

MALAYSIAN SUSTAINABLE PALM OIL
MSPO OPMC Public Summary Report

- Initial Assessment**
- Annual Surveillance Assessment** (Choose an item.)
- Recertification Assessment** (Choose an item.)
- Extension of Scope**

Company Name (Parent Company): UNITED PLANTATIONS BERHAD
Client Company (HQ) Address: Jalan Kuala Selangor – Teluk Intan, Jendarata Estate 36009 Teluk Intan, Perak, Malaysia
Certification Unit: United Plantations Berhad-Jendarata Palm Oil Mill, Jendarata Estate, Seri Pelangi Estate and Tanarata Estate
Date of Final Report: 18/4/2022

Report prepared by:
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Report Number: 3659450

Assessment Conducted by:
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Section 1: Executive Summary

1.1 Organizational Information and Contact Person			
Company Name	United Plantations Berhad		
Mill/Estate	Certification Unit	MPOB License No.	Expiry Date
	Tanarata Estate	618605002000	31/07/2022
Address	Jalan Kuala Selangor – Teluk Intan, Jendarata Estate, 36009 Teluk Intan, Perak, Malaysia		
Management Representative	Lee Kian Wei		
Website	www.unitedplantations.com	E-mail	lkw@unitedplantations.com
Telephone	017-6093288	Facsimile	-

1.2 Certification Information			
Certificate Number	MSPO 693204	Certificate Start Date	07/09/2018
Date of First Certification	07/09/2018	Certificate Expiry Date	06/09/2023
Scope of Certification	<input type="checkbox"/> Mills: Production of Sustainable Palm Oil and Palm Oil Products <input checked="" type="checkbox"/> Estates: Production of Sustainable Oil Palm Fruits		
Visit Objectives	<ul style="list-style-type: none"> • To evaluate Tanarata Estate as scope extension of Jendarata Estate certification unit for continuous implementation of the MSP0 requirements • Determination of the conformity of the client's management system, or parts of it, with audit criteria. • Evaluation of the ability of the management system to ensure the client organization meets applicable statutory, regulatory and contractual requirements 		
Standard	<input type="checkbox"/> MSPO MS 2530-2:2013 – General Principles for Independent Smallholders <input checked="" type="checkbox"/> MSPO MS 2530-3:2013 – General Principles for Oil Palm Plantations and Organized Smallholders <input type="checkbox"/> MSPO MS 2530-4:2013 – General Principles for Palm Oil Mills		
Stage 1 Date	N/A (The certification unit is RSPO certified)		
Stage 2 / Initial Assessment Visit Date (IAV)	26-28/06/2018		
Continuous Assessment Visit Date (CAV) 1	17-20/06/2019		
Continuous Assessment Visit Date (CAV) 2	23-25/09/2020		
Continuous Assessment Visit Date (CAV) 3	13-15/09/2021 (Remote audit)		
Extension of Scope	24-25/03/2022 (Tanarata Estate to be included)		
Continuous Assessment Visit Date (CAV) 4	-		

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1.3 Other Certifications			
Certificate Number	Standard(s)	Certificate Issued by	Expiry Date
RSPO 693200	RSPO Principles & Criteria of Sustainable Palm Oil Production: 2018; Malaysian National Interpretation: 2019 (IP)	BSI Services Malaysia Sdn. Bhd.	28/09/2022

1.4 Location of Certification Unit			
Name of the Certification Unit (Palm Oil Mill/ Estate/ Smallholder/ Independent Smallholder)	Site Address	GPS Reference of the site office	
		Latitude	Longitude
Tanarata Estate	Batu 7, Jalan Changkat Jong, 36008 Teluk Intan, Perak, Malaysia	3° 58' 11.58" N	101° 5' 48.71" E

1.5 Certified Area					
Estate	Total Planted (Mature + Immature) (ha)	HCV (ha)	Infrastructure & Other (ha)	Total Area (ha)	% of Planted
Tanarata Estate	3,375.32	0.56	265.94	3,641.82	92.68
Total (ha)	3,375.32	0.56	265.94	3,641.82	92.68

1.6 Plantings & Cycle							
Estate	Age (Years)					Mature	Immature
	0 - 3	4 - 10	11 - 20	21 - 25	26 - 30		
Tanarata Estate	3,200.79	-	174.53	-	-	682.20	2,693.12
Total (ha)	3,200.79	-	174.53	-	-	682.20	2,693.12

Note:

¹507.67 ha under 0-3 years age has already been considered as mature areas and some 1,030 Ha is expected to be matured towards the end of year 2022. Hence, the 25,000mt FFB is forecasted for the period of Apr 2022 - Mar 2023 in Table 1.7.

1.7 Certified Tonnage of FFB			
Estate	Tonnage / year		
	Estimated (NA)	Actual (NA)	Forecast (Sep 2022 - Oct 2023)
Tanarata Estate	-	-	25,000.00
Total (mt)	-	-	25,000.00

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1.8 Uncertified Tonnage of FFB			
Estate	Tonnage / year		
	Estimated (NA)	Actual (NA)	Forecast (Sep 2022 - Oct 2023)
NA			
Total (mt)			

1.9 Certified Tonnage - NA			
Mill Capacity: N/A SCC Model: N/A	Estimated (NA)	Actual (NA)	Forecast (Sep 2022 - Oct 2023)
	FFB	FFB	FFB
	-	-	25,000.00
	CPO (OER: %)	CPO (OER: %)	CPO (OER: %)
	-	-	-
	PK (KER: %)	PK (KER: %)	PK (KER: %)
	-	-	-

1.10 Actual Sold Volume (CPO)					
CPO (mt)	MSPO Certified	Other Schemes Certified		Conventional	Total
		ISCC	RSPO		
NA					

1.11 Actual Sold Volume (PK)					
PK (mt)	MSPO Certified	Other Schemes Certified		Conventional	Total
		ISCC	RSPO		
NA					

Section 2: Assessment Process

BSI is a leading global provider of management systems assessment and certification, with more than 92,000 certified locations and clients in over 193 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 24-25/03/2022. The audit programme is included as Section 2.4. The approach to the audit was to treat the Tanarata Estate as the part of Jendarata Estate's MSPO Certification Unit. A range of environmental and social factors were covered. This includes consideration of topography, palm age, proximity to areas with HBVs, declared conservation areas and local communities.

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 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 Certification Unit was not using MSPO certification marks for any type of on- and off-product communication. The Certification Unit are compliance with the use of the MSPO Logo and related claims.

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 (1). The sampled smallholder listed in Appendix B.

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 Section 3.6.

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.

All the previous nonconformities are remains closed. The assessment findings from the initial assessment are detailed in Section 4.2.

This report was externally reviewed by MSPO approved Peer Reviewer prior to certification and recertification decision by BSI. For Annual surveillance assessment, the report was internally reviewed and approved by BSI qualified certification reviewer.

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

Assessment Program						
Name (Mill / Plantation / Group smallholders)	Year 1 (Certification)	Year 2 (ASA 1)	Year 3 (ASA 2)	Year 4 (ASA 3)	Extension of Scope	Year 5 (ASA 4)
Jendarata POM	✓	✓	✓	✓	-	✓
Jendarata Estate	✓	✓	✓	✓	-	-
Seri Pelangi Estate	✓	✓	✓	✓	-	✓
Tanarata Estate	-	-	-	-	✓	✓

Tentative Date of Next Visit: September 5, 2022 - September 9, 2022

Total No. of Mandays: 11

2.1 BSI Assessment Team

Team Member Name	Role	Qualifications
Valence Shem (VS)	Team Leader	<p>Education: BTech (Hons) Bachelor’s Degree in Industrial Technology, University of Science Malaysia</p> <p>Work Experience:</p> <ol style="list-style-type: none"> 1) 9 years working experience in oil palm plantation industry 2) Management system auditing since 2009 for various standards such as ISO 14001, RSPO P&C, RSPO SCCS, MSPO and SMETA <p>Training attended:</p> <ol style="list-style-type: none"> 1) ISO 14001 Lead Auditor Course 2) ISO 9001 Lead Auditor Course 3) Endorsed RSPO P&C Lead Auditor Course 4) Endorsed RSPO SCCS Lead Assessor Course 5) MSPO Awareness Training 6) ISO 45000 Lead Auditor Course 7) SMETA Auditor training 8) HCV-HCS training 9) RSPO-endorsed RSPO ISH Standard 2019 Lead Auditors Course <p>Aspect covered in this audit: Legal requirements, policies and commitment, social aspects, contractors, human rights, land use rights, and workers’ welfare</p> <p>Language proficiency:</p>

		English and Bahasa Malaysia
Ismadi Ismail (II)	Team Member	<p>Education: Diploma in Planting Industry Management from MARA Institute of Technology</p> <p>Work Experience: 24 years of working experiences with various plantation companies and skills in Best Agriculture Practices (GAP) for plantation</p> <p>Training attended:</p> <ol style="list-style-type: none"> 1) Agriculture Code of Practice 2) MSPO Lead Assessor Course 3) OHSAS 18001 Lead Assessor Course 4) ISO 9001:2015 Lead Assessor Course <p>Aspect covered in this audit: Legal requirements, biodiversity conservation, water & wastes management, environmental aspects, occupational health and safety, GAP, trainings, and economic management plan</p> <p>Language proficiency: English and Bahasa Malaysia</p>

2.2 Impartiality and conflict of interest

During this assessment there was no circumstances or pressure that had influenced the independence or confidentiality of the assessment team.

2.3 Accompanying Persons

No.	Name	Role
	Nil	

2.4 Assessment Plan

The assessment plan was sent to the client prior to the assessment.

Date	Time	Subjects	VS	II
Thursday 24/03/2022	0900 - 0930	Opening meeting: <ul style="list-style-type: none"> • Opening presentation by audit team leader • Confirmation of assessment scope and finalize audit plan (including stakeholder's consultation) 	✓	✓

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Date	Time	Subjects	VS	II
	0930 - 1300	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, Scheduled wastes management, workers housing, clinic, Landfill, etc.	✓	✓
	1300 - 1400	Lunch break	✓	✓
	1400 - 1630	Document review P1 – P7 (MSPO Part 3): General Documentation e.g. Legal, Manual and Procedure, production & monitoring records, IPM & HCV records, SEIA documents & records, OSH records, review pay documents, records of communication with stakeholder/workers representatives, new planting, CIP and implementation etc.	✓	✓
	1630 - 1700	Interim closing briefing	✓	✓
Friday 25/03/2022	0900 - 1230	Continue with document review P1 – P7 (MSPO Part 3): General Documentation e.g. Legal, Manual and Procedure, production & monitoring records, IPM & HCV records, SEIA documents & records, OSH records, review pay documents, records of communication with stakeholder/workers representatives, new planting, CIP and implementation etc.	✓	✓
	1000 - 1230	Consultation with relevant stakeholders which consists of various categories such as government agencies/enforcers, NGO, contractors, suppliers, surrounding communities (e.g. neighboring estates, smallholders, villages, workers representative, etc.), etc.	✓	-
	1230 - 1430	Lunch break and Friday prayer	✓	✓
	1430 - 1600	Continue with assessment and documentation review	✓	✓
	1600 - 1630	Assessment team discussion and preparation of closing meeting	✓	✓
	1630 - 1700	Closing meeting	✓	✓

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 findings summary of the assessment by criteria are listed in Appendix A.

