

MSPO Public Summary Report
Revision 2 (Nov 2021)

MALAYSIAN SUSTAINABLE PALM OIL
MSPO OPMC Public Summary Report

- Initial Assessment
- Annual Surveillance Assessment (3)
- Recertification Assessment (Choose an item.)
- Extension of Scope

FGV HOLDINGS BERHAD
Client Company (HQ) Address: FGV Holdings Berhad Wisma FGV, Level 20 West, Jalan Raja Laut 50350 Kuala Lumpur, Malaysia
Certification Unit: FGV Palm Industries Sdn Bhd (Besout Palm Oil Mill) & FGV Plantations (Malaysia) Sdn Bhd (Besout 6 Estate & Besout 7 Estate)
Date of Final Report: 18/10/2022

Report prepared by:
Mohd Nazib Bin Marwan

Report Number: 3511525

Assessment Conducted by:
 BSI Services Malaysia Sdn Bhd,
 (DSM Accreditation Number: MSPO 09112018 CB 12)
 Suite 29.01 Level 29 The Gardens North Tower,
 Mid Valley City Lingkaran Syed Putra,
 59200 Kuala Lumpur, Malaysia
 Tel +60392129638 Fax +60392129639
 www.bsigroup.com

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Section 1: Executive Summary

1.1 Organizational Information and Contact Person			
Company Name	FGV Holdings Berhad		
Mill/Estate	Certification Unit	MPOB License No.	Expiry Date
	FGVPISB Besout Palm Oil Mill	500155504000	31/03/2022
	FGVPM Besout 6 Estate	574649002000	30/06/2022
	FGVPM Besout 7 Estate	559124002000	31/03/2023
Address	Level 20, West Wisma FGV, Jalan Raja Laut 50350 Kuala Lumpur, Malaysia		
Management Representative	Mr Ameer Izyanif Bin Hamzah		
Website	www.fgvholdings.com	E-mail	ameer.h@fgvholdings.com
Telephone	+603-2789 1338	Facsimile	+603-2789 0001

1.2 Certification Information			
Certificate Number	Mill: MSPO 701757 Estate: MSPO 701758	Certificate Start Date	07/05/2019
Date of First Certification	07/05/2019	Certificate Expiry Date	06/05/2024
Scope of Certification	<input checked="" type="checkbox"/> Mill: Production of Sustainable Palm Oil and Palm Oil Products <input checked="" type="checkbox"/> Estate: Production of Sustainable Oil Palm Fruits		
Visit Objectives	<p>The objective of the assessment was to conduct an annual surveillance assessment 3 and look for positive evidence to ensure that elements of the scope of certification and the requirements of the management standard are effectively addressed by the organisation's management system and that the system is demonstrating the ability to support the achievement of statutory, regulatory and contractual requirements and the organisation's specified objectives, as applicable with regard to the scope of the management standard, and to confirm the on-going achievement and applicability of the forward strategic plan and where applicable to identify potential areas for improvement of the management system.</p>		
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 checked="" 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)	26/12/2018 - 28/12/2018		
Continuous Assessment Visit Date (CAV) 1	04/02/2020 - 06/02/2020		
Continuous Assessment Visit Date (CAV) 2	02/02/2021 - 04/02/2021		
Continuous Assessment Visit Date (CAV) 3	07/02/2022 - 09/02/2022		

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Continuous Assessment Visit Date (CAV) 4	-
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1.3 Other Certifications

Certificate Number	Standard(s)	Certificate Issued by	Expiry Date
RSPO 682927	RSPO Principles & Criteria of Sustainable Palm Oil Production: 2018; Malaysian National Interpretation: 2019	BSI Services Malaysia Sdn. Bhd.	29/04/2023
MSPO-SCCS-TCI-030-2020	MSPO Supply Chain Certification Standard (MSPO SCCS) 1 October 2018.	Trans Certification International Sdn Bhd	26/03/2025

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
FGVPISB Besout POM	Kilang Sawit Besout, 35600 Sungkai, Perak, Malaysia	3° 52' 48.00" N	101° 16' 33.99" E
FGVPM Besout 6 Estate	Ladang FGVPM Besout 6, 35600 Sungkai, Perak, Malaysia	3° 46' 39.00" N	101° 16' 30.09" E
FGVPM Besout 7 Estate	Ladang FGVPM Besout 7, 35600 Sungkai, Perak, Malaysia	3° 50' 35.00" N	101° 17' 35.00" E

1.5 Certified Area

Estate	Total Planted (Mature + Immature) (ha)	HCV (ha)	Infrastructure & Other (ha)	Total Area (ha)	% of Planted
FGVPM Besout 6 Estate	2,151.21	0	233.69	2,384.90	90.20
FGVPM Besout 7 Estate	2,495.00	0	413.04	2,908.04	85.80
Total (ha)	4,646.21	0	646.73	5,292.94	

1.6 Plantings & Cycle

Estate	Age (Years)					Mature	Immature
	0 - 3	4 - 10	11 - 20	21 - 25	26 - 30		
FGVPM Besout 6 Estate	-	1,279.26	759.12	12.77	78.15	2,129.30	-
FGVPM Besout 7 Estate	987.11	883.29	646.51	-	-	1,529.80	987.11
Total (ha)	987.11	2,162.55	1,405.63	12.77	78.15	3,659.10	987.11

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1.7 Certified Tonnage of FFB			
Estate	Tonnage / year		
	Estimated (Feb 2021 - Jan 2022)	Actual (Feb 2021 - Jan 2022)	Forecast (May 2022 - Apr 2023)
FGVPM Besout 6 Estate	39,705.47	37,709.92	43,809.25
FGVPM Besout 7 Estate	23,058.00	24,393.12	23,075.89
Total (mt)	62,763.47	62,103.04	66,885.14

1.8 Uncertified Tonnage of FFB			
Estate	Tonnage / year		
	Estimated (Feb 2021 - Jan 2022)	Actual (Feb 2021 - Jan 2022)	Forecast (May 2022 - Apr 2023)
Independent Smallholders	0	206,869.93	205,000.00
Total (mt)	0	206,869.93	205,000.00

1.9 Certified Tonnage			
Mill Capacity: 54 MT/hr SCC Model: MB	Estimated (Feb 2021 - Jan 2022)	Actual (Feb 2021 - Jan 2022)	Forecast (May 2022 - Apr 2023)
	FFB	FFB	FFB
	62,763.47	62,103.04	66,885.14
	CPO (OER: 20.50%)	CPO (OER: 18.61%)	CPO (OER: 20.00%)
	12,866.51	11,557.38	13,377.03
	PK (KER: 5.50%)	PK (KER: 4.97%)	PK (KER: 5.50%)
3,451.99	3,086.52	3,678.68	

1.10 Actual Sold Volume (CPO)					
CPO (mt)	MSPO Certified	Other Schemes Certified		Conventional	Total
		ISCC	RSPO		
11,557.38	-	-	-	11,557.38	11,557.38

1.11 Actual Sold Volume (PK)					
PK (mt)	MSPO Certified	Other Schemes Certified		Conventional	Total
		ISCC	RSPO		
3,086.52	-	-	2,422.62	663.9	3,086.52

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 07-09/02/2022 The audit programme is included as Section 2.4. The approach to the audit was to treat the FGVPISB Besout Palm Oil Mill, FGVPB Besout 6 Estate and FGVPB Besout 7 Estate as a MSPO Certification Unit. A range of environmental and social factors were covered. This includes consideration of topography, palm age, proximity to areas with HBVs, declared conservation areas and local communities.

The methodology for collection of objective evidence included physical site inspections, observation of tasks and processes, interviews of staff, workers and their families and external stakeholders, review of documentation and monitoring data. MS 2530-3:2013 and MS 2530-4:2013 were used to guide the collection of information to assess compliance. The comments made by external stakeholders were also taken into account in the assessment.

The Certification Unit 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. 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. Major non-conformity been closed off-site and all evidence were sufficient.

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 years cycle.

Assessment Program					
Name (Mill / Plantation / Group smallholders)	Year 1 (Certification)	Year 2 (ASA 1)	Year 3 (ASA 2)	Year 4 (ASA 3)	Year 5 (ASA 4)
FGVPISB Besout POM	√	√	√	√	√
FGVPM Besout 6 Estate	√	√	√	√	√
FGVPM Besout 7 Estate	√	√	√	√	√

Tentative Date of Next Visit: February 6, 2023 - February 8, 2023

Total No. of Mandays: 11

2.1 BSI Assessment Team

Team Member Name	Role <i>(Team Leader or Team member)</i>	Qualifications <i>(Short description of the team members)</i>
Mohd Nazib Marwan (MNZ)	Team Leader	<p>Education: Diploma in Mechanical Engineering. Graduated from Politeknik Sultan Salahuddin Abdul Aziz Shah in 2007.</p> <p>Work Experience: He is former DOSH Officer (Department of Occupational Safety and Health) from 2003-2008. He has conducted audit and inspection related to OSH at various Estates, Palm Oil Mill and Palm Oil Refinery in Selangor. He also has hands on experience in managing his family oil palm plantation (small holders) in Batu Pahat, Johor. He is a qualified Lead Auditor for MS 2530:2013, ISO 45001:2018, ISO 14001:2015 and ISO 9001:2015 since 2009 in various industries covering Malaysia and Indonesia.</p> <p>Training attended: He has completed training as follow: ISO 9001:2015 Transition Training in December 2015 ISO 14001:2015 Training in January 2016 RSPO P&C 2013 Lead Auditor Course in May 2017 ISO 45001:2018 in May 2018 Social Auditing in RSPO in January 2019 RSPO P&C 2018 in January 2019 MSPO 2530:2013 Lead Auditor Course and MSPO SCCS in March 2019 SMETA Requirement Training in May 2021</p>

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		<p>Aspect covered in this audit: During this assessment, he assessed on the aspect of management commitment and responsibility, transparency, social responsibility, employment condition and contractor.</p> <p>Language proficiency: Fluent in Bahasa Malaysia and English Language.</p>
Nor Halis Abu Zar (NHA)	Team Member	<p>Education: Bachelor of Science, Plantation Technology and Management, graduated from Universiti Teknologi Mara in 2012.</p> <p>Work Experience: He started his career as Assistant Manager at Kulim Plantations Sdn. Bhd. managing the day-to-day plantation operations. In his career at Kulim Plantation. He had accumulated more than 6 years of sustainability implementation experience. He is a qualified Lead Auditor for MS 2530:2013 and has accumulated more than 400 audit days throughout his current career as the auditor for multiple disciplines covering Malaysia.</p> <p>Training attended: He has completed ISO IMS 9001 and 14001 Lead Auditor Course in January 2019, MSPO 2530:2013 Lead Auditor Course in February 2019, Endorsed RSPO Lead Auditor Course in October 2020, CQI and IRCA Certified ISO 45001 Lead Auditor Course in June 2021, ISO 9001:2015 Lead Auditor Course in April 2019, MSPO SCCS Auditor in February 2019 and also trained in SMETA Requirement Training on May 2021.</p> <p>Aspect covered in this audit: During this assessment, he assessed on the aspects of Safety, Environment and Best Practices.</p> <p>Language proficiency: Fluent in Bahasa Malaysia and English Language.</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
	N/A	

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2.4 Assessment Plan

The assessment plan was sent to the client prior to the assessment (attached assessment plan).

Date	Time	Subjects	MNZ	NHA
Monday 07/02/2022 (FGVPM Besout 7 Estate)	0830-0900	Opening Meeting MSPO: <ul style="list-style-type: none"> Opening Presentation by Audit team leader. Confirmation of assessment scope and finalize Audit plan. 	√	√
	0900-1230 1330-1630	FGVPM Besout 7 Estate: Field visit, boundary inspection, field operations, staff & workers interview, buffer zone, HCV area, IPM implementation, OSH&ERP, workshop, storage area (agrochemical, fertilizer, lubricant etc.), agrochemical mixing area, Schedule waste management, worker housing, clinic, Landfill etc.		√
	1230-1330	Lunch	√	√
	0900-1230 1330-1630	Document Review (MS 2530 Part 3), Management commitment and responsibility, Transparency, Compliance to legal requirement, social responsibility, health safety and employment condition, staff, workers and contractor interview, housing and facility inspection, clinic, etc.	√	
	1630-1700	Interim Closing briefing	√	√
Tuesday 08/02/2022 (FGVPM Besout POM)	0830-1230 1330-1630	FGVPISB Besout Palm Oil Mill Field Assessment: FFB receiving, warehouse, workshop, wastes management & Landfill, Effluent Ponds, OSH & ERP, Environment issues, POME application, water treatment. Laboratory, weighbridge and palm product storage area,		√
	1000-1200	Stakeholder consultation	√	
	1230-1330	Lunch	√	√
	0830-1230 1330-1630	Document review (MS:2530 Part 4), Management commitment and responsibility, Transparency, Compliance to legal requirement, social responsibility, health safety and employment condition, staff, workers and contractor interview, housing and facility inspection,	√	
	1600-1700	Interim Closing briefing	√	√
Wednesday 09/02/2022 (FGVPM Besout 6 Estate)	0830-1230 1330-1600	FGVPM Besout 6 Estate: Field visit, boundary inspection, field operations, staff & workers interview, buffer zone, HCV area, IPM implementation, OSH&ERP, workshop, storage area (agrochemical, fertilizer, lubricant etc.), agrochemical mixing area, Schedule waste management, worker housing, clinic, Landfill etc.		√
	1230-1330	Lunch	√	√

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Date	Time	Subjects	MNZ	NHA
	0830-1230 1330-1600	Document review (MS:2530 Part 3), Management commitment and responsibility, Transparency, Compliance to legal requirement, social responsibility, health safety and employment condition, staff, workers and contractor interview, housing and facility inspection,	√	
	1600-1700	Interim Closing briefing	√	√
	1600-1700	Finalization of audit findings & preparation of closing meeting	√	√
	1700-1730	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 nonconformity is listed below. The findings summary of the assessment by criteria are listed in Appendix A.

During the assessment there were four (4) Major & one (1) Minor nonconformities raised. The FGVPIB Besout POM and Supply Base Certification unit submitted Corrective Action Plans for the nonconformity. Corrective action plans with respect to the nonconformity was reviewed by the BSI audit team and accepted.

The implementation of the corrective action plans to address the minor nonconformity will be followed up during the next surveillance assessment. The implementation of the Corrective Actions for the Major Non-conformity(ies) has been verified for its effectiveness and closed accordingly. The below is the summary of the non-conformity raised during this assessment.

Non-Conformity Report			
NCR Ref #:	2164249-202202-M1	Issue Date:	09/02/2022
Due Date:	08/05/2022	Date of Closure:	7/10/2022
Area/Process:	FGVPISB Besout POM	Clause & Category: (Major / Minor)	MSPO 2530 Part 4: 4.4.5.4 Major
Requirements:	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.		
Statement of Nonconformity:	Contractors' workers overtime was not paid accordingly.		
Objective Evidence:	1) The overtime payment made by contractor to their workers (e.g. for September 2021) was not tally with the overtime record (Borang Tuntutan Bayaran Kerja & Kerja Lebih Masa) provided by FGVPIB Besout POM as follows: <ul style="list-style-type: none"> a) I/C No: 89xxxx-08-55xx, O/T recorded: 18hours (RM248.08), However, O/T paid only 3 hours (RM25.96) b) I/C No: 90xxxx-08-50xx, O/T recorded: 13 hours (RM204.81), However, O/T paid only 1 hour (RM8.65). c) I/C No: 88xxxx-08-71xx, O/T recorded: 14 hours (RM121.15), However, O/T paid only 7.5 hours (RM109.62). d) I/C No: 85xxxx-08-65xx, O/T recorded: 19.5 hours (RM261.06), However, O/T paid only 5 hours (RM43.27). 		

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	<p>e) I/C No: 76xxxx-08-53xx, O/T recorded: 8 hours (RM161.54), However, O/T paid only 1 hour (RM8.65).</p> <p>f) I/C No: 87xxxx-08-62xx, O/T recorded:16.5 hours (RM142.79), However, O/T paid only 13 hours (RM118.27)</p> <p>2) The contractor workers' pay slips was not addressed clearly the overtime paid on public holiday, rest day or normal overtime rate.</p>
Corrections:	The management to engage with the contractor to correct the payment voucher / salary slip for the effected workers.
Root cause analysis:	Inadequate monitoring on contractor/vendors documentation (i.e. pay slips / payment voucher) and other salary related compliance as per contract terms and conditions. Overtime was paid accordingly but wrongly transpired (wrongly copy & paste).
Corrective Actions:	Unit of certification (FGVPISB) management together with its regional procurement unit to carry out contractor compliance monitoring on vendors and contractors periodically. All relevant contractor documents (eg copy of workers personal details, monthly salary slip, EPF & SOCSO contributions, contract agreement) to be updated correctly, verified and compiled for record and reference.
Assessment Conclusion:	As per briefing record, explanation and correction made on the pay slip for the affected workers, it was found adequate, and the Major NC was closed on 08/05/2022.

Non-Conformity Report			
NCR Ref #:	2164249-202202-M2	Issue Date:	09/02/2022
Due Date:	08/05/2022	Date of Closure:	7/10/2022
Area/Process:	FGVPISB Besout POM	Clause & Category: (Major / Minor)	MSPO 2530 Part 4: 4.4.4.2 Major
Requirements:	<p>The occupational safety and health plan should cover the following:</p> <p>b) The risk of all operations shall be assessed and documented.</p> <p>h) Accident and emergency procedures shall exist and instructions shall be clearly understood by all employees.</p> <p>i) Employees trained in First Aid shall be present at all mill operations. First Aid equipment should be available at each worksite.</p>		
Statement of Nonconformity:	The Safety and health plan were not effectively implemented.		
Objective Evidence:	<p>During site visit at Ramp area, 1 lorry driver WB3279V was found not wearing safety helmet when transport FFB to the mill ramp. It was not in line with risk control in HIRARC Loading Ramp that stated on PPE usage while transport the FFB. During inspection of First Aid Box at Ramp area, 3 types of first aid content was found expired which is Sterilize Gauze Swabs on 07/2016, Sterile eye pad on 04/2013, and Triangular bandage on 05/2021. This was not in line with Prosedur Pertolongan Cemas Section 9.0 "Kandungan Peti Pertolongan Cemas" dated 24/06/2008.</p>		
Corrections:	Appointed SHO or PIC to conduct regular inspection on HSE compliance and management to monitor and document the record (e.g., SHO inspection form consisting of SHO name, dates, time, area of inspection, items inspected, findings,		

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	corrective actions, status). This document to be filed by project for reference and verification.
Root cause analysis:	Lack of monitoring and enforcement on HSE SOP and practices at project by appointed SHO officers.
Corrective Actions:	Management of certification units (FGVPISB) through its SHO officers (both at mill and at regional) to carry out compliance monitoring periodically and to enforce the implementation of the HSE policy and SOPs in order to ensure all HSE matters and practices are in accordance to regulations and company SOP.
Assessment Conclusion:	As per safety helmet issuance record and updated checklist for First Aid Box submitted, the evidence was found adequate. Thus, the Major NC was closed on 08/05/2022

Non-Conformity Report			
NCR Ref #:	2164249-202202-M3	Issue Date:	09/02/2022
Due Date:	08/05/2022	Date of Closure:	7/10/2022
Area/Process:	Besout 6 Estate & Besout 7 Estate	Clause & Category: (Major / Minor)	MSPO 2530 Part 3: 4.4.4.2 Major
Requirements:	The occupational safety and health plan shall cover the following: b) The risks of all operations shall be assessed and documented. e) The management shall establish Standard Operating Procedure for handling of chemicals to ensure proper and safe handling and storage in accordance to Occupational Safety Health (Classification Packaging and Labeling) Regulation 1997 and Occupational Safety Health (Use and Standard of Exposure of Chemical Hazardous to Health) Regulation 2000.		
Statement of Nonconformity:	The HIRARC control and handling of chemicals was not effectively implemented.		
Objective Evidence:	During site visit at Harvesting PM18M at FGVP Besout 7 Estate, It was found tractor driver was wearing wellington boot instead of safety boot as stated in the HIRARC "Jentera Pertanian". During site visit at general store at FGVP Besout 6 Estate, it was found 1 unit of bottle contain lubricant was stored without any labelling. It was not in line with SOP "Pengurusan Bahan Kimia, Racun Makhluk Perosak" dated 01/02/2020 Section 6.5.1 "Bahan kimia & makhluk perosak yang di pindahkan ke bekas lain hendaklah di label semula mengikut label asal bagi mengelakkan kekeliruan kepada pekerja lain".		
Corrections:	FGVP Besout 7 Estate - The workers to be issued with a new safety boots as the distribution of new safety shoes and other PPE for 2022 is currently in progress. FGVP Besout 6 Estate - Provide a standard container to store the remaining unused lubricant oil with proper labelling.		
Root cause analysis:	FGVP Besout 7 Estate - Change of job scope for the effected worker (Mr Utpal Saha) from harvester to tractors drivers effective January 2022, and PPE (safety shoes) was not properly assigned to him. The distribution of new safety shoes and other PPE for 2022 is currently in progress.		

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	FGVPM Besout 6 Estate - Lack of understanding among the Storekeepers and related workers regarding to SOP "Pengurusan Bahan Kimia, Racun Makhluk Perosak" dated 01/02/2020.
Corrective Actions:	<p>The management to monitor its PPE inventory regularly to ensure sufficient stocks. Application of new stock to be increased (5%) from the standard requirement to cater any increase or changes in the requirement.</p> <p>Refresher training for workers particularly storekeeper/ person in charge on schedule waste management to be carried out regularly.</p> <p>Continuous monitoring on the implementation and enforcement to be carried out by the SHOs or designated person in charge to ensure HSE practices are in accordance with regulations and SOPs.</p>
Assessment Conclusion:	Evidence submitted on the PPE issuance record, photo and briefing record was found adequate. Thus, Major NC was closed on 08/05/2022.

Non-Conformity Report			
NCR Ref #:	2164249-202202-M4	Issue Date:	09/02/2022
Due Date:	08/05/2022	Date of Closure:	7/10/2022
Area/Process:	FGVPM Besout 6 Estate & FGVPM Besout 7 Estate	Clause & Category: (Major / Minor)	MSPO 2530 Part 3: 4.5.3.2 Major
Requirements:	<p>A waste management plan to avoid or reduce pollution shall be developed and implemented. The waste management plan should include measures for:</p> <p>a) Identifying and monitoring sources of waste and pollution</p> <p>b) Improving the efficiency of resource utilization and recycling of potential wastes as nutrients or converting them into value-added by-products</p>		
Statement of Nonconformity:	Waste Management Plan and Identification of Schedule Waste was not effectively implemented.		
Objective Evidence:	<p>During site visit at landfill area PM 09F at FGVPM Besout 7, it was found that no segregation of waste has been conducted. Household waste, metal waste and plastic based waste were disposed there. It was not in line with SOP "Pelan Pengurusan Sisa Pepejal" dated 23/01/2020 Section 8.0 "Pengasingan sampah/ Sisa pepejal mengikut kategori".</p> <p>During site visit at recycle store at FGVPM Besout 6, it was found 3 unit of empty metal chemical container (Cypermethrin) was stored in the recycle store. It was not in line with SOP "Pengurusan Bahan Buangan Terjadual Setiap Ladang" dated 23/01/2020 Section 6.1 "Kenalpasti dan Pengasingan Bahan Buangan" and SOP "Pelupusan Bekas Racun Makhluk Perosak Dan Beg Baja" dated 23/01/2020 Section 3.0 "Hanya Bekas Racun makhluk perosak yang telah di bilas tiga kali, kering dan di perbuat daripada high density polythene (HDPE) sahaja boleh di terima untuk di kitar semula".</p>		
Corrections:	<p>FGVPM Besout 7 Estate - Carry out waste segregation at the housing for 3R program and recycle items to be collected and sold to vendors (recycling company) once a month. A schedule for vendors to collect the items to be published for workers.</p> <p>FGVPM Besout 6 Estate - Empty metal container for pesticide chemical to be declared as a scheduled waste SW409 and to be managed accordingly.</p>		

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Root cause analysis:	<p>FGVPM Besout 7 Estate - Lack of awareness among workers in segregation of waste for recycling initiatives.</p> <p>FGVPM Besout 6 Estate - Lack of understanding among the Storekeeper and related workers regarding to SOP "<i>Pengurusan Bahan Buangan Terjadual Setiap Ladang</i>" dated 23/01/2020.</p>
Corrective Actions:	<p>Continuous training and awareness program to be carried out for staff and workers on waste management and recycling initiatives together with provision of collection bin for waste segregations.</p> <p>Refresher training for workers particularly storekeeper/ person in charge on schedule waste management to be carried out regularly.</p> <p>Continuous monitoring on the implementation and enforcement to be carried out by the SHOs or designated person in charge.</p>
Assessment Conclusion:	As per training records dated 18/04/2022 for FGVPM Besout 7 Estate and 27/04/2022 for FGVPM Besout 6 Estate, the evidence was found adequate. Thus, Major NC was closed on 08/05/2022.

