

**MALAYSIAN SUSTAINABLE PALM OIL****INITIAL ASSESSMENT  
Public Summary Report**

<b>GENTING PLANTATIONS BERHAD</b>
Head Office: 10 <sup>th</sup> Floor, Wisma Genting, Jalan Sultan Ismail 50250 Kuala Lumpur, Malaysia
Certification Unit: <b>Genting SDC Sdn Bhd</b> <b>Genting Tanjung Palm Oil Mill</b> & Plantations including Genting Tanjung, Genting Tenegang, Genting Landworthy, Genting Layang & Genting Bahagia Estate
Location of Certification Unit: Mile 97, Sandakan-Lahad Datu Road Tenegang, Jalan Jeroco 90200 Kinabatangan Sabah, Malaysia

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

**Report Number: 8797007**

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

1.1 Organizational Information and Contact Person			
MPOB License	Genting Tanjung Oil Mill: Genting Tanjung Estates :		
Company Name	Genting Sdn Bhd – Genting Tanjung Oil Mill		
Address	Head office : 10 <sup>th</sup> Floor, Wisma Genting, Jalan Sultan Ismail 50250 Kuala Lumpur, Malaysia Certification unit : Genting Tanjung Oil Mill, Mile 97, Sandakan-Lahad Datu Road, Tenengang, Jalan Jeroco 90200 Kinabatangan, Sabah, Malaysia		
Group name if applicable:	Genting Plantations Berhad		
Subsidiary of (if applicable)	Genting SDC Sdn Bhd		
Contact Person Name	Mr Tan Cheng Huat (Senior Vice President)		
Website	<a href="http://www.gentingplantations.com/">http://www.gentingplantations.com/</a>	E-mail	<a href="mailto:chenghuat.tan@genting.com">chenghuat.tan@genting.com</a>
Telephone	03 2333 6510 (Head office) 089 567 091 (Genting Tanjung Oil Mill)	Facsimile	03 2333 6575 (Head office)

1.2 Certification Information			
Certificate Number	MSPO 680512 – Genting Tanjung Oil Mill MSPO 692777 – Genting Tanjung Estates		
Issue Date	09/08/2018	Expiry date	08/08/2023
Scope of Certification	Genting Tanjung Oil Mill: Production of Sustainable Palm Oil and Palm Oil Products Genting Tanjung Estate: Production of Sustainable Oil Palm		
Stage 1 Date	N/A (RSPO certified)		
Stage 2 / Initial Assessment Visit Date (IAV)	20-21 and 24/11/2017		
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
RSPO 652320	RSPO P&C MYNI 2014	BSI Services (M) Sdn Bhd	10/01/2022
GTOM, GTJE, GLWE, GLYE, GBGE & GTGE:	ISCC EU & ISCC PLUS	ASG Cert GmbH	12/01/2018

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EU-ISCC-Cert-DE119-60153796 ISCC-Plus-Cert-60153796			
GTOM: ISO 9001:2008 ISO 14001:2004 OHSAS 18001:2007 MS 1722	QMS EMS OHSAS OHSMS	SIRIM QAS International Sdn Bhd	14/09/2018 14/09/2018 24/02/2018 24/02/2018

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<b>1.3 Location of Certification Unit</b>			
<b>Name of the Certification Unit (Palm Oil Mill/ Estate/ Smallholder/ Independent Smallholder)</b>	<b>Site Address</b>	<b>GPS Reference of the site office</b>	
		<b>Longitude</b>	<b>Latitude</b>
Genting Tanjung Palm Oil Mill (80 mt/hr)	Jalan Jeroco, Mile 97, Sandakan-Lahad Datu Road 90200 Kinabatangan, Sabah, Malaysia	118° 16' 23.9" E	5° 25' 22.8" N
Genting Tanjung Estate	Jalan Jeroco, Mile 97, Sandakan-Lahad Datu Road 90200 Kinabatangan, Sabah, Malaysia	118° 16' 23.9" E	5° 25' 22.8" N
Genting Tenegang Estate	Jalan Jeroco, Mile 97, Sandakan-Lahad Datu Road 90200 Kinabatangan, Sabah, Malaysia	118° 13' 32.2" E	5° 20' 46.02" N
Genting Landworthy Estate	Jalan Jeroco, Mile 97, Sandakan-Lahad Datu Road 90200 Kinabatangan, Sabah, Malaysia	118° 18' 24.6" E	5° 25' 13.4" N
Genting Layang Estate	Jalan Jeroco, Mile 97, Sandakan-Lahad Datu Road 90200 Kinabatangan, Sabah, Malaysia	118° 14' 3.35" E	5° 25' 21.9" N
Genting Bahagia Estate	Jalan Jeroco, Mile 97, Sandakan-Lahad Datu Road 90200 Kinabatangan, Sabah, Malaysia	118° 16' 33.7" E	5° 21' 49.5" N

<b>1.4 Plantings &amp; Cycle</b>					
<b>Estate</b>	<b>Age (Years) - ha</b>				
	<b>0 - 3</b>	<b>4 - 10</b>	<b>11 - 20</b>	<b>21 - 25</b>	<b>26 - 30</b>
Genting Tanjung Estate (GTJE)	819.13	0	6.35	191.93	2,780.75
Genting Tenegang Estate (GTGE)	243.56	0	0	0	3,186.69
Genting Landworthy Estate (GLWE)	0	0	0	2,133.93	1,572.68
Genting Layang Estate (GLYE)	110.31	0	0	1,367.93	340.63
Genting Bahagia Estate (GBGE)	174.24	0	0	0	3,614.06
<b>Total</b>	1,347.24	0	6.35	3,693.79	11,494.81

<b>1.5 FFB Production (Actual) and Projected (tonnage)</b>			
<b>Producer Group</b>	<b>Projected (Not Applicable)</b>	<b>Actual production (Nov 2016-Oct 2017)</b>	<b>Projected production (Nov 2017-Oct 2018)</b>
Genting Tanjung Estate (GTJE)	-	73,101.50	69,656.00
Genting Tenegang Estate (GTGE)	-	67,652.48	61,040.00

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Genting Landworthy Estate (GLWE)	-	83,691.98	75,513.97
Genting Layang Estate (GLYE)	-	34,827.24	36,505.00
Genting Bahagia Estate (GBGE)	-	91,380.37	63,722.77
Total	-	350,653.57	306,437.7

1.6 Certified Tonnage			
Mill Capacity: (90) MT/hr	Estimated (Not Applicable)	Actual (Nov 2016-Oct 2017)	Forecast (Nov 2017-Oct 2018)
	FFB	FFB	FFB
	N/A	350,653.57	306,437.7
	CPO (OER: %)	CPO (OER: %)	CPO (OER: %)
	N/A	70,747.40(20.18)	64,964.79 (21.20)
	PK (KER: %)	PK (KER: %)	PK (KER: %)
	N/A	18,656.72(5.32)	16,547.64 (5.40)

1.7 Description of Supply Base					
Estate	Total Planted (Mature + Immature) (ha)	HCV (ha)	Infrastructure & Other (ha)	Total Area (ha)	% of Planted
Genting Tanjung Estate (GTJE)	3,798.16	156.9	511.01	4,466.07	85%
Genting Tenegang Estate (GTGE)	3,430.25	85.6	136.69	3,652.54	94%
Genting Landworthy Estate (GLWE)	3,706.61	89.7	241.49	4,037.80	92%
Genting Layang Estate (GLYE)	1,818.87	172.05	86.49	2,077.41	88%
Genting Bahagia Estate (GBGE)	3,788.30	92.1	546.64	4,427.04	86%
Total	16,542.19	596.35	1522.32	18,660.86	89%

1.8 Details of Certification Assessment Scope and Certification Recommendation:
<p>BSI Services Malaysia Sdn Bhd has conducted the Initial Assessment of Genting SDC Sdn Bhd – Genting Tanjung (Tenegang Group), located in Lahad Datu, Sabah comprising Genting Tanjung Oil Mill, Estates and infrastructure. The assessment was conducted onsite to assess the compliance of the certification unit against the MS 2530-3:2013 Part 3: General principles for oil palm plantations and organized smallholder, MS 2530-4:2013 Part 4: General principles for palm oil mills and MSP0 Guidance. The onsite assessment was conducted on 20-21 and 24 November 2017.</p> <p>Based on the assessment result, Genting Tanjung Oil Mill and Genting Tanjung Estates complies with the MS 2530-3:2013 Part 3: General principles for oil palm plantations and organized smallholder, MS 2530-4:2013 Part 4: General principles for palm oil mills and recommended for certification.</p>

## Section 2: Assessment Process

### Certification Body:

BSI Services Malaysia Sdn Bhd,  
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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 20-21 and 24 November 2017. The audit programme is included as Appendix A. The approach to the audit was to treat the Genting Tanjung Palm Oil Mill and its supply base as a MSP0 Certification Unit. A range of environmental and social factors were covered. This includes consideration of topography, palm age, proximity to areas with HCVs, declared conservation areas and local communities. Prior to audit conducted, public consultation was made on 19/10/2017 – 18/11/2017; refer [https://www.bsigroup.com/LocalFiles/en-MY/MSP0/Public%20Notification/MSP0%20stakeholder%20letter\\_Genting%20Tanjung\\_english.pdf](https://www.bsigroup.com/LocalFiles/en-MY/MSP0/Public%20Notification/MSP0%20stakeholder%20letter_Genting%20Tanjung_english.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 2530-3:2013 and MS 2530-4:2013 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 MSP0 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 MSP0 requirements and aspects where they considered that improvements could be made. At the start of each meeting, the interviewer explained the purpose of the audit followed by an evaluation of the relationship between the stakeholder and the company before discussions proceeded. The interviewer recorded comments made by stakeholders and these have been incorporated into the assessment findings.

Structured worker interviews with male and female workers and staff were held in private at the workplace in the mill and the estates. Fieldworkers were interviewed informally in small groups in the field. In addition, the wives of workers and staff were interviewed in informal group meetings at their housing. Separate visits were made to each 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.

The assessment findings for this assessment are detailed in Section 4.2.

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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 4)</b>	<b>Year 5 (ASA 5)</b>
Genting Tanjung Oil Mill	√	√	√	√	√
Genting Tanjung Estate (GTJE)	-	√	-	√	-
Genting Tenegang Estate (GTGE)	-	√	-	√	-
Genting Landworthy Estate (GLWE)	√	√	√	√	√
Genting Layang Estate (GLYE)	√	-	√	-	√
Genting Bahagia Estate (GBGE)	√	-	√	-	√

**Tentative Date of Next Visit:** October 18, 2018 - October 19, 2018

**Total No. of Mandays:** 6.0



**BSI Assessment Team:****Mohamed Hidhir Zainal Abidin – Lead Auditor**

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. During this assessment, he assessed on the aspects of legal, mill best practices, safety and health, environmental and workers and stakeholders consultation.

**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.

**Daniel Francis – Team Member**

Daniel Francis is a fulltime employee with BSI Services Malaysia. He holds a Bachelor of Applied Science Degree in Food Science, graduated from Charles Sturt University, Australia. He has over 8 years of working experience in the oil and gas industry and 3 years in the food & beverage industry. He is an experienced auditor for several management system standards including ISO 9001, ISO 14001, OHSAS 18001 and Integrated Management System. He had completed the ISO 9001:2015 Lead Auditor Course and RSPO SCC Lead Auditor Course. He had been involved in the RSPO audits with various companies in Malaysia. During assessment, he covers the legal issues and occupational safety and health.

### Section 3: Assessment Findings

#### 3.1 Details of audit results

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

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

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

The nonconformity is listed below.

During the Initial Certification Assessment there were four (4) Major nonconformities & one opportunity for improvement raised. The Genting Tanjung Oil Mill and Genting Tanjung 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
1555465-201709-M1	Genting Tanjung Oil Mill and its supply base	MSPO Part 4: 4.3.1.1
Requirements:	i) All operations shall be in compliance with applicable local, state, national and ratified international laws and regulations. ii) "Permit Wanita Bekerja Malam" under section 75, Labour Ordinance (Sabah Cap 67)	
Statement of Nonconformity:	Compliance with applicable state laws and regulation was not effectively demonstrated.	
Objective Evidence:	Referring to "Permit Wanita Bekerja Malam" under section 75, Labour Ordinance (Sabah Cap 67), serial number:05(0016)SDK dated 28/7/18 with regards to transport and night shift allowance. No evidence of night shift allowance paid in the pay slip for the month the following: i) A1005763 - February 2017: low production month, night shift (6-11/2/17, 20-25/2/17, August 2017:normal production month, night shift (20-23/8/17, 7-13/8/17), October 2017: peak production month, night shift (2-8/10/17, 16-21/10/17, 29-31/10/17) ii) B3158734 - February 2017: low production month, night shift (6-11/2/17, 20-25/2/17, August 2017: normal production month, night shift (20-26/8/17, 7-12/8/17), October 2017: peak production month, night shift (2-7/10/17, 16-21/10/17, 29-31/10/17) Based on workers and management interview, there was no free transport provided for women that work on night shift. No agreed compensation amount as alternative if no free transport provided for women that work on night shift.	

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Corrections:	Application for exemption of permit conditions were made to JTK on 20.12.2017. While waiting on JTK's response, consultation made with women employee work on shift and agreements made with decision management to pay both shift allowance and transport allowance at the rate of RM0.50 each effective 1.11.2017.
Root cause analysis:	Overlooked on the detail of the requirement in the 'Permit Wanita Kerja Malam', the previous evaluation of compliance with legal and other requirements that was not properly done since no detail of conditions of requirements need to be complied with.
Corrective Actions:	The evaluation of compliance with legal and other requirements that was not properly done has been improved by detailing each conditions required to be complied with on the legal register prior to evaluation.
Assessment Conclusion:	The submitted evidences were found to be sufficient, thus NC is effectively close on 20/2/18

Major Nonconformities:		
Ref	Area/Process	Clause
1555465-201709-M2	Genting Tanjong Oil Mill and its supply base	MSP0 Part 3: 4.4.5.6
Requirements:	All employees shall be provided with fair contracts that have been signed by both employee and employer. A copy of employment contract shall be made available for each and every employee indicated in the employment records.	
Statement of Nonconformity:	Evidence of fair contracts that have been signed by both employee and employer was not effectively demonstrated	
Objective Evidence:	<p>Refer to Sabah OUs "Perjanjian Pekerjaan" , Employment Contract para 10; " Pekerja harian (tidak termasuk pekerja borong/pajak) jika diberi arahan dan kelulusan bertulis oleh majikan untuk bekerja pada hari rehatnya atau hari cuti umum, pekerja berhak mendapat bayaran gaji pada kadar berikut":</p> <p>a) Pada hari rehat - 2 kali ganda;            b) Pada hari cuti umum - 3 kali ganda.</p> <p>Sample of contract checked:</p> <p>i) Genting Bahagia Estate (B1104118, A6778643, AS259435, AS369872, AT680829, AT680829, AT245388)            ii) Genting Landworthy Estate (AT 681340, EB 5779176)            iii) Genting Layang Estate (AT 681368, AT245056, AT696581)</p>	
Corrections:	<p>1. The Employment Agreement - Clause 10 to be amended as follows, by HRAD:</p> <p>“ PEKERJA Harian dan PEKERJA Borongan/Pajak jika diberi arahan dan kelulusan bertulis oleh MAJIKAN untuk bekerja pada hari rehatnya atau hari Cuti Umum, PEKERJA berhak mendapat bayaran gaji pada kadar berikut:</p> <p>(a) Pada hari Rehat - <u>2 kali ganda</u> gaji harian atau harga borong/pajak            (b) Pada hari Cuti Umum - <u>3 kali ganda</u> gaji harian atau harga borong/pajak ”</p> <p>2. To issue an addendum (on the above latest changes) to all the existing workers, and brief them accordingly, by 29<sup>th</sup> Dec 2017.</p>	
Root cause analysis:	The management is guided by group policy where 'piece' rated workers are not offered to work on Rest Day/Public Holiday	

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Corrective Actions:	HRAD to issue the latest amended Employment Agreement (v3.0) by 29 <sup>th</sup> Dec 2017, for implementation by all OUs at Sabah. To ensure regular monitoring and compliance on Sabah Labour Ordinance 2005
Assessment Conclusion:	The submitted evidences were found to be sufficient, thus NC is effectively close on 20/2/18

Major Nonconformities:		
Ref	Area/Process	Clause
1555465-201709-M3	Genting Tanjong Oil Mill and its supply base	Part 3: 4.4.5.9
Requirements:	Wages and overtime payment documented on the pay slips shall be in line with legal regulations and collective agreements.	
Statement of Nonconformity:	Wages payment was not in line with legal regulations.	
Objective Evidence:	<p>Genting Bahagia Estate: Sampled of harvester, mandore and bunch checker payslip and cross checked with harvesting interval book, check roll book and bunch checker's record found that the number of days of harvesters who worked on rest day were not properly documented. Further trail in the bunch checker records, the following workers bunch count recorded as per below:</p> <ul style="list-style-type: none"> <li>i) Employee No.: AS 369872, bunch count: 422 on 16/10/17, rest day on 15/10/17</li> <li>ii) Employee No.: AT 680829, bunch count: 450 on 23/10/17, rest day on 22/10/17</li> <li>iii) Employee No.: AT 245388, bunch count: 371 on 9/10/17, rest day on 8/9/17</li> <li>iv) Employee No.: A 6778643, bunch count: 299 on 9/10/17, rest day on 8/9/17</li> </ul> <p>Verified with bunch counter (AT245886) payslip for October 2017, he has worked for 31 days in October 2017 inclusive of rest day and public holiday. Based on interview with mandore and the said workers, they have confirmed that they worked on rest day without formal instruction from management. Document checked on the bunch counters' payslip and harvester found that there were some different where the bunch counters were paid double rate of its daily rate whereas harvesters were paid on normal rate for their piece per rate on the next day.</p>	
Corrections:	Consultation made with piece-rated employee to explain that estate management to offer Sunday work only during peak crop period as per memorandum by GM effective 1.12.2017.	
Root cause analysis:	The management is guided by group policy where 'piece' rated workers are not offered to work on Rest Day/Public Holiday	
Corrective Actions:	<p>Management decided to revised the policy to be only if instructed by management, all piece-rate workers work on rest day shall be paid double including where for harvesters, the bunches harvested on Rest Day (Sunday) will be recorded as harvested on Sunday and entitled for double rate.</p> <p>The evaluation of compliance with legal and other requirements has been improved detailing each conditions required to be complied with on the legal register prior to evaluation</p>	

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Assessment Conclusion:	The submitted evidences were found to be sufficient, thus NC is effectively close on 20/2/18
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Major Nonconformities:		
Ref	Area/Process	Clause
1555465-201709-M4	Genting Tanjong Oil Mill and its supply base	MSPO Part 3: 4.5.3.2
Requirements:	A waste management plan to avoid or reduce pollution shall be developed and implemented.	
Statement of Nonconformity:	Waste management and disposal plan is not implemented effectively.	
Objective Evidence:	Genting Bahagia Estate Sighted traces of oil on the ground surrounding the oil trap at the division 6 (diesel storage tank).	
Corrections:	Re-designed and reconstructed the oil trap for effective functioning.	
Root cause analysis:	Wrong design of oil trap outlet had caused the waste oil overflowed	
Corrective Actions:	Conduct an annualy training to the storekeeper on managing pollution control devices as per SMP-GPB-31-00	
Assessment Conclusion:	The submitted evidences were found to be sufficient, thus NC is effectively close on 20/2/18	

Opportunity for improvement		
Ref	Area/Process	Clause
1555465-201709-I1	Genting Tanjong Oil Mill and its supply base	MSPO Part 3: 4.4.5.4
Details	<p>In all agreements, it was mentioned that in accordance with RSPO, ISCC and MSPO requirements the contractor shall submit the following:</p> <ul style="list-style-type: none"> <li>i) Copies of passport or work permit together with the job description work agreement</li> <li>ii) Copy of each workers' pay advice</li> <li>iii) Copy of insurance policy for contractors' workers</li> </ul> <p>Sighted that the estate kept all records accordingly. However consistency of records to be maintained needs further improvements</p>	

Noteworthy Positive Comments	
1.	Good arrangement for stakeholder interview with positive feedbacks obtained
2	Implementation of joint venture projects of Wildlife Corridor with WWF
3	Good implementation of CSR program

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

Not applicable since this is Initial Assessment.

**3.4 Issues Raised by Stakeholders**

IS #	Description
1	<b>Issues:</b> Neighbour estates (JC Chang Hwa Li 3 & Tey Ah Bu Estate) – no issue related to estate boundaries and operations. Received invitation and attended the latest stakeholder meeting conducted at GTOM
	<b>Management Responses:</b> information acknowledge by management team
	<b>Audit Team Findings:</b> No further issue
2	<b>Issues:</b> Humana teacher – good support given by company management towards school programs and activities
	<b>Management Responses:</b> Comments acknowledge by management team
	<b>Audit Team Findings:</b> No further issue
3	<b>Issues:</b> FFB transporter – issue with road conditions sometime quite bad especially during heavy rain
	<b>Management Responses:</b> Road maintenance conducted on periodical basis. Maintenance cannot be done during monsoon season since heavy rainfall might worsen the repaired/graded road. FFB transporter was being told not drive exceed the speed limit when driving within estate road
	<b>Audit Team Findings:</b> Road maintenance programs were evidence based on the site verification and documentations. Road conditions found generally good except at some hilly area within estate which due to seasonal heavy rain
4	<b>Issues:</b> Labour Department Kota Kinabatangan - Minimum Wages issues (discussion on how wages for piece rated worker being paid)
	<b>Management Responses:</b> information acknowledge by management team
	<b>Audit Team Findings:</b> No further issue
5	<b>Issues:</b> Wildlife Department Kota Kinabatangan – No issue of illegal hunting reported at Genting Tenegang Group Estates. Good corporation given by the estate management during visit.
	<b>Management Responses:</b> Management team will continue to corporate and support
	<b>Audit Team Findings:</b> No further issue

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**3.5 Summary of the Nonconformities and Status**

<b>CAR Ref.</b>	<b>CLASS</b>	<b>ISSUED</b>	<b>STATUS</b>
1555465-201709-M1	Major - Part 4: 4.3.1.1	21/11/2018	Closed on 20/2/18
1555465-201709-M2	Major – Part 3: 4.4.5.6	21/11/2018	Closed on 20/2/18
1555465-201709-M3	Major – Part 3: 4.4.5.9	21/11/2018	Closed on 20/2/18
1555465-201709-M4	Major – Part 3: 4.5.3.2	21/11/2018	Closed on 20/2/18

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

**A) MS 2530-3:2013 Malaysian Sustainable Palm Oil (MSPO) Part 3: General principles for Plantations and Organized Smallholders –  
 Genting Tanjung Estates**

Criterion / Indicator	Assessment Findings	Compliance	
<b>4.1 Principle 1: Management commitment &amp; responsibility</b>			
<b>Criterion 4.1.1 – Malaysian Sustainable Palm Oil (MSPO) Policy</b>			
<b>4.1.1.1</b>	A policy for the implementation of MSPO shall be established. <b>- Major compliance -</b>	<u>Genting Landworthy Estate (GLWE)</u> The Genting Plantations MSPO Policy signed by the President & CEO of Genting Plantations dated 18/03/2014 was signed and implemented. <u>Layang Estate:</u> Established as Sustainability Management Group Policies as following: <ul style="list-style-type: none"> <li>• Sustainability Policy; Rev. 00; Date: 3/8/2009</li> <li>• Environmental Policy; Rev. 00; Date: 5/10/2009</li> <li>• Environmental Policy; Rev. 00; Date: 3/8/2009</li> <li>• People Policy; Rev. 00; Date: 3/8/2009</li> <li>• Sexual Harassment Policy; Rev. 00; Date: 3/8/2009</li> <li>• Safety and Health Policy; Rev. 01; Date: 1/7/2015</li> <li>• Zero Burning Policy; Rev. 00; Date: 10/8/2011</li> <li>• Food Safety Policy; Rev. 00; Date: 2/2/2010</li> <li>• Whistleblower Policy; Rev. 00; Date: 4/4/2013</li> <li>• MSPO Policy; Rev. 00; Date: 18/3/2014</li> </ul>	Complied



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Criterion / Indicator		Assessment Findings	Compliance
		<ul style="list-style-type: none"> <li>• Policy on Ethical Conduct and Integrity; Rev. 00; Date: 22/6/2015</li> <li>• Social Policy (Incorporating Special Labour and Human Rights requirements); Rev. 00; Date: 22/6/2015</li> </ul> <p>All policies were available in dual language (BM &amp; English) and signed Genting Plantations Berhad President &amp; COO.</p>	
<b>4.1.1.2</b>	<p>The policy shall also emphasize commitment to continual improvement.</p> <p><b>- Major compliance -</b></p>	<p><u>Genting Landworthy Estate (GLWE)</u></p> <p>The MSPO policy has been communicated to all executive, staff, and workers accordingly on 13/11/2017 by En Johan A.J (Sr. Ast. Manager – Sustainability Dept).</p> <p>The understanding and awareness training on the company’s policy was also conducted on 13/11/2017 by En Muhd. Shafiq Rodymin Budon (OSH Secretary).</p> <p>The training record was made available at Estate office.</p> <p><u>Layang Estate:</u></p> <p>The MSPO Policy; rev. 00; Dated 18/3/2014 sighted emphasized commitment to continual improvement.</p>	Complied
<b>Criterion 4.1.2 – Internal Audit</b>			
<b>4.1.2.1</b>	<p>Internal audit shall be planned and conducted regularly to determine the strong and weak points and potential area for further improvement.</p> <p><b>- Major compliance -</b></p>	<p><u>Genting Landworthy Estate (GLWE)</u></p> <p>The Sustainability Management Procedure Manual for Internal Audit (SMP-GPB-03; Revision 01) which was dated 11/12/2013 was established. The internal audit was planned to be conducted annual or as and when required.</p>	Complied

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Criterion / Indicator		Assessment Findings	Compliance
		<p><u>Layang Estate:</u></p> <p>Implemented based on Sustainability Management Procedure of Internal Audit; SMP-GPB-03; Rev. 01; Date: 11/12/2013. Sighted Internal Audit Plan for the audit to be conducted on 23/10/2017 by Lead Auditor (Johan Arwandi bin Jaidye) from Sustainability Department. 2 NCRs were raised for issues related to Scheduled Waste handling requirements. 6 observations (OBS) also highlighted during the audit.</p> <p>Sighted that all findings still in progress of corrective actions. It was found that for both NCRs and OBS, no specific MSPO indicators were referred to the findings. It will be better if MSPOO indicators/clauses number to be included in the audit findings/reporting.</p>	
4.1.2.2	<p>The internal audit procedures and audit results shall be documented and evaluated, followed by the identification of strengths and root causes of nonconformities, in order to implement the necessary corrective action.</p> <p><b>- Major compliance -</b></p>	<p><u>Genting Landworthy Estate (GLWE)</u></p> <p>The Internal Audit was conducted on 26/10/2017 by Lead Auditor: En Johan Arwandi bin Jaidye (Sustainability Dept Executive). During this audit, there were 02 major Non-Conformity Report (NCR) and 05 Observation (OBS) raised and all the findings were closed on 18/11/2017. The report was made available at estate office.</p> <p>Records of the Internal Audit Plan, Internal Audit Report, Internal Audit Non-Conformity Report (NCR) and Internal Audit Observation (OBS) were made available at the estate.</p> <p><u>Layang Estate:</u></p> <p>Documented as procedures above, Internal Audit Plan, Internal Audit Report Summary, Internal Audit NCR form and Internal Audit Observations (OBS) form.</p>	Complied

