

**MALAYSIAN SUSTAINABLE PALM OIL  
– INITIAL ASSESSMENT  
Public Summary Report****SPOC J1, J2 & J4 Eng Lee Heng Group Smallholder  
Certification**

Client company Address:  
Batu 17, Jalan Mersing  
86700 Kahang, Johor, Malaysia

Certification Unit:  
SPOC J1, J2 & J4 Eng Lee Heng

Location of Certification Unit:  
Batu 17, Jalan Mersing  
86700 Kahang, Johor, Malaysia

**Report prepared by:**  
**Mohamed Hidhir Zainal Abidin** (Lead Auditor)

**Report Number:** 8814156

**Assessment Conducted by:**  
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## Section 1: Executive Summary

### 1.1 Organizational Information and Contact Person

MPOB License	ELH MPOB license: 538454015000, valid until 31/3/2018 License activities: Buying, selling and transporting of FFB		
Company Name	SPOC J1, J2 & J4 Eng Lee Heng		
Address	Batu 17, Jalan Mersing 86700 Kahang, Johor		
Group name if applicable:	SPOC J1, J2 & J4 Eng Lee Heng		
Subsidiary of (if applicable)	Not applicable		
Contact Person Name	Group Manager, Eng Hwa Sai		
Website	Nil	E-mail	Nil
Telephone	07-7806218	Facsimile	07-7806218

### 1.2 Certification Information

Certificate Number	MSPO 680619		
Issue Date	05/09/2018	Expiry date	04/09/2023
Scope of Certification	Production of certified FFB		
Stage 1 Date	11 & 12/09/2017		
Stage 2 / Initial Assessment Visit Date (IAV)	10 & 11/01/2018		
Continuous Assessment Visit Date (CAV) 1	TBA		
Continuous Assessment Visit Date (CAV) 2	TBA		
Continuous Assessment Visit Date (CAV) 3	TBA		
Continuous Assessment Visit Date (CAV) 4	TBA		

### Other Certifications

Certificate Number	Standard(s)	Certificate Issued by	Expiry Date
<b>Nil</b>			

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<b>1.3 Location of Certification Unit</b>			
Name of the Certification Unit (Palm Oil Mill/ Estate/ Smallholder/ Independent Smallholder)	Site Address	GPS Reference of the site office	
		Longitude	Latitude
Eng Lee Heng Trading	Batu 17, Jalan Mersing, 86700, Kahang, Johor`	103° 27' 50.71" E	2° 11' 53.08" N
*the details of smallholders on Appedix C			

<b>1.4 FFB Production (Actual) and Projected (tonnage)</b>			
Producer Group	Projected from last audit	Actual production Jan – Dec 2017 or last 12 months	Projected production for next 12 months (Jan – Dec' 2018 )
Eng Lee Heng Group Smallholder	Not available	21,943.18	25,000

<b>1.5 Certified CPO / PK Tonnage</b>			
Mill	Estimated 103(Previous Year)	Actual (This Year)	Forecast (Next Year)
Not applicable	CPO (OER: %)	CPO (OER: %)	CPO (OER: %)
	PK (KER: %)	PK (KER: %)	PK (KER: %)

<b>1.6 Certified Area</b>					
Estate	Total Planted (Mature + Immature) (ha)	HCV (ha)	Infrastructure & Other (ha)	Total Area (ha)	% of Planted
Smallholder (Mukim Kahang)	239.00	-	-	239.00	100%
Smallholder (Mukim Kluang)	166.11	-	-	166.11	100%
Smallholder (Mukim Nyior)	363.32	-	-	363.32	100%
TOTAL	768.43	-	-	768.43	

**1.7 Details of Certification Assessment Scope and Certification Recommendation:**

BSI Services Malaysia Sdn Bhd has conducted the **Initial** Certification Assessment of **SPOC J1, J2 & J4 Eng Lee Heng** located in **Kahang, Johor** comprising **of 108 smallholder** and infrastructure

The assessment was conducted onsite to assess the compliance of the certification unit against the **MS 2530-2:2013 Malaysian Sustainable Palm Oil (MSPO) Part 2: General principles for Independent Small holders and MSPO Guidance - Part 2(060814)**.

The onsite assessment was conducted on 10-11 January 2018

Based on the assessment result, **SPOC J1, J2 & J4 Eng Lee Heng** complies with the **MS 2530-2:2013 Malaysian Sustainable Palm Oil (MSPO) Part 2: General principles for Independent Small holders and MSPO Guidance - Part 2\_EDITED VERSION (100114)** and recommended for certification.

## Section 2: Assessment Process

### Certification Body:

BSI Services Malaysia Sdn Bhd,  
Unit 3, Level 10, Tower A  
The Vertical Business Suites, Bangsar South  
No. 8, Jalan Kerinchi  
59200 Kuala Lumpur  
Tel +603 2242 4211 Fax +603 2242 4218  
Nicholas Cheong: [Nicholas.Cheong@bsigroup.com](mailto:Nicholas.Cheong@bsigroup.com)  
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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.

### Assessment Methodology, Programme, Site Visits

This on-site assessment was conducted from 10-11/01/2018. The audit programme is included as Appendix A. The approach to the audit was to treat the independent smallholders groups as a MSPO Certification Unit. A range of environmental and social factors were covered. This includes consideration of topography, palm age, proximity to areas with HBVs, declared conservation areas and local communities. Prior to audit conducted, public consultation was made on 5/12/2017 – 4/1/2018; refer <https://www.bsigroup.com/LocalFiles/en-NY/MSPO/Public%20Notification/MSPO%20stakeholder%20letter%20ELH%20Trading%20english.pdf>

The methodology for collection of objective evidence included physical site inspections, observation of tasks and processes, interviews of staff, workers and their families and external stakeholders, review of documentation and monitoring data. MS 2530-2:2013 were used to guide the collection of information to assess compliance. The comments made by external stakeholders were also taken into account in the assessment.

The estates or smallholders sample were determined based on formula  $N = 1.0\sqrt{y}$  where  $y$  is the number of estates while when applicable, the smallholders sample were determined following the MSPO Certification Requirement. The sampling of smallholders were based on the formula  $(1.0\sqrt{y}) \times (z)$ ; where 1.0 is the risk factor (may defer to 1.2 and 1.4 depending on risk), where  $y$  is total number of group members and where  $z$  is the multiplier defined by the risk assessment. The sampled smallholder listed in Appendix C.

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

Fieldworkers were interviewed informally in small groups in the field. Separate visits were made to each of the local communities to meet with the village head and residents. Company officials were not present at any of the internal or external stakeholder interviews. A list of Stakeholders contacted is included as Appendix B.

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All the previous nonconformities are remains closed. The assessment findings for the initial assessment are detailed in Section 3.2.

This report is structured to provide a summary of assessment finding as attached in the Section 3. The assessment was based on random samples and therefore nonconformities may exist that have not been identified.

This report was externally reviewed by MSPO approved Peer Reviewer prior to certification decision by BSI.

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

<b>1. Assessment Program</b>					
<b>Name (Mill / Plantation / Group smallholders)</b>	<b>Year 1 (Certification )</b>	<b>Year 2 (ASA 1)</b>	<b>Year 3 (ASA 2)</b>	<b>Year 4 (ASA 3)</b>	<b>Year 5 (ASA 4)</b>
Eng Lee Heng Trading	√	√	√	√	√
Smallholder (Mukim Kahang)	√	√	√	√	√
Smallholder (Mukim Kluang)	√	√	√	√	√
Smallholder (Mukim Nyior)	√	√	√	√	√

**Tentative Date of Next Visit:** June 2, 2019 – June 3, 2019

**Total No. of Mandays:** 6 mandays

**BSI Assessment Team:**

**Mohamed Hidhir Zainal Abidin– Lead Assessor**

He holds Bachelor Degree in Chemical Engineering, graduated from National University of Malaysia on 2006. He has 7 years working experience in palm oil industry specifically on palm oil milling for 5 years. He also has the experiences as auditor for several standards including ISO 9001, ISO 140001, OHSAS 18001, MSPO and RSPO in his previous certification body. He completed the ISO 9001 Lead Auditor Course, ISO 14001 Lead Auditor Course and OHSAS 18001 Lead Auditor Course in 2012, Endorsed RSPO P&C Lead Auditor Course in 2013, MSPO Awareness Training in 2014 and Endorsed RSPO SCCS Lead Auditor Course in 2015. He had been involved in RSPO auditing since May 2012 in more than various companies in Malaysia. Recently, he is involved on the aspects of legal, mill best practices, safety and health, environmental and supply chain for palm oil mill during RSPO assessment.

**Hafriazhar Mohd Mokhtar – Team Member**

Hafriazhar Mohd. Mokhtar is a Chemical Engineer by qualification. He has more than five years of direct work experience in the upstream processes of palm oil within the plantation industry. He is a qualified Lead Auditor for CDM, ISO 14001, ISO 50001 and ISO 9001 and has accumulated more than 500 audit days throughout his current career as the auditor for multiple disciplines covering Malaysia, Indonesia and Thailand. He has been trained in the RSPO P&C and SCCS standards and recently completed his RSPO P&C Lead Assessor training and has been involved in RSPO audits within Malaysia, Papua New Guinea and Solomon Islands. During assessment, he covered the mill and estate best practices, legal issues, social issues, workers consultation, stakeholder consultation, environmental and occupational safety & health. He is fluent in Bahasa Malaysia and English languages

**Hu Ning Shing – Team member**

She holds Bachelor Degree in Science majoring in Applied Chemistry, graduated from University of Malaya on 2011. She has 5 years working experience in rubber and palm oil industry. She also has the experiences as auditor for several standards including ISO 9001, MSPO and RSPO in her previous certification body. She completed the ISO 9001 Lead Auditor Course on 2016, Endorsed RSPO P&C Lead Auditor Course in 2012 and Endorsed RSPO SCCS Lead Auditor Course in 2015. She had been involved in RSPO auditing since November 2015 in more than various companies in Malaysia. During this assessment, she assessed on the aspects of social. She is fluent in Bahasa Malaysia and English languages.

**Accompanying Persons:****Azrul Wan Azizan – Observer (BSI Services (M) Sdn Bhd)****Department of Standard Malaysia (DSM) – Accreditation Body Personnel**

Mark Mariba Rantai and Nik Mohd Shazwan



### Section 3: Assessment Findings

#### 3.1 Details of audit results

This assessment has been assessed using the following RSPO normative requirements. The assessment details are provided in Appendix A.