Non-Conformity Report			
NCR Ref #:	2164249-202202-N1	Issue Date:	09/02/2022
Due Date:	Next Surveillance	Date of Closure:	Open
Area/Process:	FGVPISB Besout POM	Clause & Category: (Major / Minor)	MSPO 2530 Part 4: 4.5.3.3 Minor
Requirements:	The palm oil mill management shall establish Standard Operating Procedure for handling of used chemicals that are classified under Environmental Quality Regulations (Scheduled Waste) 2005, Environmental Quality Act, 1974 to ensure proper and safe handling, storage and disposal. Scheduled waste shall be disposed as per Environmental Quality Act 1974 (Scheduled Waste) Regulations, 2005		
Statement of Nonconformity:	Storage and disposal of schedule waste was not according to the legal requirements.		
Objective Evidence:	During document verification, it was found SW409 that generated on January 2021 has not been disposed yet and stored more than 180 days. The extension has been requested to DOE and waiting for approval. The Quotation for Disposal by authorized contractor has been documented on January 2022 and waiting for collection on February 2022. Acknowledgement by DOE from the letter was verified and mill was in progress to disposed mentioned schedule waste. The storage of schedule waste was not in line with Environmental Quality Regulations (Scheduled Waste) 2005, Environmental Quality Act, 1974 Section 9(5) Storage must not exceed 180 days unless permitted by Director General DOE.		
Corrections:	The unit of certification to monitor the inventory regularly and manage or expedite the disposal of the mentioned schedule waste as planned (by February 2022) with the respective authorized contractors. Progress to be reported accordingly.		
Root cause analysis:	Lack of awareness on monitoring the inventory, storage and disposal period of schedule waste.		
Corrective Actions:	Unit of certification to carry out awareness and training for respective officer in monitoring all schedule waste inventory regularly and manage the storage in line with Environmental Quality Regulations requirements.		

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Assessment Conclusion:	The correction and corrective action plan were found to be adequate. Effectiveness of the implementation will be verified on next assessment.
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Opportunity For Improvement			
Ref:	N/A	Clause:	N/A
Area/Process:	N/A		
Objective Evidence:	N/A		

Noteworthy Positive Comments	
1.	Good commitment, cooperation and audit arrangement from the auditees.
2.	Positive feedback from the stakeholder received during interview.
3.	Good relationship and communication between the management and local communities.

3.3 Status of Nonconformities Previously Identified and OFI

Non-Conformity Report			
NCR Ref #:	2018846-202102-M1	Issue Date:	04/02/2021
Due Date:	03/04/2021	Date of Closure:	10/03/2021
Area/Process:	FGVPISB Besout POM	Clause & Category (Major / Minor)	MSPO 2530 Part 4: 4.4.2.2 Major
Requirements:	The system shall be able to resolve disputes in an effective, timely and appropriate manner that is accepted by all parties.		
Statement of Nonconformity:	Complaints received were not resolved within the timeline accordance to SOP for "Menangani Aduan dan Rungutan" with Doc. No.: FGV/ML-1A/L2-Pr13 dated 01/04/2019.		
Objective Evidence:	FGVPISB Besout POM: Reviewed the Laporan Kerosakan Rumah Kakitangan complaints, House No.: H04 reported on 18/02/2020 for broken toilet door and House No.: HD-3 reported on 15/04/2019 found that the complaint was only resolved on 10/11/2020 and 06/11/2020. The complaints were not resolved in the timeline as per the SOP for "Menangani Aduan dan Rungutan" with Doc. No.: FGV/ML-1A/L2-Pr13 dated 01/04/2019.		
Corrections:	<ol style="list-style-type: none"> Conducted briefing based on the Laporan Kerosakan Rumah Kakitangan complaints, as per the SOP requirement whereby the personnel incharge need to notify within 14 days to the complainer on the status and timeline to resolve the complaints and to be agreed by both parties as per clause 7.1.1.2 New complaint FORM had been established. 		
Root cause analysis:	Delay in resolving the complaints timely are due to the prioritizing of the complaints based on urgencies and also due to budget constraint.		
Corrective Actions:	<ol style="list-style-type: none"> Before proceeding for resolving the complaints the NEW FORM need to be signed and agreed by both parties on the complaints within 14 days 		

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	2. The Mill Manager only signed upon confirmation from both parties for further action
Assessment Conclusion:	As per training record on briefing regarding grievance and complaint procedure to staff and workers and record of resolving were found to be adequate thus the Major NC was closed on 10/3/2021.
Verification Statement:	As per complaint records and stakeholder interview, complaints have been resolved as per timeframe agreed by both parties. This confirmed that no recurrence issue. Thus, Major NC remain closed.

Non-Conformity Report			
NCR Ref #:	2018846-202102-N1	Issue Date:	04/02/2021
Due Date:	09/02/2022	Date of Closure:	09/02/2022
Area/Process:	FGVPISB Besout POM	Clause & Category: (Major / Minor)	MSPO 2530 Part 4: 4.2.2.3 Minor
Requirements:	List of stakeholders, records of all consultation and communication and records of action taken in response to input from stakeholders should be properly maintained.		
Statement of Nonconformity:	List of stakeholders was incomplete.		
Objective Evidence:	Stakeholder list developed in FGVPISB Besout POM was incomplete where some of the government authorities were not included.		
Corrections:	<ol style="list-style-type: none"> 1. Appointment of personnel to be in-charge for updating the Stakeholder list 2. Updated the Stakeholder List with some of the government authorities 		
Root cause analysis:	There is no mechanism to update the exiting Stakeholder List.		
Corrective Actions:	Appointment personnel to make sure any new or changes in the Stakeholder List need to be updated periodically.		
Assessment Conclusion:	All the correction and corrective action were found to be adequate. Effectiveness of the implementation will be confirmed on next assessment visit.		
Verification Statement:	List of stakeholders for FGVPISB Besout POM has been updated and include all relevant stakeholders. Management has nominated personnel to communicate with relevant stakeholders. Thus, Minor NC remain closed.		

Non-Conformity Report			
NCR Ref #:	2018846-202102-N2	Issue Date:	04/02/2021
Due Date:	09/02/2022	Date of Closure:	09/02/2022
Area/Process:	FGVPISB Besout POM	Clause & Category: (Major / Minor)	MSPO 2530 Part 4: 4.4.1.1 Minor
Requirements:	Social impact should be identified, and plans are implemented to mitigate the negative impacts and promote the positive ones.		
Statement of Nonconformity:	Social management and monitoring plan are not implemented, reviewed and updated regularly.		
Objective Evidence:	FGVPISB Besout POM:		

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	<ol style="list-style-type: none"> The management plan was developed on January 2019 which not accordance to procedure Penilaian Impak Sosial (SIA) with Doc. No.: FGV/ML-1A/L2-Pr21, Issue 1 dated March 2019, Clause 6.4.1, 6.4.1 Penilaian semula Pelan Pengurusan SIA perlu dilaksanakan sekurang-kurangnya sekali setahun. Issues raised during stakeholder meeting and Union meeting was not included.
Corrections:	<ol style="list-style-type: none"> Training conducted to address as per the SOP "Penilaian Impak Sosial (SIA)" of "Penilaian Semula Pelan Pengurusan SIA" and to include any new issues raised related to social impact. "Penilaian Semula Pelan Pengurusan SIA" done on the existing SIA and updated issues raised from any other meeting related to social impact
Root cause analysis:	<ol style="list-style-type: none"> Due to miscommunication whereby the "Penilaian Semula Pelan Pengurusan SIA" need to be carried out by the project respectively on the yearly basis to close the issues raised Not trained whereby any current issues raised during any meeting related to social impact need to be incorporated under "Penilaian Semula Pelan Pengurusan SIA"
Corrective Actions:	<ol style="list-style-type: none"> Appointment letter of SIA personnel at the project to make sure the "Penilaian Semula Pelan Pengurusan SIA" to be carried out yearly basis To address the "Penilaian Semula Pelan Pengurusan SIA" at the Management Review Meeting every time.
Assessment Conclusion:	All the correction and corrective action were found to be adequate. Effectiveness of the implementation will be confirmed on next assessment visit.
Verification Statement:	Social Impact Assessment has conducted, and the Mitigation Plan and Opportunity for Improvement was found adequate. Thus, Minor NC remain closed.

Non-Conformity Report			
NCR Ref #:	2018846-202102-N3	Issue Date:	04/02/2021
Due Date:	04/02/2022	Date of Closure:	09/02/2022
Area/Process:	FGVPM Besout 6 Estate & FGVPM Besout 7 Estate	Clause & Category: (Major / Minor)	MSPO 2530 Part 3: 4.4.1.1 Minor
Requirements:	Social impact should be identified, and plans are implemented to mitigate the negative impacts and promote the positive ones.		
Statement of Nonconformity:	Social management and monitoring plan are not implemented, reviewed and updated regularly.		
Objective Evidence:	FGVPM Besout 7 Estate and FGVPM Besout 6 Estate: <ol style="list-style-type: none"> The management plan was developed on 24/01/2020 which not accordance to procedure Penilaian Impak Sosial (SIA) with Doc. No.: FGV/ML-1A/L2-Pr21, Issue 1 dated March 2019, Clause 6.4.1, 6.4.1 Penilaian semula Pelan Pengurusan SIA perlu dilaksanakan sekurang-kurangnya sekali setahun. Issues raised during workers' committee meeting was not included. 		

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Corrections:	<ol style="list-style-type: none"> 1. Training conducted to address as per the SOP "Penilaian Impak Sosial (SIA)" of "Penilaian Semula Pelan Pengurusan SIA" and to include any new issues raised related to social impact. 2. "Penilaian Semula Pelan Pengurusan SIA" done on the existing SIA and updated issues raised from any other meeting related to social impact.
Root cause analysis:	<ol style="list-style-type: none"> 1. Due to miscommunication whereby the "Penilaian Semula Pelan Pengurusan SIA" need to be carried out by the project respectively on the yearly basis to close the issues raised. 2. Not trained whereby any current issues raised during any meeting related to social impact need to be incorporated under "Penilaian Semula Pelan Pengurusan SIA".
Corrective Actions:	<ol style="list-style-type: none"> 1. Appointment letter of SIA personnel at the project to make sure the "Penilaian Semula Pelan Pengurusan SIA" to be carried out yearly basis. 2. To address the "Penilaian Semula Pelan Pengurusan SIA" at the Management Review Meeting every time.
Assessment Conclusion:	All the correction and corrective action were found to be adequate. Effectiveness of the implementation will be confirmed on next assessment visit.
Verification Statement:	Social Impact Assessment has conducted, and the Mitigation Plan and Opportunity for Improvement was found adequate. Thus, Minor NC remain closed.

Non-Conformity Report			
NCR Ref #:	2018846-202102-N4	Issue Date:	04/02/2021
Due Date:	04/02/2022	Date of Closure:	09/02/2022
Area/Process:	FGVPISB Besout POM	Clause & Category (Major / Minor)	MSPO 2530 Part 4: 4.4.5.4 Minor
Requirements:	Found some employee of contractor was paid not based on legal and industry minimum standard.		
Statement of Nonconformity:	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.		
Objective Evidence:	<ol style="list-style-type: none"> 1. Sampled the contractor's workers - sorters from Awaseri Enterprise found the following issue: Reviewed payslips for March 2020, July 2020 and December 2020 found 3 of the workers (I/C No.: 901208-08-50XX), 890922-08-55XX and 931126-08-58XX) were working on public holiday, 25/12/2020 (Christmas) was not paid the wages according Employment Act 1955 and Collective agreement. 2. Replacement of emergency leave with overtime work was implemented by Contractor as per punch card verification. 		
Corrections:	<ol style="list-style-type: none"> 1. Briefing conducted with the contractor on the wages for public holiday according Employment Act 1995. 2. Payment been made for the 3 sorters in separately with 3 times. 3. Notify the sorters for any overtime will be paid according in the future. 4. Notify the sorters if there are no more annual leave will be substitute with unpaid leave. 		

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Root cause analysis:	The contractor involved do not understand in detail: 1. On the wages for public holiday according Employment Act 1995 2. Replacement of emergency leave with overtime work this due no more annual leave available for the sorter workers
Corrective Actions:	For future payment by the Mills to contractors, whereby the Mills will monitor the sorters payslips every month on the public holiday and overtime wages if work.
Assessment Conclusion:	All the correction and corrective action were found to be adequate. Effectiveness of the implementation will be confirmed on next assessment visit.
Verification Statement:	The implementation of corrective action was found not effective. Thus, the Minor NC was not effectively closed and upgraded to Major NC (2164249-202202-M1).

Non-Conformity Report			
NCR Ref #:	2018846-202102-N5	Issue Date:	04/02/2021
Due Date:	04/02/2022	Date of Closure:	09/02/2022
Area/Process:	FGVPM Besout 6 Estate & FGVPM Besout 7 Estate	Clause & Category (Major / Minor)	MSPO 2530 Part 3: 4.2.2.3 Minor
Requirements:	List of stakeholders, records of all consultation and communication and records of action taken in response to input from stakeholders should be properly maintained.		
Statement of Nonconformity:	List of stakeholders was incomplete.		
Objective Evidence:	Stakeholder list developed in FGVPM Besout 7 Estate and FGVPM Besout 6 Estate was incomplete where some of the government authorities were not included.		
Corrections:	1. Appointment of personnel to be in-charged for updating the Stakeholder list 2. Updated the Stakeholder List with some of the government authorities		
Root cause analysis:	There is no mechanism to update the exiting Stakeholder List.		
Corrective Actions:	Appointment personnel to make sure any new or changes in the Stakeholder list need to be updated periodically.		
Assessment Conclusion:	All the correction and corrective action were found to be adequate. Effectiveness of the implementation will be confirmed on next assessment visit.		
Verification Statement:	List of stakeholders for FGVPIB Besout POM has been updated and include all relevant stakeholders. Management has nominated personnel to communicate with relevant stakeholders. Thus, Minor NC remain closed.		

3.4 Summary of the Nonconformities and Status

CAR Ref.	Clause & Category (Major / Minor)	Issued Date	Status & Date (Closure)
1724745-201812-M1	4.5.1.3 Part 4 Major	28/12/2018	Closed on 12/03/2019
1724745-201812-M2	4.5.1.2 Part 3 Major	28/12/2018	Closed on 12/03/2019
1724745-201812-M3	4.1.3.1 Part 4 Major	28/12/2018	Closed on 12/03/2019

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1724745-201812-M4	4.4.2.2 Part 4 Major	28/12/2018	Closed on 12/03/2019
1724745-201812-M5	4.6.4.1 Part 4 Major	28/12/2018	Closed on 12/03/2019
1724745-201812-M6	4.1.2.2 Part 3 Major	28/12/2018	Closed on 12/03/2019
1724745-201812-M7	4.4.5.6 Part 3 Major	28/12/2018	Closed on 12/03/2019
1724745-201812-M8	4.6.4.1 Part 3 Major	28/12/2018	Closed on 12/03/2019
1724745-201812-M9	4.3.1.1 Part 3 Major	28/12/2018	Closed on 12/03/2019
1724745-201812-N1	4.4.4.2 Part 4 Minor	28/12/2018	Closed on 06/02/2020
1724745-201812-N2	4.3.1.4 Part 3 Minor	28/12/2018	Closed on 06/02/2020
1881053-202001-M1	4.5.1.3 Part 4 Major	06/02/2020	Closed on 29/04/2020
1881053-202001-M2	4.3.1.1 Part 4 Major	06/02/2020	Closed on 29/04/2020
1881053-202001-M3	4.4.5.8 Part 4 Major	06/02/2020	Closed on 29/04/2020
2018846-202102-M1	4.4.2.2 Part 4 Major	04/02/2021	Closed on 10/03/2021
2018846-202102-N1	4.2.2.3 Part 4 Minor	04/02/2021	Closed on 09/02/2022
2018846-202102-N2	4.4.1.1 Part 4 Minor	04/02/2021	Closed on 09/02/2022
2018846-202102-N3	4.4.1.1 Part 3 Minor	04/02/2021	Closed on 09/02/2022
2018846-202102-N4	4.4.5.4 Part 4 Minor	04/02/2021	Upgraded to Major Noncompliance
2018846-202102-N5	4.2.2.3 Part 3 Minor	04/02/2021	Closed on 09/02/2022
2164249-202202-M1	4.4.5.4 Part 4 Major	09/02/2022	Closed on 7/10/2022
2164249-202202-M2	4.4.4.2 Part 4 Major	09/02/2022	Closed on 7/10/2022
2164249-202202-M3	4.4.4.2 Part 3 Major	09/02/2022	Closed on 7/10/2022
2164249-202202-M4	4.5.3.2 Part 3 Major	09/02/2022	Closed on 7/10/2022
2164249-202202-N1	4.5.3.3 Part 4 Minor	09/02/2022	Open

3.5 Issues Raised by Stakeholders

IS #	Description
1	Issues: Mosque representative (Imam Masjid Besout 4) Mill and estates management has contributed to the mosque activities. Due to pandemic COVID-19, no activities are allowed at mosque and need to follow the SOPs from the government. No other issues raised.
	Management Responses: The mill and estate management noted with the response and will continue the contribution for local community development.
	Audit Team Findings: No further action required.
2	Issues: Local Community (Kampung Erong/ Kampung Asli Erong)

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	<p>Mill and estates management has contributed food to local community which has been infected with COVID-19. So far, the relationship between the management and local communities is good. No other issues raised.</p> <p>Management Responses: The mill and estate management noted with the response and will continue the contribution for local community development.</p> <p>Audit Team Findings: No further action required.</p>
3	<p>Issues: Tadika Kemas</p> <p>So far, Tadika Kemas have not request anything from the Mill and Estates. Due to pandemic COVID-19, no activities allowed at Tadika Kemas. No other issues raised.</p> <p>Management Responses: The mill and estate management noted with the response and will continue the contribution for local community development.</p> <p>Audit Team Findings: No further action required.</p>
4	<p>Issues: Gender Committee (GPW Besout 1)</p> <p>Since pandemic COVID-19, there was no gathering allowed. Thus, no activities were planned by the gender committee. Mill and estates management has contributed to the communities during MCO. So far, no sexual harassment or domestic violence reported. No other issues raised.</p> <p>Management Responses: The mill and estate management noted with the response and will continue the contribution for local community development.</p> <p>Audit Team Findings: No further action required.</p>
5	<p>Issues: Nearby Estates/Smallholders (Besout 4 -Felda Settlers)</p> <p>Felda settlers FFB was send to FGVPIBS Besout POM. The relationship with the Felda settlers is good. So far, no other issues raised.</p> <p>Management Responses: The mill management noted with the response and will continue good relationship with FFB suppliers especially the Felda Settlers.</p> <p>Audit Team Findings: No further action required.</p>
6	<p>Issues: School (SK Seri Besout)</p> <p>Good relationship between school and mill/estate management. The Mill and estate have contributed and help for any request from school. Due to pandemic COVID-19, no face to face learning session and activities allowed at school. No other issues raised.</p> <p>Management Responses: The mill and estate management noted with the response and will continue good relationship with school.</p> <p>Audit Team Findings: No further action required.</p>
7	<p>Issues: Contractor (JTPH Enterprise)</p> <p>Contractor has been given fair contract and the payment was made as per payment term stated in the contract. Briefing related to MSPO was provided and no other issues raised.</p> <p>Management Responses: The mill and estate management noted with the response and will continue good relationship with contractor and supplier.</p> <p>Audit Team Findings: No further action required.</p>

3.6 List of Stakeholders Contacted

<p>Government Officer: Sekolah Kebangsaan Seri Besout Tadika Kemas Besout 1</p>	<p>Community/neighbouring village: Kampung Erong Kampung Asli Erong Felda Besout 4 (Felda Settlers) Masjid Besout 4</p>
<p>Suppliers/Contractors/Vendors: JTPH Enterprise</p>	<p>Worker’s Representative/Gender Committee: GPW Besout 1</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 FGV PISB Besout POM and Supply Base Certification Unit complies with the MS 2530-3:2013 and MS 2530-4:2013. It is recommended that the certification of Besout Palm Oil Mill and Supply Base Certification Unit is continued.	
Acknowledgement of Assessment Findings	Report Prepared by
Name: Norolsaiful Hazri Bin Hamid	Name: Mohd Nazib Marwan
Company Name: FGV Holdings Berhad	Company name: BSI Services Malaysia Sdn. Bhd.
Title: Sustainability Manager	Title: Client Manager
Signature:  Date: 26/08/2022	Signature:  Date: 25/08/2022

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 -	<p>FGV Holdings Berhad has established Group Sustainability Policy (Policy No.: FGV/SED/POL/001, Rev. 3.0) which approved by Board of Directors on 17/11/2020. The objective of the policy is to establish the objectives and guidelines for FGV Holdings Berhad and its Group of Companies (collectively referred to as the “FGV Group” or “Group”) for the fulfilment of FGV’s commitments with regard to sustainability matters.</p> <p>Briefing on MSPO to external stakeholders was verified as per acknowledgement letter dated 11/01/2022 from Tanjung Global Indah Enterprise and letter dated 03/01/2022 from Syarikat GPH Enterprise.</p>	Complied
4.1.1.2	The policy shall also emphasize commitment to continual improvement. - Major compliance -	Commitment to continually improve the quality of their products and services was addressed in Clause 5.0 of the policy above by adopting the best possible approaches to enhance productivity and profitability by optimising resources and operational efficiencies, while eliminating or minimising negative impact on people and the environment.	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 to be conducted at least once a year to determine the strong and weak points and potential area for improvement. Internal audit for FGVPM Besout 7 Estate was conducted	Complied

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Criterion / Indicator		Assessment Findings	Compliance
	- Major compliance -	on 17-18/12/2021 with 19 nonconformances were raised and internal audit for FGVPM Besout 6 Estate was conducted on 19-21/01/2022 with total of 7 non conformances was raised.	
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 -	FGV Holdings Berhad has developed Sustainability Certification Internal Audit Procedure (SOP No.: FGV/GSD-SCCD/SOP/04, Ver. 0 dated 03/09/2020) as a guideline to carry out internal audit for the certification standards such as RSPO, MSPO, ISCC and other sustainability certifications. All nonconformances raised were recorded with root cause and correction/corrective action including timeframe to close the NC and person in-charge was identified.	Complied
4.1.2.3	Report shall be made available to the management for their review. - Major compliance -	The result of the internal audit was available to the management with the corrective action plan developed. The results of internal audit were reviewed and discussed during the management review meeting.	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 for FGVPM Besout 7 Estate was conducted on 17/01/2022 (Meeting No 01/2022) and for FGVPM Besout 6 Estate was conducted on 25/01/2022. Review input recorded in the meeting minutes mainly on audit results, customer satisfaction, production output, environmental issues, social, replanting program and changes.	Complied
Criterion 4.1.4 – Continual Improvement			
4.1.4.1	The action plan for continual improvement shall be based on consideration of the main social and environmental impact and opportunities of the company. - Major compliance -	Prosedur Penambahbaikan Berterusan (FGV/ML-1A/L2-Pr7, Issue 1, dated 01/06/2016) was maintained. There was continual improvement plan established in FGVPM Besout 7 Estate. The plan contains improvement for reducing environmental	Complied

