 2014, e.g. Surat pengantar Buah (SPB), dated 20th March 2015, SP. No. 58/F3/SP/15, quantity: 276 FFB, marking: "Sustainable Product/SG" and Receiving Weighbridge doc. On 20th March 2015, mentioned SP No. 58/F3/SP/15, quantity 8.51 Tonnes, Ticket No. 15002560W, Sustainable</i>	Yes

		<i>product/SG.</i>	
4.2	The site shall inform the CB immediately if there is a projected overproduction of certified tonnage	<i>There is no projected over production in Bukit Maradja mill.</i>	Yes

Criterion D.5. Record Keeping

	Requirement	Evidence	Compliance
5.1	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><i>There are records in place which are complete, up to date and accurate for all requirements from receiving FFB certified from estates and smallholders, receiving FFB in mill through weight-bridge system, and dispatch CPO and PK with balancing stock monthly and three monthly basis. Those are documents, such as:</i></p> <ol style="list-style-type: none"> <i>1. Surat Pengantar Barang/SPB (FFB Delivery Note).</i> <i>2. Surat penerimaan FFB di Weighbridge (WB receiving FFB).</i> <i>3. Daily, monthly and three monthly report for receiving FFB, CPO and PK produced and despatch, balancing stock.</i> <i>4. Purchasing order (PO).</i> <i>5. Contract</i> <i>6. Invoice</i> <i>7. Annual report.</i> <i>8. Etc.</i> 	Yes

Criterion D.6. Processing.

	Requirement	Evidence	Compliance
6.1	The site shall assure and verify through documented procedures and record keeping that the RSPO certified oil palm product is kept segregated from non-certified material including during transport and storage.	<i>The company only produced CPO and PK certified from their certified source and keep segregated during transported and stored.</i>	Yes
6.2	The objective is for 100 % segregated material to be reached.	<i>No any contamination with non certified CPO and PK (100 % produced certified CPO and PK)</i>	Yes

Certified Mill Production in previous year

MILL	CAPACITY	CPO (tonnes)	PK (tonnes)
PT. EASTERN SUMATERA INDONESIA	30 tonnes FFB/hour	25,497	6,019

Certified FFB received Monthly in previous year

Month	Bukit Maradja Estate	Kerasaan Estate	Total FFB/Month
January 2014	4,766	3,532	8,298
February 2014	4,847	3,422	8,269
March 2014	4,904	3,280	8,184
April 2014	6,034	3,833	9,867
May 2014	5,672	3,501	9,173
June 2014	6,262	3,559	9,821
July 2014	5,309	3,317	8,626
August 2014	7,965	4,975	12,940
September 2014	5,673	3,453	9,126
October 2014	5,238	3,298	8,536
November 2014	4,267	2,699	6,966
December 2014	4,965	3,101	8,066
TOTAL	65,902	41,970	10,787.2

Sales of CPO and PK certified by etrace

No.	Date	Name of buyer	CPO (Tonnes)	PK (Tonnes)
1	February 2014	PT. A/B/C	-	211
2	March 2014	PT. A/D	-	339
3	April 2014	PT. C	2,000	556
4	May 2014	PT. C	1,500	643
5	June 2014	PT. C	-	739
6	July 2014	PT. C	-	257
7	August 2014	PT. C	-	523
8	September 2014	PT. C	-	379
9	October 2014	PT. C	-	490
10	November 2014	PT. C	-	377
11	December 2014	PT. C	-	417
	Total		3,500	4,930

Appendix "C"
Audit plan

AUDIT AGENDA					
Date	Time	Description	Haeruddin	Sabar Kembaren	Nanang Mualib
Tuesday, 24/03/2015	13.35 – 16.00	Flight JKT – Medan by GA 188	√		√
		Travelling Kualanamu Airport – Estate by car (Prepared by client)	√	√	√
Wednesday, 25/03/2015	08.00 – 09.00	Opening Meeting: Presentation by PT. Eastern Sumatera Ind. Presentation by BSI Indonesia	√	√	√
	09.00 – 12.00	Bukit Maradja Mill (Document Review): General information, time bound plan and partial certification verification) and RSPO P & C, and field visit (Best Manufacturing Practice)	√		
		Bukit Maradja Mill (Field visit): Worker and staff interviews (OSH, contract, salary), housing complex, clinic, PPE, safe working environment, walk ways, signs, EFB. POME treatment, emissions, diesel tanks, fire extinguishers, first aiders and boxes, workshop, storage, etc.		√	
		Stakeholder Interview: Local Government in Simalungun District (BPN, Disnakertrans, Disbun and BLH)			√
	12.00 – 14.00	Break/Lunch			
	14.00 – 16.30	Bukit Maradja POM (Document Review) RSPO P & C	√	√	
		Bukit Maradja POM (Document Review) RSPO SCCS	√		
		Stakeholder Interview: Local Government in Labuhan Batu Selatan District (BPN, Disnakertrans, Disbun and BLH) – Continued			√
Thursday, 26/03/2015	08.00 – 12.00	Bukit Maradja Estate: Field Visit Herbicide application programmes, harvesting, fertilising operations, HCV's/conservation areas, riparian zones, water management, road maintenance, terracing, boundary stones, etc.	√		
		Bukit Maradja Estate: Field Visit Storage, workshop, diesel tanks, landfill, housing complex, and other facilities in line-site, etc.		√	
		Interview with stakeholders: Workers (Spraying team + harvester team), Labour union and Gender Committe			√
	12.00 – 14.00	Lunch			