- MS 2530-2:2013 – Part 2: General Principles for Independent Smallholders
- MS 2530-3:2013 – Part 3: General Principles for Oil Palm Plantations and Organized Smallholders
- MS 2530-4:2013 – Part 4 General Principles for Palm Oil Mills

#### 3.2 Details of Nonconformities and Opportunity for improvement

The nonconformity is listed below.

During the Certification Assessment there were 5 Major & 1 Minor nonconformities raised. The Eng Lee Heng Group Smallholder Certification unit submitted Corrective Action Plans for the nonconformity. Corrective action plans with respect to the nonconformity was reviewed by the BSI audit team and accepted.

The implementation of the corrective action plans to address the minor nonconformity will be followed up during the next surveillance assessment. The implementation of the Corrective Actions for the Major Nonconformity(ies) has been verified for its effectiveness and closed accordingly.

Major Nonconformities:		
Ref	Area/Process	Clause
<i>NC ID from eReport</i>	1578711-201801-M1	MS2530-2:2013 4.5.3.2
Requirements:	Group managers shall ensure that waste from the smallholdings is disposed of appropriately. Smallholders shall adopt local and national legislation to dispose of hazardous chemicals and their containers.	
Statement of Nonconformity:	Waste from smallholdings was not disposed of appropriately.	
Objective Evidence:	<p>According to procedure for handling and disposal chemicals (SOP02/BK/2016) clause 3.6, the chemical container shall be kept at the safe place before disposal.</p> <ul style="list-style-type: none"> <li>i) Observed at plot 1476 under Lee Yuen Koon, empty chemical container was seen at worker's line site and used as chair. Leftover of agrochemical and knapsack pump was also observed with other empty container e.g oil lubricant container etc.</li> <li>ii) Observed at plot 6773 under Eng Kion Sai, empty chemical container was found left at work site.</li> </ul> <p>Group manager has established management procedures as following:</p> <ul style="list-style-type: none"> <li>i) Prosedur Pengendalian dan Pelupusan Bahan Kimia; SOP-02/BK/2016; Eff. date: 1/4/2016; Rev. 0</li> <li>ii) Prosedur Pengendalian dan Pelupusan Bahan Buangan Terjadual; SOP04/BT/2016; Eff. date: 1/4/2016; Rev. 0</li> </ul> <p>Based on the type and source of waste identified and procedures established, it was found that the Group Manager facilities of machinery workshop generated scheduled waste i.e. SW 305 &amp; SW 306 categories. However no evidence that the</p>	

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	scheduled waste was handled according to the procedure (SOP-04/BT/21016) and national legislation i.e. Environmental Quality (Scheduled Waste) Regulations 2005.
Corrections:	1. Collection of empty pesticide container, empty lubricant oil and knapsack sprayer was done. Then, empty pesticide container was stored in the schedule waste store at the Group manager compound area. 2. Refresher training on how to handle schedule waste was done by MPOB TUNAS Kluang Team involving workers and staff of Eng Lee Heng Trading.
Root cause analysis:	1. Lack of understanding between smallholders & workers about managing empty pesticide containers and oil lubricant container as the schedule waste in their field. 2. Lack of understanding of group manager about on handling schedule waste in their compound area.
Corrective Actions:	1. Group manager and TUNAS Officer Kluang will colaberated too done training on how to handle all schedule waste produce from field operation activity such as empty pesticide container and also TUNAS officer will give simple briefing and reminder when they doing GAP visit in Kelompok Eng Lee Heng area. 2. Group manager will make sure collection of empty pesticide container after spraying activity will bring back to specific storage for empty container store when not in use or either will be stored in re-used empty pesticide container when need to use for spraying activity.
Assessment Conclusion:	Audit team have reviewed the evidence summitted and the major NC has been satisfactorily closed provided with the adequate supporting evidence for NC closure. Continuous implementation will be further verified in the next assessment visit. The major NC was closed out on 10/4/18.

Major Nonconformities:		
Ref	Area/Process	Clause
<i>NC ID from eReport</i>	1578711-201801-M2	MS2530-2:2013 4.2.1.1
Requirements:	The group management shall commit itself to implement and maintain the requirements for traceability.	
Statement of Nonconformity:	The requirements for traceability was not effectively implemented and maintained by group management.	
Objective Evidence:	Based on the sample smallholder file and "Buku Rekod Ladang"; i) "Rekod hasil dan pendapatan dan perbelanjaan" has not been updated. Last updated was in July 2017. ii) Source of planting materials and - Receipt of seedlings purchased was not available in the personal file for replanting plot 6759 (Lee Yen Bin) and replanting plot 1642 (Wong Hin Man)	
Corrections:	1. A memo from group manager to inform smallholder for update "Buku Rekod Ladang" as at end of December 2017. 2. Record for seedling purchase have been request from Unit Khidmat Pengembangan MPOB, as the seedling was provide from Skim Tanam Semula Sawit Pekebun Kecil.	
Root cause analysis:	1. Misunderstanding of smallholder in estimate time to fullfill "Buku Rekod Ladang" that been provided from MPOB for collection data of every smallholder. 2. Mislplaced for receipt of seedling purchase for new replanting area.	
Correction Action Plan:	Group manager will ensure the smallholder understanding on how important updating "Buku Rekod Ladang" in managing their oil palm field. Also MPOB TUNAS	

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	Officer will give reminder to smallholder in updating their field activity record in "Buku Rekod Ladang".
Assessment Conclusion:	Audit team have reviewed the evidence submitted and the major NC has been satisfactorily closed provided with the adequate supporting evidence for NC closure. Continuous implementation will be further verified in the next assessment visit. The major NC was closed out on 10/4/18.

Major Nonconformities:		
Ref	Area/Process	Clause
<i>NC ID from eReport</i>	1578711-201801-M3	MS2530-2:2013 4.4.2.1
Requirements:	Independent smallholders need not have a formal health and safety plan but shall ensure that all work practices are safe	
Statement of Nonconformity:	Independent smallholders has not ensure that all work practices are safe	
Objective Evidence:	Incomplete PPE worn by the harvester and manuring gang observed at plot 6773, (Eng Kion Sai) and not as per guideline under "Prosedur Kerja Selamat di Kebun"	
Corrections:	1. Workers will provide with proper PPE when done their work in the field. 2. Training on safe working condition will provided to workers from MPOB TUNAS officer.	
Root cause analysis:	1. Lack of knowledge and understanding of workers in promoting and implementing safe working conditions in the field when doing their jobs.	
Corrective Actions:	Group manager should ensure workers and smallholders that involved in using chemical spraying activity undergone proper training in implementing safe working conditions. Group manager will done inspection and monitor to ensure smallholders and workers always wearing suitable personal protective equipment when handling chemical	
Assessment Conclusion:	Audit team have reviewed the evidence submitted and the major NC has been satisfactorily closed provided with the adequate supporting evidence for NC closure. Continuous implementation will be further verified in the next assessment visit. The major NC was closed out on 10/4/18	

Major Nonconformities:		
Ref	Area/Process	Clause
<i>NC ID from eReport</i>	1578711-201801-M4	Clause 9 : Issuance of MSPO Logo Usage Licence by MPOCC
Requirements:	Issuance of MSPO Logo Usage Licence by MPOCC under the Malaysian Sustainable Palm Oil (MSPO) Certification Scheme dated 4 April 2017, clause 9: Licences for Logo Usage Rights - A company, organisation or individual has to obtain an official licence from MPOCC before printing, publishing or otherwise using the logo and related claims regardless of the logo usage group or logo usage alternative (on- or off-product usage). Applicants need to submit a completed application form to MPOCC.	
Statement of Nonconformity:	Usage of MSPO logo was not conforming with the requirements of Issuance of MSPO Logo Usage Licence by MPOCC under the Malaysian Sustainable Palm Oil (MSPO) Certification Scheme dated 4 April 2017	

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Objective Evidence:	No official license obtained from MPOCC by Eng Lee Heng Group Smallholder. Noted the logo was printed on the t-shirt by auditee during assessment
Corrections:	1. Refer the agreement between MPOB and MPOCC dated 23/12/16 signed by Director General MPOB, MPOB no need apply approval from the scheme owner for using MSPO logo as a part of promotions. 2. Kelompok Eng Lee Heng are also involve in SPOC* that are managed by MPOB. That means Kelompok Eng Lee Heng no need to apply approval from scheme owner to used MSPO Logo. *Sustainable Palm Oil Cluster – a group of organised smallholder that managed by MPOB TUNAS officer.
Root cause analysis:	MPOB Officer who are guiding Kelompok Eng Lee Heng misunderstanding information about usage of MSPO Logo.
Corrective Actions:	Not applicable.
Assessment Conclusion:	NC is dropped and not valid based on the agreement dated 23/12/16 between MPOB and MPOCC.

<b>Major Nonconformities:</b>		
Ref	Area/Process	Clause
<i>NC ID from eReport</i>	1578711-201801-M5	MS2530-2:2013 4.3.1.1
Requirements:	Independent smallholders shall show awareness of compliance with all applicable local, state, national and ratified international laws and regulations.	
Statement of Nonconformity:	Independent smallholder has yet to comply with the statutory and national regulations of BAKAJ and Workers' Minimum Standards of Housing and Amenities Act 1990.	
Objective Evidence:	Groundwater tube well was installed at Lot 2235 (Smallholder: Eng Hwa Sai) by JQ Drilling Well. Seen the tax invoice dated 16/5/2016. The abstracted water was supplied to the workers' linesite at Lot 2234 (Smallholder: Eng Hwa Sai) who work for the smallholders (harvesting, manuring and spraying). However, license to abstract underground water has yet to obtain from BAKAJ. In additional, the underground water has yet to send for analysis to confirm the suitability of consumption of water as per the Workers' Minimum Standards of Housing and Amenities Act 1990, Section 6, Subsection 3 "Where water supply is drawn from a source other than a public main the Director General may, for the purpose of ensuring that the water supply is suitable for consumption, cause the Medical Officer of Health to take samples of water supply for analysis and report, the costs of which shall be borne by the employer."	
Corrections:	1. Approval permit was applied to Badan Kawal Selia Air Johor (BAKAJ).	
Root cause analysis:	1. Lack of knowledge about approval permit from BAKAJ for using underground water for own used.	
Corrective Actions:	Group manager will ensure to get legal permit from state authority for using natural water resources.	
Assessment Conclusion:	Audit team have reviewed the evidence submitted and the major NC has been satisfactorily closed provided with the adequate supporting evidence for NC closure. Continuous implementation will be further verified in the next assessment visit. The major NC was closed out on 10/4/18.	

