

**MALAYSIAN SUSTAINABLE PALM OIL  
ANNUAL SURVEILLANCE ASSESSMENT 3  
Public Summary Report**

<b>Client Company name</b>
Head Office: Pejabat Cawangan, MPOB Saratok, 1st & 2nd Floor, Taman Muhibah, 95400 Saratok, Sarawak, Malaysia
Certification Unit: <b>MPOB Sustainable Palm Oil Cluster (SPOC) Saratok</b>  Location of Certification Unit: Saratok, Sarawak, Malaysia

**Report prepared by:**  
**Valence Shem** (Lead Auditor)

**Report Number: 8852172**

**Assessment Conducted by:**  
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<b>TABLE of CONTENTS</b>	<b>Page No</b>
Section 1: Executive Summary .....	3
1.1 Details of Certification Assessment Scope and Certification Recommendation:.....	6
1.2 Identity of Certification Unit.....	4
1.3 FFB Production (Actual) and Projected (tonnage).....	4
1.4 Certification Details .....	4
1.5 Detail of other certification held .....	4
1.6 Organizational Information and Contact Person .....	3
Section 2: Assessment Process .....	6
1. Assessment Program .....	6
Section 3: Assessment Findings .....	10
3.1 Details of audit results .....	10
3.2 Details of Nonconformities and Opportunity for improvement.....	15
3.3 Status of Nonconformities Previously Identified and OFI .....	11
3.4 Issues Raised by Stakeholders .....	17
3.5 Summary of the Nonconformities and Status.....	13
3.6 Summary of the findings by Principles and Criteria .....	14
4.0 Assessment Conclusion and Recommendation: .....	99
Appendix A: Assessment Plan.....	28
Appendix B: List of Stakeholders Contacted .....	29
Appendix C: Smallholder Member Details.....	30
Appendix D: Location and Field Map .....	35
Appendix E: List of Abbreviations Used.....	36

## Section 1: Executive Summary

### 1.1 Organizational Information and Contact Person

MPOB License	NA		
Company Name	MPOB Sustainable Palm Oil Cluster (SPOC) Saratok		
Address	Pejabat Cawangan, MPOB Saratok, 1st & 2nd Floor, Taman Muhibah, 95400 Saratok, Sarawak, Malaysia		
Group name if applicable:	NA		
Subsidiary of (if applicable)	NA		
Contact Person Name	Pn Anna Sato Julai		
Website	<a href="http://www.mpob.gov.my">www.mpob.gov.my</a>	<b>E-mail</b>	anna.sato@mpob.gov.my
Telephone	+6083-436273	<b>Facsimile</b>	

### 1.2 Certification Information

Certificate Number	MSPO 642176		
Issue Date	28/10/2015	Expiry date	27/10/2020
Scope of Certification	MPOB Sustainable Palm Oil Cluster (SPOC) Saratok		
Stage 1 Date	Pilot/ Stage I Assessment: 19-21/10/2014		
Stage 2 / Initial Assessment Visit Date (IAV)	3/9/2015		
Continuous Assessment Visit Date (CAV) 1	20-22/12/2016		
Continuous Assessment Visit Date (CAV) 2	14-16/8/2017		
Continuous Assessment Visit Date (CAV) 3	1-3/10/2018		
Continuous Assessment Visit Date (CAV) 4			

#### Other Certifications

Certificate Number	Standard(s)	Certificate Issued by	Expiry Date
MPOB-CoP/SH/0004	MPOB Sustainable Palm Oil Cluster (SPOC)	MPOB	18/12/2018

<b>1.3 Location of Certification Unit</b>			
<b>Name of the Certification Unit</b>	<b>Site Address</b>	<b>GPS Reference of the site office</b>	
		<b>Latitude</b>	<b>Longitude</b>
MPOB Sustainable Palm Oil Cluster (SPOC) Saratok	Pejabat Cawangan, MPOB Saratok, 1st & 2nd Floor, Taman Muhibah, 95400 Saratok, Sarawak, Malaysia	1°45'30"N	111°20'10"E

<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>
NA					

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**Revision 0 (Aug 2017)**

<b>1.5 FFB Production (Actual) and Projected (tonnage)</b>			
<b>Producer Group</b>	<b>Projected</b>	<b>Actual production</b>	<b>Projected FFB production (mt) (Oct 2018-Sep 2019)</b>
MPOB Sustainable Palm Oil Cluster (SPOC) Saratok	NA	NA	25,570

<b>1.6 Certified Tonnage</b>			
<b>Mill Capacity: MT/hr</b>	<b>Estimated</b>	<b>Actual</b>	<b>Forecast (Oct 2018-Sep 2019)</b>
	<b>FFB</b>	<b>FFB</b>	<b>FFB</b>
	NA	NA	25,570 mt
<b>SCC Model:</b>	<b>CPO (OER: %)</b>	<b>CPO (OER: %)</b>	<b>CPO (OER: %)</b>
	NA	NA	NA
	<b>PK (KER: %)</b>	<b>PK (KER: %)</b>	<b>PK (KER: %)</b>
	NA	NA	NA

<b>1.7 Description of Supply Base</b>					
<b>Estate</b>	<b>Total Planted (Mature + Immature) (ha)</b>	<b>HCV (ha)</b>	<b>Infrastructure &amp; Other (ha)</b>	<b>Total Area (ha)</b>	<b>% of Planted</b>
NA					

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

BSI Services Malaysia Sdn Bhd has conducted the Annual Surveillance Assessment 3 (ASA3) of MPOB Sustainable Palm Oil Cluster (SPOC) Saratok which is located in Saratok, Sarawak comprises 223 independent smallholders.

The assessment was conducted onsite to assess the compliance of the certification unit against the MS 2530-2:2013 Part 2: General principles for independent smallholders and MSP0 Guidance. The onsite assessment was conducted on 1-3/10/2018.

Based on the assessment result, SPOC Saratok complies with the MS 2530-2:2013 Part 2: General principles for independent smallholders and recommended for its certification to be continued.

## Section 2: Assessment Process

### Certification Body:

BSI Services Malaysia Sdn Bhd,  
Unit 3, Level 10, Tower A  
The Vertical Business Suites, Bangsar South  
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59200 Kuala Lumpur  
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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 1-3/10/2018. The audit programme is included as Appendix A. The approach to the audit was to treat the 223 smallholders as an MSPO 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.

The methodology for collection of objective evidence included physical site inspections, observation of tasks and processes, interviews of staff, workers and their families and external stakeholders, review of documentation and monitoring data. MS 2530-2:2013 was 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  $S = r\sqrt{n}$  where n is the number of estates while when applicable, the smallholders sample were determined following the MSPO Certification Requirement. The sampling of smallholders were based on the formula  $(r\sqrt{n})$ ; where r is the risk factor (may defers 1, 1.5 and 2 depending on risk), where n is total number of group members. The sampled smallholder listed in Appendix C.

