

**MALAYSIAN SUSTAINABLE PALM OIL
2nd ANNUAL SURVEILLANCE ASSESSMENT (ASA2)
Public Summary Report**

BOUSTEAD PLANTATIONS BERHAD
Client Company Address: 19th Floor Menara Boustead 69, Jalan Raja Chulan 50200 Kuala Lumpur, Malaysia
Certification Unit: Rimba Nilai Business Unit Rimba Nilai Palm Oil Mill & Plantations: Sungai Sungai 1 Estate, Sungai Sungai 2 Estate, Sungai Sungai 3 Estate, Lembah Paitan Estate & Kawananan Estate
Date Final Report: 4/4/2022

Report prepared by:**Hafriazhar Mohd. Mokhtar** (Lead Auditor)**Report Number: 3293232****Assessment Conducted by:**

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Section 1: Executive Summary

1.1 Organizational Information and Contact Person			
Company Name	Boustead Plantations Berhad		
Mill/Estate	MPOB License No.	Expiry Date	
	Rimba Nilai Palm Oil Mill	508295404000	31/01/2023
	Sungai Sungai 1 Estate	503941202000	30/04/2022
	Sungai Sungai 2 Estate	503941202000	30/04/2022
	Sungai Sungai 3 Estate	503941202000	30/04/2022
	Lembah Paitan Estate	503941202000	30/04/2022
	Kawananan Estate	503941202000	30/04/2022
Address	19th Floor Menara Boustead, 69 Jalan Raja Chulan, 50200 Kuala Lumpur, Malaysia		
Certification Unit	Jalan Nangoh Mukim Sugut, 90100 Beluran, Sabah, Malaysia		
Contact Person Name	Mr. Hafizi Boniran		
Website	www.bousteadplantationsberhad.com.my	E-mail	hafizi@bplant.com.my
Telephone	+603-2145 2121	Facsimile	N/A

1.2 Certification Information			
Certificate Number	Mill: MSPO 705567 Estates: MSPO 705568		
Issue Date	30/8/2019	Expiry date	29/8/2024
Scope of Certification	Mill: Production of Sustainable Palm Oil and Palm Oil Products Estates: Production of Sustainable Oil Palm Fruits		
Standard	MS 2530-4:2013: General Principles for Palm Oil Mills MS 2530-3:2013: General Principles for Oil Palm Plantations and organized smallholders		
Stage 1 Date	26 - 28/12/2018		
Stage 2 / Initial Assessment Visit Date (IAV)	11 - 15/03/2019		
Continuous Assessment Visit Date (CAV) 1	07 - 11/09/2020		
Continuous Assessment Visit Date (CAV) 2	16 - 20/08/2021: Remote audit		
Continuous Assessment Visit Date (CAV) 3	-		
Continuous Assessment Visit Date (CAV) 4	-		
Other Certifications			
Certificate Number	Standard(s)	Certificate Issued by	Expiry Date

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N/A	N/A	N/A	N/A
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1.3 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
Rimba Nilai Palm Oil Mill	Jalan Nangoh Mukim Sugut, 90100 Beluran, Sabah, Malaysia	6° 15' 27.39" N	117° 18' 46.33" E
Sungai Sungai 1 Estate		6° 15' 02.87" N	117° 18' 33.83" E
Sungai Sungai 2 Estate		6° 9' 48.59" N	117° 7' 28.77" E
Sungai Sungai 3 Estate		6° 16' 25.71" N	117° 19' 24.09" E
Lembah Paitan Estate		6° 25' 31.40" N	117° 14' 45.99" E
Kawananan Estate		6° 24' 28.29" N	117° 11' 35.23" E