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Criterion / Indicator		Assessment Findings	Compliance
		impact, to maximize recycling program and reducing waste, reduction on use of pesticides, prevent GHG, social and improve FFB production. The continual improvement plan could be further enhanced to include the social aspects in FGVPM Besout 6 Estate. Continual Improvement Plan was established in FGVPM Besout 7 Estate which focused on social and environmental impacts.	
4.1.4.2	The company shall establish a system to improve practices in line with new information and techniques or new industry standards and technology (where applicable) that are available and feasible for adoption. - Major compliance -	The management has developed continual improvement plan for environment aspects such as increase the EFB. Monitoring was carried out by verified via the SPK Wilayah Logbook for the EFB application.	Complied
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 -	Any new information is updated to employees through morning briefings, memo, meetings, station training. Thus far, no new technology being introduce or implemented at FGVPM Besout 6 Estate and FGVPM Besout 7 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 -	Adequate information covering on environmental, social and legal issues which are relevant to stakeholders is shared for effective participation and decision making. Handbook of RSPO Certification for FELDA and FGV were distributed to all the stakeholders. Explanation of RSPO, MSPO, ISCC and all the policies were clearly stated in the handbook. Besides, process of complaints and grievances were included in the handbook and also available in web as per below	Complied

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Criterion / Indicator		Assessment Findings	Compliance
		link on the latest information regarding to FGV:- https://www.fgvholdings.com/sustainability/reports-updates/	
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 -	FGVPM Besout 6 Estate and FGVPM Besout 7 Estate holds copies of each of the management documents that are required to be publicly available. Besides, all the information such as annual report, sustainability news and policies were found available in the company's website: www.fgvholdings.com .	Complied
Criterion 4.2.2 – Transparent method of communication and consultation			
4.2.2.1	Procedures shall be established for consultation and communication with the relevant stakeholders. - Major compliance -	FGV Holdings Berhad has developed "Komunikasi, Penglibatan dan Rundingan" procedure (Doc. No. FGV/ML-1A/L2-Pr12 dated 1/6/2016) where the procedure has stated the information that provided to the stakeholders such as policies, social impact assessment and environment aspects. The management has explained the requirements of sustainable palm oil certification to all the stakeholders during stakeholder meeting. Briefing on policies and management procedures of sustainability was carried out during the meeting as well.	Complied
4.2.2.2	A management official should be nominated to be responsible for issues related to Indicator 1 at each operating unit. - Minor compliance -	Both estates have nominated personnel that responsible for consultation and communication with stakeholders as follows: FGVPM Besout 7 Estate – Mohd Faiz B Mohd Saad was appointed as communication personnel as per appointment letter (Ref No: (01) RSPO/P1, P6 dated 10/05/2017). FGVPM Besout 6 Estate – Muhammad Shahrul Akmal Bin Shafie (Asst Manager) has been appointed as communication personnel as per appointment letter Ref No: (03)455/E6.2.1 dated 17/01/2022.	Complied

Criterion / Indicator		Assessment Findings	Compliance
4.2.2.3	List of stakeholders, records of all consultation and communication and records of action taken in response to input from stakeholders should be properly maintained. - Major compliance -	Stakeholders was identified and updated in the stakeholder list (Senarai Pihak yang Berkepentingan (Stakeholder) yang terlibat). For FGVP M Besout 7 Estate and FGVP M Besout 6 Estate, stakeholder list was reviewed and updated on 04/01/2022 has included suppliers, contractors, service providers, school, mosque, local communities, clinics, foreign workers representatives, workers union representative, government agencies/authorities, embassy and etc. Stakeholder consultation for FGVP M Besout 6 Estate and FGVP M Besout 7 Estate was conducted through phone call in January 2022 to all external stakeholders identified in the list. However, the was no issues raised by stakeholders.	Complied
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 -	Manual Ladang Sawit Lestari, 8.0 Mengangkut BTS ke Kilang [MLSL (Ed.2) – Sec.4 (8.0), 1/6/2012] has been established to provide guideline on delivery of FFB to the mill. Among the documents & records found to be maintained were: <ul style="list-style-type: none"> • Nota Penghantaran BTS • Slip Akuan Penerimaan (weighbridge ticket) • Slip Grading • Sijil Mutu BTS 	Complied
4.2.3.2	The management shall conduct regular inspections on compliance with the established traceability system. - Major compliance -	Various means were available on how to monitor the traceability where among others the updating of FFB delivery records, through month end account closing and internal audit. Based on the records of FFB delivery, it was found that the procedure of traceability was well implemented.	Complied

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4.2.3.3	The management should identify and assign suitable employees to implement and maintain the traceability system. - Minor compliance -	The management the person in-charge of implementation and maintenance of traceability system as per letter of appointment. Refer Appointment letter: - FGVPM Besout 7 Estate: Syed Muhamad Syahir Syed Azmi dated 10/10/2021 FGVPM Besout 6 Estate: Sii Norazlina Binti Shaharuddin dated 17/01/2022	Complied																																
4.2.3.4	Records of sales, delivery or transportation of FFB shall be maintained. - Major compliance -	Verification of the records and documents mentioned in 4.2.3.1 showed that the deliveries of FFB were well maintained. Crosschecking between the daily FFB delivery records and the transportation documents showed that the records were accurate and well maintained. Sample of weighbridge ticket were: - FGVPM Besout 7 Estate <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th>Date</th> <th>Ticket No.</th> <th>Lorry No.</th> <th>Weight, MT</th> </tr> </thead> <tbody> <tr> <td>29/01/2022</td> <td>463235</td> <td>VGK1422</td> <td>3.40</td> </tr> <tr> <td>18/01/2022</td> <td>463166</td> <td>VGK1422</td> <td>3.98</td> </tr> <tr> <td>30/10/2021</td> <td>462312</td> <td>WSV544</td> <td>6.76</td> </tr> </tbody> </table> FGVPM Besout 6 Estate <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th>Date</th> <th>Ticket No.</th> <th>Lorry No.</th> <th>Weight, MT</th> </tr> </thead> <tbody> <tr> <td>22/11/2021</td> <td>0021666</td> <td>TCB9666</td> <td>6.05</td> </tr> <tr> <td>17/11/2021</td> <td>0021569</td> <td>BDG3795</td> <td>5.57</td> </tr> <tr> <td>14/01/2022</td> <td>0302559</td> <td>PJQ7597</td> <td>5.03</td> </tr> </tbody> </table>	Date	Ticket No.	Lorry No.	Weight, MT	29/01/2022	463235	VGK1422	3.40	18/01/2022	463166	VGK1422	3.98	30/10/2021	462312	WSV544	6.76	Date	Ticket No.	Lorry No.	Weight, MT	22/11/2021	0021666	TCB9666	6.05	17/11/2021	0021569	BDG3795	5.57	14/01/2022	0302559	PJQ7597	5.03	Complied
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4.3 Principle 3: Compliance to legal requirements																																			
Criterion 4.3.1 – Regulatory requirements																																			

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Criterion / Indicator		Assessment Findings	Compliance
4.3.1.1	<p>All operations are in compliance with the applicable local, state, national and ratified international laws and regulations.</p> <p>- Major compliance -</p>	<p>FGV Holdings Berhad has established SOP on track changes, monitoring, implementation and compliances of legal and other requirement. Refer doc. no ML-1A/L2-Pr6 (0) dated 1/6/2016.</p> <p>All legal requirement was documented in Register of Legal and Other Requirements (Ref doc no ML-1A/L5-AP3 Pind 0 and List of compliance license/permit/legal requirement.</p> <p>Sighted the sampled evidence of license and permit as follows:</p> <p>FGVPM Besout 7 Estate</p> <ul style="list-style-type: none"> • MPOB license 559124002000 valid until 31/03/2023 • Diesel Permit KPDNHEP/P/TPH/600-2/1/6/2/228 - A001379 valid until 10/03/2024 • Air Compressor Permit PK PMT 5472 valid until 28/04/2022 • Weighbridge 100 kg, B217010 valid until 06/09/2022 • Weighbridge 60 kg, B217009 valid until 06/09/2022 <p>FGVPM Besout 6 Estate</p> <ul style="list-style-type: none"> • MPOB license 574649002000 valid until 30/06/2022 • Diesel Permit KPDNHEP.PK.TPH.600-2/1/6/2/107 - A001409 valid until 26/10/2024 • Air compressor PK PMT 5471 valid until 26/01/2022. Renewal has been made and inspection by DOSH will be conducted on 08/02/2022. Refer letter dated 21/01/2022 by DOSH. 	Complied
4.3.1.2	<p>The management shall list all laws applicable to their operations in a legal requirements register.</p> <p>- Major compliance -</p>	<p>Tracking system to identify changes in the relevant regulations were available through the head office, website information and is communicated from the Group Head Office. Sighted the latest review to include new updates for Workers Minimum Standards of Housing</p>	Complied

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		and Amenities (Amendment) Act 2019, Minimum Wages Order 2020, Auxiliary Police Regulations 1970 & Akta Pencegahan & Pengawalan Penyakit Berjangkit 1988 (Movement Control Order 2020). On the site verification, interviews with office personnel and records indicate that the system is appropriate to the operation. Tracking system on any changes in the law had been well implemented.	
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 -	FGV Holdings Berhad have centralised system for tracking any changes in the law as per "Panduan: Sistem Pengesanan Perubahan Undang-undang" dated 23/6.2017, Version:04. Any changes in the relevant regulations is through Plantation and Sustainability Department and the Manager, who are sole responsible.	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 estates have appointed person responsible for each operating unit to monitor the compliance to legal and other requirements. Sustainability Department, Regional Compliance Unit and Internal Audit Department conducted internal audit to check the compliancy to related legal and other requirement on annually basis. FGV Holdings Berhad has established guidelines to track any changes in the law and documented in 'Sistem semakan Perubahan Undang-Undang' and 'Sistem Pengesanan Perubahan Undang-Undang' Pindaan 4 dated 1/2/2018. For FGVPM Besout 7 Estate, to monitor the status of legal compliance, the management has appointed the Assistant Manager, Syed Muhanmad Syahir Syed Azmi dated 10/10/2021. For FGVPM Besout 6 Estate, to monitor the status of legal compliance, the management has appointed the Assistant Manager, Mr Amir Bin Salleh, as per letter dated 17/01/2022.	Complied

Criterion / Indicator		Assessment Findings	Compliance
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 -	There is no land dispute in the Besout Certification Unit. The lands are belonged to Lembaga Kemajuan Tanah Persekutuan via verified with the land titles. There was an agreement between state government and Lembaga Kemajuan Tanah Persekutuan to develop the land and FGV Holdings Berhad has leased from LKTP for the land. The surrounding is owned by FELDA and the settlers. Interviewed with the stakeholders confirmed that no encroachment of land by the FGVPMBSB.	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 -	FGVPM has the approval to develop the land for FGVPM Besout 6 Estate and FGVPM Besout 7 Estate from the State of Perak as per letter dated 18/4/2018 at total of 31,800 acres. FGVPM Besout 6 Estate has 34 land titles with a total area of 2,371.01 Ha. There are one record of land title transfer into FGVPM Besout 7 on July 2015 with total 159.5 Ha. FGVPM Besout 7 Estate has 42 land titles with a total area of 2,945.55 Ha. 37.51 Ha was acquired by the government for public road. Thus, the total area for cultivation is 2,908.04 Ha. No changes from the previous audit.	Complied
4.3.2.3	Legal perimeter boundary markers should be clearly demarcated and visibly maintained on the ground where practicable. - Major compliance -	Legal perimeter boundary at both were marked concrete pole painted with red and white colour. Sighted the boundary marking at PM 13 in FGVPM Besout 6 Estate and PR 17 in FGVPM Besout 7 Estate.	Complied
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	There is no land dispute in the Besout Certification Unit at the time of audit. The lands are belonged to Lembaga Kemajuan Tanah Persekutuan via verified with the land titles. Interview with the	Complied

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	be made available and that these should have been accepted with free prior informed consent (FPIC). - Minor compliance -	stakeholders confirmed that no encroachment of land by certification unit. No changes from previous report. Prosedur Pengenalpastian dan Penyelesaian Pertikaian Tanah (FGV/ML-1A/L2-Pr1-, Issue 1 dated 01/06/2016 is available and maintained. The Conflict and Dispute has stated in Clause 6 – Group Sustainability Policy.	
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 -	The land is legally owned by FELDA and leased to FGV Holdings Berhad. The existing land is not encumbered by any customary land rights.	N/A
4.3.3.2	Maps of an appropriate scale showing extent of recognized customary rights land, if any, should made available. - Minor compliance -	The land is legally owned by FELDA and leased to FGV. The existing land is not encumbered by any customary land rights.	N/A
4.3.3.3	Negotiation and FPIC shall be recorded and copies of negotiated agreements should be made available. - Major compliance -	The land is legally owned by FELDA and leased to FGV. The existing land is not encumbered by any customary land rights.	N/A
4.4 Principle 4: Social responsibility, health, safety and employment condition			
Criterion 4.4.1: Social Impact Assessment (SIA)			
4.4.1.1	Social impact should be identified and plans are implemented to mitigate the negative impacts and promote the positive ones. - Minor compliance -	Social Impact Assessment (SIA) was conducted in November 2021 by Sustainability Compliance & Certification Department for FGV Besout Complex via Stakeholder consultation/interview and survey form.	Complied

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		<p>Stakeholders such as workers, contractor, and external stakeholders were participated in the assessment. Positive and negative impacts have been recorded in the SIA Management Plan. SOP for SIA (Doc # FGV/ML-1A/L2-Pr21; Issue # 1; Rev. # date: 2/3/2019 established on SIA review to be conducted at least once in every 2 years.</p> <p>Mitigation plan was identified for FGVP Besout 6 Estate and FGVP Besout 7 Estate. It was documented in Appendix 5 (Pelan Mitigasi Syor Penambahbaikan Impak Sosial (Negatif) and Appendix 6 (Pelan Mitigasi Syor Penambahbaikan Impak Sosial (Positif).</p>	
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>FGV Holdings Behad has developed procedure of "Menangani Aduan dan Rungutan" (Doc. No.: ML-1A/L2-Pr13(0), Version 2 dated 1/4/2019. The objectives of the procedure are to provide a channel for the internal stakeholders and external stakeholders to lodge any complains to the management. Mechanism to handle complaints was clearly described in the procedure. There are 5 stages of process for internal complaint. The time frame for investigation of the issue should be done within 14 working days.</p>	Complied
4.4.2.2	<p>The system shall be able to resolve disputes in an effective, timely and appropriate manner that is accepted by all parties.</p> <p>- Major compliance -</p>	<p>The estates are using Complaint Form for external stakeholder and Complaint Book to record complaints and requests reported by the internal workers. There was no complaint received from external stakeholders for both estates.</p>	Complied
4.4.2.3	<p>A complaint form should be made available at the premises, where employees and affected stakeholders can make a complaint.</p> <p>- Minor compliance -</p>	<p>The estates are using Complaint Form for external stakeholder and Complaint Book to record complaints and requests reported by the internal workers. There was no complaint received from external stakeholders.</p>	Complied

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4.4.2.4	<p>Employees and the surrounding communities should be made aware that complaints or suggestions can be made any time.</p> <p>- Minor compliance -</p>	<p>Interview with the internal and external stakeholders during stakeholder consultation found that they were aware of the complaint procedure, and they were briefed by the management during stakeholder meeting.</p> <p>The record of complaint was available and latest was on 07/12/2021 at FGVP Besout 7 Estate and 10/01/2022 at FGVP Besout 6 Estate and the complaint been handled and complete the task on the same day.</p>	Complied
4.4.2.5	<p>Complaints and resolutions for the last 24 months shall be documented and made available to affected stakeholders upon request.</p> <p>- Major compliance -</p>	<p>The estates are using "Rekod Aduan Pekerja" and Borang Permohonan Pembaikan Asrama and Borang Kerosakan & Pembaikan Rumah Kakitangan/ Pejabat/ Asrama/ Stor at FGVP Besout 6 Estate and FGVP Besout 7 Estate respectively. The past 24 months records of complaint were still available for verification.</p>	Complied
Criterion 4.4.3: Commitment to contribute to local sustainable development			
4.4.3.1	<p>Growers should contribute to local development in consultation with the local communities.</p> <p>- Minor compliance -</p>	<p>Among the contribution to local development made by the estates were:</p> <ol style="list-style-type: none"> 1. Vaccination program for workers including nearby smallholders on 07/09/2021 with total of 213 personnel participated 2. Monetary contribution for each worker's school children during starting of schooling session (RM150 for secondary school) and RM100 for primary school 3. Food contribution for workers infected with COVID-19 viruses 4. Tree cutting program at Besout 4 Primary School as per letter Ref No: SKB4/HEM/2021(2) dated 08/11/2021 	Complied

Criterion / Indicator	Assessment Findings	Compliance	
Criterion 4.4.4: Employees safety and health			
<p>4.4.4.1</p>	<p>An occupational safety and health policy and plan shall be documented, effectively communicated and implemented.</p> <p>- Major compliance -</p>	<p>FGV Holdings Berhad has established OSH Policy signed by Mohd Nazrul Izam Mansor, Group Chief Executive Officer dated 05/11/2021. Refer doc no FGV/GHR/HSEQ/POL/003 Rev. 05.</p> <p>FGV Holdings Berhad has documented safety and health policy in the Group Sustainability Policy under section 5.2.4: Health and Safety. The Group Sustainability Policy was signed by the CEO on 17/11/2020. Refer doc. no FGV/SED/POL/001 rev. 4(BI).</p> <p>In the policy stated the commitment:</p> <ul style="list-style-type: none"> • to provide a healthy and safe working environment its operations for all its workers and employees and • Shall allocate appropriate resource to minimize and eliminate Health and Safety risks. • Policy Briefing Training has been conducted during Muster Call 	<p>Complied</p>
<p>4.4.4.2</p>	<p>The occupational safety and health plan shall cover the following:</p> <p>a) A safety and health policy, which is communicated and implemented.</p> <p>b) The risks of all operations shall be assessed and documented.</p> <p>c) An awareness and training programme which includes the following requirements for employees exposed to pesticides:</p> <ol 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 	<p>a) FGV Holdings Berhad has established OSH Policy signed by Mohd Nazrul Izam Mansor, Group Chief Executive Officer dated 05/11/2021. Refer doc no FGV/GHR/HSEQ/POL/003 Rev. 05.</p> <p>b) HIRARC was available in the estate to identify assess and provide controls for all the risks associated to the operations in the mill. Sighted the HIRARC for Trunk Injection, Harvesting, Internal Transport and FFB Loader.</p> <p><u>FGVPM Besout 7 Estate</u></p> <p>CHRA Chemical Health Risk Assessment was conducted in the estate by Global Advance Training & Consultancy on 14/12/2018. The CHRA Report was available for verification.</p>	<p>Major Non-Compliance</p>

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<p>d) The management shall provide the appropriate PPE at the place of work to cover all potentially hazardous operations as identified in the risk assessment and control such as Hazard Identification, Risk Assessment and Risk Control (HIRARC).</p> <p>e) The management shall establish Standard Operating Procedure for handling of chemicals to ensure proper and safe handling and storage in accordance to Occupational Safety Health (Classification Packaging and Labeling) Regulation 1997 and Occupational Safety Health (Use and Standard of Exposure of Chemical Hazardous to Health) Regulation 2000.</p> <p>f) The management shall appoint responsible person(s) for workers' safety and health. The appointed person(s) of trust must have knowledge and access to latest national regulations and collective agreements.</p> <p>g) The management shall conduct regular two-way communication with their employees where issues affecting their business such as employee's health, safety and welfare are discussed openly. Records from such meeting are kept and the concerns of the employees and any remedial actions 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>	<p>Baseline Noise Risk Assessment has been conducted at Besout 7 Estate on 25/09/2021 by Noise Risk Assessor, Mohd Syukri bin Jamaluddin (JKKP Registration No.: HQ/14/PEB/00/136). The NRA Report (N0136/2109-117) was available for verification.</p> <p>A total 5 workers were identified to be exposed to hazardous chemicals in the estate and sent for retest on 29/01/2022 and report were in progress. Earlier Medical Surveillance conducted in 23/08/2021 for 5 workers indicated that all workers were fit to work.</p> <p>The HIRARC control was not effectively implemented.</p> <p>During site visit at Harvesting PM18M at FGVPM Besout 7 Estate, it was found tractor driver was wearing wellington boot instead of safety boot as stated in the HIRARC "Jentera Pertanian, Traktor – Kawalan Risiko – Pakai Kasut Keselamatan". Thus, major noncompliance was raised.</p> <p>FGVPM Besout 6 Estate</p> <p>Noise Risk Identification Checklist have been conducted on 25/09/2021 in the estate by Yellow Tulips Resources. The NRA Report (N087/2109-118) was available for verification. NRA Training has been given to workers on 28/01/2022.</p> <p>The Chemical Health Risk Assessment was conducted to assess all risks associated to hazardous chemicals that are used in the estate operations. The assessments were conducted by Yellow Tulips Resources dated 22/09/2021. The CHRA Report (Report Number: DOSH RN: PK/06/04/2273) was available for verification in the estate. The management have implemented all the recommendations provided by the assessor in the report.</p>	

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	<p>Medical Surveillance 2021 was conducted for workers exposed to hazardous chemicals in the estate. The medical surveillance was conducted on 16/07/2021 for 46 workers at Klinik Sulaiman. The results indicated that all workers were fit to work.</p> <p>c) A training programme has been developed and available in the Training Requirement for Operating Units. The trainings were sighted to have included Gender Specific Training and involves staffs and workers. COVID-19 training and briefings were sighted at the estates. Interview with the workers and staff indicated that they were aware on the SOP during the ongoing pandemic such as social distancing, regular sanitization and use of PPE (Face Mask). Training Plan and Implementation Record for the year 2021 and 2022 was verified.</p> <p>d) PPE Record was available for verification. Issuance of PPE to employees is recorded in a standard form which has the information about name of employee, type of PPE, workstation, date of issuance and acknowledgment of receipt. Verification through site visit and interview found workers were provided with appropriate PPE based on their job task. There is no cost incurred by the workers for their PPE received and replacement.</p> <p>e) SOP for handling chemical management was addressed in a few procedures. The procedures outline the handling of chemicals in accordance to the regulation.</p> <p>The handling of chemicals was not effectively implemented.</p> <p>During site visit at general store at FGVPM Besout 6 Estate, it was found 1 unit of bottle contain lubricant was stored without any labelling. It was not in line with SOP "Pengurusan Bahan Kimia, Racun Makhluk Perosak" dated 01/02/2020 Section 6.5.1 "Bahan</p>	

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		<p>kimia & makhluk perosak yang di pindahkan ke bekas lain hendaklah di label semula mengikut label asal bagi mengelakkan kekeliruan kepada pekerja lain". Thus, a major noncompliance was raised.</p> <p>f) The Estate Manager was appointed as the Chairman for Safety and Health Committee at the estate as stated in the appointment letter dated January 2022 undersigned by the Regional Controller.</p> <p>g) FGVPM Besout 7 Estate Safety & Health meetings were conducted at an interval of 3 months at the mill to address all the OSH related issues. Sighted the meeting minutes dated 11/11/2021 (04/2021), 16/08/2021 (03/2021), 05/05/2021 (02/2021) and 16/02/2021 (01/2021). FGVPM Besout 6 Estate Safety & Health meetings were conducted at an interval of 3 months at the mill to address all the OSH related issues. Sighted the meeting minutes dated 18/11/2021 (04/2021), 11/08/2021 (03/2021), 18/05/2021 (02/2021) and 17/02/2021 (01/2021).</p> <p>h) Emergency Procedures and Safe Working Procedures were available at the office, workshops and chemical stores. Emergency Plans were available for identified incidences such as Fire, Accident, Chemical Spillage and Evacuation. Emergency Response Team was formed in the estate to counter any unwanted emergencies. Fire Drill Training was conducted on 15/09/2021 at FGVPM Besout 7 Estate while at FGVPM Besout 6 Estate on 03/02/2022.</p> <p>i) First Aid Kits were available at all sampled work units Spraying Gang, Harvesting Gang, Workshop, Boiler Station and Chemical Store. The first aid kits were well equipped with first aid items as</p>	