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Criterion / Indicator		Assessment Findings	Compliance
4.1.2.3	<p>Report shall be made available to the management for their review.</p> <p><b>- Major compliance -</b></p>	<p><u>Genting Landworthy Estate (GLWE)</u></p> <p>The internal audit was conducted annually or as and when required.</p> <p>The Internal Audit was conducted on 26/10/2017 by Lead Auditor: En Johan Arwandi bin Jaidye (Sustainability Dept Executive). During this audit, there were 02 major Non-Conformity Report (NCR) and 05 Observation (OBS) raised and all the findings were closed on 18/11/2017. The report was made available at estate office.</p> <p>The result of the internal audit was discussed in the management review meeting on 14/11/2017.</p> <p><u>Layang Estate:</u></p> <p>Records of internal audit were included in the Management Review Meeting dated 14/11/2017</p>	Complied
<b>Criterion 4.1.3 – Management Review</b>			
4.1.3.1	<p>The management shall periodically review the continuous suitability, adequacy and effectiveness of the requirements for effective implementation of MSPO and decide on any changes, improvement and modification.</p> <p><b>- Major compliance -</b></p>	<p><u>Genting Landworthy Estate (GLWE)</u></p> <p>The Sustainability Management Procedure Manual for Management Review (SMP-GPB-06; Revision 00; Issue 01/08/2013) was established. The frequency for management review was carried out at least once a year.</p> <p>The MSPO Management Review was conducted on 14/11/2017 which was chaired by Estate Manager. The management review report was made available at estate office.</p>	Complied

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Criterion / Indicator	Assessment Findings	Compliance
	<p><u>Layang Estate:</u></p> <p>Implemented based on Sustainability Management Procedure of Management Review; SMP-GPB-06; Rev. 00; Date: 1/8/2013. Sighted agendas to be covered including following:</p> <ul style="list-style-type: none"> <li>• Status of outstanding issues from previous meeting</li> <li>• Changes, improvement or modification to the Sustainability Management System (SMS)</li> <li>• Internal audit and external audit findings on SMS</li> <li>• Complaints and Grievances Book</li> <li>• Enquiry Register Book</li> <li>• Stakeholder Meeting Reports/Minutes</li> <li>• Risk Management (specific to ISCC)</li> <li>• Green-house value (specific to ISCC, MSPO &amp; RSPO)</li> <li>• Review continual improvement status and its recommendations</li> <li>• Review on resource &amp; training requirements</li> <li>• Review of Sustainability Policy and its objectives status</li> <li>• Review of effectiveness in achieving quality, environmental, social, safety and health objectives</li> <li>• Compliance status on legal and other requirements</li> <li>• Any other matters</li> </ul> <p>The procedure also specifies the Management Review Committee at the OU shall consist of Estate/Mil Manager, Senior Assistant, Assistant Manager/Engineer, Chief Clerk, Field Staffs, Supervisors, Office Clerks, OSH Coordinator, Sustainability Coordinator and Hospital Assistant.</p> <ul style="list-style-type: none"> <li>• Sighted the latest management review meeting records shown meeting conducted on 14/11/2017 among Vice President –</li> </ul>	

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Criterion / Indicator		Assessment Findings	Compliance
		Processing (Sabah), Vice President/GM – Plantation (Sabah) Region 2, Sr. Mill Manager, Estate Managers & Sr. AM Sustainability Dept. with discussion/review on general view on MSPO Internal Audit Findings, Status of MSPO Internal Audit Findings and Conclusion.	
<b>Criterion 4.1.4 – Continual Improvement</b>			
<b>4.1.4.1</b>	<p>The action plan for continual improvement shall be based on consideration of the main social and environmental impact and opportunities of the company.</p> <p><b>- Major compliance -</b></p>	<p><u>Genting Landworthy Estate (GLWE)</u></p> <p>The RSPO Social Impact Assessment (SIA) and Human Rights Impact Assessment (HRIM) report for Genting Landworthy Estate (GLWE) dated 31/10/2017 by the Sustainability Dept was available.</p> <p>The monitoring and action plan includes:-</p> <ol style="list-style-type: none"> <li>1. Security and Safety Issues (Illegal hunters &amp; drug dealers) – sharing matters on security (exchange contacts)</li> <li>2. Health &amp; Social Issues (Infectious diseases) – organizing monthly visits for immunization program.</li> <li>3. Safety &amp; Health Issues – SHO will organize trainings with BOMBA.</li> </ol> <p>The Environmental Improvement &amp; Management Plan dated 16/10/2017 was established and approved by the Estate Manager for continual improvement.</p> <p>The monitoring and action plan includes:-</p> <ol style="list-style-type: none"> <li>1. Protection of HCV areas – recommendation by the</li> </ol>	Complied

Criterion / Indicator	Assessment Findings	Compliance
	<p>Sustainability Dept (HCV report).</p> <ol style="list-style-type: none"> <li>2. Soil erosion – site inspections and monitor river/surface water quality.</li> <li>3. Air pollution – regular site inspection</li> <li>4. Water pollution (soil, agro-chemical &amp; fertilisers) – monitor water quality analysis result, monitor efficiency of fertilizer inputs, tight supervision during agro-chemical/fertilizer application and records of pesticides used.</li> <li>5. Water pollution (linesite, landfill area) – monitoring of ground water/ weight of key wastes (eq. recyclables and non-biodegradables).</li> <li>6. Noise pollution – conduct site inspections</li> <li>7. Soil pollution – conduct site inspections, identify leaking vehicles, spill kits to be available and to provide training</li> </ol> <p><u>Genting Bahagia Estate (GBE)</u></p> <p>Environmental impact assessment for the proposed replanting of oil palm plantation at Genting Tenegang and Genting Bahagia Estates, Kinabatangan District, Sabah were available. Final report ref: CK/EV403-4252/14 dated June 2015. The proposed replanting project covers an area of approx. 7,674.19 hectares. The tentative replanting schedule program is from 2015 to 2022 for a period of 8 years.</p> <p>“Surat Akujanji” dated 15/09/2015 signed between Genting Plantations Berhad and “Jabatan Perlindungan Alam Sekitar” were available. Sighted also the “Perjanjian Syarat-syarat Alam Sekitar”</p>	

Criterion / Indicator		Assessment Findings	Compliance
		<p>ref: JPAS/PP/06/600-1/11/1/226 dated 09/09/2015.</p> <p>List of the most significant environmental impacts identified:-</p> <ol style="list-style-type: none"> <li>1. Biomass Management</li> <li>2. General Waste Management</li> <li>3. Water Pollution</li> <li>4. Pest Infestation</li> <li>5. Fire Hazard</li> <li>6. Potential Abandonment.</li> </ol> <p><u>Layang Estate:</u></p> <p>Continual improvement projects:</p> <ul style="list-style-type: none"> <li>• Construction of new clinic building</li> </ul> <p>Documents:</p> <ul style="list-style-type: none"> <li>• Identification of Environmental Aspect and Impact Evaluation of Significance – Genting Plantation Berhad (Genting Layang Estate); Doc. # GLYE/EAI 5.1; Includes Significant Environmental Aspects and Impacts Mitigation Methods; Doc. # GLYE/EAI 5.1</li> <li>• Social Impact Assessment (SIA) and Human Rights Impact Assessment (HRIM) Report; Genting Layang Estate (GLYE) Oct 2017; by Sustainability Department; Date: 31/10/2017</li> </ul>	
<b>4.1.4.2</b>	The company shall establish a system to improve practices in line with new information and techniques or new industry standards and technology (where applicable) that are available	<p><u>Genting Landworthy Estate (GLWE)</u></p> <p>The company had established the Lintramax Plantation Director</p>	Complied

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Criterion / Indicator		Assessment Findings	Compliance
	and feasible for adoption. <b>- Major compliance -</b>	Client 6.3.58 system software to improve its practice especially on the ledges, accounts, budgets, payroll, payments to vendors/suppliers, crops and etc. The latest update was on 27/09/2017.  <u>Layang Estate:</u> As per Notification and Approval of Non Budgeted Expenditure; OU: Genting Layang Estate; Ref. # GLYE/NBE/2017/11/01 includes transport for exec & staff, light & water supply, OSH, security, telecommunication and etc.	
<b>4.1.4.3</b>	An action plan to provide the necessary resources including training, to implement the new techniques or new industry standard or technology (where applicable) shall be established.  <b>- Major compliance -</b>	<u>Genting Landworthy Estate (GLWE)</u> The estate had implemented the new version of the Lintramax Plantation Director Client 6.3.58 system software.  On-line training dated 27/09/2017 was provided by the GENP IT Support team to the staffs during the upgrade of software. Lintramax release note 6.3.58.07 (Document version 6.3.58.07 dated 26/09/2017) was available.  <u>Layang Estate:</u> Includes the GLYE Annual Training Programme 2017 on operational subject adapting new industry standard/technology for harvesting, spraying, first aid and other relevant operational matter.	Complied
<b>4.2 Principle 2: Transparency</b>			
Criterion 4.2.1 – Transparency of information and documents relevant to MSPO requirements			



Criterion / Indicator	Assessment Findings	Compliance
<p><b>4.2.1.1</b> The management shall communicate the information requested by the relevant stakeholders in the appropriate languages and forms, except those limited by commercial confidentiality or disclosure that could result in negative environmental or social outcomes.</p> <p><b>- Major compliance -</b></p>	<p><u>Genting Landworthy Estate (GLWE)</u></p> <p>A Genting Tenegang Group - Meeting with Stakeholder 2017 was organized on 25/10/2017. Issues of legal compliance, environmental, GAP, social, welfare and safety were discussed in the local languages and minutes recorded.</p> <p>As for the estate workers and staff, the understanding and awareness training on the company’s policy was also conducted on 13/11/2017 by En Muhd. Shafiq Rodymin Budon (OSH Secretary).</p> <p>As for the estate workers and staff, the understanding and awareness training on the company’s policy was also conducted on 13/11/2017 by En Muhd. Shafiq Rodymin Budon (OSH Secretary).</p> <p><u>Layang Estate:</u></p> <p>Implemented based on Sustainability Management Procedure for Consultation and Communication; SMP-GPB-17; Rev. 01; Date: 19/5/2017. Consultation &amp; communication done through meetings, dialogs, engagement to both internal &amp; external stakeholders and recorded in Genting Plantations Complaints/Grievance Record Book – Estate: GLYE. Sighted latest complaints received from internal stakeholder (mandore) (ref. # 033; dated 3/11/2017) on stray dogs in housing areas. Sighted immediate action taken accordingly. No any external complaints/grievances received from external stakeholder.</p> <p>Specific to Layang Estate – Procedure for Complaints and Grievances for Workers, Suppliers, Contractors and Other Stakeholders of Genting Layang Estate with Flow-Chart.</p>	<p>Complied</p>

Criterion / Indicator	Assessment Findings	Compliance
<p><b>4.2.1.2</b> Management documents shall be publicly available, except where this is prevented by commercial confidentiality or where disclosure of information would result in negative environmental or social outcomes.</p> <p><b>- Major compliance -</b></p>	<p><u>Genting Landworthy Estate (GLWE)</u></p> <p>As per stated in the "Sustainability Management Procedure Manual dated 10/08/2017, section "Procedures for Consultation and Communication" (SMP-GPB-17; Revision 01) – clause 3.1 Consultation and communication meeting will involve all internal and external stakeholders as far as reasonably practicable. It shall be carried out in an open and transparent manner using local languages.</p> <p><u>Layang Estate:</u></p> <p>Sighted the following:</p> <ul style="list-style-type: none"> <li>• Land titles/user rights – 2 titles:               <ul style="list-style-type: none"> <li>i) Title # Country Lease (CL) 095318817; 1683ha; 1/1/1992–31/12/2090 (98 years lease); Lot/District: Lot 095318817, Kinabatangan, Sabah</li> <li>ii) Title # Country Lease (CL) 095317463; 4047ha; 1/1/1990–31/12/2088 (98 years lease); Lot/District: Lot 095317463, Kinabatangan, Sabah</li> </ul> </li> <li>• Sabah Region - Land Cess for Land Titles; ref. # GLYE/MOK/2017-1 for GLYE Parked Doc. (Quit rent payment voucher) # ATSB8/81625 to Jabatan Tanah dan Ukur Sabah, Malaysia</li> <li>• Area Statement as per Monthly Progress Report for the Month of October 2017; Monthly Management Report (MMR); Div. 13: 989.85ha; Div. 14: 1087/56ha; from GTGE: 394.41ha</li> <li>• MPOB license # 504759802000; 1/7/2017-30/6/2018; Area reg.: 2077.41ha</li> </ul> <p>* Noted that inconsistency of area between land titles and MPOB license due to management of only 394.41ha of area from (CL)</p>	<p>Complied</p>

Criterion / Indicator	Assessment Findings	Compliance	
	095317463 which belonged to Genting Tenegang Esate.		
<b>Criterion 4.2.2 – Transparent method of communication and consultation</b>			
<b>4.2.2.1</b>	<p>Procedures shall be established for consultation and communication with the relevant stakeholders.</p> <p><b>- Major compliance -</b></p>	<p><u>Genting Landworthy Estate (GLWE)</u></p> <p>There is a guidance table dated 19/05/2017 “Sustainable Management Procedure Manual” – Procedures for Consultation and Communication (SMP-GPB-17; Revision 01) established for communicating and reporting of EMS, OHS and social issues with relevant stakeholders.</p> <p><b>There is also a “Whistleblowing Policy” dated 19/02/2013 and “Sustainable Management Procedure Manual” – Procedures for Complaints and Grievances (SMP-GPB-19; Revision 02) dated 05/09/2014 are made available for handling stakeholder’s social issues.</b></p> <p><u>Layang Estate:</u></p> <p>Implemented based on Sustainability Management Procedure for Consultation and Communication; SMP-GPB-17; Rev. 01; Date: 19/5/2017. Consultation &amp; communication done through meetings, dialogs, engagement to both internal &amp; external stakeholders and recorded in Genting Plantations Complaints/Grievance Record Book – Estate: GLYE.</p> <p>Sighted records of “Penerangan kepada kontraktor bagi mamenuhi standard persijilan RSPO, ISCC, MSPO” dated 16/11/2017.</p>	<p>Complied</p>

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<p><b>4.2.2.2</b> A management official should be nominated to be responsible for issues related to Indicator 1 at each operating unit.</p> <p><b>- Minor compliance -</b></p>	<p><u>Genting Landworthy Estate (GLWE)</u></p> <p>With effect from 06/01/2017, Mr. Loo Chee Chong has been appointed as the "Management Representative for ISCC, RSPO and MSPO Related Matters" and is responsible to ensure that there are open and transparent methods of communication and consultation between estate, local communities and other affected or interested parties.</p> <p>The appointment letter also clearly indicates the roles and responsibility of the person. The appointment has been communicated internally by memo and externally through stakeholder consultation.</p> <p><u>Layang Estate:</u></p> <ul style="list-style-type: none"> <li>• Letter of Appointment as Management Representative for ISCC, RSPO and MSPO Related Matters; dated 15/11/2017. Appointed person: Acting Manager – GLYE; by VP/GM – Plantation Region 2 Sabah</li> <li>• Letter of Appointment as Person-In-Charge for Updating Changes in Laws at GLYE; dated 7/11/2017. Appointed person: Chief Clerk – GLYE; by Acting Manager GLYE</li> </ul> <p>Letter of Appointment as Sustainability Coordinator for ISCC, RSPO and MSPO Related Matters; dated 1/11/2017. Appointed person: Assistant Manager; by Acting Manager GLYE</p>	<p>Complied</p>
<p><b>4.2.2.3</b> List of stakeholders, records of all consultation and communication and records of action taken in response to</p>	<p><u>Genting Landworthy Estate (GLWE)</u></p> <p>The list of the Internal and External Stakeholders as at October 2017</p>	<p>Complied</p>

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<p>input from stakeholders should be properly maintained.</p> <p><b>- Major compliance -</b></p>	<p>was available.</p> <p>The latest stakeholder meeting with the external stakeholders was on 30/10/2017, sighted the attendance record attached with the minutes of meeting.</p> <p>The latest stakeholder meeting with the internal stakeholders was on 25/10/2017, sighted the attendance record attached with the minutes of meeting.</p> <p>Sighted list of External Stakeholders updated as at November 2017 identified amongst all neighbouring estate, villagers, smallholders, suppliers, contractors, customer, NGO and etc.</p> <p>Latest stakeholder meeting conducted at regional level (Region 2 Sabah) on 30/10/2017 at Wisma Genting Plantations Office Sabah (GPOS). Meeting attended by Sustainability Dept. GPOS, OU MR and external stakeholders including Jab. Perkhidmatan Haiwan &amp; Perushaan Ternak Sabah, Kinabatangan, Jabatan Hidupan Liar Sabah, Kinabatangan.</p>		
<p><b>Criterion 4.2.3 – Traceability</b></p>			
<p><b>4.2.3.1</b></p>	<p>The management shall establish, implement and maintain a standard operating procedure to comply with the requirements for traceability of the relevant product(s).</p> <p><b>- Major compliance -</b></p>	<p><u>Genting Landworthy Estate (GLWE)</u></p> <p>The estate have implemented the Sustainability Management Procedure Manual for Traceability (SMP-GPB-09; Revision 02) dated 14/08/2014 to ensure the handling of outgoing FFB are carried out in the proper manner and to ensure traceability and to meet the sustainability requirements.</p> <p>Relevant records such as the dispatch note, FFB dispatch advice,</p>	<p>Complied</p>

Criterion / Indicator		Assessment Findings	Compliance
		weighbridge tickets and bunch count chit were available. Established as Sustainability Management Procedure for Traceability; SMP-GPB-09; Rev. 02; Date: 14/8/2017.	
<b>4.2.3.2</b>	The management shall conduct regular inspections on compliance with the established traceability system. <b>- Major compliance -</b>	<u>Genting Landworthy Estate (GLWE)</u> The harvesting field supervisor holds the responsibility on regular inspection, whereby the effectiveness of monitoring seen captured in the internal audit by the Sustainability Dept. There is also a field routine visit by the Assistant Manager and an annually visit by the Sustainability Dept.	Complied
<b>4.2.3.3</b>	The management should identify and assign suitable employees to implement and maintain the traceability system. <b>- Minor compliance -</b>	<u>Genting Landworthy Estate (GLWE)</u> The management has appointed the Estate Manager as the "Management Representative for ISCC, RSPO and MSPO Related Matters". Clause 1 of his appointment letter mentioned on his role that was cross verified against the Sustainability Management Procedure Manual for Traceability (SMP-GPB-09; Revision 02) dated 14/08/2014. The assigned person's letter of appointment (Mr. Loo Chee Chong) was verified.	Complied
<b>4.2.3.4</b>	Records of sales, delivery or transportation of FFB shall be maintained. <b>- Major compliance -</b>	<u>Genting Landworthy Estate (GLWE)</u> Interviewed weighbridge operator to understand the traceability of incoming FFB from estate and delivery of FFB to the mill.	Complied

Criterion / Indicator		Assessment Findings	Compliance
		<p>Sighted the following records:-</p> <ol style="list-style-type: none"> <li>1. Harvesting chit (no:25529 dated 17/11/2017 division 15)</li> <li>2. Daily harvesting bunches &amp; supervision record (mandore: E00353, FFB checker: E00170 dated 17/11/2017)</li> <li>3. FFB dispatch advise (no: 078503 dated 12/11/2017)</li> <li>4. Delivery/goods received advise (ticket no: FFB17036615W dated 12/11/2017, DO no: 078503, Block: P932-LW15)</li> </ol> <p>As per file records of GLYE’s FFB Harvesting Chit (sample # 15624); FFB Despatch Advice (Sample # 045836) &amp; GTOM’s Delivery/Goods Received Advice (Sample ticket # FFB17034971W; dated 31/10/2017).</p> <p><u>Layang Estate</u></p> <p>As per file records of GLYE’s FFB Harvesting Chit (sample # 15624); FFB Despatch Advice (Sample # 045836) &amp; GTOM’s Delivery/Goods Received Advice (Sample ticket # FFB17034971W; dated 31/10/2017).</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>All operations are in compliance with the applicable local, state, national and ratified international laws and regulations.</p> <p><b>- Major compliance -</b></p>	<p><u>Genting Landworthy Estate (GLWE)</u></p> <p>A mechanism to ensure compliance to legal and other requirement has been documented in Sustainability Management Procedure Manual – Legal Requirement Register (SMP-GPB-22; Revision 04</p>	Complied

Criterion / Indicator	Assessment Findings	Compliance
	<p>dated 10/08/2016) and the Sustainability Management Procedure Manual – Procedures on Regional, National and International Laws (SMP-GPB-21; Revision 01 dated 14/08/2014).</p> <p>Sustainability Department and respective operating units will undertake the responsibility of identifying, managing, updating and tracking the legal requirement as well as monitoring the status of legal compliance.</p> <p><u>Genting Bahagia Estate (GBE)</u></p> <p>Genting Plantations Berhad has established a documented Procedures on Regional, National and International Laws (Doc: SMP-GPB-21; revision 01 dated 14/08/2014) for tracking any changes in the law.</p> <p>For the changes of laws, the company will refer to as below:</p> <ol style="list-style-type: none"> <li>1. Notification of changes from various source of information</li> <li>2. Monitoring for changes in the Law</li> <li>3. Clarification and review on the changes</li> <li>4. Updating of the Legal register administered internally</li> <li>5. Notification to the operating units and/or the relevant person in charge</li> </ol> <p><u>Layang Estate</u></p> <p>A mechanism to ensure compliance to legal and other requirement has been documented in Sustainability Management Procedure Manual – Legal Requirement Register (SMP-GPB-22; Revision 04 dated 10/08/2016) and the Sustainability Management Procedure</p>	



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Criterion / Indicator		Assessment Findings	Compliance
		<p>Manual – Procedures on Regional, National and International Laws (SMP-GPB-21; Revision 01 dated 14/08/2014).</p> <p>Sustainability Department and respective operating units will undertake the responsibility of identifying, managing, updating and tracking the legal requirement as well as monitoring the status of legal compliance.</p>	
4.3.1.2	<p>The management shall list all laws applicable to their operations in a legal requirements register.</p> <p><b>- Major compliance -</b></p>	<p><u>Genting Landworthy Estate (GLWE)</u></p> <p>List of applicable legal and other requirements was made available during the assessment and compiled in the Sustainability Management Procedure Manual – Legal Requirement Register (SMP-GPB-22; Revision 04 dated 10/08/2016) and the Sustainability Management Procedure Manual – Procedures on Regional, National and International Laws (SMP-GPB-21; Revision 01 dated 14/08/2014).</p> <p>As to date, Genting Landworthy Estate (GLWE) had complied with all the applicable local, state, national and ratified international laws and regulations.</p> <p><u>Layang Estate:</u></p> <p>List of applicable legal and other requirements was made available during the assessment and compiled in the Sustainability Management Procedure Manual – Legal Requirement Register (SMP-GPB-22; Revision 04 dated 10/08/2016) and the Sustainability Management Procedure Manual – Procedures on Regional, National and International Laws (SMP-GPB-21; Revision 01 dated 14/08/2014).</p>	Complied

Criterion / Indicator		Assessment Findings	Compliance
		As to date, Genting Layang Estate (GLYE) had complied with all the applicable local, state, national and ratified international laws and regulations.	
4.3.1.3	<p>The legal requirements register shall be updated as and when there are any new amendments or any new regulations coming into force.</p> <p><b>- Major compliance -</b></p>	<p><u>Genting Landworthy Estate (GLWE)</u></p> <p>All the legal and other requirements were register accordingly in the legal requirement register including Minimum Wages Order 2016.</p> <p>The evaluation was last carried out on 10/08/2016 by Sustainability Dept and approved by the Estate Manager.</p> <p><u>Layang Estate:</u></p> <p>All the legal and other requirements were register accordingly in the legal requirement register including Minimum Wages Order 2016.</p> <p>The evaluation was last carried out on 10/08/2016 by Sustainability Dept and approved by the Estate Manager.</p>	Complied
4.3.1.4	<p>The management should assign a person responsible to monitor compliance and to track and update the changes in regulatory requirements.</p> <p><b>- Minor compliance -</b></p>	<p><u>Genting Landworthy Estate (GLWE)</u></p> <p>Sighted letter dated 12/10/2017, for the appointment of Miss Tracy Bungan (Chief Clerk) as the Person In-Charge for updating changes in Laws at GLWE.</p> <p>Tracking system available to identify changes in the relevant regulations through head office, Sustainability Dept and company website. The information is communicated from the Group Head Office. Tracking system on any changes in the law been well implemented.</p> <p>On the site verification, interviews with office personnel and records</p>	Complied

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		<p>indicate that the system is appropriate to the operations.</p> <p><u>Genting Bahagia Estate (GBE)</u></p> <p>The person/team responsible for monitoring the changes and communicating in GBE is Miss Darna Binti Yohan (Act. Chief Clerk) appointed on 27/04/2017.</p> <p><u>Layang Estate:</u></p> <p>Letter of Appointment as Sustainability Coordinator for ISCC, RSPO and MSPO Related Matters; dated 28/11/2013. Appointed person: Estate Manager; by VP/GM (Plantation) Sabah Region 2 Letter of Appointment as Sustainability Coordinator for ISCC, RSPO and MSPO Related Matters; dated 1/8/2016. Appointed person: Senior Assistant; by Estate Manager GLYE</p>	
<b>Criterion 4.3.2 – Lands use rights</b>			
<b>4.3.2.1</b>	<p>The management shall ensure that their oil palm cultivation activities do not diminish the land use rights of other users.</p> <p><b>- Major compliance -</b></p>	<p><u>Genting Landworthy Estate (GLWE)</u></p> <p>GLWE did not acquire land from landowners, but leased it directly from the government. There were no issues of land disputes.</p> <p><u>Layang Estate</u></p> <p>As per indicator 4.2.1.2.</p>	Complied
<b>4.3.2.2</b>	<p>The management shall provide documents showing legal ownership or lease, history of land tenure and the actual use of the land.</p> <p><b>- Major compliance -</b></p>	<p><u>Genting Landworthy Estate (GLWE)</u></p> <p>GLWE did not acquire land from landowners, but leased it directly from the government. There were no issues of land disputes.</p> <p>Sighted Land Title No: Country Lease 095316975, Plan no: 09127994 (69 AJ 32) 4039 Ha.</p>	Complied

Criterion / Indicator		Assessment Findings	Compliance
		<p><u>Layang Estate</u> As per indicator 4.2.1.2.</p>	
4.3.2.3	<p>Legal perimeter boundary markers should be clearly demarcated and visibly maintained on the ground where practicable.</p> <p><b>- Major compliance -</b></p>	<p><u>Genting Landworthy Estate (GLWE)</u> GLWE did not acquire land from landowners, but leased it directly from the government.</p> <p>There were no issues of land disputes.</p> <p>Legal perimeter boundaries were clearly demarcated. Eg: verify during site visit at Block 17 (979/518) with Hwa Li Estate, the management had pegged the boundaries accordingly.</p> <p><u>Layang Estate</u> As per indicator 4.2.1.2.</p>	Complied
4.3.2.4	<p>Where there are, or have been, disputes, documented proof of legal acquisition of land title and fair compensation that have been or are being made to previous owners and occupants; shall be made available and that these should have been accepted with free prior informed consent (FPIC).</p> <p><b>- Minor compliance -</b></p>	<p><u>Genting Landworthy Estate (GLWE)</u> <b>GLWE did not acquire land from landowners, but leased it directly from the government. There were no issues of land disputes.</b></p> <p><u>Layang Estate:</u> Established as Sustainability Management Procedure for Negotiation, Compensation and Handling Procedure; SMP-GPB-18; Rev. 02; Date: 5/9/2014. No disputes recorded.</p>	Complied
<b>Criterion 4.3.3 – Customary rights</b>			

Criterion / Indicator		Assessment Findings	Compliance
4.3.3.1	Where lands are encumbered by customary rights, the company shall demonstrate that these rights are understood and are not being threatened or reduced. - <b>Major compliance</b> -	<u>Genting Landworthy Estate (GLWE)</u> GLWE did not acquire land from landowners, but leased it directly from the government. There were no issues of land disputes.  <u>Layang Estate:</u> No customary rights issue.	Complied
4.3.3.2	Maps of an appropriate scale showing extent of recognized customary rights land, if any, should be made available. - <b>Minor compliance</b> -	<u>Genting Landworthy Estate (GLWE)</u> GLWE did not acquire land from landowners, but leased it directly from the government. There were no issues of land disputes.  <u>Layang Estate:</u> No customary rights issue.	Complied
4.3.3.3	Negotiation and FPIC shall be recorded and copies of negotiated agreements should be made available. - <b>Major compliance</b> -	<u>Genting Landworthy Estate (GLWE)</u> <b>GLWE did not acquire land from landowners, but leased it directly from the government. There were no issues of land disputes.</b>  <u>Layang Estate:</u> No customary rights issue.	Complied
<b>4.4 Principle 4: Social responsibility, health, safety and employment condition</b>			
<b>Criterion 4.4.1: Social Impact Assessment (SIA)</b>			