During the assessment there was no (0) Major & no (0) Minor nonconformities and five (5) OFI raised.

Non-Conformity Report			
NCR Ref #:	NA	Issue Date:	
Due Date:		Date of Closure:	
Area/Process:		Clause & Category: (Major / Minor)	MSPO Part __:
Clause:			
Requirements:			
Statement of Nonconformity:			
Objective Evidence:			
Corrections:			
Root cause analysis:			
Corrective Actions:			
Assessment Conclusion:			

Opportunity for Improvement			
Ref:	2180631-202203-I1	Clause:	MSPO 2530 Part 3: 4.4.2.3
Area/Process:	Tanarata Estate		
Objective Evidence:	Implementation of the complaint form can be further improved by having consistent recording of response and actions that have been taken by the management.		

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Opportunity for Improvement			
Ref:	2180631-202203-I2	Clause:	MSPO 2530 Part 3: 4.4.4.2
Area/Process:	Tanarata Estate		
Objective Evidence:	<ul style="list-style-type: none"> • Mitigation plans and procedures documented and implemented for Platform Manuring Operation could be further aligned accordingly for the hazard and risk related to eye injury. • The first aid equipment available at worksites could be further improved on maintaining minimum quantity of content of the equipment been use. The expiry date stated on the new packing/containers can be improved according to the original packing. 		

Opportunity for Improvement			
Ref:	2180631-202203-I3	Clause:	MSPO 2530 Part 3: 4.4.5.4
Area/Process:	Tanarata Estate		
Objective Evidence:	The checking of pay slips of the employees of contractors can be further improved by reviewing thoroughly the payment details such as paid holiday, etc., against the employment agreements between the contractors and their employees.		

Opportunity for Improvement			
Ref:	2180631-202203-I4	Clause:	MSPO Part 3: 4.4.5.11
Area/Process:	Tanarata Estate		
Objective Evidence:	The awareness among the workers of the subsidized electricity bill (i.e. RM6.54/house/month) can be further improved.		

Opportunity for Improvement			
Ref:	2180631-202203-I5	Clause:	MSPO Part 3: 4.6.4.1
Area/Process:	Tanarata Estate		
Objective Evidence:	The awareness of the legal requirements by the contracted estate's sundry shop can be further improved especially with regards to price tag of goods and sale of gas cylinders.		

Noteworthy Positive Comments	
1	Good cooperation by management team/staff/sustainability team
2	Good documentation upkeep and retrieval
3	Good housekeeping at working places e.g. workshop, storage, etc.
4	Positive feedbacks from internal and external stakeholders

3.3 Status of Nonconformities Previously Identified and OFI

Non-Conformity Report			
NCR Ref #:	NA	Issue Date:	
Due Date:		Date of Closure:	
Area/Process:		Clause & Category: (Major / Minor)	MSPO Part __:
Clause:			
Requirements:			
Statement of Nonconformity:			
Objective Evidence:			
Corrections:			
Root cause analysis:			
Corrective Actions:			
Assessment Conclusion:			
Verification Statement:			

Opportunity for Improvement			
Ref:	NA	Clause:	MSPO Part __:
Area/Process:			
Objective Evidence:			
Verification Statement:			

3.4 Summary of the Nonconformities and Status

CAR Ref.	Clause & Category (Major / Minor)	Issued Date	Status & Date (Closure)
NA			

3.5 Issues Raised by Stakeholders

IS #	Description
1	<p>Issues: <u>SK Changkat Jong</u> The school is located nearby Tanarata Estate. Some of the children at Tanarata Estate are the student of the school. Based on the feedback given by the headmaster through an interview, the relationship between the school and the estate has been very good and the operations of the estate do not give any negative impact to the school.</p> <p>Management Responses: Maintain the good relationship with the neighbouring estates and will ensure that communication and consultation procedure is effectively implemented.</p> <p>Audit Team Findings: No further issue.</p>
2	<p>Issues: <u>Ladang Moccis Sdn Bhd</u> 3 representatives attended the stakeholders meeting which positive response received. There is no issue on Communication and consultation between both parties since it has been done during meeting or stakeholder consultation. In term of boundaries, clear demarcation has been made since previous management and until the day of audit, there is no issues has been highlighted.</p> <p>Management Responses: Maintain the good relationship and will look into any potential contribution that can be made in future.</p> <p>Audit Team Findings: No further issue.</p>
3	<p>Issues: <u>Sri Ganda Oil Mill Sdn Bhd</u> Interview with Sri Ganda Oil Mill Sdn Bhd was done through phone call. The mill is aware with UP's complaint and consultation/communication procedure. Based on Tanarata Estate's stakeholder consultation record, it was noted that Sri Ganda Oil Mill Sdn Bhd has requested to use Tanarata Estate road during flood season, and the issue has been rectified by the estate management during a meeting attended by both parties.</p> <p>Management Responses: The management is aware of the issue and committed to assist and provide any expert advice needed to solve the issue.</p> <p>Audit Team Findings: The issue has been included in the SIA management plan and minutes of meeting is maintained and made available for verification.</p>
4	<p>Issues: <u>Kampung Selabak- En Roslan Md Sam</u> Good relationship with the estate is maintained. There is no activity by the estate that could give negative impact on the village. The stakeholder is also aware of the complaint and grievance procedure.</p> <p>Management Responses:</p>

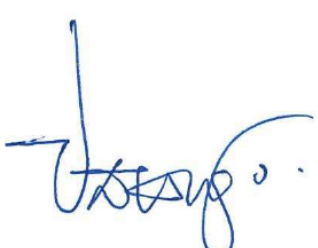

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	Good relationship will be maintained.
	Audit Team Findings: No further issue.
5	<p>Issues: <u>Grocery & canteen contractor (Mr. Kalimuthu a/l Muthusamy)</u> Mr. Kalimuthu started their business in year 2021. Based on interview, there is no issue raised. Nonetheless, the understanding on legal requirement to run grocery store and canteen by Mr. Kalimuthu needs to be improved.</p> <p>Management Responses: Good relationship will be maintained and continue to share knowledge on legal requirements through various methods such as training and consultation.</p> <p>Audit Team Findings: OFI was raised to the estate management with regards to ensure compliance with legal requirements of the contracted party.</p>

3.6 List of Stakeholders Contacted

<p>Government Officer: SK Changkat Jong</p>	<p>Community/neighbouring village: Ladang Moccis Sdn Bhd Sri Ganda Oil Mill Sdn Bhd Kampung Selabak</p>
<p>Suppliers/Contractors/Vendors: Groceries & canteen contractor</p>	<p>Worker’s Representative/Gender Committee: Estate workers Union representatives</p>

Section 4: Assessment Conclusion and Recommendation

Acknowledgement of Internal Responsibility and Formal Sign-off of Assessment Findings	
Based on the findings during the assessment, Tanarata Estate complies with the MS 2530-3:2013. It is recommended that Tanarata Estate to be included in the scope of certification of Jendarata Estates Certification Unit.	
Acknowledgement of Assessment Findings	Report Prepared by
Name: Valence Shem	Name: C. Mathews
Company name: BSI Services (Malaysia) Sdn Bhd	Company name: United Plantations Berhad
Title: Lead Auditor	Title: Group Manager, HRSS
Signature: 	Signature: 
Date: 08/04/2022	Date: 08/04/2022

Appendix A: Summary of the findings by Principles and Criteria

MS 2530-3:2013 Malaysian Sustainable Palm Oil (MSPO) Part 3: General principles for Oil Palm Plantations and Organized Smallholders

Criterion / Indicator		Assessment Findings	Compliance
4.1 Principle 1: Management commitment & responsibility			
Criterion 4.1.1 – Malaysian Sustainable Palm Oil (MSPO) Policy			
4.1.1.1	A policy for the implementation of MSPO shall be established. - Major compliance -	United Plantations Berhad has established a MSPO policy committing to implement on sustainability signed by Chief Executive Director, Dato’ Carl Bek-Nielsen, on 29/3/2018.	Complied
4.1.1.2	The policy shall also emphasize commitment to continual improvement. - Major compliance -	The established policy has emphasized on the adherence to the following key principles: i. Management Commitment and Responsibility ii. Transparency iii. Compliance to Legal Requirements iv. Social Responsibility, Health, Safety and Employment Condition v. Environment, Natural Resources, Biodiversity and Ecosystem Services. vi. Best Practices vii. Development of New Plantings	Complied
Criterion 4.1.2 – Internal Audit			
4.1.2.1	Internal audit shall be planned and conducted regularly to determine the strong and weak points and potential area for further improvement.	Internal audit was planned and conducted as per the documented Internal audit procedure, rev: 1 dated 15/02/2019. The last internal audit was conducted on 15-16/03/2022 combined with the RSPO P&C	Complied

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	- Major compliance -	audit by 3 auditors from Human Resources, Sustainability and Safety (HRSS) Dept.	
4.1.2.2	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. - Major compliance -	The Internal audit procedure as mentioned in 4.1.2.1 was made available for verification. Audit results were documented in the "MSPO & RSPO Internal Audit Report". There were 2 NCRs and 2 OFI issued as a result of the audit. All the NCRs have been satisfactorily closed by internal auditors on 21/03/2022. Identification of root cause was satisfactorily demonstrated in order to come up with effective corrective actions.	Complied
4.1.2.3	Report shall be made available to the management for their review. - Major compliance -	Internal Audit report was available for verification and it was taken into consideration as part of the management review meeting agendas.	Complied
Criterion 4.1.3 – Management Review			
4.1.3.1	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. - Major compliance -	Management Review Meeting at Tanarata Estate was held on 14/03/2022 to review the performance for the past 12 months, attended by 8 attendees and chaired by the Deputy Group Manager. Among the agendas discussed were: <ul style="list-style-type: none"> - Compliance to legal requirements - Business plan - Environmental performance - Social impact assessment - Stakeholders consultations outcome - Internal & external audit findings - Continuous improvement plan 	Complied
Criterion 4.1.4 – Continual Improvement			

