

RSPO – INITIAL ASSESSMENT

PT. SAUDARA SEJATI LUHUR GUNUNG MELAYU I PALM OIL MILL AND ITS SUPPLY BASE
Office: JI MH Thamrin No 31 Jakarta 10230
Location: Desa Rahuning, Kec Bandar Pulau, Kabupaten Asahan, Provinsi Sumatera Utara, Indonesia

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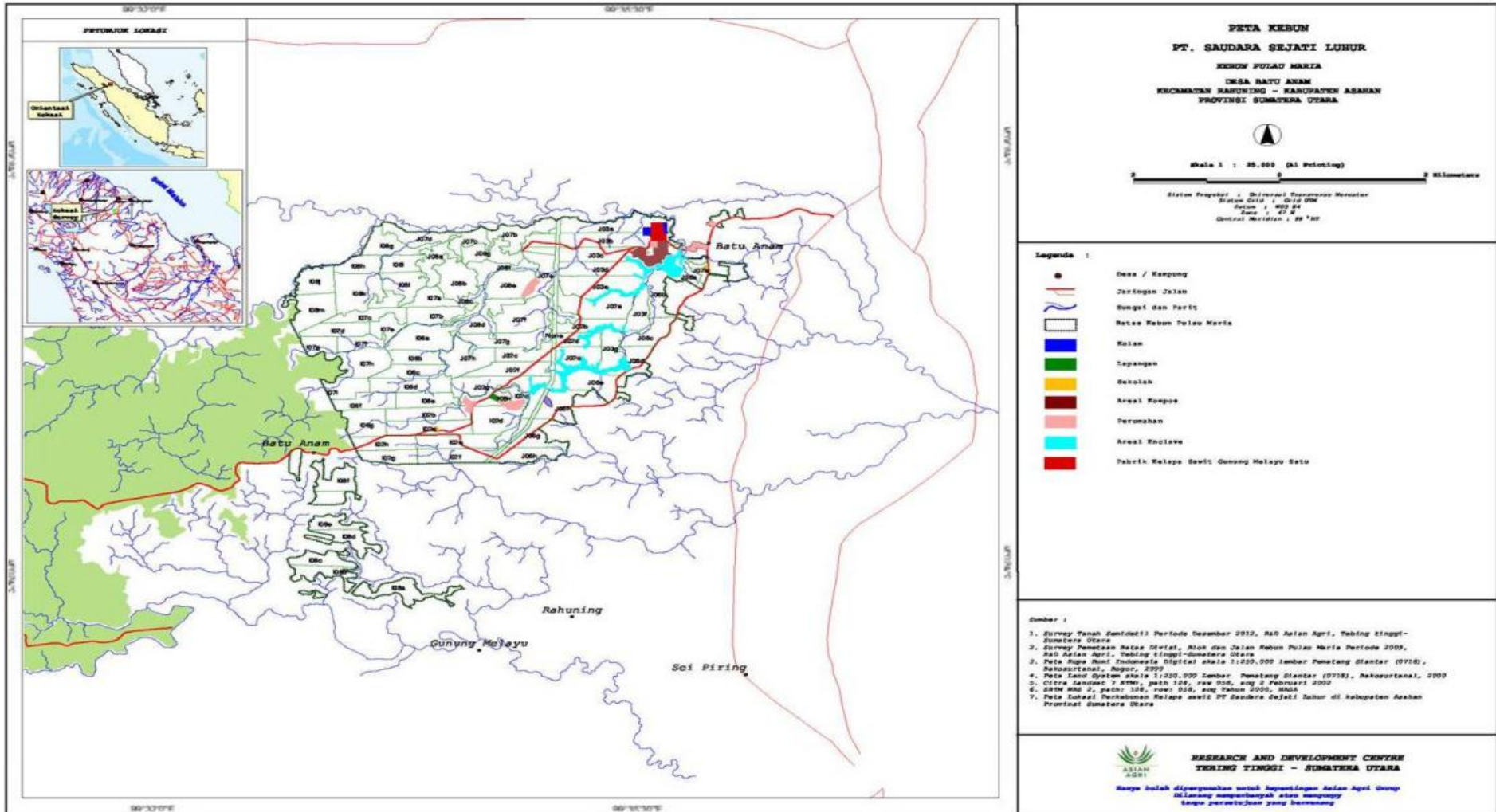
Section 1 Scope of the Certification Assessment

1.1. Company Details			
RSPO Membership Number	1-0022-06-000-00	Date	05 th February 2006
Company Name	PT. Saudara Sejati Luhur		
Address	Head Office: Jl MH Thamrin No 31 Jakarta 10230 Location: Rahuning Village, Bandar Pulau District, Asahan Regency, Sumatera Utara Province, Indonesia		
Subsidiary of (if applicable)	PT Inti Indosawit Subur		
Contact Name	Ms. Asrini Subrata		
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1.2. Certification Information			
Certificate Number	SPO 620775	Date	-
Scope of Certification	Production of CPO, PK of PT. Saudara Sejati Luhur (Gunung Melayu I Palm Oil Mill) and its supply base, namely Pulau Maria Estate. Mill capacity of Gunung Melayu I POM is 60 tonnes FFB/hour .		
Other Certifications			
Certificate Number	Standard(s)	Certificate Issued by	Expiry Date
ID05/65250	ISO 14001	SGS Indonesia	10 June 2017
EU-ISCC-Cert-DE100-20141456	ISCC	SGS Indonesia	07.07.2015
EU-ISCC-Cert-DE100-20141682	ISCC	SGS Indonesia	09.09.2015

1.3. Location(s) of Mill & Supply Bases			
Name (Mill / Supply Base)	Location [Map Reference #]	GPS	
		Longitude	Latitude
Gunung Melayu I Mill	Rahuning Village, Bandar Pulau District, Asahan Regency, North Sumatera Province, Indonesia	99° 35' 54" E	02° 47' 30" N
Pulau Maria	Rahuning Village, Bandar Pulau District, Asahan Regency, North Sumatera Province, Indonesia	99° 33' 04" E - 99° 36' 35" E	02° 43' 57" N - 02° 47' 44" N

Map 1. Location of PT. Saudara Sejati Luhur with neighbouring entities



1.4. Progress Againsts Time Bound Plan			
Name of Mill	Address	Time bound for certification	Status as of May 2015
Buatan I	Delik & Pangkalan Kerinci Village, Bunut Langgam District, Pelalawan Regency, Riau	2010	Certified on 16 September 2010
Buatan II	Delik & Pangkalan Kerinci Village, Bunut Langgam District, Pelalawan Regency, Riau	2010	Certified on 16 September 2010
Ukui I	Ukui Village, Ukui District, Pelalawan Regency, Riau	2010	Certified on 1 March 2011
Ukui II	Ukui Village, Ukui District, Pelalawan Regency, Riau	2010	Certified on 1 March 2011
Tungkal Ulu	Pulau Pauh / Penyabungan / Merlung Village, Tungkal Ulu District, Tanjung Jabung Regency, Jambi	2011	Certified on 15 August 2012
Muara Bulian	Singoan / Bukit Sari / Bulian Jaya Village, Muara Bulian / Pelayung District, Batang Hari Regency, Jambi	2011	Certified on 28 August 2012
Topaz	Petapahan Village, Tapung District, Kampar Regency, Riau	2013	Certified on 30 March 2015
Taman Raja	Lubuk Bernai / Kampung Baru / Pelabuhan Dagang / Pematang Pauh Village, Tungkal Ulu District, Tanjung Jabung Regency, Jambi	2013	Certified on 20 February 2015
Segati	Langkan / Penarikan / Tambak / Soto Village, Langgam District, Pelalawan Regency, Riau	2014	Main Audit in December 2014.
Tanah Datar	Tanah Datar Petatal Village, Talawi District, Asahan Regency, North Sumatera	Brought Forward from 2015 to 2013	Certified in 18 May 2015.
Aek Nabara	S1-S3 / Sukadame Village, Bilah Hulu / Kota Pinang District, Labuhan Batu Regency, North Sumatera	Brought Forward from 2015 to 2013	Certified on 6 March 2015
Teluk Panjie	Teluk Panjie Village, Kampung Rakyat District, Labuhan Batu Regency, North Sumatera	Brought Forward from 2015 to 2013	Certified on 21 April 2015
Peranap	Simelinyang / Pauh Ranap / Sengkilo Village, Peranap District, Indragiri Hulu Regency, Riau	Brought Forward from 2016 to 2013	Certified on 7 January 2015
Bungo Tebo	Tuo Sumai / Sungai Rambai Village, PWK Sumai / Tebo Ulu District, Bungo Tebo Regency, Jambi	2016	Main Audit in December 2014.
Tanjung Selamat	Kampung Padang Village, Bilah Hilir District, Labuhan Batu Regency, North Sumatera	2017	Certified in 26 May 2015.
Gunung Melayu I	Rahuning Village, Bandar Pulau District, Asahan Regency, North Sumatera	2017	Main Audit in December 2014.
Gunung Melayu II	Gonting Mahala Village, Bandar Pulau District, Asahan Regency, North Sumatera	2017	Main Audit in December 2014.

Negri Lama I	Negri Lama Seberang Village, Bilah Hilir District, Labuhan Batu Regency, North Sumatra	Brought Forward from 2018 to 2013	Certified on 6 April 2015
Negri Lama II	Negri Lama Seberang Village, Bilah Hilir District, Labuhan Batu Regency, North Sumatra	2018	-
Name of Plantation	Address	Time bound for certification	Status as of March 2015
Buatan	Delik & Pangkalan Kerinci Village, Bunut Langgam District, Pelalawan Regency, Riau	2010	Certified on 16 September 2010
Ukui & Soga	Ukui Village, Ukui District, Pelalawan Regency, Riau	2011	Certified on 1 March 2011
Buatan (Plasma)	Kerinci Kanan, Pangkalan Kerinci, Dayun Village, Siak & Pelalawan Regency, Riau	2011	Certified on 13 March 2012
Ukui (Plasma)	Ukui & Lubuk Batu Jaya District, Pelalawan & Inhu Regency, Riau	Brought forward from 2012 to 2011	Certified on 11 June 2012
Tungkal Ulu	Pulau Pauh/Penyabungan/Merlung Village, Tungkal Ulu District, Tanjung Jabung Regency, Jambi	2011	Certified on 15 August 2012
Muara Bulian	Singoan/Bukit Sari/ Bulian Jaya Village, Muara Bulian/Pemayung District, Batang Hari Regency, Jambi	2011	Certified on 28 August 2012
Buatan (KKPA)	Kerinci Kanan, Pangkalan Kerinci, Dayun District, Siak & Pelalawan Regency, Riau	2012	Certified on 17 January 2013
Tungkal Ulu (Plasma)	Renah Mendalo, Merlung, Muara Papalik District, Tanjung Jabung Barat Regency, Jambi	2012	Certified on 11 July 2013
Muara Bulian (Plasma)	Maro Sebo Ilir District, Batanghari Regency, Jambi	2012	Certified on 12 July 2013
Muara Bulian (KKPA)	Maro Sebo Ilir District, Batanghari Regency, Jambi	2012	Certified on 12 July 2013
Topaz & Seed Garden	Petapahan Village, Tapung District, Kampar Regency, Riau	2013	Certified on 30 March 2015
Taman Raja & Badang	Lubuk Bernai / Kampung Baru / Pelabuhan Dagang / Pematang Pauh Village, Tungkal Ulu District, Tanjung Jabung Regency, Jambi	2013	Certified on 20 February 2015
Segati	Langkan / Penarikan / Tambak / Sotol Village, Langgam District, Pelalawan Regency, Riau	2014	Public Notification conduct in October 2014. Main Audit in Dec 2014
Penarikan & Gondai	Pangkalan Sarik / Baru Village, Langgam / Siak Hulu District, Pelalawan / Kampar Regency, Riau	2014	Main Audit in December 2014
Penarikan (KKPA)	Pangkalan Sarik / Baru Village, Langgam / Siak Hulu District, Pelalawan / Kampar Regency, Riau	2014	Moved to 2016