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Minor Nonconformities:		
Ref	Area/Process	Clause
<i>NC ID from eReport</i>	1578711-201801-N1	MS2530-2:2013 4.5.4.1
Requirements:	Group managers should ensure that Independent smallholders can demonstrate that they understand the need to maintain the quality and availability of surface and ground water and steps are being taken for its implementation.	
Statement of Nonconformity:	Understanding the need to maintain the quality and availability of surface and ground water and steps was not effectively demonstrated.	
Objective Evidence:	Based on the visit at a sampled smallholder plot # 2473 located by the river i.e. Sungai Sembrong and interview with group manager as well as sampled smallholders, it was not demonstrated that they understand the need to maintain the quality and availability of surface and ground water therefore no steps are being taken for its implementation.	
Corrections:	<ol style="list-style-type: none"> <li>1. Identifying which smallholder having field near gazette river under DID for maintaining buffer zone area.</li> <li>2. Boundary marking will be done to make sure smallholder understand limit of buffer zone area in their field.</li> <li>3. Training will be provided to smallholder and workers involved in maintaining field near buffer zone area.</li> </ol>	
Root cause analysis:	Lack of knowledge of smallholders to clarifying and maintaining buffer zone area for gazette river under DID requirement.	
Corrective Actions:	Group manager will identify which Plot of smallholder are near to Registered River under DID. Training of maintaining buffer zone will done periodically for improving understanding of smallholder. Monitoring also will done periodically for ensuring the effectiveness of implementation in maintaining buffer zone area.	
Assessment Conclusion:	The corrective action plan is accepted. Effectiveness of corrective action taken will be further verified in the next assessment.	

Opportunity For Improvement		
Ref	Area/Process	Clause
<i>NC ID from eReport</i>	1578711-201801-I1	MS2530-2:2013 4.6.1.1
Requirements:	-	
Objective Evidence:	Observed site practices at Eng Lee Heng facility (empty chemical container, fertilizer and chemical store, vehicle washing bay and workshop): <ol style="list-style-type: none"> <li>i) Diesel pump located near to drain system without second containment</li> <li>ii) No effective oil trapping system at vehicle washing bay</li> <li>iii) Safety devices malfunction e.g forklift (horn), pay loader/shovel (reverse sensor and lighting)</li> <li>iv) Over stacking of fertilizer bags/palette</li> <li>v) Availability of SDS of in bi-lingual</li> <li>vi) Management of waste oil at workshop</li> <li>viii) Obtaining a chemical register for reference</li> </ol>	

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Noteworthy Positive Comments	
1	Good corporation from management team and MPOB officer in charge
2	Good positive feedback received from the stakeholders

**3.3 Status of Nonconformities Previously Identified and OFI**

Not applicable.

**3.4 Issues Raised by Stakeholders**

IS #	Description
1	<b>Issues:</b> Kulim’s Representative (Buyer of FFB) – They have good relationship with the smallholders and Group Manager. They are giving full support to the Group Manager for the certification of MSPO.
	<b>Management Responses:</b> The Group Manager will ensure they maintain good relationship with the buyer and supply good quality of FFB to the buyer.
	<b>Audit Team Findings:</b> No further issue.
2	<b>Issues:</b> Smallholders (Tan Yeok Wah, Tan Yang Tai, Lim Lee Kiat) – They are aware of the requirements of MSPO. Boundaries are clearly demarcated by using the boundary stone, pegging and trenches. They provided full commitment to the Group Manager for MSPO certification. Payment from the Group Manager was made promptly.
	<b>Management Responses:</b> Group Manager will assist the smallholders towards the certification of MSPO.
	<b>Audit Team Findings:</b> No other issue.
3	<b>Issues:</b> Local Community’s Head (Kg Air Pasir) and Helper from kindergarten in Kg. Air Pasir – There was no land dispute case reported by the local community. Boundaries were clearly demarcated. They also aware and understood the complaint procedure if they want to lodge complaint and grievances. So far, they have good relationship with the Group Manager and other smallholders.
	<b>Management Responses:</b> The Group Manager will ensure the boundaries are maintained properly.
	<b>Audit Team Findings:</b> No issue that need further verification.

**3.5 Summary of the Nonconformities and Status**

CAR Ref.	CLASS	ISSUED	STATUS
1578711-201801-M1	Major	11/1/18	Closed on 10/4/18
1578711-201801-M2	Major	11/1/18	Closed on 10/4/18

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1578711-201801-M3	Major	11/1/18	Closed on 10/4/18
1578711-201801-M4	Major	11/1/18	Closed on 10/4/18
1578711-201801-M5	Major	11/1/18	Dropped based on agreement between MPOB and MPOCC.
1578711-201801-N1	Minor	11/1/18	"Open"

**3.6 Summary of the findings by Principles and Criteria**

Criterion / Indicator		Assessment Findings	Compliance
4.1 Principle 1: Management commitment & responsibility			
<b>Criterion 4.1.1 – Malaysian Sustainable Palm Oil (MSPO) Policy</b>			
<b>4.1.1.1</b>	There shall be a policy binding smallholders to MSPO. Applicable to independent smallholders under group management.  - <b>Major compliance</b> -	MSPO Policy has been established and signed by the Group Manager Mr Eng Hwa Sai, Eng Lee Heng Trading effective 13 September 2017. The policy has explained the statement of commitment towards MSPO implementation.	Complied
<b>Criterion 4.1.2 – Continual Improvement</b>			
<b>4.1.2.1</b>	The action plan for continual improvement shall be based on the consideration for the main social and environmental impact and opportunities of the independent smallholder’s group, such as SPOC. Independent smallholders shall be aware of the need to understand the importance of continuous improvement.  - <b>Major compliance</b> -	The group manager has developed a list of Social, Environment Impact and Action plan with Doc. No. L-03/ISP/2016 effective date 1/4/2016. Stakeholder meeting was conducted on 26/11/2017 with participation of smallholders and other stakeholders such as local communities, school teacher, local authorities and neighboring plantations. Seen the meeting minutes with total 24 participants. During the stakeholder meeting, no additional issue was raised and therefore, the action plan for Social and Environment was remained valid. Sampled of activities as below:  Open of field for manuring, spraying and harvesting – Provide job opportunities to the local people around the plantations.  Spraying and manuring activity – Water pollution can be occurred	Complied



Criterion / Indicator		Assessment Findings	Compliance
		from usage of chemical if near to water source.	
4.1.2.2	<p>Group management shall establish a system to improve practices in line with new information and techniques; and for disseminating this information throughout the group members.</p> <p><b>- Major compliance -</b></p>	<p>The new technologies or information will disseminate through training program, site visit and discussion. The record of the training has been organized from time to time. The record of the recommended action will be recorded in the 'Laporan Pensijilan Kod Amalan Pertanian Baik (GAP)' by MPOB.</p> <p>First initial GAP audit for the sample smallholders checked:</p> <p>i)Eng Kion Sai, date of visit: 26/7/17, report reference: GAP/JOHOR/KLUANG/PT-KLG/2017/50</p> <p>ii)Lee Yin Bin, date of visit: 18/7/17, report reference: GAP/JOHOR/KLUANG/PT-KLG/2017/87</p> <p>iii)Lee Choon Bin, 19/7/17, report reference: GAP/JOHOR/KLUANG/PT-KLG/2017/91</p> <p>Sample of "Lawatan Khidmat Nasihat" for one of the smallholder, Lim Ching Lam dated 24/7/17. P&amp;D outbreak for Ganoderma reported and related control measures has been proposed to contain and reduce the attack.</p> <p>On top of GAP audit by MPOB, annual internal audit was carried out by MSPO secretariat on 20/7/17. All MSPO principles and criteria were covered during the audit. All finding raised was close out on 20 October 2017.</p>	Complied

Criterion / Indicator	Assessment Findings	Compliance	
4.2 Principle 2: Transparency			
Criterion 4.2.1 – <b>Traceability</b>			
<b>4.2.1.1</b>	<p>The group management shall commit itself to implement and maintain the requirements for traceability.</p> <p><b>- Major compliance -</b></p>	<p>Tracking system that can trace FFB to the source (smallholder's block, plot) is maintained by group manager. List of group smallholder dated 29/10/17 has detailed out all related information for each plot/block with GPS coordinate.</p> <p>The record of selling FFB to collection centre has been maintained by individual smallholder an recorded under "Buku Rekod Ladang"</p> <p>Based on the sample smallholder file, "Buku Rekod Rekod"</p> <p>i) Rekod hasil dan pendapatan and perbelanjaan has not been updated.</p> <p>ii) Source of planting materials and - Receipt of seedlings purchased was not available in the personal file.</p> <p>Thus, a major NC was raised. Refer to NC reference, 1578711-201801-M2</p>	<p>Major Non-compliance</p>
<b>4.2.1.2</b>	<p>To keep records of sales and delivery or transportation of fresh fruit bunches.</p> <p><b>- Major compliance -</b></p>	<p>Records of weighbridge and purchase invoice of FFB sold to the collection centre managed by Group Manager were made available during audit. Sample of transactions:</p> <p>Lee Yuen Koon</p> <p>i) December 2017  Ticket# 074775 dated 26/12/17, weight: 4.650 mt and ticket# 074824 dated weight: 4,880 mt.</p>	<p>Complied</p>

Criterion / Indicator		Assessment Findings	Compliance
		<p>Total production for December 2017: 9.530 mt</p> <p>Eng Kion Sai            i) December 2017            Ticket# 073599 dated 27/11/17, weight: 5.680 mt and ticket# 073609 dated weight: 3.510 mt.</p> <p>Total production for December 2017: 9.190 mt</p>	
<b>4.3 Principle 3: Compliance to legal requirements</b>			
<b>Criterion 4.3.1 – Regulatory requirements</b>			
<b>4.3.1.1</b>	<p>Independent smallholders shall show awareness of compliance with all applicable local, state, national and ratified international laws and regulations.</p> <p><b>- Major compliance -</b></p>	<p>Interview with the smallholders found that they are aware of the compliance with all applicable laws. Document review found all the 108 smallholders have obtained the MPOB license.</p> <p>Sample of MPOB licence checked for the sampled smallholders :</p> <p>i) Eng Kion Sai, MPOB license 403990-201000, 27.03 ha, valid until 31/3/22</p> <p>ii) Lee Choon Bin, MPOB license 296129-501000, 5.3 ha, valid until 31/10/20</p> <p>iii) Lee Yuen Koon, MOOB license 484389-201000, 11.76 ha, valid until 31/1/22</p> <p>License activities : Selling and transporting FFB</p> <p>Other licenses checked:</p> <p>i) Diesel permit, ref# BPGK JH (KLU)2164 SK, serial number:</p>	Major Non-compliance