Criterion / Indicator		Assessment Findings	Compliance
4.4.1.1	<p>Social impact should be identified and plans are implemented to mitigate the negative impacts and promote the positive ones.</p> <p><b>- Minor compliance -</b></p>	<p><u>Genting Landworthy Estate (GLWE)</u></p> <p>The RSPO Social Impact Assessment (SIA) and Human Rights Impact Assessment (HRIM) report for Genting Landworthy Estate (GLWE) dated 31/10/2017 by the Sustainability Dept was available.</p> <p>The monitoring and action plan includes:-</p> <ol style="list-style-type: none"> <li>1. Security and Safety Issues (Illegal hunters &amp; drug dealers) – sharing matters on security (exchange contacts)</li> <li>2. Health &amp; Social Issues (Infectious diseases) – organizing monthly visits for immunization program.</li> <li>3. Safety &amp; Health Issues – SHO will organize trainings with BOMBA.</li> </ol> <p><u>Layang Estate:</u></p> <ol style="list-style-type: none"> <li>1. Established as Sustainability Management Procedure for Social Management; SMP-GPB-32; Rev. 00; Date: 24/10/2017. No disputes recorded. Sighted SIA Management and Monitoring Plan for GLYE updated on 13/11/2017.</li> </ol>	Minor nonconformance
<b>Criterion 4.4.2: Complaints and grievances</b>			
4.4.2.1	<p>A system for dealing with complaints and grievances shall be established and documented.</p> <p><b>- Major compliance -</b></p>	<p>There is also a “Whistleblowing Policy” dated 19/02/2013 and “Sustainable Management Procedure Manual” – Procedures for Complaints and Grievances (SMP-GPB-19; Revision 02) dated 05/09/2014 are made available for handling stakeholder’s social issues.</p>	Complied

Criterion / Indicator		Assessment Findings	Compliance
		<p>To enable internal and external stakeholders to register their complaints and grievances, a complaint or report may be made in any one of the following manners listed below:</p> <ol style="list-style-type: none"> <li>1. By completing Form A – Complaint (Appendix 1) or Form B – Report (appendix 2) which can be obtained from the Secretariat or respective HOD; or</li> <li>2. By making a verbal or written complaint to the HOD; or</li> <li>3. By making a verbal or written complaint to any one of the WBS members or the Secretariat; or</li> </ol> <p>By sending an email to <a href="mailto:genp.whistleblower@genting.com">genp.whistleblower@genting.com</a>.</p> <p>As per indicator 4.2.2.1 – 4.2.2.3 above</p>	
4.4.2.2	<p>The system shall be able to resolve disputes in an effective, timely and appropriate manner that is accepted by all parties.</p> <p><b>- Major compliance -</b></p>	<p><u>Genting Landworthy Estate (GLWE)</u></p> <p>Dispute not applicable as this was evidenced in the internal and external stakeholder meeting minutes.</p> <p><u>Layang Estate:</u></p> <p>As per indicator 4.2.2.1 – 4.2.2.3 above</p>	Complied
4.4.2.3	<p>A complaint form should be made available at the premises, where employees and affected stakeholders can make a complaint.</p> <p><b>- Minor compliance -</b></p>	<p><u>Genting Landworthy Estate (GLWE)</u></p> <p>In general, there are options for both internal and external stakeholder to channel their complaints to the relevant authority at estate via the morning muster/roll call, via respective supervisors, direct to the manager, or a complaints/grievances record book which is filled by workers to report about their housing/work conditions.</p>	Complied

Criterion / Indicator		Assessment Findings	Compliance
		<p><u>Layang Estate:</u> As per indicator 4.2.2.1 – 4.2.2.3 above</p>	
4.4.2.4	<p>Employees and the surrounding communities should be made aware that complaints or suggestions can be made any time.</p> <p><b>- Minor compliance -</b></p>	<p><u>Genting Landworthy Estate (GLWE)</u> <b>Aside from the internal and external stakeholder meeting, there is a Sustainability Management Procedure Manual for Complaints and grievances (SMP-GPB-19, Revision 02 dated 05/09/2014) that is specific to the communication with respect to performance at the estates.</b></p> <p><u>Layang Estate:</u> As per indicator 4.2.2.1 – 4.2.2.3 above</p>	Complied
4.4.2.5	<p>Complaints and resolutions for the last 24 months shall be documented and made available to affected stakeholders upon request.</p> <p><b>- Major compliance -</b></p>	<p><u>Genting Landworthy Estate (GLWE)</u> Complaints/Grievances Record Book and Enquiry Register Book were made available.</p> <p>At this moments, no negative complaints made by either party in the last 24 months. It is more to request and response from them for household maintenance which the estate management responded in a prompt and timely manner.</p> <p><u>Layang Estate:</u> As per indicator 4.2.2.1 – 4.2.2.3 above</p>	Complied
<p><b>Criterion 4.4.3:</b> Commitment to contribute to local sustainable development</p>			



Criterion / Indicator		Assessment Findings	Compliance
4.4.3.1	<p>Growers should contribute to local development in consultation with the local communities.</p> <p><b>- Minor compliance -</b></p>	<p><u>Genting Landworthy Estate (GLWE)</u></p> <p>Based on the stakeholder meeting minutes, there was no evidence that local communities have requested either monetary nor logistics for their community development.</p> <p><u>Layang Estate:</u></p> <p>Summary of Corporate Social Responsibility dated 18/10/2017</p> <ul style="list-style-type: none"> <li>• Provision of school bus for employees children for school transportation</li> <li>• Yearly Badminton Match competition</li> <li>• Labour Day celebration</li> <li>• Majlis buka puasa</li> <li>• Free transport to clinic/hospital in case of emergency</li> <li>• Hari raya korban buffalo contribution</li> <li>• Rice incentives</li> </ul>	Complied
<b>Criterion 4.4.4: Employees safety and health</b>			
4.4.4.1	<p>An occupational safety and health policy and plan shall be documented, effectively communicated and implemented.</p> <p><b>- Major compliance -</b></p>	<p><u>Genting Landworthy Estate (GLWE)</u></p> <p>Sighted the Genting Plantations Group Policy on Occupational Safety and Health established in both languages, English and Bahasa Malaysia. The President &amp; CEO, Mr Yong Chee Kong approved the policy on 01/07/2015 and was seen displayed at various notice boards within the estate.</p> <p>The policy outlines the company's commitment to provide workers with adequate knowledge, training, and experience to ensure</p>	Complied

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	<p>continuous improvements in OSH management and performance.</p> <p>As for the new workers, there is an induction training upon their arrival at GLWE.</p> <p>The Sustainability Dept team is also committed in establishing various working standards through procedures or pictorial method to improve safe working condition.</p> <p><u>Layang Estate:</u></p> <p>Established based on Risk Management and Risk Assessment; SMP-GPB-08; Rev. 00; Date: 11/10/2013 as Safety &amp; Health Management Plan 2017 that includes OSH Objectives, targets &amp; Programs, OSH Policy – communication &amp; implementation and training plan. Sighted table of OSH Action Plan &amp; Strategies for main activities &amp; areas amongst all includes the Agrochemicals on Plantations, Harvesting Operation, Machine Operators (farm tractors), FFB Lorry Drivers, Workshop Operation, Usage of PPE &amp; training. Also included the details of OSH Budget to be utilized for year 2017 includes OSHA training, poster/signboard, OSHA meeting, fire extinguisher</p>	
<p><b>4.4.4.2</b> The occupational safety and health plan shall cover the following:</p> <ul style="list-style-type: none"> <li>a) A safety and health policy, which is communicated and implemented.</li> <li>b) The risks of all operations shall be assessed and documented.</li> <li>c) An awareness and training programme which includes the following requirements for employees exposed to</li> </ul>	<p><u>Genting Landworthy Estate (GLWE)</u></p> <p>Occupational Safety and Health Manual for Plantation Division (OM-GPB-01; Revision 0 dated 01/01/2010) prepared by JKKP IS 127/438/2/3246, approved by the Executive Vice President were made available.</p> <p>Topics covered were:</p> <ol style="list-style-type: none"> <li>1. Notification and investigation of accidents at workplaces</li> </ol>	<p>Complied</p>

Criterion / Indicator	Assessment Findings	Compliance
<p>pesticides:</p> <ul style="list-style-type: none"> <li>i. all employees involved shall be adequately trained on safe working practices</li> <li>ii. all precautions attached to products shall be properly observed and applied</li> </ul> <p>d) The management shall provide the appropriate PPE at the place of work to cover all potentially hazardous operations as identified in the risk assessment and control such as Hazard Identification, Risk Assessment and Risk Control (HIRARC).</p> <p>e) The management shall establish Standard Operating Procedure for handling of chemicals to ensure proper and safe handling and storage in accordance to Occupational Safety Health (Classification Packaging and Labeling) Regulation 1997 and Occupational Safety Health (Use and Standard of Exposure of Chemical Hazardous to Health) Regulation 2000.</p> <p>f) The management shall appoint responsible person(s) for workers' safety and health. The appointed person(s) of trust must have knowledge and access to latest national regulations and collective agreements.</p> <p>g) The management shall conduct regular two-way communication with their employees where issues affecting their business such as employee's health, safety and welfare are discussed openly. Records from such meeting are kept and the concerns of the employees and any remedial actions</p>	<ul style="list-style-type: none"> <li>2. Personal Protective Equipment</li> <li>3. Occupational safety and health program</li> <li>4. Emergency Response Plan</li> <li>5. OSH Signages</li> <li>6. OSH Committee</li> <li>7. HIRARC</li> <li>8. Pesticides usage</li> <li>9. OSH documentation management</li> <li>10. USECHH 2000 (Hazardous Chemical Handling)</li> </ul> <p>GLWE has established a Hazard Identification Risk Assessment Risk Control (HIRARC) approved by Mr Tan Hong Piau (VP/GM – R2) and last reviewed on 11/11/2016.</p> <p>Genting Landworthy Estate Annual OSH Training Programme &amp; Safety Meeting for 2017 were available. GLWE conducts a periodic training for employees such as ERP Training [16/11/2017], Guidelines for Tractor Driver and Safe Driving [14/11/2017], First Aid Training [15/10/2017] and Genset Training [26/10/2017].</p> <p>GLWE management has appointed the OSH Committee for 2017/2018 consisting of representatives from employer and employee. The OHS Chairman and Secretary are in coordination with the Sustainability Dept for any updates on national regulations and collective agreements.</p>	

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<p>taken are recorded.</p> <p>h) Accident and emergency procedures shall exist and instructions shall be clearly understood by all employees.</p> <p>i) Employees trained in First Aid should be present at all field operations. A First Aid Kit equipped with approved contents should be available at each worksite.</p> <p>j) Records shall be kept of all accidents and be reviewed periodically at quarterly intervals.</p> <p><b>- Major compliance -</b></p>	<p>During site visit to the chemical store, premix area, fertilizers store and clinic, the respective sites are equipped with first aid box, fire extinguisher, important contact number and flowchart of emergency procedures.</p> <p>Interview with worker, found they are able to explain and demonstrate steps of precaution on incidence, such as first aid action to be taken, spills handling and reporting.</p> <p>The Hospital Assistance is the key person as first aider and supported by estate staff whom been trained by him. Sighted the training record for first aiders on 15/10/2017.</p> <p>The OSH Committee has records of accidents happened and will evaluate it during the OSH quarter meeting, which recently had on 06/10/2017. There was no accident case reported in the 3rd quarter.</p> <p><u>Genting Bahagia Estate (GBE)</u></p> <p>CHRA was conducted on 25/06/2014 by QMSPRO Training and Consultancy, Noormahani Harun (JKKP IH 127/171-2(154) and Zairul Akmar Mosmin (JKKP IH 127/171-2(236)). All the recommendations by assessor were included in the CHRA action plan.</p> <p>This plan was reviewed by Estate Manager and the latest review was on 20/09/2016 (GBE).</p> <p>The Hazard Identification, Risk Assessment and Control Procedure was established and maintained. All the activities were register in the HIRARC register form. HIRARC was reviewed on annually basis or if there is any significant change including occurrence of incident.</p> <p>HIRARC review for GBE included the Barn Owl consensus, Buffalo</p>	

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	<p>management, cow slaughter for raya qorban and Vicon operations.</p> <p>Safety and Health Committee organization chart was established and available, dated 27/09/2017 - Interviewed Puan Norsita Bahar as Committee secretary.</p> <p>Quarterly Safety &amp; Health Committee meeting held – chaired by Mill Manager, discussion on the following :</p> <ul style="list-style-type: none"> <li>11. Passing of previous minutes and arising matters.</li> <li>12. Accident report ( Monthly Accident statistics )</li> <li>13. Workplace inspection</li> <li>14. Fire equipment monitoring</li> </ul> <p>Verified the following Minutes: 27/09/2017, 21/06/2017, 17/03/2017 (verified held every 3 months once).</p> <p>The fire extinguisher drill was conducted on 25/10/2017 (GBE) to all the workers.</p> <p>'First Aid Kit' is maintained. The First Kit are checked on a quarterly basis and replenished by Medical Assistant.</p> <p>First Aiders Training (Basic of Occupational First Aid and CPR course) was conducted, the following certificate was found valid.</p> <p><u>Layang Estate:</u></p> <p>Occupational Safety and Health Manual for Plantation Division (OM-GPB-01; Revision 0 dated 01/01/2010) prepared by JKKP IS 127/438/2/3246, approved by the Executive Vice President were</p>	

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	<p>made available.</p> <p>Topics covered were:</p> <ol style="list-style-type: none"> <li>1. Notification and investigation of accidents at workplaces</li> <li>2. Personal Protective Equipment</li> <li>3. Occupational safety and health program</li> <li>4. Emergency Response Plan</li> <li>5. OSH Signages</li> <li>6. OSH Committee</li> <li>7. HIRARC</li> <li>8. Pesticides usage</li> <li>9. OSH documentation management</li> <li>10. USECHH 2000 (Hazardous Chemical Handling)</li> </ol> <p>GLYE has established a Hazard Identification Risk Assessment Risk Control (HIRARC) approved by Mr Tan Hong Piau (VP/GM – R2) and last reviewed on 11/11/2016.</p> <p>Genting Layang Estate Annual OSH Training Programme &amp; Safety Meeting for 2017 were available. GLYE conducts a periodic training for employees such as ERP Training [16/11/2017], Guidelines for Tractor Driver and Safe Driving [14/11/2017], First Aid Training [15/10/2017] and Genset Training [26/10/2017].</p> <p>GLYE management has appointed the OSH Committee for 2017/2018 consisting of representatives from employer and employee. The OHS</p>	

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		<p>Chairman and Secretary are in coordination with the Sustainability Dept for any updates on national regulations and collective agreements.</p> <p>During site visit to the chemical store, premix area, fertilizers store and clinic, the respective sites are equipped with first aid box, fire extinguisher, important contact number and flowchart of emergency procedures.</p> <p>Interview with worker, found they are able to explain and demonstrate steps of precaution on incidence, such as first aid action to be taken, spills handling and reporting.</p> <p>The Hospital Assistance is the key person as first aider and supported by estate staff whom been trained by him. Sighted the training record for first aiders on 15/10/2017.</p> <p>The OSH Committee has records of accidents happened and will evaluate it during the OSH quarter meeting, which recently had on 06/10/2017. There was no accident case reported in the 3rd quarter.</p>	
<b>Criterion 4.4.5: Employment conditions</b>			
<b>4.4.5.1</b>	<p>The management shall establish policy on good social practices regarding human rights in respect of industrial harmony. The policy shall be signed by the top management and effectively communicated to the employees.</p> <p>- Major compliance -</p>	<p><u>Genting Landworthy Estate (GLWE)</u></p> <p>GLWE has established a "Sexual Harassment Policy" and " People Policy" signed by Mr Yong Chee Kong (CEO) dated 03/08/2009.</p> <p>The policies are evident of the company's commitment to providing a workplace that is free from sexual harassment and all other forms of violence against women, workers, and community.</p>	Complied

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		<p>The policy also commits to providing sufficient training and development for employees to increase their awareness and enhance their skills in line with this policy.</p> <p><u>Genting Layang Estate</u></p> <p>Policy sighted as above; People Policy; Rev. 00; Date: 3/8/2009.</p>	
<b>4.4.5.2</b>	<p>The management shall not engage in or support discriminatory practices and shall provide equal opportunity and treatment regardless of race, colour, sex, religion, political opinion, nationality, social origin or any other distinguishing characteristics.</p> <p><b>- Major compliance -</b></p>	<p><u>Genting Landworthy Estate (GLWE)</u></p> <p>The "Sexual Harassment Policy" and " People Policy" signed by Mr Yong Chee Kong (CEO) dated 03/08/2009 enforce the management's direction that all employees should be treated fairly in terms of recruitment, progression, terms and conditions of works and representation regardless of race, caste, nationality, gender, physique, sexual orientation, union membership, political view, religion and age.</p> <p>Interview with the foreign and local workers, reveals there is no discriminatory issues as the management treat them well.</p> <p><u>Layang Estate:</u></p> <p>As above.</p>	Complied
<b>4.4.5.3</b>	<p>Management shall ensure that employees' pay and conditions meet legal or industry minimum standards and as per agreed Collective Agreements. The living wage should be sufficient to meet basic needs and provide some discretionary income based on minimum wage.</p>	<p><u>Genting Landworthy Estate (GLWE)</u></p> <p>As at 21/11/2017, there are 309 workers under payroll in the estate operation and there are no contract worker employed.</p> <p>A total workforce at GLWE is 2.91% Malaysian and 97.1% foreigners [Indonesian - 95.47% and Philippines – 1.61%].</p>	Major Non-Compliance



Criterion / Indicator	Assessment Findings	Compliance
<p><b>- Major compliance -</b></p>	<p>The Contract Agreement which is written in respective nationality languages, stressing on pay, fringe benefits, salary slips, medical surveillance etc.</p> <p>Sampled annual contract for:</p> <p>Passport: AT 681XXX – Indonesian [contract in Bahasa Malaysia]</p> <p>Passport: EB 5779XXX – Philippines [contract in Bahasa Malaysia]</p> <p>NRIC: 891012-12-XXXX – Malaysian [contract in Bahasa Malaysia]</p> <p>Pay slips [August 2017 – October 2017] were verified confirming workers receives monthly salary more than RM 920.00 unless otherwise on unpaid leave, poor attendance and switching workers from daily rate to piece rate or vice versa.</p> <p>Interview with the estate staff and workers [male and female] confirmed that they understand the terms and conditions of their employment.</p> <p>No confinement history and no illegal or forced deduction as per this audit period.</p> <p><u>Layang Estate:</u></p> <p>Refer to Sabah OUs "Perjanjian Pekerjaan" , Employment Contract para 10; " Pekerja harian (tidak termasuk pekerja borong/pajak) jika diberi arahan dan kelulusan bertulis oleh majikan untuk bekerja pada hari rehatnya atau hari cuti umum, pekerja berhak mendapat bayaran gaji pada kadar berikut":</p> <p>a) Pada hari rehat - 2 kali ganda;</p> <p>b) Pada hari cuti umum - 3 kali ganda.</p>	

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Criterion / Indicator		Assessment Findings	Compliance
		<p>Samples of agreements were checked as following:</p> <ul style="list-style-type: none"> <li>a) Employee # E00120; Joined date: 20/2/2016</li> <li>b) Employee # E00899; Joined date: 16/6/2016</li> <li>c) Employee # E00992; Joined date: 4/4/2015</li> </ul> <p>Due to sub-standard condition (no double pay during off-day work for piece rate worker), hence a major nonconformity has been raised.</p>	
<b>4.4.5.4</b>	<p>Management should ensure employees of contractors are paid based on legal or industry minimum standards according to the employment contract agreed between the contractor and his employee.</p> <p><b>- Minor compliance -</b></p>	<p><u>Genting Landworthy Estate (GLWE)</u></p> <p>The estate not engaged any contract workers.</p> <p>The transportation for FFB is being outsourced to local contractors.</p> <p>Sighted the Loading and transporting of fresh fruit bunch (FFB) and loose fruit agreement (Agreement No: GLWE/TC/17/01/04 dated 01/01/2017).</p> <p><u>Layang Estate:</u></p> <p>No contractors employees involved in direct estate operations i.e. production (harvesting) and maintenance (upkeep, spraying, manuring, etc.) except for FFB transporters and palm tree felling &amp; chipping of replanting machinery operator.</p> <p>Sighted the following sample of agreements:</p> <ul style="list-style-type: none"> <li>i) Memorandum of Agreement (MOA) for Contractor (Contracts without General Work Orders); Agreement # GLYE/MOA/RPT/17/01; Period: 15/4/2017 – 15/8/2017;</li> </ul>	Complied

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Criterion / Indicator	Assessment Findings	Compliance
	<p>Contractor: Harimaju Sdn. Bhd.</p> <p>ii) Loading and Transporting of Fresh Fruit Bunch (FFB) and Loose Fruit Agreement; Agreement # GLYE/TC/17/02; Period: 1/1/2017 – 31/12/2017; Contractor: Man Fook Hing</p> <p>iii) Memorandum of Agreement (MOA) for Contractor (Contracts with General Work Orders); Agreement # GLYE/MOA/17/02; Period: 1/1/2017 – 31/12/2017; Contractor: Man Fook Hing</p> <p>In all agreements, it was mentioned that in accordance with RSPO, ISCC and MSPO requirements the contractor shall submit the following:</p> <p>i) Copies of passport or work permit together with the job description work agreement            ii) Copy of each workers’ pay advice            iii) Copy of insurance policy for contractors’ workers</p> <p>Sighted that the estate kept all records accordingly. However consistency of records to be maintained needs further improvements.</p>	
<p><b>4.4.5.5</b></p>	<p>The management shall establish records that provide an accurate account of all employees (including seasonal workers and subcontracted workers on the premises). The records should contain full names, gender, date of birth, date of entry, a job description, wage and the period of employment.</p> <p><b>- Major compliance -</b></p> <p><u>Genting Landworthy Estate (GLWE)</u></p> <p>There is a list of employees consist of employee number, name, division, pay, NRIC/Passport no, employment category, nationality, DOB, age, race and status in the Lintramax system – Name List of Workers (as at October 2017).</p> <p><u>Layang Estate:</u></p> <p>There is a list of employees consist of employee number, name,</p>	<p>Complied</p>

Criterion / Indicator		Assessment Findings	Compliance
		division, pay, NRIC/Passport no, employment category, nationality, DOB, age, race and status in the Lintramax system – Name List of Workers (as at October 2017).	
<b>4.4.5.6</b>	<p>All employees shall be provided with fair contracts that have been signed by both employee and employer. A copy of employment contract is available for each and every employee indicated in the employment records.</p> <p><b>- Major compliance -</b></p>	<p>Refer to Sabah OUs "Perjanjian Pekerjaan" , Employment Contract para 10; " <i>Pekerja harian (tidak termasuk pekerja borong/pajak) jika diberi arahan dan kelulusan bertulis oleh majikan untuk bekerja pada hari rehatnya atau hari cuti umum, pekerja berhak mendapat bayaran gaji pada kadar berikut:</i></p> <p><i>a) Pada hari rehat - 2 kali ganda;</i></p> <p><i>b) Pada hari cuti umum - 3 kali ganda.</i></p> <p>Sample of contract checked:</p> <p>i) Genting Bahagia Estate (B1104XXX, A6778XXX, AS259XXX, AS369XXX, AT680XXX, AT680XXX, AT245XXX)</p> <p>ii) Genting Landworthy Estate (AT 681XXX, EB 5779XXX)</p> <p>iii) Genting Layang Estate (AT 681XXX, AT245XXX, AT696XXX)</p> <p>Evidence of fair contracts that have been signed by both employee and employer was not effectively demonstrated. Thus, a major NC was raised.</p>	Major Non-Compliance
<b>4.4.5.7</b>	<p>The management shall establish a time recording system that makes working hours and overtime transparent for both employees and employer.</p> <p><b>- Major compliance -</b></p>	<p><u>Genting Landworthy Estate (GLWE)</u></p> <p>Based on the sampled pay slips of workers [each nationality of 3 months' pay slip], there is no trace of breach of payment as stipulated in their contract.</p> <p>Interview with workers shows no issue on wages received.</p> <p>During site visit, interview with both local and foreign workers revealed no discrimination on overtime hours as well on wages</p>	Complied

Criterion / Indicator		Assessment Findings	Compliance
		<p>received for overtime work done.</p> <p>This was also cross checked in their respective payslips and no discrepancies found.</p> <p><b>GLWE has implemented the FingerTec TA500 Biometric Time Attendance System for time recording.</b></p> <p><u>Layang Estate:</u></p> <p>Based on the sampled pay slips of workers [each nationality of 3 months' pay slip], there is no trace of breach of payment as stipulated in their contract.</p> <p>Interview with workers shows no issue on wages received.</p> <p>During site visit, interview with both local and foreign workers revealed no discrimination on overtime hours as well on wages received for overtime work done.</p> <p>This was also cross checked in their respective payslips and no discrepancies found.</p> <p>GLYE has implemented the FingerTec TA500 Biometric Time Attendance System for time recording.</p>	
<b>4.4.5.8</b>	<p>The working hours and breaks of each individual employee as indicated in the time records shall comply with legal regulations and collective agreements. Overtime shall be mutually agreed and shall always be compensated at the rate applicable and shall meet the applicable legal requirement.</p> <p><b>- Major compliance -</b></p>	<p><u>Genting Landworthy Estate (GLWE)</u></p> <p>Working hours is 8 hours. From Monday to Saturday. Total monthly working hours is 208 hours. The overtime maximum is 104 hours according to the Sabah Labour Ordinan 2005.</p> <p>As at current status, there was none has crossed 80 hours of overtime. Verified the payslips, the payment and calculation of overt</p>	Complied

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Criterion / Indicator	Assessment Findings	Compliance
	<p>time well distributed.</p> <p>The overtime rate after 8 hours daily rated is: upkeeping</p> <ul style="list-style-type: none"> <li>• Mon - Sat – daily rated / 8 hours x 1.5</li> <li>• Sunday - daily rated / 8 hours x 2.0</li> <li>• Public holiday – daily rated / 8 hours x 3.0</li> </ul> <p>The overtime rate after 8 hours piece rated is: harvesters</p> <ul style="list-style-type: none"> <li>• Mon - Sat – flat rate</li> <li>• Sunday – flat rate x 2.0</li> <li>• Public holiday – flat rate x 3.0</li> </ul> <p>Genting Layang Estate:  <u>Layang Estate:</u></p> <p>Working hours is 8 hours. From Monday to Saturday. Total monthly working hours is 208 hours. The overtime maximum is 104 hours according to the Sabah Labour Ordinan 2005.</p> <p>As at current status, there was none has crossed 80 hours of overtime. Verified the payslips, the payment and calculation of overt time well distributed.</p> <p>The overtime rate after 8 hours daily rated is: upkeeping</p> <ul style="list-style-type: none"> <li>• Mon - Sat – daily rated / 8 hours x 1.5</li> <li>• Sunday - daily rated / 8 hours x 2.0</li> <li>• Public holiday – daily rated / 8 hours x 3.0</li> </ul>	