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

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 the this assessment are detailed in Section 4.2.

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

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This report was internally reviewed by approved Certification Reviewer prior to certification decision by BSI.

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

<b>1. Assessment Program</b>					
<b>Name (Mill / Plantation / Group smallholders)</b>	<b>Year 1 (Certification)</b>	<b>Year 2 (ASA 1)</b>	<b>Year 3 (ASA 2)</b>	<b>Year 4 (ASA 3)</b>	<b>Year 5 (ASA 4)</b>
MPOB Beaufort Office	✓	✓	✓	✓	✓
Smallholder members (sampled)	12 members	12 members	12 members & 10 new members	15 members & 3 new members	✓
Stakeholder consultation	✓				

**Tentative Date of Next Visit:** October 1, 2019 – October 3, 2019

**Total No. of Mandays:** 2.5



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He holds Bachelor Degree in Industrial Technology, graduated from University of Science Malaysia in 1998 and has 9 years working experience in oil palm plantation industry. He has been in the management system auditing line since 2009 for various standards such as ISO 140001, RSPO P&C, RSPO SCCS and SMETA. He completed the ISO 14001 Lead Auditor Course in 2008, ISO 9001 Lead Auditor Course in 2013, Endorsed RSPO P&C Lead Auditor Course in 2011, Endorsed RSPO SCCS Lead Assessor Course in 2012 and MSPO Awareness Training in 2014. He had been involved in RSPO auditing since 2009 in various companies in Malaysia. During this assessment, he assessed on the aspects of legal, social aspects, workers welfare and stakeholders consultation.

### 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 this assessment there were one major nonconformity and one OFI raised.

<b>NC Ref #</b>	1690025-201809-M1	<b>Clause</b>	MS2530-2:2013, 4.4.3.3
<b>Date Issued</b>	3/10/2018	<b>Due Date</b>	2/1/2019
<b>Closed (Yes/No)</b>	Yes	<b>Date of nonconformity closure</b>	18/12/2018
<b>Statement of nonconformity</b>	There was no evidence that the Group Manager has ensured that whether or not the pay and conditions of workers hired by a smallholder met the legal standards as per mutual agreements.		
<b>Requirements Reference</b>	Group managers for Independent smallholders shall ensure that worker's pay and conditions meet legal standards as per mutual agreements.		
<b>Objective Evidence</b>	One of the SPOC members (Andam@Sulin Ak Brayun) has hired 2 Indonesians to work in his plantation. However, there was no evidence that the Group Manager has ensured that whether or not the pay and conditions of the 2 workers had met the legal standards as per mutual agreements.		
<b>Correction</b>	<p>Group Manager perlu mendapatkan maklumat dan dokumen yang berkaitan dengan penggajian 2 pekerja TKI oleh ahli SPOC. Surat peringatan akan diberikan kepada ahli SPOC agar memaklumkan kepada Group Manager mengenai maklumat-maklumat 2 pekerja TKI yang bekerja di kebun sawit seperti perjanjian pembayaran gaji, rekod pembayaran gaji, passport pekerja dan permit kerja.</p> <p><i>The Group Manager will get the information and legal documents of the two workers from Indonesia from the SPOC member. A reminder letter will be issued to the SPOC member to request the member to provide the Group Manager with information about the two workers such as wage payment agreement, wage payment records, workers passports and their work permits.</i></p>		
<b>Root Cause Analysis</b>	<p>Ahli SPOC tidak memaklumkan kepada Group Manager mengenai penggajian 2 pekerja TKI untuk bekerja di kebun sawit.</p> <p><i>The SPOC member did not notify the Group Manager regarding the two hired workers</i></p>		

**MSPO Public Summary Report**  
**Revision 0 (Aug 2017)**

	<i>from Indonesia.</i>
<b>Corrective Action</b>	<p>Surat peringatan dikeluarkan kepada semua ahli SPOC Saratok (220 orang) supaya memaklumkan kepada Group Manager (sekiranya ada) menggunakan tenaga kerja dan mengaji pekerja TKI dari masa ke semasa. Group Manager bangunkan satu file untuk menyimpan rekod dan maklumat ahli SPOC Saratok yang ada menggaji TKI. Kandungan didalam file adalah termasuk maklumat mengenai perjanjian pembayaran gaji, rekod pembayaran gaji, passport pekerja dan permit kerja. File ini dikemaskini dari masa ke semasa.</p> <p><i>A reminder letter will be issued to all members of SPOC Saratok (220 members) requesting them to notify to the Group Manager if they are hiring any foreign workers from time to time. The Group Manager will establish a file to keep the records and information about the SPOC members that are hiring foreign workers. The contents of the file among others will be information about wage payment agreement, wage payment records, workers passport and their work permits.</i></p>
<b>Assessment conclusion</b>	<p>SPOC Saratok has submitted the following evidence:</p> <p>An internal audit report dated 10/12/2018 by the Group Manager reporting that Andam@Sulin Ak Brayun does not have work permits for the two Indonesian workers. The audit was conducted on 4/12/2018. Therefore, Mr. Andam has decided to terminate the workers.</p> <p>A reminder letter dated 4/12/2018 from the Group Manager to Mr. Andam to notify if he were to hire any foreign workers, he must provide the Group Manager with the information about wage payment agreement, wage payment records, workers passport and their work permits.</p> <p>A letter dated 5/12/2018 from Mr. Andam notifying the Group Manager that he has terminated the two Indonesian workers with immediate effect.</p> <p>Wage payment agreement dated 1/7/2018 between Mr. Andam and the two Indonesian workers and receipts of wage payment for Aug to Dec 2018</p> <p>A reminder letter dated 4/12/2018 from the Group Manager to all the members of SPOC Saratok to notify if they were to hire any foreign workers, they must provide the Group Manager with the information about wage payment agreement, wage payment records, workers passport and their work permits and acknowledgement of receipt by the SPOC members.</p> <p>The evidence was found to be adequate to close the NCR. Nonetheless, the effective implementation of the corrective action will</p>

<b>Finding Reference</b>	1690025-201809-I1	<b>Certificate Reference</b>	MSPO 642176
<b>Certificate Standard</b>	MS2530-2:2013	<b>Clause</b>	4.4.4.1
<b>Category</b>	Opportunity for Improvement		
<b>Area/Process:</b>	As per summary report.		
<b>Details</b>	Most of the sampled SPOC members were using paraquat to control weeds in their farms. The Group Manager should consider providing them training on paraquat usage		