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	<p>J032407 valid until 17/12/18. Permitted quantity to store – 30,000 litre.</p> <p>ii) MPOB license# 538454015000, valid until 31/3/2018</p> <p>License activities: Buying, selling and transporting of FFB</p> <p>The workers hired by the smallholders from contractors are with legal permit. Sampled of permit as below:</p> <ul style="list-style-type: none"> <li>i. Permit No.: PD 7794945 valid until 23/3/2018 (Eng Lee Heng Trading Sdn Bhd)</li> <li>ii. Permit No.: PD 8557208 valid until 16/9/2018 (Eng Lee Heng Trading Sdn Bhd)</li> <li>iii. Permit No.: PD 8474176 valid until 14/8/2018 (Eng Lee Heng Trading Sdn Bhd)</li> <li>iv. Permit No.: PD 7992201 valid until 21/4/2018 (Eng Lee Heng Trading Sdn Bhd)</li> <li>v. Permit No.: PD 9857213 valid until 31/12/2018 (Guan Leng Trading Sdn Bhd)</li> <li>vi. Permit No.: PD 8557213 valid until 18/8/2018 (Guan Leng Trading Sdn Bhd)</li> <li>vii. Permit No.: PD 9289933 valid until 24/12/2018 (Sendang Juara Sdn Bhd)</li> </ul> <p>In additional, the foreign workers recruited by the contractors are covered with Foreign Worker Compensation Scheme Insurance and sampled as below:</p> <ul style="list-style-type: none"> <li>i. Passport No.: B2904125 with policy no. EGC1253042 which cover until 23/3/2018</li> <li>ii. Passport No.: B1567206 with policy no. EGC1277381</li> </ul>	

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	<p>which cover until 26/9/2018</p> <p>iii. Passport No.: B1223366 with policy no. EGC1273918 which cover until 14/8/2018</p> <p>iv. Passport No.: B3620128 with policy no. EGC1259153 which cover until 21/4/2018</p> <p>v. Passport No.: AT306380 with policy no. EGC1313812 which cover until 28/1/2019 (Guan Leng Trading Sdn Bhd)</p> <p>vi. Passport No.: AT282127 with policy no. EGC1313810 which cover until 3/1/2019 (Guan Leng Trading Sdn Bhd)</p> <p>vii. Passport No.: B2103761 with policy no. EGC1302725 which cover until 8/12/2018 (Guan Leng Trading Sdn Bhd)</p> <p>Sampled of the MPOB license for sampled smallholders were sighted as below:</p> <p>i. Tan Yang Tai, MPOB License 287807-001000, 10.23 ha, valid until 31/3/2021.</p> <p>ii. Tan Yeok Wah, MPOB License 288353-701000, 13.6 ha, valid until 30/4/2021.</p> <p>License activities : Selling and transporting FFB</p> <p>Groundwater tube well was installed at Lot 2235 (Smallholder: Eng Hwa Sai) by JQ Drilling Well. Seen the tax invoice dated 16/5/2016. The abstracted water was supplied to the workers' linesite at Lot 2234 (Smallholder: Eng Hwa Sai) who work for the smallholders (harvesting, manuring and spraying). However, license to abstract underground water has yet to obtain from BAKAJ.</p> <p>In additional, the underground water has yet to send for analysis</p>	

Criterion / Indicator		Assessment Findings	Compliance
		<p>to confirm the suitability of consumption of water as per the Workers' Minimum Standards of Housing and Amenities Act 1990, Section 6, Subsection 3 "Where water supply is drawn from a source other than a public main the Director General may, for the purpose of ensuring that the water supply is suitable for consumption, cause the Medical Officer of Health to take samples of water supply for analysis and report, the costs of which shall be borne by the employer."</p> <p>Thus, a major non-conformance was raised. Refer to NC reference, 1578711-201801-M5</p>	
<b>Criterion 4.3.2 – Lands use rights</b>			
<b>4.3.2.1</b>	<p>Independent smallholders shall demonstrate rights to their landholdings and there is no evidence of major land disputes.</p> <p><b>- Major compliance -</b></p>	<p>All the lands are registered under individual smallholders with legal land title sighted. Sampled of legal land title as below:</p> <ul style="list-style-type: none"> <li>i. Lim Chew Swee – HSM 2664, Lot No. 1644, 3.44 ha</li> <li>ii. Lim Lee Kiat – HSM 1679, Lot No. 1679, 3.2425 ha</li> <li>iii. R Selvam A/L Rengasamy – HSM 450, Lot No. 2168, 3.933 ha</li> </ul> <p>Total 46 smallholders with total 99 lots of land titles were in the progress of changing the term of land from rubber/ cocoa/ farm plantation to oil palm plantation. Seen the Application Letter that signed by the smallholders as below:</p> <ul style="list-style-type: none"> <li>i. Ng Geok Lin @ Eng Lan – HSM 6499, Lot No. 6769, 3.05 ha</li> <li>ii. Ng Wai Chin – HSM 2622, Lot No. 1679, 3.33 ha</li> <li>iii. Ng Wai Teck – HSM 5878, Lot No. 6765, 3.17 ha</li> <li>iv. Tan Yoke Wah – HSM 9804, Lot No. 6731, 3.31 ha</li> </ul>	Complied

Criterion / Indicator		Assessment Findings	Compliance
		<p>v. Tan Yang Tai – HSM 5781, lot No. 5284, 3.20 ha</p> <p>The correspondence from MPOB to Group Manager regarding the application of intensive payment for the change of the term of land dated 14/12/2017 was sighted and currently pending in Land Department Johor to discuss the total payment required.</p> <p>Interviewed with the smallholders confirmed that no land dispute was reported and all the smallholders were aware of their boundary.</p>	
<b>Criterion 4.3.3 – Customary rights</b>			
<b>4.3.3.1</b>	<p>Independent smallholders shall demonstrate customary rights to their landholdings</p> <p>Note: Where recognized customary or legally owned land has been taken over and where there is documentary proof of a transfer of rights (e.g. sale) and of payment or provision of agreed compensation.</p> <p><b>- Major compliance -</b></p>	<p>There was no customary rights land for the smallholders under Eng Lee Heng Group Smallholder Certification. Verified MPOB license and land title as the legal document for the land ownership.</p>	Complied
<b>4.3.3.2</b>	<p>Maps of an appropriate scale showing extent of recognized customary rights land, if any, should made available.</p> <p><b>- Minor compliance -</b></p>	<p>There was no customary rights land for the smallholders under Eng Lee Heng Group Smallholder Certification. Verified MPOB license and land title as the legal document for the land ownership.</p>	Complied
<b>4.4 Principle 4: Social responsibility, health, safety and employment condition</b>			
<b>Criterion 4.4.1: Complaints and grievances</b>			

Criterion / Indicator		Assessment Findings	Compliance
<b>4.4.1.1</b>	Independent smallholders shall be able to respond to complaints that are raised by their neighbours or other stakeholders. <b>- Major compliance -</b>	Complaint and Grievances procedure with Doc. No. SOP-01/AR/2016 dated 1/4/2016 has been developed and implemented for the smallholder members and neighbouring stakeholders. Any complaints or grievances will be handled by Group Manager. Complaint flowchart specifically for smallholders was developed. Any complaints or grievances must be solved within 14 days from the date of complaint received. If could not be solved, it will be transferred to Extension Officer from MPOB to investigate and resolve.	Complied
<b>4.4.1.2</b>	The local system should be able to resolve disputes. <b>- Minor compliance -</b>	Complaint and Grievance Form (F-01/AR/2016 dated 1/4/2016) was implemented and distributed to each of the smallholder. The Extension Officer will site visit to all the farms 3 times per year to collect the form if any complaint or the smallholders will submit the form to the Group Manager. So far, there was no complaint or grievances received. Interviewed with the smallholders and stakeholders confirmed that no complaint towards the Group Manager.  Stakeholder meeting was conducted on 26/11/2017 with participation of smallholders and other stakeholders such as local communities, school teacher, local authorities and neighboring plantations. Seen the meeting minutes with total 24 participants. No issue was raised during the meeting.	Complied
<b>Criterion 4.4.2: Employees safety and health</b>			
<b>4.4.2.1</b>	Independent smallholders need not have a formal health and safety plan but shall ensure that all work practices are safe.	Group Manager has implemented the awareness of safe work practises from time to time. Sample of training record checked;	Major Non-Compliance



Criterion / Indicator		Assessment Findings	Compliance
	- Major compliance -	<p>"Safety and Health in Plantation" dated 26 April 2016.</p> <p>Procedure to handle accident case (SOP-03/AK/2016) dated 1 April 2016 was available. Accident cases will be reported by Group Manager. Records will be kept by the group manager to monitor the effectiveness of the work safety implementation. Up to date, no accident reported.</p> <p>Observed on site at plot 6773, (Eng Kion Sai), incomplete PPE worn by the harvester and manuring gang observed and not as per guideline under "Prosedur Kerja Selamat di Kebun".</p> <p>Thus, a major Nc was raised. Refer to NC reference, 1578711-201801-M3</p>	
<b>Criterion 4.4.3: Employment conditions</b>			
4.4.3.1	<p>For independent smallholders with temporary workers, work conditions shall be in accordance with a mutual verbal agreement made transparently and freely.</p> <p>- Minor compliance -</p>	<p>The contractors supplied workers to the smallholders to carry out the activities such as harvesting, manuring, spraying and etc. They are considered casual/ temporary workers where they will rotated among the smallholders. No documented employment of contract is available but the contractor has briefed to the workers on the working condition, pay and etc with mutually verbal agreed. Seen the records of task accomplished by the workers for spraying, manuring and harvesting for each smallholder's lot and the payment was made by the smallholders to the workers through verbal agreed between them.</p> <p>Besides, interviewed with smallholders confirmed that they will discussed with the temporary workers prior to work on the term and condition via verbally. The workers will only proceed to work</p>	Complied