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		<p>stated in the list. All items were seen to be replenished at monitored regularly as per the monitoring checklist. The First Aid Kit holders were aware on how to use the items in case of an emergency.</p> <p>Basic Occupational First Aid, CPR & AED Training was attended by the staff from FGVPM Besout 7 Estate and FGVPM Besout 6 Estate on 03/02/2022. Refer training material "Taklimat Bantuan Kecemasan Di Tempat Kerja".</p> <p>j) Accident records were maintained and updated on a monthly basis at the estates.</p> <p>FGVPM Besout 7 Estate</p> <p>There were 2 accidents reported for the year 2021 in the estate involving 109 days LTA. The JKPP 6 form and accident investigations were available for verification. The JKPP 8 form for the year 2021 have been submitted to DOSH on 10/01/2022 and available for verification. There were 1 accidents reported in the estate for the year 2022 and has been reported at JKPP 6.</p> <p>FGVPM Besout 6 Estate</p> <p>There were 2 accidents reported for the year 2021 in the estate. The JKPP 8 form have been submitted to DOSH on 13/01/2022 and available for verification. As for 2021 there was 2 accident case involving 31 LTA days in the estate. Records of accident investigation were maintained and available for verification.</p>	
Criterion 4.4.5: Employment conditions			
4.4.5.1	The management shall establish policy on good social practices regarding human rights in respect of industrial harmony. The	Human Rights Policy was established and describe in the "Polisi Kelestarian Kumpulan/ Group Sustainability Policy" (Clause 5.1.3	Complied

Criterion / Indicator		Assessment Findings	Compliance
	<p>policy shall be signed by the top management and effectively communicated to the employees.</p> <p>- Major compliance -</p>	<p>Respect for human rights) dated 29/5/2019 (FGV/SED/POL/001 Rev 3). The policy was approved by Board of Directors led by Chairman of FGV Holdings Berhad (Datuk Wira Azhar bin Abdul Hamid). Group Sustainability Policy (FGV/SED/POL/001, Rev 3 dated 17/11/2020) for Respecting Human Rights (Clause 5.2).</p> <p>Communication with the employees was done in various methods such as briefing during morning muster, display on notice boards at workers' hostel and training. Interview with workers showed that they have a good understanding on human rights.</p>	
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>Human Rights Policy was established and maintained and addressed in the "Polisi Kelestarian Kumpulan/ Group Sustainability Policy" (Clause 5.1.2 Responsible Employment) dated 29/05/2019 (FGV/SED/POL/001 Rev 3). Policy is approved by Board of Directors led by Chairman of FGV Holdings Berhad (Datuk Wira Azhar bin Abdul Hamid). The company is committed to ensure all the employees are treated equally regardless of race, nationality religion, gender, age and other political opinions. Interview with the workers showed that no discrimination is being practiced.</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>- Major compliance -</p>	<p>Management has established an employment contract for its foreign workers. Pay and conditions are documented and are above the Minimum Wage Order 2020. Sampled of employment contracts confirmed that terms and conditions are clearly outlined and have been signed by the worker. Sampled of the pay slips checked has confirmed that the workers were paid in accordance with Minimum Wage Order 2020. The sampled employees were:</p> <p>Buku Panduan Kadar Upah Kerja Pekerja Pentadbiran dan Operasi Ladang Bagi Pekerja Ladang FGVPMSB (KUK BIL 07) effective date on 01/03/2020 with minimum RM46.16 for 6 days working in a week.</p>	Complied

Criterion / Indicator		Assessment Findings	Compliance
		<p>Working hours requirements addressed in Chapter B, Item 2.1 which was stated "Untuk mendapatkan bayaran atau upah kerja, pekerja disyaratkan berada ditempat kerja dan melaksanakan kerja pada waktu kerja yang ditetapkan. Waktu bekerja bagi kategori Pekerja Pentadbiran Ladang, Mandor dan Pekerja operasi lading adalah 8 jam kerja sehari tidak termasuk waktu rehat yang diperuntukkan selama 1 jam. Pengurus lading dikehendaki untuk mengeluarkan waktu bekerja mengikut lading masing-masing dan dimaklumkan kepada semua pekerja</p> <p>FGVPM Besout 6 Estate: Emp. No.: LW04550332, LW04550338, LW04550214, LW04550226, LW04550303, FW04550873, FW04551147, FW04551040, FW04451032, FW06460711, FW04551154, FW04260733, FW04551175, FW04551172, FW04551158</p> <p>FGVPM Besout 7 Estate: Emp. No.: FW06201001, FW06201043, FW06201059, FE06200218, FW06200313, FW06201008, FW04501658, FW06201155, FW06201175</p>	
4.4.5.4	<p>Management should ensure employees of contractors are paid based on legal or industry minimum standards according to the employment contract agreed between the contractor and his employee.</p> <p>- Minor compliance -</p>	<p>At FGVPM Besout 6 Estate and FGVPM Besout 7 Estate, contractors to transport FFB to mill were engaged. The pay slips were obtained by the estate from the contractor. Sampled of employment contracts confirmed that terms and conditions are clearly outlined and have been signed by the worker The payslip was verified from August 2021 until December and agreement for contractor was available in FGVPM Besout 7 Estate and FGVPM Besout 6 Estate as below:</p> <p>FGVPM Besout 7 Estate</p> <p>Contractor: Tanjung Global Indah Enterprise, Workers ID: 82XXXX-08-5XXX, 84XXXX-08-6XXX, 88XXXX-08-6XXX, 91XXXX-08-6XXX, 90XXXX-08-5XXX & 74XXXX-08-5XXX</p>	Complied

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Criterion / Indicator		Assessment Findings	Compliance
		FGVPM Besout 6 Estate Contractor: GPH Enterprise, Workers ID: 87XXXX-06-5XXX, 82XXXX-03-5XXX, 81XXXX-08-6XXX, 93XXXX-08-5XXX, 84XXXX-11-5XXX.	
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 -	All the recruited workers will be registered in the e-Rangkaian Maklumat Ladang (e-RML) where personal details such as name, nationality, date of employed, job description, wage rate, date of birth, gender and years of service was stated in the system.	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 -	Employment contracts were issued and copied of employment contract were acknowledged by the workers. The terms and conditions were clearly stated in the employment contract such as annual leave entitlement, benefits and medical leave. Employment contract is available in Nepalese (Ref No: FGV/FGVPM-JTK/contract/BGH, Rev 1.0 dated 01/11/2019), Indonesian (Ref No: FGVPM-JTK/Contract/IDN, Rev 1.0 dated 01/11/2019). The sampled employment contracts are as follows: FGVPM Besout 6 Estate: LW04550262, LW04550326, LW04550212, FW04551068, FW04551091, FW04551153, FW04550966, FW04550364, FW04550712, FW04551128, FW04551129, FW04551131. FGVPM Besout 7 Estate, Emp. No.: FW06201001, FW06201043, FW06201059, FE06200218, FW06200313, FW06201008, FW04501658, FW06201155, FW06201175.	Complied
4.4.5.7	The management shall establish a time recording system that makes working hours and overtime transparent for both employees and employer.	Both estates are using "Rekod Kedatangan Roll Call" where the attendance of workers is recorded on daily basis. Overtime is recorded in "Kad Kerja" which is acknowledged by the workers and staff.	Complied

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Criterion / Indicator		Assessment Findings	Compliance
	- Major compliance -	<p>Samples of employees' "Kad Kerja" for the month of June, Sept and Dec 2021 are as follows:</p> <p>FGVPM Besout 6 Estate: LW04550262, LW04550326, LW04550212, FW04551068, FW04551091, FW04551153, FW04550966, FW04550364, FW04550712, FW04551128, FW04551129, FW04551131.</p> <p>FGVPM Besout 7 Estate: FW06201001, FW06201043, FW06201059, FE06200218, FW06200313, FW06201008, FW04501658, FW06201155, FW06201175.</p>	
4.4.5.8	<p>The working hours and breaks of each individual employee as indicated in the time records shall comply with legal regulations and collective agreements. Overtime shall be mutually agreed and shall always be compensated at the rate applicable and shall meet the applicable legal requirement.</p> <p>- Major compliance -</p>	<p>Records reviewed on the "Kad Kerja" and Pocket Checkroll Report of sampled workers found that the enter time and exit time was clearly stated in the timecard. The sampled workers above have recorded overtime not exceeding 104 hours per month.</p> <p>Memorandum issued by Estate Manager dated 31/12/2021 working hours and breaks is as follows:</p> <p>Field Operation 06.30am -15.30pm including breaks 12.30pm-1.30pm Admin 06.30am – 17.00pm including breaks 12.30 – 15.00pm</p> <p>However, estates implement flexible working hours for admin staff.</p>	Complied
4.4.5.9	<p>Wages and overtime payment documented on the pay slips shall be in line with legal regulations and collective agreements.</p> <p>- Major compliance -</p>	<p>Documented pay slip was distributed to individual workers on the day of payment. Wages and overtime were paid according to the "Kad Kerja". Total hours of overtime and daily attendance has recorded in the timecard. The sampled workers' pay slips for June, Sept and Dec 2021 are as follows:</p> <p>FGVPM Besout 6 Estate: LW04550262, LW04550326, LW04550212, FW04551068, FW04551091, FW04551153, FW04550966, FW04550364, FW04550712, FW04551128, FW04551129, FW04551131.</p>	Complied

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Criterion / Indicator		Assessment Findings	Compliance
		<p>FGVPM Besout 7: Emp. No.: FW06201001, FW06201043, FW06201059, FE06200218, FW06200313, FW06201008, FW04501658, FW06201155, FW06201175</p> <p>All of them above have achieved the Minimum Wage Order 2020. Hours of overtime has recorded in the pay slip as well.</p>	
4.4.5.10	<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.</p> <p>- Minor compliance -</p>	<p>The management has provided facilities such as mosque, recreational facilities such as futsal field, badminton court and volleyball court to the workers and dependents. Government clinic was available in the complex. The workers will be awarded with bonus once a year based on performance. Various incentive and allowance were also given to the workers.</p>	Complied
4.4.5.11	<p>In cases where on-site living quarters are provided, these quarters shall be habitable and have basic amenities and facilities in compliance with the Workers' Minimum Standards Housing and Amenities Act 1990 (Act 446) or any other applicable legislation.</p> <p>- Major compliance -</p>	<p>The workers in the estates have been provided with basic facilities such as government clinic, football field, mosque, sundry shops and other amenities such as subsidized electricity bill (RM6.00 per workers) and subsidized treated water supply from government (RM4.00 per workers which has been paid on monthly basis and clearly stated in the payslips.</p> <p>Site visit to the housing at FGVPM Besout 6 Estate found that the hostels were painted, grass cutting twice a month and domestic waste was collected three times a week. Weekly inspection was recorded in "Senarai Pemeriksaan Harian Kebersihan Asrama".</p>	Complied
4.4.5.12	<p>The management shall establish a policy and provide guidelines to prevent all forms of sexual harassment and violence at the workplace.</p> <p>- Major compliance -</p>	<p>Human Rights Policy was established and describe in the "Polisi Kelestarian Kumpulan/ Group Sustainability Policy" (Clause 5.1.2 Responsible Employment) dated 29 May 2019 (FGV/SED/POL/001 Rev 3). The policy was approved by Board of Directors led by Chairman of FGV Holdings Berhad (Datuk Wira Azhar bin Abdul Hamid). The</p>	Complied

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Criterion / Indicator		Assessment Findings	Compliance
		<p>company is committed to protect the rights of women on the reproductive and family planning.</p> <p>Discrimination is not allowed in the company. Apart from that, procedure "Menangani Aduan Melalui Jawatankuasa Wanita" (Doc. No.: FGV/ML-1A/L2-Pr14, Version 0 dated 1/6/2016) was maintained to provide a system to channel the complaint regarding sexual harassment and violence.</p> <p>Gender committee and KKD committee was established in the estates to monitor and handle sexual harassment and violence case in the estate. There has been no case with regards to sexual harassment or violence reported. Gender Committee/KKD Meeting for both estates was conducted on 27/01/2022.</p>	
4.4.5.13	<p>The management shall respect the right of all employees to form or join trade union and allow workers own representative(s) to facilitate collective bargaining in accordance with applicable laws and regulations. Employees shall be given the freedom to join a trade union relevant to the industry or to organize themselves for collective bargaining. Employees shall have the right to organize and negotiate their work conditions. Employees exercising this right should not be discriminated against or suffer repercussions.</p> <p>- Major compliance -</p>	<p>Human Rights Policy was established and describe in the "Polisi Kelestarian Kumpulan/ Group Sustainability Policy" (Clause 5.1.2 Responsible Employment) dated 29 May 2019 (FGV/SED/POL/001 Rev 3). Policy is approved by Board of Directors led by Chairman of FGV Holdings Berhad (Datuk Wira Azhar bin Abdul Hamid). The company allows the employees to join any legal association and get approval from the management.</p> <p>Meeting minutes "Kesatuan Pekerja-Pekerja FGV Plantations (M) Sdn. Bhd. No: 79 dated 23/03/2021 and Meeting minutes "Perundingan Bersama Pekerja Ladang" (e.g. FGVP Besout 6 Estate) was conducted on 22/04/2021 attended by workers representative is available and verified.</p>	Complied
4.4.5.14	<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 and young persons is acceptable on family farms, under adult supervision, and when not interfering</p>	<p>Human Rights Policy was established and describe in the "Polisi Kelestarian Kumpulan/ Group Sustainability Policy" (Clause 5.1.2 Responsible Employment) dated 29/5/2019 (FGV/SED/POL/001 Rev 3). The policy was approved by Board of Directors led by Chairman of</p>	Complied

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Criterion / Indicator		Assessment Findings	Compliance																								
	with their education. They shall not be exposed to hazardous working conditions. - Major compliance -	FGV Holdings Berhad (Datuk Wira Azhar bin Abdul Hamid) where the company will not recruit any individual who less than 18 years old to work in plantations. Document reviewed on the list of workers confirmed that all the employees were above 18 years old.																									
Criterion 4.4.6: Training and competency																											
4.4.6.1	All employees, contractors and relevant smallholders are appropriately trained. A training programme (appropriate to the scale of the organization) that includes regular assessment of training needs and documentation, including records of training shall be kept. - Major compliance -	<p>Verified annual training program for the year of 2021 and 2022. All training has been conducted as per plan. Among sample of training record were verified: -</p> <p>FGVPM Besout 7 Estate</p> <table border="1"> <thead> <tr> <th>Training</th> <th>Date</th> </tr> </thead> <tbody> <tr> <td>Tractor Safe Driving</td> <td>01/02/2022</td> </tr> <tr> <td>Manuring Safe Working</td> <td>05/01/2022</td> </tr> <tr> <td>Trunk Injection</td> <td>13/01/2022</td> </tr> <tr> <td>Fire Drill</td> <td>15/09/2021</td> </tr> <tr> <td>Spraying Safe Working & PPE</td> <td>17/01/2022</td> </tr> </tbody> </table> <p>FGVPM Besout 6 Estate</p> <table border="1"> <thead> <tr> <th>Training</th> <th>Date</th> </tr> </thead> <tbody> <tr> <td>Schedule waste management</td> <td>05/02/2021</td> </tr> <tr> <td>Emergency Response Training</td> <td>03/02/2022</td> </tr> <tr> <td>Chemical Handling</td> <td>28/01/2022</td> </tr> <tr> <td>OSH, Policy Training</td> <td>08/01/2022</td> </tr> <tr> <td>MSPO Training</td> <td>05/01/2022</td> </tr> </tbody> </table>	Training	Date	Tractor Safe Driving	01/02/2022	Manuring Safe Working	05/01/2022	Trunk Injection	13/01/2022	Fire Drill	15/09/2021	Spraying Safe Working & PPE	17/01/2022	Training	Date	Schedule waste management	05/02/2021	Emergency Response Training	03/02/2022	Chemical Handling	28/01/2022	OSH, Policy Training	08/01/2022	MSPO Training	05/01/2022	Complied
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4.4.6.2	Training needs of individual employees shall be identified prior to the planning and implementation of the training programmes in order to provide the specific skill and competency required to	Seen, all the training need/ matrix of all the personnel in the files. Training Need Analysis of all workers are based on their competencies and job description	Complied																								

Criterion / Indicator		Assessment Findings	Compliance
	all employees based on their job description. - Major compliance -		
4.4.6.3	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. - Minor compliance -	All workers involved in the operations have been adequately trained in safe working practice. The estates have a comprehensive Training Needs Analysis for staffs and workers, and this was sighted in the training records file. Trainings conducted were recorded in the various trainings record and completed with attendance records, training materials and photographs of the training	Complied
4.5 Principle 5: Environment, natural resources, biodiversity and ecosystem services			
Criterion 4.5.1: Environmental Management Plan			
4.5.1.1	An environmental policy and management plan in compliance with the relevant country and state environmental laws shall be developed, effectively communicated and implemented. - Major compliance -	FGV Holdings Berhad has established Environmental Policy signed by Mohd Nazrul Izam Mansor, Group Chief Executive Officer dated 05/11/2021. Refer doc no FGV/GHR/HSEQ/POL/004. Policy Briefing Training has been conducted on 18/11/2021 during Muster Call. FGV Holdings Berhad has documented Environmental policy in the Group Sustainability Policy under section 5.3: Protecting the Environment. The Group Sustainability Policy was signed by the CEO on 17/11/2020. Refer doc. no FGV/SED/POL/001 rev. 4(BI). The policy was communicated through training, briefing, and displayed on notice board at several placed in the estate.	Complied
4.5.1.2	The environmental management plan shall cover the following: a) An environmental policy and objectives; b) The aspects and impacts analysis of all operations.	Both estates have conducted Aspects and Impacts Analysis and being documented under FGV/FGVPM/IV/IMS/16/1.6 Pind 1. The analysis was reviewed on annually basis and latest review was conducted for the year of 2022. FGVPM Besout 7 Estate has been reviewed this EIA	Complied

Criterion / Indicator		Assessment Findings	Compliance
	- Major compliance -	<p>on 04/01/2022 while for FGVP Besout 6 Estate on 03/01/2022. Among activities discussed in the EIA were: -</p> <ul style="list-style-type: none"> • Harvesting • Spraying • Rat Baiting • Manuring • FFB Transport • Waste Management. <p>The environmental impact assessment (EIA) register has identified columns for Major activity, aspect, impact, issue, Compliance to Law, risk assessment, mitigation and risk score.</p> <p>Environmental Impact / Risk Matrix and Risk / Impact Value Table have been established in the Aspect – Impact Register. Risk Assessment are classified into 4 categories: frequency, likelihood, no of case and Total. Finally, the environmental ratings are classified as level, significance or not significance, action by and assessment.</p>	
4.5.1.3	<p>An environmental improvement plan to mitigate the negative impacts and to promote the positive ones, shall be developed, effectively implemented and monitored.</p> <p>- Major compliance -</p>	<p>The Management Plan has been documented in “Mengenalpasti Aktiviti Pencemar Alam Dan Pelan Tindakan Untuk Mengurangkan Pencemaran”. Among plan discussed were:</p> <ul style="list-style-type: none"> • Inspection of lorry at PUSPAKOM • Switch off the while temporary stop • Regular inspection of estate vehicle • Calibration of chemical usage • Recycle, reuse of empty chemical container. 	Complied

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Criterion / Indicator		Assessment Findings	Compliance
4.5.1.4	A programme to promote the positive impacts should be included in the continual improvement plan. - Minor compliance -	The program to promote activities with positive impacts was included in Continual Improvement Plan. The Plan for are as follows: <ul style="list-style-type: none"> • Zero open burning • Reduce usage of chemicals • Expand beneficial plant areas • Disposal of Empty chemical containers. • Re-use of chemical containers 	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 -	Evidence, all the Estates have conducted Environmental Training as listed below: - FGVPM Besout 7 Estate <ul style="list-style-type: none"> • Awareness on Schedule waste Management dated 15/09/2021 • Chemical Handling dated 04/02/2021 FGVPM Besout 6 Estate <ul style="list-style-type: none"> • Environmental Policy Training dated 06/01/2022 • Schedule Waste Management dated 28/01/2022 	Complied
4.5.1.6	Management shall organize regular meetings with employees where their concerns about environmental quality are discussed. - Major compliance -	Sighted meeting on environmental has been conducted. The meeting chaired by the Manager. The meeting discussing on estate environmental issues, mature area and Management review mainly on documentation. Refer minutes of meeting: FGVPM Besout 7 Estate: 11/03/2021 FGVPM Besout 6 Estate: 18/11/2021	Complied
Criterion 4.5.2: Efficiency of energy use and use of renewable energy			

Criterion / Indicator		Assessment Findings	Compliance																																								
4.5.2.1	<p>Consumption of non-renewable energy shall be optimized and closely monitored by establishing baseline values and trends shall be observed within an appropriate timeframe. There should be a plan to assess the usage of non-renewable energy including fossil fuel, electricity and energy efficiency in the operations over the base period.</p> <p>- Major compliance -</p>	<p>A plan for improving the efficiency of the use of fossil fuels is in place and has been incorporated into the Environmental Aspect and Impact activities report for 2022. The document was reviewed/updated on Jan 2022. The Environment Management Plan for efficiency of fossil fuel usage dated 03/01/2022 are detailed below:</p> <ul style="list-style-type: none"> • Monitor, reduce and record the usage of diesel monthly. • Switch off the engine when there is no operation • Reduce the usage of genset and fully utilize the turbine • Awareness training on management of diesel • Monitoring the cleanliness of skid tank area. 	Complied																																								
4.5.2.2	<p>The oil palm premises shall estimate the direct usage of non-renewable energy for their operations, including fossil fuel, and electricity to determine energy efficiency of their operations. This shall include fuel use by contractors, including all transport and machinery operations.</p> <p>- Major compliance -</p>	<p>The estimation for the direct usage of non-renewable energy for their operations, including fossil fuel, and electricity to determine energy efficiency of their operations inclusive of fuel used by contractors, including all transport and machinery operations was available in the respective estate annual budgets.</p> <p>Monthly records on energy consumption for non-renewable sources were kept and documented. Based on the records, the diesel consumption is as follows:</p> <table border="1"> <thead> <tr> <th colspan="5">FGVPM Besout 7 Estate</th> </tr> <tr> <th>No</th> <th>Year</th> <th>Diesel</th> <th>FFB</th> <th>Diesel/FFB</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>@Jan 2022</td> <td>10997</td> <td>1567.64</td> <td>7.02</td> </tr> <tr> <td>2</td> <td>2021</td> <td>148684</td> <td>24087.62</td> <td>6.17</td> </tr> </tbody> </table> <table border="1"> <thead> <tr> <th colspan="5">FGVPM Besout 6 Estate</th> </tr> <tr> <th>No</th> <th>Month</th> <th>Diesel</th> <th>FFB</th> <th>Diesel/FFB</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>@Jan 2022</td> <td>5030</td> <td>2283.96</td> <td>2.20</td> </tr> <tr> <td>2</td> <td>2021</td> <td>65395</td> <td>37709.92</td> <td>1.73</td> </tr> </tbody> </table>	FGVPM Besout 7 Estate					No	Year	Diesel	FFB	Diesel/FFB	1	@Jan 2022	10997	1567.64	7.02	2	2021	148684	24087.62	6.17	FGVPM Besout 6 Estate					No	Month	Diesel	FFB	Diesel/FFB	1	@Jan 2022	5030	2283.96	2.20	2	2021	65395	37709.92	1.73	Complied
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4.5.2.3	The use of renewable energy should be applied where possible. - Minor compliance -	There is no renewable energy applied in FGVP Besout 7 Estate and FGVP Besout 6 Estate. Future consideration based on budget and FGV financial stability such as solar panel.	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 Procedure on managing schedule waste has been established. Refer "Pengurusan Bahan Buangan Terjadual Setiap Ladang" Reference number: FGVP/L2/PAS-04dated 23/01/2020. All waste and pollution are identified and documented in the Waste Management Plan and Pollution Prevention Plan Financial Year 2022 renewed in Jan 2022.	Complied
4.5.3.2	A waste management plan to avoid or reduce pollution shall be developed and implemented. The waste management plan should include measures for: 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 - Major compliance -	All waste and pollution are identified and documented in the Waste Management Plan 2021 and 2022. Among topics discussed were: <ul style="list-style-type: none"> To record the empty fertilizer bag Conduct Training on management of domestic waste to workers Segregation of waste as per 3R and sent to registered contractor Monitoring on rubbish collection Waste Management Plan and Identification of Schedule Waste was not effectively implemented. During site visit at landfill area PM 09F at FGVP Besout 7, it was found that no segregation of waste has been conducted. Household waste, metal waste and plastic based waste were disposed there. It was not in line with SOP "Pelan Pengurusan Sisa Pepejal" dated 23/01/2020 Section 8.0 "Pengasingan sampah / Sisa pepejal mengikut kategori". During site visit at recycle store at FGVP Besout 6, it was found 3 unit of empty metal chemical container (Cypermethrin) was stored in	Major Non-Compliance