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

1.5. Description of Supply Base						
Estate	Mature (ha)	Immature (ha)	Total Planted (ha)	Infrastructure & others (ha)	Total Hectarage	% of Planted
Pulau Maria	2,063	0	2,063	239	2,302	89.42

1.6. Plantings & Cycle								
Estate	Age (Years)					Tonnage / Year		
	0 - 3	4 - 10	11 - 20	21 - 25	Total	Estimated (2014)	Actual (2014)	Forecast (2015)
Pulau Maria Estate	0	1,464	599	0	2,063	-	-	53,839

Note: All areas have been replanted (Cycle-1)

1.7. Certified Tonnage (tonnes)									
Mill	Estimated (2014)			Actual (2014)			Forecast (2015)		
	FFB	CPO	PK	FFB	CPO	PK	FFB	CPO	PK
Gunung Melayu II	-	-	-	-	-	-	53,839	13,460	2,391

Note: Projection OER (25.00 %) and KER (5.00 %)

Section 2 Assessment Process

2.1. Certification Body

Certification Body:

PT BSI Group Indonesia

Accreditation Certificate No. RSPO- ACC– 019

BSI Services Malaysia Sdn Bhd.
B-08-01 (East), Level 8, Block B, PJ8,
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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.

2.2. Assessment Methodology

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. A checklist was used to guide the collection of information. The comments made by external stakeholders were also taken into account in the assessment.

The Initial Certification Audit was conducted on 11 December 2015 and 15 – 18 December 2014 for Gunung Melayu I Mill and its supply base, namely Pulau Maria estate.

The methodology for collection of information from stakeholders is public announcement in RSPO website on 15th November 2014 within 30 days prior audit conducted and during audit, the auditors also conducted stakeholder meeting with the local government, local communities, labour union, gender committee, workers, and managements.

2.3. Assessment Conclusion

Three Major nonconformities and 3 observations that were identified during this initial assessment. All Major NCs have been closed out.

The auditors conclude that Gunung Melayu I POM and its supply base is comply with the RSPO certification system 2007, included Rev. March 2011, RSPO Generic Standard - 2013 and RSPO Certification System and Standard, 2011.

Its recommend awarding the RSPO certificate for Gunung Melayu I POM and its supply base.

2.4. Assessment Program

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

Name (Mill / Supply Base)	Year 1	Year 2	Year 3	Year 4	Year 5
GUNUNG MELAYU I POM	X	X	X	X	X
Pulau Maria	X	X	X	X	X

Tentative Date of Next Visit: 01/05/2016

Total No. of Mandays: 8 Mandays

2.5. Assessment Team:

Haeruddin – Assessor (Lead Auditor)

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 and Indonesia. During this assessment, he assessed on the aspects of legal and estate best practices.

Nanang Muallib - 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.

Wahyu – Auditor

He holds a degree in Machine Engineering from Indonesian University on 2002. He completed the ISO 9001, ISO 14001, and OHSAS 18001 Lead Auditor. During this assessment, he assessed on Enviromental and OHS.

Reviewer:

This summary report was reviewed by Mr. Aryo Gustomo (Internal Reviewer) and Mr. Ganapathy (External Reviewer).

Section 3 Assessment Findings

3.1 Details of audit results

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 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. - Minor compliance -	The company has made a mechanism for request information no.: AA-GL-5008.1-R1 dated on 22 nd August 2011. The company has owned some policies for documents created by the public relations department in the company and acknowledged by plantation manager that can be accessed by public dated 12 th September 2014 that covered: <ul style="list-style-type: none"> a. Legal Documents <ul style="list-style-type: none"> 1. a copy of SK HGU (Land Title) 2. a copy of AMDAL (Social and Environmental Impact Assessment) b. Environment Documents <ul style="list-style-type: none"> 1. Waste management plans 2. Report of waste water 3. Report of water management 4. Report of river water quality 5. Report of air quality. 6. Report of RKL (Environmental Management Plan) – RPL (Environmental Monitoring Plan). 7. Report of Hazardous Waste c. Social Activity Documents d. Employment Documents <ul style="list-style-type: none"> 1. Jamsostek 2. HSE management programmes 	Yes

Criterion / Indicator		Assessment Findings	Compliance
1.1.2	Records of requests for information and responses shall be maintained. - Major compliance -	Request Information and response from Stakeholder has been documented into a log book "Surat Masuk", there were noted 13 request information and others from Stakeholder in 2014, e.g. from FSP-SPSI no. 465/SOSEK/PC FSP.PP-AS/VII/2014, dated 5 th July 2014 regarding loan for the workers and no. 029/ORG/PUK –SPSI/GM-SSL/VIII/2014, dated 19 th August 2014 related working hour dispensation to attend meeting with local labour union in Asahan Regency All request information and others has been responded timely manner.	
Criterion 1.2: Management documents are publicly available, except where this is prevented by commercial confidentiality or where disclosure of information would result in negative environmental or social outcomes.			

Criterion / Indicator		Assessment Findings	Compliance
1.2.1	<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>The company has list of documents can access by public, such as: legal permits, SEIA (AMDAL), RKL / RPL (Management and Monitoring Plan), water management plan, waste management plan, water and air monitoring, OHS, hazardous waste management plan, CSR, employment documents, etc.</p> <p>All documents refer to the ratified International Regulation, National Regulation and local regulation, e.g. OHS documents refer to the Act 1, year 1970.</p>	Yes
<p>Criterion 1.3: Growers and millers commit to ethical conduct in all business operations and transactions.</p>			

Criterion / Indicator		Assessment Findings	Compliance
1.3.1	<p>There shall be a written policy committing to a code of ethical conduct and integrity in all operations and transactions, which shall be documented and communicated to all levels of the workforce and operations.</p> <p>- Minor compliance -</p>	<p>The company has human rights policy that has been published no. 298/ES-KTS/Memo/08/14 dated 26th August 2014 which also covering ethics in business that stated that "ethical behavior, prohibition of all forms of corruption, bribery in the conduct or transaction of business practices and fraudulent use of funds".</p> <p>That policy has been informed to all employees and it also has been posted in public area as well as been socialized in every morning briefing so that it can be accessed by all employees.</p>	Yes
PRINCIPLE 2: COMPLIANCE WITH APPLICABLE LAWS AND REGULATIONS			
Criterion 2.1			
There is compliance with all applicable local, national and ratified international laws and regulations.			

Criterion / Indicator	Assessment Findings	Compliance
<p>2.1.1 Evidence of compliance with relevant legal requirements shall be available.</p> <p>- Major compliance –</p>	<p>All legal requirement comply with the regulations and laws, including those related to land status, occupational health and safety, environmental, labour, agricultural practice, and mill operation. such as:</p> <ol style="list-style-type: none"> 1. Izin Lokasi (Location permit) no 593.82/3181, year 1984, dated 15th December 1984 (\pm 2.597 Ha) from North Sumatera Governor. 2. Surat Pendaftaran Usaha Perkebunan (SPUP or IUP) – Operational Business Permit no. HK.350/539/Dj.Bun.5/VII/2001, dated 12th July 2001 (\pm 2.319 Ha) and Mill Capacity is 30 Tonnes FFB/hour, during audit was found that mill was running 60 tonnes TBS/hour, if any increasing mill capacity more than 30%, the company has to obtain increasing mill capacity permit as regulated in Permentan No. 98 Tahun 2013 article 34 (2). The company has proposed increasing mill capacity from 30 to 60 tonnes FFB/hour to the local authorities and has obtained recommendation from “Dinas Kehutanan dan Perkebunan Kab. Asahan” no. 525/1162, dated 23th September 2013, however the company has not obtained increasing mill capacity permit yet. (Major NC was raised) 3. Hak Guna Usaha (HGU)/Land title No. 6/HGU/DA/1971 dated 25 June 1971 (10,535.2 ha), issued by Menteri Dalam Negeri cq. Dirjen Agraria (State Ministry Republic of Indonesia, cq. Director General of Land Authority. 4. Renewal Hak Guna Usaha (HGU)/Land title no. 6/HGU/DA/1975 dated 17th Februari 1975 from State Ministry with total area 2,301.88 ha. 5. Renewal Hak Guna Usaha (HGU)/Land title no. No. 154/HGU/BPN/2004, dated 11th November 2004 from BPN RI (National Land Authority) with total area 2,301.88 ha, valid until 31 December 2030. 6. 	<p>No</p>

Criterion / Indicator		Assessment Findings	Compliance
		7. AMDAL (SEIA) documents approved by "Komisi Pusat Amdal Departemen Pertanian", no. RC.220/687/B/IV/1994, dated 18 April 1994, 8. Ground water usage permit from "Bupati Asahan" no. 503/AT/BPPM/0710/V/2013, dated 1 st May 2013, valid until 1 st May 2016 for Pulau Maria estate and Surface water permit no. 610/100/BPPTSU/2/12.1/IX/2014, dated 8 th September 2014, valid until 8 th September 2017 for Gunung Melayu I POM and monitoring result is monitored monthly. 9. Temporary hazardous waste store permit from Bupati Asahan no. 660.1/0595/LH /2014, dated 21 st July 2014. 10. Izin Land Aplikasi (LA permit) from "Bupati Asahan" no. 02/LH/IV/2010, dated 19 th April 2010. 11. Machinery permit in Mill is available. 12. The company has established fire mitigation officer as described in organizational chart "Struktur Organisasi Personil Tanggap Darurat" approved by Kepala Dinas Tenaga Kerja Kabupaten Asahan no. 4234/IV-DTK/2014, dated 19 th September 2014 for estates and no. 4052/IV-DTK/2014, dated 8 th September 2014 for Mill. 13. Others permits are available and it has been verified during audit.	Yes
2.1.2	A documented system, which includes written information on legal requirements, shall be maintained. - Minor compliance –	List of laws are available and being evaluated regularly. Last updated on 20 th June 2014.	Yes
2.1.3	A mechanism for ensuring compliance shall be implemented. - Minor compliance –	List of laws are available and being evaluated regularly, last updated on 20 th June 2014, e.g. evaluation of Permentan no. 98/Permentan/OT.140/9/2013.	Yes