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<p>4.1.4.1</p>	<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>- Major compliance -</p>	<p>The Management have drawn up 6 years Continuous Improvement Plan from year 2021 -2026. The plan covering Social, Environmental and Occupational Safety Health as stated herein:</p> <ol style="list-style-type: none"> 1. Reduction in use of pesticide in immature oil palm (herbicides) 2. Reduction in use of pesticide in immature oil palm (insecticides) 3. Reduction in use of pesticide in immature oil palm (fungicides) 4. Reduction in use of pesticide in mature oil palm (herbicides) 5. Reduction in use of pesticide in mature oil palm (insecticides) 6. Reduction in use of pesticide in mature oil palm (fungicides) 7. Integrated Pest Management – Beneficial Plants 8. Barn Owls Boxes 9. Barn owl Box Occupancy rates 10. Rodenticide Usage 11. Rentice mowing 12. Domestic water usage 13. EFB Usage by Estate 14. Spent batteries dispatched to Waste Manager 15. Spent lubricants dispatched to Waste Manager 16. Spent fuel filters dispatched to Waste Manager 17. Triple rinse chemical containers sent to Waste Manager 18. Petrol Usage by Estate 19. Diesel Usage by Estate 20. OSHA safety performance 	<p>Complied</p>
<p>4.1.4.2</p>	<p>The company shall establish a system to improve practices in line with new information and techniques or new industry</p>	<p>There are a few new technologies being implemented with an objective to reduce labor dependency and increase in productivity. Among the new technologies are: -</p>	<p>Complied</p>

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	standards and technology (where applicable) that are available and feasible for adoption. - Major compliance -	1. Mechanical spraying for mature and immature areas. 2. Mechanical harvesting or <i>cantas</i> for young mature areas.	
4.1.4.3	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. - Major compliance -	Training on the new techniques have been conducted as below: - a. Sighted the training on Standard Operating Procedure and HIRARC on Mechanical Spraying dated 02/04/2021 attended by 14 workers organized at Field 28 at Tanarata Estate. b. Training on harvesting and work standard dated 06/03/2011 attended by 18 workers organized at Field 7 at Tanarata Estate.	Complied
4.2 Principle 2: Transparency			
Criterion 4.2.1 – Transparency of information and documents relevant to MSPO requirements			
4.2.1.1	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. - Major compliance -	United Plantations Berhad has a documented SOP-Stakeholder Engagement (rev. 0, dated 09/04/2021) which describes the process of consultation & communication with stakeholders. The SOP also covers the complaint & grievances for both internal & external stakeholders. The time frame to provide feedback to the stakeholder is documented to be a maximum of 4 days for internal and 30 days for external complaint. The officer-in-charge for Tanarata Estate is the Deputy Group Manager, Mr Azhar Yazid as per appointment letter dated 19/09/2019 whom is responsible to commit and implement the sustainability concepts outlined in RSPO and MSPO P&Cs.	Complied
4.2.1.2	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. - Major compliance -	United Plantations Berhad used the group website for disseminating public information. The Sustainability Report and Group Annual report was available in website.	Complied

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		<p>Guided by United Plantations Berhad’s Policy on Documents that can be Publicly Made Available, among the documents that are publicly available are:</p> <ul style="list-style-type: none"> - Land titles/user rights - Occupational health and safety plans - Plans and impacts assessment relating to environmental and social impacts - HCV documentations - Pollution prevention and reduction plans - Details of complaints and grievances - Negotiation procedures - Continual Improvement Plan - Public Summary of RSPO certification assessment report - Human Rights Policy 	
Criterion 4.2.2 – Transparent method of communication and consultation			
4.2.2.1	<p>Procedures shall be established for consultation and communication with the relevant stakeholders.</p> <p>- Major compliance -</p>	<p>The Standard Operation Procedure documented the process for Procedure for both External & Internal Stakeholders. There is also Grievance Redressal procedure which describe the process of resolving issues raised by relevant stakeholders.</p>	Complied
4.2.2.2	<p>A management official should be nominated to be responsible for issues related to Indicator 1 at each operating unit.</p> <p>- Minor compliance -</p>	<p>The officer-in-charge for estate is Mr Azhar Yazid (Deputy Group Manager, Tanarata Estate as per appointment letter dated 19/09/2019 whom is responsible to commit and implement the sustainability concepts outlined in RSPO and MSPO P&Cs.</p>	Complied
4.2.2.3	<p>List of stakeholders, records of all consultation and communication and records of action taken in response to input from stakeholders should be properly maintained.</p>	<p>List of stakeholders was made available for verification. It was last updated on 01/03/2022. Generally, the list consists of government</p>	Complied

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	- Major compliance -	agencies, NGO, Embassy, Contractors/Suppliers, and neighbouring communities.	
Criterion 4.2.3 – Traceability			
4.2.3.1	The management shall establish, implement and maintain a standard operating procedure to comply with the requirements for traceability of the relevant product(s). - Major compliance -	SOP for Traceability Rev. 1 dated 15/02/2019 was in place which outlined the traceability system for FFB delivery to the mill. The FFB from the estate are sent to third party mill as non-certified crop for the time being and will be sent to Jendarata POM upon the approval of the extension of scope.	Complied
4.2.3.2	The management shall conduct regular inspections on compliance with the established traceability system. - Major compliance -	Regular inspection is done through internal audit as mentioned in Criterion 4.1.2.	Complied
4.2.3.3	The management should identify and assign suitable employees to implement and maintain the traceability system. - Minor compliance -	The responsible personal for the traceability is the Mr Azhar Yazid as the overall person in charge for MSPO in the estate.	Complied
4.2.3.4	Records of sales, delivery or transportation of FFB shall be maintained. - Major compliance -	Records of FFB delivery to mill were well maintained in various documents such as mill and estate’s weighbridge tickets and delivery order. The daily input data then will be keyed in excel sheet as crop summary. The sheet among others has the information about field no., DO number, weighbridge ticket no., quantity and date of delivery.	Complied
4.3 Principle 3: Compliance to legal requirements			
Criterion 4.3.1 – Regulatory requirements			
4.3.1.1	All operations are in compliance with the applicable local, state, national and ratified international laws and regulations. - Major compliance -	Sighted lists of permits/licenses which has been monitored and updated periodically at Tanarata Estate as follows: - <ul style="list-style-type: none"> • MPOB License, #618605002000, valid until 31/07/2021 	Complied

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		<ul style="list-style-type: none"> • Weighbridge calibration certificate, #D023132, valid until 29/12/2022 • Permit to store diesel, #A004050, valid until 28/08/2024 	
<p>4.3.1.2</p>	<p>The management shall list all laws applicable to their operations in a legal requirements register.</p> <p>- Major compliance -</p>	<p>Tanarata Estate is implementing its established documented system for identifying, accessing, tracking and monitoring of compliance with the applicable legal requirements. A Legal Requirements Register was established and updated on from time to time depending on the latest amendment or update of legal.</p> <p>Among the legal requirement included the legal list, to name a few are:</p> <ul style="list-style-type: none"> • Environmental Quality Act 1974 • Factories and Machinery Act 1967 • Occupational Safety and Health Act 1994 • Worker's Minimum Standards of Housing and Amenities Act 1990) • Minimum Wages Order 2020 • Pesticides Act 1974 • MPOB Act 1998 • Road Transport Act 1987 • Employees' Social Security Act 1969 • Immigration Act 1959/63 <p>Other relevant international requirements included in the list are:</p> <ul style="list-style-type: none"> • Wetland and Climate Change 1999 • Convention on Biological Diversity 1993 • Kyoto Protocol to the United Nations Framework Convention on Climate Change 1997 	<p>Complied</p>

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		<ul style="list-style-type: none"> • Rotterdam Convention on Prior and Informed Consent Procedure for Certain Hazardous Chemicals and Pesticides in International Trade (1998) • International Labour Organisation (ILO) Convention 98 (1949) Right to Organise and Collective Bargaining • United Nations Declaration on Human Rights 	
4.3.1.3	The legal requirements register shall be updated as and when there are any new amendments or any new regulations coming into force. - Major compliance -	The legal requirements register was updated as and when there were any new amendments or any new regulations coming into force. It has the information about the requirements of law, applicability to plantation industry and status of compliance.	Complied
4.3.1.4	The management should assign a person responsible to monitor compliance and to track and update the changes in regulatory requirements. - Minor compliance -	The management had assigned the Group Manager, HRSS Department, Mr. Mathews as the person responsible to monitor compliance and to track update the changes in regulatory requirements.	Complied
Criterion 4.3.2 – Lands use rights			
4.3.2.1	The management shall ensure that their oil palm cultivation activities do not diminish the land use rights of other users. - Major compliance -	United Plantations Berhad is having the legal land title and there is no evidence that the oil palm cultivation activities diminish land use rights of other users.	Complied
4.3.2.2	The management shall provide documents showing legal ownership or lease, history of land tenure and the actual use of the land. - Major compliance -	The management ensures that their oil palm cultivation activities do not diminish the land use rights of other users by having the land titles in place. Tanarata Estate has 7 land titles with total area of 3,641.8171 Ha. The estate has planted the lands with oil palm which is in line with the conditions stipulated in the land titles.	Complied
4.3.2.3	Legal perimeter boundary markers should be clearly demarcated and visibly maintained on the ground where practicable.	The estate boundary is demarcated with concrete stone, boundary stones and trenches which is clearly demarcated and visibly maintained	Complied

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	- Major compliance -	by the management. Tanarata Estate is adjacent to FELCRA Changkat Jong Estate, MOCCIS Estate and Hilir Oil Palm Sdn Bhd. There are 25 concrete poles with GPS coordinates indicating the boundaries in the Estate. Sample taken on the following: - 1. P1 LAT 3' 58'24N 101'5'45"E 2. P17 LAT 3'57"21 N 101'7'43" E 3. P24 LAT 3'57'7" N 101'11'1" E	
4.3.2.4	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). - Minor compliance -	In order to deal with future arising land dispute (if any), the Standard Operating Procedure for Land Dispute Settlement as per Free Prior & Informed Consent (FPIC) – RSPO Principles is documented the process in handling land dispute settlement. There has been no land dispute lodged by any stakeholders so far.	Complied
Criterion 4.3.3 – Customary rights			
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 -	NA. There is no land encumbered by customary rights at Tanarata Estate.	NA
4.3.3.2	Maps of an appropriate scale showing extent of recognized customary rights land, if any, should made available. - Minor compliance -	NA. There is no land encumbered by customary rights at Tanarata Estate.	NA
4.3.3.3	Negotiation and FPIC shall be recorded and copies of negotiated agreements should be made available. - Major compliance -	NA. There is no land encumbered by customary rights at Tanarata Estate.	NA
4.4 Principle 4: Social responsibility, health, safety and employment condition			