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		<p>The overtime rate after 8 hours piece rated is: harvesters</p> <ul style="list-style-type: none"> <li>• Mon - Sat – flat rate</li> <li>• Sunday – flat rate x 2.0</li> <li>• Public holiday – flat rate x 3.0</li> </ul>	
<b>4.4.5.9</b>	<p>Wages and overtime payment documented on the pay slips shall be in line with legal regulations and collective agreements.</p> <p><b>- Major compliance -</b></p>	<p><u>Genting Landworthy Estate (GLWE)</u></p> <p>Salary slips clearly shows the calculations of gross salary, all deductions and net salary of a worker.</p> <p>Workers interviewed confirmed that they are being paid more than the stipulated minimum wage and that they understand all the deductions being made.</p> <p>Sampled 3 months’ payslip for:</p> <p>Employee ID: E01998</p> <p>Employee ID: E01913</p> <p>Employee ID: E02218</p> <p><u>Layang Estate:</u></p> <p>Salary slips clearly shows the calculations of gross salary, all deductions and net salary of a worker.</p> <p>Workers interviewed confirmed that they are being paid more than the stipulated minimum wage and that they understand all the deductions being made.</p> <p>Sampled 3 months’ payslip for:</p>	<p>Major nonconformance</p>

Criterion / Indicator		Assessment Findings	Compliance
		a) Employee # E00120; Joined date: 20/2/2016 b) Employee # E00899; Joined date: 16/6/2016 c) Employee # E00992; Joined date: 4/4/2015	
<b>4.4.5.10</b>	Other forms of social benefits should be offered by the employer to employees, their families or the community such as incentives for good work performance, bonus payment, professional development, medical care and health provisions.  <b>- Minor compliance -</b>	<p><u>Genting Landworthy Estate (GLWE)</u></p> <p>The social benefits for:</p> <ul style="list-style-type: none"> <li>• Local - incentives for good work performance by giving hampers for general workers during annual dinner and for staff is based on KPI eligible for incentive, bonus payment, professional development for only executive and above, medical care and health provisions are for entire work force.</li> <li>• Foreigner – new employees arriving from overseas are given the basic necessities and food (as per the GWLE Basis Necessities for New Worker checklist).</li> </ul> <p>Estate Manager who mentioned the social benefits for workers are based on the instruction from HQ level.</p> <p>Medical surveillance for sprayers (10), manuring (6), trainee storekeeper (1), genset (1) and workshop (1) [Total 19 workers] has been done in 14/05/2017 by Klinik Elopura Sdn Bhd (HQ/12/DOC/00/259). Summary report for the medical surveillance were available and all 19 workers are found fit for work.</p> <p><u>Genting Bahagia Estate (GBE)</u></p> <p>Medical Surveillance carried out on 25/02/2017 (GBE) for 50 workers by Dr. Shaji A/L Prathap Gopal (Reg ref: HQ /12/DOC/00/259).</p>	Complied



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Criterion / Indicator	Assessment Findings	Compliance																
	<p>Local Workers – covered by SOCSO – ‘Pertubuhan Keselamatan Sosial’. Verified through ‘Jadual Caruman Bulanan’ Aug, Sept and Oct 2017 for the following workers:</p> <table border="1" data-bbox="1034 560 1666 759"> <thead> <tr> <th></th> <th>I/C No</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>87112449XXXX</td> </tr> <tr> <td>2</td> <td>90102912XXXX</td> </tr> <tr> <td>3</td> <td>76112912XXXX</td> </tr> </tbody> </table> <p>Foreign Workers – covered by Workmen Compensation provided as per Compensation Act 1952 through Lonpac Insurance Berhad (Policy No: S/17/WF00/012539/SDK-25, Policy Period: 01/01/2017 to 31/12/2017).</p> <p>Verified for the following workers :</p> <table border="1" data-bbox="1034 1002 1666 1201"> <thead> <tr> <th></th> <th>Employee No/Passport No</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>AS 240XXX</td> </tr> <tr> <td>2</td> <td>AS 189XXX</td> </tr> <tr> <td>3</td> <td>AR 411XXX</td> </tr> </tbody> </table> <p><u>Layang Estate:</u>            The social benefits for:            Local - incentives for good work performance by giving hampers for</p>		I/C No	1	87112449XXXX	2	90102912XXXX	3	76112912XXXX		Employee No/Passport No	1	AS 240XXX	2	AS 189XXX	3	AR 411XXX	
	I/C No																	
1	87112449XXXX																	
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		<p>general workers during annual dinner and for staff is based on KPI eligible for incentive, bonus payment, professional development for only executive and above, medical care and health provisions are for entire work force.</p> <p>Foreigner – new employees arriving from overseas are given the basic necessities and food (as per the GWLE Basis Necessities for New Worker checklist).</p> <p>Total there are 309 workers [97.1% foreigners], interviewed the Estate Manager who mentioned the social benefits for workers are based on the instruction from HQ level.</p> <p>Medical surveillance for sprayers (10), manuring (6), trainee storekeeper (1), genset (1) and workshop (1) [Total 19 workers] has been done in 14/05/2017 by Klinik Elopura Sdn Bhd (HQ/12/DOC/00/259). Summary report for the medical surveillance were available and all 19 workers are found fit for work.</p>	
<b>4.4.5.11</b>	<p>In cases where on-site living quarters are provided, these quarters shall be habitable and have basic amenities and facilities in compliance with the Workers' Minimum Standards Housing and Amenities Act 1990 (Act 446) or any other applicable legislation.</p> <p><b>- Major compliance -</b></p>	<p><u>Genting Landworthy Estate (GLWE)</u></p> <p>Based on field visit and interview with workers known that the adequate housing, clean water supplies, medical, mosque, electricity and access to adequate, sufficient and affordable food has been provided.</p> <p>Foreign workers housed accordingly and have adequate beds, clean running water from taps, kitchen and toilet facility. There is no complain, and grievance related to housing standard.</p> <p>During site visit to line-site, interview both local and foreign workers claimed that the management provides decent living quarters with</p>	Major nonconformance

Criterion / Indicator	Assessment Findings	Compliance
	<p>proper drainage system, twice a week domestic waste collection, attend to household repairs and free water and electricity supply for domestic consumption. The audit team witnessed the tap water condition in foreign worker’s quarter that has no sign of pollution.</p> <p>The clinic seen with sufficient facilities to treat patient with minor illness and for major case it will be refer to local government hospital in Lahad Datu (75km). Interview with workers, resulted positive feedbacks of the service from clinic.</p> <p>There is a Humana school available within the company’s compound where the estate workers have option for their children’s education.</p> <p>Genting Layang Estate:  <u>Layang Estate:</u></p> <p>Based on field visit and interview with workers known that the adequate housing, clean water supplies, medical, mosque, electricity and access to adequate, sufficient and affordable food has been provided.</p> <p>Foreign workers housed accordingly and have adequate beds, clean running water from taps, kitchen and toilet facility. There is no complain, and grievance related to housing standard.</p> <p>During site visit to line-site, interview both local and foreign workers claimed that the management provides decent living quarters with proper drainage system, twice a week domestic waste collection, attend to household repairs and free water and electricity supply for domestic consumption. The audit team witnessed the tap water condition in foreign worker’s quarter that has no sign of pollution.</p>	

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Criterion / Indicator		Assessment Findings	Compliance
		<p>The clinic seen with sufficient facilities to treat patient with minor illness and for major case it will be refer to local government hospital feedbacks of the service from clinic.</p> <p>There is a Humana school available within the company's compound where the estate workers have option for their children's education.</p>	
<b>4.4.5.12</b>	<p>The management shall establish a policy and provide guidelines to prevent all forms of sexual harassment and violence at the workplace.</p> <p><b>- Major compliance -</b></p>	<p><u>Genting Landworthy Estate (GLWE)</u></p> <p>The "Sexual Harassment Policy" and " People Policy" signed by Mr Yong Chee Kong (CEO) dated 03/08/2009 is seen consist of information on non-discrimination and equal opportunities.</p> <p>Seen the policy displayed in the estate's office and regularly communicated to all levels of the workforce through training programs.</p> <p>Interviewed with workers during site visits, resulted with no form discrimination based on race, caste, national origin, religion, disability, gender, etc. The interviewed workers are aware on the term of discrimination and how they to respond if such incidents happen to them.</p> <p>The gender committee meeting was held on 13/10/2017 attended by 09 members, there was no significant issue that required attention from the management.</p> <p>The gender committee chairman is Miss Tracy Bungan, secretary is Mrs Fidelia Stephen Sundang and 8 representatives from workers groups. The recent gender committee meeting was held on 13/10/2017 attended by 09 workers.</p>	Complied

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Criterion / Indicator		Assessment Findings	Compliance
		<p>Genting Layang Estate</p> <p><u>Layang Estate:</u></p> <p>GPB has implemented a Sexual Harassment Policy dated 3/8/2009 signed by Chief Operating Officer. Training on sexual harassment in workplace has been given to the workers on 22/8/2016 for GLYE female workers.</p> <p>The latest meeting with woman association in GLYE was done on 21/7/2017 as per "Minit Mesyuarat Persatuan Wanita Dan Kanak-Kanak" sighted.</p>	
<b>4.4.5.13</b>	<p>The management shall respect the right of all employees to form or join trade union and allow workers own representative(s) to facilitate collective bargaining in accordance with applicable laws and regulations. Employees shall be given the freedom to join a trade union relevant to the industry or to organize themselves for collective bargaining. Employees shall have the right to organize and negotiate their work conditions. Employees exercising this right should not be discriminated against or suffer repercussions.</p> <p><b>- Major compliance -</b></p>	<p><u>Genting Landworthy Estate (GLWE)</u></p> <p>The Genting Plantations Group "People Policy" signed by Mr Yong Chee Kong, CEO dated 03/08/2017 clearly states that no one shall be denied of their rights, freedom of association and equal opportunities.</p> <p><u>Layang Estate:</u></p> <p>The Genting Plantations Group "People Policy" signed by Mr Yong Chee Kong, CEO dated 03/08/2017 clearly states that no one shall be denied of their rights, freedom of association and equal opportunities.</p>	Complied
<b>4.4.5.14</b>	<p>Children and young persons shall not be employed or exploited. The minimum age shall comply with local, state and national legislation. Work by children is acceptable on family farms, under adult supervision, and when not interfering with their education programmes. Children shall not exposed to</p>	<p><u>Genting Landworthy Estate (GLWE)</u></p> <p>There is a Genting Plantations Social Policy on Child Protection dated on 22/06/2015.</p> <p><b>During site visit to field and line site, there was no evidence</b></p>	Complied

Criterion / Indicator		Assessment Findings	Compliance
	<p>hazardous working conditions.</p> <p><b>- Major compliance -</b></p>	<p><b>found of workers below 18 years old. Workers are aware of the minimum age policy is being strictly enforced by the management at which the age limit is above 18</b></p> <p><u>Layang Estate:</u></p> <p>There is a Genting Plantations Social Policy on Child Protection dated on 22/06/2015.</p> <p>During site visit to field and line site, there was no evidence found of workers below 18 years old. Workers are aware of the minimum age policy is being strictly enforced by the management at which the age limit is above 18 years old.</p>	
<b>Criterion 4.4.6: Training and competency</b>			
<b>4.4.6.1</b>	<p>All employees, contractors and relevant smallholders are appropriately trained. A training programme (appropriate to the scale of the organization) that includes regular assessment of training needs and documentation, including records of training shall be kept.</p> <p><b>- Major compliance -</b></p>	<p><u>Genting Landworthy Estate (GLWE)</u></p> <p>Sighted the Genting Landworthy Estate Annual OSH Training Programme &amp; Safety Meeting for 2017.</p> <p>The program consists of briefing about SOP and PPE (18), briefing about safety policy (1), first aid training (1), safety committee meeting (1) and fire drill (1).</p> <p>Training records sampled:-</p> <ul style="list-style-type: none"> <li>• Safety Training for Hitachi (Excavator) Driver – 06/07/2017.</li> <li>• Motorcycle Safety – 17/05/2017.</li> <li>• Safety at Workshop – 24/04/2017.</li> </ul>	Complied

Criterion / Indicator	Assessment Findings	Compliance																		
	<p><u>Genting Bahagia Estate</u></p> <p>The following Training reviewed :</p> <table border="1" data-bbox="1037 544 1733 1166"> <thead> <tr> <th>Training Type</th> <th>Date</th> <th>Remarks</th> </tr> </thead> <tbody> <tr> <td>Safety Training (Genset, Water Treatment &amp; Water Pump)</td> <td>26/10/2017</td> <td>GBE</td> </tr> <tr> <td>OSH Manual contents briefing to workers regarding HIRARC</td> <td>10/08/2017</td> <td>GBE</td> </tr> <tr> <td>Harvesting and collection of loose fruit training</td> <td>28/07/2017</td> <td>GBE</td> </tr> <tr> <td>Workshop Safety Training</td> <td>13/07/2017</td> <td>GBE</td> </tr> <tr> <td>Safety Induction to new workers</td> <td>01/07/2017</td> <td>GBE</td> </tr> </tbody> </table> <p><u>Layang Estate:</u></p> <p>Sighted the Genting Layang Estate Annual OSH Training Programme &amp; Safety Meeting for 2017. The program consists of briefing about SOP and PPE (18), briefing about safety policy (1), first aid training (1), safety committee meeting (1) and fire drill (1).</p>	Training Type	Date	Remarks	Safety Training (Genset, Water Treatment & Water Pump)	26/10/2017	GBE	OSH Manual contents briefing to workers regarding HIRARC	10/08/2017	GBE	Harvesting and collection of loose fruit training	28/07/2017	GBE	Workshop Safety Training	13/07/2017	GBE	Safety Induction to new workers	01/07/2017	GBE	
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Criterion / Indicator		Assessment Findings	Compliance
		Training records sampled:- <ul style="list-style-type: none"> <li>• Safety Training for Hitachi (Excavator) Driver – 06/07/2017</li> <li>• Motorcycle Safety – 17/05/2017</li> </ul> Safety at Workshop – 24/04/2017	
4.4.6.2	Training needs of individual employees shall be identified prior to the planning and implementation of the training programmes in order to provide the specific skill and competency required to all employees based on their job description.  <b>- Major compliance -</b>	<u>Genting Landworthy Estate (GLWE)</u> Seen a matrix table that identified programs and whom are required to be trained. There is no special or specific training identified by the management, however the existing plans are able to promote individual workers improve their working skill.  Training calendar with programs seen in align with management’s direction to ensure all workers are trained in their respective job. Cross verified, harvesters, sprayers and chemical/store handler found satisfactory discussion.  Sighted the (Executive/Staffs/Workers) Training needs, analysis and plan for year 2017 dated 14/10/2017.  <u>Layang Estate:</u>	Complied



Criterion / Indicator		Assessment Findings	Compliance
		<p>Seen a matrix table that identified programs and whom are required to be trained. There is no special or specific training identified by the management, however the existing plans are able to promote individual workers improve their working skill.</p> <p>Training calendar with programs seen in align with management's direction to ensure all workers are trained in their respective job. Cross verified, harvesters, sprayers and chemical/store handler found satisfactory discussion.</p> <p>Sighted the (Executive/Staffs/Workers) Training needs, analysis and plan for year 2017 dated 14/10/2017.</p>	
<p><b>4.4.6.3</b></p>	<p>A continuous training programme should be planned and implemented to ensure that all employees are well trained in their job function and responsibility, in accordance to the documented training procedure.</p> <p><b>- Minor compliance -</b></p>	<p><u>Genting Landworthy Estate (GLWE)</u></p> <p>The estate has training program which updated annually. The annual internal audit by the Sustainability Dept and the management review does review the effectiveness of the training plan and its execution.</p> <p>Interview with workers and staff, found they are aware on their job scope and responsibilities, e.g. Hospital Assistance, Asst. manager and field workers during site visit.</p> <p><u>Layang Estate:</u></p> <p>The estate has training program which updated annually. The annual internal audit by the Sustainability Dept and the management review does review the effectiveness of the training plan and its execution.</p> <p>Interview with workers and staff, found they are aware on their job scope and responsibilities, e.g. Hospital Assistance, Asst. manager and field workers during site visit.</p>	<p>Complied</p>

Criterion / Indicator	Assessment Findings	Compliance
<b>4.5 Principle 5: Environment, natural resources, biodiversity and ecosystem services</b>		
<b>Criterion 4.5.1: Environmental Management Plan</b>		
<p><b>4.5.1.1</b></p>	<p>An environmental policy and management plan in compliance with the relevant country and state environmental laws shall be developed, effectively communicated and implemented.</p> <p><b>- Major compliance -</b></p> <p><u>Genting Landworthy Estate (GLWE)</u>            The Genting Plantations "Environment Policy" was established. The policy was signed by Mr Yong Chee Kong, CEO on 05/10/2009.</p> <p>The GLWE environmental improvement and management plan has been established to monitor the identified significant activities that give impacts on environment. En Mohd Nazrin Shah (Assistant Manager) has been appointed to do the monitoring to ensure the plan is effectively implemented.</p> <p><u>Genting Bahagia Estate (GBE)</u>            Environmental monitoring &amp; compliance audit report (2<sup>nd</sup> report of year 2017) AEC ref no: JPAS/PP/06/600-1/11/1/226, report no: CK/MO411/996-2/17, report no: 3, dated 20/10/2017 by Chemsain Konsultant Sdn Bhd were available.</p> <p>Project name: Replanting of Oil Palm Plantation (OPP) at Genting Tenegang and Genting Bahagia Estates, Kinabatangan Districts, Sabah.            Monitoring period: May 2017 – October 2017            Date of monitoring            Compliance Audit visit: 16-17/08/2017            Water Quality Sampling: 16-17/08/2017            EIA Consultant: Chemsain Konsultant Sdn Bhd</p>	<p>Complied</p>

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Criterion / Indicator		Assessment Findings	Compliance
		<p><u>Layang Estate:</u></p> <p>The Genting Plantations “Environment Policy” was established. The policy was signed by Mr Yong Chee Kong, CEO on 05/10/2009.</p> <p>The GLYE environmental improvement and management plan has been established to monitor the identified significant activities that give impacts on environment. The Assistant Manager has been appointed to do the monitoring to ensure the plan is effectively implemented.</p>	
4.5.1.2	<p>The environmental management plan shall cover the following:</p> <ul style="list-style-type: none"> <li>a) An environmental policy and objectives;</li> <li>b) The aspects and impacts analysis of all operations.</li> </ul> <p><b>- Major compliance -</b></p>	<p><u>Genting Landworthy Estate (GLWE)</u></p> <p>An environmental improvement plan was implemented to monitor the effectiveness of the mitigation measures.</p> <p>This plan incorporated a monitoring protocol, which is adaptive to operational changes and is reviewed every year to reflect the results of monitoring operational changes that may have positive and negative environmental impacts. Last reviewed was done on 16/10/2017.</p> <p>Continuous awareness training program eq. Riparian Training has been carried out on 16/10/2017 by the company to its workers and other stakeholders.</p> <p><u>Layang Estate:</u></p> <p>An environmental improvement plan was implemented to monitor the effectiveness of the mitigation measures.</p> <p>This plan incorporated a monitoring protocol, which is adaptive to operational changes and is reviewed every year to reflect the results</p>	Complied

Criterion / Indicator		Assessment Findings	Compliance
		<p>of monitoring operational changes that may have positive and negative environmental impacts. Last reviewed was done on 16/10/2017.</p> <p>Continuous awareness training program eq. Riparian Training has been carried out on 16/10/2017 by the company to its workers and other stakeholders.</p>	
4.5.1.3	<p>An environmental improvement plan to mitigate the negative impacts and to promote the positive ones, shall be developed, effectively implemented and monitored.</p> <p><b>- Major compliance -</b></p>	<p><u>Genting Landworthy Estate (GLWE)</u></p> <p>The continuous implementation of the improvements activities was checked during the field and document audit.</p> <p>The environmental improvement &amp; management plan has been established to monitor the identified significant activities that give impacts on environment. Last reviewed was done on 16/10/2017.</p> <p>The significant environmental aspects and impacts mitigation methods were made available.</p> <p><u>Genting Bahagia Estate (GBE)</u></p> <p>Environmental impact assessment for the proposed replanting of oil palm plantation at Genting Tenegang and Genting Bahagia Estates, Kinabatangan District, Sabah were available.</p> <p>Final report ref: CK/EV403-4252/14 dated June 2015. The proposed replanting project covers an area of approx. 7,674.19 hectares.</p> <p><u>Layang Estate:</u></p> <p>Environmental aspect and impact register establishe based on Sustainability Management Procedure Manual; Doc. # SMP-GPB-29;</p>	Complied

Criterion / Indicator		Assessment Findings	Compliance
		Rev. 00; Date: 25/10/2016.	
4.5.1.4	<p>A programme to promote the positive impacts should be included in the continual improvement plan.</p> <p><b>- Minor compliance -</b></p>	<p><u>Genting Landworthy Estate (GLWE)</u></p> <p>The environmental improvement &amp; management plan also includes continual improvement plans.</p> <p>For example, minimizing the use of certain pesticide/herbicide, waste management, maximizing recycling waste or by product generation and to eliminate oil spillage, to reduce massive land contamination, monitoring on the land preparation during replanting, to reduce GHG emission, and etc.</p> <p><u>Genting Layang Estate</u></p> <p>Programs conducted including Kinabatangan Corridor of Life; Kerjasama Pemuliharaan dan Penanaman Semula Hutan Sg. Tenegang Besar, Kinabatangan; Projek Usahasama Genting Plantations Berhad dan WWF Malaysia sejak 1999.</p> <p>Sighted also WWF Riparian Reserve Tree Planting Annual Report.</p>	Complied
4.5.1.5	<p>An awareness and training programme shall be established and implemented to ensure that all employees understand the policy and objectives of the environmental management and improvement plans and are working towards achieving the objectives.</p> <p><b>- Major compliance -</b></p>	<p><u>Genting Landworthy Estate (GLWE)</u></p> <p>The Genting Landworthy Estate Annual OSH Training Programme &amp; Safety Meeting for 2017 includes environmental awareness and compliance related trainings to the executives, staffs and workers. Continuous awareness training program eq. Riparian Training has been carried out on 16/10/2017 by the company to its workers and other stakeholders.</p> <p><u>Layang Estate:</u></p>	Complied

Criterion / Indicator		Assessment Findings	Compliance
		The Genting Layang Estate Annual OSH Training Programme & Safety Meeting for 2017 includes environmental awareness and compliance related trainings to the executives, staffs and workers. Continuous awareness training program eq. Riparian Training has been carried out on 16/10/2017 by the company to its workers and other stakeholders.	
4.5.1.6	<p>Management shall organize regular meetings with employees where their concerns about environmental quality are discussed.</p> <p><b>- Major compliance -</b></p>	<p><u>Genting Landworthy Estate (GLWE)</u></p> <p>Environmental related matters were discussed during morning muster calls.</p> <p>Workers interview reveal that they are encouraged to discuss environmental issues with the management.</p> <p>Continuous awareness training through the Understanding and Awareness of the Company's Policy training has been carried out on 13/11/2017 by the company to its workers and other stakeholders.</p> <p><u>Genting Layang Estate</u></p> <p>Environmental related matters were discussed during morning muster calls.</p> <p>Workers interview reveal that they are encouraged to discuss environmental issues with the management.</p> <p>Continuous awareness training through the Understanding and Awareness of the Company's Policy training has been carried out on 13/11/2017 by the company to its workers and other stakeholders.</p>	Complied
<b>Criterion 4.5.2:</b> Efficiency of energy use and use of renewable energy			

Criterion / Indicator		Assessment Findings	Compliance																		
<p><b>4.5.2.1</b></p> <p>Consumption of non-renewable energy shall be optimized and closely monitored by establishing baseline values and trends shall be observed within an appropriate timeframe. There should be a plan to assess the usage of non-renewable energy including fossil fuel, electricity and energy efficiency in the operations over the base period.</p> <p><b>- Major compliance -</b></p>	<p><u>Genting Landworthy Estate (GLWE)</u></p> <p>GLWE maintains records of energy usage, which is reported monthly to head office. The use of the fossil fuel against the FFB production is being monitored.</p> <table border="1"> <thead> <tr> <th>Estate</th> <th>Year</th> <th>Diesel/ mt FFB</th> </tr> </thead> <tbody> <tr> <td rowspan="3">Genting Landworthy Estate (GLWE)</td> <td>2015</td> <td>1.20 ltrs/mt</td> </tr> <tr> <td>2016</td> <td>1.30 ltrs/mt</td> </tr> <tr> <td>2017</td> <td>1.28 ltrs/mt</td> </tr> </tbody> </table> <p><u>Genting Bahagia Estate (GBE)</u></p> <p>There was a plan established for improving efficiency of the use of fossil fuel.</p> <p>Sighted the GBE diesel consumption 2014 – 2017 (as at October 2017). Diesel consumption/FFB processed: 5.56 l/mt (Jan - Oct 2017).</p> <p><u>Layang Estate:</u></p> <p>GLYE maintains records of energy usage, which is reported monthly to head office. The use of the fossil fuel against the FFB production is being monitored.</p> <table border="1"> <thead> <tr> <th>Estate</th> <th>Year</th> <th>Diesel/ mt FFB</th> </tr> </thead> <tbody> <tr> <td rowspan="2">Genting</td> <td>2015</td> <td>1.10 ltrs/mt</td> </tr> <tr> <td>2016</td> <td>1.23 ltrs/mt</td> </tr> </tbody> </table>		Estate	Year	Diesel/ mt FFB	Genting Landworthy Estate (GLWE)	2015	1.20 ltrs/mt	2016	1.30 ltrs/mt	2017	1.28 ltrs/mt	Estate	Year	Diesel/ mt FFB	Genting	2015	1.10 ltrs/mt	2016	1.23 ltrs/mt	<p>Complied</p>
Estate	Year	Diesel/ mt FFB																			
Genting Landworthy Estate (GLWE)	2015	1.20 ltrs/mt																			
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Genting	2015	1.10 ltrs/mt																			
	2016	1.23 ltrs/mt																			

Criterion / Indicator		Assessment Findings			Compliance								
		Layang Estate (GLYE)	2017	1.19 ltrs/mt									
<b>4.5.2.2</b>	<p>The oil palm premises shall estimate the direct usage of non-renewable energy for their operations, including fossil fuel, and electricity to determine energy efficiency of their operations. This shall include fuel use by contractors, including all transport and machinery operations.</p> <p><b>- Major compliance -</b></p>	<p><u>Genting Landworthy Estate (GLWE)</u> GLWE have estimation on total energy required. This estimation was compared to the actual usage by monthly and reported to the head office for monitoring.</p> <p><u>Layang Estate:</u> GLYE have estimation on total energy required. This estimation was compared to the actual usage by monthly and reported to the head office for monitoring.</p>			Complied								
<b>4.5.2.3</b>	<p>The use of renewable energy should be applied where possible.</p> <p><b>- Minor compliance -</b></p>	<p><u>Genting Landworthy Estate (GLWE)</u> There is an application of EFB at estate visited. Sighted the record:</p> <table border="1"> <thead> <tr> <th>Estate</th> <th>Financial Year</th> <th>Total</th> </tr> </thead> <tbody> <tr> <td rowspan="2">Genting Landworthy Estate (GLWE)</td> <td>2016</td> <td>16,949.74 mt</td> </tr> <tr> <td>2017 (to date)</td> <td>7,671.21 mt</td> </tr> </tbody> </table> <p><u>Layang Estate:</u> There is an application of EFB at estate visited.</p>			Estate	Financial Year	Total	Genting Landworthy Estate (GLWE)	2016	16,949.74 mt	2017 (to date)	7,671.21 mt	Not applicable
Estate	Financial Year	Total											
Genting Landworthy Estate (GLWE)	2016	16,949.74 mt											
	2017 (to date)	7,671.21 mt											