Criterion / Indicator		Assessment Findings	Compliance
2.1.4	A system for tracking any changes in the law shall be implemented. - Minor compliance –	Legal requirement-evaluation and fulfilment mechanism regulated under "SOP Pemenuhan Peraturan Perundang-undangan dan Perubahannya" (No. SOP; AA-GL-5001.1-RO) dated 5 th December 2009. The procedure explains the stages for evaluation applicable legal requirements, person in charge for evaluation and ensures implementation of such requirement.	Yes
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 -	The company has legal land ownership as indicator 2.1.1	Yes
2.2.2	Legal boundaries shall be clearly demarcated and visibly maintained. - Minor compliance –	The company carried out monitoring of boundary pegs on regular basis. Maps of boundaries identified the position of boundary pegs. During field visit, it was found that boundary pegs is maintained and clearly demarcated.	No
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 –	Based on documents review and interview with local government and local communities surrounding the company, it was noted that no any no customary land or legal rigths within the company areas.	Yes
2.2.4	There shall be an absence of significant land conflict, unless requirements for acceptable conflict resolution processes (see Criteria 6.3 and 6.4) are implemented and accepted by the parties involved. - Major compliance –	Based on documents review and interview with local government and local communities surrounding the company, it was noted that no any no customary land or legal rigths within the company areas.	Yes

Criterion / Indicator		Assessment Findings	Compliance
2.2.5	For any conflict or dispute over the land, the extent of the disputed area shall be mapped out in a participatory way with involvement of affected parties (including neighbouring communities where applicable). - Minor compliance –	No any land dispute was noted.	Yes
2.2.6	To avoid escalation of conflict, there shall be no evidence that palm oil operations have instigated violence in maintaining peace and order in their current and planned operations. - Major compliance -	No any land dispute was noted.	Yes
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.			
2.3.1	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). - Major compliance –	The Company has Hak Guna Usaha (HGU)/Land title, there are no customary land or legal rights within the company's HGU.	Yes

Criterion / Indicator		Assessment Findings	Compliance
2.3.2	<p>Copies of negotiated agreements detailing the process of free, prior and informed consent (FPIC) (Criteria 2.2, 7.5 and 7.6) shall be available and shall include:</p> <p>a) Evidence that a plan has been developed through consultation and discussion with all affected groups in the communities, and that information has been provided to all affected groups, including information on the steps that shall be taken to involve them in decision making;</p> <p>b) Evidence that the company has respected communities' decisions to give or withhold their consent to the operation at the time that this decision was taken;</p> <p>c) Evidence that the legal, economic, environmental and social implications for permitting operations on their land have been understood and accepted by affected communities, including the implications for the legal status of their land at the expiry of the company's title, concession or lease on the land.</p> <p>- Minor compliance -</p>	<p>Based on documents review and interview with local government and local communities surrounding the company, it was noted that no any no customary land or legal rights within the company areas.</p>	Yes
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>- Minor compliance -</p>	<p>Based on documents review and interview with local government and local communities surrounding the company, it was noted that no any no customary land or legal rights within the company areas.</p>	Yes

Criterion / Indicator		Assessment Findings	Compliance
2.3.4	Evidence shall be available to show that communities are represented through institutions or representatives of their own choosing, including legal counsel. - Major compliance -	Based on documents review and interview with local government and local communities surrounding the company, it was noted that no any no customary land or legal rigths within the company areas.	Yes
PRINCIPLE 3: COMMITMENT TO LONG-TERM ECONOMIC AND FINANCIAL VIABILITY			
Criterion 3.1 There is an implemented management plan that aims to achieve long-term economic and financial viability.			
3.1.1	A business or management plan (minimum three years) shall be documented that includes, where appropriate, a business case for scheme smallholders. - Major compliance -	A business plan is available in place, covering FFB production projected, OER, KER and cost projection in estates, however, however cost production per ton CPO and forecast prices are not available. (Major NC was raised)	No
3.1.2	An annual replanting programme projected for a minimum of five years (but longer where necessary to reflect the management of fragile soils, see Criterion 4.3), with yearly review, shall be available. - Minor compliance –	No replanting program in the near future (All areas have been replanted in 2002 – 2008)	Yes
PRINCIPLE 4: USE OF APPROPRIATE BEST PRACTICES BY GROWERS AND MILLERS			
Criterion 4.1 Operating procedures are appropriately documented, consistently implemented and monitored.			

Criterion / Indicator		Assessment Findings	Compliance
4.1.1	Standard Operating Procedures (SOPs) for estates and mills shall be documented. - Major compliance -	The company has procedures from land preparation up to despatch CPO PK, such as: 1. SOP AA-APM-OP-1100.01. R1 (Seedling). 2. SOP AA-APM-OP-1100.02. R1 (SOP of Land Preparation). 3. SOP AA-APM-OP-1100.03. R1 (SOP of Roads & Bridges Construction and Maintenance). 4. SOP AA-APM-OP-1100.05. R1 (Soil & Water Conservation) 5. SOP AA-APM-OP-1100.06. R1 (Planting Legium Cover Crops) 6. SOP AA-APM-OP-1100.07-R1, last revision no. 02/HP/MEMO/FEB/13, (Planting). 7. SOP AA-APM-OP-1100.08. R1 (Weeding control) 8. SOP AA-APM-OP-1100.09. R1 (Fertilization) 9. SOP AA-APM-OP-1100.10. R1 (Pests & Disease Control) 10. SOP AA-APM-OP-1100.11. R1 (Pesticide Control) 11. SOP AA-APM-OP-1100.14. R1 (Census) 12. SOP AA-APM-OP-1100.18. R1 (Harvesting) 13. SOP AA-APM-OP-1100.19. R1 (FFB Transport) SOP of the processing in PKS from FFB Receiving up to despatch of CPK / PK (SOP AA-MPM-OP-1400.03-RI till SOP AA-MPM-OP-1400.14-RI)	Yes
4.1.2	A mechanism to check consistent implementation of procedures shall be in place. - Minor compliance -	The Visiting Agronomy (VA) and Visiting Engineer (VE) to ensure that procedures is implementing consistently. VA and VE is conducted at least once a year, the last VA was conducted on 12 th – 14 th Nivember 2014 and VE was conducted in October 2014.	Yes
4.1.3	Records of monitoring and any actions taken shall be maintained and available, as appropriate. - Minor compliance -	It is a routine that the estate and mill management prepare monthly reports and send to the company's head office for monitoring purpose as well. All field inspection results are recorded in Monthly Repor. Visiting Agronomy and Visiting Engineer reports are available, it was noted that correction action was done.	Yes

Criterion / Indicator		Assessment Findings	Compliance
4.1.4	The mill shall record the origins of all third-party sourced Fresh Fruit Bunches (FFB). - Major compliance -	The record of FFB from outgrower receipt is recorded in "Laporan Harian PKS".	Yes
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 -	The company has established procedure soil fertility in "SOP AA-APM-OP-1100.09. R1" - SOP Pemupukan, consist of type and recommendation of fertilizer for immature and mature areas, cycle, dosage and when fertilizer is applied.	Yes
4.2.2	Records of fertiliser inputs shall be maintained. - Minor compliance -	The company updated its fertilization report as it is being recorded in "Buku Kegiatan Mandor" and "Rekaman Pemupukan-2014", e.g. applied fertilizer type Kieserite block J06G: 6,543 kg for 2,926 palm tree or 2.23 kg/palm tree where the recommendation was 2.25 kg/palm tree.	Yes
4.2.3	There shall be evidence of periodic tissue and soil sampling to monitor changes in nutrient status. - Minor compliance -	The company has done leaf and soil analysis regularly for basic fertilizer recommendation. Leaf analysis is conducted annually, the last analysis was conducted in June 2013 by PT. NPKAI & QC Laboratory. Soil analysis is conducted every 6 years, the last soil analysis in December 2012 by "Research and Development Department".	Yes
4.2.4	A nutrient recycling strategy shall be in place, and may include use of Empty Fruit Bunches (EFB), Palm Oil Mill Effluent (POME), and palm residues after replanting. - Minor compliance -	The company applied EFB to increase the soil fertility as documented in "Program Aplikasi EFB 2014". Total EFB applied from January up to November 2014 is 120,483 tonnes. The company also applied POME in Land Application (LA).	Yes
Criterion 4.3 Practices minimise and control erosion and degradation of soils.			

Criterion / Indicator		Assessment Findings	Compliance
4.3.1	Maps of any fragile soils shall be available. - Major compliance -	No fragile soil (all mineral soil)	Yes
4.3.2	A management strategy shall be in place for plantings on slopes above a certain limit (this needs to be soil and climate specific). - Minor compliance –	In procedure no. AA-SOP-OP-1100-05.RI “Konservasi Tanah dan Air” has determined strategy control erosion particular in slope area, such as: 0 – 5°, 6 – 12°, 13 -20°, and more than 20°, The company has applied silt pit, L shape stacking frond and terracing in slope area to reduce erosion.	Yes
4.3.3	A road maintenance programme shall be in place. - Minor compliance –	Road maintenance program and progress was made in recorded in “Program dan Realisasi Prasarana 2014”. e.g. roads maintenance in Afdeling III (Block J08i): 1,900 metres.	Yes
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 –	N/A (Mineral soil)	N/A
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 –	N/A (Mineral soil)	N/A
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 –	N/A (all mineral soil)	N/A

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 –	The company has established water management plan, consist of management water supply for domestic, water consumption and measurement of water quality. The company has conducted measurement of water quality regularly and consistent, the result shown that water quality is complies with national regulation.	Yes
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 -	The water used for domestic purposes comes from the "reservoir" then pumped into the tank and supplied to the employee residences. To maintain the water source, the company have been planted the native trees around the "reservoir" and along rivers. SOP for maintaining riparian zone is under SOP AA-APM-OP-1100.05. R1 "Konservasi Tanah dan Air", it is stated that at during land clearing area along the river shall be conserved.	Yes
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 –	The company conducted monitoring POME discharge monthly and reports the results to the relevant authorities. Measurement data and monitoring of POME is discharged into the Land Application. POME quality is conducted by external laboratory "Sucofindo", the monitoring result seen that below 5,000 mg/ltr as regulated by "Kementerian Lingkungan Hidup no. KEP-51/MENLH/10/1995, e.g. result in July is 4,920 mg/L and August 4,330 mg/L.	Yes
4.4.4	Mill water use per tonne of Fresh Fruit Bunches (FFB) (see Criterion 5.6) shall be monitored. - Minor compliance –	The use of water for the production process contained in section Quality & Process Control. Water usage data for FFB processed (M3 / tonne of FFB), average from January – August 2014 is 0.74 MT/tonnes FFB.	Yes
Criterion 4.5 Pests, diseases, weeds and invasive introduced species are effectively managed using appropriate Integrated Pest Management techniques.			