Criterion / Indicator		Assessment Findings	Compliance
		after mutually agreed on the terms and conditions. Some smallholders even carried out the task by themselves or family members.	
<b>4.4.3.2</b>	<p>Independent smallholders &amp; group managers shall provide equal opportunity and treatment regardless of race, gender, religion, political affiliation, nationality, social origin or other distinguishing characteristics and shall not engage in or support discriminatory practices in line with national aspiration.</p> <p><b>- Minor compliance -</b></p>	<p>The smallholders were recruited foreign workers to work in their plantations from contractors. They are not allowed to recruit children and young person to work in field, no discrimination is practice based on gender, race, nationality and etc. The pay and condition is verbally agreed between smallholders and the workers. Sighted the foreign workers recruited are with legal permit.</p> <p>Interviewed with the workers that confirmed no complaint from the workers regarding the opportunity and treatment regardless of race, gender, religion, political affiliation, nationality, social origin or other discrimination by neither the independent smallholder nor group manager.</p>	Complied
<b>4.4.3.3</b>	<p>Group managers for Independent smallholders shall ensure that worker's pay and conditions meet legal standards as per mutual agreements.</p> <p><b>- Major compliance -</b></p>	<p>The workers were recruited by contractors and supplied workers to the smallholders for work such as spraying, harvesting and manuring. The workers will be paid by the smallholders themselves according to the verbal agreed terms between them. Some of the smallholders have issued payment voucher to the workers and acknowledged by the workers upon received of payment. Interviewed with the workers confirmed that the payment was made according to the agreed terms. Sampled of payslips for Eng Lee Heng Trading (June 2017, November 2017 and December 2017) as below:</p> <p>i. Passport No.: AS819673</p>	Complied

Criterion / Indicator		Assessment Findings	Compliance
		<ul style="list-style-type: none"> <li>ii. Passport No.: AR968791</li> <li>iii. Passport No.: B0816280 (monthly-rated worker with basic salary of RM 1500 per month)</li> </ul> <p>Besides, payment voucher for salary of December 2017 issued by the smallholders (Tan Yeok Wah) to the workers were sighted as below:</p> <ul style="list-style-type: none"> <li>i. Name: Arisa</li> <li>ii. Name: Sofyan</li> </ul> <p>All the workers are paid based on their crop tonnage/ bags of fertilizer applied. Different smallholders offered different rate per tonnage to the workers according to the age of palms.</p>	
<b>4.4.3.4</b>	<p>In cases where on-site living quarters are provided, these quarters shall be habitable and have basic amenities, where available and practical.</p> <p><b>- Major compliance -</b></p>	<p>Housing was provided to the workers by the contractors. Free underground water and electricity from government was supplied to the workers. For other casual workers recruited by smallholders were staying at the housing inside the field.</p>	Complied
<b>4.4.3.5</b>	<p>Children and young persons are not to be employed or exploited. The minimum age and conditions of employment shall comply with local, state or national legislation. Work by children is acceptable on family farms, under adult supervision, and when it does not interfere with their education. Children are not to be exposed to hazardous working conditions.</p> <p><b>- Major compliance -</b></p>	<p>Young persons and children were not observed working in the plantations during the visit. Interviewed with the smallholders found they are aware of the importance of education and allow their children to attend school. They also aware that children and young shall not exposed to hazardous working conditions. Verified the list of workers confirmed that no children were recruited.</p>	Complied

Criterion / Indicator	Assessment Findings	Compliance	
<b>Criterion 4.4.4:</b> Training and competency			
<p><b>4.4.4.1</b></p>	<p>Independent smallholders are encouraged to seek knowledge to increase their competency in oil palm management.</p> <p><b>- Minor compliance -</b></p>	<p>Independent smallholders under Eng Lee Heng (ELH) have been invited to attend an MSPO Implementation Courses jointly conducted by ELH Group Manager and MPOB on 16/4/2017 and 26/11/2017. Other than MSPO awareness and understanding, courses training also including the following:</p> <ul style="list-style-type: none"> <li>• Good Agricultural Practices</li> <li>• FFB Harvesting</li> <li>• Occupational Safety &amp; Health Requirements</li> <li>• PPE Usage, Chemical Mixing &amp; Safe Spraying Method</li> <li>• <i>Peranan Jabatan Perlindungan Hidupan Liar dan taman Negara (Perhilitan) dan Masyarakat dalam Melindungi Spesis Haiwan Terancam</i></li> </ul> <p>Training courses were delivered by MPOB Pegawai Tunas Kawasan (PTK), Wildlife Department, Control of Pesticide Chemical Unit Johor, Chemical Suppliers and etc.. Training was conducted at Dewan Stesen Penyelidikan MARDI Kluang, Kluang Johor. A total of 53 attended out of 108 participating smallholders.</p> <p>A training plan has been established for 2018 as following:</p> <ul style="list-style-type: none"> <li>• PPE Usage &amp; Chemical Handling – Jan 2018</li> <li>• PPE Usage &amp; Fertilizer – Apr 2018</li> <li>• Scheduled waste &amp; Empty Chemical Container Disposal Method – Jul 2018</li> <li>• Harvesting method &amp; FFB grading – Oct 2018</li> </ul>	<p>Complied</p>

Criterion / Indicator		Assessment Findings	Compliance
		PPE Usage, Chemical Mixing & Safe Spraying Method	
<b>4.5 Principle 5: Environment, natural resources, biodiversity and ecosystem services</b>			
<b>Criterion 4.5.1: Environmental Management Plan</b>			
<b>4.5.1.1</b>	Independent smallholders are expected to be aware of the environmental impact but are not expected to undertake any formal impact assessment unless there is a legal requirement.  - <b>Minor compliance</b> -	Interview with sampled smallholders confirmed that they aware on the environmental impact. Further verification found the records of briefing talk to all smallholders was conducted by DOE Johor i.e. <i>Taklimat Perundangan &amp; Pengurusan Mengikut Akta Kualiti Alam Sekeliling 1974 Pekebun Kecil Sawit</i> on 19/11/2017 at Dewan Seminar Mardi, Kluang Johor. This was arranged by the group manager assisted by MPOB Kluang.	Complied
<b>Criterion 4.5.2: Efficiency of energy use and use of renewable energy</b>			
<b>4.5.2.1</b>	The use of renewal energy should be applied where possible.  - <b>Minor compliance</b> -	It was sighted a records of monitoring of the use of petrol and diesel for individual tractors for FFB evacuation from smallholders field and trailers for dispatch to mill. Monitoring of usage recorded in <i>Eng Lee Heng Trading Sdn. Bhd. 2017 Petrol, Diesel Record</i> . Sample for tractor no. JJY3760 record updated as of Oct 2017 shown the mileage meter recorded at 143046.	Complied
<b>Criterion 4.5.3: Waste management and disposal</b>			
<b>4.5.3.1</b>	All waste products and sources of pollution shall be identified by	Waste products and sources of pollution identified documented in the group procedure of <i>Kelompok Minyak Sawit Mampan (SPOC)</i> –	Complied

Criterion / Indicator	Assessment Findings	Compliance
<p>the group manager.</p> <p><b>- Major compliance -</b></p>	<p><i>Senarai Sisa Racun dan Domestik; Doc. # L-04/SRD/2016; Effective date: 1/4/2016; Rev. 0.</i> Identified waste and other source of pollutions recorded as following:</p> <ol style="list-style-type: none"> <li>1) Waste generated from agricultural input:               <ol style="list-style-type: none"> <li>i) Pesticide chemical (insecticide &amp; herbicide) – empty chemical container, water residue from chemical mixing, contaminated soil with pesticide chemical and etc.</li> <li>ii) Fertilizer – empty fertilizer bag</li> </ol> </li> <li>2) Waste generated from non-agricultural input:               <ol style="list-style-type: none"> <li>i) Chemical spray pump – old/damaged spray pump</li> <li>ii) Agriculture machinery – used lubricants, battery, tyres etc</li> <li>iii) Used PPE</li> <li>iv) Domestic waste</li> </ol> </li> </ol>	
<p><b>4.5.3.2</b> Group managers shall ensure that waste from the smallholdings is disposed of appropriately. Smallholders shall adopt local and national legislation to dispose of hazardous chemicals and their containers.</p> <p><b>- Major compliance -</b></p>	<p>Group manager has established management procedures as following:</p> <ol style="list-style-type: none"> <li><i>i) Prosedur Pengendalian dan Pelupusan Bahan Kimia; SOP-02/BK/2016; Eff. date: 1/4/2016; Rev. 0</i></li> <li><i>ii) Prosedur Pengendalian dan Pelupusan Bahan Buangan Terjadual; SOP-04/BT/2016; Eff. date: 1/4/2016; Rev. 0</i></li> </ol> <p>Based on the type and source of waste identified and procedures established, it was found that the Group Manager facilities of machinery workshop generated scheduled waste i.e. SW 305 &amp; SW 306 categories. However no evidence that the scheduled waste was handled according to the procedure (SOP-04/BT/21016) and national legislation i.e. Environmental Quality (Scheduled Waste) Regulations 2005.</p> <p>Hence, a major noncompliance has been raised. Refer to Nc</p>	<p>Major noncompliance</p>

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		reference, 1578711-201801-M1	
<b>Criterion 4.5.4: Natural water resources</b>			
<b>4.5.4.1</b>	<p>Group managers should ensure that Independent smallholders can demonstrate that they understand the need to maintain the quality and availability of surface and ground water and steps are being taken for its implementation.</p> <p><b>- Minor compliance -</b></p>	<p>Based on the visit at a sampled smallholder plot # 2473 located by the river i.e. Sungai Sembrong and interview with group manager as well as sampled smallholders, it was not demonstrated that they understand the need to maintain the quality and availability of surface and ground water therefore no steps are being taken for its implementation.</p> <p>Hence, a minor noncompliance has been raised. Refer to NC reference, 1578711-201801-N1</p>	Minor noncompliance
<b>4.5.4.2</b>	<p>Water harvesting practices should be implemented.</p> <p><b>- Minor compliance -</b></p>	<p>Water harvesting practices has been practiced by smallholders based on the visible installation of water containing round culvert within smallholder field.</p>	Complied
<b>Criterion 4.5.5: Status of rare, threatened, or endangered species and high biodiversity value</b>			
<b>4.5.5.1</b>	<p>Group manager or relevant government agency should ensure that Independent smallholders are able to show a basic understanding of any species or habitats of concern, together with their conservation needs. Information on protected species and their habitat with high biodiversity value may be obtained from relevant government agencies, such as the Forestry Department, Forest Research Institute of Malaysia and the Wildlife Department.</p> <p><b>- Minor compliance -</b></p>	<p>Independent smallholders under Eng Lee Heng (ELH) have been invited to attend an MSPO Implementation Courses jointly conducted by ELH Group Manager and MPOB on 16/4/2017 and 26/11/2017. Other than MSPO awareness and understanding, courses training also including the following:</p> <ul style="list-style-type: none"> <li>• Good Agricultural Practices</li> <li>• FFB Harvesting</li> <li>• Occupational Safety &amp; Health Requirements</li> <li>• PPE Usage, Chemical Mixing &amp; Safe Spraying Method</li> </ul>	Complied