Criterion / Indicator		Assessment Findings	Compliance								
		Sighted the record: <table border="1" style="margin-left: 20px;"> <thead> <tr> <th>Estate</th> <th>Financial Year</th> <th>Total</th> </tr> </thead> <tbody> <tr> <td rowspan="2">Genting Layang Estate (GLYE)</td> <td>2016</td> <td>15,759.38 mt</td> </tr> <tr> <td>2017 (to date)</td> <td>7,852.49 mt</td> </tr> </tbody> </table>	Estate	Financial Year	Total	Genting Layang Estate (GLYE)	2016	15,759.38 mt	2017 (to date)	7,852.49 mt	
Estate	Financial Year	Total									
Genting Layang Estate (GLYE)	2016	15,759.38 mt									
	2017 (to date)	7,852.49 mt									
<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 and documented. <b>- Major compliance -</b>	<u>Genting Landworthy Estate (GLWE)</u> Visit to GLWE facilities showed that all waste products and sources of pollution were identified and documented. Sighted the identification, segregation and storage of waste approved by Mr. Loo Chee Chung (Estate Manager) dated 16/10/2017. The documentation and identification of all the waste products such as scheduled waste, domestic waste and recyclable waste such as metal, plastic, mill waste and polluting materials e.g. EFB were maintained and monitored. Scheduled Waste identified included SW305, SW312, SW404, SW408, SW409 and SW410. Records on the usage and disposal were well	Complied								

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Criterion / Indicator		Assessment Findings	Compliance
		<p>recorded and documented.</p> <p>Appropriate secondary containment for the diesel skid tanks, chemical and scheduled waste storage areas was verified to be maintained.</p> <p><u>Layang Estate:</u></p> <p>Visit to GLYE facilities showed that all waste products and sources of pollution were identified and documented.</p> <p>The documentation and identification of all the waste products such as scheduled waste, domestic waste and recyclable waste such as metal, plastic, mill waste and polluting materials e.g. EFB were maintained and monitored.</p> <p>Scheduled Waste identified included SW305, SW312, SW404, SW408, SW409 and SW410. Records on the usage and disposal were well recorded and documented.</p> <p>Appropriate secondary containment for the diesel skid tanks, chemical and scheduled waste storage areas was verified to be maintained.</p>	
<b>4.5.3.2</b>	<p>A waste management plan to avoid or reduce pollution shall be developed and implemented. The waste management plan should include measures for:</p> <p>a) Identifying and monitoring sources of waste and pollution</p> <p>b) Improving the efficiency of resource utilization and</p>	<p><u>Genting Landworthy Estate (GLWE)</u></p> <p>Documented Waste Management Plan dated 16/10/2017 was established where the site visit confirmed that the practice of reduce, reuse and recycle of materials has been implemented.</p> <p>Segregation of wastes i.e. general wastes and scheduled wastes was</p>	Major Non compliance

Criterion / Indicator		Assessment Findings	Compliance
	<p>recycling of potential wastes as nutrients or converting them into value-added by-products</p> <p><b>- Major compliance -</b></p>	<p>verified to be satisfactory. Proper storage areas were identified for the storage of the recyclable wastes at the estate.</p> <p><u>Genting Bahagia Estate (GBE)</u></p> <p>Online scheduled waste inventory &amp; consignment – updated as of 03/10/2017 where the quantity and storage period were within allowable limit.</p> <p>In GBE, latest scheduled waste disposal done on 22/11/2017, consignment note: A024866 for SW 305, A024865 for SW 102, A024868 for SW 410 and A024867 for SW 409 by Legenda Bumimas Sdn Bhd.</p> <p>Sighted traces of oil on the ground surrounding the oil trap at the division 6 (diesel storage tank).</p> <p>Thus, major non-conformance is raised.</p> <p><u>Layang Estate:</u></p> <p>Documented Waste Management Plan dated 16/10/2017 was established where the site visit confirmed that the practice of reduce, reuse and recycle of materials has been implemented.</p> <p>Segregation of wastes i.e. general wastes and scheduled wastes was verified to be satisfactory. Proper storage areas were identified for the storage of the recyclable wastes at the estate.</p>	
<b>4.5.3.3</b>	<p>The management shall establish Standard Operating Procedure for handling of used chemicals that are classified under Environment Quality Regulations (Scheduled Waste) 2005, Environmental Quality Act, 1974 to ensure proper</p>	<p><u>Genting Landworthy Estate (GLWE)</u></p> <p>The Sustainability Management Procedure Manual for Scheduled Waste Management (SMP-GPB-11, Revision 00 dated 11/10/2013) and Sustainability Management Procedure Manual for Landfill and</p>	Complied

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Criterion / Indicator	Assessment Findings	Compliance
<p>and safe handling, storage and disposal.</p> <p><b>- Major compliance -</b></p>	<p>Domestic Waste Management (SMP-GPB-12, Revision 01 dated 01/12/2014) was established.</p> <p>The latest disposal (Consignment no: A021499) was done on 11/05/2017 by Legenda Bumimas Sdn Bhd for SW305 and SW409.</p> <p>All the records were found adequate as per required by EQ (Scheduled Waste) Regulations 2005.</p> <p><u>Genting Bahagia Estate (GBE)</u></p> <p>Three main type of waste including schedule waste, domestic waste and recyclable waste were identified and documented as per Waste Management Plan dated 23/10/2017.</p> <p>Stores for scheduled wastes were inspected at audited sites in estate and disposal was done by scheduled waste disposal company authorized (Legenda Bumimas Sdn Bhd) and licensed by Department of Environment.</p> <p>The estates also have a proper Scheduled Waste Store for storing scheduled waste until time of disposal by DOE authorized waste disposal contractor.</p> <p>Latest scheduled waste disposal done on 22/11/2017, consignment note: A024866 for SW 305, A024865 for SW 102, A024868 for SW 410 and A024867 for SW 409 by Legenda Bumimas Sdn Bhd.</p> <p><u>Layang Estate:</u></p> <p>Based on Sustainability Management Procedure Manual established as following titles:</p> <p>i) Scheduled Waste Management; doc. # SMP-GPB-11; dated</p>	

Criterion / Indicator		Assessment Findings	Compliance
		<p>11/10/2013</p> <p>ii) Landfill and Domestic Waste Management; doc. # SMP-GPB-12; dated 1/12/2014</p> <p>Recyclable Waste Management; doc. # SMP-GPB-13; dated 11/10/2013</p>	
<b>4.5.3.4</b>	<p>Empty pesticide containers shall be punctured and disposed in an environmentally and socially responsible way, such that there is no risk of contamination of water sources or to human health. The disposal instructions on manufacturer's labels should be adhered to. Reference should be made to the national programme on recycling of used HDPE pesticide containers.</p> <p><b>- Major compliance -</b></p>	<p><u>Genting Landworthy Estate (GLWE)</u></p> <p>Empty pesticide containers were sent to be recycled. The latest disposal was done on 21/11/2017 by G-Planter Sdn Bhd.</p> <p><u>Genting Bahagia Estate (GBE)</u></p> <p>The empty pesticides container were collected in scheduled waste store after being triple rinsing and punctured at the bottom of the container.</p> <p>Latest disposal record by G-planter dated 18 March 2016 sighted during onsite audit.</p> <p><u>Layang Estate:</u></p> <p>Empty pesticide containers were sent to be recycled. The latest disposal was done on 21/11/2017 by G-Planter Sdn Bhd.</p>	Complied
<b>4.5.3.5</b>	<p>Domestic waste should be disposed as such to minimize the risk of contamination of the environment and watercourses.</p> <p><b>- Minor compliance -</b></p>	<p><u>Genting Landworthy Estate (GLWE)</u></p> <p>The management used to segregate the waste, i.e. general wastes and scheduled wastes was verified to be satisfactory.</p> <p>Proper storage areas were identified for the storage of the recyclable wastes.</p>	Complied

Criterion / Indicator		Assessment Findings	Compliance
		<p><u>Layang Estate:</u></p> <p>The management used to segregate the waste, i.e. general wastes and scheduled wastes was verified to be satisfactory.</p> <p>Proper storage areas were identified for the storage of the recyclable wastes.</p>	
<b>Criterion 4.5.4:</b> Reduction of pollution and emission			
<b>4.5.4.1</b>	<p>An assessment of all polluting activities shall be conducted, including greenhouse gas emissions, scheduled wastes, solid wastes and effluent.</p> <p><b>- Major compliance -</b></p>	<p><u>Genting Landworthy Estate (GLWE)</u></p> <p>Based on the assessment of all polluting activities as of the Environment Aspect and Impact assessment, identified source was from the estate activities.</p> <p>Current monitoring for scheduled waste was through regular monitoring which conducted as per requirement. The latest disposal was done on 11/05/2017 by Legenda Bumimas Sdn Bhd for SW305.</p> <p>The clinical waste (SW404) was disposed by Sedafiat Sdn Bhd on 08/08/2017. All the records were found adequate as per required by EQ (Scheduled Waste) Regulations 2005.</p> <p>Monitoring of the GHG quantity was done through RSPO approved calculator Palm GHG. Annual quantification of all GHG sources was input into the calculator. These GHG calculations were done as per certification unit basics.</p> <p>Total emission is 0.18 tCO<sub>2</sub>e/mt FFB (Genting Tanjung POM), 0.54 tCO<sub>2</sub>e/mt FFB (GLE) and 0.27 tCO<sub>2</sub>e/mt FFB (GBE) respectively.</p> <p>Final Report for Palm GHG Calculator and email dated 22/11/2017</p>	Complied

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		<p>submitted to RSPO were sighted.</p> <p><u>Layang Estate:</u></p> <p>Based on the assessment of all polluting activities as of the Environment Aspect and Impact assessment, identified source was from the estate activities.</p> <p>Current monitoring for scheduled waste was through regular monitoring which conducted as per requirement. The latest disposal was done on 11/05/2017 by Legenda Bumimas Sdn Bhd for SW305.</p> <p>The clinical waste (SW404) was disposed by Sedafiat Sdn Bhd on 08/08/2017. All the records were found adequate as per required by EQ (Scheduled Waste) Regulations 2005.</p>	
4.5.4.2	<p>An action plan to reduce identified significant pollutants and emissions shall be established and implemented.</p> <p><b>- Major compliance -</b></p>	<p><u>Genting Landworthy Estate (GLWE)</u></p> <p>The Waste Management Plan - GLWE has been integrated into the Significant Pollutants and GHG Emission – Reduction/Minimization Plan which is being reviewed on yearly basis, last reviewed was done on 16/10/2017 by Mr Loo Chee Chung (Estate Manager). The plan was monitored regularly.</p> <p><u>Layang Estate:</u></p> <p>The Waste Management Plan - GLYE has been integrated into the Significant Pollutants and GHG Emission – Reduction/Minimization Plan which is being reviewed on yearly basis, last reviewed was done on 16/10/2017 by Estate Manager. The plan was monitored regularly.</p>	Complied

Criterion / Indicator	Assessment Findings	Compliance
<b>Criterion 4.5.5: Natural water resources</b>		
<b>4.5.5.1</b>	<p>The management shall establish a water management plan to maintain the quality and availability of natural water resources (surface and ground water). The water management plan may include:</p> <ul style="list-style-type: none"> <li>a. Assessment of water usage and sources of supply.</li> <li>b. Monitoring of outgoing water which may have negative impacts into the natural waterways at a frequency that reflects the estate’s current activities.</li> <li>c. Ways to optimize water and nutrient usage to reduce wastage (e.g. having in place systems for re-use, night application, maintenance of equipment to reduce leakage, collection of rainwater, etc.).</li> <li>d. Protection of water courses and wetlands, including maintaining and restoring appropriate riparian buffer zones at or before planting or replanting, along all natural waterways within the estate.</li> <li>e. Where natural vegetation in riparian areas has been removed, a plan with a timetable for restoration shall be established and implemented.</li> <li>f. Where bore well is being use for water supply, the level of the ground water table should be measured at least annually.</li> </ul>	<p><u>Genting Landworthy Estate (GLWE)</u></p> <p>Water management plan dated 27/09/2017 was established.</p> <p>Drinking water monitoring from ENVILAB Sdn Bhd was done accordingly as per INWQS. The result for drinking water analysis which was done on 04/10/2017 (Report No: Genting Tanjung/E/N15561) shown all the parameters were within the limits.</p> <p>Certificate of analysis (COA) from KL-Kepong (Sabah) Sdn Bhd – KDC Laboratory for 8 water samples from Genting Tanjung POM were available. Report no: R17/8/212 dated 21/08/2017 for samples taken on 14/08/2017. BOD results &lt;20.</p> <p>Water consumption was monitored monthly basis. Total water consumption from Jan 2017 to Oct 2017 was 1,324,114 m3.</p> <p><u>Genting Bahagia Estate (GBE)</u></p> <p>The water management plan dated 23/10/2017 was established. The plan was implemented and monitored on monthly basis by the Estate Manager.</p> <p>Sighted the certificate of analysis for water samples (treated water) from Dynakey Laboratories Sdn Bhd (ref: 20170824/01A &amp; 20170824/01B) dated 18/08/2017. All results are within limits of the DWQS.</p> <p><u>Layang Estate:</u></p>



Criterion / Indicator		Assessment Findings	Compliance
	- <b>Major compliance</b> -	<p>The GLYE water management plan dated 09/10/2017 was established. The plan was implemented and monitored on monthly basis by the Estate Manager.</p> <p>Analysis was done every month and submitted to the authority on quarterly basis. The following parameters (BOD, TSS, Ammonical Nitrogen, Total Nitrogen, Oil &amp; Grease, pH, COD, Total Suspended Solids) are checked by independent Lab, KL-Kepong (Sabah) Sdn. Bhd – KDC Laboratory.</p> <p>Sighted the certificate of analysis for water samples (raw water and treated water) from Dynakey Laboratories Sdn Bhd (ref: 20170824/05A &amp; 20170824/05B) dated 18/09/2017. All results are within limits of the DWQS.</p>	
4.5.5.2	<p>No construction of bunds, weirs and dams across main rivers or waterways passing through an estate.</p> <p>- <b>Minor compliance</b> -</p>	<p><u>Genting Landworthy Estate (GLWE)</u></p> <p>There is no construction of bunds, weirs and dams across main rivers or waterways passing through an estate.</p> <p><u>Layang Estate:</u></p> <p>There is no construction of bunds, weirs and dams across main rivers or waterways passing through GLYE estate.</p>	Complied
4.5.5.3	<p>Water harvesting practices should be implemented (e.g. water from road-side drains can be directed and stored in conservation terraces and various natural receptacles).</p> <p>- <b>Minor compliance</b> -</p>	<p><u>Genting Landworthy Estate (GLWE)</u></p> <p>Water harvesting practices was implemented. It was used for washing compound at estate office.</p> <p><u>Layang Estate:</u></p> <p>Water harvesting practices was implemented. It was used for</p>	Complied

Criterion / Indicator	Assessment Findings	Compliance	
	washing compound at estate office.		
<b>Criterion 4.5.6: Status of rare, threatened, or endangered species and high biodiversity value</b>			
<p><b>4.5.6.1</b></p>	<p>Information shall be collated that includes both the planted area itself and relevant wider landscape-level considerations (such as wildlife corridors). This information should cover:</p> <p>a) Identification of high biodiversity value habitats, such as rare and threatened ecosystems, that could be significantly affected by the grower(s) activities.</p> <p>b) Conservation status (<i>e.g.</i> The International Union on Conservation of Nature and Natural Resources (IUCN) status on legal protection, population status and habitat requirements of rare, threatened, or endangered species), that could be significantly affected by the grower(s) activities.</p> <p><b>- Major compliance -</b></p>	<p><u>Genting Landworthy Estate (GLWE)</u></p> <p>The Inventory of HCV Sites within Genting Plantations Berhad Group of Estates (Sabah Region) has been conducted by Sustainability Department, Genting Plantations Sdn. Bhd.</p> <p>Final Draft. Total HCV area identified falls under erosion control area – HCV category 4.2 (areas critical to erosion &amp; sedimentation control).</p> <p><u>Layang Estate:</u></p> <p>The Inventory of HCV Sites within Genting Plantations Berhad Group of Estates (Sabah Region) has been conducted by Sustainability Department, Genting Plantations Sdn. Bhd.</p> <p>Final Draft. Total HCV area identified falls under erosion control area – HCV category 4.2 (areas critical to erosion &amp; sedimentation control). There’s a joint venture program namely Kinabatangan Corridor of Life – WWF Project since 1999 Sungai Tenegang Riparian Reserve between Genting Plantations and WWF.</p>	<p>Complied</p>
<p><b>4.5.6.2</b></p>	<p>If rare, threatened or endangered species, or high biodiversity value, are present, appropriate measures for management planning and operations should include:</p> <p>a) Ensuring that any legal requirements relating to the</p>	<p><u>Genting Landworthy Estate (GLWE)</u></p> <p>Their management plan such as:</p> <ul style="list-style-type: none"> <li>To ensure no agrichemical activities carried out near the riparian area.</li> <li>To cover any bare soil with planting of vetiver grasses, groundcovers and to reduce soil erosion.</li> </ul>	<p>Complied</p>

Criterion / Indicator	Assessment Findings	Compliance
<p>protection of the species are met.</p> <p>b) Discouraging any illegal or inappropriate hunting, fishing or collecting activities; and developing responsible measures to resolve human-wildlife conflicts.</p> <p><b>- Major compliance -</b></p>	<ul style="list-style-type: none"> <li>• Establishment of safety/awareness signages</li> <li>• To give briefing during muster to include HCV related.</li> <li>• HCV awareness training for estate management.</li> </ul> <p><u>Layang Estate:</u>            Their management plan such as:</p> <p>i) To ensure no agrichemical activities carried out near the riparian area.</p> <p>ii) To cover any bare soil with planting of vetiver grasses, groundcovers and to reduce soil erosion.</p> <p>iii) Establishment of safety/awareness signages</p> <p>iv) To give briefing during muster to include HCV related.</p> <p>HCV awareness training for estate management.</p>	
<p><b>4.5.6.3</b> A management plan to comply with Indicator 1 shall be established and effectively implemented, if required.</p> <p><b>- Major compliance -</b></p>	<p><u>Genting Landworthy Estate (GLWE)</u></p> <p>The Genting Plantations GLWE Environment Improvement &amp; Management plan dated 21/09/2017 on the protection of HCV areas is available.</p> <p>HCV monitoring tool within GLWE dated 11/09/2017 is available.</p> <p><u>Layang Estate:</u></p> <p>The Genting Plantations GLYE Environment Improvement &amp; Management plan dated 21/09/2017 on the protection of HCV areas is available.</p> <p>HCV monitoring tool within GLYE dated 11/09/2017 is available.</p>	<p>Complied</p>

Criterion / Indicator	Assessment Findings	Compliance	
<b>Criterion 4.5.7: Zero burning practices</b>			
<p><b>4.5.7.1</b></p>	<p>Use of fire for waste disposal and for preparing land for oil palm cultivation or replanting shall be avoided except in specific situations, as identified in regional best practice.</p> <p><b>- Major compliance -</b></p>	<p><u>Genting Landworthy Estate (GLWE)</u></p> <p>It was noted that "Zero Burning Policy" signed by Mr Yong Chee Kong (President &amp; CEO) dated 10/08/2011 implemented.</p> <p>Management complying with the Malaysian environmental law –EQA and Regulations 1974.</p> <p><b>No open burning noted during the field visit.</b></p> <p><u>Layang Estate:</u></p> <p>It was noted that "Zero Burning Policy" signed by Mr Yong Chee Kong (President &amp; CEO) dated 10/08/2011 implemented.</p> <p>Management complying with the Malaysian environmental law –EQA and Regulations 1974.</p> <p>No open burning noted during the field visit.</p>	<p>Complied</p>
<p><b>4.5.7.2</b></p>	<p>A special approval from the relevant authorities shall be sought in areas where the previous crop is highly diseased and where there is a significant risk of disease spread or continuation into the next crop.</p> <p><b>- Major compliance -</b></p>	<p><u>Genting Landworthy Estate (GLWE)</u></p> <p><b>No use of fire for land preparation during replanting.</b></p> <p><u>Layang Estate:</u></p> <p>No use of fire for land preparation during replanting.</p>	<p>Complied</p>
<p><b>4.5.7.3</b></p>	<p>Where controlled burning is allowed, it shall be carried out as prescribed by the Environmental Quality (Declared Activities)</p>	<p><u>Genting Landworthy Estate (GLWE)</u></p>	<p>Complied</p>

Criterion / Indicator		Assessment Findings	Compliance
	(Open Burning) Order 2003 or other applicable laws. <b>- Major compliance -</b>	<b>No use of fire for land preparation during replanting.</b>  <u>Layang Estate:</u> No use of fire for land preparation during replanting.	
<b>4.5.7.4</b>	Previous crops should be felled or mowed down, chipped and shredded, windrowed or pulverized or ploughed and mulched. <b>- Minor compliance -</b>	<u>Genting Landworthy Estate (GLWE)</u> No use of fire for land preparation during replanting.  <u>Layang Estate:</u> No use of fire for land preparation during replanting.	Complied
<b>4.6 Principle 6: Best Practices</b>			
<b>Criterion 4.6.1: Site Management</b>			
<b>4.6.1.1</b>	Standard operating procedures shall be appropriately documented and consistently implemented and monitored. <b>- Major compliance -</b>	<u>Genting Landworthy Estate (GLWE)</u> SOP was established for GLWE & Oil Palm Manual, Sustainability Management Procedure Manual were distributed to all operating units under Genting Plantations as a guidance document to operate the estate covers land preparation, planting material, upkeep, harvesting, transport etc.  <u>Layang Estate:</u> Based on Sustainability Management Manuals, Procedures and Policies (RSPO, MSPO and ISCC) Document Masterlist; form # SMP-GPB-01-F01-01; updated 15/8/2014, a set of policies, procedures and	Complied

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		<p>manuals have been established as best management practices for all activities related to mill and estate operations.</p> <p>2017 GYLE Agronomic Visit Executive Summary; From Sr. Asst. Manager Agronomy; Dated 5/9/2017 as the outcome of Agronomic Visit from 21-22/6/2017.</p> <p>PA Visit Report to GLYE 19-20/1/2017 by AVP-GPA (Mah Phak Weng)</p>	
<b>4.6.1.2</b>	<p>Where oil palm is grown within permitted levels on sloping land, appropriate soil conservation measures shall be implemented to prevent both soil erosion as well as siltation of drains and waterways. Measures shall be put in place to prevent contamination of surface and groundwater through runoff of either soil, nutrients or chemicals.</p> <p><b>- Major compliance -</b></p>	<p><u>Genting Landworthy Estate (GLWE)</u></p> <p>Landscapes of GLWE are mostly undulating (51.90%), flat (30.16%), rolling (17.86%) and hilly (0.09%).</p> <p>No areas more than 25 degrees in GLWE.</p> <p><u>Layang Estate:</u></p> <p>Landscapes of GLYE are mostly undulating, flat, rolling and hilly. No planting within areas more than 25 degrees in GLYE.</p>	Complied
<b>4.6.1.3</b>	<p>A visual identification or reference system shall be established for each field.</p> <p><b>- Major compliance -</b></p>	<p><u>Genting Landworthy Estate (GLWE)</u></p> <p>Landscapes of GLWE are mostly undulating (51.90%), flat (30.16%), rolling (17.86%) and hilly (0.09%).</p> <p>No areas more than 25 degrees in GLWE.</p> <p><u>Layang Estate:</u></p> <p>Landscapes of GLYE are mostly undulating, flat, rolling and hilly. No planting within areas more than 25 degrees in GLYE.</p>	Complied

Criterion / Indicator	Assessment Findings	Compliance	
<b>Criterion 4.6.2:</b> Economic and financial viability plan			
<p><b>4.6.2.1</b></p>	<p>A documented business or management plan shall be established to demonstrate attention to economic and financial viability through long-term management planning.</p> <p><b>- Major compliance -</b></p>	<p><u>Genting Landworthy Estate (GLWE)</u></p> <p>GLWE has continued its commitment to long term sustainability and improvements through a capital expenditure program.</p> <p>GLWE have made progress towards achieving their performance production targets for the current financial year.</p> <p><u>Layang Estate:</u></p> <p>GLYE has continued its commitment to long term sustainability and improvements through a capital expenditure program.</p> <p>GLYE have made progress towards achieving their performance production targets for the current financial year.</p>	<p>Complied</p>
<p><b>4.6.2.2</b></p>	<p>Where applicable, an annual replanting programme shall be established. Long term replanting programme should be established and review annually, where applicable every 3-5 years.</p> <p><b>- Major compliance -</b></p>	<p><u>Genting Landworthy Estate (GLWE)</u></p> <p>GLWE proposed replanting programme for 2018 to 2023 is available. Based on the plan, a total of 1,162.58 ha is planned for replant in 2019 to 2023.</p> <p><u>Layang Estate:</u></p> <p>GLYE proposed replanting programme for 2018 to 2023 is available. Based on the plan, a total of 1,162.58 ha is planned for replant in 2019 to 2023.</p>	<p>Complied</p>

Criterion / Indicator		Assessment Findings	Compliance
4.6.2.3	<p>The business or management plan may contain:</p> <ul style="list-style-type: none"> <li>a) Attention to quality of planting materials and FFB</li> <li>b) Crop projection: site yield potential, age profile, FFB yield trends</li> <li>c) Cost of production : cost per tonne of FFB</li> <li>d) Price forecast</li> <li>e) Financial indicators : cost benefit, discounted cash flow, return on investment</li> </ul> <p><b>- Major compliance -</b></p>	<p><u>Genting Landworthy Estate (GLWE)</u></p> <p>GLWE have made progress towards achieving their performance production targets for the current financial year.</p> <p>The plan includes age profile, yield projection, cost per tonne of FFB production and etc.</p> <p><u>Layang Estate:</u></p> <p>GLYE have made progress towards achieving their performance production targets for the current financial year.</p> <p>The plan includes age profile, yield projection, cost per tonne of FFB production and etc.</p>	Complied
4.6.2.4	<p>The management plan shall be effectively implemented and the achievement of the goals and objectives shall be regularly monitored, periodically reviewed and documented.</p> <p><b>- Major compliance -</b></p>	<p><u>Genting Landworthy Estate (GLWE)</u></p> <p>GLWE monitors the estate performance against the targets. It also recommends changes to the plans if necessary.</p> <p><u>Layang Estate:</u></p> <p>GLYE monitors the estate performance against the targets. It also recommends changes to the plans if necessary.</p>	Complied
<b>Criterion 4.6.3: Transparent and fair price dealing</b>			
4.6.3.1	<p>Pricing mechanisms for the products and other services shall be documented and effectively implemented.</p> <p><b>- Major compliance -</b></p>	<p><u>Genting Landworthy Estate (GLWE)</u></p> <p>The pricing method for FFB transporter has been clearly stated in the Loading and Transporting of FFB and Loose Fruit Agreement, Memorandum – Revision of FFB Transportation, Hourly &amp; Other</p>	Complied



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		<p>Contract Rates (ref: GPOS-VPGM/051/2K16) dated 21/04/2016 and Asia Landworthy Estate – Review of FFB Loading and Transportation Rate/Ton.</p> <p><u>Layang Estate:</u></p> <p>The pricing method for FFB transporter has been clearly stated in the Loading and Transporting of FFB and Loose Fruit Agreement, Memorandum – Revision of FFB Transportation, Hourly &amp; Other Contract Rates (ref: GPOS-VPGM/051/2K16) dated 21/04/2016 and Genting Layang Estate – Review of FFB Loading and Transportation Rate/Ton.</p>	
4.6.3.2	<p>All contracts shall be fair, legal and transparent and agreed payments shall be made in timely manner.</p> <p><b>- Major compliance -</b></p>	<p><u>Genting Landworthy Estate (GLWE)</u></p> <p>GLWE have prepared a standard contract for the Loading and Transporting of FFB and Loose Fruit agreement for contractors.</p> <p>The signed copy of the contract was made available between Genting Plantations Sdn Bhd and contractors (Agreement no: GLWE/TC/17/01/04 dated 01/01/2017).</p> <p><u>Layang Estate:</u></p> <p>Fair contracts were transparently agreed and paid in timely manner as per sample sighted as following:</p> <ul style="list-style-type: none"> <li>i) Memorandum of Agreement (MOA) for Contractor (Contracts without General Work Orders); Agreement # GLYE/MOA/RPT/17/01; Period: 15/4/2017 – 15/8/2017; Contractor: Harimaju Sdn. Bhd.</li> <li>ii) Loading and Transporting of Fresh Fruit Bunch (FFB) and Loose Fruit Agreement; Agreement # GLYE/TC/17/02; Period: 1/1/2017</li> </ul>	Complied