Criterion 4.4.1: Social Impact Assessment (SIA)			
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>- Minor compliance -</p>	<p>SEIA for external stakeholders was done on 04/03/2022. The assessment was done through dissemination of questionnaire to the stakeholders online. Based on categories, among the stakeholders approached were NGO, government agencies, contractors/suppliers and local communities. The estate has received 9 responses (5 from government agencies, 1 from NGO, 3 from contractors/suppliers) and made them a basis to establish the action plan. Apart from that, there was also a stakeholders virtual meeting conducted on 09/03/2022. 7 stakeholders have participated the meeting out of 51 invited. Issues raised during the meeting were then addressed on another meeting session dated 14/03/2022, where the issues were registered in the Stakeholders Logbook forms. Verification of the forms confirmed that the stakeholders have acknowledged and satisfied with the resolution of the issues.</p> <p>SEIA for internal stakeholders (mainly workers) was also done on 04/03/2022 by using a printout online form manually filled in by the employees with the assistance of the field staff. 14 workers/respondents were randomly selected for the survey. The information then keyed-in in the online form by the field staff. No negative impact identified from this survey.</p>	Complied
Criterion 4.4.2: Complaints and grievances			
4.4.2.1	<p>A system for dealing with complaints and grievances shall be established and documented.</p> <p>- Major compliance -</p>	<p>United Plantations Berhad has a documented SOP-Stakeholder Engagement (rev. 0, dated 09/04/2021) which describes the process of consultation & communication with stakeholders. The SOP also covers the complaint & grievances for both internal & external stakeholders.</p> <p>The time frame to provide feedback to the stakeholder is documented to be a maximum of 4 days for internal and 30 days for external</p>	Complied

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		complaint. Based on verification of the complaints log book, the issues raised by the stakeholders were satisfactorily handled in timely manner.	
4.4.2.2	The system shall be able to resolve disputes in an effective, timely and appropriate manner that is accepted by all parties. - Major compliance -	The established system objective is to resolve dispute in an effective, timely and appropriate manner, which has also been accepted by all parties. The time frame to provide feedback to the complainant/stakeholder is documented to be a maximum of 24 days for internal and 30 days for external complaint. Verified the Registry of Complaints book recording all the feedback and request from stakeholders, together with its completion date.	Complied
4.4.2.3	A complaint form should be made available at the premises, where employees and affected stakeholders can make a complaint. - Minor compliance -	Complaints and grievances are registered in a form called complaint logbook. The form has the information about name of complainant, date of complaint made, details of issue, action taken, and acknowledgments from both management and complainant. There was a request to use the estate’s road from an external stakeholder. Apart from that, grievances lodged were from workers with regards to maintenance and house repairs. Based on verification of records such as complaint logbook, the issues raised were address in accordance to the established procedure. Nonetheless, the implementation of the complaint form can be further improved by having consistent recording of response and actions that have been taken by the management. Thus, OFI is raised. Stakeholders may also lodge their complaint through UP’s website.	OFI
4.4.2.4	Employees and the surrounding communities should be made aware that complaints or suggestions can be made any time. - Minor compliance -	Interview with workers confirmed their understanding of the complaint and grievance process is satisfactory. During stakeholder’s consultation, it was verified that the stakeholders from internal and external were aware on the complaint channel to United Plantations Berhad. Based on records, the requests were mainly on housing repairs and maintenance.	Complied

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		External communities were made aware of complaint system through the stakeholder’s consultation which is through website, suggestion box or write to the management.	
4.4.2.5	Complaints and resolutions for the last 24 months shall be documented and made available to affected stakeholders upon request. - Major compliance -	Records of complaints were well maintained and made available for verification.	Complied
Criterion 4.4.3: Commitment to contribute to local sustainable development			
4.4.3.1	Growers should contribute to local development in consultation with the local communities. - Minor compliance -	Contribution to local development is based on request by the stakeholders. To-date, there has been no request by any stakeholders. Nonetheless, the estate is continuing giving permission to the surrounding communities to use one of their internal roads as what have been practiced by the previous land tenant.	Complied
Criterion 4.4.4: Employees safety and health			
4.4.4.1	An occupational safety and health policy and plan shall be documented, effectively communicated and implemented. - Major compliance -	Sighted the Occupational Safety & Health Policy established on 8/3/2021 by Chief Executive Director, Dato’ Carl Bek – Nielsen. The policy is written in Bahasa and English language that can be easily understood by all levels of its employees. This policy is displayed in all the offices and on notice boards. This policy being adhered to with regards to the implementation of (OSH) requirements within the company. OSH plan has been established and documented in the document title OSH & Sustainability Training Programme 2022.The implementation were evidence in the training file. Trainings conducted being recorded and completed with attendance records, training materials and photographs of the training.	Complied

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<p>4.4.4.2</p>	<p>The occupational safety and health plan shall cover the following:</p> <ul style="list-style-type: none"> a) A safety and health policy, which is communicated and implemented. b) The risks of all operations shall be assessed and documented. c) An awareness and training programme which includes the following requirements for employees exposed to pesticides: <ul style="list-style-type: none"> i. all employees involved shall be adequately trained on safe working practices ii. all precautions attached to products shall be properly observed and applied 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). 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 Labelling) Regulation 1997 and Occupational Safety Health (Use and Standard of Exposure of Chemical Hazardous to Health) Regulation 2000. 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. 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 	<ul style="list-style-type: none"> a) Sighted the Occupational Safety & Health Policy established on 8/3/2021 by Chief Executive Director, Dato' Carl Bek – Nielsen. The policy is written in Bahasa and English language that can be easily understood by all levels of its employees. b) Adequate HIRARC being assessed and documented. Risk assessment was conducted through HIRARC based on the severity and the likelihood. HIRARC is consist of hazard identification (type of work activity, hazard & effect), Risk analysis (Existing risk control, likelihood, severity & risk) & Risk Control (Recommended control measures & PIC appointed are Staff or Executive). HIRARC being reviewed on 27/08/2019. HIRARC sighted for the 41 work operations as sample herein: - <ul style="list-style-type: none"> - Harvesting - Mechanized Harvesting - Pruning - Workshop - Rat baiting - Etc. Evidence, HIRARC being reviewed on 14/12/2021 during internal investigation for accident occurred on Loading of Fertilizer activity dated 9/12/2021. Mitigation plans and procedures documented and implemented for Platform Manuring Operation could be further aligned accordingly for the hazard and risk related to eye injury (OFI). c) The Estate has a comprehensive annual training plan for the staffs and workers and this was sighted in the training matrix for each staff and workers. Seen, OSH & Sustainability Training Programme 2022 at Tanarata Estate as follows: - 	<p>OFI</p>
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<p>the concerns of the employees and any remedial actions 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>- Major compliance -</p>	<table border="1"> <thead> <tr> <th>No</th> <th>Topic</th> <th>Target Date</th> <th>Completion</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>SOP & HIRARC on Safe Operating Mechanize cutter</td> <td>07/01/2022</td> <td>26/01/2022</td> </tr> <tr> <td>2</td> <td>SOP & HIRARC on Spraying</td> <td>13/01/2022</td> <td>27/01/2022</td> </tr> <tr> <td>3</td> <td>Planting of seedlings</td> <td>21/01/2022</td> <td>26/01/2022</td> </tr> <tr> <td>4</td> <td>SOP & HIRARC on platform manuring</td> <td>11/02/2022</td> <td>26/01/2022</td> </tr> <tr> <td>5</td> <td>SOP & HIRARC for tractor worker & driver</td> <td>18/02/2022</td> <td>07/03/2022</td> </tr> <tr> <td>6</td> <td>IPM Training</td> <td>17/02/2022</td> <td>17/03/2022</td> </tr> <tr> <td>7</td> <td>SOP & HIRARC on loading bunches into bin</td> <td>11/03/2022</td> <td>03/02/2022</td> </tr> <tr> <td>8</td> <td>SOP & HIRARC on harvesting/pruning</td> <td>18/03/2022</td> <td>15/02/2022</td> </tr> </tbody> </table>	No	Topic	Target Date	Completion	1	SOP & HIRARC on Safe Operating Mechanize cutter	07/01/2022	26/01/2022	2	SOP & HIRARC on Spraying	13/01/2022	27/01/2022	3	Planting of seedlings	21/01/2022	26/01/2022	4	SOP & HIRARC on platform manuring	11/02/2022	26/01/2022	5	SOP & HIRARC for tractor worker & driver	18/02/2022	07/03/2022	6	IPM Training	17/02/2022	17/03/2022	7	SOP & HIRARC on loading bunches into bin	11/03/2022	03/02/2022	8	SOP & HIRARC on harvesting/pruning	18/03/2022	15/02/2022
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<p>d) Estate has provided appropriate PPE for all workers in their operations. Person in-charge of in issuing PPE is the Storekeeper. PPE Issuance and replacement record sighted for: -</p> <ul style="list-style-type: none"> - Staff/AP - General Workers - Harvesters <p>The type of PPE is included in the HIRARC assessment chart for all type of job activities. During Estate visit, sighted the workers have been trained with safety and the workers wear the PPE required by his/her works.</p>																																					
<p>e) CHRA assessment was conducted by registered Assessor Mrs Hemalatha Tamil Selvan, HQ/13/ASS/00/316 from Chemviro Enterprise dated 16/3/2021. 59 chemicals have been assessed</p>																																					

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		<p>base on the activities such as sprayer, premixer, manuring operator, rat baiting operator, mechanics and general workers.</p> <p>Medical Surveillance was conducted by Lee Clinic and Surgery dated 18/3/2021 to 31 workers comprising chemical handler, fuel station, paints and welder. Based on Employee Medical Record Book (USECHH 2) and Certificate of Fitness (USECHH 3), all the workers are fit for work.</p> <p>In March 2022, 28 workers have undergone the medical surveillance and the result yet to obtain from the Assessor.</p> <p>Noise Risk Assessment was conducted on 25/8/2020 by AEQ Safety Respond and Engineering, Training and Consultancy PLT. The NRA covering fitters, fruit loader driver, spreader tractor driver and sprayer tractor driver. The Management have responded to the Assessor's recommendation based on Action Plan for NRA dated 10/9/2020. The evidence and implementation were seen during the site verification.</p> <p>Audiometric Test was conducted by Ansonex Resources Group dated 26/2/2021 to 8 workers comprising tractor driver and fitter. All of them are in normal baseline.</p> <p>f) Person in-charge of Occupational Safety and Health is the respective Deputy General Manager, Mr. Azhar Yazid dated 19/9/2019. The appointment letter signed by Dato' Carl Bek-Nielsen, Chief Executive Director.</p> <p>g) Sighted, OSH Meeting being conducted at Tanarata and to discuss all issues regarding worker's safety and health, Occupational Safety and Health Matters, Accident Report and etc. The last 3 meetings were on 28/12/2021, 30/09/2021 and 30/06/2021</p> <p>h) Emergency response plan available in local language (Malay and English). The ERP has been explained to all workers and staffs during training which has been conducted. Emergency response</p>	
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		<p>plan include the emergency contact number, and also have Guidelines on Accident, Emergency Procedures and Exit routes as well as assembly point in file and pasted on notice board.</p> <p>i) The first aider for the Estate is Mr. Shanmugam a/l Muthukaruppan, Hospital Assistant for Tanarata Estate. Other than training by the Hospital Assistant, 9 Estate personnel being trained on Basic Occupational First Aid by Ansonex Resources Safety and Health dated 10/5/2021. The certificate valid for 3 years. A first aid kit equipped with approved contents seen available at 12 worksites. Seen, the 1st Aid Box replenishment record book. The content being checked on periodical basis. The first aid equipment available at worksites could be further improved on maintaining minimum quantity of content of the equipment been use. The expiry date stated on the new packing/containers can be improved according to the original packing (OFI).</p> <p>j) Sighted, JKPP 8 being submitted within mandatory period (I & II)/(IV) on annually basis to the DOSH dated 24/02/2022. The delay due to disruption of DOSH Online System. LTA calculation based on local interpretation from DOSH.</p> <p>1 major accident occurred on Loading of fertilizer dated 9/12/2021. The investigation and HIRARC being reviewed on 14/12/2021. The JKPP 6 being submitted to DOSH on 21/12/2021 and the case still pending of SOCSO Claim.</p>	
<p>Criterion 4.4.5: Employment conditions</p>			
<p>4.4.5.1</p>	<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>Human Rights Policy was made available for verification. It signed by Chief Executive Director, Dato' Carl Bek-Nielsen on 09/03/2020. Awareness was created through various method such as briefing, displaying of policies on notice boards, stakeholders meeting</p>	<p>Complied</p>