Criterion / Indicator		Assessment Findings	Compliance
4.5.1	Implementation of Integrated Pest Management (IPM) plans shall be monitored. - Major compliance -	The company has Integrated Pest Management and its implemented, such as: 1. Planting "Beneficial Plant" such as: Cassia tora, Antigonon leptosus and Tunera subulata were recorded every month in the "Monitoring Host plant", e.g. planting benefecial plant from January – August 204: Cassia tora 4 holes and Tunera Subulata 253 holes. 2. Install and monitoring barn owl, e.g. It was noted 50 barn owls, occupied 11 barn owl. 3. Rat census is conducted every month, e.g. August 2014 in Afdeling I, it was no noted rat attack. 4. Leaf eating caterpillar census conducted every month, e.g. census in July 2014.	Yes
4.5.2	Training of those involved in IPM implementation shall be demonstrated. - Minor compliance –	IPM training is conducted regularly, e.g. IPM training on 29 th August 2014, attended by 90 workers who are involved in IPM implementation. Training is conducted by Biotis, training certificate is available for each trainer	Yes
Criterion 4.6			
Pesticides are used in ways that do not endanger health or the environment.			
4.6.1	Justification of all pesticides used shall be demonstrated. The use of selective products that are specific to the target pest, weed or disease and which have minimal effect on non-target species shall be used where available. - Major compliance -	There is documented justification for all Agrochemical use determining the reason for the use of certain chemicals. There is an updated register which records products used, when required, amounts to be used and frequency of use.	Yes
4.6.2	Records of pesticides use (including active ingredients used and their LD50, area treated, amount of active ingredients applied per ha and number of applications) shall be provided. - Major compliance -	List of used pesticides is availabe, however no record of amount of active ingredient of pesticide applied in plantation. (Major NC was raised)	No

Criterion / Indicator		Assessment Findings	Compliance
4.6.3	Any use of pesticides shall be minimised as part of a plan, and in accordance with Integrated Pest Management (IPM) plans. There shall be no prophylactic use of pesticides, except in specific situations identified in national Best Practice guidelines. - Major compliance -	There is no used of prophylactic use of pesticides throughout the company	Yes
4.6.4	Pesticides that are categorised as World Health Organisation Class 1A or 1B, or that are listed by the Stockholm or Rotterdam Conventions, and paraquat, are not used, except in specific situations identified in national Best Practice guidelines. The use of such pesticides shall be minimised and eliminated as part of a plan, and shall only be used in exceptional circumstances. - Minor compliance –	The company not use pesticides categories class IA and 1B, only using pesticides with active ingredient Paraquat Dichloride, the record shown that Paraquat usage is decline significantly in a few years and it was verified during audit. The record shown paraquat usage in 2008 (3,143 liter) and 2014 (256 litres).	Yes
4.6.5	Pesticides shall only be handled, used or applied by persons who have completed the necessary training and shall always be applied in accordance with the product label. Appropriate safety and application equipment shall be provided and used. All precautions attached to the products shall be properly observed, applied, and understood by workers (see Criterion 4.7). - Major compliance -	Up to date records of training are kept in each estate for the following: <ul style="list-style-type: none"> - Limited pesticides (Pelatihan Pestisida terbatas) - Handling of pesticides - Integrated Pest Management 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</p>	Yes

Criterion / Indicator	Assessment Findings	Compliance
<p>4.6.6 Storage of all pesticides shall be according to recognised best practices. All pesticide containers shall be properly disposed of and not used for other purposes (see Criterion 5.3). - Major compliance -</p>	<p>The company already had a Pesticides warehouse and pesticide containers washing and bathing places for the sprayers. Based on a field visit to the Pesticides Warehouse, it was found that:</p> <ul style="list-style-type: none"> - Permanent Buildings, - A good ventilation, - Permanent floor is cemented, the floor of the mixing of pesticides using ceramics, and equipped with a "spillage trap", - eye wash shower, first aid box, PPE and Fire extinguisher are provided. - PPE room <p>Operation control:</p> <ul style="list-style-type: none"> - MSDS are available for all types of existing pesticides - The pesticide management and safety instructions are available - A package management/ used pesticide package is available - Water wash of pesticides containers collected in "spillage trap" - The flow of waste water is channeled and stored so that it is not discharged into the environment. The water used is used for its dilution. <p>A package management / used pesticide package:</p> <ul style="list-style-type: none"> - Pesticide packages were clean washed in a wash basin, then, it was dried in a provided place. - Dried packages were stored in temporary warehouse before being taken / sent by a third party who has a license. <p>The company had a SOP of waste pesticide management which is SOP of hazardous waste management No. AA-KL-06-EFP.</p> <p>The company disposed their hazardous waste, included empty container pesticides to the approval company (PT. Elmusonsetindo Nusaindah), e.g. delivered used accu 10 pcs, empty chemical container 6 drums, contaminated goods 4 drums, used oil 9 drums on 27th June 2014.</p>	<p style="text-align: center;">Yes</p>

Criterion / Indicator		Assessment Findings	Compliance
4.6.7	Application of pesticides shall be by proven methods that minimise risk and impacts. - Minor compliance –	Pesticides used were mixed accordingly as per mixing instructions.	Yes
4.6.8	Pesticides shall be applied aerially only where there is documented justification. Communities shall be informed of impending aerial pesticide applications with all relevant information within reasonable time prior to application. - Major compliance -	There is no aerial application of pesticide throughout the company plantation	Yes
4.6.9	Maintenance of employee and associated smallholder knowledge and skills on pesticide handling shall be demonstrated; including provision of appropriate information materials (see Criterion 4.8). - Minor compliance –	No scheme smallholders	Yes
4.6.10	Proper disposal of waste material, according to procedures that are fully understood by workers and managers shall be demonstrated (see Criterion 5.3). - Minor compliance –	Based on interview with workers who are handling of pesticides that they understood of disposed wmpy containers pesticides, such as: Empty chemical containers re-used only for mixing purposes, unusable are are triple rinsed, punctured and disposed to the approval collector.	Yes

Criterion / Indicator		Assessment Findings	Compliance
4.6.11	Specific annual medical surveillance for pesticide operators, and documented action to treat related health conditions, shall be demonstrated. - Major compliance -	The company has conducted annual medical surveillance for pesticides operators twice a year, the last MCU in 26 April 2014 for 57 workers who are involved in chemical substances, e.g. Mrs. NBR and Mrs. S (Spraying team) Medical check up covering: Hematology, Urine, liver function, kidney, Cholinesterase and auto Spiro. Based on result of MCU and recommendation from doctor, it was found that no abnormal result.	Yes
4.6.12	No work with pesticides shall be undertaken by pregnant or breast-feeding women. - Major compliance -	Based on interview with female worker, its confirmed that no pregnant and/or breast-feeding involved in chemical/pesticides, they are transferred to other duties.	Yes
<p>Criterion 4.7 An occupational health and safety plan is documented, effectively communicated and implemented.</p> <p><i>Specific Guidance for 4.7.7: The National Interpretation will define the metrics for LTA. For countries where there are no national interpretations, the growers will determine their own metrics.</i></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>The Company has health and safety policy that is written in in the Company's policy, signed by the Managing Director of the Company on 26th November 2012.</p> <p>The policy has been communicated to all employess and displayed in public area in estates and mill.</p> <p>The company has conducted Risk Assessment related to health and safety work. The results of analysis were written into risk analysis document (HIRADC) the last updated on 05 January 2014</p> <p>Risk assessment method used is quantitative and qualitative method which is the multiplication of severity with the level of possibility. The company has set matrix multiplication result, which is subsequently determined from the matrix level / quality risk is divided into five (5) categories: extreme, high, moderate, low and negletible</p> <p>For activities/processes that have risk levels of moderate and low, the company will perform operation control, monitoring and as well as to provide an appropriate personal protective equipment (PPE).</p> <p>The company has made a health and safety programs that were written into Management Program documents.</p>	No
4.7.2	<p>All operations where health and safety is an issue shall be risk assessed, and procedures and actions shall be documented and implemented to address the identified issues. All precautions attached to products shall be properly observed and applied to the workers.</p> <p>- Major compliance -</p>	<p>As a precaution of disease and accidents, the company has set operation control by making procedures, providing appropriate training, provides adequate PPE to all relevant employees.</p> <p>The company also monitored the effectiveness of its implementation in the field.</p> <p>Engineering control was implemented to prevent hearing loss, e.g. install noise reduction agent and administrative by erected signboard of noise area.</p>	Yes

Criterion / Indicator		Assessment Findings	Compliance
4.7.3	<p>All workers involved in the operation shall be adequately trained in safe working practices (see Criterion 4.8). Adequate and appropriate protective equipment shall be available to all workers at the place of work to cover all potentially hazardous operations, such as pesticide application, machine operations, and land preparation, harvesting and, if it is used, burning.</p> <p>- Major compliance -</p>	<p>The workers received training related OHS, e.g.</p> <ol style="list-style-type: none"> 1. Training "Ahli K3" on 28th April – 08th May 2014 attended Mr. Julvandi Purba. 2. Limited pesticides handling training on 29th August 2014, attended 93 workers.. 3. Basic fire training was conducted on 09th June 2014, attended 50 workers. 4. Basic safety training was conducted on 24th July 2014, attended 52 workers. 5. First Aids training was conducted on 11th October 2014, attended 78 workers. <p>Training record is documented in "Rekaman Pelatihan".</p> <p>During field visit, it was seen that, the workers use PPE appropriately in all operation units, such as: operator in mill (Helmet, safety shoes, ear plug, glove, mask, and goggle for welder; in estate for spraying team, e.g. mask, glove, goggle, apron, and boot shoes.</p> <p>Based on documents review that all operators have trained and held "SIO" (operator license), e.g. Mr. Erick P. Simamora (operator), dated 20th December 2011, valid until 28th February 2015.</p> <p>OHS for handling and application of pesticides included in procedure "Penanganan Limbah" no. AA-KL-06-EFP.</p> <p>The company also has conducted audiometric test for their workers, e.g. Mr. MS, the result of audiometric test is normal condition</p>	Yes

Criterion / Indicator		Assessment Findings	Compliance
4.7.4	<p>The responsible person/persons shall be identified. There shall be records of regular meetings between the responsible person/s and workers. Concerns of all parties about health, safety and welfare shall be discussed at these meetings, and any issues raised shall be recorded.</p> <p>- Major compliance -</p>	<p>The responsible person of OHS is documented in organizational chart Panitia Pembina Kesehatan dan keselamatan kerja (P2K3). Meeting between company and P2K3 members is conducted regularly.</p> <p>Meeting is reported every 3 month to the Government, meeting is discussed previous OHS program, accident record and corrective action was taken, safety inspection, OHS inspection, etc.</p> <p>Organizational chart (P2K3) has been approved by "Kepala Dinas Tenaga Kerja Kabupaten Asahan" no. 1539/IV-DTK/2013, dated 22nd April 2013 for Pulau Maria Estate and no. 4261/IV-DTK/2014, dated 24th September 2014.</p>	Yes
4.7.5	<p>Accident and emergency procedures shall exist and instructions shall be clearly understood by all workers. Accident procedures shall be available in the appropriate language of the workforce. Assigned operatives trained in First Aid should be present in both field and other operations, and first aid equipment shall be available at worksites. Records of all accidents shall be kept and periodically reviewed.</p> <p>- Minor compliance –</p>	<p>Accidents and emergency procedures no. AA-EMS-446-PR (operation control), AA-EMS-447-PR (Emergency preparedness), AA-EMS-001-FM (Emergency plan), AA-EMS-003-FM (Emergency incident), and AA-EMS-004-FM (Emergency incident Reporting).</p> <p>Those procedures is socialized and available in notice board in site, during interviewed with workers, it was seen that they understood the emergency and accident procedures. Emergency call phone also is available in all site operation.</p> <p>Assigned trained in First Aid sighted present with First Aid Kit available in various workplace.</p> <p>Records of accidents were found well-kept and presented to the board during the monthly notice board.</p>	Yes
4.7.6	<p>All workers shall be provided with medical care, and covered by accident insurance.</p> <p>- Minor compliance –</p>	<p>The company has provided clinic for all workers and it's covered also by Social Insurance, namely Jamsostek (BPJS).</p>	Yes

Criterion / Indicator		Assessment Findings	Compliance
4.7.7	Occupational injuries shall be recorded using Lost Time Accident (LTA) metrics. - Minor compliance –	The company maintained all of the records regarding the works accident included nearmiss and lost time accident (LTA) in some documents, such as: <ul style="list-style-type: none"> a. Incident Log; contains the victim data, employees grade, works, incident information (time, date, month, year, and location), part of bodies injured, incident description, actions taken, incident categories, numbers of absences and etc. b. Incident Report; contains summary dari incident log, summarized every month. c. Nearmiss Log; contains names, areas, dates, reporter, incident description, causes, categories, preventive actions, PIC, targets and preventive actions status. d. Nearmiss Report; contains summary of Nearmiss Log recaped every month. The nearmiss report of Plantation B for January – November 2014. 	Yes
Criterion 4.8 All staff, workers, smallholders and contract workers are appropriately trained.			