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		<p>– 31/12/2017; Contractor: Man Fook Hing</p> <p>iii) Memorandum of Agreement (MOA) for Contractor (Contracts with General Work Orders); Agreement # GLYE/MOA/17/02; Period: 1/1/2017 – 31/12/2017; Contractor: Man Fook Hing</p>	
<b>Criterion 4.6.4: Contractor</b>			
<b>4.6.4.1</b>	<p>Where contractors are engaged, they shall understand the MSPO requirements and shall provide the required documentation and information.</p> <p><b>- Major compliance -</b></p>	<p><u>Genting Landworthy Estate (GLWE)</u></p> <p>GLWE have initiated the MSPO awareness to all its contractors on 17/11/2017.</p> <p>Interview with the contractor (G-Planter), found that they understood on the MSPO requirements.</p> <p><u>Layang Estate:</u></p> <p>GLYE have initiated the MSPO awareness to all its contractors on 17/11/2017.</p> <p>Interview with the contractor (G-Planter), found that they understood on the MSPO requirements.</p>	Complied
<b>4.6.4.2</b>	<p>The management shall provide evidence of agreed contracts with the contractor.</p> <p><b>- Major compliance -</b></p>	<p><u>Genting Landworthy Estate (GLWE)</u></p> <p>GLWE have prepared a standard contract for the Loading and Transporting of FFB and Loose Fruit agreement for contractors.</p> <p>The signed copy of the contract was made available between Genting Plantations Sdn Bhd and contractors (Agreement no:</p>	Complied

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		<p>GLWE/TC/17/01/04 dated 01/01/2017).</p> <p><u>Layang Estate:</u></p> <p>Agreed contracts sighted as per following sample of agreements:</p> <p>iv) Memorandum of Agreement (MOA) for Contractor (Contracts without General Work Orders); Agreement # GLYE/MOA/RPT/17/01; Period: 15/4/2017 – 15/8/2017; Contractor: Harimaju Sdn. Bhd.</p> <p>v) Loading and Transporting of Fresh Fruit Bunch (FFB) and Loose Fruit Agreement; Agreement # GLYE/TC/17/02; Period: 1/1/2017 – 31/12/2017; Contractor: Man Fook Hing</p> <p>Memorandum of Agreement (MOA) for Contractor (Contracts with General Work Orders); Agreement # GLYE/MOA/17/02; Period: 1/1/2017 – 31/12/2017; Contractor: Man Fook Hing</p>	
<b>4.6.4.3</b>	<p>The management shall accept MSPO approved auditors to verify assessments through a physical inspection if required.</p> <p><b>- Minor compliance -</b></p>	<p><u>Genting Landworthy Estate (GLWE)</u></p> <p>GLWE has no objection to allow BSI auditors to verify the assessment through physical inspection if required.</p> <p><u>Layang Estate:</u></p> <p>GLYE has no objection to allow BSI auditors to verify the assessment through physical inspection if required.</p>	Complied
<b>4.6.4.4</b>	<p>The management shall be responsible for the observance of the control points applicable to the tasks performed by the contractor, by checking and signing the assessment of the contractor for each task and season contracted.</p>	<p><u>Genting Landworthy Estate (GLWE)</u></p> <p>GLWE have prepared a standard contract for the Loading and Transporting of FFB and Loose Fruit agreement for contractors.</p>	Complied

Criterion / Indicator	Assessment Findings	Compliance
<p><b>- Major compliance -</b></p>	<p>The signed copy of the contract was made available between Genting Plantations Sdn Bhd and contractors (Agreement no: GLWE/TC/17/01/04 dated 01/01/2017).  <u>Layang Estate:</u>            Control points applicable being observed by estate management as per sighted sample agreements as following:</p> <ul style="list-style-type: none"> <li>vi) Memorandum of Agreement (MOA) for Contractor (Contracts without General Work Orders); Agreement # GLYE/MOA/RPT/17/01; Period: 15/4/2017 – 15/8/2017; Contractor: Harimaju Sdn. Bhd.</li> <li>vii) Loading and Transporting of Fresh Fruit Bunch (FFB) and Loose Fruit Agreement; Agreement # GLYE/TC/17/02; Period: 1/1/2017 – 31/12/2017; Contractor: Man Fook Hing</li> <li>viii) Memorandum of Agreement (MOA) for Contractor (Contracts with General Work Orders); Agreement # GLYE/MOA/17/02; Period: 1/1/2017 – 31/12/2017; Contractor: Man Fook Hing</li> </ul>	

**4.7 Principle 7: Development of new planting**  
**Not applicable since there is no new planting at Genting Tanjung Estates.**

**B) MS 2530-4:2013 Malaysian Sustainable Palm Oil (MSPO) Part 4: General principles for Palm Oil Mill – Genting Tanjung Oil Mill**

Criterion / Indicator		Assessment Findings	Compliance
<b>4.1 Principle 1: Management commitment &amp; responsibility</b>			
<b>Criterion 4.1.1 – Malaysian Sustainable Palm Oil (MSPO) Policy</b>			
<b>4.1.1.1</b>	Policy for the implementation of MSPO shall be established. <b>- Major compliance -</b>	Genting Plantations Berhad has established a policy on sustainable palm oil production. Signed by President and Chief Operating Officer, Yong Chee Kong, dated 18 <sup>th</sup> March 2014. The policy has written in dual-language, English and Bahasa.	Complied
<b>4.1.1.2</b>	The policy shall also emphasize on the commitment to continual improvement with the objective of improving the milling operation. <b>- Major compliance -</b>	The established policy has emphasized on the commitment to comply with all applicable legal requirements, contribute to local community development, and environmental consideration with the objective of improving the milling and estate operation	Complied
<b>Criterion 4.1.2 – Internal Audit</b>			
<b>4.1.2.1</b>	Internal audit shall be planned and conducted regularly to determine the strong and weak points and potential area for further improvement. <b>- Major compliance -</b>	The internal audit for MSPO was conducted on 27 <sup>th</sup> October 2017 at Genting Tanjung Palm Oil Mill. The internal audit had covered all the MSPO MS2530 elements specifically on part 4.	Complied
<b>4.1.2.2</b>	The internal audit procedures and audit results shall be documented and evaluated, followed by the identification of strengths and root causes of nonconformities, in order to	Genting Plantations Berhad has implemented Internal Audits Procedure under the established procedure, to Sustainability Management Procedure, SMP-GPB-03, revision 1 dated 11/12/13 which approved by EVP Plantation, Abd Halim Abd	Complied

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	implement the necessary corrective action. <b>- Major compliance -</b>	Majid. The procedure is designed for all applicable sustainability standards requirements such as ISCC,RSPO, MSPO and MPOB-Co Gap.  The procedure has incorporated the internal auditor competency requirement. Based on the procedure, internal audit is planned once a year. No finding recorded in the last internal audit and only a few comments for improvement recorded in the report. All finding has been followed up and closed by lead auditor.	
<b>4.1.2.3</b>	Reports shall be made available to the management for their review. <b>- Major compliance -</b>	The internal audit report has distributed to the POM management and reported to Genting Tenegang Group management. There is a month SQM meeting at HQ level to review the treading of findings raised in both internal and external audit.	Complied
<b>Criterion 4.1.3 – Management Review</b>			
<b>4.1.3.1</b>	The management shall periodically review the continuous suitability, adequacy and effectiveness of the requirements for effective implementation of MSPO and decide on any changes, improvement and modification. <b>- Major compliance -</b>	Genting Plantations Berhad is RSPO certified organization. On annual basis management review is conducted on regional level. Genting Tenegang Group is under Region 2. The last management review was conducted on 14 <sup>th</sup> November 2017. The management review had included internal and external sustainable palm oil audit results review. The status of the correction and preventive actions are being discuss and reviewed. The meeting was chaired by the Vice President – Processing (Sabah), Vijayam Manikam. The minutes of the meeting and review presentation dated 14 <sup>th</sup> November 2017 was sighted	Complied

Criterion / Indicator	Assessment Findings	Compliance	
<b>Criterion 4.1.4 – Continual Improvement</b>			
<b>4.1.4.1</b>	The action plan for continual improvement shall be based on a consideration of the main social and environmental impact and opportunities for the company. <b>- Major compliance -</b>	The latest Continual Improvement Plan for FY 2017/2018 was adopting the RSPO CIP. The improvement plan includes workers welfare, waste management occupational health and safety and operation improvement.	Complied
<b>4.1.4.2</b>	The company should establish a system to improve practices in line with new information and techniques; and for disseminating this information throughout the workforce. <b>- Major compliance -</b>	The staff/workers competency training plan for FY 2017/2018 was established. The training identified including operations, understanding of MSPO/RSPO requirements, human rights, company policies, health and safety etc. The FY2017/2018 OPEX budget has include training budget and operations improvement including environmental improvement, worker welfare, OHS etc. Interview with workers confirmed trainings are provided by company on regular basis. New technologies introduced; clean emission system to comply with EQ Clean Air Regulation 1978 (RM 1,800,000). 3MCPD washing facility – RM 1,000,000. CAPEX – Operational cost (routine maintainance, emolument, depreciation, etc)	Complied
<b>4.2 Principle 2: Transparency</b>			
Criterion 4.2.1 – Transparency of information and documents relevant to MSPO requirements			

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4.2.1.1	<p>The management shall communicate adequate information to other stakeholder on environmental, social and legal issues relevant to sustainable practices in the relevant languages and forms.</p> <p><b>- Major compliance -</b></p>	<p>Implemented based on Sustainability Management Procedure for Consultation and Communication; SMP-GPB-17; Rev. 01; Date: 19/5/2017. Consultation &amp; communication done through meetings, dialogs, engagement to both internal &amp; external stakeholders and recorded in Genting Plantations Complaints/Grievance Record Book. Sighted latest complaints received from external stakeholder (MPOB Cawangan Sandakan) (ref. # 044; dated 30/8/2017) on Summary of Audit Findings for Code of Good Practice Assessment Report. Sighted immediate action taken accordingly.</p>	Complied
4.2.1.2	<p>The management documents shall be publicly available, except where this is prevented by commercial confidentiality or where disclosure of information would result in negative environmental or social outcomes.</p> <p><b>- Major compliance -</b></p>	<p>Publicly available documents sighted available which reported in respective criterions in this checklist. Policies also made publicly available that was Established as Sustainability Management Group Policies as following:</p> <ul style="list-style-type: none"> <li>• Sustainability Policy; Rev. 00; Date: 3/8/2009</li> <li>• Environmental Policy; Rev. 00; Date: 5/10/2009</li> <li>• People Policy; Rev. 00; Date: 3/8/2009</li> <li>• Sexual Harassment Policy; Rev. 00; Date: 3/8/2009</li> <li>• Safety and Health Policy; Rev. 01; Date: 1/7/2015</li> <li>• Zero Burning Policy; Rev. 00; Date: 10/8/2011</li> <li>• Food Safety Policy; Rev. 00; Date: 2/2/2010</li> <li>• Whistleblower Policy; Rev. 00; Date: 4/4/2013</li> <li>• MSPO Policy; Rev. 00; Date: 18/3/2014</li> <li>• Policy on Ethical Conduct and Integrity; Rev. 00; Date: 22/6/2015</li> <li>• Social Policy (Incorporating Special Labour and Human Rights requirements); Rev. 00; Date: 22/6/2015</li> </ul>	Complied



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		All policies were available in dual language (BM & English) and Signed Genting Plantations Berhad President & COO.	
<b>Criterion 4.2.2 – Transparent method of communication and consultation</b>			
<b>4.2.2.1</b>	Procedures shall be established for consultation and communication with the relevant stakeholders. <b>- Major compliance -</b>	There is a guidance table dated 19/05/2017 “Sustainable Management Procedure Manual” – Procedures for Consultation and Communication (SMP-GPB-17; Revision 01) established for communicating and reporting of EMS, OHS and social issues with relevant stakeholders.  There is also a “Whistleblowing Policy” dated 19/02/2013 and “Sustainable Management Procedure Manual” – Procedures for Complaints and Grievances (SMP-GPB-19; Revision 02) dated 05/09/2014 are made available for handling stakeholder’s social issues.  Sighted records of “Penerangan kepada kontraktor bagi mamenuhi standard persijilan RSPO, ISCC, MSPO” dated 16/11/2017.	Complied
<b>4.2.2.2</b>	The management shall nominate management officials at the operating unit responsible for issues related to <i>indicator 1</i> . <b>- Minor compliance -</b>	The Mill Manager is responsible to deal with the external communication. The appointment letter also clearly indicates the roles and responsibility of the person. The appointment has been communicated internally by memo and externally through stakeholder consultation	Complied
<b>4.2.2.3</b>	A list of stakeholders, records of all consultation and communication and records of action taken in response to input	Sighted list of External Stakeholders updated as at November 2017 identified amongst all neighbouring estate, villagers,	Complied

Criterion / Indicator		Assessment Findings	Compliance
	<p>from stakeholders shall be properly maintained.</p> <p><b>- Major compliance -</b></p>	<p>smallholders, suppliers, contractors, customer, NGO and etc.</p> <p>Latest stakeholder meeting conducted at regional level (Region 2 Sabah) on 30/10/2017 at Wisma Genting Plantations Office Sabah (GPOS). Meeting attended by Sustainability Dept. GPOS, OU MR and external stakeholders including Jab. Perkhidmatan Haiwan &amp; Perushaan Ternak Sabah, Kinabatangan, Jabatan Hidupan Liar Sabah, Kinabatangan.</p>	
<b>Criterion 4.2.3 – Traceability</b>			
<b>4.2.3.1</b>	<p>The management shall commit itself to implement and maintain the requirements for the traceability and shall establish a standard operation procedure for traceability.</p> <p><b>- Major compliance -</b></p>	<p>Genting Tanjung POM is receiving FFB mainly from it supply bases (5 own estates namely Genting Tanjung Estate, Genting Tenegang Estate, Genting Estate Landworthy, Genting Bahagia Estate, Genting Layang Estate and and 13 outside FFB supplier.</p> <p>The weighbridge ticket and related documents provided the following details:</p> <ul style="list-style-type: none"> <li>i) Supplied from which estate</li> <li>ii) Product (FFB or Loose fruit)</li> <li>iii) Delivery note/despatch advise from estates (field number, number of bunches)</li> <li>iv) FFB quality/penalties/deduction</li> <li>v) FFB inspection report/Grading form</li> </ul> <p>During the MSPO assessment, the estates supplying to Genting Tanjung POM are not yet MSPO certified. Once</p>	Complied

Criterion / Indicator		Assessment Findings	Compliance
		<p>certified they will carry certified ID under MSPO/RSPO/ISCC.</p> <p>For despatch of CPO and PK, the weigh bridge ticket includes the following information to enable the customer to trace the CPO and PK source. Shipping documents includes:</p> <ul style="list-style-type: none"> <li>i) Customer Name</li> <li>ii) Destination of the CPO/ Buyer</li> <li>iii) Product/commodity : RSPO MB/ISCC</li> <li>iv) Authorization form/ DO (GTOM-F-LAB-01)</li> <li>v) Transporter DO</li> <li>vi) MPOB L3</li> <li>vii) Security checklist CPO and PK (GTOM-F-LAB-02 and GTOM-F-LAB-03)</li> </ul>	
<b>4.2.3.2</b>	<p>The management shall conduct regular inspections on compliance with the established traceability system.</p> <p><b>- Major compliance -</b></p>	<p>The Sustainable Management Procedure Manual, Supply Chain Traceability, Mass Balance, (MB) and Identity Preserved (IP): SMP-GPB-23, rev:05 dated 19/11/15 documented the procedure for traceability. Procedure has combied all related sustainability standard requirements of RSPO/ISCC/MSPO. The procedure requires validation of certificate of supplying estate.</p> <p>The procedure had identified critical control points to prevent contamination of non-certified FFB.</p> <p>The current traceability system is Weighbridge Management System (WMS).</p> <p>The responsible personal for the traceability is the Mill</p>	Complied

Criterion / Indicator		Assessment Findings	Compliance
		Manager.	
<b>4.2.3.3</b>	The management shall identified and assign suitable employees to implement and maintain traceability system.  - <b>Minor compliance</b> -	The overall personal in charge for the traceability is the Mill Manager. The responsibility is stated in Sustainable Management Procedure Manual, Job Responsibility: SMP-GPB-24, rev:01 dated 14/8/14.  The responsible person for traceability is Assistant Mill Manager and Chief Clerk appointed on 07/08/2017. The training on the traceability was provided by Sustainability Department on 6 <sup>th</sup> November 2017.	Complied
<b>4.2.3.4</b>	Records of storage, sales, delivery or transportation of crude palm oil and palm kernel shall be maintained.  - <b>Major compliance</b> -	The records of CPO sales has been verified. The dispatch of the CPO are determine by HQ Sales & Marketing and will be entered into the Weighbridge Management System (WMS).  The weigh bridge operator will check the system before releasing the dispatch.  The sample dispatch documentation sighted was – ticket# RSPOP1700081W dispatch to Lahad Datu Edible Oil (LDEO) dated 21/11/2017 for RSPO MB palm kernel.  Ticket# MBCPO17000029W despatch to Genting Musimas Refinery Sdn Bhd dated 21/11/17 for RSPO MB CPO	Complied
<b>4.3 Principle 3: Compliance to legal requirements</b>			
<b>Criterion 4.3.1 – Regulatory requirements</b>			
<b>4.3.1.1</b>	All operations shall be in compliance with applicable local, state,	A mechanism to ensure compliance to legal and other requirement has been documented in Sustainable	Major Non

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<p>national and ratified international laws and regulations.</p> <p><b>- Major compliance -</b></p>	<p>Management Procedure Manual, Procedures On Regional, National and International Laws: SMP-GPB-21, rev:01 dated 14/8/14</p> <p>RSPO P2 monitoring committee and respective operating units will undertake the responsibility of identifying, managing, updating and tracking the legal requirement as well as monitoring the status of legal compliance.</p> <p>Sample of licenses or permit viewed were:</p> <p>i) MPOB license: 500137704000 (validity period 23/11/2016 - 30/11/2017) for 408,000.</p> <p>ii) DOE License: JPKKS/12/001877 (validity period 1/7/2017 - 30/6/2018) for 80MT/hr and method of POME discharge is land irrigation.</p> <p>iii) Energy commission license; Installation no.: 2017/02031 ; serial no.: 23492 (validity until 24/07/2018) for 4240 kW installation capacity.</p> <p>iv) Overtime permit, serial number: 08 (0058) SDK, maximum 130 hrs per month. Renewal of permit is in progress, refer to letter by Labour Department dated 16/11/17, ref# JTK.K.IP.600-1/2/13/9 Jld.3(13)</p> <p>v) Permit to Work at Night for Women, serial number:05(0016)SDK dated 28/7/18. Approval conditions was not in compliance with regards to transport and daily allowance.</p> <p>Sample of payslip for A1005763 (loading ramp) and B3158734</p>	<p>Compliance</p>

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	<p>(process)</p> <p>No evidence of night shift allowance paid in the payslip for the month the following</p> <p>A1005763 - February 2017: low production month, night shift (6-11/2/17, 20-25/2/17, August 2017:normal production month, night shift (20-23/8/17, 7-13/8/17), October 2017: peak production month, night shift (2-8/10/17, 16-21/10/17, 29-31/10/17)</p> <p>B3158734 - February 2017: low production month, night shift (6-11/2/17, 20-25/2/17, August 2017: normal production month, night shift (20-26/8/17, 7-12/8/17), October 2017: peak production month, night shift (2-7/10/17, 16-21/10/17, 29-31/10/17)</p> <p>Based on workers and management interview, the was no free transport provided for women that work on night shift. No agreed compensation amount as alternative for not providng free transport for women that work on night shift. Thus a major NC was issued.</p> <p>vi) Permit for Non-Resident Workers, JTK.J.KBN..600-4/1/1040/0379</p> <p>[Indonesian: 105, Philipines: 5] valid until 27/3/18.</p> <p>vii) Permit for Salary Deduction, serial number: 11(0996)SDK valid until 27/7/18. (processing fees for passport, tool/equipment replacement, recreational club, sundry shop etc). Deduction must not more than 50%</p>	

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		<p>viii) Diesel and Petrol Permit, seral number: S010676, ref# PPDNKK.SDK17/2008 (SK), 36,000 liter and valid until 23/6/17.</p> <p>xi) Fire Certificate,            Request for inspection, letter ref# JBPM/SB/ZSD:700-3/1/7-61 dated 28/8/17. Inspection date: 6/9/17, result: unsatisfactory(pending for re-inspection)</p> <p>Last UPV and SB inspection – 8/3/17, general installation license (H/K/0906). Sample certificate of fitness checked:</p> <p>i) Boiler no.3 (SB PMD 2457 valid until 7/6/18)</p> <p>ii) Back Pressure Receiver (BPR) PMT 57580 valid until 7/6/18.</p> <p>iii) Sterilizer no.1: PMT57612 valid until 7/6/18</p> <p>iv) Sterilizer no.2: PMT57581 valid until 7/6/18</p> <p>v) Sterilizer no.3 : PMT106058 valid until 7/6/18</p>	
<b>4.3.1.2</b>	<p>The management shall list all relevant laws related to their operations in a legal requirements register.</p> <p><b>- Major compliance -</b></p>	<p>The Legal &amp; Other Requirements Register (LORR) covers all the necessary regulatory requirements. The LORR for was reviewed on 19/11/17.</p> <p>List of applicable legal and other requirements was made available during the assessment and complied under GTOM-F-MGR-03, rev:3 dated 19/11/17.</p>	Complied
<b>4.3.1.3</b>	<p>The legal requirements register shall be updated as and when there are any new amendments or any new regulations coming into force.</p>	<p>The Legal &amp; Other Requirements Register (LORR) covers all the necessary regulatory requirements. The LORR for was reviewed on 19/11/17. The latest:</p>	Complied

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	- <b>Major compliance</b> -	i) Minimum wages order 2016 ii) FMA, (Exemption of Certificate of Fitness for Unfired Pressure Vessel) Order 2017  Tracking system available to identify changes in the relevant regulations through head office, website information and the information are communicated from RSPO P2 monitoring committee. The latest change in regulation applicable to the POM operation is the Labour Law.	
<b>4.3.1.4</b>	The management should assign a person responsible to monitor compliance and to track update the changes in regulatory requirements.  - <b>Minor compliance</b> -	Tracking system available to identify changes in the relevant regulations through head office, website information and the information are communicated from the RSPO P2 monitoring committee.  Person in charge for updating changes in law is mill engineer/RSPO coordinator, refer to appointment letter dated 24/10/17.	Complied
<b>Criterion 4.3.2 – Lands use rights</b>			
<b>4.3.2.1</b>	The management shall ensure that their oil palm milling activities do not diminish the land use rights of other users.  - <b>Major compliance</b> -	The Genting Tanjung POM is sited within Genting Tanjung Estate land banks at block 10, division 1 of Genting Tanjung Estate. Total area for POM is 21.75 ha and verified through area statement and quit rent.	Complied
<b>4.3.2.2</b>	The management shall provide documents showing legal ownership or lease, history of land tenure and the actual legal use of the land.	Refer to 4.3.2.1. Total area for POM is 21.75 ha and verified through area statement and quit rent.	Complied



Criterion / Indicator		Assessment Findings	Compliance
	- Major compliance -		
4.3.2.3	Legal parameter boundary markers should be clearly demarcated and visibly maintained on the ground where practicable.  - Major compliance -	The perimeter survey map of the land portion is provided together with the land title. The map is has provided the coordinated demarcation and located within Genting Tanjung Estate.	Complied
4.3.2.4	Where there are, or haven been disputes, documented proof of legal acquisition of land and fair compensation that have been or are being made to previous owners and occupants; shall made available and that these should have been accepted with free prior informed consent (FPIC).  - Minor compliance -	There is not land dispute recorded. This was verified with stakeholders' consultation.	Complied
<b>Criterion 4.3.3 – Customary rights</b>			
4.3.3.1	Where lands are encumbered by customary rights, the company shall demonstrate that these rights are understood and are not being threatened or reduced.  - Major compliance -	There is no customary land for the portion of land.	Complied
4.3.3.2	Maps of an appropriate scale showing extent of recognized customary rights shall be made available.  - Minor compliance -	There is no customary land for the portion of land.	Complied
4.3.3.3	Negotiation and FPIC shall be recorded and copies of the relevant agreements should be made available.  - Major compliance -	There is no customary land for the portion of land.	Complied

Criterion / Indicator	Assessment Findings	Compliance	
<b>4.4 Principle 4: Social responsibility, health, safety and employment condition</b>			
<b>Criterion 4.4.1: Social Impact Assessment (SIA)</b>			
<b>4.4.1.1</b>	Social impacts should be identified and plans should be implemented to mitigate the negative impacts and promote the positive ones.  <b>- Minor compliance -</b>	The Social assessment for Genting Tanjong Palm Oil Mill (GTOM) was conducted internally by the Sustainability Department. The last SIA was conducted in March 2016. Key areas identified in the SIA were on economic livelihood/quality of life, environment and health, wellbeing and community, families and individuals. Both positive and negative impacts were identified in the SIA.  The recommendation from the SIA report was transferred to action plan. The action plan identified the issues & strategies, action plan, responsible person and time frame for both positive and negative impact.	Complied
<b>Criterion 4.4.2: Complaints and grievances</b>			
<b>4.4.2.1</b>	A system for dealing with complaints and grievances shall be established and documented.  <b>- Major compliance -</b>	A system for dealing with complaints and grievances is written under Sustainability Management Procedure Manual, SMP-GPB-17: Procedures for Consultation and Communication, rev:01 dated 19/5/17  Under Group policies and authorities GPA No 85 Whistleblowing provide an internal mechanism for reporting, investigating and remedying any wrongdoing.	Complied
<b>4.4.2.2</b>	The system shall be able to resolve dispute in an effective, timely and appropriate manner, which is accepted by all parties.	The complaint and grievances is open to effected parties including internal and external stakeholders. The time to process the complaints or grievances is 2 weeks.	Complied

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	- Major compliance -		
4.4.2.3	A complaint form should be made available at the premises, where employees and affected stakeholders can make complaints.  - Minor compliance -	The complaint form is made available in the mill office. In case the complainant would want to make an anonymity complaint it can be made through electronic Complaint form or email to Senior Director or Whistleblowing committee or toll free number or fax or by mail. This information is available in notice boards in the mill.	Complied
4.4.2.4	Employees and surrounding communities should be made aware of its existence and that complaints or suggestions may be made at any time.  - Minor compliance -	Interview conducted with workers to confirm their understanding of the complaint and grievance process.  There is no grievance recorded for the pass one year. Only request for maintenance housing are made by workers.	Complied
4.4.2.5	Complaints and solutions within the past 24 months shall be documented and be made available to affected stakeholders upon request.  - Major compliance -	The complaint record for request for maintenance are available and kept for 10 years according to the Standard Operation Manual Section 4; Sub-section 4.2.3 Control of Documents.	Complied
<b>Criterion 4.4.3: Commitment to contribute to local sustainable development</b>			
4.4.3.1	Palm oil miller should contribute to local development in consultation with the local communities. Where the mill is an integral part of plantation, such contribution to local community development may be regarded as a joint effort by the mill and the plantation.  - Minor compliance -	Mill management have made contribution to the internal and external stakeholders. For example: The management has provided transport incentive to foreign workers completed 10 years working period, rice incentive to harvesters and annual program of kenduri for all workers.	Complied