Criterion / Indicator		Assessment Findings	Compliance
		the recycle store. It was not in line with SOP "Pengurusan Bahan Buangan Terjadual Setiap Ladang" dated 23/01/2020 Section 6.1 "Kenalpasti dan Pengasingan Bahan Buangan" and SOP "Pelupusan Bekas Racun MakhluK Perosak Dan Beg Baja" dated 23/01/2020 Section 3.0 "Hanya Bekas Racun makhluK perosak yang telah di bilas tiga kali, kering dan di perbuat daripada high density polythene (HDPE) sahaja boleh di terima untuk di kitar semula". Thus, a major noncompliance was raised.	
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>Sighted Procedure on managing schedule waste has been established. Refer "Pengurusan Bahan Buangan Terjadual Setiap Ladang" Reference number: FGVPM/L2/PAS-04 dated 23/01/2020.</p> <p>Schedule waste for FGVPM Besout 7 Estate were sent to collection centre at FGVPM Besout 6. Sighted inventory has been maintained in the record. Latest record was SW409 on 10/01/2022.</p> <p>For FGVPM Besout 6 Estate:</p> <p><u>Inventory</u></p> <ul style="list-style-type: none"> • File reference Number: A11/123/000/018 • Date Reporting: 21/01/2022 • Waste Generated: SW305=0.36 MT, SW408=0.033 MT, SW409=0,0092 MT, SW410=0.1535 MT. <p><u>Disposal sample 1</u></p> <ul style="list-style-type: none"> • Disposal consignment note: 2020121910YZTWFO • Date Disposal: 16/12/2020 • SW305=0.30MT (Spent Lubricating Oil) by Aliran Segar Sdn Bhd. <p>Extension of SW storage has been gained by DOE as below:</p>	Complied

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Criterion / Indicator		Assessment Findings	Compliance									
		1. Letter A11/123/000/018 dated 26/02/2021. Extension until 30/06/2021. 2. Letter A11/023/000/018 dated 28/01/2022. Extension until 30/06/2022.										
4.5.3.4	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. - Major compliance -	Excess chemical containers that were not used for premixing have been triple rinsed and punctured was categorized under scheduled waste and disposed through waste contractors. For FGVPM Besout 7 Estate, the estate has disposed 60kg of chemical containers to Awie Metal Sdn Bhd on 06/12/2020 (Invoice Number: SLV048820120011).	Complied									
4.5.3.5	Domestic waste should be disposed as such to minimize the risk of contamination of the environment and watercourses. - Minor compliance -	Domestic waste was disposed at the Landfill. Location of landfill and record as below: - <table border="1" style="margin-left: 20px;"> <thead> <tr> <th>Estate</th> <th>Block No</th> <th>Date Open/Closed</th> </tr> </thead> <tbody> <tr> <td>FGVPM Besout 7 Estate</td> <td>PM09F</td> <td>01/01/2022</td> </tr> <tr> <td>FGVPM Besout 6 Estate</td> <td>PM01K</td> <td>06/02/2022</td> </tr> </tbody> </table>	Estate	Block No	Date Open/Closed	FGVPM Besout 7 Estate	PM09F	01/01/2022	FGVPM Besout 6 Estate	PM01K	06/02/2022	Complied
Estate	Block No	Date Open/Closed										
FGVPM Besout 7 Estate	PM09F	01/01/2022										
FGVPM Besout 6 Estate	PM01K	06/02/2022										
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 -	Environmental Risk Assessment for identifying activities that contributes significant impact to environment including gaseous emission. An assessment of all polluting activities has been conducted and monitored. This included the estate and mill activities. Refer "Pengenalpastian Aspek Dan Impak" Document number: FGV/FGVPM/IV/IMS/15/1.6 Rev 1 dated 22/03/2021. Among sample of activities discussed were: - FGVPM Besout 7 Estate & FGVPM Besout 6 Estate	Complied									

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Criterion / Indicator		Assessment Findings	Compliance
		<ul style="list-style-type: none"> • Harvesting • Spraying • Manuring • Tractor Driving • Rat Baiting 	
4.5.4.2	<p>An action plan to reduce identified significant pollutants and emissions shall be established and implemented.</p> <p>- Major compliance -</p>	The estates have implemented a Continuous Improvement Plan where they have stated the intention to reduce the usage of chemical through implementation of Integrated Pest Management Plan.	Complied
Criterion 4.5.5: Natural water resources			
4.5.5.1	<p>The management shall establish a water management plan to maintain the quality and availability of natural water resources (surface and ground water). The water management plan may include:</p> <ol style="list-style-type: none"> 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. 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.). 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. 	<ol style="list-style-type: none"> a. Water source for daily usage was from Lembaga Air Perak (LAP). Sighted monthly record has been maintained. b. Water Sampling has been conducted for Inlet and outlet monitoring. Refer Report water sampling for FGVPM Besout 7 Estate dated 13/10/2021, Reference report 362/2021 W and for FGVPM Besout 6 Estate dated 02/02/2021 by FGV Agri Service Laboratory, Reference report 24/2021W c. Water management plan has been established dated 10/01/2022. Among topics discussed were: <ul style="list-style-type: none"> • Record water consumption and source of water • Monitoring of negative impacts to the environment • Optimization of water usage and avoid wastage • Keep the soil moisture • Desilting main drain and field drain 	Complied

Criterion / Indicator		Assessment Findings	Compliance																				
	<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>d. Protection of water courses and wetlands, including maintaining and restoring appropriate riparian buffer zones has been verified at the estate catchment. Riparian buffer zones have been identified and demarcated. No chemicals and fertilizer application observed been used in their maintenance. In certain areas Guatemala grass/ Vertivar sp were planted along the river banks. Guidelines of the width of the rivers and natural courses to be protected have been illustrated in the FGV Sustainability Manual.</p> <table border="1"> <thead> <tr> <th>River width (meter)</th> <th>Minimum width for river reserve (m) for peninsular Malaysia and Sarawak</th> </tr> </thead> <tbody> <tr> <td>1-5</td> <td>5</td> </tr> <tr> <td>5-10</td> <td>10</td> </tr> <tr> <td>10-20</td> <td>20</td> </tr> <tr> <td>20-40</td> <td>40</td> </tr> <tr> <td>>40</td> <td>50</td> </tr> </tbody> </table> <p>Buffer zones were protected. Areas visited for the estates as tabled below: -</p> <p>FGVPM Besout 7 Estate</p> <table border="1"> <thead> <tr> <th>Details</th> <th>Field</th> </tr> </thead> <tbody> <tr> <td>Hutan Simpan Gunung Besout</td> <td>PM12H</td> </tr> <tr> <td>Sungai Chawang</td> <td>PM18N</td> </tr> <tr> <td>Sungai Tampan</td> <td>PM09G</td> </tr> </tbody> </table> <p>e. There is no removal of natural vegetation in riparian areas.</p> <p>f. There is no abstraction water for water supply using bore well.</p>	River width (meter)	Minimum width for river reserve (m) for peninsular Malaysia and Sarawak	1-5	5	5-10	10	10-20	20	20-40	40	>40	50	Details	Field	Hutan Simpan Gunung Besout	PM12H	Sungai Chawang	PM18N	Sungai Tampan	PM09G	
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Sungai Chawang	PM18N																						
Sungai Tampan	PM09G																						
4.5.5.2	No construction of bunds, weirs and dams across main rivers or waterways passing through an estate.	Sighted during site visit, there was no construction of bunds, weirs and dams across Sg. Chawang and Sg tampan at FGVPM Besout 7 Estate and Sg Erong at FGVPM Besout 6 Estate.	Complied																				

Criterion / Indicator		Assessment Findings	Compliance
	- Minor compliance -		
4.5.5.3	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). - Minor compliance -	Estate visited has implemented water harvesting in the estate. Such as directing water from roadside drain into the field. For planting at hilly area, the estate has constructed conservation terrace and plant cover crop to conserve water and prevent land erosion.	Complied
Criterion 4.5.6: Status of rare, threatened, or endangered species and high biodiversity value			
4.5.6.1	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: 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 (e.g. 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. - Major compliance -	At FGVP M Besout 7 Estate, HCV assessment have been conducted on 25/05/2017 by Mr Muhammad Zulfadzli Bin Sufian Suri. FGVP M Besout 7 Estate is adjacent to Hutan Simpan Gunung Besout where potential wild animal and rare and protective species lived. For FGVP M Besout 6 Estate, HCV assessment have been conducted on 23/05/2017 by Mr Muhammad Zulfadzli Bin Sufian Suri. There is no forest surrounding the estate and no RTE and natural vegetation based on the report. Identification of high biodiversity value habitats, such as rare and threatened ecosystems, that could be significantly affected by the grower(s) activities has been conducted in the HCV Assessment. The program to regularly educate the workforce and community about the status of these RTE species are also established with on-going consultation with the relevant authorities such as the State Wildlife department, Forestry department etc. The reports detailed the findings of a rapid appraisal of the biodiversity in the estates and addresses the RSPO P&C relevant to biodiversity conservation and HCV. Therein being provided details relating to the following: -	Complied

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Criterion / Indicator	Assessment Findings	Compliance
	<p>a) General biodiversity issues b) Watercourses and drainage c) Habitats natural and man-made d) Wildlife e) Ponds and reservoirs f) Wetlands /watercourses g) Legal aspects h) Immediate and long-term effect</p> <p>Sighted Management Plan and Monitoring Plan of HCV Area has been established for the year (2018-2023). Among topic in the management plan were: -</p> <ul style="list-style-type: none"> • Install signage at forest boundary • Monitoring of endangered species from animal sighting record • Awareness training and campaign related HCV and RTE • To cooperate with Jabatan Perhilitan <p>Sighted quarterly monitoring of wildlife and sensitive area for the year of 2021 at FGVP M Besout 7 Estate and FGVP M Besout 6 Estate. Only species like wild boar and monkey were stated in the animal sighting record.</p> <p>IPM Plan has been established in the certification unit estates which includes the planting of beneficial plants and control of damage by rodents and leaf eating pest.</p> <p>Beneficial plants such as Turnera subulata and Cassia cobanensis are grown in the estates and their records of planting in new areas and maintenance of existing areas of beneficial plants and location maps are available. Rat damage and leaf-eating pest census was regularly</p>	

Criterion / Indicator		Assessment Findings	Compliance
		<p>carried out to obtain information about threshold level and action to be taken thereafter. The records of census and rat baiting (averaging fruitlet damage <2%) were available for verification.</p> <p>Barn owl census conducted showed that it is inhabited. Additional owl boxes had been added, ratio ranging from 1:20 ha to 1:35. Occupancy rate ranges from 65% - 75% among the estates visited. Inspection at one random barn owl box showed that it is inhabited with bones and bird droppings sighted on the ground at the foot of the barn owl box pole.</p>	
4.5.6.2	<p>If rare, threatened or endangered species, or high biodiversity value, are present, appropriate measures for management planning and operations should include:</p> <p>a) Ensuring that any legal requirements relating to the protection of the species are met.</p> <p>b) Discouraging any illegal or inappropriate hunting, fishing or collecting activities; and developing responsible measures to resolve human-wildlife conflicts.</p> <p>- Major compliance -</p>	<p>There is no RTE found the entire FGVPM Besout 6 Estate and FGVPM Besout 7 Estate as recorded, with latest the following observation/report "Laporan Penilaian Konservasi Tinggi (HCV) & Biodiversiti.</p> <p>The audit findings have confirmed that there is no new HCVs, HCS forests peatland and other conservation areas been identified after 15/11/2018 in both FGVPM Besout 6 Estate and FGVPM Besout 7 Estate (refer 7.3.1 to 7.4.2).</p> <p>The recent HCV assessment methodology is through site observation, interviews, stakeholder's consultation and desktop review on available secondary data. The assessment among others covers the following areas: -</p> <ul style="list-style-type: none"> • Overview of HCV assessment. • Description of assessment areas. • Finding and discussion • landscape context • HCV criteria and application to agriculture 	Complied

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Criterion / Indicator		Assessment Findings	Compliance
4.5.6.3	A management plan to comply with Indicator 1 shall be established and effectively implemented, if required. - Major compliance -	The action plan is available under report HCV, under section 6.0 Biodiversity Management Plan for FGVP M Besout 7 Estate and FGVP M Besout 6 Estate for 2017-2022. The action plan covering 4 areas such as Boundary area between FGVP M Besout 7 Estate with Hutan Simpan Gunung Besout, Buffer zone for small stream, Non-Economic area/ Non-production area. HCV monitoring and management Monitoring of these areas are made through the daily field supervision by the field staff and executives.	Complied
Criterion 4.5.7: Zero burning practices			
4.5.7.1	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 -	The Group "Zero open burning" is enforced as described in the Group Sustainability Policy May 2019. The operating units adhered to the policy of "Zero open burning" for any replanting. From field visits and interviews with the workers there is no open burning being practiced in the estate. The estate has no replanting program for the incoming 5 years. There is a fire ERP team established by the estates and mill.	Complied
4.5.7.2	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 -	There are no areas where the previous crop is highly diseased and where there is a significant risk of disease spread or continuation into the next crop. Thus, this indicator was not applicable.	N/A
4.5.7.3	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 -	No controlled burning noted based on the records on the land clearing and felling for the replanting at sampled estates. Method of land clearing and preparation was used such as felling & chipping, cambering/land forming and path construction. Thus, this indicator was not applicable.	N/A

Criterion / Indicator		Assessment Findings	Compliance
4.5.7.4	<p>Previous crops should be felled or mowed down, chipped and shredded, windrowed or pulverized or ploughed and mulched.</p> <p>- Minor compliance -</p>	<p>Noted based on the records on the land clearing and felling for the replanting at sampled estates, method of land clearing and preparation was used such as felling & chipping, cambering/land forming and path construction.</p>	Complied
4.6 Principle 6: Best Practices			
Criterion 4.6.1: Site Management			
4.6.1.1	<p>Standard operating procedures shall be appropriately documented and consistently implemented and monitored.</p> <p>- Major compliance -</p>	<p>The SOP for the estates is available in a Group basis. Manual Ladang Sawit LESTARI 111 (No Doc: MLSL (ED 3) – Sec 2 (14.0) Tarikh Pindaan 1st September 2017 served as reference for the Estates. The Manual divided into 5 sections: -</p> <ul style="list-style-type: none"> a. Seksyen 1 – Pengurusan Tapak Semain Sawit b. Seksyen 2 – Pembangunan Tanam Semula c. Seksyen 3 – Sawit Pra Matang d. Seksyen 4 – Sawit Matang e. Seksyen 5 – Pembajaan Sawit <p>Apart from Manual Lestari, Estate do adhere to Sustainable Palm Oil Manual Procedure and Occupational Safety, Health and Environmental Manual. Other than that, visiting by Agronomist, Internal Audit and Advisory service were conducted to monitoring estate performance. Sample of visit as below:</p> <p>Agronomist Visit: 21/01/2022 Internal Audit: 19–20/01/2022 SHO Audit: 30/03/2021</p>	Complied

Criterion / Indicator		Assessment Findings	Compliance
4.6.1.2	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. - Major compliance -	FGV Holdings Berhad has established "Prosedur Pengenalpastian Kawasan Cerun dan Rizab Sungai, No Dokumen: ML-1A/L2-Pr8(0) No Pindaan: 0 Tarikh Efektif: 1.6.2016. Stated under 3.1.2 memastikan Kawasan Rezab Sungai / Zon Penimbal dan Kawasan curam (melebihi 25°) tidak diganggu semasa program pembangunan dan penanaman baru". During site visit observed there is no terracing above 25 Degrees	Complied
4.6.1.3	A visual identification or reference system shall be established for each field. - Major compliance -	Field references were identified by year of planting. Signboard were erected and palms at the entrance of each field were painted with the field identification. Sighted the implementation at Estate as follows: - a. Block name b. Title Hectare c. Planted Hectare d. Year of Planting	Complied
Criterion 4.6.2: Economic and financial viability plan			
4.6.2.1	A documented business or management plan shall be established to demonstrate attention to economic and financial viability through long-term management planning. - Major compliance -	Available as sampled an annual business plan in the form of budget and the projection for 3 years prepared as guidance for future planning. The business plan contains FFB yield @ crop review, CPO, OER, and KER, OPEX, CAPEX etc. FGVPM Global Ventures Plantation (M) Sdn Bhd. A 3 years Business Plan 2022 – 2024 was seen during assessment. As for the estates, budget titled "Anggaran Perbelanjaan Am Bagi 2022 – 2024" and "Rumusan Bajet" from 2022 – 2024 available for review.	Complied
4.6.2.2	Where applicable, an annual replanting programme shall be established. Long term replanting programme should be	There is no replanting programme for the upcoming 5 years at FGVPM Besout 7 Estate. For FGVPM Besout 6 Estate, the oldest palm was the	Complied

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Criterion / Indicator		Assessment Findings	Compliance
	established and review annually, where applicable every 3-5 years. - Major compliance -	year 1998. Available replanting program for FGVP Besout 6 Estate for the year 2023 at 90.92 ha.	
4.6.2.3	The business or management plan may contain: a) Attention to quality of planting materials and FFB b) Crop projection: site yield potential, age profile, FFB yield trends c) Cost of production: cost per tonne of FFB d) Price forecast e) Financial indicators: cost benefit, discounted cash flow, return on investment - Major compliance -	The business or management plan found contained attention to quality of planting materials and FFB, Crop projection such as site yield potential, age profile, FFB yield trends, Age profile, FFB yield trends that available for year 2018 until 2021.	Complied
4.6.2.4	The management plan shall be effectively implemented and the achievement of the goals and objectives shall be regularly monitored, periodically reviewed and documented. - Major compliance -	The management plan effectively implemented, and the achievement of the goals and objectives found regularly monitored, periodically reviewed and documented. FGVP Besout 7 Estate and FGVP Besout 6 Estate has established "Executive information system" for monitor monthly performance in FFB, Account workers' wages, workers' productivity, capital expenditure, progress of works and cost to maturity for replanting area.	Complied
Criterion 4.6.3: Transparent and fair price dealing			
4.6.3.1	Pricing mechanisms for the products and other services shall be documented and effectively implemented. - Major compliance -	Sijil Pengakuan Melawat Kawasan Kerja Yang Telah Siap (Contractor: GPH Enterprise, Contract No: 530007861, dated 02/12/2021, Description: FFB Transportation for contract No: 0455PM0905 and 0455PM0906	Complied

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Criterion / Indicator		Assessment Findings	Compliance
		Sijil Pengakuan Siap Kerja Pertanian Bagi Tujuan Bayaran (Contract No: 5300007861, Location: PM0905/PM0906). Payment has been made on 11/12/2021.	
4.6.3.2	All contracts shall be fair, legal and transparent and agreed payments shall be made in timely manner. - Major compliance -	The contracts agreements have the details about the pricing and terms & conditions. Payment was made promptly by verified the payment vouchers and interviewed with the contractors.	Complied
Criterion 4.6.4: Contractor			
4.6.4.1	Where contractors are engaged, they shall understand the MSPO requirements and shall provide the required documentation and information. - Major compliance -	Clauses for the contractor to adhere the MSPO and legal requirements are spelled out in Supplier Code Of Conduct (SCOC) dated May 2020 Was agreed and signed off on September 2020. The SCOC and complaint procedure awareness been given to contractor on 14/12/2021.	Complied
4.6.4.2	The management shall provide evidence of agreed contracts with the contractor. - Major compliance -	The contractors have signed on the Surat Perintah Kerja prior to provide services. At FGVPM Besout 7 Estate, seen the SPK# 5300006866 dated 10/12/2021 – Surat Kelulusan Pembaharuan Kontrak Kali Pertama (Mengangkut Buah Tandan Segar Sawit ke Kilang Memproses) which valid from 01/01/2022 until 31/12/2022 (Bil 17/2021) for Contractor: GPH Enterprise. The contractors have acknowledged Surat Perintah Kerja prior to provide services (Estate: FGVPM Besout 7 Estate, PKT: PM16K & PM17L).	Complied
4.6.4.3	The management shall accept MSPO approved auditors to verify assessments through a physical inspection if required. - Minor compliance -	FGV Holdings Berhad has agreed for BSI auditors to verify the assessment through a physical inspection if required. This also apply to the contractor as per SCOC dated May 2020.	Complied

Criterion / Indicator		Assessment Findings	Compliance
4.6.4.4	<p>The management shall be responsible for the observance of the control points applicable to the tasks performed by the contractor, by checking and signing the assessment of the contractor for each task and season contracted.</p> <p>- Major compliance -</p>	<p>The estates will key in the Progress of Work done by the contractors into the system and Progress of Work Records will be generated. Work Completion certificate will be acknowledged by the Manager to accept the works done by contractor and payment will be made according to the certificate. Verified the contract payment slip for the payment of works done by contractor as follow:</p> <p>Contractor: GPH Enterprise, Voucher No: 350309179 dated 13/12/2021, Description: Sijil Pengakuan Siap Kerja Bagi Tujuan Bayaran, Contract No: 5300006866, Payment Cert No: 11, acknowledged by: Field Supervisor and verified by Asst Manager dated 01/12/2021.</p>	Complied
4.7 Principle 7: Development of new planting			
Criterion 4.7.1: High biodiversity value			
4.7.1.1	<p>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.</p> <p>- Major compliance -</p>	There is no development of new planting at visited estate.	N/A
4.7.1.2	<p>No conversion of Environmentally Sensitive Areas (ESAs) to oil palm as required under Peninsular Malaysia's National Physical 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.</p> <p>- Major compliance -</p>	There is no development of new planting at visited estate.	N/A

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Criterion / Indicator		Assessment Findings	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 -	There is no development of new planting at visited estate.	N/A
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 -	There is no development of new planting at visited estate.	N/A
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 -	There is no development of new planting at visited estate.	N/A
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 -	There is no development of new planting at visited estate.	N/A
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.	There is no development of new planting at visited estate.	N/A

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Criterion / Indicator		Assessment Findings	Compliance
- Minor compliance -			
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 -	There is no development of new planting at visited estate.	N/A
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 -	There is no development of new planting at visited estate.	N/A
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 -	There is no development of new planting at visited estate.	N/A
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 -	There is no development of new planting at visited estate.	N/A
4.7.5.3	Marginal and fragile soils, including excessive gradients and peat soils, shall be identified prior to conversion. - Major compliance -	There is no development of new planting at visited estate.	N/A

Criterion / Indicator		Assessment Findings	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 -	There is no development of new planting at visited estate.	N/A
4.7.6.2	Where new plantings on recognised customary lands are acceptable, management plans and operations should maintain sacred sites. - Minor compliance -	There is no development of new planting at visited estate.	N/A
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 -	There is no development of new planting at visited estate.	N/A
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 -	There is no development of new planting at visited estate.	N/A
4.7.6.5	Identification and assessment of legal and recognised customary rights shall be documented. - Major compliance -	There is no development of new planting at visited estate.	N/A

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Criterion / Indicator		Assessment Findings	Compliance
4.7.6.6	A system for identifying people entitled to compensation and for calculating and distributing fair compensation shall be established and implemented. - Major compliance -	There is no development of new planting at visited estate.	N/A
4.7.6.7	The process and outcome of any compensation claims shall be documented and made publicly available. - Major compliance -	There is no development of new planting at visited estate.	N/A
4.7.6.8	Communities that have lost access and rights to land for plantation expansion should be given opportunities to benefit from the plantation development. - Minor compliance -	There is no development of new planting at visited estate.	N/A