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>- Major compliance –</p>	<p>The company has its own training institution assigned to arrange its training programmes. The training is created annually.</p> <p>Training programs in 2014, such as:</p> <ul style="list-style-type: none"> - Sustainability Awareness training for RSPO, ISPO and ISSC - HCV Training. - Basic Safety/K3. - Basic Fire. - First Aider. - OHS for herbicides and chemical handling. - Integrated Pest Management. - Training for operators in mill, such as: operator genset and water treatment - Managerial technical in AA Learning institute. <p>Training progress in 2014 was conducted based on training program.</p> <p>Training programs in 2015 will be developed in January 2015.</p>	Yes
4.8.2	<p>Records of training for each employee shall be maintained.</p> <p>- Minor compliance –</p>	<p>Training records consist of the certificates, attendances and training materials were kept in the individual operating units, e.g. training record for Mr. EPS, Mr. JP, etc.</p>	Yes

PRINCIPLE 5: ENVIRONMENTAL RESPONSIBILITY AND CONSERVATION OF NATURAL RESOURCES AND BIODIVERSITY

Criterion 5.1

Aspects of plantation and mill management, including replanting, that have environmental impacts are identified, and plans to mitigate the negative impacts and promote the positive ones are made, implemented and monitored, to demonstrate continual improvement.

Criterion / Indicator		Assessment Findings	Compliance
5.1.1	An environmental impact assessment (EIA) shall be documented. - Major compliance -	The company has identified environmental aspects and effects that being well-documented. The identification covered all activities/processes/products/wastes in every piece of work. The AMDAL is approved by Ministry of Agriculture as approval letter no. 220/687/B/IV/1994, dated 18 th April 1994 .	Yes
5.1.2	Where the identification of impacts requires changes in current practices, in order to mitigate negative effects, a timetable for change shall be developed and implemented within a comprehensive management plan. The management plan shall identify the responsible person/persons. - Minor compliance –	No any changes of SEIA documents	Yes
5.1.3	This plan shall incorporate a monitoring protocol, adaptive to operational changes, which shall be implemented to monitor the effectiveness of the mitigation measures. The plan shall be reviewed as a minimum every two years to reflect the results of monitoring and where there are operational changes that may have positive and negative environmental impacts. - Minor compliance –	Company has prepared report on Environmental Management and Monitoring implementation (Laporan RKL-RPL) and sent reports every 6 month to Government Authority, e.g RKL-RPL report semester I 2014 (Period January - June 2014), acceptance letter by officer as evidence,	Yes
Criterion 5.2 The status of rare, threatened or endangered species and other High Conservation Value habitats, if any, that exist in the plantation or that could be affected by plantation or mill management, shall be identified and operations managed to best ensure that they are maintained and/or enhanced.			

Criterion / Indicator		Assessment Findings	Compliance
5.2.1	Information shall be collated in a High Conservation Value (HCV) assessment that includes both the planted area itself and relevant wider landscape-level considerations (such as wildlife corridors). - Major compliance -	Identification of HCV in Sentral Estate by consultant "Bogor Agriculture University – IPB" in 2013. Total HCV areas was identified in Pulau Maria estate is 17.77 ha, consist of HCV 4.1 (16.74 ha) and HCV 6 (1.03 ha). HCV Identification is conducted based on Indonesian Toolkit – 2008 The company also has done monitoring of HCV et least 6 months, the last monitoring "period January – June 2014".	Yes
5.2.2	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. - Major compliance -	The company has made "Conservation Management Plan" to manage and to monitor of RTE's. There was found RTEs as per PP No. 7, year 1999, such as: Burung Cekakak Belukar/Halcyon smyrnensis, Burung Elang Tikus/Elanus caeruleus, and B urung Kuntul Kecil/Egretta egret,	Yes
5.2.3	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. - Minor compliance –	The company conduct socialization of HCV regularly to the workforce and local communities surrounding company, e.g. training to workforce on 5 September 2014, attended 93 workers and socialization for local communities was conducted on 5 September 2014, attended 22 local communities representative. No any workforce capture, harm, collects and kills the RTEs species found during audit.	Yes

Criterion / Indicator		Assessment Findings	Compliance
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>	The company has conducted monitoring of HCV, i.e. monitoring of wild animal / RTEs every six months, e.g. report of RTEs monitoring in January – June 2014.	Yes
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>	All HCV and conservation areas within the company areas.	Yes
Criterion 5.3			
Waste is reduced, recycled, re-used and disposed of in an environmentally and socially responsible manner.			
5.3.1	<p>All waste products and sources of pollution shall be identified and documented.</p> <p>- Major compliance –</p>	The company has identified waste of product and source of pollutions then documented it into "Identifikasi Aspek dan Dampak Lingkungan"	Yes

Criterion / Indicator		Assessment Findings	Compliance
5.3.2	All chemicals and their containers shall be disposed of responsibly. - Major compliance -	The company store hazardous waste in temporary storage with permit and disposed the hazardous waste to the registered collector (PT. Elmusonsentindo Nusaindah, Reg. No. 2106/Dep.IV/LH/PDAL/02/2014, dated 28 th February 2014), e.g. on 27 th June 2014, used accu 10 pcs, empty chemical container (6 drums), contaminated goods (4 drums), and used oil (9 drums). The hazardous waste also is recorded in storage and balancing stock is monitored regularly., e.g. stock used filter on 22 nd August 2014 is 23 pcs, stock used oil on 06 th September 2014 is 140 litres.	Yes
5.3.3	A waste management and disposal plan to avoid or reduce pollution shall be documented and implemented. - Minor compliance –	Waste management plan is documented in “Rencana pengelolaan Limbah”. Waste management consists of medical waste, domestic waste, and hazardous waste to reduce pollution into the environment. Hazardous and medical waste is disposed to the register collector; while domestic waste disposed to the landfill, organic and anorganic waste is separated in linesite, organic waste to the landfill and some of anorganic waste is collected for re-cycle.	Yes
Criterion 5.4 Efficiency of fossil fuel use and the use of renewable energy is optimised.			
5.4.1	A plan for improving efficiency of the use of fossil fuels and to optimise renewable energy shall be in place and monitored. - Minor compliance –	All energy used in both mills is monitored and recorded under document of “ <i>Pemakaian Energi 2014</i> ”. Fossil fuel records are maintained and trends shown. Energy use records include accurate measurements of renewable energy use per tonne of FFB processed. Company already maximise the renewable energy use. All the shell and fibre is consumed internally as boiler fuel. Fossil fuel usage is recorded for operational purpose, including the efficiency analysis.	Yes
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.			

Criterion / Indicator		Assessment Findings	Compliance
5.5.1	There shall be no land preparation by burning, other than in specific situations as identified in the 'Guidelines for the Implementation of the ASEAN Policy on Zero Burning' 2003, or comparable guidelines in other regions. - Major compliance -	No open burning was noted during field visit and interviewed with local communities and workers	Yes
5.5.2	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. - Minor compliance -	No any open burning was noted for land preparation	Yes
Criterion 5.6			
Plans to reduce pollution and emissions, including greenhouse gases, are developed, implemented and monitored.			
5.6.1	An assessment of all polluting activities shall be conducted, including gaseous emissions; particulate/soot emissions and effluent (see Criterion 4.4). - Major compliance -	The company has conducted assessment of polluting activities as documented in "Mitigasi GRK"	Yes
5.6.2	Significant pollutants and greenhouse gas (GHG) emissions shall be identified, and plans to reduce or minimise them implemented. - Major compliance -	Identification of pollutant and GHG, such as: usage of anorganic fertilizer, pesticide, fossil fuel usage, peat land, and POME. The company also has minimized pollutant and GHG through using EFB as organic fertilizer, implementing IPM to reduce pesticides usage, using fibre and sell for boiler, etc.	Yes

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>The company has prepared a strategy in effort to reduce and mitigate pollution and emission. Monitoring of pollution and emission quality for plantation has been planned and implemented, e.g. air quality ambient for boiler and Genset, water quality test for river (upstream and downstream), effluent water quality, noise, etc, e.g.</p> <ol style="list-style-type: none"> 1. Ambient / Air Quality for Genset 1 dan 2, certificate monitoring result no. 218/BLH.SU-UPT.LL/VI/2014, dated 16th June 2014, result of emission for SO₂, NO₂, CO dan total particle is comply with Kepmen LH no. 13/2009. 2. Vehicles emission, certificate monitoring result no. 213/BLH. SU-UPT.LL/VI/2014, dated 6th June 2014, result of emission comply with Kepmen LH no. 5/2006 3. Ambient / Air Quality for Boiler 1, 2 and 3, certificate monitoring result no. 217/BLH.SU-UPT.LL/VI/2014, dated 16th June 2014, , result of emission, CO, NO₂, NH₃, HCl, Cl₂, opasitas dan partikulat is comply with Kepmen LH no. 07 tahun 2007. 4. Monitoring noise level and vibration in Genset 1 dan 2, certificate monitoring result no. 221/BLH.SU-UPT.LL/E/VI/2014, dated 16th June 2014. Parameter is complying with Kepmen LH No. 13/2009. 5. POME monitoring is conducted monthly and result monitoring seen that no BOD level more than 5,000 mg/L as regulated Permen LH No. KEP-51/MENLH/10/1995. <p>Based on review of result of all parameters is comply with the Environmental Ministry Regulation and Health Ministry regulation.</p>	Yes
PRINCIPLE 6: RESPONSIBLE CONSIDERATION OF EMPLOYEES AND OF INDIVIDUALS AND COMMUNITIES AFFECTED BY GROWERS AND MILLERS			