Criterion / Indicator		Assessment Findings	Compliance
		<ul style="list-style-type: none"> <li><i>Peranan Jabatan Perlindungan Hidupan Liar dan taman Negara (Perhilitan) dan Masyarakat dalam Melindungi Spesis Haiwan Terancam</i></li> </ul> <p>Training courses was conducted by representative of Wildlife Department, Kluang Johor. Training was conducted at Dewan Stesen Penyelidikan MARDI Kluang, Kluang Johor. A total of 53 attended out of 108 participating smallholders.</p> <p>A list <i>Senarai Hidupan Liar Di Negeri Johor</i> provided by Wildlife Department Kluang Johor has been distributed to all smallholders by Group Manager.</p>	
<b>Criterion 4.5.6: Zero burning practices</b>			
<b>4.5.6.1</b>	Independent smallholders shall not practice open burning during land preparation for oil palm cultivation or replanting, unless with the permission of relevant state authorities.  <b>- Major compliance -</b>	The practice was done in one sampled plot i.e. plot # 6759 for replanting in March 2017 prior to the implementation of MSPO in April 2017.	Complied
<b>4.6 Principle 6: Best Practices</b>			
<b>Criterion 4.6.1: Site Management</b>			
<b>4.6.1.1</b>	Group managers & relevant government agencies should encourage all independent smallholders' to implement best practices such as the MPOB Codes of Practice, Malaysian Standards and the Kod Amalan Baik (GAP) Pekebun Kecil.	Visited sample participants field: 1) Lee Yen Bin; MPOB License # 301917-201000; Validity Period: 1/2/2017 – 31/1/2022; Lot 6759, 6780, 7035 Mukim Kluang & Lot 1554, 1556; Total area: 16.63ha; Sample of CoGAP audit	Complied



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Criterion / Indicator	Assessment Findings	Compliance
<p><b>- Minor compliance -</b></p>	<p>has been conducted for lot 1556 on 18/7/2017;</p> <p>2) Wong Hin Man; MPOB License # 511757-001000; Validity Period: 16/10/2013 – 30/9/2018; Lot 1647, PTD 4075 Mukim Niyor; Total area: 4.13ha</p> <p>3) Tam Ji Yong; MPOB License # 531468-501000; Validity Period: 14/4/2014 – 30/11/2019; Lot 1092 Mukim Kluang &amp; Lot 1629, 1630, 1631, 1633, 1634, 1636, 2473 Mukim Niyor; Total area: 26.53ha</p> <p>The plan for CoGAP audit was sighted as per MPOB’s PTK <i>KALENDAR LATIHAN, GAP DAN LKN 2018 (1)EDIT 09012018</i>. Sighted also the plan for GAP and LKN (Lawatan Khidmat Nasihat) for the whole year 2018.</p> <p>Sample of GAP report was verified as below:</p> <ul style="list-style-type: none"> <li>i. GAP/JOHOR/KLUANG/PT-KLG/2017/10 dated 12/6/2017 for Tan Yang Tai, Lot No. 2342</li> <li>ii. GAP/JOHOR/KLUANG/PT-KLG/2017/13 dated 12/6/2017 for Tan Yeok Wah, Lot No. 2336</li> </ul> <p>Observed site practices at Eng Lee Heng facility (empty chemical container, fertilizer and chemical store, vehicle washing bay and workshop):</p> <ul style="list-style-type: none"> <li>i) Diesel pump located near to drain system without second containment</li> <li>ii) No effective oil trapping system at vehicle washing bay</li> <li>iii) Safety devices malfunction e.g forklift (horn), pay loader/shovel (reverse sensor and lighting)</li> <li>iv) Over stacking of fertilizer bags/palette</li> </ul>	

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Criterion / Indicator		Assessment Findings	Compliance
		v) Availability of SDS of in bi-lingual vii) Management of waste oil at workshop viii) Obtaining a chemical register for reference  An OFI was issued. Refer to OFI reference, 1578711-201801-I1	
<b>4.6.1.2</b>	A visual identification or reference system shall be established for each field or block of oil palm planting by group manager (where practical).  <b>- Major compliance -</b>	Visual identification for each field block of oil planting sighted are the signboard from a laminated paper.  1) Lee Yen Bin site – no chipping for felling tree (trace of burn trunk) 2) Wong Hin Man – good GAP implementation 3) Tam Ji Yong – no visual buffer zone  Site visit to Lot No. 2342, Lot No. 5284 (Smallholder: Tan Yang Tai) and Lot No. 6731 (Smallholder: Tan Yeok Wah) found that boundary stones were sighted to demarcate the boundaries. Besides, trenches were also constructed to separate the boundaries.	Complied
<b>Criterion 4.6.2: Economic and financial viability plan</b>			
<b>4.6.2.1</b>	Group manager shall establish a documented business or management plan to demonstrate attention to economic and financial viability.  <b>- Major compliance -</b>	Management Plan for year 2018 that related to the field activities such as manuring, spraying and harvesting programme has been prepared by the group manager. The detail of the management plan has been communicated to the small holder through the MPOB officer (pegawai Tunas) and public talk organizes by MPOB from time to time.  Manuring and spraying programme for 2018: Spraying: immature - 8 rounds per year, mature – 4 rounds per	Complied


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Criterion / Indicator		Assessment Findings	Compliance
		year Manuring: 3 times per year (recommendation > 6 years 9-12 kg)	
<b>Criterion 4.6.3: Transparent and fair price dealing</b>			
<b>4.6.3.1</b>	<p>Independent smallholders are encouraged to communicate with and have consultations with dealers, millers, local communities and other affected or interested parties.</p> <p><b>- Minor compliance -</b></p>	<p>ELH as the dealer kept individual file for each smallholder participating the MSPO program. Relevant information including records of ownership, MPOB license and other communications including FFB purchase records were kept in file.</p> <p>Sampled FFB purchase invoice # P1711-0181; dated: 30/11/2017 for sampled smallholder MPOB license # 301917-201000 specifying FFB delivery for ticket # 072675, 072770, 073744 &amp; 073751</p> <p>Group manager with the assistance of MPOB has negotiated FFB pricing with Mill for the smallholders FFB. Discussion on the agreed FFB price was sighted between both parties. For example, contract between Sindora POM and Eng Lee Heng Trading Sdn Bhd was made available. Refer to contract dated 15/11/16 which valid until 31/12/17. The new contract was signed on 4/1/18 and yet to finalize by the recipient mill.</p> <p>FFB price was based on daily price and monthly average and paid on monthly basis. Records of invoice payment sampled:</p> <p>i)INV# SISINPOM 1117/03/10 dated 30/11/17</p> <p>ii)INV# SBM1711003 dated 30/11/17</p> <p>There were no disputes on the payment noted during the audit.</p>	Complied

Criterion / Indicator		Assessment Findings	Compliance
		Group manager keeps a copy of all the FFB sales records	
<b>4.7 Principle 7: Development of new planting</b>			
<b>Criterion 4.7.1:</b> Oil palm shall not be planted on land with a high biodiversity value			
<b>4.7.1.1</b>	Independent smallholders shall not plant oil palm on land with high biodiversity value as identified by local, state and national legislation.  - Major compliance -	There's no any new planting by independent smallholders within ELH group hence no high biodiversity value as identified by local, state and national legislation were being compromised.	Complied
<b>Criterion 4.7.2:</b> Soil Survey			
<b>4.7.2.1</b>	Independent smallholders should obtain information on soil types, topography and their suitability for oil palm plantings from the relevant government agency. New planting plans should be prepared in consultation with extension service officers.  - Minor compliance -	There's no any new planting by independent smallholders within ELH group hence no any preparation in consultation with extension service officers conducted.	Complied
<b>Criterion 4.7.3:</b> Extensive planting on steep terrain, marginal and fragile soils			
<b>4.7.3.1</b>	Extensive planting on steep terrain, marginal and fragile soils, shall be avoided unless permitted by local legislation. Independent smallholders who establish new plantings on steep terrain, marginal and fragile soils, should adopt appropriate and viable conservation measures.	There's no any new planting by independent smallholders within ELH group. There's no any steep terrain, marginal and fragile soils available within independent smallholders estate within ELH group too.	Complied

Criterion / Indicator	Assessment Findings	Compliance
	- Major compliance -	

**Section 4: Assessment Conclusion and Recommendation**

<b>Acknowledgement of Internal Responsibility and Formal Sign-off of Assessment Findings</b>	
Based on the findings during the assessment SPOC J1, J2 & J4 Eng Lee Heng Certification Unit complies with the MS 2530-2:2013. It is recommended that the certification of SPOC J1, J2 & J4 Eng Lee Heng Certification Unit is approved.	
<b>Acknowledgement of Assessment Findings</b>	<b>Report Prepared by</b>
<b>Name:</b> Mohamad Hafiz Bin Abidin	<b>Name:</b> Mohamed Hidhir Zainal Abidin
<b>Company name:</b> SPOC J1, J2 & J4 Eng Lee Heng	<b>Company name:</b> BSI Services Malaysia Sdn. Bhd.
<b>Title:</b> Coordinator MSPO Eng Lee Heng	<b>Title:</b> Lead Auditor
<b>Signature:</b> 	<b>Signature:</b> 
<b>Date:</b> 13/08/2018	<b>Date:</b> 23/7/18