**MSP0 Public Summary Report**  
**Revision 0 (Aug 2017)**

	especially in term of safe operating procedure, storage and complying the requirements of Pesticides (Highly Toxic Pesticides) Regulations 1996.
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<b>Noteworthy Positive Comments</b>	
1.	Positive comments from all stakeholders interviewed
2.	All personnel were cooperative during the assessment process

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

<b>Finding Reference</b>	1515156-201708-M1	<b>Certificate Reference</b>	MSPO 642176
<b>Certificate Standard</b>	MS2530-2:2013	<b>Clause</b>	4.3.1.1
<b>Category</b>	Major		
<b>Area/Process:</b>	As per summary report.		
<b>Statement of non conformance:</b>	Compliance with relevant legal requirements did not implement effectively.		
<b>Clause requirements</b>	Independent smallholders shall show awareness of compliance with all applicable local, state, national and ratified international laws and regulations.		
<b>Objective evidence</b>	<p>MPOB License of the sampled workers below were found expired:</p> <ol style="list-style-type: none"> <li>1. Hakabi Bin Kaha, MPOB License No: 493892- 30100, Expiry: 31/7/17</li> <li>2. Ismail Anjau, MPOB License No: 489943- 001000, Expiry: 31/7/17</li> <li>3. Jamalon B. Mat, MPOB License No: 480689-001000, Expiry: 30/11/16</li> <li>4. Sapeni B. Sahak, MPOB License No: 480659-801000, Expiry: 30/11/16</li> <li>5. Aton B. Tar, MPOB License No: 490414-001000, Expiry: 31/5/17</li> </ol>		
<b>Cause</b>	No specific staff responsible to monitor expiry of the licenses for smallholders under MPOB Saratok.		
<b>Correction / containment</b>	Issued a letter to a smallholder and ask them to renew the license as soon as possible.		
<b>Corrective action</b>	Appoint staff to monitored the MPOB licenses for all smallholder.		
<b>Assessment team conclusion</b>	Group Managers are the appointed persons and method of monitoring. It was noted that an excel sheet which has the information about validity period of the members' MPOB licenses was established. This information is monitored from time to time to ensure the renewal of MPOB licenses is made on timely manner. Based on verification MPOB licenses of the sampled members, all the licenses were still valid at the point of this assessment. Thus, the implementation of corrective action found to be effective.		

**3.4 Issues Raised by Stakeholders**

IS #	Description
1	<b>Issues:</b> No negative comments from the interviewed stakeholders. Generally, relationship between the stakeholders and smallholders was good.
	<b>Management Responses:</b> Maintain the good relationship
	<b>Audit Team Findings:</b> No further action is required.
2	<b>Issues:</b>
	<b>Management Responses:</b>
	<b>Audit Team Findings:</b>

**3.5 Summary of the Nonconformities and Status**

CAR Ref.	CLASS	ISSUED	STATUS
1515156-201708-M1	Major	16/8/2017	Closed on 21/8/2017
1690025-201809-M1	Major	3/10/2018	Closed on 18/12/2018

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

**A) MS 2530-2:2013 Malaysian Sustainable Palm Oil (MSPO) Part 2: General Principles for Independent Smallholders**

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>	There shall be a policy binding smallholders to MSPO. Applicable to independent smallholders under group management.  - <b>Major compliance</b> -	The MSPO Policy has been established which has been signed by Mohammad Hamizan, (Pengurus Koperasi) dated 2 September 2014. Noted that the policy is communicated with smallholders through Annual General Meeting which was held on 3rd March 2018.	Yes
<b>Criterion 4.1.2 – Continual Improvement</b>			
<b>4.1.2.1</b>	The action plan for continual improvement shall be based on the consideration for the main social and environmental impact and opportunities of the independent smallholder’s group, such as SPOC. Independent smallholders shall be aware of the need to understand the importance of continuous improvement.  - <b>Major compliance</b> -	The group manager had established a list identifying the social and environmental impact. Training for the smallholders in the event for improvement on the awareness of best practices and safety has been provided. For examples, the training “Kursus sehari sawit” was conducted on 31/7/2018 by MPOB (Unit TUNAS). The continual improvement communication with smallholder was conducted through annual general meeting. The last meeting was held on the 3rd March 2018.	Yes
<b>4.1.2.2</b>	Group management shall establish a system to improve practices in line with new information and techniques; and for disseminating this information throughout the group members.	The new technologies or information is disseminated through training program, site visit and discussion. The records of the training were updated from time to time. The records of the	Yes

Criterion / Indicator		Assessment Findings	Compliance
	- Major compliance -	recommended actions were recorded in the "Laporan lawatan khidmat nasihat" MPOB (as part of internal audit). The visit report has the information about date of visit, name of smallholders and problem & recommendation.  Warta Sawit is also distributed to the PK produced by MPOB.	
<b>4.2 Principle 2: Transparency</b>			
<b>Criterion 4.2.1 – Traceability</b>			
<b>4.2.1.1</b>	The group management shall commit itself to implement and maintain the requirements for traceability.  - Major compliance -	The individual field record book system has been implemented. The FFB sales data were collected on monthly basis by Group manager and summarised in "Rekod Penghantaran Buah Tandan Segar Sawit (BTS) Anggota Koperasi Penanam Sawit Mampan Daerah Saratok Berhad". Sampled records for the month of Aug 2018 were verified.	Yes
<b>4.2.1.2</b>	To keep records of sales and delivery or transportation of fresh fruit bunches.  - Major compliance -	When crop is sent other than KPSM, such as Saratok Palm Oil Mill and collection centre Rekajaya Sawit Services Sdn Bhd & Usahamaju, the transportation summary can be obtained from the company.	Yes
<b>4.3 Principle 3: Compliance to legal requirements</b>			
<b>Criterion 4.3.1 – Regulatory requirements</b>			