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		<p>(especially for contractors and suppliers) and distribution of handbook to the employees. Among the subjects covered in the policy are:</p> <ul style="list-style-type: none"> • Adherence to ILO and UNDHR • No discrimination • Equal opportunities • Respecting the participation of trade union • Respecting the rights of people in communities impacted by the organization’s activities • Respecting the land tenure rights • Respecting the customary or native rights • Resolving all complaints and grievances • No child or forced labour • No slavery or human trafficking • Adherence of the policy bay the engaged suppliers/contractors/trading partners/etc. 	
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>- Major compliance -</p>	<p>The management is committed to treat all employees fairly in terms of recruitment, progression, terms and conditions of work and representation regardless of race, caste, nationality, gender, sexual orientation, union membership, political view, religion and/or age. Interview with the workers with different nationalities showed that no evidence of discrimination. They were treated equally and no bias on job offered. Consultation with the external stakeholders also revealed that there has been no discrimination.</p>	Complied
4.4.5.3	<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>All the workers are under direct employment. The pay slip has the information about basic income, allowance pay, working days, medical leave, overtime, attendance on rest/public holiday and deduction of salary and others as per employment contract. The payroll for the following sampled workers for Jun 2021, Nov 2021 and Feb 2022 were</p>	Complied

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	- Major compliance -	verified and found to be consistent with the Minimum Wages Order 2020 and employment conditions: Employee No.: 200190, 200097, 200035, 200203, 200216, 200221, 200104, 200153, 100020, 100028, 100027, 100014 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 2020 which achieved RM1,200/month or RM46.15/day.	
4.4.5.4	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. - Minor compliance -	Verification of the sampled pay slips of the workers of contractors (Meenal, GP Rao and Lakhs Mani) showed that the payments were made appropriately. Nonetheless, the checking of pay slips of the employees of contractors can be further improved by reviewing thoroughly the payment details such as paid holiday, etc., against the employment agreements between the contractors and their employees. Thus, OFI is raised.	OFI
4.4.5.5	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. - Major compliance -	There is a list of workers where information such as date of birth, date joined, gender, type of works and others that available at the estate.	Complied
4.4.5.6	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. - Major compliance -	The following contracts has been sampled and verified to confirm that workers have binding working agreement with the company i.e.: Employee No.: 200190, 200097, 200035, 200203, 200216, 200221, 200104, 200153, 100020, 100028, 100027, 100014	Complied

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<p>4.4.5.7</p>	<p>The management shall establish a time recording system that makes working hours and overtime transparent for both employees and employer. - Major compliance -</p>	<p>The estate is using the daily check roll system to records the accurate working hours and overtime and recorded in Month To-date Workers Earnings Report.</p>	<p>Complied</p>
<p>4.4.5.8</p>	<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. - Major compliance -</p>	<p>Time recording at the estate was implemented through recording of check-roll book. The records were updated on daily basis and attendance of workers was monitored regularly through field supervision from morning muster until the working time is over.</p>	<p>Complied</p>
<p>4.4.5.9</p>	<p>Wages and overtime payment documented on the pay slips shall be in line with legal regulations and collective agreements. - Major compliance -</p>	<p>Verification of payslips showed that the wages and overtime were in line with legal requirements of Employment Act 1955 and worker's employment contract.</p>	<p>Complied</p>
<p>4.4.5.10</p>	<p>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. - Minor compliance -</p>	<p>Among the social benefits provided to employees were clinic & medical facilities, subsidised electricity and water supplies.</p>	<p>Complied</p>
<p>4.4.5.11</p>	<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. - Major compliance -</p>	<p>The basic amenities and facilities at the quarters provided by the company to its workers includes electricity, water and domestic waste disposal. Electricity and water are supplied by the government and subsidised by the employer. Nonetheless, the awareness among the workers of the subsidized electricity bill (i.e. RM6.54/house/month) can be further improved (OFI). During the line-site visit, it was observed that the housing is in good conditions. Line-site inspection record is available to ensure the cleanliness and safety standards are met.</p>	<p>OFI</p>

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<p>4.4.5.12</p>	<p>The management shall establish a policy and provide guidelines to prevent all forms of sexual harassment and violence at the workplace. - Major compliance -</p>	<p>Gender Policy signed by Dato Carl Bek-Nielsen, dated 24/04/2015 mentioned that the company endeavour to prevent sexual harassment and all other forms of violence against women and workers in the workplace. Awareness was created through various method such as briefing, displaying of policies on notice boards, stakeholders meeting (especially for contractors and suppliers) and distribution of handbook to the employees.</p>	<p>Complied</p>
<p>4.4.5.13</p>	<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. - Major compliance -</p>	<p>Based on interview with workers, there are no evidence received that there is restriction from the company to allow workers to join trade union. The workers have their freedom to join any trade union.</p>	<p>Complied</p>
<p>4.4.5.14</p>	<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 hazardous working conditions. - Major compliance -</p>	<p>The Human Rights Policy was established since 23 March 2013 signed by Dato Carl Bek-Nielsen. The Policy covers the commitment to not condone forced labour or child labour who under 16 years old. Based on the workers registry which has the information about date of birth and date of join, there was no children and young person recruited.</p>	<p>Complied</p>
<p>Criterion 4.4.6: Training and competency</p>			
<p>4.4.6.1</p>	<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</p>	<p>The Estate do have a comprehensive annual training plan for its staff and workers and this was sighted in the training records file for each</p>	<p>Complied</p>

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	<p>training needs and documentation, including records of training shall be kept.</p> <p>- Major compliance -</p>	<p>staff and workers. The training conducted in 2022 at Tanarata Estate as follow:</p> <table border="1" data-bbox="1048 454 1877 874"> <thead> <tr> <th>No</th> <th>Topic</th> <th>Target Date</th> <th>Completion</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>SOP & HIRARC on Safe Operating Mechanize cutter</td> <td>07/01/2022</td> <td>26/01/2022</td> </tr> <tr> <td>2</td> <td>SOP & HIRARC on Spraying</td> <td>13/01/2022</td> <td>27/01/2022</td> </tr> <tr> <td>3</td> <td>Planting of seedlings</td> <td>21/01/2022</td> <td>26/01/2022</td> </tr> <tr> <td>4</td> <td>SOP & HIRARC on platform manuring</td> <td>11/02/2022</td> <td>26/01/2022</td> </tr> <tr> <td>5</td> <td>SOP & HIRARC for tractor worker & driver</td> <td>18/02/2022</td> <td>07/03/2022</td> </tr> <tr> <td>6</td> <td>IPM Training</td> <td>17/02/2022</td> <td>17/03/2022</td> </tr> <tr> <td>7</td> <td>SOP & HIRARC on loading bunches into bin</td> <td>11/03/2022</td> <td>03/02/2022</td> </tr> <tr> <td>8</td> <td>SOP & HIRARC on harvesting/pruning</td> <td>18/03/2022</td> <td>15/02/2022</td> </tr> </tbody> </table>	No	Topic	Target Date	Completion	1	SOP & HIRARC on Safe Operating Mechanize cutter	07/01/2022	26/01/2022	2	SOP & HIRARC on Spraying	13/01/2022	27/01/2022	3	Planting of seedlings	21/01/2022	26/01/2022	4	SOP & HIRARC on platform manuring	11/02/2022	26/01/2022	5	SOP & HIRARC for tractor worker & driver	18/02/2022	07/03/2022	6	IPM Training	17/02/2022	17/03/2022	7	SOP & HIRARC on loading bunches into bin	11/03/2022	03/02/2022	8	SOP & HIRARC on harvesting/pruning	18/03/2022	15/02/2022	
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<p>4.4.6.2</p>	<p>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.</p> <p>- Major compliance -</p>	<p>Yearly training plan is created based on Training Needs Analysis for workers involved in the operations. Sighted the Training Need Analysis of all workers, staffs and Management which are based on their competencies and job description.</p>	<p>Complied</p>																																				
<p>4.4.6.3</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>- Minor compliance -</p>	<p>All workers involved in the operations have been adequately trained in safe working practice. The estate has a comprehensive annual training plan for its staffs and workers, and this was sighted in the training records file for each staff and workers.</p> <p>Trainings conducted were recorded in the various trainings record and completed with attendance records, training materials and photographs of the training.</p>	<p>Complied</p>																																				
<p>4.5 Principle 5: Environment, natural resources, biodiversity and ecosystem services</p>																																							

Criterion 4.5.1: Environmental Management Plan			
4.5.1.1	<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>- Major compliance -</p>	<p>Environmental policy has been established by United Plantations Berhad. The document title Environment and biodiversity policy dated 8/3/2021 and has been signed by chief executive director, Dato' Carl Bek Nielsen.</p> <p>Mentioned in the policy that the management is committed to sustainable development, actively reducing GHG, promoting conservation and development, and conducting operation under best principle of agriculture.</p>	Complied
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>- Major compliance -</p>	<p>The Environmental Management Plan being documented under Environment Impacts Assessment prepared by Tanarata Estate dated 9/3/2022. The EIA covering the following Estate activities: -</p> <ol style="list-style-type: none"> 1. Replanting 2. Weeding 3. Pruning 4. Circle sanitation 5. Empty Fruit Bunch Mulching 6. Water Management 7. Roads, Paths & Railways 8. Boundary 9. Oil Palm Pest and Diseases Management 10. Manuring 11. Harvesting and collection 12. Mill drain connecting to Estate 14. Composing Pit 15. Linesite water discharge 	Complied