**Appendix A: Assessment Plan**

PRELIMINARY AGENDA					
Date	Time	Subjects	Hidhir	Ning Shing	Hafri
Tuesday 9/1/2018	PM	Audit Team travelling to Kluang Check in at Anika Hotel, Kluang	√	√	√
Wednesday 10/1/2018	0730	Traveling to Kahang town	√	√	√
	08.30 – 09.00	Opening Meeting: <ul style="list-style-type: none"> <li>Opening Presentation by Audit team leader.</li> <li>Confirmation of assessment scope and finalize Audit plan</li> </ul>	√	√	√
	09.00 – 12.30	Field Inspection (6 selected smallholders): Field visit, boundary inspection, fertilizer application, field spraying, harvesting, workers interview, buffer zone, HCV area, Office, workshop, worker housing, Landfill, Chemical store and mixing, etc.	√	-	√
	9.00 - 12.30	Stakeholder consultation - government agencies, contractor/supplier, villagers and aboriginal people @ “ orang asli” Document review on SEIA documents and records, land use type, customary right land, complaints and grievance, wage records, complaint records, workers records, training records, permits, CIP, etc.	-	√	-
	12.30 – 13.30	Lunch	√	√	√
	13.30 – 16.30	Continue with pre-lunch activities Document review: Safe work practices, employment conditions, training and competency, environmental management plan, energy usage, waste management plan, natural water resources, bio-D and ERT awareness, zero burning, best practices, site management and development of new planting (if any)	√	√	√
		Document review : Public documents, SOPs, Policies, Internal audit, Production & traceability requirements, FFB pricing, legal and other requirements, review on SEIA documents and records, wage records, complaint records, workers records, training records, permits, CIP, etc.	√	√	√
	16.30 - 17.00	Interim Closing briefing. Audit team travelling to Kluang	√	√	√

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Thursday 11/1/2018	0730	Audit team travelling to Kahang.			
	08.30 – 11.00	Field Inspection (5 selected smallholders): Field visit, boundary inspection, fertilizer application, field spraying, harvesting, workers interview, buffer zone, HCV area, Office, workshop, worker housing, Landfill, Chemical store and mixing, etc  Document review : Public documents, SOPs, Policies, Internal audit, Production & traceability requirements, FFB pricing, legal and other requirements, review on SEIA documents and records, land use type, customary right land, complaints and grievance, wage records, complaint records, workers records, training records, permits, CIP, etc.	-  √	√  -	√  -
	12.30 –	Lunch	√	√	√
	13.30 – 15.30	Continue with pre-lunch activities Document review: Safe work practices, employment conditions, training and competency, environmental management plan, energy usage, waste management plan, natural water resources, bio-D and ERT awareness, zero burning, best practices, site management and development of new planting (if any)	√	√	√
	15.30 –	Audit team discussion and report writing	√	√	√
	16.30 – 17.00	Closing meeting and presentation of finding	√	√	√
	1700	End of audit. Travelling back to Kluang	√	√	√
Friday 12/1/2018	AM	Audit team travelling back to KL	√	√	√



**Appendix B: List of Stakeholders Contacted**

<b>Internal Stakeholders</b>	<b>External Stakeholders</b>
Group Manager (Eng Lee Heng Trading) MPOB Officers (Pegawai Tunas Kawasan) MPOB Officers (HQ) Smallholder (Mukim Kahang) Smallholder (Mukim Kluang) Smallholder (Mukim Nyior)	Kulim Berhad Village head, Kg Air Pasir Kindergarden helper, Kg Air Pasir

**Appendix C: Smallholder Member Details**

No	Name of smallholder	Year Planted	Land Area (ha)	Forecast FFB (year)
1	BOOBALAN A/L ELENKOV	2015	3.29	0
2	CHONG KIM CHING	1990	3.44	152.66
	CHONG KIM CHING	1990	1.33	
3	CHONG MUI KEOW	1998	3.21	299.84
	CHONG MUI KEOW	1998	3.23	
	CHONG MUI KEOW	1992	3.25	
	CHONG MUI KEOW	1979	3.28	
4	CHONG YIEN LEE	2000	3.05	102.51
5	CHONG YIEN CHIEN	2000	4.27	80.03
	CHONG YIEN CHIEN	2000	3.26	
6	ENG HWA SAI	1993	3.31	1695.84
	ENG HWA SAI	1993	3.07	
	ENG HWA SAI	1993	3.28	
	ENG HWA SAI	1993	3.33	
	ENG HWA SAI	1998	3.38	
	ENG HWA SAI	1986	3.24	
	ENG HWA SAI	1986	3.20	
	ENG HWA SAI	1986	2.94	
	ENG HWA SAI	1992	3.63	
	ENG HWA SAI	1992	3.35	
	ENG HWA SAI	1992	3.42	
	ENG HWA SAI	1992	3.19	
7	ENG POH BOON	1997	2.87	
	ENG POH BOON	1997	3.18	
	ENG POH BOON	1997	2.96	
	ENG POH BOON	1983	3.32	
	ENG POH BOON	1992	3.19	
	ENG POH BOON	1992	3.30	
	ENG POH BOON	1992	3.25	
8	ENG POH WUU	1984	3.35	146.77
	ENG POH WUU	1992	3.52	
	ENG POH WUU	1992	3.27	
9	ENG LIE SIANG	2000	3.37	52.41

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	ENG LIE SIANG	2004	3.35	
10	ENG LIE CHEN	1992	3.86	70.60
	ENG LIE CHEN	1992	3.10	
11	ENG HOCK KEONG	2008	3.71	117.18
	ENG HOCK KEONG	1999	3.24	103.96
	ENG HOCK KEONG	1992	3.84	112.38
12	TIU PEI SHI (Eng Siang Soon)	2008	3.22	109.92
13	ENG CHIN PIAN	1997	3.31	209.97
	ENG CHIN PIAN	1997	3.27	
	ENG CHIN PIAN	1988	3.23	294.73
	ENG CHIN PIAN	1988	3.25	
14	FOONG LAI CHEE	1999	3.44	66.36
15	GOH HOCK GUAN	1990	3.21	190.22
16	KION SAI @ ENG KION SAI	1996	3.35	717.61
	KION SAI @ ENG KION SAI	1996	3.29	
	KION SAI @ ENG KION SAI	1987	3.45	
	KION SAI @ ENG KION SAI	1988	3.17	
	KION SAI @ ENG KION SAI	1988	3.38	
	KION SAI @ ENG KION SAI	1992	2.96	
	KION SAI @ ENG KION SAI	1992	3.84	
	KION SAI @ ENG KION SAI	1992	3.68	
17	KOO CHEE KANG	1998	3.15	81.25
18	KOO GHEE CHONG	1998	3.32	81.24
19	KOO SOH BEE	1998	3.35	81.24
20	KUEK SON KEYAU	1991	3.45	98.46
21	KEMAJUAN TONG TOR SDN BHD	1982	2.68	1581.27
	KEMAJUAN TONG TOR SDN BHD	1990	2.23	
	KEMAJUAN TONG TOR SDN BHD	1990	2.43	
	KEMAJUAN TONG TOR SDN BHD	1981	1.98	
22	LEE WHATT CHONG	1993	3.50	96.67
	LEE WHATT CHONG	1985	3.35	341.18
	LEE WHATT CHONG	1991	3.33	
	LEE WHATT CHONG	1994	3.21	
	LEE WHATT CHONG	1988	3.21	
23	LEE CHOON BIN	1992	3.28	168.78
	LEE CHOON BIN	1992	2.02	

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	LEE CHOON BIN	1995	3.26	85.53
24	LEE YUEN KOON	1979	3.24	156.20
	LEE YUEN KOON	1995	3.26	163.83
	LEE YUEN KOON	1995	3.32	175.81
	LEE YUEN KOON	1995	2.02	
25	LEE EE BIN	1999	3.42	85.37
26	LEE NYUK CHIN	1999	3.46	252.02
	LEE NYUK CHIN	1990	3.29	
27	LEE YEN BIN	1995	3.29	612.76
	LEE YEN BIN	1995	3.36	
	LEE YEN BIN	1995	3.43	
	LEE YEN BIN	1995	3.28	
	LEE YEN BIN	1995	3.27	
	LEE YEN BIN	1979	3.26	
	LEE YEN BIN	1992	3.34	
28	LIM CHEW SWEE	1992	3.44	155.23
	LIM CHEW SWEE	1992	2.02	
29	LEE TECK HEAN	1993	2.43	325.43
	LEE TECK HEAN	1993	3.37	
	LEE TECK HEAN	1993	3.22	
	LEE TECK HEAN	1993	3.24	
30	LEE TECK SING	1999	3.37	0
	LEE TECK SING	1999	3.37	
	LEE TECK SING	1992	3.34	
	LEE TECK SING	1992	3.20	
31	LEE TECK CHEE	1991	3.23	447.95
	LEE TECK CHEE	1981	3.81	
	LEE TECK CHEE	1999	3.39	
	LEE TECK CHEE	1999	3.39	
	LEE TECK CHEE	1999	2.43	
32	LIM CHING LAM	2000	3.47	109.57
	LIM CHING LAM	2000	1.36	
33	LIM CHENG HAI	1990	2.02	50.56
34	LIM POH	1981	3.28	169.82
35	LAU AH HOCK @ LOW AH HOCK	1992	3.54	213.34
36	LEE BENG LENG	2006	3.20	103.72

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	LEE BENG LENG	1998	3.24	
37	LAU SOON KIAT	2000	3.26	28.40
38	LAU KOK SIONG	1997	3.21	74.79
39	LOW EH CHEE	1997	3.30	95.10
40	LOW LIM HENG	1987	3.10	112.84
41	LEE LAM HUAT	1989	2.53	87.31
42	NG GEOK LIN @ ENG LAN	2003	3.05	64.22
43	NG HOR SEONG	1990	3.18	596.64
	NG HOR SEONG	1990	3.19	
	NG HOR SEONG	1990	3.30	
	NG HOR SEONG	1990	3.03	
	NG HOR SEONG	1990	3.18	
44	NG AH EE @ NG AH WEE	1998	3.26	81.25
45	NG WAI TECK	2006	3.17	94.84
46	NG WAI CHIN	1999	3.33	93.40
47	NG YEOW CHAN	1996	3.18	93.98
	NG YEOW CHAN	1995	3.17	
48	NG THIAM HENG	1997	3.46	102.34
49	ONG KWEE POH	1987	3.42	98.25
50	PANG SIEN YENG	1985	1.46	59.88
51	R.MANIMARAN A/L RENGASAMY	1985	4.05	102.48
52	RENGASAMY A/L PERIA GOUNDER	1992	4.12	204.89
	RENGASAMY A/L PERIA GOUNDER	1992	3.80	
53	SAM YAU LIN	1992	3.32	0
54	SER HAI ENG	2001	4.05	63.64
55	SARAVANAN A/L MAHARINGOKE	1989	3.45	0
56	SELVARAJ A/L PALANIAPPAN	1990	4.01	36.75
57	TAN CHIE LONG	2008	3.64	104.96
58	TAN YANG TAI	2001	3.23	489.50
	TAN YANG TAI	2001	3.64	
	TAN YANG TAI	2001	3.36	
	TAN YANG TAI	1992	3.20	
	TAN YANG TAI	1993	3.25	
59	TAN YOEK WAH	1996	3.31	59.05
	TAN YOEK WAH	1978	3.24	104.98
60	TAN ENG KOK,TAN YANG TAI	1994	3.83	79.32