Criterion / Indicator		Assessment Findings	Compliance
4.3.1.1	<p>Independent smallholders shall show awareness of compliance with all applicable local, state, national and ratified international laws and regulations.</p> <p><b>- Major compliance -</b></p>	<p>Interview with the smallholders found that they are aware of the compliance with all applicable laws. Document review found all the 50 smallholders have obtained the MPOB license. Based on samples checked, all the MPOB licenses were found to be valid at the point of visit.</p>	Yes
<b>Criterion 4.3.2 – Lands use rights</b>			
4.3.2.1	<p>Independent smallholders shall demonstrate rights to their landholdings and there is no evidence of major land disputes.</p> <p><b>- Major compliance -</b></p>	<p>Most of the land that owned by the smallholders are NCR land and MPOB license was the proof of legal ownership.</p>	Yes
<b>Criterion 4.3.3 – Customary rights</b>			
4.3.3.1	<p>Independent smallholders shall demonstrate customary rights to their landholdings</p> <p>Note: Where recognized customary or legally owned land has been taken over and where there is documentary proof of a transfer of rights (e.g. sale) and of payment or provision of agreed compensation.</p> <p><b>- Major compliance -</b></p>	<p>Interview with the village head confirmed that the smallholders have the customary rights on the land. MPOB license is the legal document for the land ownership for the NCR lands as it is recognised by the village heads.</p> <ul style="list-style-type: none"> <li>- Rumah Katol, Krangan Krian, 95400 Saratok</li> <li>- Rumah Jembu, Rantau Sukat, 95300 Roban</li> <li>- Rumah Sandang, Sg. Klampai Sebetan, 95400 Saratok</li> </ul>	Yes
4.3.3.2	<p>Maps of an appropriate scale showing extent of recognized customary rights land, if any, should made available.</p> <p><b>- Minor compliance -</b></p>	<p>The survey map, Saratok District Suitability for Oil Palm also available at site office which was carried out by GIS Cawangan Pengurusan Tanah, Jabatan Pertanian Kuching Sarawak 2012.</p>	Yes

Criterion / Indicator		Assessment Findings	Compliance
		The group manager is in the midst of getting the GPS coordinates of its members. Apart from that, the MPOB's Akuan Pengesahan Tanaman Kelapa Sawit, where the community leaders (Tuai Rumah, Ketua Kampung, Penghulu, etc.) endorsed the applicants of MPOB license have the right to use the lands.	
<b>4.4 Principle 4: Social responsibility, health, safety and employment condition</b>			
<b>Criterion 4.4.1: Complaints and grievances</b>			
<b>4.4.1.1</b>	Independent smallholders shall be able to respond to complaints that are raised by their neighbours or other stakeholders.  - <b>Major compliance</b> -	Ref.: SOP Aduan dan Rungutan [SOP-01/AR/2016, dated 1/4/2016, issue 1, rev. 0].  The established complaint and grievances system for internal and external "Carta Aliran Aduan Anggota KPSM Daerah Saratok Berhad" and "Borang Aduan Anggota KPSM Daerah Saratok Berhad" [F-01/AR/2016, dated 1/4/2016] were implemented. The group manager is the responsible person to response to any complaints or grievances received. The complaint log book was placed at Tunas Office. Review of the complaint record log book found no complaint or grievances was recorded as to date.	Yes
<b>4.4.1.2</b>	The local system should be able to resolve disputes.  - <b>Minor compliance</b> -	Local system used to resolve disputes was found to be effective. Based on the interview with the group members and other stakeholder, most of them understand the process and can be escalated to the group manager if the is unresolved issues. There were no dispute reported so far.	Yes

Criterion / Indicator	Assessment Findings	Compliance	
<b>Criterion 4.4.2: Employees safety and health</b>			
<b>4.4.2.1</b>	<p>Independent smallholders need not have a formal health and safety plan but shall ensure that all work practices are safe.</p> <p><b>- Major compliance -</b></p>	<p>The group manager has conducted the following training:</p> <ul style="list-style-type: none"> <li>- Kursus Pensijilan MSPO (Saratok), conducted by MPOB &amp; DOE Kuching, 21/3/2018, attended by 70 PK</li> <li>- Kursus Pensijilan MSPO (Betong), conducted by MPOB, DOSH Kuching, L&amp;S Sibul, Perhilitan Sibul &amp; DOE Kuching, 22/3/2018, attended by 95 PK</li> <li>- "Kursus sehari sawit dan promosi koperasi penanam sawit mampan Daerah Saratok Berhad" on 31/7/2018 on the safe working practice and proper use of PPE, attended by 33 smallholders. The management also distribute pamphlet on how to manage weed in the field.</li> </ul> <p>The group management has purchased PPE's such as hand glove, rubber boot, apron, safety helmet and face mask to distribute to the group members by end of this year.</p> <p>The MPOB officers also conduct regular visits to the smallholder farms to ensure the implementation. The record of the accidents reports, "Rekod kemalangan kerja di kebun ahli koperasi penanam sawit mampan Daerah Saratok Berhad" was available. Noted that, there is no accident happened since the last assessment.</p>	<p>Yes</p>
<b>Criterion 4.4.3: Employment conditions</b>			
<b>4.4.3.1</b>	<p>For independent smallholders with temporary workers, work conditions shall be in accordance with a mutual verbal agreement</p>	<p>Accept for the case of PK Andam @ Sulin (further details in I4.4.3.3), this indicator is not applicable to this group of</p>	<p>NA</p>

Criterion / Indicator		Assessment Findings	Compliance
	made transparently and freely. <b>- Minor compliance -</b>	smallholder as there were no workers being employed in the smallholding as it was managed by themselves and their respective family members.	
<b>4.4.3.2</b>	Independent smallholders & group managers shall provide equal opportunity and treatment regardless of race, gender, religion, political affiliation, nationality, social origin or other distinguishing characteristics and shall not engage in or support discriminatory practices in line with national aspiration. <b>- Minor compliance -</b>	Accept for the case of PK Andam @ Sulin (further details in I4.4.3.3), this indicator is not applicable to this group of smallholder as there were no workers being employed in the smallholding as it was managed by themselves and their respective family members.	NA
<b>4.4.3.3</b>	Group managers for Independent smallholders shall ensure that worker's pay and conditions meet legal standards as per mutual agreements. <b>- Major compliance -</b>	One of the SPOC members (Andam@Sulin Ak Brayun) has hired 2 Indonesians to work in his plantation. However, there was no evidence that the Group Manager has ensured that whether or not the pay and conditions of the 2 workers had met the legal standards as per mutual agreements.	Non-conformity
<b>4.4.3.4</b>	In cases where on-site living quarters are provided, these quarters shall be habitable and have basic amenities, where available and practical. <b>- Major compliance -</b>	Accept for the case of PK Andam @ Sulin (further details in I4.4.3.3), this indicator is not applicable to this group of smallholder as there were no workers being employed in the smallholding as it was managed by themselves and their respective family members.	NA
<b>4.4.3.5</b>	Children and young persons are not to be employed or exploited. The minimum age and conditions of employment shall comply with local, state or national legislation. Work by children is acceptable on family farms, under adult supervision, and when it does not interfere with their education. Children are not to be exposed to	Young persons and children were not observed working in the farm during the visit. Interview with the smallholders found they are aware of the importance of education and allow their children's to attend school.	Yes