AUDIT AGENDA					
Date	Time	Description	Haeruddin	Sabar Kembaren	Nanang Mualib
	14.00 – 16.30	Bukit Maradja Estate: Field Visit Herbicide application programmes, harvesting, fertilising operations, HCV's/conservation areas, riparian zones, water management, road maintenance, terracing, boundary stones,etc. (Continued) + Doc. Review	√		
		Bukit Maradja Estate: Doc. Review		√	√
Friday, 27/03/2015	08.00 – 12.00	Kerasaan Estate: Field Visit Herbicide application programmes, harvesting, fertilising operations, HCV's/conservation areas, riparian zones, water management, road maintenance, terracing, boundary stones,etc.	√		
		Kerasaan Estate: Field Visit Storage, workshop, diesel tanks, landfill, housing complex, and other facilities in line-site, etc.		√	
		Interview with stakeholders: NGO and Local Communities			√
	12.00 – 14.00	Lunch / Jumat Pray			
	14.00 – 16.30	Kerasaan Estate: Field Visit Herbicide application programmes, harvesting, fertilising operations, HCV's/conservation areas, riparian zones, water management, road maintenance, terracing, boundary stones,etc. (Continued) + Doc. Review	√		
		Kerasaan Estate: Field Visit Storage, workshop, diesel tanks, landfill, housing complex, and other facilities in line-site, etc. (Continued) + Doc. Review		√	
		Interview with stakeholders: NGO and Local Communities (Continued) + Doc. Review			√
Saturday, 28/03/2015	08.00 – 10.00	Kerasaan Estate: Document Review	√	√	√
	10.00 – 11.00	Preparing Report of Closing Meeting	√	√	√
	11.00 – 12.00	Closing Meeting	√	√	√
	12.00 – 14.00	Lunch			
	14.00 – 17.00	Travelling From Estate to Medan by car (prepare by PT.Eastern Sumatera)		√	
Sunday, 29/03/2015	10.44 – 14.00	Travelling Perlanaan – Rantau Prapat (Included Pak Aryo)	√		√

Note:

Samplings taken are for one mill (Bukit Maradja Mill) and all two estates (Bukit Maradja Estate and Kerasaan Estate) as stated in the scope of certification

Appendix "D"
Abbreviation used

AMDAL	Analisis Mengenai Dampak Lingkungan (Social and Environmental Impact Assessment)
B3	Hazardous, Dangerous and Poisonous Substance
BKSDA	Balai Konservasi Sumber daya Alam (National Conservation Board)
BLH	Badan Lingkungan Hidup (Environmental Board)
BOD	Biological Oxygen Demand
BPN	Badan Pertahanan Nasional (National Land Authority)
BSI	British Standard Institution
CD	Community Development
CDM	Clean Development Management
CPO	Crude Palm Oil
CSR	Corporate Social Responsibility
EFB	Empty Fruit Bunch
FFB	Fresh Fruit Bunch
FSC	Forestry Stewardship Council
GMO	General Managers Office
GPS	Global Positioning System
HCV	High Conservation Value
HGU	Hak Guna Usaha (Land) title for commercial use
HO	Head Office
IPM	Integrated Pest Management
ISO	International Standards Organisation
ISPO	Indonesia Sustainable Palm Oil Foundation
ISCC	International Carbon Certification System
IUP	Izin Usaha Perkebunan (Plantation Licence)
KER	Kernel Extract Ratio
KTP	Kartu Tanda Penduduk
MB	Mass Balance
NGO	Non-Government Organisation
NPP	New Planting Procedures
OER	Oil Extract Ratio
OHS	Occupational Health and Safety
P2K3	Panitia Pembina Kesehatan dan Keselamatan Kerja
PK	Palm Kernel
PKB	Perjanjian Kerja Bersama (Worker Agreement)
POM	Palm Oil Mill
PPE	Personal Protective Equipment
PT	Perseroan Terbatas (Limited Company)
RKL	Rencana Pengelolaan Lingkungan (Environmental Management Plan)
RPL	Rencana Pemantauan Lingkungan (Environmental Monitoring Plan)
RSPO	Rountable Sustainable Palm Oil
SEIA	Social & Environmental Impact Assessment
SIA	Social Impact Assessment
SCCS	Supply Chain Certification System
SOP	Standard Operation Procedure
SG	Segregation
UKL	Upaya Pengelolaan Lingkungan (Environmental Management Effort)
UPL	Upaya Pemantauan Lingkungan (Environment Monitoring Effort)