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		<p>The Environmental Impact Assessment (EIA) register has identified columns for Social Impacts, Impacts, Severity, Quantity and probability, Overall Score, Action Plan and Remarks. The risk that has been identified has been classified into 5 categories which are critical, low, medium, negligible and high. EIA is being reviewed on annual basis.</p>																									
<p>4.5.1.3</p>	<p>An environmental improvement plan to mitigate the negative impacts and to promote the positive ones, shall be developed, effectively implemented and monitored. - Major compliance -</p>	<p>Improvement plan has been documented in the Environmental Impact Assessment (EIA) where action plan to mitigate negative impact and to promote positives impact. Sample taken on pruning activity as below: -</p> <table border="1" data-bbox="1050 751 1872 1369"> <thead> <tr> <th>Environmental Impacts</th> <th>Impacts</th> <th>S</th> <th>Q</th> <th>P</th> <th>Overall</th> <th>Significance</th> <th>Action Plan</th> </tr> </thead> <tbody> <tr> <td>Over pruning decrease the CO2 sequestration.</td> <td>Negative</td> <td>1</td> <td>2</td> <td>1</td> <td>3</td> <td>Negligible</td> <td>Judicious pruning done to remove only surplus and damaged fronds</td> </tr> <tr> <td>Increase in carbon deposit due to over pruning</td> <td>Negative</td> <td>1</td> <td>2</td> <td>1</td> <td>3</td> <td>Negligible</td> <td>Placement of pruned fronds along the hill contour trap soils and nutrient and prevent their loss</td> </tr> </tbody> </table>	Environmental Impacts	Impacts	S	Q	P	Overall	Significance	Action Plan	Over pruning decrease the CO2 sequestration.	Negative	1	2	1	3	Negligible	Judicious pruning done to remove only surplus and damaged fronds	Increase in carbon deposit due to over pruning	Negative	1	2	1	3	Negligible	Placement of pruned fronds along the hill contour trap soils and nutrient and prevent their loss	<p>Complied</p>
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										from surface.																
4.5.1.4	A programme to promote the positive impacts should be included in the continual improvement plan. - Minor compliance -	<p>The Management have drawn-up 6 years Continuous Improvement Plan from year 2021 -2026. The plan as stated herein:</p> <ol style="list-style-type: none"> 1. Reduction in use of pesticide in immature oil palm (herbicides) 2. Reduction in use of pesticide in immature oil palm (insecticides) 3. Reduction in use of pesticide in immature oil palm (fungicides) 4. Reduction in use of pesticide in mature oil palm (herbicides) 5. Reduction in use of pesticide in mature oil palm (insecticides) 6. Reduction in use of pesticide in mature oil palm (fungicides) 7. Integrated Pest Management – Beneficial Plants 8. Barn Owls Boxes 9. Barn Owl Box Occupancy rates 									Complied															
4.5.1.5	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. - Major compliance -	<p>The Estate have established Environmental Training Program 2022 for instance: -</p> <table border="1"> <thead> <tr> <th>No</th> <th>Topic</th> <th>Target Date</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>Briefing on policies and HCV</td> <td>07/02/2022</td> </tr> <tr> <td>2</td> <td>SOP & HIRARC on chemical spillage</td> <td>01/07/2022</td> </tr> <tr> <td>3</td> <td>Briefing on Biodiversity</td> <td>08/04/2022</td> </tr> <tr> <td>4</td> <td>IPM Training</td> <td>07/02/2022</td> </tr> </tbody> </table> <p>Training programme for environment has been updated on annual basis and no training being conducted thus far.</p>									No	Topic	Target Date	1	Briefing on policies and HCV	07/02/2022	2	SOP & HIRARC on chemical spillage	01/07/2022	3	Briefing on Biodiversity	08/04/2022	4	IPM Training	07/02/2022	Complied
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4.5.1.6	Management shall organize regular meetings with employees where their concerns about environmental quality are discussed. - Major compliance -	<p>Environmental meeting has been conducted to Stakeholders as follow:</p> <ol style="list-style-type: none"> 1. Sighted, the Environmental Meeting dated 09/03/2022 attended by 15 external stakeholders. The meeting chaired by DGM, En. Azhar Yazid. 									Complied															

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		2. The Internal Stakeholder Meeting have been conducted on 18/11/2021 to 91 workers. The meeting chaired by the Assistant Manager.																
Criterion 4.5.2: Efficiency of energy use and use of renewable energy																		
4.5.2.1	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. - Major compliance -	<p>Monthly record of energy consumption for non-renewable and sources were kept and documented. It is monitored to optimize use of renewable energy. In view of the Estate being newly taken over, merely 2021 record were available as follows; -</p> <table border="1"> <thead> <tr> <th>Description</th> <th>Diesel</th> <th>Petrol</th> </tr> </thead> <tbody> <tr> <td>FFB, mt</td> <td colspan="2">5,282.12</td> </tr> <tr> <td>liter</td> <td>114,890</td> <td>3,204.89</td> </tr> <tr> <td>Average, Liter/mt FFB</td> <td>21.75</td> <td>0.61</td> </tr> <tr> <td>Baseline value</td> <td>25.00</td> <td>1.00</td> </tr> </tbody> </table>	Description	Diesel	Petrol	FFB, mt	5,282.12		liter	114,890	3,204.89	Average, Liter/mt FFB	21.75	0.61	Baseline value	25.00	1.00	Complied
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4.5.2.2	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. - Major compliance -	Estimation of diesel and petrol usage has been estimated until year 2026 and has been documented in the continuous improvement year 2021 until 2025.	Complied															
4.5.2.3	The use of renewable energy should be applied where possible. - Minor compliance -	No renewable energy been applied in estate.	Complied															
Criterion 4.5.3: Waste management and disposal																		
4.5.3.1	All waste products and sources of pollution shall be identified and documented. - Major compliance -	Sighted Standard Operating Procedure on Schedule Waste Management System at Tanarata Estate. The SOP listed the following waste; 1. SW102 – Battery	Complied															

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		<p>2. SW305 – Spent Hydraulic / lubricant Oil 3. SW409 – Disposed containers, bags or equipment contaminated with chemicals, pesticides, mineral oil or scheduled waste 4. SW410 – Rags, plastics & papers Sighted monthly report to DOE on scheduled waste is submitted by online @ eswis.doe.gov.com</p>																
<p>4.5.3.2</p>	<p>A waste management plan to avoid or reduce pollution shall be developed and implemented. The waste management plan should include measures for:</p> <ul style="list-style-type: none"> a) Identifying and monitoring sources of waste and pollution b) Improving the efficiency of resource utilization and recycling of potential wastes as nutrients or converting them into value-added by-products <p>- Major compliance -</p>	<p>The Waste Management Plan have been established and documented by Tanarata Estate. The plan had listed type of waste product, sources of waste, method of disposal and action plan to reduce the waste produced.</p> <p>Among the wastes that were identified include domestic wastes from household, empty chemical containers, spent lubricating oil, used PPE and polybags.</p> <p>Sighted the appointed licensed collector to collect the scheduled wastes at the estate. Latest disposal of scheduled waste for the estate as the following:</p> <table border="1" data-bbox="1055 946 1865 1401"> <thead> <tr> <th>SW</th> <th>Recent Disposed</th> <th>Date Generated Prior To Dispose</th> <th>Previous Disposal</th> <th>Consignme nt Note & Contractor</th> </tr> </thead> <tbody> <tr> <td>409</td> <td>13/3/2022 – 0.2357 Mt</td> <td>Nil</td> <td>Nil</td> <td>Edsha Solutions Sdn Bhd - 202203132 2Z131VL</td> </tr> <tr> <td>410</td> <td>29/12/2022 – 0.0558 Mt</td> <td>19/8/2021</td> <td>6/8/2021 – 0.08 Mt</td> <td>Edsha Solutions Sdn Bhd – 202112292 03218OB</td> </tr> </tbody> </table>	SW	Recent Disposed	Date Generated Prior To Dispose	Previous Disposal	Consignme nt Note & Contractor	409	13/3/2022 – 0.2357 Mt	Nil	Nil	Edsha Solutions Sdn Bhd - 202203132 2Z131VL	410	29/12/2022 – 0.0558 Mt	19/8/2021	6/8/2021 – 0.08 Mt	Edsha Solutions Sdn Bhd – 202112292 03218OB	<p>Complied</p>
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		305	29/12/2022– 0.6500 Mt	19/8/2021	16/8/2021 – 0.58mt	SP Metro Sdn Bhd – 202112292 OHTQAOJ							
		102	Nil	Nil	Nil	Nil							
4.5.3.3	<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 and safe handling, storage and disposal.</p> <p>- Major compliance -</p>	<p>United Plantations Berhad has established Occupational Safety and Health Manual on Safe Use of Pesticides under Chapter IV, Section 11 dated 20/02/2008 by Senior Executive Director, Mr Ho Dua Tiam.</p> <p>The Standard Operating Procedures outline the proper and safe handling of the following details: -</p> <ul style="list-style-type: none"> a. Transport of pesticides b. Storage and Issue of Pesticides c. Handling of Pesticides Concentrates / Formulations d. Disposal of empty containers and old chemicals e. Application of Pesticides f. Protective Clothing and Equipment Main <p>Sighted, chemical register at Tanarata Estate dated 10/12/2021 signed by En. Azhar bin Yazid, The Deputy Group Manager comprising 53 chemicals.</p>					Complied						
4.5.3.4	<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>- Major compliance -</p>	<p>The management has established internal procedure for triple rinsed highlighted the objective, standard and procedure. As per mentioned, empty chemical container will be triple rinsed and reused for premix. The latest inventory as follows: -</p> <table border="1"> <thead> <tr> <th></th> <th>Re- use</th> <th>Triple rinse & store</th> </tr> </thead> <tbody> <tr> <td>Quantity as at 24/03/2022 (pcs)</td> <td>0</td> <td>63</td> </tr> </tbody> </table>						Re- use	Triple rinse & store	Quantity as at 24/03/2022 (pcs)	0	63	Complied
	Re- use	Triple rinse & store											
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		Empty chemical container has been disposed as schedule waste under SW 409. Latest disposal is on 13/3/2022 amounting 0.2357 mt.	
4.5.3.5	Domestic waste should be disposed as such to minimize the risk of contamination of the environment and watercourses. - Minor compliance -	The domestic waste from the housing area is well managed and the wastes are disposed at landfill sited at Field 2 of Tanarata Estate. Two (2) workers being assigned to segregate the recyclable items at site.	Complied
Criterion 4.5.4: Reduction of pollution and emission			
4.5.4.1	An assessment of all polluting activities shall be conducted, including greenhouse gas emissions, scheduled wastes, solid wastes and effluent. - Major compliance -	The polluting activities has been assessed and documented in the Environmental Impact Assessment. The plan to reduce or minimize the GHG emission has been established and implemented. In general, among the action plans were: - a. To optimize the usage of diesel b. To apply more organic fertilizer such as bunch ash, EFB therefore reducing inorganic fertilizer dependency.	Complied
4.5.4.2	An action plan to reduce identified significant pollutants and emissions shall be established and implemented. - Major compliance -	Sighted Environmental Management Plan (EMP), mitigation measures are identified in the Environment Impacts Assessment register to prevent or minimize pollution.	Complied
Criterion 4.5.5: Natural water resources			
4.5.5.1	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: a. Assessment of water usage and sources of supply. b. Monitoring of outgoing water which may have negative impacts into the natural waterways at a frequency that reflects the estate's current activities.	The Estate has established Water Management Plan consist of: - 1. Peat 2. Water for Consumption 3. Domestic Wastewater Seen, water sampling point location map of Tanarata Estate, furnished with legend and its description. Evidence, Water Analysis Report for Tanarata Estate analyzed by United Plantations Berhad's Research	Complied