Criterion / Indicator		Assessment Findings	Compliance
	hazardous working conditions. <b>- Major compliance -</b>		
<b>Criterion 4.4.4: Training and competency</b>			
<b>4.4.4.1</b>	Independent smallholders are encouraged to seek knowledge to increase their competency in oil palm management. <b>- Minor compliance -</b>	<p>Group Manager together with the "Pegawai Tunas Kawasan" on-site MPOB Officers had planned and conducts regular trainings for the smallholders. Smallholders' interview found that they always seek advice from group manager and MPOB officers to increase their competency in oil palm management. Sample of training record checked; the training "Kursus sehari sawit dan promosi koperasi penanam sawit mampan Daerah Saratok Berhad" was conducted on 31/7/2018 by MPOB (Unit TUNAS) and 'Laporan lawatan khidmat nasihat' MPOB (as part of internal audit).</p> <p>Most of the sampled SPOC members were using paraquat to control weeds in their farms. The Group Manager should consider providing them training on paraquat usage especially in term of safe operating procedure, storage and complying the requirements of Pesticides (Highly Toxic Pesticides) Regulations 1996 (OFI).</p>	Yes
<b>4.5 Principle 5: Environment, natural resources, biodiversity and ecosystem services</b>			
<b>Criterion 4.5.1: Environmental Management Plan</b>			
<b>4.5.1.1</b>	Independent smallholders are expected to be aware of the environmental impact but are not expected to undertake any	Smallholders are trained by the group manager on the environmental Impacts. Last training was conducted on 31/7/2018, "Kursus sehari sawit, seminar pembangunan pekebun	Yes

**MSPO Public Summary Report**  
**Revision 0 (Aug 2017)**

Criterion / Indicator		Assessment Findings	Compliance
	formal impact assessment unless there is a legal requirement. <b>- Minor compliance -</b>	kecil” for all smallholders. Interview with smallholders found they were able to explain the environmental impacts and needs for the protection of environment.	
<b>Criterion 4.5.2: Efficiency of energy use and use of renewable energy</b>			
<b>4.5.2.1</b>	The use of renewal energy should be applied where possible. <b>- Minor compliance -</b>	So far there was no possible area identified that the smallholders could use renewable energy.	Yes
<b>Criterion 4.5.3: Waste management and disposal</b>			
<b>4.5.3.1</b>	All waste products and sources of pollution shall be identified by the group manager. <b>- Major compliance -</b>	Identification of waste products and sources of pollution was identified by the group manager. Ref.: SOP Pengendalian dan Pelupusan Bahan Kimia [SOP-02/BK/2016, dated 1/4/2016, Issue 1, rev. 0] – Empty Chemical Containers, excess unused chemical SOP Pengurusan Bahan Buangan Terjadual [SOP-04/BT/2016, dated 1/4/2016, Issue 1, rev. 0] – Scheduled Wastes, etc.	Yes
<b>4.5.3.2</b>	Group managers shall ensure that waste from the smallholdings is disposed of appropriately. Smallholders shall adopt local and national legislation to dispose of hazardous chemicals and their containers. <b>- Major compliance -</b>	The group manager has conducted refresher training to all smallholders on 31/7/2018, “Kursus sehari sawit, seminar pembangunan pekebun kecil” with regards to safety, GAP and the agriculture waste management guidelines. The MPOB officers also conduct regular visits to the smallholder farms to ensure the proper disposal of hazardous chemicals and their containers by the smallholders. Interview with smallholders and visit to the	Yes

Criterion / Indicator		Assessment Findings	Compliance
		smallholders' farms found that the empty chemical containers and empty fertilizer bags were re-use for spraying and harvesting activity.	
<b>Criterion 4.5.4: Natural water resources</b>			
<b>4.5.4.1</b>	Group managers should ensure that Independent smallholders can demonstrate that they understand the need to maintain the quality and availability of surface and ground water and steps are being taken for its implementation.  <b>- Minor compliance -</b>	"Kursus sehari sawit, seminar pembangunan pekebun kecil" was conducted on 31/7/2018 to covers the need to maintain the quality and availability of surface and ground water. Smallholders interviewed are able to explain the needs and steps were taken such as no blanket spraying, maintenance of riparian buffer zones and etc.	Yes
<b>4.5.4.2</b>	Water harvesting practices should be implemented.  <b>- Minor compliance -</b>	Rain water harvesting has been implemented by the smallholders that are being used for pre-mix of agrochemicals.	Yes
<b>Criterion 4.5.5: Status of rare, threatened, or endangered species and high biodiversity value</b>			
<b>4.5.5.1</b>	Group manager or relevant government agency should ensure that Independent smallholders are able to show a basic understanding of any species or habitats of concern, together with their conservation needs. Information on protected species and their habitat with high biodiversity value may be obtained from relevant government agencies, such as the Forestry Department, Forest Research Institute of Malaysia and the Wildlife Department.  <b>- Minor compliance -</b>	Interview of smallholders found that they were able to show basic understanding of any species or habitats of concern, together with their conservation needs. The group manager has managed to conduct the awareness training on the conservation of flora and fauna through various training as mentioned in Indicator 4.4.2.1.	Yes

Criterion / Indicator	Assessment Findings	Compliance	
<b>Criterion 4.5.6: Zero burning practices</b>			
<b>4.5.6.1</b>	Independent smallholders shall not practice open burning during land preparation for oil palm cultivation or replanting, unless with the permission of relevant state authorities.  <b>- Major compliance -</b>	Group manager together with MPOB officers (Pegawai Tunas kawasan) conduct regular visit to the smallholder fields to monitor for any open burning activity. During site visit at smallholder’s farm, there is no open burning was carried out. The group manager has been brief to all smallholders on the restriction of open burning for land preparation through various training as mentioned in Indicator 4.4.2.1.	Yes
<b>4.6 Principle 6: Best Practices</b>			
<b>Criterion 4.6.1: Site Management</b>			
<b>4.6.1.1</b>	Group managers & relevant government agencies should encourage all independent smallholders’ to implement best practices such as the MPOB Codes of Practice, Malaysian Standards and the Kod Amalan Baik (GAP) Pekebun Kecil.  <b>- Minor compliance -</b>	Group manager and MPOB officers (Pegawai Tunas) conduct regular inspection following the MPOB Good Agricultural Practice. Trainings on best practices have been given to smallholders during “Kursus sehari sawit, seminar pembangunan pekebun kecil” on 31/7/2018. Field visit found that smallholders are implementing best practices such as frond stacking, road maintenance, water management and etc.	Yes
<b>4.6.1.2</b>	A visual identification or reference system shall be established for each field or block of oil palm planting by group manager (where practical).  <b>- Major compliance -</b>	Boundary markers between Smallholders were normally marked with frond stacking, trenches, construction of subsidiary drain and coconut trees. Majority farms were NCR lands and there were no disputes noted.	Yes