Criterion / Indicator	Assessment Findings	Compliance	
<b>Criterion 4.4.4:</b> Employees safety and health			
<p><b>4.4.4.1</b></p>	<p>An occupational safety and health policy and plan which is in line with Occupational Safety and Health Act 1994 and Factories and Machinery Act 1967 (Act 139) shall be documented, effectively communicated and implemented.</p> <p><b>- Major compliance -</b></p>	<p>The Group Occupational Safety &amp; Health Management Policy had been established and implemented. The policy was signed by the Managing Director of Sime Darby Plantation on January 2015 and displayed prominently on notice boards in English and local language Bahasa Malaysia. The Policy is implemented through the OSH activities by the on-site Safety Officers and monitored by OSH Manager from Head Office.</p> <p>Included in the policy is the commitment of the Company to provide and maintain a safe and healthy working environment of its employees &amp; contractors &amp; visitors.</p> <p>In Interviews with the workers and staff during the site visit revealed that the employees has been briefed and has understood the policy.</p>	<p>Complied</p>
<p><b>4.4.4.2</b></p>	<p>The occupational safety and health plan should cover the following:</p> <ul style="list-style-type: none"> <li>a) A safety and health policy, which is communicated and implemented.</li> <li>b) The risk of all operations shall be assessed and documented.</li> <li>c) An awareness and training programme which includes the following requirements for employees exposed to chemicals used at the palm oil mill:               <ul style="list-style-type: none"> <li>i. All employees involved are adequately trained on safe working practices;</li> <li>ii. All precautions attached to products should be properly</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>a) GTOM has safety and health policy that has been communicated to the staff and workers. The policy is documented under Quality, Environmental, Safety and Health and Sustainability Manual, doc# QESHSM-E, rev: 00 dated 30/7/17. Refer to Safety and Health Policy, signed by Senior Vice President – Group Processing dated 20/7/17.</li> </ul> <p>On site supervisors and mill assistant managers ensure the implementation of it to all workers.</p> <p>Sample of OSH activities carried out were:</p> <ul style="list-style-type: none"> <li>j) Audiometric testing was carried out on 14/11/17 by DAB</li> </ul>	<p>Complied</p>

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<p>observed and applied;</p> <p>d) The management shall provide the appropriate PPE at the place of work to cover all potentially hazardous operations as identified in the risk assessment and control such as Hazard Identification, Risk Assessment and Risk Control (HIRARC).</p> <p>e) The management shall establish Standard Operating Procedure for handling of chemicals to ensure proper and safe handling and storage in accordance to Occupational Safety Health (Classification Packaging and Labeling) Regulation 1997 Occupational Safety Health (Use and Standard of Exposure of Chemical Hazardous to Health) Regulation 2000.</p> <p>f) The management shall appoint responsible person(s) for workers' safety and health. The appointed person(s) of trust shall have knowledge and access to latest national regulations and collective agreements.</p> <p>g) The management shall conduct regular two-way communication with their employees where issues that affect their business such as those related to employees' safety, health and welfare are discussed openly. Records from such meeting shall be kept and the concerns of employees and any remedial actions taken shall be recorded.</p> <p>h) Accident and emergency procedures shall exist and instructions shall be clearly understood by all employees.</p> <p>i) Employees trained in First Aid shall be present at all mill operations. First Aid equipment should be available at each worksite.</p> <p>j) Records shall be kept of all accidents and be reviewed</p>	<p>OSH Sdn Bhd. Total of 21 workers sent for testing. Report is still in progress and will be further verified in the audit.</p> <p>iii) Medical surveillance was carried as per CHRA recommendation. 4 laboratory operator was sent for n-Hexane (2,5-Hexadione) test for those exposed for the said chemical. The latest check was done in 14/11/17 by OHD: HQ/10/DOC/00/167 under DAB OSH Sdn Bhd. The report is still in progress and will be further check in the next audit.</p> <p>iii) Personal Chemical Exposure Monitoring (PCEM) – Inhalable dust monitoing was done on 17/11/17 by DAB OSH Sdn Bhd. Report in still in progress and to be verified in the next audit.</p> <p>b) GTOM has reviewed the Safety Risk Assessment (HIRARC) for the main tasks on 30/6/17 and 9/11/17 HIRARC has been updated and incorporated the other mill operation for threshing station, ETP, kernel wet separation (hydrocyclone), oil room, tertiary treatment plant and confined space.</p> <p>Chemical Hazard Risk Assessment report dated 10/6/15 by DOSH registered assessor, JKPP IH 127/171-2(160) was verified. 5 work unit were assessed; boiler, laboratory, maintenance/workshop, water treatment plant and scheduled waste store. Recommendation by assessor recorded under form F: action to be taken for all work units. Recommendation to conduct baseline monitoring at boiler and incinerator (inhalable dust), medical surveillance for laboratory operator and chemical safe handling traning for boiler,</p>	

Criterion / Indicator	Assessment Findings	Compliance
<p>periodically at quarterly intervals.</p> <p><b>- Major compliance -</b></p>	<p>laboratory, water treatment and scheduled waste operator.</p> <p>c) In addition to specific training courses, safety briefings are given during muster/toolbox meeting to reinforce on safety awareness;</p> <p>SDS for all the chemicals used are available at the store in Dual-language (Bahasa Malaysia and English). Refer to chemical register dated 30/7/17. Sample of SDS sighted – IPA, Isoctane, n-Hexane, HK-6201 Flocculant and Soda Ash Dense</p> <p>d) Records were available of PPE issued to individual workers and contractors, including signatures to confirm receipt. Standard of PPE used for lab analyst :</p> <ul style="list-style-type: none"> <li>i)Nitrile glove – (37-176-9)</li> <li>ii)Respirator – 3M 8210 (N95), double cartridge type (3M 6003) organic vapor cartridge.</li> <li>iii) Anti-fog goggle</li> </ul> <p>e)SOP established for laboratory and chemical handling for each specific work unit as such;</p> <ul style="list-style-type: none"> <li>- Safe Operating Procedure for Laboratory, GTOM-SOP-LAB-03, rev:1 dated 23/11/11</li> <li>- Safe Operating Procedure for Extraction, GTOM-SOP-LAB-06, rev:2 dated 10/08/16</li> <li>- Safe Operating Procedure for Water Treatment Plant, GTOM-SOP-LAB-01, rev:1 dated 23/11/11</li> <li>- Safe Operating Procedure for Effluent Treatment Plant, GTOM-SOP-LAB-02, rev:2 dated 10/1/13</li> </ul>	

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	<p>Last training was conducted on (Spillage Training – 21/4/17, chemical handling (WTP and boiler) 4/5/17.</p> <p>CHRA dated 10/6/15 by DOSH registered assessor; JKPP IH 127/171-2(160)            Recommendation :</p> <ul style="list-style-type: none"> <li>i) Medical Surveillance (Lab)</li> <li>ii) Baseline monitoring for inhalable dust at boiler and incinerator.</li> <li>iv) Training (Chemical Safe Handling)</li> </ul> <p>f) At the Mill, there is a designated OSH Coordinator who is responsible for organising safety training, meetings and investigation and reporting of accidents and Incidents.</p> <p>SHC Chairman &amp; OSH coordinator -            Mill Safety and Secretary: Mr Elbert Tay appointment letter dated 2/6/17</p> <p>SHC Chairman – Mill Manager, Lee Kar leong appointment letter dated 1/1/17</p> <p>g) Records were available confirming that quarterly OSH meetings had been held at the Mill.</p> <p>SHC meeting :            #3: 5/9/16            #2: 2/6/17,</p>	

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	<p>#1: 23/3/17</p> <p>Workplace inspection carried quarterly, the latest inspection was done on 24/8/17</p> <p>h) The Mill has site specific Plans including maps showing assembly areas and up-to-date lists of emergency contacts with training conducted to communicate the Plan. Interviews of Mill staff and workers confirmed understanding of emergency response procedures. Emergency response team has been established for fire fighter, first aider, spillage and accident investigation.</p> <p>ERP drill – Spillage drill 21/4/17, fire drill 23/5/17</p> <p>i) First Aid Kits are installed at various work stations at the Mill and inspection confirmed these had been appropriately stocked. Monthly inspection and replenishment (if required) was carried out by Hospital Assitant. Total 12 trained first aider available and their qualification is valid valid for 3 years until 19 April 2020. Refer to sample of tranining certificate, Basic Life Support and 1<sup>st</sup> Aid Training dated 19-20 April 2017.</p> <p>j) All accidents are investigated and reported to Head Office and DOSH. Zero LTI recorded in 2016 and 2017 as to date. This was verified via JKKP 6 and JKKP 8 for 2016 and 2017.</p>	
<p><b>Criterion 4.4.5:</b> Employment conditions</p>		



Criterion / Indicator		Assessment Findings	Compliance
4.4.5.1	<p>The management shall establish a policy on good social practice regarding human rights in respect of industrial harmony. The policy shall be signed by the top management and communicated to the employees.</p> <p><b>- Major compliance -</b></p>	<p>Genting Plantation has established a "Sexual Harassment Policy" and " People Policy" signed by Mr Yong Chee Kong (CEO) dated 03/08/2009.</p> <p>The policies are evident of the company's commitment to providing a workplace that is free from sexual harassment and all other forms of violence against women, workers, and community.</p> <p>The policy also commits to providing sufficient training and development for employees to increase their awareness and enhance their skills in line with this policy.</p>	Complied
4.4.5.2	<p>The management shall not engage in or support discriminatory practices and shall provide equal opportunity and treatment regardless of race, colour, sex, religion, political opinion, nationality, social origin or any other distinguishing characteristics.</p> <p><b>- Major compliance -</b></p>	<p>Migrant workers are recruited with 2+1 years contract. Local workers are on a long term employment. No any kind of discrimination was noted. Job opportunities and amenities such as free housing, water and electric supplier (connect to national water and electricity supply) and medical care are given to all employees without discrimination.</p> <p>Foreign migrant workers. Refer to Sabah OUs "Perjanjian Pekerjaan" , Employment Contract para" 17 :</p> <p>Philippines – 3 years + 1 contract extension            Indonesia – 3 years + 1 contract extension            Normal day : times 1.5            Rest day : times 2            Public holiday :times 3</p> <p>i) TT0376199 – extension of contract is in progress. Pending</p>	Complied

Criterion / Indicator		Assessment Findings	Compliance
		<p>for passport and workpass renewal process. Date joined: 3/4/2010</p> <p>ii) AS241563 - Main contract signed March 2000. Contract extension dated 25/7/17 and valid 25/7/18.</p> <p>iii) A5920971 - extension of contract is in progress. Pending for passport and workpass renewal process. Date joined: 1/10/15</p> <p>iv) Workers ID: E00244 (Malaysian) – date joined:1/8/17</p> <p>v) AS370009 – Main contract signed January 2000. Contract extension dated 6/3/17 and valid 6/3/18.</p> <p>vi) E00141 – date joined 2/11/11</p> <p>vii) AS241567 - Main contract signed January 2000. Contract extension dated 6/3/17 and valid 6/3/18.</p>	
<b>4.4.5.3</b>	<p>Management shall ensure that employees’ pay and conditions meet legal or industry minimum standards as per Collective Agreements. The living wage should be sufficient to meet basic needs and provide some discretionary income based on minimum wage.</p> <p><b>- Major compliance -</b></p>	<p>All the workers are under direct employment. The payslip has included basic income, allowance pay, working days, medical leave, deduction of salary and etc. The payroll for the following sampled workers for February, August and October 2017 were verified to be consistent with the Minimum Wages Order 2016.</p> <p>i) TT0376199 (Phiippines)</p> <p>ii) AS241563 (Indonesian)</p> <p>iii) A5920971 (Indonesian)</p> <p>iv) Workers ID: E00244 (Malaysian)</p>	Complied

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		v) AS370009 (Indonesian) vi) E00141 (Malaysian) vii) AS241567 (Indonesian)  There was no records or complaint observed during the interview with workers. All the sampled workers for direct employment and contract workers were achieved the minimum wage accordance to Minimum Wage Order 2016 which achieved RM 920/ month or RM 35.38/day.  3 month payslip records checked [ February 2017: low, August 2017: normal, October 2017: peak]  List of public holiday for 2017, refer to memorandum dated December 8, 2016 (GTOM/601/16/113). Total of 15 days of gazetted Public Holiday (PH) declared by Genting Plantations Berhad. Additional public holiday is for 29 <sup>th</sup> edition SEA Games 2017 appreciation on 4/9/17 as declared by Prime Minister under provision of Section 8 of Holidays Act 1951.	
<b>4.4.5.4</b>	Management should ensure employees of contractors are paid based on legal or industry minimum standards according to the employment contract agreed between the contractor and his employee.  <b>- Minor compliance -</b>	There is no contract workers in the mill.	Complied
<b>4.4.5.5</b>	The management shall establish records that provide an accurate overview of all employees (including seasonal workers and subcontracted workers on the premises). The records should	There is a list of employees consist of employee number, name, division, pay, NRIC/Passport no, employment category, nationality, DOB, age, race and status in the Lintramax system	Complied

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	<p>contain full names, gender, date of birth, date of entry, a job description, wage and the period of employment.</p> <p><b>- Major compliance -</b></p>	<p>– Name List of Workers (as at October 2017).</p>	
4.4.5.6	<p>All employees shall be provided with fair contracts that have been signed by both employee and employer. A copy of employment contract shall be made available for each and every employee indicated in the employment records.</p> <p><b>- Major compliance -</b></p>	<p>The worker’s contract valid for a 3 years basis [evident from the Employment Agreement, Rev.2 dated 01/08/2016]], termination of service is after receiving 1 month prior notice or deduction of 1 month salary in lieu or where either party mutually agree to terminate the service.</p> <p>GTOM can terminate the service under varies conditions as per the Employment Agreement (eq. if they fail the medical test or any criminal misconduct during the employment period).</p> <p>The cost involved for their return will be bourne by the company.</p> <p>All workers are provided an explanation of the understanding of the agreement, given a copy of the agreement and the original is kept in respective personal file.</p> <p>As per stated in item 2.3 of the contract, all workers are given the probation period for 6 months and as per bullet 6 stated that all works, salary, rewards, rules, and conditions based on the current Minimum Wage Order.</p>	Complied
4.4.5.7	<p>The management shall establish a time recording system that makes working hours and overtime transparent for both the employees and employers.</p> <p><b>- Major compliance -</b></p>	<p>Based on the sampled pay slips of workers [each nationality of 3 months’ pay slip], there is no trace of breach of payment as stipulated in their contract.</p> <p>Interview with workers shows no issue on wages received.</p>	Complied

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		<p>During site visit, interview with both local and foreign workers revealed no discrimination on overtime hours as well on wages received for overtime work done.</p> <p>This was also cross checked in their respective payslips and no discrepancies found.</p> <p>GTOM has implemented the FingerTec TA500 Biometric Time Attendance System for time recording..</p>	
<b>4.4.5.8</b>	<p>The working hours and breaks of the individual worker indicated in the time records shall comply with legal regulations and collective agreements. Overtime shall be mutually agreed upon and shall meet the legal requirements applicable.</p> <p><b>- Major compliance -</b></p>	<p>The working hours are recorded using "punch card" system. The punch card will be verified by supervisor daily. The checkroll clerks will input the information into Lintramax System (e.g. Normal Full Day, rest day work, paid holiday work etc) for the payroll clerk to compile the monthly salary.</p> <p>In case the worker is on leave or absence, it is recorded in the same system.</p>	Complied
<b>4.4.5.9</b>	<p>Wages and overtime payment documented on the pay slips shall be in line with legal regulations and collective agreements.</p> <p><b>- Major compliance -</b></p>	<p>Overtime is paid 1.5 times; Rest day work is paid 2 times and Public Holiday is paid 3 times.</p> <p>The payslip and the inputs were reviewed to confirm the wages and overtime is in line with legal requirements of Sabah Labour Ordinance.</p>	Complied
<b>4.4.5.10</b>	<p>Other forms of social benefits should be offered by the employer to employees, their families or community such as incentives for good work performance, bonus payment, support of professional development, medical care provisions and improvement of social surroundings.</p>	<p>The company provides:</p> <p>Bonus payment based on performance.</p> <p>Free medical benefit to workers dependent at the estates clinics.</p> <p>School bus sending worker's children to schools</p>	Complied

Criterion / Indicator		Assessment Findings	Compliance
	- Minor compliance -	<p>Once a year festival token to all workers</p> <p>Yearly schooling assistance (HUMANA) i.e school bags, shoes etc</p> <p>Annual dinner @ "Kenduri Kilang"</p> <p>The field workers are paid with Productivity Incentive. The more they work the higher the incentive.</p> <p>Rice incentive for harvester</p>	
<b>4.4.5.11</b>	<p>In cases where on-site living quarters are provided, these quarters shall be habitable and have basic amenities and facilities.</p> <p>- Major compliance -</p>	<p>The basic amenities and facilities at the quarters provided by the company to it workers includes electricity, water and domestic waste disposal. Electricity and water is provided by own water treatment plant and mill power generator (turbine and genset). The usage of electricity and water is bared by the workers themselves.</p> <p>During the field assessment, it was observed that the housing are in good conditions. For local workers with family, each will be given a house while for foreign workers for single workers, it will be given shared house of 3 each per house.</p> <p>For foreign workers, all foreign workers will be given a starter kit which includes basis amenities (e.g. mattress, cooking utilises).</p>	Complied
<b>4.4.5.12</b>	<p>The management shall establish a policy to prevent all forms of sexual harassment and violence at the workplace.</p> <p>- Major compliance -</p>	<p>GPB has implemented a Sexual Harassment Policy dated 3/8/2009 signed by Chief Operating Officer. At POM, the latest meeting with woman association was done on 29/8/2017 as per "Minit Mesyuarat Persatuan Wanita" sighted.</p>	Complied

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Criterion / Indicator		Assessment Findings	Compliance
<b>4.4.5.13</b>	<p>The management shall respect the right of all employees to form and join trade union and allow workers' own representative(s) to facilitate collective bargain in accordance with applicable laws and regulations. Employees shall be given freedom to join trade unions relevant to the industry or organize themselves for collective bargaining. Employees shall have the right to organize and negotiate their work conditions. Employees exercising this right should not be discriminated against or suffer repercussions.</p> <p><b>- Major compliance -</b></p>	<p>The Genting Plantations Group "People Policy" signed by Mr Yong Chee Kong, CEO dated 03/08/2017 clearly states that no one shall be denied of their rights, freedom of association and equal opportunities.</p>	Complied
<b>4.4.5.14</b>	<p>Children and young persons shall not be employed or exploited. The minimum age shall comply with local, state and national legislation.</p> <p><b>- Major compliance -</b></p>	<p>There is a Genting Plantations Social Policy on Child Protection dated on 22/06/2015.</p> <p>During site visit to field and line site, there was no evidence found of workers below 18 years old. Workers are aware of the minimum age policy is being strictly enforced by the management at which the age limit is above 18 years old.</p>	Complied
<b>Criterion 4.4.6: Training and competency</b>			
<b>4.4.6.1</b>	<p>All employees and contractors shall be appropriately trained. A training programme shall include regular assessment of training needs and documentation, including records of training.</p> <p><b>- Major compliance -</b></p>	<p>The annual training program has been established and significantly covers all aspects of the MSPO requirements. Additional subjects include mill operating procedures, parameters of mill produce, machinery maintenance etc. The training program also specified the target group of employees to be trained under the allocated subjects.</p> <p>Sample of training records sighted:            ESH Policy &amp; Sub policy/ ESH Objectives &amp; Targets –</p>	Complied

Criterion / Indicator		Assessment Findings	Compliance
		12/01/2017 HIRARC & Aspect Impact – 21/02/2017 Confined space & permit to work – 18/01/2017 Effective workplace inspection & ESH audit – 21/03/2017 Legal & other requirement and the amendment - 08/04/2017	
<b>4.4.6.2</b>	Training needs of individual employees shall be identified prior to the planning and implementation of the training programmes in order to provide the specific skill and competency required to all employees based on their job description.  - <b>Major compliance</b> -	The training needs for the mill 2017/18 training program has been established. The details of the training needs include categories of stations, subjects, and employees group.  Included in this program are subjects related to environment e.g. environmental, safety & health policy, scheduled waste management, environmental responsibility, HCV & Biodiversity training, machine handling, mill stations operations, control of process parameters, workshop management. etc	Complied
<b>4.4.6.3</b>	A continuous training programme shall be planned and implemented to ensure that all employees are well trained in their job function and responsibility in accordance to the documented training procedure.  - <b>Minor compliance</b> -	This is in compliance and detailed in 4.4.6.1 above. Training program are made on annual basis. In addition it is subject for a review during the financial year should need arises.	Complied
<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>	An environmental policy and management plan shall be in line with the relevant country and state environmental laws shall be	There is an Environmental Management Policy for the mill issued and endorsed in 5 <sup>th</sup> October 2009 by the Chief Executive	Complied



Criterion / Indicator		Assessment Findings	Compliance
	<p>established, effectively communicated and implemented.</p> <p><b>- Major compliance -</b></p>	<p>Officer. Inside the policy among others has stated that the Company is committed to protecting the environment and conserving biodiversity through sustainable development.</p>	
4.5.1.2	<p>The environmental management plan shall cover the following:</p> <p>a) An environmental policy and objectives;</p> <p>b) The aspects and impacts analysis of all operations</p> <p><b>- Major compliance -</b></p>	<p>Policy is available and objectives stated in the document reference; GTOM-F-MGR-11 rev:0. 2 environmental objectives were set and derived based on environmental aspect impact identification and evaluation. Environmental Aspect and Impact Register, SP-MGR-02-F01-0, rev:1 dated 1/8/17. Aspects and impacts analysis of all operations during normal/abnormal/emergency situation were identified.</p> <p>Objective and target set were:</p> <p>i) To comply with "Jadual Pematuhan" for final discharge, (target) BOD &lt; 19 mg/l</p> <p>ii) Target for water consumption &lt; 1.4 m<sup>3</sup>/mt of FFB</p>	Complied
4.5.1.3	<p>An environmental improvement plan to mitigate the negative impacts and to promote the positive ones, shall be developed, implemented and monitored.</p> <p><b>- Major compliance -</b></p>	<p>This environmental improvement and management plan is available for 2017. The environmental issues for improvement outlined by the mill are sampled as follows;</p> <p>Air pollution – nuisance and impact to surrounding, open burning</p> <p>Water pollution – POME and pollutants from mill operation</p> <p>Soil Contamination – Oil Spill and leakages</p> <p>Waste management – Scheduled waste and recycable/domestic waste</p> <p>All action are to be monitored on the indicated frequency</p>	Complied

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Criterion / Indicator		Assessment Findings	Compliance
		shown in the plan.	
<b>4.5.1.4</b>	A programme to promote the positive impacts should be included in the continual improvement plan. <b>- Minor compliance -</b>	This is available as per item 4.5.1.3 above. All programme for improvement are shown in the 'monitoring and action plan' column. Based on the Environmental Aspect Register, both negative and positive impacts were identified.	Complied
<b>4.5.1.5</b>	An awareness and training programme shall be established and implemented to ensure that employees understand the policy, objectives and management plans and are working towards achieving objectives. <b>- Major compliance -</b>	A training program is available in the SOU Training Program updated on a yearly basis or revised as per the management requirement. Included in this programme are subjects related to environment e.g environmental, safety & health policy, scheduled waste management, environmental responsibility, HCV & Biodiversity training.	Complied
<b>4.5.1.6</b>	The management shall organize regular meetings with workers where concerns of workers about the environmental quality are discussed. <b>- Major compliance -</b>	The Environmental Performance Monitoring Committee is setup to comply with the DOE requirement of Guidance Self-Regulation (GSR). The meeting it to review environmental performance within the POM. The last meeting was conducted on 5/09/2017.	Complied
<b>Criterion 4.5.2:</b> Efficiency of energy use and use of renewable energy			
<b>4.5.2.1</b>	Consumption of non-renewable energy shall be optimized and closely monitored by establishing baseline values and trends shall be observed within appropriate timeframe. There should be a plan to assess the usage of non-renewable energy including fossil fuel, electricity in the operations over the base period <b>- Major compliance -</b>	The monitoring is recorded in environment performance indicator-electricity generated by steam turbine tabulated for the financial year 2017/18. It is calculated as electricity generated from turbine that produces power for the mill entire complex operation unit in kwh/mt FFB.  A monthly record on energy consumption for both renewable and non-renewable sources were also maintained	Complied

Criterion / Indicator		Assessment Findings	Compliance
		<p>documented. It is monitored to optimise use of renewable energy. The data is compiled for comparison and control for future improvement with aim of gradual reduction particularly diesel. To date October 2017 : 25.83 mt/FFB, kWh turbine (7,827,680)</p> <p>Under the energy management plan 2017/18 the mill aimed for reduction plan among others;</p> <ul style="list-style-type: none"> <li>- educate workers on fuel saving practice</li> <li>- avoid leakages during vehicles maintenance.</li> </ul>	
<b>4.5.2.2</b>	<p>The oil palm premises shall estimate the direct usage of non-renewable energy for their operations, including fossil fuel, and electricity to determine energy efficiency of their operations. This shall include fuel use by contractors, including all transport and machinery operations.</p> <p><b>- Major compliance -</b></p>	<p>The mill records the following data and tabulated the ratio against the FFB processed and CPO produced to determine the efficiency of their operations;</p> <p>all the diesel used (non-renewable) for the mill operations</p> <p>fibre/shell used (renewable)</p> <p>In this relation the following data were sighted and verified</p> <p>As at October 2017, 25.83 kWh/FFB recorded compared to 2017 to date of 44.31 kWh/FFB.</p>	Complied
<b>4.5.2.3</b>	<p>The use of renewable energy should be applied where possible.</p> <p><b>- Minor compliance -</b></p>	<p>The fibre and shell are used in the boiler for fuel recycled in the process system. Surplus quantity of shell/fibre are delivered to estates for multi purposes or sold to outside buyers. EFB is used in the estates for mulching. Details of renewable energy fibre/shell used in the mill is shown in</p>	Complied

Criterion / Indicator		Assessment Findings	Compliance
		4.5.2.2 above. The long term planning for biogas implementation was reviewed. The recovered biogas will be used for energy generation (e.g. steam & electricity)	
<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 and documented.  - <b>Major compliance</b> -	All waste and pollution are identified and documented in the Waste Management Plan for Financial Year 2017/2018. The waste generated from the mill operations as shown below;  Domestic waste – rubbish from the mill complex and employees quarters (disposed by estate management)  Recycled waste – Fibre, palm kernel shell, boiler ash, scrap iron  Scheduled waste – Spent IPA, hexane, filter, lubricants, hydraulic oil, grease, used batteries  The source of mill pollution generated from the mill is the smoke from the boiler are monitored from the stack emission during the entire operations. These reports are reviewed by the mill and submitted to DOE. There was no major issue	Complied
<b>4.5.3.2</b>	A waste management plan shall be developed and implemented, to avoid or reduce pollution. The waste management plan should include measure for:  a) Identifying and monitoring sources of waste and pollution. b) Improving the efficiency and recycling potential of mill by-products by converting them into value-added products.	The Waste Management Plan for Financial Year 2017/2018 is available and sighted. The plan listed the waste generated from the mill operations as shown below;  Domestic waste – rubbish from the mill complex and employees quarters (disposed by estate management)  Action to be taken;	Complied

Criterion / Indicator		Assessment Findings	Compliance
	- Major compliance -	<p>Allocate landfill area 3 km min away from residential area/watercourse</p> <p>To provide adequate dustbins at mill &amp; linesites.</p> <p>Establish collection SOP &amp; schedule</p> <p>Create awareness on hygiene</p> <p>Regular monitoring on cleanliness &amp; hygiene.</p> <p>Recycled waste – Fibre, palm kernel shell, boiler ash, scrap iron</p> <p>Shell &amp; fibre - Sell through registered customer</p> <p>Scrap iron – sell through registered buyers</p> <p>SW – Dispose through DOE appointed Contractor (Kualiti Alam)</p> <p>Scheduled waste – Spent IPA, hexane, filter, lubricants, hydraulic oil, grease, used batteries.</p> <p>Action to be taken;</p> <p>Comply to procedure stipulated MQMS SOP Handling of scheduled waste.</p> <p>Comply to Environmental Quality Regulations 2005</p> <p>Establish list of SW/Notify DOE for all SW generated/appropriate SW labelling</p>	
<b>4.5.3.3</b>	The palm oil mill management shall establish Standard Operating Procedure for handling of used chemicals that are classified under	The SOP on Scheduled Waste disposal is established and implemented. The inventory of the waste generated is	Complied