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	<p>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.).</p> <p>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.</p> <p>e. Where natural vegetation in riparian areas has been removed, a plan with a timetable for restoration shall be established and implemented.</p> <p>f. Where bore well is being use for water supply, the level of the ground water table should be measured at least annually.</p> <p>- Major compliance -</p>	<p>Department, Teluk Intan Perak being taken on 4/6/2021. The result as listed herein: -</p> <table border="1" data-bbox="1055 435 1865 839"> <thead> <tr> <th>Test Parameter</th> <th>Sungkai River - In</th> <th>Sungkai River - out</th> <th>Sungkai Mati River - In</th> <th>Sungkai Mati River - Out</th> </tr> <tr> <td>Water Source</td> <td>Incoming</td> <td>Outgoing</td> <td>Incoming</td> <td>Outgoing</td> </tr> </thead> <tbody> <tr> <td>pH</td> <td>6.5</td> <td>6.1</td> <td>6.8</td> <td>6.1</td> </tr> <tr> <td>BOD at 30°C (mg/L)</td> <td><2</td> <td><2</td> <td>15</td> <td>6</td> </tr> <tr> <td>COD (mg/L)</td> <td>72</td> <td>61</td> <td>49</td> <td>84</td> </tr> <tr> <td>Suspended Solid (mg/L)</td> <td>307</td> <td>289</td> <td>20</td> <td>15</td> </tr> <tr> <td>Oil & Grease (mg/L)</td> <td>2</td> <td>3</td> <td>4</td> <td>2</td> </tr> <tr> <td>Dissolved O₂ (% Sat)</td> <td>7.8</td> <td>7.4</td> <td>1.0</td> <td>3.8</td> </tr> <tr> <td>NH₃-N (mg/L)</td> <td>0.60</td> <td>0.08</td> <td><0.05</td> <td><0.05</td> </tr> <tr> <td>E.Coli (CFU/mL)</td> <td>24</td> <td>35</td> <td>54</td> <td>7</td> </tr> <tr> <td>Water Quality Index (WQI)</td> <td>52.01</td> <td>55.55</td> <td>56.14</td> <td>58.25</td> </tr> <tr> <td>Water Quality Class</td> <td>III</td> <td>III</td> <td>III</td> <td>III</td> </tr> </tbody> </table> <p>The Management have identified 0.56 hectare as buffer zone, within the TOL area and separated by road with Tanarata Estate. The area is properly demarcated on the ground as well as the map. Seen, signboard have been erected at the strategic locations.</p> <p>No evidence, chemical and physical weeding being carried out in that particular area.</p>	Test Parameter	Sungkai River - In	Sungkai River - out	Sungkai Mati River - In	Sungkai Mati River - Out	Water Source	Incoming	Outgoing	Incoming	Outgoing	pH	6.5	6.1	6.8	6.1	BOD at 30°C (mg/L)	<2	<2	15	6	COD (mg/L)	72	61	49	84	Suspended Solid (mg/L)	307	289	20	15	Oil & Grease (mg/L)	2	3	4	2	Dissolved O ₂ (% Sat)	7.8	7.4	1.0	3.8	NH ₃ -N (mg/L)	0.60	0.08	<0.05	<0.05	E.Coli (CFU/mL)	24	35	54	7	Water Quality Index (WQI)	52.01	55.55	56.14	58.25	Water Quality Class	III	III	III	III	
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Water Quality Class	III	III	III	III																																																											
<p>4.5.5.2</p>	<p>No construction of bunds, weirs and dams across main rivers or waterways passing through an estate.</p> <p>- Minor compliance -</p>	<p>Based on the field observation, sighted no construction of bunds, weirs, and waterways pass through the estate.</p>	<p>Complied</p>																																																												
<p>4.5.5.3</p>	<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>- Minor compliance -</p>	<p>No water harvesting in practise.</p>	<p>Complied</p>																																																												

Criterion 4.5.6: Status of rare, threatened, or endangered species and high biodiversity value			
<p>4.5.6.1</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> <ul style="list-style-type: none"> a) Identification of high biodiversity value habitats, such as rare and threatened ecosystems, that could be significantly affected by the grower(s) activities. 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>- Major compliance -</p>	<p>Environment and biodiversity policy have been established by United Plantations Berhad dated 8th March 2021 and signed by Chief Executive Director, Dato' Carl Bek Nielsen. United Plantations Berhad.</p> <p>The high biodiversity value was documented in the HCV assessment report being conducted by Sabarinah & Associates Sdn Bhd dated 27-29/10/2021.</p> <p>Based on the summary, no HCV 1,2,3,5,6 is presence in the Estate except for HCV 4 which possibly the river buffer zone.</p> <p>HCV Management Plan have been recommended by the Assessor on short-, medium- and long-term basis. Amongst the scope covered are conservation status of flora and fauna, human wildlife conflict, periodical monitoring, pollution waterway, No disturbance to buffer zone, stakeholder engagement and training.</p> <p>The plan being reviewed annually by the Management and the last reviewed was on 04/03/2022.</p>	<p>Complied</p>
<p>4.5.6.2</p>	<p>If rare, threatened or endangered species, or high biodiversity value, are present, appropriate measures for management planning and operations should include:</p> <ul style="list-style-type: none"> a) Ensuring that any legal requirements relating to the protection of the species are met. b) Discouraging any illegal or inappropriate hunting, fishing or collecting activities; and developing responsible measures to resolve human-wildlife conflicts. <p>- Major compliance -</p>	<p>No rare, threatened, or endangered species found at the Estate.</p> <p>An appropriate measure has been taken by the management such as:</p> <ol style="list-style-type: none"> 1. Displaying proper signage (No Fishing and No Hunting) at strategic locations. 2. Briefing to workers on RTE and Biodiversity in the estate. 3. The estate personnel did conduct HCV / Conservation Area Monitoring Checklist on monthly basis as part of monitoring mechanism. 	<p>Complied</p>

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<p>4.5.6.3</p>	<p>A management plan to comply with Indicator 1 shall be established and effectively implemented, if required. - Major compliance -</p>	<p>HCV Management Plan have been established, implemented and reviewed annually by the Management. The last reviewed was on 04/03/2022. The estate has installed signboards at prominent areas to prohibit hunting, disturbance of protected areas and the lighting of fires.</p>	<p>Complied</p>
<p>Criterion 4.5.7: Zero burning practices</p>			
<p>4.5.7.1</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. - Major compliance -</p>	<p>Environment and biodiversity policy have been established by United Plantations Berhad dated 08/03/2021 and signed by Chief Executive Director, Dato' Carl Bek Nielsen. The policy stated that the management is committed to sustainable development, zero burning, actively reducing GHG, promoting conservation and development, and conducting operation under best principle of agriculture.</p>	<p>Complied</p>
<p>4.5.7.2</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. - Major compliance -</p>	<p>Not applicable. No significant risk of diseased palm was reported in the estate.</p>	<p>NA</p>
<p>4.5.7.3</p>	<p>Where controlled burning is allowed, it shall be carried out as prescribed by the Environmental Quality (Declared Activities) (Open Burning) Order 2003 or other applicable laws. - Major compliance -</p>	<p>Not applicable. No significant risk of diseased palm was reported in the estate.</p>	<p>NA</p>
<p>4.5.7.4</p>	<p>Previous crops should be felled or mowed down, chipped and shredded, windrowed or pulverized or ploughed and mulched. - Minor compliance -</p>	<p>During replanting process, the old palm to be felled, chipped and shredded and the remains will be left on the inter-row for self-decomposed. Thus, comply with the Company SOPs.</p>	<p>Complied</p>
<p>4.6 Principle 6: Best Practices</p>			

Criterion 4.6.1: Site Management			
<p>4.6.1.1</p>	<p>Standard operating procedures shall be appropriately documented and consistently implemented and monitored.</p> <p>- Major compliance -</p>	<p>The United Plantations has established Standard Operating Procedure Manual dated 26/05/2016. The Standard Operating Procedure of the estate had been kept at the estate in Estate Manual Operation as per details:</p> <ol style="list-style-type: none"> 1. Nursery operations 2. Replanting 3. Upkeep Mature / Immature weeding 4. Water Management 5. Roads & Paths 6. Etc. <p>Furthermore, the Estate has established Safe Operating Procedure for Plantation covering 60 activities c/w HIRARC, for instance: -</p> <ol style="list-style-type: none"> 1. Ablation 2. Pruning 3. Palm census 4. Water gates 5. Workshop 6. Etc. <p>In addition, The United Plantations has established Standard Operating Procedure Manual on Occupational Safety and Health. The manual covering: -</p> <ol style="list-style-type: none"> 1. Loading and unloading 2. Motor Vehicles 	<p>Complied</p>

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		<p>3. Hand and Power Tools</p> <p>4. Hazardous Chemicals</p> <p>5. Safe use of pesticides.</p>	
4.6.1.2	<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>- Major compliance -</p>	<p>Based on Topographic Map of Tanarata Estate, the estate is generally flat, 0-2 degree.</p>	Complied
4.6.1.3	<p>A visual identification or reference system shall be established for each field.</p> <p>- Major compliance -</p>	<p>The estate has a visual reference system to identify each field or block. During site visit, each field has a field stone with block number/year of planting and hectareage.</p>	Complied
Criterion 4.6.2: Economic and financial viability plan			
4.6.2.1	<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>- Major compliance -</p>	<p>Business planning for the period of 2022 - 2025 being established and documented in order to ensure long-term economic and financial viability. The budget provisions covered activities for upkeep, cultivation, harvesting & evacuation, welfare, capital expenditure, etc. The budgets included projections on yield/ha, and total cost of production per MT & per ha.</p>	Complied
4.6.2.2	<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>- Major compliance -</p>	<p>No replanting programme in next 5 years at Tanarata Estate.</p>	Complied
4.6.2.3	<p>The business or management plan may contain:</p>	<p>The business and management plans were available in the annual budget. The annual budget provisions covered activities for upkeep,</p>	Complied