**MSPO Public Summary Report**  
**Revision 0 (Aug 2017)**

Criterion / Indicator		Assessment Findings	Compliance
<b>Criterion 4.6.2:</b> Economic and financial viability plan			
<b>4.6.2.1</b>	Group manager shall establish a documented business or management plan to demonstrate attention to economic and financial viability.  - <b>Major compliance</b> -	Annual budget namely "Belanjawan Koperasi Bagi Tahun 2018" has been prepared by Group manager for the year 2018. The budget includes FFB Projection, FFB transport costing, Fertilizer costing, office administration costing and etc. The budget has been presented during the annual general meeting dated 3/3/2018 and agreed by the cooperative members.	Yes
<b>Criterion 4.6.3:</b> Transparent and fair price dealing			
<b>4.6.3.1</b>	Independent smallholders are encouraged to communicate with and have consultations with dealers, millers, local communities and other affected or interested parties.  - <b>Minor compliance</b> -	Group manager with the assistance of MPOB has negotiated FFB pricing with Saratok Palm Oil Mill for the smallholders FFB dated 18/1/2012. There were no disputes on the payment noted during the audit. Group manager keeps a copy of all the FFB sales records. The monthly report by Saratok palm oil mill namely FFB Price computation.	Yes
<b>4.7 Principle 7: Development of new planting</b>			
<b>Criterion 4.7.1:</b> Oil palm shall not be planted on land with a high biodiversity value			
<b>4.7.1.1</b>	Independent smallholders shall not plant oil palm on land with high biodiversity value as identified by local, state and national legislation.  - <b>Major compliance</b> -	NA as no new planting was done by the group members.	NA

Criterion / Indicator		Assessment Findings	Compliance
<b>Criterion 4.7.2: Soil Survey</b>			
<b>4.7.2.1</b>	<p>Independent smallholders should obtain information on soil types, topography and their suitability for oil palm plantings from the relevant government agency. New planting plans should be prepared in consultation with extension service officers.</p> <p><b>- Minor compliance -</b></p>	NA as no new planting was done by the group members.	NA
<b>Criterion 4.7.3: Extensive planting on steep terrain, marginal and fragile soils</b>			
<b>4.7.3.1</b>	<p>Extensive planting on steep terrain, marginal and fragile soils, shall be avoided unless permitted by local legislation. Independent smallholders who establish new plantings on steep terrain, marginal and fragile soils, should adopt appropriate and viable conservation measures.</p> <p><b>- Major compliance -</b></p>	NA as no new planting was done by the group members.	NA

**Section 4: Assessment Conclusion and Recommendation**

<b>Acknowledgement of Internal Responsibility and Formal Sign-off of Assessment Findings</b>	
Based on the findings during the assessment MPOB Sustainable Palm Oil Cluster (SPOC) Saratok complies with the <b>MS 2530-2:2013</b> . It is recommended that the certification of SPOC Saratok is approved and/or continued.	
<b>Acknowledgement of Assessment Findings</b>	<b>Report Prepared by</b>
<b>Name:</b> HANLEEY MELINA BERUNDANG	<b>Name:</b> Valence Shem
<b>Company name:</b> MPOB SPOC Saratok	<b>Company name:</b> BSI Services Malaysia Sdn Bhd
<b>Title:</b> GROUP MANAGER (GM) SPOC Q12 SARATOK & BUDU	<b>Title:</b> Lead Auditor
<b>Signature:</b>   Hanleey Melina Berundang Pengurus SPOC Q12 (Saratok & Budu)	<b>Signature:</b>  
<b>Date: 28/12/2018</b>	<b>Date: 28/12/2018</b>

**Appendix A: Assessment Plan**

Date	Time	Subjects	VS
Monday 1/10/2018	0830-0900	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 (including stakeholders consultation)</li> </ul>	✓
	0900-1230	Field visit, boundary inspection, field operations (GAP), buffer zone, HCV area, IPM implementation, OSH & ERP, storage area (agrochemical, fertilizer, etc.), wastes management, stakeholders consultation, etc.	✓
	1230-1330	Lunch break	
	1330-1630	Field visit, boundary inspection, field operations (GAP), buffer zone, HCV area, IPM implementation, OSH & ERP, storage area (agrochemical, fertilizer, etc.), wastes management, etc.	✓
	1630-1700	Interim closing briefing	✓
Tuesday 2/10/2018	0830-1230	Field visit, boundary inspection, field operations (GAP), buffer zone, HCV area, IPM implementation, OSH & ERP, storage area (agrochemical, fertilizer, etc.), wastes management, etc.	✓
	1230-1330	Lunch break	
	1330-1630	Document review: Public documents, SOPs, Policies, Internal audit, Production & Supply chain records, FFB pricing, Review on SEIA documents and records, payment records, complaint records, workers records, training records, permits, CIP, verification of previous findings, etc.	✓
	1630-1700	Interim closing briefing	✓
Wednesday 3/10/2018	0830-1030	Continue with outstanding elements.	✓
	1030-1130	Preparation for closing meeting	✓
	1130-1230	Closing meeting	✓

**Appendix B: List of Stakeholders Contacted**

<p><b>Internal Stakeholders:</b>          Group Manager          MPOB Officers (Pegawai Tunas Kawasan)          MPOB Officers (HQ)          Cooperative Assistant          Cooperative Smallholders</p>	<p><b>External Stakeholders:</b>          Nil</p>
<p><b>Group Members sampled (Old Members):</b>          Abg Mohd Ali Bin Abg Pauzi          Bunyau Ak Kasa          Chungat Ak Uju          Evelyn Ak Galau          Jembu Ak Ensok          Tatol@Katol Ak Untol          Wilfred Empati Ak Lamit          Abg Bohri Abg Abdillah          Andam @ Sulin Ak Brayun          Dyg Samsah Bt Abg Abdillah          Haniah Bt Raduan          Kusunanto Bin Awi          Sa'anah Bt Ajis          Tareni Bt Raduan          Zainorin B Junaidi</p>	<p><b>Group Members sampled (New Members):</b>          Mary Brooke          Marshall Robert          Asang Kubu</p>