Criterion / Indicator		Assessment Findings	Compliance
	<p>Environmental Quality Regulations (Scheduled Waste) 2005, Environmental Quality Act, 1974 to ensure proper and safe handling, storage and disposal. Scheduled waste shall be disposed as per Environmental Quality Act 1974 (Scheduled Waste) Regulations, 2005</p> <p><b>- Major compliance -</b></p>	<p>recorded using the "eswis" inventory system. The last update on the eswis was on October 2017.</p> <p>Online scheduled waste inventory &amp; consignment – updated as of 31/10/2017 where the quantity and storage period were within allowable limit. In Genting POM, latest scheduled waste disposal done on 21/11/2017, ticket no: SHCE17000005W for SW 305 by Legenda Bumimas Sdn Bhd.</p>	
<b>4.5.3.4</b>	<p>Domestic waste should be disposed as such to minimize the risk of contamination of the environment and watercourse.</p> <p><b>- Minor compliance -</b></p>	<p>Domestic waste is disposed at designated landfill and shared with Gentimng Tanjung Estate.</p>	Complied
<p><b>Criterion 4.5.4:</b> Reduction of pollution and emission</p>			

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Criterion / Indicator	Assessment Findings	Compliance
<p><b>4.5.4.1</b> An assessment of all polluting activities shall be conducted, including greenhouse gas emissions, particulate and soot emissions, scheduled wastes, solid wastes and effluent.</p> <p><b>- Major compliance -</b></p>	<p>The identified source was boiler and incinerator chimney. Current monitoring was through online boiler smoke density and alarm and six-monthly boiler and incinerator stack monitoring of dust particulate.</p> <p><u>Boiler no.2</u>            1st half of 2017 :            Date of measurement – 13/9/17            Date of reporting – 2/10/17            Ref# MS/GTOM/2017/Boiler no.2 (2) – 1<sup>st</sup> half            Dust emission load: 0.323 g/Nm<sup>3</sup> , dry @ 12% CO<sub>2</sub> vs 0.4 g/Nm<sup>3</sup> , dry @ 12% CO<sub>2</sub></p> <p>SDR calibration service – certificate# MCTRL/SDM/17/0070 dated 13/9/17 , calibration due in 13/3/18.</p> <p><u>Boiler no.3</u>            1st half of 2017 :            Date of measurement – 28/3/17            Date of reporting – 29/4/17            Ref# MS/GTOM/2017/Boiler no.3 (S3) – 1<sup>st</sup> half            Dust emission load: 0.215 g/Nm<sup>3</sup> , dry @ 12% CO<sub>2</sub> vs 0.4 g/Nm<sup>3</sup> , dry @ 12% CO<sub>2</sub></p> <p>2<sup>nd</sup> half of 2017 :            Date of measurement – 2/10/17 by Multi-Serve Enterprise Report is still pending and to be verified in the next audit.</p>	<p>Complied</p>

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Criterion / Indicator		Assessment Findings	Compliance
4.5.4.2	An action plan to reduce identified significant pollutants and emissions shall be established and implemented.  - Major compliance -	The pollution prevention plan for 2017 has been reviewed. Mitigation plan, actions and time frame has been identified. On top of that the Environmental Improvement and Management Plan for 2017 is available. The monitoring of the plan is available.	Complied
4.5.4.3	Palm oil mill effluent (POME) shall be treated to ensure compliance with standards as stipulated in the relevant Environmental Quality (Prescribed Premises) (Crude Palm Oil) Regulations 1977. POME discharge limits and method should be in accordance with the respective state and national policies and regulations.  - Major compliance -	The POME is treated with open anaerobic, aerobic and bio-polishing pond. Monthly monitoring on the final discharge is conducted. Palm Oil Mill Effluent (POME) treated through anaerobic pond treatment system where the licensed limit for final discharge BOD is 20mg/l for latest compliance schedule. Regular monitoring was conducted by the mill by taking the sample of waste water in final discharge point and water at the upstream and downstream of the river.  (Sample: KL-Kepong Sabah Sdn Bhd. Refer to the latest analysis dated 23/9/17, ref# R17/9/155, upstream = 2 mg/l BOD3, downstream = 3 mg/l  Effluent final discharge analysis was monitored on monthly basis by accredited 3 <sup>rd</sup> party KL-Kepong Sabah Sdn Bhd. Refer to the latest analysis dated 23/9/17, ref# R17/9/155. BOD3 recorded is 15 mg/l and comply with the limit stipulated in mill's compliance schedule.	Complied
<b>Criterion 4.5.5:</b> Natural water resources			
4.5.5.1	The management shall establish water management plans to maintain the quality and availability of natural water resources (surface and ground water). The water management plan may	Water management plan for raw water & drinking water (as per SOM-LAB-12 & SOP-LAB-03) dated 30/10/2017 was established. The plan was implemented and monitored on	Complied



Criterion / Indicator		Assessment Findings	Compliance										
	include: a) Assessment of water usage and sources. b) Monitoring of outgoing water which may have negative impacts into the natural waterways at a frequency that reflects the mill's current activities. c) Ways to optimize water and nutrient usage and reduce wastage ( <i>e.g.</i> having in place systems for re-use, night application, maintenance of equipment to reduce leakage, collection of rainwater, etc.). <b>- Major compliance -</b>	<p>monthly basis by the Mill Engineer. The plan includes water consumption management and availability of water for mill processing and domestic use. The rainfall data collected to monitor the availability of water</p> <p>Water consumption were monitored and measured individually for mill processing, boiler, firefighting and housing. Average consumption todate for 2017 =1.3 m3/FFB processed</p>											
4.5.5.2	Where open discharge of POME into water course is practiced, mills should undertake to gradually phase it out in accordance to the applicable state or national regulations. <b>- Major compliance -</b>	<p>Based on the effluent final discharge analysis, all the parameters have been complied with. Analysis was done once and every month and submitted to the authority on quarterly basis. The following parameters (BOD, TSS, Ammonical Nitrogen, Total Nitrogen, Oil &amp; Grease, pH, COD, Total Suspended Solids) are checked by independent Lab, KL-Kepong (SABAH) Sdn. Bhd.</p> <table border="1"> <thead> <tr> <th>Month</th> <th>23/10</th> <th>23/09</th> <th>18/8</th> <th>19/7</th> </tr> </thead> <tbody> <tr> <td>BOD</td> <td>12</td> <td>15</td> <td>16</td> <td>15</td> </tr> </tbody> </table> <p>Quarterly report to DOE has been forwarded. The following record has been reviewed and report dated: 3rd quarter 04/10/2017, 2nd quarter 05/07/2017 and 1st quarter 11/04/2017 were sighted during the audit.</p>	Month	23/10	23/09	18/8	19/7	BOD	12	15	16	15	Complied
Month	23/10	23/09	18/8	19/7									
BOD	12	15	16	15									
<b>4.6 Principle 6: Best Practices</b>													

Criterion / Indicator		Assessment Findings	Compliance
<b>Criterion 4.6.1: Mill Management</b>			
<b>4.6.1.1</b>	Standard operating procedures shall be appropriately documented and consistently implemented and monitored.  - <b>Major compliance</b> -	At Genting Tanjung POM, the procedure was established and maintained. There was 3 tiers of procedure that established which were Procedure Manual, System Procedure, Sustainability Management Procedure Manual, Safe Operating Procedure and Environmental Control Procedure. These documents provides guidelines and standards in the mill operations. The Standard Operating procedure (SOP) described details from the reception, sterilisation, threshing, pressing, clarification, depericarping (nut polishing) station, effluent, laboratory, workshop, despatches etc. In addition there are also manuals available within the industry and MPOB that are used as guidelines.	Complied
<b>4.6.1.2</b>	All palm oil mills shall implement best practices..  - <b>Major compliance</b> -	The monitoring of the mill process is made through the shift supervision headed by An Engineer. All process parameters are documented and summarized in a daily report. As the company is certified with ISO 9001, ISO14001 and OHSAS 18001. The external monitoring is made through visits by the General Manager, VP-Processing as and when nessesary. No fixed schedule for the visit. In addition there where MPOB CoP audit carried out on 17/8/17 ensure compliance with MPOB Code Of Good Milling Practice for Palm Oil Mills. This is to ensure compliance to Code of Practices, Policies, procedures in relation mill operations, financial, OSH, welfare among others.	Complied.
<b>Criterion 4.6.2: Economic and financial viability plan</b>			

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Criterion / Indicator		Assessment Findings	Compliance
<b>4.6.2.1</b>	A documented business or management plan shall be established to demonstrate attention to economic and financial viability through long-term management planning.  - <b>Major compliance</b> -	Genting Tanjung POM has predicted for FY2017 to FY2020 is evident in Genting Tanjung Oil Mill projection for year 2017 to year 2020. The projection covers cop intake from own estate, from outside purchase (smallholders), total intake, processing cost and extraction rate (OER & KER).	Complied
<b>Criterion 4.6.3: Transparent and fair price dealing</b>			
<b>4.6.3.1</b>	Pricing mechanisms for the products and other services shall be documented and effectively implemented.  - <b>Major compliance</b> -	<p>Pricing mechanisms for the products and other services were clearly written in the contract and purchase order. For CPO and PK transporter, fees of services is mentioned under Third Schedule under the contract agreement. For supplier, specific terms and conditions are mentioned under notes and conditions on the transport and payment documentation.</p> <p>For FFB supplier, price will be updated based on monthly average price of the previous month. Payment will refer end month average closing price for example October 2017.</p> <p>Payments are processed and made by HQ through system named Lintramex. This is made upon job verification by the mill personnel</p>	Complied
<b>4.6.3.2</b>	All contracts shall be fair, legal and transparent and agreed payments shall be made in timely manner.  - <b>Major compliance</b> -	<p>This requirement is in compliance. All contracts and purchases are documented i.e in the form of purchase orders, invoices, contracts for the larger transaction. All documents are signed by both vendor and mill.</p> <p>Sample of contract sighted for CPO and PK transporter ( long term service provider):</p> <p>i) Landasan Kembar Sdn Bhd, date signed 1/3/15 valid until</p>	Complied

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Criterion / Indicator		Assessment Findings	Compliance
		<p>31/12/17</p> <p>ii) Chong Shu Min Trading. date signed 27/2/15 valid until 31/12/17</p> <p>As for supplier (one off or short term service provider)</p> <p>i) Super-multi Enterprise (PO# ATPOM 13109) dated 18/4/17.</p> <p>All contracts terms and conditions were made transparent with evidence of stamp duty for legalization and agreed from both parties.</p> <p>Verified during stakeholder interview, no pending payment as to date and all previous payments are prompt (paid within time frame of 60 days).</p>	
<b>Criterion 4.6.4: Contractor</b>			
<b>4.6.4.1</b>	<p>In case of the engagement of contractors, they shall be made to understand the MSPO requirements and shall provide the required documentation and information.</p> <p><b>- Major compliance -</b></p>	<p>Genting Tanjung POM had informed its contractors regarding the need to follow the MSPO requirements. Awareness briefing was done the stakeholders including contractors on the MSPO requirements. As for the CPO and PK transporter, a revised contract agreement was sent to the transporter (Chong Shu Min Trading and Landasan Kembar Sdn Bhd) to include special clause on MSPO compliance. Addendum contract terms and conditions version dated 26/4/17 was sighted.</p> <p>Acknowledgment from the above contractor was verified dated 13/10/17.</p>	Complied
<b>4.6.4.2</b>	<p>The management shall provide evidence of agreed contracts with the contractor.</p>	<p>Evidence of agreed contracts with the contractors were verified. Addendum contract terms and conditions version dated 26/4/17 and acknowledgment from the CPO and PK</p>	Complied

Criterion / Indicator		Assessment Findings	Compliance
	- Major compliance -	contractor were evident. Signed document dated 13/10/17 was made available for verification.	
4.6.4.3	The management shall accept MSPO approved auditors to verify the assessments through a physical inspection, if required. - Minor compliance -	The requirement of accepting MSPO accredited auditors to audit against the contractors are being stated in the formal letter attachment to the contractors.	Complied

**4.0 Assessment Conclusion and Recommendation:**

<b>Acknowledgement of Internal Responsibility and Formal Sign-off of Assessment Findings</b>	
Based on the findings during the assessment of Genting Tanjung and estates, complies with the MS2530-3:2013 and MS 2530-4:2013. It is recommended that the certification of Genting Tanjung Oil Mill and esattes certification unit is approved.	
<b>Acknowledgement of Assessment Findings</b>	<b>Report Prepared by</b>
<b>Name :</b> Tan Cheng Huat	<b>Name :</b> Mohamed Hidir Zainal Abidin
<b>Company name:</b> Genting Plantations Berhad	<b>Company name :</b> BSI Services Malaysia Sdn Bhd
<b>Title :</b> Senior Vice President - Plantation	<b>Title :</b> Lead auditor
<b>Signature :</b> 	<b>Signature :</b>  Date: 23/7/18

**Appendix A: Assessment Plan**

PRELIMINARY AGENDA					
Date	Time	Subjects	Hidhir	Hafri	Daniel
Sunday 19/11/2017	AM	Audit team travelling to Lahad Datu	√	√	√
Monday & Tuesday 20-21/11/17  <b>Genting Tanjung Oil Mill</b>	0730	Audit team travelling to site	√	√	√
	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	<b>Genting Tanjung Oil Mill</b> Inspection: FFB receiving, warehouse, workshop, wastes management & Landfill, Effluent Ponds, OSH & ERP, Environment issues, POME application, water treatment. Laboratory, weighbridge and palm product storage area, staff, workers and contractor interview, housing and facility inspection, clinic, etc.	√	-	-
	10.00-12.30	Stakeholder interviews (combined with estate's Stakeholders)	√	-	-
	12.30 – 13.30	Lunch	√	√	√

PRELIMINARY AGENDA					
Date	Time	Subjects	Hidhir	Hafri	Daniel
	13.30 – 16.30	Continue with unfinished elements Document Review (part 4), P1: Management commitment and responsibility, P2: Transparency P3: Compliance to legal requirement P4: Social responsibility, health safety and employment condition  P5: Environment, natural resources, biodiversity and ecosystem services P4: Social responsibility, health safety and employment condition, P6 : Best practices	√  √	-  -	-  -
	16.30 - 17.00	Interim Closing briefing.	√	-	-
Monday & Tuesday 20 - 21/11/17  <b>Landworthy Estate</b>	09.00 – 12.30	Field visit, boundary inspection, field operations, staff & workers interview, buffer zone, HCV area, IPM implementation, OSH&ERP, workshop, storage area (agrochemical, fertilizer, lubricant etc), agrochemical mixing area, Schedule waste management, worker housing, clinic, Landfill etc.  Document review P1 – P6 (part 3), P1: Management commitment and responsibility, P2: Transparency, P3: Compliance to legal requirement	-  -	-  -	√  √
	12.30 – 13.30	Lunch	-	-	√
	13.30 – 16.30	P4: Social responsibility, health safety and employment condition, P5: Environment, natural resources, biodiversity and ecosystem services and P6 : Best practices, P7: Development of New Planting	-	-	√
	16.30 - 17.00	Interim Closing briefing.	-	-	√
Monday & Tuesday 20 - 21/11/17  <b>Layang Estate</b>	09.00 – 10.30	Field visit, boundary inspection, field operations, staff & workers interview, buffer zone, HCV area, IPM implementation, OSH&ERP, workshop, storage area (agrochemical, fertilizer, lubricant etc), agrochemical mixing area, Schedule waste management, worker housing, clinic, Landfill etc.  Document review P1 – P6 (part 3), P1: Management commitment and responsibility, P2: Transparency, P3: Compliance to legal requirement	-  -	√  √	-  -
	12.30 – 13.30	Lunch	-	√	-
	13.30 – 16.00	P4: Social responsibility, health safety and employment condition, P5: Environment, natural resources, biodiversity and ecosystem services and P6 : Best practices, P7: Development of New Planting	-	√	-
	16.00 - 17.00	Interim Closing briefing.	-	√	-
Friday 24/11/17 <b>Bahagia Estate</b>	09.00 – 10.30	Field visit, boundary inspection, field operations, staff & workers interview, buffer zone, HCV area, IPM implementation, OSH&ERP, workshop, storage area (agrochemical, fertilizer, lubricant etc), agrochemical mixing area, Schedule waste management, worker housing, clinic, Landfill etc.	√	√	√
	12.30 – 13.30	Lunch	√	√	√
	13.30 – 16.00	P4: Social responsibility, health safety and employment condition, P5: Environment, natural resources, biodiversity and ecosystem services and P6 : Best practices, P7: Development of New Planting	√	√	√
	16.00 - 17.00	Audit team discussion/presentation of finding	√	√	√
	1700	End of audit/ audit team travel out to Lahad Datu	√	√	√



**Appendix B: List of Stakeholders Contacted**

**Internal Stakeholders**

Management team Staff Workers Hospital Assisstant Creche Attendant HUMANA Teacher
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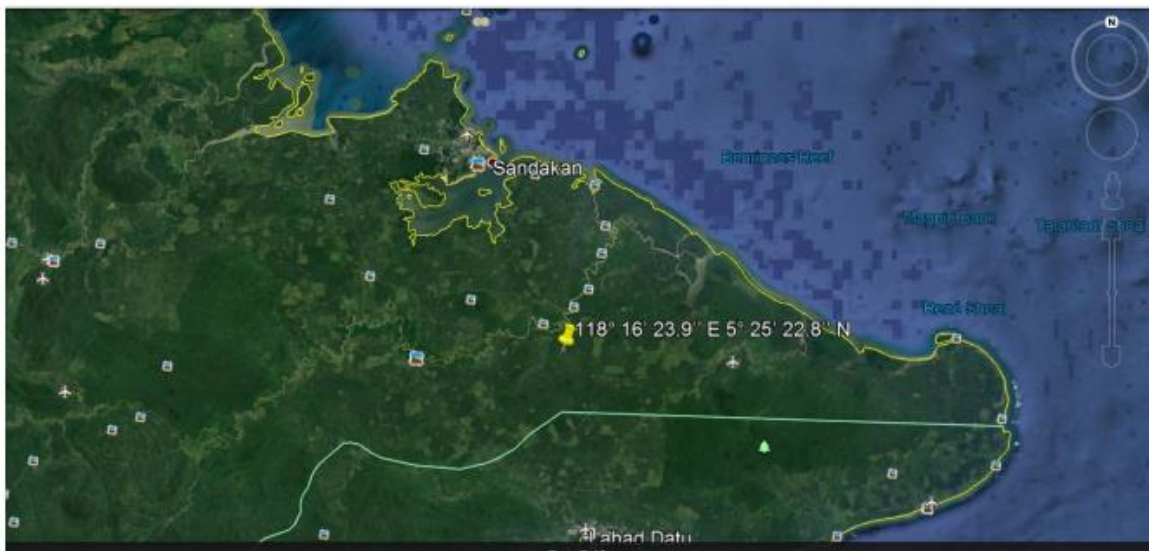
**External Stakeholders**

<b>Government Departments</b>	<b>NGOs and others</b>	<b>Local Communities/Vendor</b>
Wildlife Department, Kota Kinabatangan Labour Department, Kota Kinabatangan	Hwa Li Estate Tey Ah Bu Estate	Supplier (Super Multi Ent) FFB Transporter

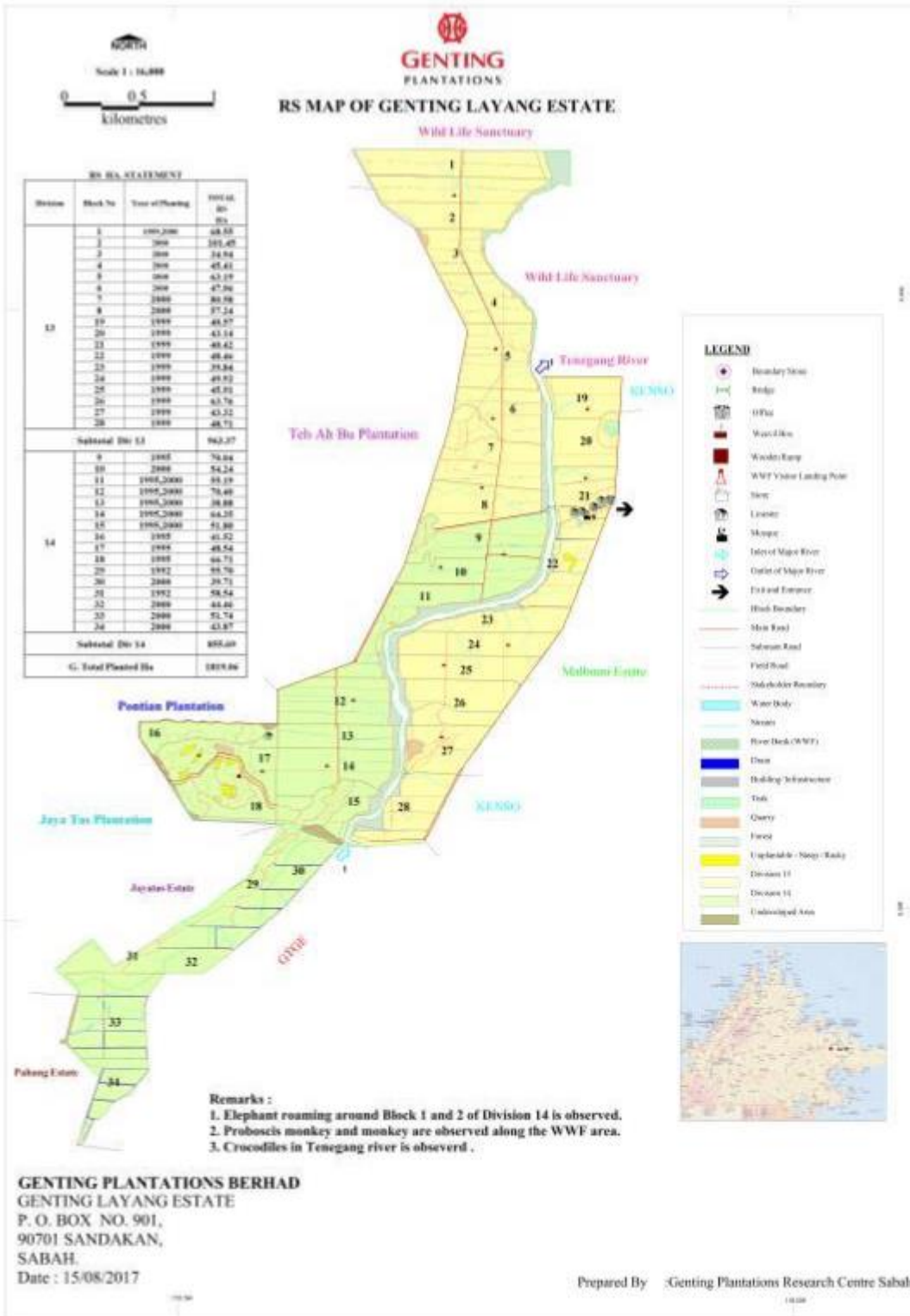
**Appendix C: Smallholder Member Details**

No	Name of smallholder	Year Planted	Land Area (ha)	Forecast FFB (Mt/ha/year)
1	N/A			
2				
3				
4				
5				
6				
7				
8				
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				
21				
22				
23				
<b>TOTAL</b>				

**Appendix D : Location Map of Genting Tanjung Palm Oil Mill and Genting Tanjung Estates**

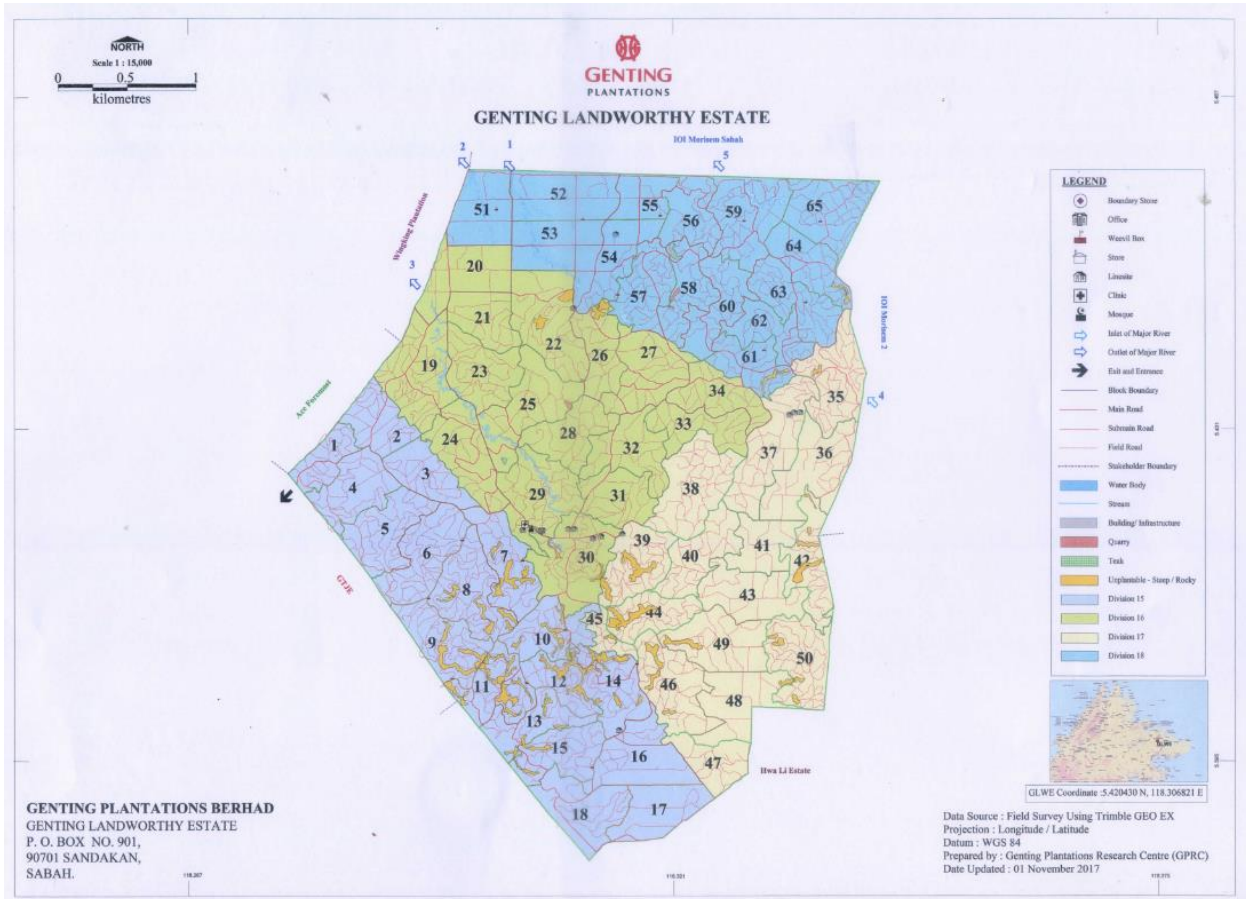


Appendix E: Genting Layang Estate Map





**Appendix G: Genting Landworthy Estate Map**



**Appendix H: List of Abbreviations Used**

AN	Ammoniacal Nitrogen
BOD	Biological Oxygen Demand
CHRA	Chemical Health Risk Assessment
CPO	Crude Palm Oil
DOE	Department of Environment
DOSH	Department of Occupational Safety & Health
EFB	Empty Fruit Bunch
EMS	Environmental Management System
FFB	Fresh Fruit Bunch
GMP	Good Manufacturing Practice
HCV	High Conservation Value
IAV	Initial Assessment Visit
IPM	Integrated Pest Management
ISCC	International Sustainable Carbon Certification
MSDS	Material Safety Data Sheet
MSP0	Malaysian Sustainable Palm Oil
O&G	Oil and Grease
PK	Palm Kernel
PPE	Personal Protective Equipment
RC	Re-Certification
RED	Renewable Energy Directive
SE	Segaria Estate
SEIA	Social & Environmental Impact Assessment
SIA	Social Impact Assessment
SOP	Standard Operating Procedure
SPOM	Segaria Palm Oil Mill
SS	Suspended Solids
TN	Total Nitrogen
TS	Total Solids
VFA	Volatile Fatty Acids