Malaysian Sustainable Palm Oil Part 4: General Principles for Palm Oil Mills

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	Policy for the implementation of MSPO shall be established. - Major compliance -	Group Sustainability Policy, Policy No: FGV/SED/POL/001 rev 4.0 dated 17/11/2020 has includes the MSPO implementation is established and publicly available.	Complied
4.1.1.2	The policy shall also emphasize on the commitment to continual improvement with the objective of improving the milling operation. - Major compliance -	The policy explained that supporting the MSPO and committed to ensure that all FGV operation comply with MSPO.	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. - Major compliance -	Internal audit was planned as at least once a year and conducted on 12-13/01/2022 by a team of internal auditor personnel from FGV HQ. Audit covered both documentation and operation for the mill for RSPO and MSPO requirements. The action from the finding raised was established.	Complied
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 -	FGV Holdings Berhad has developed Sustainability Certification Internal Audit Procedure (SOP No.: FGV/GSD-SCCD/SOP/04, Ver. 0 dated 03/09/2020) as a guideline to carry out internal audit for the certification standards such as RSPO, MSPO, ISCC and other sustainability certifications	Complied

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		All nonconformances raised were recorded with root cause and correction/corrective action including timeframe to close the NC and person in-charge was identified.	
4.1.2.3	Reports shall be made available to the management for their review. - Major compliance -	The result of the internal audit was available to the management with the corrective action plan developed. The results of internal audit were reviewed and discussed during the management review meeting.	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 was planned to be conducted at least once a year. It was conducted on 24/01/2022 chaired by the Mill Manager and attended by key personnel has covered on the audit results, customer satisfaction, production, environmental issues, social issues, continual improvement and resource needs.	Complied
Criterion 4.1.4 – Continual Improvement			
4.1.4.1	The action plan for continual improvement shall be based on a consideration of the main social and environmental impact and opportunities for the company. - Major compliance -	FGVPISB Besout POM has developed continual improvement plan based on following environmental, social and productivity objectives: a. To control the BOD of final discharge under 100ppm monthly for Year 2021 b. To ensure zero occupational health disease c. To ensure zero accident on road and operation d. To install ESP to reduce black smoke density under 150 mg/m3 in 2021	Complied

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Criterion / Indicator		Assessment Findings	Compliance
4.1.4.2	The company should establish a system to improve practices in line with new information and techniques; and for disseminating this information throughout the workforce. - Major compliance -	FGVPISB Besout POM has the initiative to build 1 unit of ESP in FGVPISB Besout POM to reduce black smoke density under 150 mg/m ³ . The info was available for review.	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 adequate information to other stakeholder on environmental, social and legal issues relevant to sustainable practices in the relevant languages and forms. - Major compliance -	Adequate information covering on environmental, social and legal issues which are relevant to stakeholders is shared for effective participation and decision making. Handbook of RSPO Certification for FELDA and FGV were distributed to all the stakeholders. Explanation of RSPO, MSPO, ISCC and all the policies were clearly stated in the handbook. Besides, process of complaints and grievances were included in the handbook. Contractors and suppliers in general were briefed and provided with FGV Supplier Code of Conduct (SCOC); April 2019 prior to contractual engagement. The SCOC also available via FGV company's website link http://www.fgvholdings.com/wpcontent/uploads/2019/07/Supplier-Code-of-Conduct-SCOC.pdf where the SCOC were specified relevant terms of Labour Standards as well as legality to be complied with by suppliers. As per sampling on contract with Awaseri Enterprise dated SCOC document version May 2020 was available in POM for reviewed.	Complied
4.2.1.2	Management documents shall be publicly available, except where this is prevented by commercial confidentiality or where disclosure	FGVPISB Besout POM holds copies of each of the management documents that are required to be publicly available. Besides, all	Complied

Criterion / Indicator	Assessment Findings	Compliance
<p>of information would result in negative environmental or social outcomes.</p> <p>- Major compliance -</p>	<p>the information such as annual report, sustainability news and policies were found available in the company's website: www.fgvholdings.com Records of inspections and visits by the authorities were maintained such as inspection of electricity by competent engineer, DOE visits and DOSH visits.</p> <p>Memorandum dated 12/01/2022 for list of documents that are publicly available for stakeholders was displayed at the notice board. Documents that are publicly available such as:</p> <ul style="list-style-type: none"> a. Land title b. OSH Management Plan c. EIA Report & Environmental Management Plan d. SIA Report & Social Impact Plan e. Biodiversity Report and HCV f. Complaint & Grievance Procedure g. Stakeholder complaint record book h. Prosedur Pengenalpastian dan Penyelesaian Pertikaian Tanah i. Continuous Improvement Plan j. RSPO & MSPO External Audit Report k. Policies l. SEIA m. Social Programme <p>Two (2) request from stakeholders recorded on COVID-19 procedure from MITI and Production statistic from Dept of Statistic Malaysia in 2021 was recorded.</p>	

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Criterion / Indicator		Assessment Findings	Compliance
Criterion 4.2.2 – Transparent method of communication and consultation			
4.2.2.1	Procedures shall be established for consultation and communication with the relevant stakeholders. - Major compliance -	FGVPISB Besout POM has developed “Komunikasi, Penglibatan dan Rundingan” procedure (Doc. No. ML-1A/L2-PR3(1) dated 22/5/2015) where the procedure has stated the information that provided to the stakeholders such as policies, social impact assessment and environment aspects.	Complied
4.2.2.2	The management shall nominate management officials at the operating unit responsible for issues related to <i>indicator 1</i> . - Minor compliance -	FGVPISB Besout POM management has appointed Mr. Eddy Fadzil B Ahmad Tarmizi – Admin Executive was appointed as management official to communicate with stakeholders any complaints/grievance and policies or programmes as per appointment letter Ref no: (02)RSPO/E6.2.1 dated 25/01/2022.	Complied
4.2.2.3	A list of stakeholders, records of all consultation and communication and records of action taken in response to input from stakeholders shall be properly maintained. - Major compliance -	Stakeholder list was updated on 15/01/2022 has included relevant stakeholders (internal and external) such as local communities head, suppliers, contractors, authorities, neighbouring estates and smallholders, government agencies including clinics, hospitals, schools, immigrations, NGO’s and etc. Stakeholder consultation was conducted by Sustainability Compliance & Certification Department in November 2021 which involved canteen operator, contractor, security (FELSCO), clinics, government agencies, school representative, community leader and etc. Action Plan was recorded in “Kesimpulan Penilaian Impak Sosial (SIA) Positif dan Negatif, Pelan Pengurusan dan Action Plan untuk Penilaian Positif dan Negatif 2022/2023 dated 17/01/2022 reviewed by Mill Manager.	Complied

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Criterion / Indicator		Assessment Findings	Compliance
		<p>Briefing + Gotong Royong dated 27/01/2022, KKD & Contractor dated 29/01/2022, Gender Committee/KKD Meeting dated 29/01/2022.</p> <p>FGVPISB Besout POM also has conducted stakeholder meeting dated 25/01/2022 attended by 17 personnel from contractor, supplier, canteen operator and etc and Jawatankuasa Permuafakatan Produktiviti dan Kualiti (JPPK) meeting was conducted on 17/11/2021 (4/2021), 21/09/2021 (3/2021), 24/03/2021 (2/2021), 24/03/2021 (1/2021).</p>	
Criterion 4.2.3 – Traceability			
4.2.3.1	<p>The management shall commit itself to implement and maintain the requirements for the traceability and shall establish a standard operation procedure for traceability.</p> <p>- Major compliance -</p>	<p>Documented procedure has been established for traceability (supply chain) and has been documented in the document number FGV/GSD-SCCD/SOP/007 title "Prosedur RSPO Supply Chain Certification (Kilang Sawit)".</p>	Complied
4.2.3.2	<p>The management shall conduct regular inspections on compliance with the established traceability system.</p> <p>- Major compliance -</p>	<p>Various means were available on how to monitor the traceability where among others the updating of productivity report, dispatch of CPO and PK, through month end account closing and internal audit. Based on verification of records, it was found that the procedure of traceability was well implemented.</p>	Complied
4.2.3.3	<p>The management shall identify and assign suitable employees to implement and maintain the traceability system.</p> <p>- Minor compliance -</p>	<p>Addressed under management functions and job description of the traceability procedure. It is stated that the overall responsibility is assigned to the Mill Manager. The responsible is to implement and monitor the FGVPISB Besout POM Supply Chain programme. Based on interview with the person in-charged, he was able to demonstrate awareness of the organization's procedures for the implementation of this standard.</p>	Complied

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Criterion / Indicator		Assessment Findings	Compliance																														
4.2.3.4	Records of storage, sales, delivery or transportation of crude palm oil and palm kernel shall be maintained. - Major compliance -	<p>Sample of storage, sales, delivery or transportation of crude palm oil and palm kernel as below:</p> <table border="1"> <thead> <tr> <th colspan="3">CPO</th> </tr> </thead> <tbody> <tr> <td>Date</td> <td>08/10/2021</td> <td>05/01/2022</td> </tr> <tr> <td>Transaction No.</td> <td>H00007642</td> <td>H00007935</td> </tr> <tr> <td>Lorry No.</td> <td>BLA744</td> <td>BJW2460</td> </tr> <tr> <td>Weight</td> <td>39.82</td> <td>42.01</td> </tr> <tr> <th colspan="3">PK</th> </tr> <tr> <td>Date</td> <td>26/10/2021</td> <td>30/01/2022</td> </tr> <tr> <td>Transaction No.</td> <td>L00002119</td> <td>L00002190</td> </tr> <tr> <td>Lorry No.</td> <td>VAC6796</td> <td>VAC6570</td> </tr> <tr> <td>Weight</td> <td>44.32</td> <td>44.33</td> </tr> </tbody> </table>	CPO			Date	08/10/2021	05/01/2022	Transaction No.	H00007642	H00007935	Lorry No.	BLA744	BJW2460	Weight	39.82	42.01	PK			Date	26/10/2021	30/01/2022	Transaction No.	L00002119	L00002190	Lorry No.	VAC6796	VAC6570	Weight	44.32	44.33	Complied
CPO																																	
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4.3 Principle 3: Compliance to legal requirements																																	
Criterion 4.3.1 – Regulatory requirements																																	
4.3.1.1	All operations shall be in compliance with applicable local, state, national and ratified international laws and regulations. - Major compliance -	<p>FGVPISB Besout POM has been complied with the compliance that applicable to local, state and national as per below detail: -</p> <ul style="list-style-type: none"> • MPOB license 500155504000 valid from 01/04/2021 until 31/03/2022, • License KPDNHEP/P/P/TPH/600-2/1/6/2/220 for Diesel valid until 14/01/2024. • Suruhanjaya Tenaga Akta Bekalan Elektrik with serial number 50579, License Number 2021/01376 valid from 28/07/2021 until 27/07/2022. • Back Pressure Receiver PK/HT/160/80 valid until 06/03/2023 • Deaerator PK PMT 2493 valid until 06/03/2023 	Complied																														

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Criterion / Indicator		Assessment Findings	Compliance
		<ul style="list-style-type: none"> Sterilizer MSHK/PV.119 valid until 06/03/2023 	
4.3.1.2	The management shall list all relevant laws related to their operations in a legal requirements register. - Major compliance -	The legal registered is available for all legal and other compliance and already updated on 10/1/2021 with no changes identified.	Complied
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 mechanism of tracking changes and update are guided by Manual Procedure, Evaluation of Compliance to Legal and Other Requirements [FPI/L2/QOSHE-17.0].	Complied
4.3.1.4	The management should assign a person responsible to monitor compliance and to track update the changes in regulatory requirements. - Minor compliance -	FGVPISB Besout POM have centralised system for tracking any changes in the law as per "Panduan: Sistem Pengesanan Perubahan Undang-undang" dated 23/6.2017, Version:04. Any changes in the relevant regulations is through Plantation and Sustainability Department and the Manager, who are sole responsible.	Complied
Criterion 4.3.2 – Lands use rights			
4.3.2.1	The management shall ensure that their oil palm milling activities do not diminish the land use rights of other users. - Major compliance -	FGVPISB Besout POM land is legally owned by Felda Palm Industries Sdn Bhd as verified the land title No. H.S.(D): 10962. There was no land dispute in the Besout POM by verified through interviewed with the local communities.	Complied
4.3.2.2	The management shall provide documents showing legal ownership or lease, history of land tenure and the actual legal use of the land. - Major compliance -	Based on the agreement between FELDA and FPISB [Surat Perjanjian antara FELDA dan FPISB, Rancangan: FELDA Gunung Besout 1, dated 25/11/1996], there are 14.60 Ha of area leased to FPISB for Besout POM utilisation. 82,000 m2 of it is under land title No. H.S.(D): 10962, No. PT: PT 3814 whereas 6.40 ha is still under the main land title hold by FELDA.	Complied

Criterion / Indicator		Assessment Findings	Compliance
4.3.2.3	Legal parameter boundary markers should be clearly demarcated and visibly maintained on the ground where practicable. - Major compliance -	Land title No H.S.D: 10962 with Syarat-Syarat Nyata: Perusahaan Kilang Kelapa Sawit was verified. Sighted during site visit, clearly boundary markers have been clearly demarcated in the map and site checking.	Complied
4.3.2.4	Where there are, or haven been disputes, documented proof of legal acquisition of land and fair compensation that have been or are being made to previous owners and occupants; shall made available and that these should have been accepted with free prior informed consent (FPIC). - Minor compliance -	There was no land dispute record in the FGVPISB Besout POM. No record as per document verification and stakeholder interview.	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 -	The mill land is legally owned by Felda Palm Industries Sdn Bhd as verified the land title No. H.S.(D): 10962. The existing land is not encumbered by any customary land rights.	N/A
4.3.3.2	Maps of an appropriate scale showing extent of recognized customary rights shall be made available. - Minor compliance -	The mill land is legally owned by Felda Palm Industries Sdn Bhd. The existing land is not encumbered by any customary land rights.	N/A
4.3.3.3	Negotiation and FPIC shall be recorded and copies of the relevant agreements should be made available. - Major compliance -	The mill land is legally owned by Felda Palm Industries Sdn Bhd. The existing land is not encumbered by any customary land rights.	N/A
4.4 Principle 4: Social responsibility, health, safety and employment condition			
Criterion 4.4.1: Social Impact Assessment (SIA)			

Criterion / Indicator		Assessment Findings	Compliance
4.4.1.1	<p>Social impacts should be identified and plans should be implemented to mitigate the negative impacts and promote the positive ones.</p> <p>- Minor compliance -</p>	<p>Social Impact Assessment (SIA) was conducted in November 2021 by Sustainability Compliance & Certification Department for FGV Besout Complex via Stakeholder consultation/interview and survey form.</p> <p>SOP for SIA (Doc # FGV/ML-1A/L2-Pr21; Issue:1; Rev.2 date: 2/3/2019 established on SIA review to be conducted at least once in every 2 years.</p> <p>Guideline for Social Impact Assessment (SIA) from Group Sustainability Division, Sustainability Compliance & Certification Department (SOP No: FGV/GSD-SCCD/GL/02, Ver.0 dated 15/12/2020 is available and maintained.</p> <p>Mitigation plan was identified in Mitigation Plan and Opportunity for Improvement - Appendix 7 (Pelan Mitigasi Syor Penambahbaikan Impak Sosial (Negatif) Kilang Sawit Besout) and Appendix 8 (Pelan Mitigasi Syor Penambahbaikan Impak Sosial (Positif) Kilang Sawit Besout).</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>Prosedur Menangani Aduan dan Rungutan – FGV/ML-AA/L2-Pr13, Issue 1, Rev 2 dated 01/04/2019</p> <p>FGV has developed procedure of “Menangani Aduan dan Rungutan” (Doc. No.: ML-1A/L2-Pr13(0), Version 2 dated 1/4/2019). The objectives of the procedure are to provide a channel for the internal stakeholders and external stakeholders to lodge any complains to the management. Mechanism to handle complaints was clearly described in the procedure. There are 5 stages of process for</p>	Complied

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		internal complaint. The time frame for investigation of the issue should be done within 14 working days.	
4.4.2.2	The system shall be able to resolve dispute in an effective, timely and appropriate manner, which is accepted by all parties. - Major compliance -	FGVPISB Besout POM has implemented Complaint and Response Form/ Book to record complaints or requests from the stakeholders. Most of the complaints were about defects of housing facilities. Since the last assessment, there were several complaints from workers settlers with regards to House facilities. Laporan Kerosakan Rumah Kakitangan dated 11/10/2021, Unit No: HG4 and dated 27/10/2021, Unit No: HP.1, expected completion time: 3 months completed on 26/12/2021 was verified by the Mill Manager.	Complied
4.4.2.3	A complaint form should be made available at the premises, where employees and affected stakeholders can make complaints. - Minor compliance -	The complaint record book was available in the office area where the stakeholders can easily access to lodge their complaint. So far, no complaint recorded since last assessment.	Complied
4.4.2.4	Employees and surrounding communities should be made aware of its existence and that complaints or suggestions may be made at any time. - Minor compliance -	Interview with internal and external stakeholder during stakeholder consultation found that they were aware of the complaint procedure and were briefed by the management during stakeholder meeting.	Complied
4.4.2.5	Complaints and solutions within the past 24 months shall be documented and be made available to affected stakeholders upon request. - Major compliance -	The records of complaint for the past 24 months (since Jan 2019) were available in the complaint's records book.	Complied
Criterion 4.4.3: Commitment to contribute to local sustainable development			
4.4.3.1	Palm oil miller should contribute to local development in consultation with the local communities. Where the mill is an integral part of	FGVPISB Besout POM has contributed food supplies to workers infected with COVID-19 as per letter Ref No:	Complied

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Criterion / Indicator	Assessment Findings	Compliance	
plantation, such contribution to local community development may be regarded as a joint effort by the mill and the plantation. - Minor compliance -	(90)Korporat/SuratAm/COVID-19/2021) dated 24/07/2021. Due to pandemic, no physical program conducted with the local communities.		
Criterion 4.4.4: Employees safety and health			
4.4.4.1	An occupational safety and health policy and plan which is in line with Occupational Safety and Health Act 1994 and Factories and Machinery Act 1967 (Act 139) shall be documented, effectively communicated and implemented. - Major compliance -	FGV Holdings Berhad has established OSH Policy signed by Mohd Nazrul Izam Mansor, Group Chief Executive Officer dated 05/11/2021. Refer doc no FGV/GHR/HSEQ/POL/003 Rev. 05. FGV Holdings Berhad has documented safety and health policy in the Group Sustainability Policy under section 5.2.4: Health and Safety. The Group Sustainability Policy was signed by the CEO on 17/11/2020. Refer doc. no FGV/SED/POL/001 rev. 4(BI). In the policy stated the commitment: <ul style="list-style-type: none"> • To provide a healthy and safe working environment its operations for all its workers and employees and • Shall allocate appropriate resource to minimize and eliminate Health and Safety risks. 	Complied
4.4.4.2	The occupational safety and health plan should cover the following: <ol style="list-style-type: none"> a) A safety and health policy, which is communicated and implemented. b) The risk of all operations shall be assessed and documented. c) An awareness and training programme which includes the following requirements for employees exposed to chemicals used at the palm oil mill: <ol style="list-style-type: none"> i. All employees involved are adequately trained on safe working practices; 	<ol style="list-style-type: none"> a) FGV Holdings Berhad has established OSH Policy signed by Mohd Nazrul Izam Mansor, Group Chief Executive Officer dated 05/11/2021. Refer doc no FGV/GHR/HSEQ/POL/003 Rev. 05. b) The mill risk of all operations be assessed and documented in hazard identification, risk assessment and risk control, HIRARC. The assessment includes all 23 processing activities and support activities base on workstation. The activities covered was available in the mill to identify assess and provide controls for all the risks associated to the operations in the mill. Sighted 	Major Non-Compliance

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Criterion / Indicator	Assessment Findings	Compliance
<ul style="list-style-type: none"> ii. All precautions attached to products should 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 Labeling) Regulation 1997 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 shall 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 that affect their business such as those related to employees' safety, health and welfare are discussed openly. Records from such meeting shall be kept and the concerns of employees and any remedial actions taken shall be recorded. h) Accident and emergency procedures shall exist and instructions shall be clearly understood by all employees. i) Employees trained in First Aid shall be present at all mill operations. First Aid equipment should be available at each worksite. 	<p>the HIRARC for Weighbridge, Oil Room, Crane & Threshing and Boiler.</p> <p>The risk control in HIRARC were not effectively implemented.</p> <p>During site visit at Ramp, it was found 1 lorry driver WB3279V was not wearing safety helmet when transport FFB to the mill ramp. It was not in line with risk control in HIRARC Loading Ramp that stated on PPE usage while transport the FFB. Thus, a major noncompliance was raised.</p> <p>Chemical Health Risk Assessment was conducted in the mill by Occumed Consultancy & Services Sdn Bhd (CHRA REG NO: JKPP HIE 127/171/2(8)) on 19/06/2018. The CHRA Report (JKPP HIE 121/171/2(8)-2018/056) was available for verification covering Boiler, Driver (Shovel & Bobcat), Electrical Technician, Laboratory, Mechanical Technician and Storekeeper.</p> <p>Medical Surveillance was conducted for the year 2020 on 03/03/2020 by Yellow Tulips Resources. A total of 6 workers were examined and results indicated that all workers were fit to work with no occupational related diseases.</p> <p>Noise Risk Assessment Report (NRA) was conducted in accordance with the requirements under OSHA (Noise Exposure) Regulation 2019 for FGVPIB Besout POM by Yellow Tulips Resources (Assessor No: HQ/08/PEB/00/87) on 12/12/2019. The NRA Report (Report No: N087/1912-021) was available for verification.</p> <p>Annual Audiometry Examination was conducted for workers exposed to excessive noise in the mill. The examination was conducted on 24-25/07/2020 for a total 63 workers. The results</p>	

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<p>j) Records shall be kept of all accidents and be reviewed periodically at quarterly intervals.</p> <p>- Major compliance -</p>	<p>indicated that 24 workers had hearing loss, 5 with hearing impairment, and 34 with standard threshold shift. Retest Audiometry for STS cases and Physical examination for hearing impairment cases were done on 25/09/2021. The results indicated 29 workers were still diagnosed with STS. The management have reported the cases to DOSH and the JKPP 7 forms were available for verification. Audiometry for the year 2021 was not conducted due to outbreak cases however it was planning to be done in February 2022. Refer KSB2070122/so dated 27/01/2022.</p> <p>c) A training programme has been developed and available in the Training Requirement for Operating Units. The trainings were sighted to have included Gender Specific Training and involves staffs and workers. COVID-19 training and briefings were sighted at the mill and estates. Interview with the workers and staff indicated that they were aware on the SOP during the ongoing pandemic such as social distancing, regular sanitization and use of PPE (Face Mask).</p> <p>d) PPE Record was available for verification. Issuance of PPE to employees is recorded in a standard form which has the information about name of employee, type of PPE, workstation, date of issuance and acknowledgment of receipt.</p> <p>e) SOP for handling chemical management was addressed in a few procedures. The procedures outline the handling of chemicals in accordance to the regulation.</p> <p>f) The Mill Manager, Hashim bin Saudi was appointed as the Chairman for Safety and Health Committee at the mill as stated</p>	