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	<p>a) Attention to quality of planting materials and FFB</p> <p>b) Crop projection: site yield potential, age profile, FFB yield trends</p> <p>c) Cost of production: cost per tonne of FFB</p> <p>d) Price forecast</p> <p>e) Financial indicators: cost benefit, discounted cash flow, return on investment</p> <p>- Major compliance -</p>	<p>cultivation, harvesting & evacuation, welfare, capital expenditure, etc. The budgets included projections on yield/ha, and total cost of production per MT & per ha.</p>	
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>- Major compliance -</p>	<p>The estate performance is recorded in the monthly progress report. Details on the actual vs budget i.e. Upkeep maintenance, capital expenditure are shown therein. The management also provides variance report on the performance and reviewed on a monthly basis. The supervisory personnel maintained a daily cost for the field operations.</p>	Complied
Criterion 4.6.3: Transparent and fair price dealing			
4.6.3.1	<p>Pricing mechanisms for the products and other services shall be documented and effectively implemented.</p> <p>- Major compliance -</p>	<p>Generally, the pricing mechanism is guided by United Plantations Berhad's Tender Policy and Procedures for the Purchase of Goods and Services, update #1 dated 20/05/2009. Based on verification of contract awards and interview with contractors, the implementation of the tender procedure is satisfactorily demonstrated.</p>	Complied
4.6.3.2	<p>All contracts shall be fair, legal and transparent and agreed payments shall be made in timely manner.</p> <p>- Major compliance -</p>	<p>Verification of contract agreement, records of payment and interview with contractors showed that contracts was fair, legal and transparent and agreed payments were made in timely manner.</p>	Complied
Criterion 4.6.4: Contractor			
4.6.4.1	<p>Where contractors are engaged, they shall understand the MSPO requirements and shall provide the required</p>	<p>The estate has made their contractors understand the MSPO requirements mainly through trainings and stakeholder's consultation</p>	OFI

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	documentation and information. - Major compliance -	meeting. Records of training and meeting were available for verification. Nonetheless, the awareness of the legal requirements by the contracted estate’s sundry shop can be further improved especially with regards to price tag of goods and sale of gas cylinders. Thus, OFI is raised.	
4.6.4.2	The management shall provide evidence of agreed contracts with the contractor. - Major compliance -	All the engaged contractors such as FFB transporters and replanting were provided with agreed contracts. Verification of the sampled contracts (Chin Lang Contractor Sdn Bhd and GP Rao Enterprise) and records of payment showed that the implementation of the stipulated conditions of the contract was effective.	Complied
4.6.4.3	The management shall accept MSPO approved auditors to verify assessments through a physical inspection if required. - Minor compliance -	The requirement of accepting MSPO accredited auditors to audit against the contractors was mentioned in the contract agreement.	Complied
4.6.4.4	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. - Major compliance -	All works performed at the estate are checked and verified by the management before any payment is approved. The records of performance evaluation were made available for verification.	Complied
4.7 Principle 7: Development of new planting			
Criterion 4.7.1: High biodiversity value			
4.7.1.1	Oil palm shall not be planted on land with high biodiversity value unless it is carried out in compliance with the National and/or State Biodiversity Legislation. - Major compliance -	NA as there is no development of new planting.	NA
4.7.1.2	No conversion of Environmentally Sensitive Areas (ESAs) to oil palm as required under Peninsular Malaysia’s National Physical	NA as there is no development of new planting.	NA

	Plan (NPP) and the Sabah Forest Management Unit under the Sabah Forest Management License Agreement. For Sabah and Sarawak, new planting or replanting of an area 500ha or more requires an EIA. For areas below 500ha but above 100ha, a Proposal for Mitigation Measures (PMM) is required. - Major compliance -		
Criterion 4.7.2: Peat Land			
4.7.2.1	New planting and replanting may be developed and implemented on peat land as per MPOB guidelines on peat land development or industry best practice. - Major compliance -	NA as there is no development of new planting.	NA
Criterion 4.7.3: Social and Environmental Impact Assessment (SEIA)			
4.7.3.1	A comprehensive and participatory social and environmental impact assessment shall be conducted prior to establishing new plantings or operations. - Major compliance -	NA as there is no development of new planting.	NA
4.7.3.2	SEIAs shall include previous land use or history and involve independent consultation as per national and state regulations, via participatory methodology which includes external stakeholders. - Major compliance -	NA as there is no development of new planting.	NA
4.7.3.3	The results of the SEIA shall be incorporated into an appropriate management plan and operational procedures developed, implemented, monitored and reviewed. - Major compliance -	NA as there is no development of new planting.	NA

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4.7.3.4	Where the development includes smallholder schemes of above 500ha in total or small estates, the impacts and implications of how each scheme or small estate is to be managed should be documented and a plan to manage the impacts developed, implemented, monitored and reviewed. - Minor compliance -	NA as there is no development of new planting.	NA
Criterion 4.7.4: Soil and topographic information			
4.7.4.1	Information on soil types shall be adequate to establish the long-term suitability of the land for oil palm cultivation. - Major compliance -	NA as there is no development of new planting.	NA
4.7.4.2	Topographic information shall be adequate to guide the planning of planting programmes, drainage and irrigation systems, roads and other infrastructure. - Major compliance -	NA as there is no development of new planting.	NA
Criterion 4.7.5: Planting on steep terrain, marginal and fragile soils			
4.7.5.1	Extensive planting on steep terrain, marginal and fragile soils shall be avoided unless permitted by local, state and national laws. - Major compliance -	NA as there is no development of new planting.	NA
4.7.5.2	Where planting on fragile and marginal soils is proposed, plans shall be developed and implemented to protect them and to minimize adverse impacts (e.g. hydrological) or significantly increased risks (e.g. fire risk) in areas outside the plantation. - Major compliance -	NA as there is no development of new planting.	NA
4.7.5.3	Marginal and fragile soils, including excessive gradients and	NA as there is no development of new planting.	NA

	peat soils, shall be identified prior to conversion. - Major compliance -		
Criterion 4.7.6: Customary land			
4.7.6.1	No new plantings are established on recognised customary land without the owners’ free, prior and informed consent, dealt with through a documented system that enables indigenous peoples, local communities and other stakeholders to express their views through their own representative institutions. - Major compliance -	NA as there is no development of new planting.	NA
4.7.6.2	Where new plantings on recognised customary lands are acceptable, management plans and operations should maintain sacred sites. - Minor compliance -	NA as there is no development of new planting.	NA
4.7.6.3	Where recognized customary or legally owned lands have been taken-over, the documentary proof of the transfer of rights and of payment or provision of agreed compensation shall be made available. - Major compliance -	NA as there is no development of new planting.	NA
4.7.6.4	The owner of recognised customary land shall be compensated for any agreed land acquisitions and relinquishment of rights, subject to their free prior informed consent and negotiated agreement. - Major compliance -	NA as there is no development of new planting.	NA
4.7.6.5	Identification and assessment of legal and recognised customary rights shall be documented. - Major compliance -	NA as there is no development of new planting.	NA

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<p>4.7.6.6</p>	<p>A system for identifying people entitled to compensation and for calculating and distributing fair compensation shall be established and implemented. - Major compliance -</p>	<p>NA as there is no development of new planting.</p>	<p>NA</p>
<p>4.7.6.7</p>	<p>The process and outcome of any compensation claims shall be documented and made publicly available. - Major compliance -</p>	<p>NA as there is no development of new planting.</p>	<p>NA</p>
<p>4.7.6.8</p>	<p>Communities that have lost access and rights to land for plantation expansion should be given opportunities to benefit from the plantation development. - Minor compliance -</p>	<p>NA as there is no development of new planting.</p>	<p>NA</p>



Appendix B: Smallholder Member Details

No.	Smallholder		Location of Planted Area (District)	GPS Coordinates		Certified Area (ha)	Planted Area (ha)
	Name	MPOB License Number		Latitude	Longitude		
	NA						

Appendix C: Location and Field Map

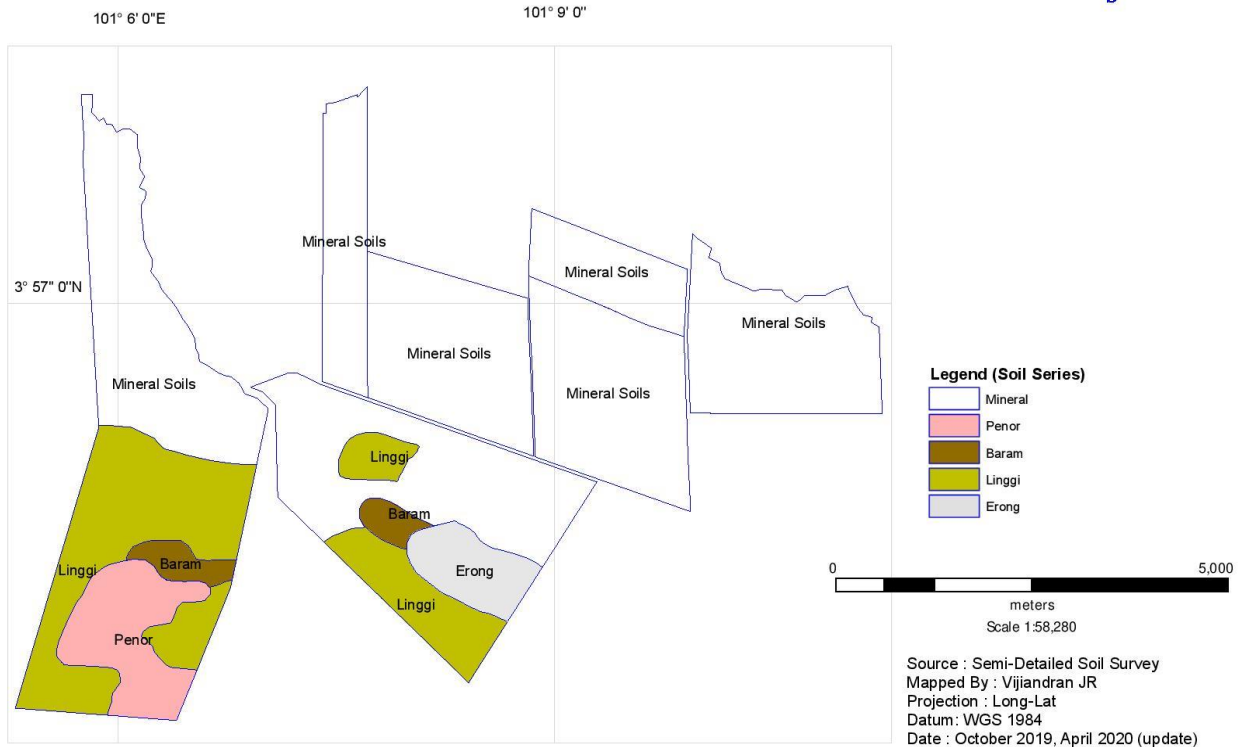
Plantation & Mill (Malaysia)	
① Jendarata Estate & Mill United Plantations Berhad (Registered Office) Jendarata Estate 36009, Teluk Intan Perak Darul Ridzuan Malaysia	  
② UIE Estate & Mill	  
③ Kuala Bernam Estate	
④ Sungei Bernam Estate	
⑤ Ulu Bernam Estate & Mill	  
⑥ Changkat Mentri Estate	
⑦ Ulu Basir Estate & Mill	 
⑧ Charong Estate	
⑨ Seri Pelangi Estate	
⑩ Lima Blas Estate	
⑪ Tanarata Estate	



Tanarata Estate Map



Peat Soil Map - Tanarata Estate (Updated April 2020)
United Plantations Berhad



Appendix D: List of Abbreviations

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