## Appendix C: Smallholder Member Details

### 1) Current Members:

No	Names of smallholder	Year Planted	Area	Forecast FFB (mt/year)
1	Abdul Arif Bin Saudi	2003	1.68	39
2	Abdul Rahman Bin Bakar	2005	1.35	31
3	Abdul Rahman Bin Mos	2007	1.35	31
4	Abdul Rashid Bin Hj. Sebai	2009	1.35	31
5	Abdul Samad Ugas Bin Abdullah	2008	3.96	91
6	Abdul Taib Bin Sulaiman	1999	6.00	138
7	Abdul Taip Bin Bakar	2004	2.10	48
8	Abg Mohd Ali Bin Abg Pauzi	2010	2.02	46
9	Abg Rashid Bin Endeng	2005	0.37	9
10	Abg. Budiman Bin Abg. Ulis	2004	5.10	117
11	Abg. Mohamad Arbi Bin Abg. Omar	2006	16.62	382
12	Abg. Morni Bin Ahmad	2004	5.00	115
13	Abg. Seman Bin Abg. Latap	2003	7.07	163
14	Abu Seman Bin Ujang	2008	4.05	93
15	Agak Ak Dinpi	2009	2.02	46
16	Ahmad Bin Hj. Assim	2007	5.06	116
17	Ainie Bin Narawi	2004	1.00	23
18	Al-Hadi Bin Sulong	2004	10.00	230
19	Amat Bin Apang	2006	6.03	139
20	Ameran Bin Drahman	2008	1.35	31
21	Amin Bin Udin	2007	4.39	101
22	Andrew Peterson Ak Sembilan	2008	3.20	74
23	Ani Bin Kundang	2005	1.50	35
24	Arbi Bin Omar	2007	2.70	62
25	Aton Bin Tar	2008	2.70	62
26	Awang Rahmat Bin Pengiran Assim	1999	2.00	46
27	Awg Mohamad Bin Png Hassim	2006	6.00	138
28	Azeha Bin Jabeli	2004	8.00	184
29	Azmi@Azami Bin Chapik	1998	4.00	92
30	Baba Ak Jimbai	2008	1.35	31
31	Badul Bin Tiga	2006	4.00	92
32	Bajut Ak Jeli	1999	28.58	657
33	Bakar Bin Man	2007	4.70	108
34	Baul Ak Sa	2000	2.00	46
35	Belayau Ak Rajet	2006	8.80	202
36	Beliang Ak Beti	2008	3.00	69
37	Biju Ak Bayang	2009	3.00	69
38	Bolhi Bin Johari	2005	1.35	31
39	Bolhi@Badar Bin Hamdan	2010	21.95	505
40	Borhan Bin Unai	2005	4.00	92
41	Bujang Bin Anis	2004	2.00	46
42	Bunyau Ak Kasa	2007	3.37	78
43	Busrul @ Nasrol Bin Buserah	2003	9.00	207
44	Busut Ak Dang	2005	9.00	207
45	Chaling Ak Gerge	2009	5.00	115
46	Chue Ak Janggat	2009	2.09	48
47	Chundi Ak Umbih	2007	2.02	46

**MSP0 Public Summary Report**  
**Revision 0 (Aug 2017)**

48	Chungat Ak Uju	2008	3.78	87
49	Dunggat Ak Ganai	2006	4.67	107
50	Deget Bin Mantasin	2006	3.00	69
51	Dolah@Dolah Bin Abg Jaya	2009	2.27	52
52	Dominic Ak Dian	2008	1.35	31
53	Fadli Bin Othman	2007	12.55	289
54	Drahman Bin Ayup	2006	1.00	23
55	Duek Ak Kelimbang	2006	4.00	92
56	Edward Ak Usang	2004	6.07	140
57	Embie Ak Ibit	2005	4.20	97
58	Evelyn Ak Galau	2008	2.02	46
59	Fazilah Binti Ahmad	2008	0.33	8
60	Gani Bin Bujang	2004	6.60	152
61	Gena Ak Unding	2007	10.33	238
62	Gobil Bin Daud	1998	6.42	148
63	Haidzir Bin Saufi	2007	2.56	59
64	Hamsah Binti Kawi	2005	1.35	31
65	Hasan Bin Li	2010	4.64	107
66	Hassan Bin Barahim	2008	2.70	62
67	Hassan Bin Darani	2006	5.88	135
68	Hilton Ak Entili	2008	2.36	54
69	Hj. Asgar Bin Mohamad	2007	7.09	163
70	Ho Thung Kie	2008	2.70	62
71	Hossen Bin Pawi	2004	5.00	115
72	Ikhwan Bin Rajuli	2004	2.00	46
73	Ismail Bin Bujang	2006	1.82	42
74	Jamain Bin Lee	2008	0.54	12
75	Janau Ak melina	2008	3.90	90
76	Jelie Ak anyan	2004	5.00	115
77	Jembu Ak Ensok	2006	3.40	78
78	Jifriee Bin Mashohor	2009	2.00	46
79	Jit Ak Dugat	2006	3.38	78
80	John Ak Angga	2005	4.00	92
81	John Ak Ingom	1993	18.50	426
82	John Ak Lemada@John Ejop	2004	4.05	93
83	Johnny Ak Bandang	2007	8.52	196
84	Jonathan Lin Ak sabang	2003	5.14	118
85	Junaidi Bin Ajis	2004	3.60	83
86	Kawi Bin Dollah	2005	4.00	92
87	Kawi Bin Manan	1998	4.00	92
88	Khalid Bin Mohd Rambli	2000	2.40	55
89	Kusairi Bin Tar	2007	12.38	285
90	Labu Ak Jimbau	2004	4.05	93
91	Lat Ak Mara	2007	2.02	46
92	Lee Kiat Shin	2009	7.30	168
93	Mahrup Bin Seron	2005	3.45	79
94	Majang Ak Samuel	2007	2.70	62
95	Michael Juan Ak Latih	2006	2.20	51
96	Muhd Musa Bin Abdul Ghani	2007	3.00	69
97	Muli Ak Enggan	2009	2.02	46
98	Nasir Bin Madeli	2007	5.74	132
99	Nordin Bin Sli	2005	4.00	92
100	Nyuin Ak Angat	2004	28.00	644
101	Phillip Ak Nyalang	2003	5.40	124
102	Rajuni Bin Meludin	2000	3.80	87