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Criterion / Indicator	Assessment Findings	Compliance
	<p>in the appointment letter dated 01/01/2021 undersigned by the Regional Controller – Region 1.</p> <p>g) Safety & Health meetings were conducted at an interval of 3 months at the mill to address all the OSH related issues. Sighted the meeting minutes dated 24/12/2021 (04/2021), 24/09/2021 (03/2021), 25/06/2021 (02/2021) and 25/03/2021 (01/2021).</p> <p>h) Emergency Procedures and Safe Working Procedures were available at the office, workshops and chemical stores. Emergency Plans were available for identified incidences such as Fire, Accident, Chemical Spillage and Evacuation. Emergency Response Team was formed in the estate to counter any unwanted emergencies. ERP and Fire Extinguisher Training was conducted on 29/01/2021 at FGVPISB Besout POM by BOMBA. Fire extinguishers were placed at strategic placed and were in order.</p> <p>i) First Aid Kits were available at all sampled work units Spraying Gang, Harvesting Gang, Workshop, Boiler Station and Chemical Store. The first aid kits were well equipped with first aid items as stated in the list. All items were seen to be replenished at monitored regularly as per the monitoring checklist. The First Aid Kit holders were aware on how to use the items in case of an emergency.</p> <p>First Aider Refresher held at Alaf – Akademi Latihan FGV, Kuantan on 11/11/2021 attended by personals from FGVPISB Besout POM.</p> <p>Basic Occupational First Aid, CPR & AED Training was attended by the staff from FGVAS Kerteh estate on 10 – 11/11/2021.</p>	

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		<p>There is no monitoring on First Aid Box Contents.</p> <p>During inspection of First Aid Box at Ramp area, it was found 3 types of kits/contents were expired which is Sterilize Gauze Swabs on 07/2016, Sterile eye pad on 04/2013, and Triangular bandage on 05/2021. It was not in line with Prosedur Pertolongan Cemas Section 9.0 "Kandungan Peti Pertolongan Cemas" dated 24/06/2008. Thus, a major noncompliance was raised.</p> <p>j) Accident records were maintained and updated on a monthly basis at the mill FGVPISB Besout POM.</p> <p>There was no accident reported for the year 2021 in the mill. The JKKP 8 form for the year 2021 has been submitted to DOSH on 13/01/2022 and available for verification. There were no accidents reported in the mill as at January 2022.</p>	
Criterion 4.4.5: Employment conditions			
4.4.5.1	<p>The management shall establish a policy on good social practice regarding human rights in respect of industrial harmony. The policy shall be signed by the top management and communicated to the employees.</p> <p>- Major compliance -</p>	<p>Human Rights Policy was established and describe in the "Polisi Kelestarian Kumpulan/ Group Sustainability Policy" (Clause 5.1.2 Responsible Employment) dated 29 May 2019 (FGV/SED/POL/001 Rev 3). The policy was approved by Board of Directors led by Chairman of FGV Holdings Berhad (Datuk Wira Azhar bin Abdul Hamid). FGV Holdings Berhad is committed and support human rights. Communication to the employees was done in various methods such as briefing during morning muster, display on notice boards at workers' hostel and training. Interview with workers showed that they have a good understanding on human rights.</p>	Complied
4.4.5.2	<p>The management shall not engage in or support discriminatory practices and shall provide equal opportunity and treatment</p>	<p>Human Rights Policy was established and describe in the "Polisi Kelestarian Kumpulan/ Group Sustainability Policy" (Clause 5.1.2</p>	Complied

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Criterion / Indicator		Assessment Findings	Compliance
	<p>regardless of race, colour, sex, religion, political opinion, nationality, social origin or any other distinguishing characteristics.</p> <p>- Major compliance -</p>	<p>Responsible Employment) dated 29 May 2019 (FGV/SED/POL/001 Rev 3). The policy was approved by Board of Directors led by Chairman of FGV Holdings Berhad (Datuk Wira Azhar bin Abdul Hamid). The company is committed to ensure all the employees are treated equally regardless of race, nationality religion, gender, age and other political opinions. Interview with the workers showed that no discrimination is being practiced.</p>	
4.4.5.3	<p>Management shall ensure that employees' pay and conditions meet legal or industry minimum standards as per Collective Agreements. The living wage should be sufficient to meet basic needs and provide some discretionary income based on minimum wage.</p> <p>- Major compliance -</p>	<p>FGV Holdings Berhad has established an employment contract for its foreign workers. Pay and conditions are documented and are above the Minimum Wage Order 2020. Sampled of employment contracts confirmed that terms and conditions are clearly outlined and have been signed by the worker. Sampled of the pay slips for the months of Aug, Oct and Dec 2021 confirmed that the workers were paid in accordance with Minimum Wage Order 2020.</p> <p>The sampled employees were Emp. No.: 1212248, 1212247, 1212246, 1212344, 1212333, 1212225, 1211424, 1212133, 1212132</p>	Complied
4.4.5.4	<p>Management should ensure employees of contractors are paid based on legal or industry minimum standards according to the employment contract agreed between the contractor and his employee.</p> <p>- Minor compliance -</p>	<p>There were 6 sorter local workers from Awaseri Enterprise, employment contract between contractor and their employees were verified and signed by both parties as per document Ref No: BST/HR/2020 dated 01/01/2022.</p> <p>Based on overtime recorded in Borang Tuntutan Bayaran Kerja & Kerja Lebih Masa, overtime payment for contractor workers not according to the overtime records. Contractor: Awaseri Enterprise Workers ID: 89xxxx-08-5xxx, Month: Sept 2021 O/T: 18hours (RM248.08), Overtime paid: 3 hours (RM25.96)</p>	Major Non-Compliance

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Criterion / Indicator		Assessment Findings	Compliance
		<p>Workers ID: 90xxxx-08-5xxx, Month: Sept 2021 O/T: 13 hours (RM204.81), Overtime paid: 1 hour (RM8.65)</p> <p>Workers ID: 88xxxx-08-7xxx, Month: Sept 2021 O/T: 14 hours (RM121.15) Overtime paid: 7.5 hours (RM109.62)</p> <p>Workers ID: 85xxxx-08-6xxx, Month: Sept 2021 O/T: 19.5 hours (RM261.06) Overtime Paid: 5 hours (RM43.27)</p> <p>Workers ID: 76xxxx-08-5xxx, Month: Sept 2021 O/T: 8 hours (RM161.54), Overtime paid: 1 hour (RM8.65)</p> <p>Workers ID: 87xxxx-08-6xxx, Month: Sept 2021 O/T:16.5 hours (RM142.79), Overtime Paid: 13 hours (RM118.27)</p> <p>Thus, a Major Noncompliance was raised due to the corrective action on the minor noncompliance raised during last assessment was not effectively implemented.</p>	
4.4.5.5	<p>The management shall establish records that provide an accurate overview of all employees (including seasonal workers and subcontracted workers on the premises). The records should contain full names, gender, date of birth, date of entry, a job description, wage and the period of employment.</p> <p>- Major compliance -</p>	<p>All the recruited workers will be registered in the Human Resource Management System (HRMS) where personal details such as name, nationality, date of employed, job description, wage rate, date of birth, gender and entitlement of public holiday was stated in the biodata form.</p>	Complied
4.4.5.6	<p>All employees shall be provided with fair contracts that have been signed by both employee and employer. A copy of employment contract shall be made available for each and every employee indicated in the employment records.</p> <p>- Major compliance -</p>	<p>Offer letters were issued and acceptance of offer were acknowledged, and copies were kept by the workers. This has been verified through interview with workers. The terms and conditions such as salary, termination of employment, annual leave entitlement and probation period were clearly stated in the Contract Agreement between FGV Palm Industries Sdn Bhd and Kesatuan Pekerja-pekerja FGV Palm Industries Sdn Bhd Semenanjung. The agreement validity period is from 1/1/2019 to 31/12/2021.</p>	Complied

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Criterion / Indicator		Assessment Findings	Compliance
		However, this agreement still referred since there will be new Minimum Wages Order to be implement in 2022.	
4.4.5.7	The management shall establish a time recording system that makes working hours and overtime transparent for both the employees and employers. - Major compliance -	The working hours are recorded using punch card system where the attendance can be verified through the punch card of individual workers. The time enter, break time and exit of work were also clearly stated in the punch card. The sampled employees were Emp. No.: 1212248, 1212247, 1212246,1212344, 1212333, 1212225, 1211424, 1212133, 1212132	Complied
4.4.5.8	The working hours and breaks of the individual worker indicated in the time records shall comply with legal regulations and collective agreements. Overtime shall be mutually agreed upon and shall meet the legal requirements applicable. - Major compliance -	Based on the records review of the Punch card of sampled workers it was found that the entry time and exit time which were clearly stated in the punch card, conformed to the terms and conditions stipulated in the collective agreement [ref.: Perjanjian Bersama antara FGV Palm Industries Sdn Bhd dengan Kesatuan Pekerja-pekerja FGV Palm Industries Sdn Bhd Semenanjung, validity 1/1/2019 to 31/12/2021. However, this agreement still referred since there will be new Minimum Wages Order to be implement in 2022.The license from JTK to grant permission to work access of the limit of hours was available for reviewed.	Complied
4.4.5.9	Wages and overtime payment documented on the pay slips shall be in line with legal regulations and collective agreements. - Major compliance -	Documented payslip was distributed to individual workers on the day of payment. Wages and overtime were paid according to the "Punch Card". Total hours of overtime and daily attendance has recorded in the timecard. The sampled employees were Emp. No.: 1212248, 1212247, 1212246,1212344, 1212333, 1212225, 1211424, 1212133, 1212132	Complied

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Criterion / Indicator		Assessment Findings	Compliance
		All of their pay complied with the Minimum Wage Order 2020. Hours of overtime were recorded in the overtime form.	
4.4.5.10	Other forms of social benefits should be offered by the employer to employees, their families or community such as incentives for good work performance, bonus payment, support of professional development, medical care provisions and improvement of social surroundings. - Minor compliance -	The management has provided facilities such as mosque, recreational facilities such as futsal field, badminton court and volleyball court to the workers and dependents. Government clinic was available in the complex. The workers will be granted bonus once a year based on performance of the workers. Incentive and allowance were given to the workers as well.	Complied
4.4.5.11	In cases where on-site living quarters are provided, these quarters shall be habitable and have basic amenities and facilities. - Major compliance -	The workers in the mill have been provided with basic facilities such as government clinic, football field, mosque, sundry shops and other amenities such as electricity and water supply from government with subsidy from the company. The grass cutting done once in every 2 weeks and domestic waste collected 3 times a week. Weekly inspection was recorded in "Senarai Pemeriksaan Harian Kebersihan Asrama".	Complied
4.4.5.12	The management shall establish a policy to prevent all forms of sexual harassment and violence at the workplace. - Major compliance -	Human Rights Policy was established and describe in the "Polisi Kelestarian Kumpulan/ Group Sustainability Policy" (Clause 5.1.2 Responsible Employment) dated 29 May 2019 (FGV/SED/POL/001 Rev 3). The policy was approved by Board of Directors led by Chairman of FGV Holdings Berhad (Datuk Wira Azhar bin Abdul Hamid). The company is committed to protect the rights of women on the reproductive and family planning. Discrimination is not allowed in the company. Procedure on "Menangani Aduan Melalui Jawatankuasa Wanita" (Doc. No.: FGV/ML-1A/L2-Pr14, Version 0 dated 1/6/2016) and Standard Operating Procedure – Gender Committee from Sustainability Compliance & Certification Department (FGV/GSD-	Complied

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Criterion / Indicator		Assessment Findings	Compliance
		SCCD/SOP/07 dated 15/08/2020) was established and maintained to provide a system to channel the complaint regarding sexual harassment and violence. Gender committee and KKD committee was established in the mill to monitor and handle sexual harassment and violence case in the mill.	
4.4.5.13	<p>The management shall respect the right of all employees to form and join trade union and allow workers' own representative(s) to facilitate collective bargain in accordance with applicable laws and regulations. Employees shall be given freedom to join trade unions relevant to the industry or organize themselves for collective bargaining. Employees shall have the right to organize and negotiate their work conditions. Employees exercising this right should not be discriminated against or suffer repercussions.</p> <p>- Major compliance -</p>	<p>Human Rights Policy was established and describe in the "Polisi Kelestarian Kumpulan/ Group Sustainability Policy" (Clause 5.1.2 Responsible Employment) dated 29/5/2019 (FGV/SED/POL/001 Rev 3). The policy was approved by Board of Directors led by Chairman of FGV Holdings Berhad (Datuk Wira Azhar bin Abdul Hamid). The company allows the employees to join any legal association and get approval from the management. Workers' Committee was established to discuss issues among the workers.</p> <p>Meeting minutes (Mesyuarat Ahli Jawatankuasa Kesatuan Kali ke-9 Sesi 2019-2022) dated 24/09/2021 was verified (Minutes Ref No: (09)505/Caw.Bst/Sesi 2019-2021 dated 25/09/2021). The issue been raised by workers already been taken action by management accordingly.</p>	Complied
4.4.5.14	<p>Children and young persons shall not be employed or exploited. The minimum age shall comply with local, state and national legislation.</p> <p>- Major compliance -</p>	<p>Human Rights Policy was established and describe in the "Polisi Kelestarian Kumpulan/ Group Sustainability Policy" (Clause 5.1.2 Responsible Employment) dated 29 May 2019 (FGV/SED/POL/001 Rev 3). Policy is approved by Board of Directors led by Chairman of FGV Holdings Berhad (Datuk Wira Azhar bin Abdul Hamid). Where the company will not recruit any individual who less than 18 years old to work in plantations.</p> <p>Document reviewed on the list of workers confirmed that all the employees were above 18 years old.</p>	Complied

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Criterion / Indicator		Assessment Findings	Compliance																				
Criterion 4.4.6: Training and competency																							
4.4.6.1	<p>All employees and contractors shall be appropriately trained. A training programme shall include regular assessment of training needs and documentation, including records of training.</p> <p>- Major compliance -</p>	<p>FGVPISB Besout POM has a comprehensive annual training plan for its staff and workers, and this was sighted in the training records file for each staffs and workers. The training plan for 2021 was sighted as follow: -</p> <table border="1"> <thead> <tr> <th>Training</th> <th>Date</th> </tr> </thead> <tbody> <tr> <td>Hearing Conservation Program</td> <td>27/12/2021</td> </tr> <tr> <td>Chemical Handling Training</td> <td>27/12/2021</td> </tr> <tr> <td>RSPO/MSPO Training RTE & HCV</td> <td>09/10/2021</td> </tr> <tr> <td>Laboratory Refresher Training</td> <td>10/09/2021</td> </tr> <tr> <td>Workshop Training</td> <td>04/09/2021</td> </tr> <tr> <td>Emergency Responds Plan Training</td> <td>11/07/2021</td> </tr> <tr> <td>Chemical Management Training</td> <td>03/02/2021</td> </tr> <tr> <td>PPE Training</td> <td>03/02/2021</td> </tr> <tr> <td>ERT, Fire Drill Training</td> <td>29/01/2021</td> </tr> </tbody> </table>	Training	Date	Hearing Conservation Program	27/12/2021	Chemical Handling Training	27/12/2021	RSPO/MSPO Training RTE & HCV	09/10/2021	Laboratory Refresher Training	10/09/2021	Workshop Training	04/09/2021	Emergency Responds Plan Training	11/07/2021	Chemical Management Training	03/02/2021	PPE Training	03/02/2021	ERT, Fire Drill Training	29/01/2021	Complied
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4.4.6.2	<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>Seen, all the training need / matrix of all the personnel in the files. Training Need Analysis of all workers are based on their competencies and job description.</p>	Complied																				
4.4.6.3	<p>A continuous training programme shall be planned and implemented to ensure that all employees are well trained in their job function and responsibility in accordance to the documented training procedure.</p> <p>- Minor compliance -</p>	<p>All workers involved in the operations have been adequately trained in safe working practice. The mill has a comprehensive Training Needs Analysis for staffs and workers, and this was sighted in the training records file. Trainings conducted were recorded in the various trainings record and completed with attendance records, training materials and photographs of the training.</p>	Complied																				

Criterion / Indicator	Assessment Findings	Compliance	
4.5 Principle 5: Environment, natural resources, biodiversity and ecosystem services			
Criterion 4.5.1: Environmental Management Plan			
4.5.1.1	<p>An environmental policy and management plan shall be in line with the relevant country and state environmental laws shall be established, effectively communicated and implemented.</p> <p>- Major compliance -</p>	<p>FGV Holdings Berhad has established Environmental Policy signed by Mohd Nazrul Izam Mansor, Group Chief Executive Officer dated 05/11/2021. Refer doc no FGV/GHR/HSEQ/POL/004.</p> <p>FGV Holdings Berhad has documented Environmental policy in the Group Sustainability Policy under section 5.3: Protecting the Environment. The Group Sustainability Policy was signed by the CEO on 17/11/2020. Refer doc. no FGV/SED/POL/001 rev. 4(BI). The policy was communicated through training, briefing, and displayed on notice board at several placed in the POM.</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>FGVPISB Besout POM has conducted Environmental Aspect and Impact Assessment for all its' activities in year 2022. The environmental Assessment findings are recorded in document titled Identification of Environmental Aspect and Evaluation of Significance Form. Refer to FPI/L4/OHSE 1.7 Pindaan 1 dated 24/01/2022.</p> <p>The Environmental Risk Assessment has covered 16 keys activities of the mill such as: -</p> <ul style="list-style-type: none"> • Main Entrance • Weighbridge • Grading • Loading ramp • Sterilizer 	Complied

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Criterion / Indicator		Assessment Findings	Compliance
		<ul style="list-style-type: none"> • Crane, Threshing, Press • EFB conveyor • Oil room • Oil tank - CPO • Etc <p>Verified continuous improvement plan related environmental matters dated 03/01/2021. Among topics discussed were:</p> <ul style="list-style-type: none"> • Control final discharge BOD under • Reducing diesel utilisation Litter/FFB for the year of 2022 • Monitoring on Fuel Save Plan for the year of 2022. 	
4.5.1.3	An environmental improvement plan to mitigate the negative impacts and to promote the positive ones, shall be developed, implemented and monitored. - Major compliance -	The Management Plan has been documented in Identification of Environmental Aspect and Evaluation of Significance Form. Refer 4.5.1.2.	Complied
4.5.1.4	A programme to promote the positive impacts should be included in the continual improvement plan. - Minor compliance -	The program to promote activities with positive impacts was included in Continual Improvement Plan. The Plan are as follows: <ul style="list-style-type: none"> • Control final discharge BOD • Reducing diesel utilisation Litter/FFB for the year of 2022 • Monitoring on Fuel Save Plan for the year of 2022. 	Complied
4.5.1.5	An awareness and training programme shall be established and implemented to ensure that employees understand the policy, objectives and management plans and are working towards achieving objectives. - Major compliance -	Verified record of awareness training related on environmental: - <ul style="list-style-type: none"> • Hearing Conservation Training dated 23/12/2021 • Chemical Handling Training dated 23/12/2021 • Chemical Waste Training dated 03/02/2021 	Complied

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Criterion / Indicator		Assessment Findings	Compliance																									
4.5.1.6	The management shall organize regular meetings with workers where concerns of workers about the environmental quality are discussed. - Major compliance -	FGVPISB Besout POM has established Environmental Performance Monitoring Committee which consist representative from the management and employee to discuss concern about the environmental quality. The committee conduct the meeting every quarter. Latest meeting was conducted on 10/12/2021.	Complied																									
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 appropriate timeframe. There should be a plan to assess the usage of non-renewable energy including fossil fuel, electricity in the operations over the base period - Major compliance -	Verified in the continuous improvement plan the related-on optimization and monitoring of non-renewable energy used in the mill: - <ul style="list-style-type: none"> Control final discharge BOD Reducing diesel utilisation Litter/FFB for the year of 2021 Monitoring on Fuel Save Plan for the year of 2021. 	Complied																									
4.5.2.2	Palm oil millers shall estimate the direct usage of non-renewable energy for their operations, including fossil fuel, and electricity to determine energy efficiency of their operations. - Major compliance -	The estimate for the direct usage of non-renewable energy for their operations, including fossil fuel, and electricity to determine energy efficiency of their operations inclusive of fuel use by contractors, including all transport and machinery operations was available. Report as below: - Diesel/FFB Record <table border="1" style="width: 100%; border-collapse: collapse; margin-top: 5px;"> <thead> <tr> <th colspan="5">FGVPISB Besout POM</th> </tr> <tr> <th>No</th> <th>Year</th> <th>FFB processed</th> <th>Diesel/L</th> <th>Diesel/FFB</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>@Jan 2022</td> <td>16160</td> <td>12431</td> <td>0.77</td> </tr> <tr> <td>2</td> <td>2021</td> <td>259060</td> <td>167105</td> <td>0.65</td> </tr> </tbody> </table> Electricity, Turbine & Genset Record <table border="1" style="width: 100%; border-collapse: collapse; margin-top: 5px;"> <thead> <tr> <th colspan="5">FGVPISB Besout POM</th> </tr> </thead> </table>	FGVPISB Besout POM					No	Year	FFB processed	Diesel/L	Diesel/FFB	1	@Jan 2022	16160	12431	0.77	2	2021	259060	167105	0.65	FGVPISB Besout POM					Complied
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Criterion / Indicator		Assessment Findings					Compliance																				
		No	Year	FFB processed	TNB, kWh	Turbine, kWh	Genset, kWh																				
		1	@Jan 2022	16160	8748	25369	34910																				
		2	2021	259060	564516	4215076	335882																				
4.5.2.3	The use of renewable energy should be applied where possible. - Minor compliance -	The mill used shell and fibre as fuel for boiler to reduce the usage of diesel. Sighted the usage of fibre and shell usage per FFB processed as follows: <table border="1" style="margin-left: 20px;"> <thead> <tr> <th colspan="5">FGVPISB Besout POM</th> </tr> <tr> <th>No</th> <th>Month</th> <th>FFB processed</th> <th>Shell, MT</th> <th>Fibre, MT</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>@Jan 2022</td> <td>16160</td> <td>455.71</td> <td>2359.36</td> </tr> <tr> <td>2</td> <td>2021</td> <td>259060</td> <td>7305.49</td> <td>37822.76</td> </tr> </tbody> </table>					FGVPISB Besout POM					No	Month	FFB processed	Shell, MT	Fibre, MT	1	@Jan 2022	16160	455.71	2359.36	2	2021	259060	7305.49	37822.76	Complied
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1	@Jan 2022	16160	455.71	2359.36																							
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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 -	FGVPISB Besout POM has identified all waste products and source of pollutions and documented in Identification of Source and Type of Waste. The waste identified as follows: <ul style="list-style-type: none"> • Scheduled Waste - Mill Operation – Used PPE, Used lubricant and hydraulic oil - Office and housing – Lamp, Electronic device • Non-schedule waste - mill operation – used tyre, scrap iron - office and housing – Paper, Plastic, domestic waste • Mill by-product - EFB, POME, Shell, Mesocarp fibre 					Complied																				
4.5.3.2	A waste management plan shall be developed and implemented, to avoid or reduce pollution. The waste management plan should include measure for:	FGVPISB Besout POM has established waste management plan base on the identification and source of pollutions and documented in in Identification of Source and Type of Waste. Waste identified as per 4.5.3.1 The schedule waste being maintained in the					Complied																				

Criterion / Indicator		Assessment Findings	Compliance
	<p>a) Identifying and monitoring sources of waste and pollution. b) Improving the efficiency and recycling potential of mill by-products by converting them into value-added products.</p> <p>- Major compliance -</p>	<p>Inventory Book and Electronic Schedule Waste Information System (E-Swiss). The Waste Management Plan 2022 has been established prepared by SCCD and verified by the Assistant Engineer/Assistants/Manager.</p> <p>Interview with staffs and workers i.e. storekeepers and chemical mixer were trained, and they had understood the hazards involved and how the chemicals should be used and disposed in a safe manner.</p> <p>Among the Waste Management Plan were: -</p> <ul style="list-style-type: none"> Record the generated, disposal and recyclable waste Conduct awareness training on waste management Disposal were through authorized contractor 	
4.5.3.3	<p>The palm oil mill management shall establish Standard Operating Procedure for handling of used chemicals that are classified under Environmental Quality Regulations (Scheduled Waste) 2005, Environmental Quality Act, 1974 to ensure proper and safe handling, storage and disposal. Scheduled waste shall be disposed as per Environmental Quality Act 1974 (Scheduled Waste) Regulations, 2005</p> <p>- Major compliance -</p>	<p>SOP for handling scheduled wastes has been established entitled Waste Management. Ref doc no. FPI/L2/QOSHE-9.0 rev. 2 dated 3/11/2017 to comply with the Environmental Quality Regulations (Scheduled Waste) 2005. The mill has a proper Scheduled Waste Store for storing scheduled waste until time of disposal by DOE authorized waste disposal contractor. The mill monitored the generation of scheduled waste on monthly basis. The generation of scheduled waste recorded and submitted to DOE through E-SWISS. Sighted and verified the monitoring records for year 2021. The disposal records as follows: -</p> <p>Sighted Record of Inventory of Schedule Waste and Disposal Record:</p> <p><u>Inventory</u></p> <ul style="list-style-type: none"> File reference Number: A31/152/000/022 Date Reporting: 08/02/2022 	Minor Non-Compliance