Criterion / Indicator		Assessment Findings	Compliance
Criterion 6.1 Aspects of plantation and mill management that have social impacts, including replanting, are identified in a participatory way, and plans to mitigate the negative impacts and promote the positive ones are made, implemented and monitored, to demonstrate continual improvement.			
6.1.1	A social impact assessment (SIA) including records of meetings shall be documented. - Major compliance -	Social Impact Assessment was conducted as documented in "Study Evaluasi Lingkungan" which covering social impact assessment. This SEL has been approved by Ministry Agriculture no. 220/687/B/IV/1994, dated 18 th April 1994.	Yes
6.1.2	There shall be evidence that the assessment has been done with the participation of affected parties.. - Major compliance -	The process was involving various stakeholders including impact on plasma development. During the process for the document and social impact management actively involving community participation through interview and stakeholders meeting	Yes
6.1.3	Plans for avoidance or mitigation of negative impacts and promotion of the positive ones, and monitoring of impacts identified, shall be developed in consultation with the affected parties, documented and timetabled, including responsibilities for implementation. - Major compliance -	Within the SEIA document, the negative and positive impact of oil palm development has been explained. The environmental management and monitoring plan document has lined out effort that company should carry out in order to minimize negative impact and promote positive impact from oil palm development. The SEIA document has explained the recommendation that could be done by company to minimize negative impact and promote positive impact from social impact management	Yes
6.1.4	The plans shall be reviewed as a minimum once every two years and updated as necessary, in those cases where the review has concluded that changes should be made to current practices. There shall be evidence that the review includes the participation of affected parties. - Minor compliance -	No any changes of practices since SEL approved, however the company reported social impact regularly through the RKL – RPL every six month to the government.	Yes

Criterion / Indicator		Assessment Findings	Compliance
6.1.5	Particular attention shall be paid to the impacts of smallholder schemes (where the plantation includes such a scheme). - Minor compliance –	No scheme smallholders managed by company.	Yes
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	Consultation and communication procedures shall be documented. - Major compliance -	Company has developed a communication procedure under "Mekanisme Penanganan Permintaan Informasi Stakeholder "(No. SOP; AA-GL-5008.1-R1) dated 22 nd August 2011, which explains the company responses against all information request sent by stakeholders including response time of 14 working days after information request accepted.	Yes
6.2.2	A management official responsible for these issues shall be nominated. - Minor compliance -	The company has appointed officers responsible to carried out communication and consultation with local communities is Public Relations Department.	Yes
6.2.3	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. - Minor compliance -	List stakeholders is available and records of stakeholders' communication and consultation were being documeted into "Buku Masuk".	Yes
Criterion 6.3 There is a mutually agreed and documented system for dealing with complaints and grievances, which is implemented and accepted by all affected parties.			

Criterion / Indicator		Assessment Findings	Compliance
6.3.1	The system, open to all affected parties, shall resolve disputes in an effective, timely and appropriate manner, ensuring anonymity of complainants and whistleblowers, where requested. - Major compliance -	Company has established a mechanism to handle complaint from external party, as written in "Mekanisme Penanganan Keluhan" – complaint handling mechanism (Doc. No.SOP AA-GL-5005-RO 01) while complaint from internal regulated under "Mekanisme Penyampaian Keluhan dan Penyelesaian Keluhan Karyawan" – Employee' complaint and resolution mechanism (Doc. No.SOP-AA-HR-3008-RO 05). These mechanisms has been communicated to external parties and disseminated to PT IIS employees. Based on interview with local communities, Gender committee leader and worker union leader; they understood the procedure and mechanism to communicating complaint and/or grievance to company.	Yes
6.3.2	Documentation of both the process by which a dispute was resolved and the outcome shall be available. - Major compliance -	Company is recording each complaint and response provided in the Logbook.	Yes
Criterion 6.4 Any negotiations concerning compensation for loss of legal, customary or user rights are dealt with through a documented system that enables indigenous peoples, local communities and other stakeholders to express their views through their own representative institutions..			
6.4.1	A procedure for identifying legal, customary or user rights, and a procedure for identifying people entitled to compensation, shall be in place. - Major compliance –	<p>Mechanism to identify and calculate fair compensation or loss of legal or customary rights to land set out in the standard operating procedure (SOP) No. AA-GL-5003-1-R1, dated 5th December 2009 and has undergone first revisions on 22nd August 2011. The mechanism described is similar to conflict resolution procedures involving community representatives and others stakeholders.</p> <p>There is no negotiation/compensation payment currently. The company has settled all land compensation since at the beginning of land preparation process</p>	Yes

Criterion / Indicator		Assessment Findings	Compliance
6.4.2	<p>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>Mechanism to identify and calculate fair compensation or loss of legal or customary rights to land set out in the standard operating procedure (SOP) No. AA-GL-5003-1-R1 dated 5th December 2009 and has undergone first revisions on 22nd August 2011.</p>	Yes
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>No any land compensation due to no customary land and/or local community land rights within the company area</p>	Yes
<p>Criterion 6.5 Pay and conditions for employees and for contract workers always meet at least legal or industry minimum standards and are sufficient to provide decent living wages.</p>			

Criterion / Indicator		Assessment Findings	Compliance
6.5.1	Documentation of pay and conditions shall be available. - Major compliance -	<p>The company determines minimum wages based on the Government regulation every year, the minimum wages in 2014 as regulated in "Surat keputusan Gubernur of North Sumatera no. 188.44/941/KPTS/Tahun 2013, dated 12th December 2013 for Agriculture sector in Asahan District is Rp. 1,728,000,-/month</p> <p>Based on review of payments slip, there is no worker paid below minimum wages, e.g. payment slip for Mr. K in August 2014 is Rp. 2,435,440, Mrs. S.W is Rp. 1,985,000. The employees also get benefit rice allowance 15 kg and additional rice allowance for their wife and children.</p>	Yes
6.5.2	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. - Major compliance -	<p>Worker Agreement (PKB) between company and labour union is referred in working regulation, Worker Agreement was registered by Dirjen Pembinaan Hubungan Industrial dan Jaminan Sosial Tenaga Kerja.</p> <p>Based on document review, it was noted that term and condition, such as working hours, deductions, overtime, sickness, holiday entitlement, maternity leave, reasons for dismissal, period of notice, etc, are covered in PKB and contracts which have been signed by all workers.</p>	Yes

Criterion / Indicator		Assessment Findings	Compliance
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 prepared facilities for their workers, such as:</p> <ul style="list-style-type: none"> - Housing (Type B: 1 unit), Type C (4 units), Type D (12 units), and type E (210 units). - Elementary and kindergarden (2 units) - Polyclinic (1 units) - Mosque (2 units) - Church (1 unit) - Creche (2 units) - School bus (1 units) - Sport facilities - Etc. 	Yes
6.5.4	<p>Growers and millers shall make demonstrable efforts to monitor and improve workers' access to adequate, sufficient and affordable food.</p> <p>- Minor compliance –</p>	<p>The traditional market is available surrounding company area, the workers able to access the market and company also prepared transport to local market.</p>	Yes
<p>Criterion 6.6 The employer respects the rights of all personnel to form and join trade unions of their choice and to bargain collectively. Where the right to freedom of association and collective bargaining are restricted under law, the employer facilitates parallel means of independent and free association and bargaining for all such personnel.</p>			
6.6.1	<p>A published statement in local languages recognising freedom of association shall be available.</p> <p>- Major compliance –</p>	<p>Freedom of association policy is written in Bahasa Indonesia, so that all employees can understand.</p> <p>This policy has been informed to all employees and being placed into public area easily accessed.</p>	Yes
6.6.2	<p>Minutes of meetings with main trade unions or workers representatives shall be documented.</p> <p>- Minor compliance –</p>	<p>Meeting between company management with labour union (SP. PP-SPSI) in 22th February 2013, attended by 26 representatives of PUK SPSI, minutes of meeting and attendance list is available</p>	Yes

Criterion / Indicator		Assessment Findings	Compliance
Criterion 6.7 Children are not employed or exploited.			
6.7.1	There shall be documentary evidence that minimum age requirements are met. - Major compliance –	The company has own policed signed by management on November 26th that stated that: It is not allowed all children to work in every activities/processes in company. Based on document review of list of workers, interview with workers and observation during field visit, it was no found workers hired under 18 years.	Yes
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 –	The company has policy “Pemberian kesempatan yang sama”, 2012 stated that: treat all employees equally and fairly in terms of recruitment, assessment, condition and working environment as well as ethnics, grades/levels, citizenship, religios views, impairments, gender, sexual orientation, unios membership, political affiliation and or age.	Yes
6.8.2	Evidence shall be provided that employees and groups including local communities, women, and migrant workers have not been discriminated against. - Major compliance –	Interviews of male and female workers confirmed that the company anti-discrimination policy was strictly enforced. They were not aware of any cases of discrimination, e.g. document review of salary payment did not find any evidence of discrimination	Yes
6.8.3	It shall be demonstrated that recruitment selection, hiring and promotion are based on skills, capabilities, qualities, and medical fitness necessary for the jobs available. - Minor compliance –	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 performance evaluation of workers annually.	Yes
Criterion 6.9 There is no harassment or abuse in the work place, and reproductive rights are protected.			

Criterion / Indicator		Assessment Findings	Compliance
6.9.1	<p>A policy to prevent sexual and all other forms of harassment and violence shall be implemented and communicated to all levels of the workforce.</p> <p>- Major compliance –</p>	<p>The company has implemented policy on prevention of sexual harassment and violence against women, the policy is prominently displayed on notice boards at the Mills and the Estates muster areas. Interviews of female staff, workers and union representatives confirmed that the company implemented the sexual harassment policy.</p>	Yes
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>As it is found in company policy that's signed by Managing Director, dated 26th November 2012 and on one part of the policies stated that: "To prevent any sexual or physical abuses happen to women as well as to protect their reproductive rights".</p> <p>There is a gender committee actively meets and discussing general agenda and other issue related to handling sexual harassment, dissemination of sexual harassment prevention.</p> <p>Based on interview with Gender Committee, company has implemented the protection of women reproductive rights, in form of maternal leave, period leave, and regular pregnancy check for female sprayers and strictly prohibit pregnant and/or breastfeeding female worker applying pesticides.</p>	Yes
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>Standard Operating Procedure, No. SOP: XX-HR-308.5-RO; Revision: 0, Desember 11th 2009: Employees complaints: submission and settlement</p> <p>Mechanism for complaints management where it needs to protect its confidentiality for complaint submitter was found in company policy's draft as in one of points of this policies stated that:</p> <p>"To provide appropriate information for those who inquiry it and to proted its confidentiality for whistleblower cases in accordance to law regarding environmental and social issue, food safety, health and safety work, so that it enables them to more participate to the decision making processes for improving company's performance.</p>	Yes