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	TAN ENG KOK,TAN YANG TAI	1996	4.20	92.46
61	TEO SEW BEN	1992	3.35	104.96
	TEO SEW BEN	1975	3.23	
62	TAN CHONG NGEE	1985	3.36	82.80
63	TAN KENG HOI	1999	2.33	106.31
	TAN KENG HOI	1999	2.43	
64	TEW SIN LEONG	2009	3.22	68.04
65	TEO TIAM CHAI	2009	2.55	70.16
66	TAN ENG SENG	1995	3.31	54.45
67	TAY SENG CHOY	1998	3.26	366.40
	TAY SENG CHOY	1998	2.62	
68	TEE TOH	1996	3.32	107.01
	TEE TOH	1988	3.41	
	TEE TOH	1995	3.25	
69	TAN LAY CHIN	1997	0.94	96.87
	TAN LAY CHIN	1997	3.38	
	TAN LAY CHIN	1997	3.49	
	TAN LAY CHIN	1997	3.39	
70	TING KIM HONG	1990	3.21	118.04
71	TAN KENG WAH	1990	4.02	0
72	TAN CHEE WEE	2000	3.24	102.51
73	TAN CHIN CHAI	2001	3.04	0
	TAN CHIN CHAI	2001	1.62	
74	TAY LAI HONG	2004	3.41	198.35
75	TAM JI YONG	1986	3.60	1487.60
	TAM JI YONG	1995	3.24	
	TAM JI YONG	1994	3.25	
	TAM JI YONG	1993	3.26	
	TAM JI YONG	1988	3.23	
	TAM JI YONG	1989	3.25	
	TAM JI YONG	1988	3.25	
	TAM JI YONG	2001	3.45	
	TAM JI HOW	1994	3.28	
	TAM JI HOW	1986	4.05	
	TAM JI HOW	1987	3.24	
	TAM JI HOW	1990	3.24	

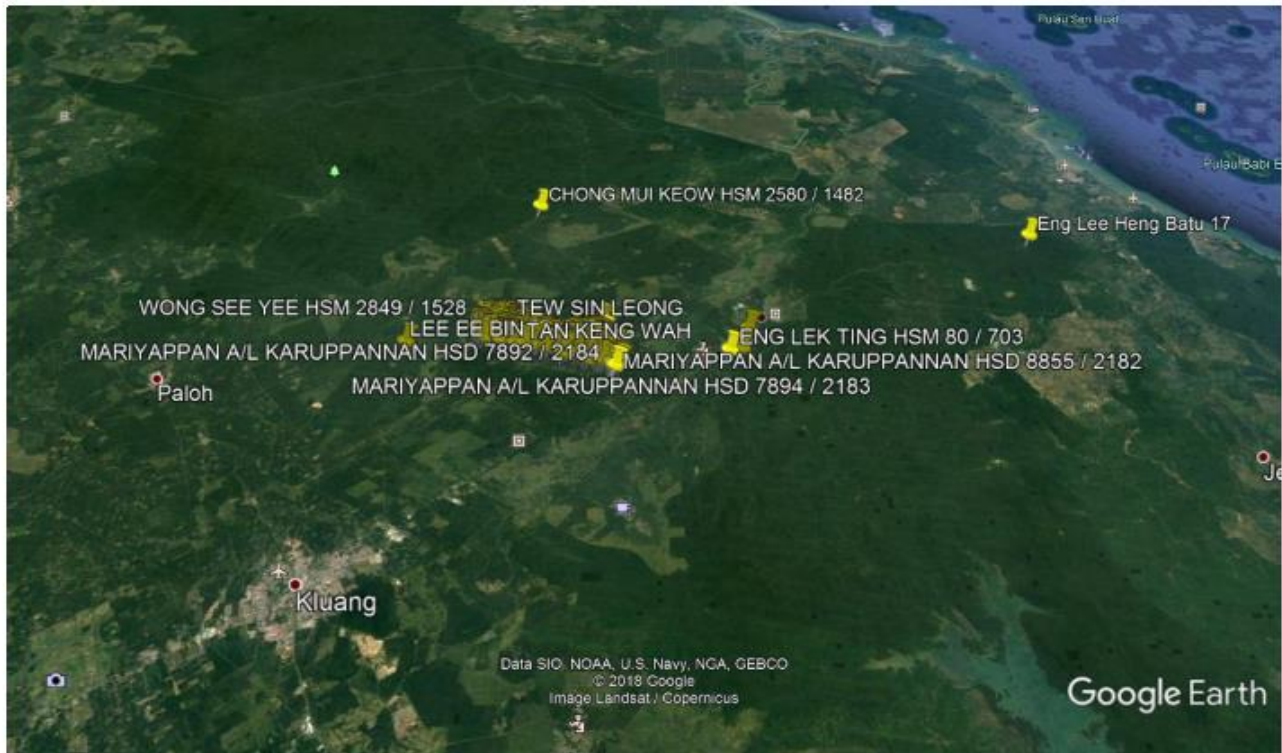
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	TAM JI HOW	1991	3.24	
	TAM JI HOW	1993	3.30	
	TAM JI HOW	1992	3.21	
	TAM HON KEONG	1996	3.43	
	TAM HON KEONG	1994	3.24	
	TAM HON KEONG	1993	3.24	
	TAM HON KEONG	1988	3.19	
	TAM HON KEONG	1988	3.26	
	TAM HON KEONG	1984	3.27	
	TAM HON KEONG	1995	3.17	
	TAM HON KEONG	1987	3.25	
76	TAN GEK POH	1981	3.66	129.40
77	WONG CHONG MAN	2000	3.24	169.79
	WONG CHONG MAN	1995	3.23	
	WONG CHONG MAN	1996	3.25	
78	WONG HIN MAN	1998	3.45	473.99
	WONG HIN MAN	1997	0.68	
	WONG HIN MAN	1992	3.23	0
	WONG HIN MAN	1988	3.26	
79	WONG SEE YEE	1992	3.44	103.75
	WONG SEE YEE	1992	3.20	66.44
	WONG SEE YEE	1992	2.02	43.25
80	LEE PEE	1995	3.21	64.16
81	TAN POI HOK	1992	3.22	82.80
	TAN POI HOK	1995	3.25	70.52
82	LEE KUAN LEA	2001	3.24	64.11
	LEE KUAN LEA	1990	3.25	80.53
	LEE KUAN LEA	1995	1.33	33.22
83	KANESAN A/L TARUMUGAM	1992	3.98	102.48
84	R.SELVAM A/L RENGASAMY	1990	3.93	102.48
85	MARIYAPPAN A/L KARUPPANNAN	1992	4.24	385.80
	MARIYAPPAN A/L KARUPPANNAN	1992	4.32	
	MARIYAPPAN A/L KARUPPANNAN	1992	4.71	
86	MAHALINGAM A/L RAMASAMY	1984	3.43	189.01
	MAHALINGAM A/L RAMASAMY	1984	3.29	
	MAHALINGAM A/L RAMASAMY	1984	3.50	

	MAHALINGAM A/L RAMASAMY	1984	3.49	
87	LEE SONG SENG	1991	3.33	121.83
88	LIM WEE CHONG	1995	3.27	83.13
89	ENG LEK TING	1985	1.22	56.44
	ENG LEK TING	1982	4.00	98.84
90	TEO PANG CHYE	1998	3.50	264.74
91	LIM KIM SUAN	1997	3.09	97.86
92	ENG SWE	2002	3.20	153.21
93	NG AH BAE	1983	3.64	114.20
94	NG MOI WAH	1983	4.04	114.14
95	LIM BOON HONG	1996	3.25	98.53
96	LIM MON KOO	2000	3.26	103.88
97	GAN TOW NGI	1995	2.95	198.94
98	LOO YEE GAN	1983	3.24	96.97
99	LAW AI CHAK	1996	3.30	135.54
100	PANG CHIN CHEW	2000	3.31	78.64
101	TEE SYE LAM	1990	3.12	0
102	TEE CHAI TIAN	1999	3.23	198.12
	TEE CHAI TIAN	1992	1.63	
	TEE CHAI TIAN	1992	1.70	
103	LIM LEE KIAT	1995	3.24	74.20
104	SOH KEE	1992	3.39	163.56
105	LIM SEE CHAN @ LIM EE	1992	3.38	82.69
106	WONG AH NGAH @ WONG CHOON KWAI	1983	2.02	260.89
	WONG AH NGAH @ WONG CHOON KWAI	1983	2.02	
	WONG AH NGAH @ WONG CHOON KWAI	1983	2.02	
	WONG AH NGAH @ WONG CHOON KWAI	1983	2.02	
107	LIM SOON	1999	3.17	99.97
108	TEE KIM CHAI	1997	3.31	190.52
<b>Total</b>			<b>768.43</b>	<b>21,943.18</b>



**Appendix F: Location and Field Map**



**Appendix G: List of Abbreviations**

BOD	Biochemical Oxygen Demand
CB	Certification Bodies
CHRA	Chemical Health Risk Assessment
COD	Chemical Oxygen Demand
CPO	Crude Palm Oil
EFB	Empty Fruit Bunch
EHS	Environmental, Health and Safety
EIA	Environmental Impact Assessment
EMS	Environmental Management System
FFB	Fresh Fruit Bunch
FPIC	Free, Prior, Informed and Consent
GAP	Good Agricultural Practice
GHG	Greenhouse Gas
GMP	Good Manufacturing Practice
GPS	Global Positioning System
HCV	High Conservation Value
IPM	Integrated Pest Management
ISCC	International Sustainable Carbon Certification
LD50	Lethal Dose for 50 sample
MSPO	Malaysian Sustainable Palm Oil
MSDS	Material Safety Data Sheet
MT	Metric Tonnes
OER	Oil Extraction Rate
OSH	Occupational Safety and Health
PK	Palm Kernel
PKO	Palm Kernel Oil
POM	Palm Oil Mill
POME	Palm Oil Mill Effluent
PPE	Personal Protective Equipment
RTE	Rare, Threatened or Endangered species
SEIA	Social & Environmental Impact Assessment
SIA	Social Impact Assessment
SOP	Standard Operating Procedure