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Criterion / Indicator		Assessment Findings	Compliance
		<ul style="list-style-type: none"> Waste Generated: SW109=0.005MT, SW305=0.32MT, SW306=1.00MT, SW322=0.03MT, SW410=0.09MT <p><u>Disposal sample 1</u></p> <ul style="list-style-type: none"> Disposal consignment note: A03897 Date Disposal: 13/10/2021 SW305=700L, SW306=100L by Pentas Flora (Kelantan) Sdn Bhd <p>Storage of schedule waste was not in line with regulation.</p> <p>During document verification, it was found SW409 that generated on January 2021 was not disposed and stored more than 180 days. The extension has been requested to DOE and waiting for approval. The Quotation for Disposal by authorized contractor has been documented on January 2022 and waiting for collection on February 2022. Acknowledgement by DOE from the letter was verified and mill was in progress to disposed mentioned schedule waste. The storage of schedule waste was not in line with Environmental Quality Regulations (Scheduled Waste) 2005, Environmental Quality Act, 1974 Section 9(5) Storage must not exceed 180 days unless permitted by Director General DOE. Thus, a minor noncompliance was raised.</p>	
4.5.3.4	Domestic waste should be disposed as such to minimize the risk of contamination of the environment and watercourse. - Minor compliance -	Domestic waste at Linesite of FGV PISB Besout POM was handle by contractors Koperasi Pekerja-Pekerja Felda Palm and send to the Majlis Perbandaran Tapah Centre Bin.	Complied
Criterion 4.5.4: Reduction of pollution and emission including greenhouse gas			
4.5.4.1	An assessment of all polluting activities shall be conducted, including greenhouse gas emissions, particulate and soot	The assessment of all polluting activities was conducted through environmental aspect and impact assessment which includes the	Complied

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Criterion / Indicator		Assessment Findings	Compliance
	emissions, scheduled wastes, solid wastes and effluent. - Major compliance -	greenhouse gas emissions, stack emission, scheduled wastes, solid wastes and effluent. Monitoring plan was established based on Environment Aspect and Impact assessment DOE license compliance schedule which include scheduled waste storage and disposal record, POME final discharge BOD and boiler stack sampling. The consumption of fertilisers and diesel were verified through Estates: <ul style="list-style-type: none"> • FFB record book • Stock book • Monthly stock issue • Stock requisition note • Mill Month End Production Report • Monthly production report • Flowmeter & running hours record book • Bio-gas generation daily monitoring log sheet Effluent analysis report Based on the verification of records; all the sampled issuance was traceable. Refer "Laporan Analisa Effluent Terawat" for the year of 2021/2022.	
4.5.4.2	An action plan to reduce identified significant pollutants and emissions shall be established and implemented. - Major compliance -	Management Action Plan 2022 is used to identify the waste products and sources of pollution – is in place and is being reviewed and implemented accordingly. Discharge quality of mill effluent, especially Biochemical Oxygen Demand (BOD), is regularly monitored. Effluent Analysis conducted by accredited laboratory and submitted to DOE every 3 months through OER (Online Environmental Report) and in compliance with	Complied

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Criterion / Indicator		Assessment Findings				Compliance																														
		<p>mill's compliance schedule for quarterly submission. First Schedule (regulation 10(2)) Quarterly Return Form Report reference as below: -</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 5%;">Qtr.</th> <th style="width: 25%;">Period</th> <th style="width: 15%;">Report Date</th> <th colspan="3" style="width: 55%;">BOD Limit <100</th> </tr> </thead> <tbody> <tr> <td>1st</td> <td>01/01-31/03/2021</td> <td>14/07/2021</td> <td>30</td> <td>32</td> <td>32</td> </tr> <tr> <td>2nd</td> <td>01/04-31/06/2021</td> <td>14/07/2021</td> <td>28</td> <td>43</td> <td>30</td> </tr> <tr> <td>3rd</td> <td>01/07-30/09/2021</td> <td>05/02/2022</td> <td>30</td> <td>69</td> <td>41</td> </tr> <tr> <td>4th</td> <td>01/10-31/12/2021</td> <td>05/02/2022</td> <td>27</td> <td>28</td> <td>*129</td> </tr> </tbody> </table> <p>The corrective action has been submitted to DOE Perak on 05/01/2022. Refer letter (192)4030/BS/840A/3. Desludging has been made and latest result shows BOD=39 as per report by FGV Laboratory dated 02/02/2022.</p> <p>Verified Stack Emission Monitoring Report for FGVPISB Besout POM.</p> <p>Year 2021 Date: 26/08/2021 Reference: Besout-28/08/21 Boiler: No. 1 Emission: 316 against limit 400 (mg/m³@12%CO₂)</p> <p>Year 2021 Date: 26/08/2021 Reference: Besout-28/08/21 Boiler: No. 3 Emission: 337 against limit 400 (mg/m³@12%CO₂)</p>				Qtr.	Period	Report Date	BOD Limit <100			1 st	01/01-31/03/2021	14/07/2021	30	32	32	2 nd	01/04-31/06/2021	14/07/2021	28	43	30	3 rd	01/07-30/09/2021	05/02/2022	30	69	41	4 th	01/10-31/12/2021	05/02/2022	27	28	*129	
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Criterion / Indicator		Assessment Findings	Compliance															
		<p>Sighted Lesen Pelanggaran Licence Number 004075 with validity from 05/06/2021 to 31/12/2021. The limit was 400mg/m3 for both boilers.</p> <p>Continuous Emissions Monitoring System (CEMS) which link to the DOE on real time base were established for Dark smoke emissions monitored.</p> <p>Sighted Online Environmental Reporting (OER) has been submitted to DOE on quarterly basis. The result within parameter as per Jadual Pematuhan AS(B)A31/152/000/022 with Licence Number 004230.</p> <p>Sighted Environmental Noise Boundary Monitoring has been conducted on 03-04/08/2020 by Yellow Tulips Resources.</p>																
4.5.4.3	<p>Palm oil mill effluent (POME) shall be treated to ensure compliance with standards as stipulated in the relevant Environmental Quality (Prescribed Premises) (Crude Palm Oil) Regulations 1977. POME discharge limits and method should be in accordance with the respective state and national policies and regulations.</p> <p>- Major compliance -</p>	<p>Mill effluent is treated through biological anaerobic treatment. Regular monitoring was conducted as per requirement. Monthly and quarterly report was submitted to DOE accordingly. Sighted the Quarterly Return Form to DOE as follows:</p> <p>Monthly analysis was done for final discharge point. Total of 8 parameters (pH, BOD3, COD, TS, SS, TN, AN and O&G) were tested. Latest analysis report for January 2022, December, November and October 2021 were verified.</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: center;">Report Date</th> <th style="text-align: center;">Report No.</th> <th style="text-align: center;">BOD (Limit=100mg/L)</th> </tr> </thead> <tbody> <tr> <td style="text-align: center;">25/10/2021</td> <td style="text-align: center;">4098/2021</td> <td style="text-align: center;">30</td> </tr> <tr> <td style="text-align: center;">29/11/2021</td> <td style="text-align: center;">4606/2021</td> <td style="text-align: center;">26</td> </tr> <tr> <td style="text-align: center;">27/12/2021</td> <td style="text-align: center;">5019/2021</td> <td style="text-align: center;">*129</td> </tr> <tr> <td style="text-align: center;">02/02/2022</td> <td style="text-align: center;">456/2022</td> <td style="text-align: center;">39</td> </tr> </tbody> </table>	Report Date	Report No.	BOD (Limit=100mg/L)	25/10/2021	4098/2021	30	29/11/2021	4606/2021	26	27/12/2021	5019/2021	*129	02/02/2022	456/2022	39	Complied
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Criterion / Indicator		Assessment Findings	Compliance												
		The corrective action has been submitted to DOE Perak on 05/01/2022. Refer letter (192)4030/BS/840A/3. Desludging has been made and latest result shows BOD=39 as per report by FGV Laboratory dated 02/02/2022.													
Criterion 4.5.5: Natural water resources															
4.5.5.1	<p>The management shall establish water management plans to maintain the quality and availability of natural water resources (surface and ground water). The water management plan may include:</p> <ul style="list-style-type: none"> a) Assessment of water usage and sources. b) Monitoring of outgoing water which may have negative impacts into the natural waterways at a frequency that reflects the mill's current activities. c) Ways to optimize water and nutrient usage and reduce wastage (e.g. having in place systems for re-use, night application, maintenance of equipment to reduce leakage, collection of rainwater, etc.). <p>- Major compliance -</p>	<p>FGVPISB Besout POM has established the water management plan FY 2021. The management focusing on monitoring usage of water and optimize usage of water.</p> <p>Water source from Mill water treatment/ Record of water usage has been maintained on monthly basis.</p> <p>Mill has maintained monitoring of water usage for processing FFB which are recorded monthly. Water for processing is abstracted from water catchment by using pump. The trend of water usage is tandem with volume of FFB process. Refer Water Usage Record for FGVPISB Besout POM. Average data as below:</p> <table border="1"> <thead> <tr> <th>Month/Year</th> <th>FFB Processed, MT</th> <th>Water, L</th> <th>Water/FFB</th> </tr> </thead> <tbody> <tr> <td>@Jan 2022</td> <td>16160</td> <td>19120</td> <td>1.18</td> </tr> <tr> <td>2021</td> <td>259060</td> <td>298120</td> <td>1.15</td> </tr> </tbody> </table> <p>The mill did monitor of outgoing water which may have negative impacts into the natural waterways at a frequency that reflects the mill's current activities. The sample result as follows; -</p> <p>Report No.: 4259/2021</p> <p>Date of report: 17/11/2021</p> <p>Reference No.: (73)810/730/BS/9/2020</p> <p>Place of sample: Anak Sungai Erong Hulu & Hilir</p>	Month/Year	FFB Processed, MT	Water, L	Water/FFB	@Jan 2022	16160	19120	1.18	2021	259060	298120	1.15	Complied
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2021	259060	298120	1.15												

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Criterion / Indicator		Assessment Findings	Compliance																								
		Report No.: 4258/2021 Date of report: 17/11/2021 Reference No.: (73)810/730/BS/9/2021 Place of sample: Final Discharge Mill has monitored the treated water by internal lab. Latest report was sighted on 03/01/2022. The result as shown Hardness and pH tested were between accepted range reading.																									
4.5.5.2	Where open discharge of POME into water course is practiced, mills should undertake to gradually phase it out in accordance to the applicable state or national regulations. - Major compliance -	Effluent generated were disposed through compost processed and were not permitted to discharge into any water course as prescribed under "Jadual Pematuhan". Regular monitoring was done on monthly basis and every quarterly via "Borang Penyata Suku Tahun" to DOE for compliance. Report No.: 4259/2021 Date of report: 17/11/2021 Reference No.: (73)810/730/BS/9/2020 Place of sample: Anak Sungai Erong Hulu & Hilir Report No.: 4258/2021 Date of report: 17/11/2021 Reference No.: (73)810/730/BS/9/2021 Place of sample: Final Discharge <table border="1" data-bbox="1086 1197 1870 1396"> <thead> <tr> <th>Lab Report</th> <th colspan="2">4259/2021</th> <th>4258/2021</th> </tr> <tr> <th>Indicator</th> <th>Inlet</th> <th>Outlet</th> <th>Final Discharge</th> </tr> </thead> <tbody> <tr> <td>pH</td> <td>7.64</td> <td>7.52</td> <td>7.72</td> </tr> <tr> <td>BOD</td> <td>6</td> <td>6</td> <td>28</td> </tr> <tr> <td>COD</td> <td>82</td> <td>90</td> <td>199</td> </tr> <tr> <td>Total Solid</td> <td>84</td> <td>74</td> <td>1548</td> </tr> </tbody> </table>	Lab Report	4259/2021		4258/2021	Indicator	Inlet	Outlet	Final Discharge	pH	7.64	7.52	7.72	BOD	6	6	28	COD	82	90	199	Total Solid	84	74	1548	Complied
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Criterion / Indicator		Assessment Findings			Compliance	
		Suspended Solid	18	17	12	
		Oil & Grease	2	2	3	
		Ammonium Nitrogen	1	1	47	
4.6 Principle 6: Best Practices						
Criterion 4.6.1: Mill Management						
4.6.1.1	Standard operating procedures shall be appropriately documented and consistently implemented and monitored. - Major compliance -	Among verification of SOP in the Mill was listed below: - 1. Sustainable Palm Oil Manual Procedure dated 20/01/2001 2. Safety working procedure dated 26/10/2018 3. Quality, Occupational Health, Safety and Environmental Procedure dated 08/06/2018 4. Laboratory Manual Operation Procedure dated 15/07/2020 FGV Holdings Berhad has established mechanism to monitor the implementation of their procedure by Mill/Plantation Advisor Visit, Agronomist Visit, Mill Quality Control Unit and Internal Audit on compliance to RSPO, MSPO and SOP. The visit conducted on annually basis. In addition, there are also manuals available within the industry and MPOB that are used as guidelines.			Complied	
4.6.1.2	All palm oil mills shall implement best practices. - Major compliance -	FGV Holdings Berhad has established mechanism to monitor the implementation of their procedure by Mill/Plantation Advisor/RC Visit, Internal Audit, Mill Quality Control Unit and Audit on compliance to RSPO, MSPO and SOP. The visit conducted on annually basis. Among report sighted on: - DOE Visit: 10/01/2022 Internal Audit: 12 & 13/01/2022			Complied	

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Criterion / Indicator		Assessment Findings	Compliance
Criterion 4.6.2: Economic and financial viability plan			
4.6.2.1	A documented business or management plan shall be established to demonstrate attention to economic and financial viability through long-term management planning. - Major compliance -	FGVPISB Besout POM has available a business management plan in the form of an Annual Budget 2022 to guide the management and expenditure for the year. A 5 years business management plan (2022 – 2026) is available to include Operational Parameters (FFB), FFB Processed, OER, CPO, KER, and PK among others.	Complied
Criterion 4.6.3: Transparent and fair price dealing			
4.6.3.1	Pricing mechanisms for the products and other services shall be documented and effectively implemented. - Major compliance -	FGVPISB Besout POM has developed “Tawaran Membeli BTS Untuk Kilang Sawit Besout” for the suppliers of FFB to the mill to sign. All the rate and pricing mechanism have been clearly stated in the agreement. Payments are processed and paid by the mill. Seen the payment vouchers that have been made promptly as per Invoice No: 9G302217223 dated 03/02/2022, Supplier: Amson S/B	Complied
4.6.3.2	All contracts shall be fair, legal and transparent and agreed payments shall be made in timely manner. - Major compliance -	The contracts have been detailed out the pricing and the conditions of the FFB to be supplied to the mill. Payment was made promptly by verified the payment vouchers. Contractor: Awaseri Enterprise, Invoice No: 680-A dated 03/01/2022, Good Received No: 5005752486, Sijil Siap Kerja dated 01/01/2022 (Surat Ikatan/ No Arahan Kerja: BST-4260-2020(3301523579), SPK No: 3301523579/1301164556. Payment made before 10 th of the month.	Complied
Criterion 4.6.4: Contractor			
4.6.4.1	In case of the engagement of contractors, they shall be made to understand the MSPO requirements and shall provide the required	The contractors have acknowledged on a letter regarding the compliance of MSPO requirements and allowed the auditors to	Complied

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Criterion / Indicator		Assessment Findings	Compliance
	documentation and information. - Major compliance -	inspect relevant documents, operations and interview the workers whenever necessary. They were also briefed by the management regarding the MSPO requirements.	
4.6.4.2	The management shall provide evidence of agreed contracts with the contractor. - Major compliance -	The contractors have signed on the Surat Perintah Kerja (work order) prior to provide services. Seen the contract agreement and details as refer to Criterion 4.6.3.1. Besides, the contractor has acknowledged on the approval for the auditor to be inspected if necessary.	Complied
4.6.4.3	The management shall accept MSPO approved auditors to verify the assessments through a physical inspection, if required. - Minor compliance -	FGV Holdings Berhad has agreed for BSI auditors to verify the assessment through a physical inspection if required. Verified "Persetujuan Kontraktor" acknowledged by Tafrijiyah Enterprise, Awaseri Enterprise dated 25/01/2022. Purchase Requisition No 1301175719 dated 29/01/2022 for Extension of Contract from 01/01/2022 until 31/03/2022.	Complied



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Appendix B: Smallholder Member Details

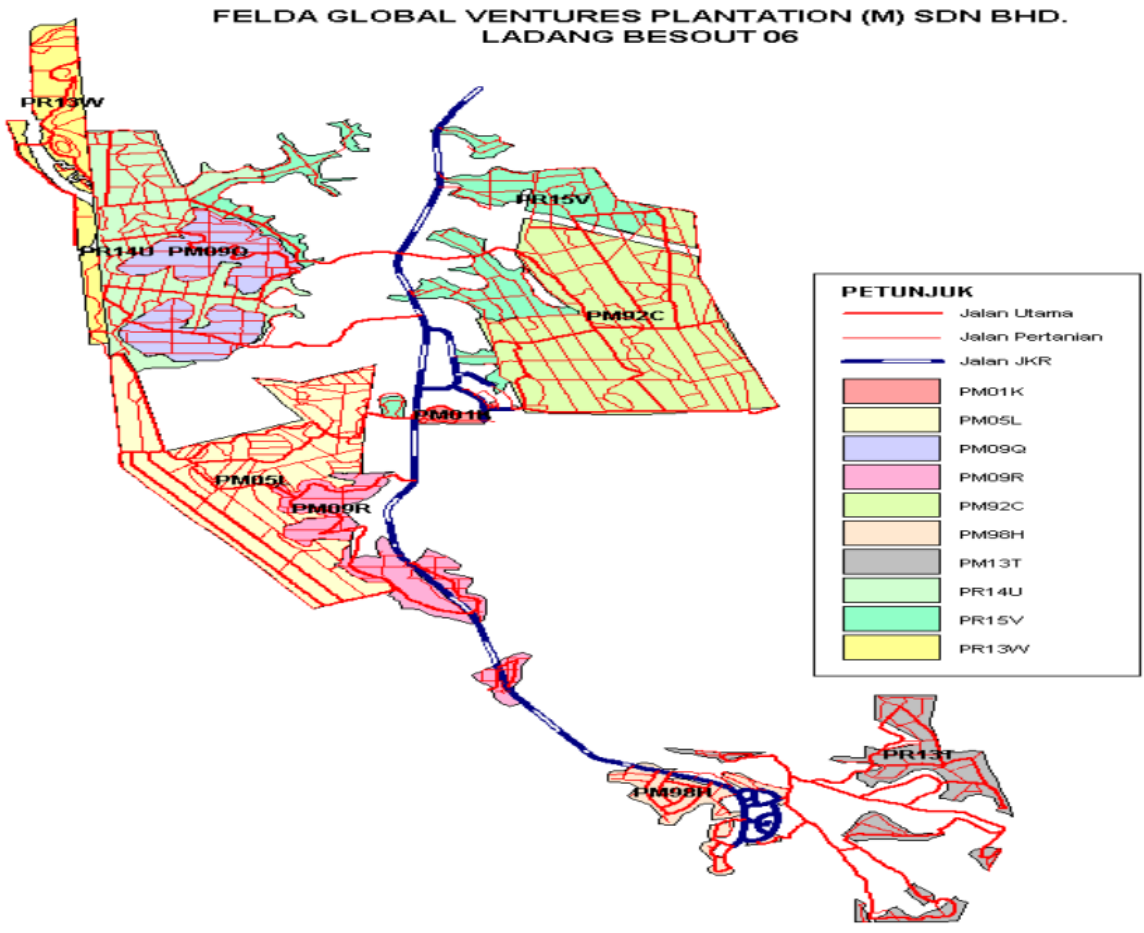
No.	Smallholder		Location of Planted Area (District)	GPS Coordinates		Certified Area (ha)	Planted Area (ha)
	Name	MPOB License Number		Latitude	Longitude		
	N/A						

Appendix C: Location and Field Map

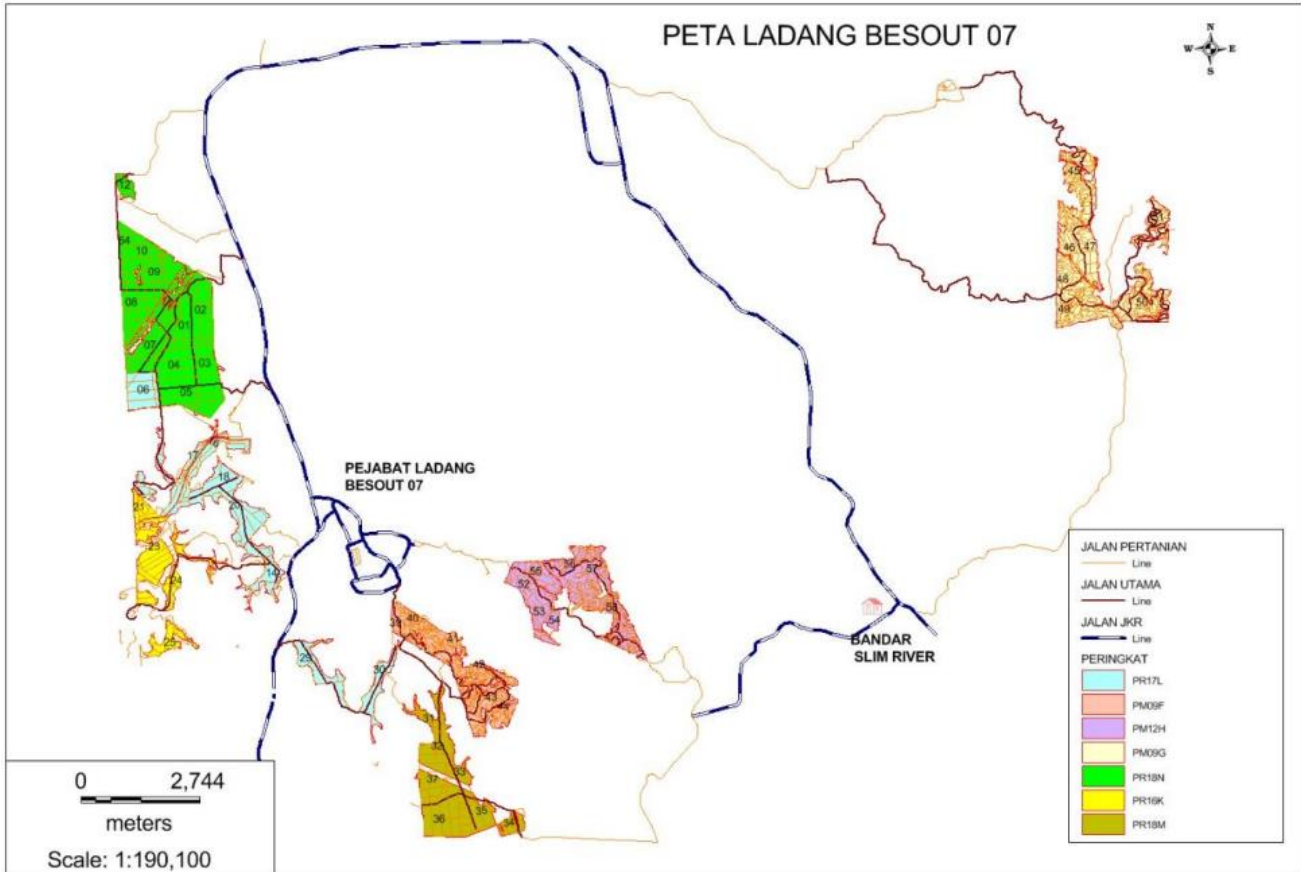
Besout POM



Besout 6 Estate



Besout 7 Estate



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