**MSP0 Public Summary Report**  
**Revision 0 (Aug 2017)**

103	Ramlee Bin Sanyut	2006	5.06	116
104	Hakabi Bin Kaha	2003	2.50	58
105	Ramli Bin Unji	2007	1.40	32
106	Reayah Binti Brahim	1998	16.17	372
107	Remai Ak Glagai	1993	1.00	23
108	Roslin Binti Wawee	2008	3.04	70
109	Sabini@sapeni B Uli	2005	5.00	115
110	Saffiee@Saffiee Bin Junaidi	1997	30.06	691
111	Senawi Bin Manan	2005	4.02	92
112	Stewari@Steward Ak Sambaw	2007	5.23	120
113	Sulaiman Bin Eten	2007	10.00	230
114	Sulaiman Bin Taha	2006	2.02	46
115	Suleiman Bin Madeli	1997	5.00	115
116	Taib Bin Ilin	2007	2.16	50
117	Tatol@Katol Ak Untol	2007	2.36	54
118	Tayuk Bin Badullah Hassim	2007	3.45	79
119	Tuah Bin Denan	2005	5.00	115
120	Tuah Bin Zen	2009	6.14	141
121	Umpit Ak Guan	2005	5.00	115
122	Wan Fauzi Bin Wan Akil	2008	3.38	78
123	Wan Sukeran Bin Tku Mut	1997	7.05	162
124	Wat Ak Sedin	2008	3.04	70
125	Wilfred Empati Ak Lamit	2006	6.00	138
126	Yu Boon Hii	2005	3.25	75
127	Yusuf Bin Safiee	2006	1.08	25
128	Zaidie Bin Awi	2008	29.19	671
129	Zulkhibri Bin Jarawi	2007	2.70	62
130	Zulkipli Bin Hasim	2004	1.00	23
131	Mohd Amin Bin Japar	1998	10.86	250
132	Abg Bohri Abg Abdillah	2011	1.00	21
133	Agal Ak Jaga	2008	3.90	82
134	Andam @ Sulin Ak Brayun	2013	23.94	503
135	Andre Dana Ak Luat	2009	2.70	57
136	Angelina Rendu Ak Ambrose @ Ambu	2008	18.18	382
137	Anyom Ak Awat	1999	5.06	106
138	Augustine A/L Santek	2012	1.00	21
139	Augustine Ak Jelaing	2009	2.70	57
140	Awangku Ramlan B Awangmuda	2010	30.40	638
141	Baki Ak Chemagat	2000	4.05	85
142	Bantin Ak Jelemen	2006	2.60	55
143	Billy Ak Anyom	1999	5.06	106
144	Bolhan Bin Ikai	2011	1.00	21
145	Carrer Ak Agon	2013	6.75	142
146	Chundi Ak Sadan	2011	1.01	21
147	Dyg Samsah Bt Abg Abdillah	2011	1.00	21
148	Fredrick Juan	2009	1.68	35
149	Gani Bin Ladi	2008	2.02	42
150	Ganing Jebul	2009	10.81	227
151	Genoi Ak Pangkas	2000	4.05	85
152	Girik Ak Nyalong	2011	1.35	28
153	Gundie Ak Ansi	2008	3.39	71
154	Haniah Bt Raduan	2011	1.00	21
155	Hazizam Bin Rajuni	2014	6.28	132
156	Henry Ak Kelikut	2009	4.19	88
157	Hosen Bin Dolah	2008	1.80	38



**MSP0 Public Summary Report**  
**Revision 0 (Aug 2017)**

158	Idrus @ Derus B Abang	2006	16.88	354
159	Ijau Ak Chemagat	2000	4.05	85
160	Intai Ak Ungkie	2009	2.40	50
161	Ismail Anjau	2008	5.00	105
162	Jabu Ak Chundie	2009	4.02	84
163	Jahari @ Jahani Bin Salleh	2009	3.29	69
164	Jamalon B Mat	2009	6.38	134
165	Jandie Munan	2009	0.67	14
166	Jangan Achang	2008	3.11	65
167	Janta Ijau	2000	4.05	85
168	Janting Ak Entinggie	2012	3.38	71
169	Jemawie Bin Kawi	2006	4.05	85
170	Jenah Ak Lampak	2012	14.86	312
171	Jerani @ Jelani Bin Bujang	2012	2.09	44
172	Jiffery Bin Raduan	2011	1.00	21
173	Jimbai Ak Tapang	2010	1.35	28
174	Jimbau Ak Genu	2012	1.00	21
175	Jonathan Ng	2011	2.70	57
176	Joseph Ayum	2009	5.68	119
177	Juin Janggie	2000	4.05	85
178	Kalong Janggie	2013	3.38	71
179	Kusunanto Bin Awi	2011	2.00	42
180	Laki @ Entan Bt Osman	2009	1.57	33
181	Lamba Ak Lawen	2012	2.00	42
182	Langgan Ak Sukun	2012	2.00	42
183	Led Bin Ajis	2009	4.18	88
184	Lih Bin Aris	2008	3.50	74
185	Lim Wee Chai	2008	16.50	347
186	Luta Ak Janting	2000	4.05	85
187	Mahyuddin Bin Puteh	2012	3.20	67
188	Maimunah B Budin	2012	4.93	104
189	Manggal Ak Jambol	2012	2.36	50
190	Mek Chemagat	2000	4.05	85
191	Mohamad Zamri Awi	2009	1.48	31
192	Mohammad Abdullah Bin Raduan	2011	1.00	21
193	Mohammad Busri Bin Rajuni	2013	13.51	284
194	Morni Bin Dris	2011	2.88	60
195	Morshidi Bin Boo	2009	2.67	56
196	Muda A/L Bata	2009	2.70	57
197	Munan Bangit	2009	2.43	51
198	Mus Bin Kundai	2011	3.66	77
199	Nerawi Bin Udin	2007	9.44	198
200	Nurhafizah Bt Othman	2011	10.14	213
201	Othman B Saperi	2010	34.26	719
202	Rahmat B Mut	2009	27.02	567
203	Rasit Ak Dang	2008	11.22	236
204	Roslan B Kalan	2008	6.62	139
205	Rumi Anak Keripin	2000	4.05	85
206	Sa'anah Bt Ajis	2011	1.00	21
207	Sabeli Bin Mut	2008	1.53	32
208	Saokah Bt Abdullah	2011	1.00	21
209	Sapeni Bin Sahak	2009	2.00	42
210	Satar Bin Jamain	2008	18.91	397
211	Sip Bin Ladi	2010	1.69	35
212	Sugi Ak Amaw	2011	1.35	28

213	Suni Bin Rajuni	2014	6.75	142
214	Tambi Ak Jerah	2009	2.02	42
215	Tangan Ak Sembuak	2012	3.78	79
216	Tareni Bt Raduan	2011	1.00	21
217	Wong Lee Bu	2007	4.04	85
218	Zaidi Bin Goos	2009	1.49	31
219	Zainorin B Junaidi	2011	1.00	21
220	Zoljamali B Abg Abdillah	2011	1.00	21
Total			1,152.81	25,570

**2) New Members:**

No	Names of smallholder	Year Planted	Area	Forecast FFB (mt/year)
1	Mary Brooke	2008	7.59	159
2	Marshall Robert	2006	5.40	113
3	Asang Kubu	2008	3.37	71
Total			16.36	343

**Appendix D : Location and Field Map**

**Location of MPOB office at Saratok, Sarawak**  
**(GPS: 1°45'30"N 111°20'10"E)**



**Appendix E: 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
SEIA	Social & Environmental Impact Assessment
SIA	Social Impact Assessment
SOP	Standard Operating Procedure
SS	Suspended Solids
TN	Total Nitrogen
TS	Total Solids
VFA	Volatile Fatty Acids