Criterion / Indicator		Assessment Findings	Compliance
Criterion 6.10			
Growers and millers deal fairly and transparently with smallholders and other local businesses.			
6.10.1	Current and past prices paid for Fresh Fruit Bunches (FFB) shall be publicly available. - Minor compliance –	The company has displayed the FFB price in Mill’s notice board and smallholders able to access the FFB price by phone.	Yes
6.10.2	Evidence shall be available that growers/millers have explained FFB pricing, and pricing mechanisms for FFB and inputs/services shall be documented (where these are under the control of the mill or plantation) - Major compliance -	The company has provided explanation on the FFB pricing formula and based on interview with smallholders, they understood of FFB pricing mechanism and no complaint was noted regarding FFB price.	Yes
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 -	Based on document review that agreement between company and local contractors confirmed that contract is made fairly, legal and transparent, e.g. SPK no. 02/SPJ/LEG-SSL/VI/13, dated 24 th June 2013 with CV. MAS (construction in mill), contract no. 004/SPB/KPM/VI/14 with Mr. M. A, dated 31 st August 2014 for EFB transport.	Yes
6.10.4	Agreed payments shall be made in a timely manner. - Minor compliance -	Evidence of payment is reviewed and it was seen paid timely manner, e.g. Payment for Mr. M.A in July is Rp. 24,778,000 in July 2014 and payment for CV. MAS is Rp. 1,458,132,200 in June 2014.	Yes
Criterion 6.11			
Growers and millers contribute to local sustainable development where appropriate			
6.11.1	Contributions to local development that are based on the results of consultation with local communities shall be demonstrated. - Minor compliance –	Local contribution is detailed in CSR, consist of Business Partnership, Economy Development, Education, Health & Donation.	Yes

Criterion / Indicator		Assessment Findings	Compliance
6.11.2	Where there are scheme smallholders, there shall be evidence that efforts and/or resources have been allocated to improve smallholder productivity. - Minor compliance –	No scheme smallholders.	Yes
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.	Yes
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.	Yes
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.	Yes
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, 2012 and its has been communicated to the workforce.	Yes
PRINCIPLE 7: RESPONSIBLE DEVELOPMENT OF NEW PLANTINGS (N/A – No any new planting)			
PRINCIPLE 8: COMMITMENT TO CONTINUAL IMPROVEMENT IN KEY AREAS OF ACTIVITY			
<p>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.</p>			

Criterion / Indicator		Assessment Findings	Compliance
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>A continuous improvement plan has been prepared and internal audit conducted to identify environmental and social activities, such as:</p> <ul style="list-style-type: none"> - Applied EFB ashes as fertilizer, fibre and shell are burned in boiler for electricity. - Planting beneficial plant for natural predator. - CSR program - Reserve HCV areas - etc. 	Yes

3.2. Details of findings

3.2.1. Review of Previous Assessment Finding (Not Applicable)

3.2.2. Positive Finding

Positive Findings	
No.	Description
1	The company has integrated Kernel Crushing Plant in POM

3.2.3. Issues raised by stakeholders

During stakeholder interviews, the BSI auditor has contacted and interview stakeholders as listed below:

No.	Name	Institution
1	Mr. AI, SH	BPN Kab. Asahan (National Land Authority – District of Asahan)
2	Mr. S, SP	Dinas Kehutanan dan Perkebunan Kab. Asahan (Forestry and Plantation Department of Asahan District)
3	Mr. SR	Kantor Lingkungan Hidup, Kab. Asahan (Environmental Department of Asahan District)
4	Mr. A	Dinas Tenaga Kerja dan Transmigrasi kab. Asahan (Manpower and Transmigration Department of Asahan District)
5.	Mr. HM,	Village Head of G. Malaha
6.	Mr. MN, Mr. K	Local Community Leaders
7.	Mr. Z	Koramil (Local Army –Head)
8.	Mr. PS	Kapolsek (Local Police Head)
9.	Mrs. NW, Mrs. K, and Mrs, Sn	Spraying Team
10.	Mr. Bs, Mr. Sk, Mr. SK and Mr. Sg	Harvester Team

Issues raised by Stakeholders			
No.	Stakeholder comments	Company Response	Auditor Finding
1	The company has paid salary for their workers same or higher than minimum wages as regulated by Government	Positive comment	Comment accepted
2	The company provide social – Health insurance (Jamsostek/BPJS), medical surveillance, and operator licensing for their workers	Positive comment	Comment accepted
3	No any reported labour dispute, child labour and sexual harassment.	Positive comment	Comment accepted
4	So far, no land dispute was noted	Positive comment	Comment accepted

3.2.4. Non Conformities and observation were raised during this initial assessment

3.2.4.1. Major Non Conformities

Ref	Area/Process	Clause
1128966M2	PRINCIPLE 2. COMPLIANCE WITH APPLICABLE LAWS AND REGULATIONS	RSPO P & C 2013 - Indicator 2.1.1
Scope	SPO 620755	
Statement of non conformance:	Gunung Melayu I POM has not obtained revision of IUP (Operational Permit Business) related increasing mill capacity from 30 tonnes FFB/hour become 60 tonnes FFB/hour as regulated in Permentan No. 98 Tahun 2013 article 34 (2).	
Requirements:	Evidence of compliance with relevant legal requirements shall be available.	
Objective Evidence:	-	
Actions:	The company has obtained approval letter for increasing mill capacity from 30 tonnes FFB/hour become 60 tonnes FFB/hour from "Badan Pengelola Perizinan dan Penanaman Modal Kabupaten Asahan" No. 503/IUP-PKIP/BPPPM/1772/VI/2015, dated 17 th June 2015. This Major NC was closed out on 17 June 2015	
Closed?:	Yes	

Ref	Area/Process	Clause
1128966M1	PRINCIPLE 3. COMMITMENT TO LONG-TERM ECONOMIC AND FINANCIAL VIABILITY	RSPO P & C 2013 - Indicator 3.1
Scope	SPO 620755	
Statement of non conformance:	Gunung Melayu I POM has budget for 6 years (2014 – 2019), covering FFB projection received, projection of CPO and PK (OER and KER), however cost production per ton CPO and forecast prices are not available.	
Requirements:	There is an implemented management plan that aims to achieve long-term economic and financial viability.	
Objective Evidence:	Budget Plan of Gunung Melayu I POM	
Actions:	The company has updated budget plan for 6 years (2014 -2019) covering FFB projection received, projection of CPO and PK (OER and KER), included cost production and price of CPO. This Major NC has been closed out on 20 April 2015	
Closed?:	Yes	

Ref	Area/Process	Clause
1128966M3	PRINCIPLE 4. USE OF APPROPRIATE BEST PRACTICES BY GROWERS AND MILLERS	RSPO P & C 2013 - Indicator 4.6.2
Scope	SPO 620755	
Statement of non conformance:	No record of amount of active ingredient of pesticide applied in plantation.	
Requirements:	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.	
Objective	Record of pesticides	

Evidence:	
Actions:	The company has recorded pesticides use, including active ingredient used and their LD 50 per ha and number of applicant, the record covering type of pesticides, active ingredient, hectares applied, number of pesticides applied, number of applicant, active ingredients was applied per ha and number of applicant, e.g. Applied Gramoxone in December 2014 (ai. Paraquat dichloride) 256 liter (a.i. 276 gr/litres) or 70 litres active ingredient was applied for 2,063 ha and number applicant 8/295 Mandays (0.034 gr/ha) or (8.75 gr/applicant). This Major NC has been closed out on 20 April 2015
Closed?:	Yes

3.2.4.2. Minor non Conformities

No Minor NC was identified during this audit.

3.2.4.3. Observation

Type	Area/Process	Clause
Observations	PRINCIPLE 4. USE OF APPROPRIATE BEST PRACTICES BY GROWERS AND MILLERS	RSPO P & C 2013 - Indicator 4.7.2
Scope	SPO 620755	
Details:	It should be consider to make sure ladder in Chimney Boiler is good condition.	

Type	Area/Process	Clause
Observations	PRINCIPLE 4. USE OF APPROPRIATE BEST PRACTICES BY GROWERS AND MILLERS	RSPO P & C 2013 - Indicator 4.4.2
Scope	SPO 620755	
Details:	It should be consider to increase planting vetiver grass and forest trees along riparian zone in Pulau Maria Estate.	

Type	Area/Process	Clause
Observations	PRINCIPLE 4. USE OF APPROPRIATE BEST PRACTICES BY GROWERS AND MILLERS	RSPO P & C 2013 - Indicator 4.3.3
Scope	SPO 620755	
Details:	It should be consider improving road maintenance.	

3.3. Time bound plan Finding:

PT Inti Indosawit Subur demonstrates a challenging time bound plan to certify its entire mill and supply bases. Most of the palm oil mills been brought forward and audited in 2014. Audit team sees this as a strong commitment from PT Inti Indosawit Subur.

There are a number of changes noted, where KKPA Penarikan and KKPA Gunung Sahilan moved to 2016, from initial plan to be certified in 2014. PT IIS management is able to provide clear justification. PT IIS management reason was to put resources to certify company-owned estate, then only to certify the smallholders. Audit team suggest the management justification for the changes is sufficient, considering the management commitment towards RSPO certification for the entire entities.

Audit 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 is in communication with other CB performing certification for PT Inti Indosawit Subur, to understand the partial certification status. BSI assessed PT Inti Indosawit Subur against partial certification requirement and concluded that there is no unresolved significant land disputes, no replacement of primary forest or loss of HCV, no labour disputes that are not being resolved through an agreed process and no evidence of noncompliance with law noted.


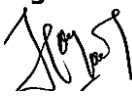
BSI also assessed the requirement for partial certification and concluded that:

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.

3.4. Status of Non Conformities

Reference	Category	Issued	Closed
1128966M1	Major	18/12/2014	20/04/2015
1128966M2	Major	18/12/2014	17/06/2015
1128966M3	Major	18/12/2014	20/04/2015

Section 4. Acknowledgement of Assessment Findings

Acknowledgement of Assessment Findings	Report Prepared by
Name: Welly Pardede	Name: Haeruddin
Company name: PT. Saudara Sejati Luhur	Company name: PT. BSI Indonesia
Title: Head of Environment and Sustainability	Title: Lead Auditor
Date: 13 th July 2015	Date: 11 th July 2015
Signature: 	Signature: 

**Appendix "A"
RSPO Certificate Details**

**PT. Saudara Sejati Luhur
Gunung Melayu I Palm Oil Mill**
Jl. MH. Thamrin No. 31
Jakarta 10230
INDONESIA
Website: www.asianagri.com

Registered Activities: Palm Oil Mill which produced CPO and PK

RSPO membership No. 1-0022-06-000-00, dated 05th February 2006

Certificate Number : SPO 620775
Date of Certificate : 07/09/2015
End of certificate : 06/09/2020

Applicable Standards: RSPO Principles & Criteria, Generic Standard 2013 **and
RSPO SCCS, 2011 Supply Chain Certification requirement for CPO Mills, Module E Mass Balance**

Gunung Melayu I Palm Oil Mill and Supply Base					
Location Address	Desa Rahuning, Kec Bandar Pulau, Kabupaten Asahan, Prov. Sumatera Utara, Indonesia				
GPS Location	99° 35' 52.2" E - 02° 47' 27.6" N				
CPO Tonnage Total	69,682 mt				
PK Tonnage Total	18,747 mt				
CPO Claimed for Certification	13,460 mt				
PK Claimed for Certification	2,391 mt				
Own estates FFB Tonnage	53,839 mt				
Scheme Smallholder FFB Tonnage	-				
Non-company Suppliers FFB Tonnage *)	290,497 mt				
Estates	Production Area		Other use (ha)	Certified Area / Total land lease (ha)	Annual FFB Production (mt)
	Mature (ha)	Immature (ha)			
Pulau Maria	2,063	0	239	2,302	53,839

***) Non company supplier FFB is non certified source (Excluded from certificate scope)**

Appendix "B"
Audit Plan

Tanggal	Waktu/Jam	Uraian	HR	WY	NM
Thursday, 11/12/2014	15.00 – 16.00	Opening Meeting (Pertemuan pembukaan) - Presentation by auditee and Team audit	√	√	√
Minggu, 14/12/2014 (LIBUR)					
Monday, 15/12/2014	08.00 – 12.00	Document Review : General information, time bound plan and partial certification		√	
	12.00 – 14.00	Lunch			
	14.00 – 16.30	Document Review : Gunung Melayu I Mill (RSP0 SCCS)	√	√	√
Tuesday, 16/12/2014	08.00 – 12.00	Field visit: Pulau Maria estate	√	√	
		Stakeholder Meeting: Workers, Labour Union, Gender Committee and contractor			√
	12.00 – 14.00	Lunch			
	14.00 – 16.30	Document review:: Pulau Maria estate	√	√	√
Wednesday, 17/12/2014	08.00 – 12.00	Stakeholder Meeting: Local Communities,			√
		Field visit : Gunung Melayu I Mill	√	√	
	12.00 – 14.00	Lunch			
	14.00 – 16.30	Stakeholder Meeting: Local Government			√
		Document review : Gunung Melayu I Mill	√	√	
Thursday, 18/12/2014	08.00 – 09.00	Preparing closing meeting	√	√	√
	09.00 – 10.00	Closing meeting	√	√	√
	10.00 – 15.00	Travelling Estate – Bandara Kualanamu, Medan	√	√	√
	17.00 – 19.25	Flight Medan – Jakarta (GA 191)	√	√	√

*) HR = Haeruddin

WY = Wahyu

NM = Nanang Mualib

Appendix "C"

RSPO SCCS CHECKLIST NOVEMBER, 2011 "MODULE E – MASS BALANCE"

Criterion 1. Documented procedures.			
The facility shall have written procedures and/or work instructions to ensure implementation of all the elements specified in these requirements.			
	Requirement	Evidence	Compliance
Applicable for SG and MB			
1.1	The facility shall have written procedures and/or work instructions to ensure the implementation of all the elements specified in these requirements. This shall include at minimum the following:	<i>Gunung Melayu I mill has established Procedure of supply chain as documented in procedure no. AA-MPM-OP-1400.17-R1.</i>	Yes
	a. Complete and up to date procedures covering the implementation of all the elements in these requirements.		
	b. Complete and up to date records and reports that demonstrate compliance with these requirements.		<i>Record of purchasing and sales is documented in Computerized system and Supply Chain report.</i>
	c. The name of the person having overall responsibility for and authority over the implementation of these requirements and compliance with all applicable requirements. This person shall be able to demonstrate awareness of the facilities procedures for the implementation of this standard	<i>Person in charge to handling of RSPO Supply Chain is Mill Manager and KTU as determined in SOP.</i>	Yes
1.2	The facility shall have documented procedures for receiving and processing certified and non-certified FFBs.	<i>Procedure of receiving and processing FFB certified and non certified FFB is separated by computerise system documented in AA-MPM-OP-1400.18-R0</i>	Yes

Criterion 2. Purchasing and goods in.			
The facility shall ensure that RSPO certified palm oil and products are identified.			
The facility shall ensure that RSPO certified palm oil and certified products are identified. This shall include at minimum the following:			
	Requirement	Evidence	Compliance
Applicable for SG and MB			
2.1	The facility shall verify and document the volumes of certified and non-certified FFBs received	<i>FFB Certified and non-certified is separated in computerize system in weigh bridge automatically. FFB Certified is stamping "Sustainable" in Nota Hantaran (Delivery Note) and no any marking for non certified FFB.</i>	Yes
2.2	The facility shall have a mechanism in place	<i>Non conformances product handling by</i>	Yes

	for handling non-conforming material/ documents	"Berita Acara"	
2.3	The facility shall inform the BSI immediately if there is a projected overproduction.	N/A. <i>No any production of certified product yet, however if teher is a projected overproduction.</i>	N/A

Criterion 3: Record Keeping

	Requirement	Evidence	Compliance
3.1	Applicable for SG and MB: The facility shall maintain accurate, complete, up-to-date and accessible records and reports covering all aspects of these requirements.	<i>The company has updated and completed all records related supply chain system, such as procedure, Nota Pengantar TBS (FFB Delivery Order), Nota Timbangan (Weight Bridge), Nota pengiriman CPO, PK/ (CPO/PK Delivery Order) with computerize system with daily, monthly and three monthly basis.</i>	Yes
3.2	Applicable for SG and MB: Retention times for all records and reports shall be at least five (5) years.	<i>Retention time of record is 10 years as regulated in procedure no. AA-MPM-OP-1400.18-R3.</i>	Yes
3.3	Applicable only for SG: The facility shall record and balance all receipts of RSPO certified FFB and deliveries of RSPO certified CPO, PKO and palm kernel meal on a three-monthly basis.	<i>Not Applicable (NA)</i>	Yes
	Applicable only for MB: a) The facility shall record and balance all receipts of RSPO certified FFB and deliveries of RSPO certified CPO, PKO and palm kernel meal on a three-monthly basis. b) All volumes of palm oil and palm kernel oil that are delivered are deducted from the material accounting system according to conversion ratios stated by RSPO. c) The facility can only deliver Mass Balance sales from a positive stock. However, a facility is allowed to sell short.	<i>Certified FFB received and Certified dispatch of CPO/PK is updated daily, monthly and three monthly basis.</i> <i>Certified dispatch CPO and PK is deducted from positive balancing stock.</i>	
3.4	Applicable only for SG: The following trade names should be used and specified in relevant documents, e.g. purchase and sales contracts, e.g. *product name*/SG or Segregated. The supply chain model used should be clearly indicated.	<i>Not Applicable (NA)</i>	Yes
	Applicable only for MB: The following trade names should be used and specified in relevant documents, e.g. purchase and sales contracts, e.g. *product name*/MB or Mass Balance. The supply chain model used should be clearly indicated.	<i>Form of Delivery Note (Nota Hantaran and Nota Timbangan) receiving certified FFB and dispatch certified CPO/PK clearly indicated: name of product, Supply chain model used (MB), etc.</i>	
3.5	Applicable only for MB:	<i>N/A</i>	

	<p>In cases where a mill outsources activities to an independent palm kernel crush, the crush still falls under the responsibility of the mill and does not need to be separately certified. The mill has to ensure that the crush is covered through a signed and enforceable agreement.</p>		
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Criterion 4: Sale and goods out.

This criterion is applicable to purchase and sales invoices and associated documents.

The facility shall ensure that all sales invoices *or relevant documents*, e.g. delivery notes, shipping documents and specification documentation, issued for RSP0 certified oil palm products delivered include sufficient information, this may include the following:

	Requirement	Evidence	Compliance
Applicable for SG and MB			
4.1.	<p>The facility shall ensure that all sales invoices issued for RSP0 certified products delivered include the following information:</p> <ul style="list-style-type: none"> a. The name and address of the buyer; b. The date on which the invoice was issued; c. A description of the product, including the applicable supply chain model (Segregated or Mass balance). d. The quantity of the products delivered; e. Reference to related transport documentation. 	<p><i>CPO/PK certified sales invoices/ Deliver Note (Kartu Timbangan), covering information: Name of product, date, nett weight (kg), No of Delivery Order, Supply Chain model, Number of RSP0 certificate, SP Number, name of buyer, and buyer address.</i></p>	Yes

Criterion 5: Processing.

	Requirement	Evidence	Compliance
Applicable only for SG:			
5.1	<p>The facility shall assure and verify through clear procedures and record keeping that the RSP0 certified palm oil is kept segregated from non certified material including during transport and storage and be able to demonstrate that it has taken all reasonable measures to ensure that contamination is avoided. The objective is for 100 % segregated material to be reached. The systems should guarantee the minimum standard of 95 % segregated physical material; up to 5 % contamination is allowed.</p>	<i>Not Applicable (NA)</i>	Yes
5.2	<p>The facility shall provide documented proof that the RSP0 certified palm oil can be traced back to only certified segregated material.</p>	<i>Not Applicable (NA)</i>	Yes
5.3	<p>In cases where a mill outsources activities to an independent palm kernel crush, the crush still falls under the responsibility of the mill and does not need to be separately certified. The mill has to ensure that:</p>	<i>Not Applicable (NA)</i>	Yes

	The crush operator conforms to these requirements for segregation The crush is covered through a signed and enforceable agreement		
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Criterion 6. Training.			
	Requirement	Evidence	Compliance
Applicable for SG and MB			
6.1	The facility shall have a defined training plan, which is subject to on-going review and supported by training records.	<i>RSPO SCCS training plan for 2014 "Program Pelatihan Environmental & Sustainability" is available in place and it has been reviewed</i>	Yes
6.2	The facility shall provide the training for all staff as required to implement the requirements of the Supply Chain Certification Systems	<i>RSPO SCCS training record was conducted on 14th September 2013, attended 4 participants and training on 23rd July 2014, attended 61 staffs who are involved in RSPO SCCS, e.g. KTU, Krani/Clerk, and Assistant.</i> <i>Attendance list is available.</i>	Yes
6.3	The facility shall keep records of the training provided to staff in relation to implementation of these requirements.	<i>Record of training is maintained, such as list of attendance and training material is available, e.g. Training for Gunarti (Krani Timbang)</i>	Yes

Criterion 7. Claims.			
	Requirement	Evidence	Compliance
Applicable for SG and MB			
7.1	The facility shall only make claims regarding the use of or support of RSPO certified palm oil that are in compliance with the RSPO Guidelines for Communication and Claims.	<i>The company has not made claims outside of the RSPO rules for Communications and Claims.</i>	Yes

Certified Mill Production in previous year

MILL	CAPACITY	CPO (tonnes)	PK (tonnes)
Gunung Melayu I Mill	60 tonnes FFB/hour	nil	nil

Certified FFB received Monthly in previous year

Month	Tanjung Selamat Estate	Pangkalan Estate	Total FFB/Month
January 2014	-	-	-
February 2014	-	-	-
March 2014	-	-	-
April 2014	-	-	-
May 2014	-	-	-
June 2014	-	-	-
July 2014	-	-	-
August 2014	-	-	-
September 2014	-	-	-
October 2014	-	-	-
November 2014	-	-	-
December 2014	-	-	-
TOTAL	-	-	-

Sales of CPO and PK certified by etrace

No.	Date	Name of buyer	CPO (Tonnes)	PK (Tonnes)
1	-	-	-	-
2	-	-	-	-
	Total		-	-

Appendix "D"
Abbreviation used

AMDAL	Analisis Mengenai Dampak Lingkungan (Social and Environmental Impact Assessment)
BOD	Biological Oxygen Demand
BPN	Badan Pertahanan Nasional (National Land Authority)
BSI	British Standard Institution
CPO	Crude Palm Oil
CSR	Corporate Social Responsibility
EFB	Empty Fruit Bunch
FFB	Fresh Fruit Bunch
GPS	Global Positioning System
HCV	High Conservation Value
HGU	Hak Guna Usaha (Land) title for commercial use
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
MB	Mass Balance
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