1.4 Certified Area					
Estate	Total Planted (Mature + Immature) (ha)	HCV (ha)	Infrastructure & Other (ha)	Total Area (ha)	% of Planted
Sungai Sungai 1 Estate	1,615.30	208.98	148.82	1,973.10	81.87
Sungai Sungai 2 Estate	2,286.50	28.70	27.10	2,342.30	97.62
Sungai Sungai 3 Estate	1,473.70	274.30	7.60	1,755.60	83.94
Lembah Paitan Estate	999.50	124.76	299.28	1,423.54	70.21
Kawananan Estate	2,491.20	-	93.80	2,585.00	96.37
TOTAL	8,866.20	636.74	576.60	10,079.54	87.96

1.5 Plantings & Cycle							
Estate	Age (Years)					Mature	Immature
	0 - 3	4 - 10	11 - 20	21 - 25	26 - 30		
Sungai Sungai 1 Estate	185.40	234.00	685.30	510.60	-	1,429.90	185.40
Sungai Sungai 2 Estate	-	-	2,286.50	-	-	2,286.50	-
Sungai Sungai 3 Estate	-	113.20	1,360.50	-	-	1,473.70	-
Lembah Paitan Estate	-	222.80	776.70	-	-	999.50	-
Kawananan Estate	380.70	-	1,266.60	843.90	-	2,110.50	380.70
Total (ha)	566.10	570.00	6,375.60	1,354.50	-	8,300.10	566.10

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1.6 Certified Tonnage of FFB			
Estate	Tonnage / year		
	Estimated (Sep 20 - Aug 21)	Actual (Sep 20 - Jul 21)	Forecast (Aug 21 - Jul 22)
Sungai Sungai 1 Estate	26,300.00	19,408.89	23,000.00
Sungai Sungai 2 Estate	29,600.00	20,456.90	23,250.00
Sungai Sungai 3 Estate	16,100.00	10,911.60	5,300.00
Lembah Paitan Estate	15,900.00	10,400.22	11,000.00
Kawananan Estate	8,650.00	5,064.53	6,500.00
Total	96,550.00	66,242.14	69,050.00

1.7 Uncertified Tonnage of FFB			
Estate	Tonnage / year		
	Estimated (Sep 20 - Aug 21)	Actual (Sep 20 - Jul 21)	Forecast (Aug 21 - Jul 22)
Nam Wah Plantation S/B	1,200.00	198.16	200.00
Tongod Jaya Plantation S/B	420.00	69.74	-
Total	1,620.00	267.90	200.00

1.8 Certified Tonnage			
	Estimated (Sep 20 - Aug 21)	Actual (Sep 20 - Jul 21)	Forecast (Aug 21 - Jul 22)
	Mill Capacity: 40 MT/hr	FFB	FFB
	96,550.00	66,242.14	69,050.00
SCC Model: MB	CPO (OER: 21.00 %)	CPO (OER: 20.20 %)	CPO (OER: 21.00 %)
	20,275.50	13,380.91	14,500.50
	PK (KER: 4.50 %)	PK (KER: 4.31 %)	PK (KER: 4.50 %)
	4,344.75	2,855.04	3,107.25

1.9 Actual Sold Volume (CPO)					
CPO (MT)	MSPO Certified	Other Schemes Certified		Conventional	Total
		ISCC	RSPO		
13,380.91	-	-	-	11,850.00	11,850.00

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1.10 Actual Sold Volume (PK)					
PK (MT)	MSPO Certified	Other Schemes Certified		Conventional	Total
		ISCC	RSPO		
2,855.04	-	-	-	2,660.00	2,660.00

Section 2: Assessment Process

BSI is a leading global provider of management systems assessment and certification, with more than 80,000 certified locations and clients in over 190 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 remote assessment was conducted from 16 - 20/8/2021. The audit programme is included as Section 2.3. The approach to the audit was to treat the Rimba Nilai Palm Oil Mill and its Supply Base Estates (Sungai Sungai 1 Estate, Sungai Sungai 2 Estate, Sungai Sungai 3 Estate, Lembah Paitan Estate & Kawananan 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.

This audit has been conducted using Information and Communication Technologies including (web conferencing, WeChat, WhatsApp, video call, etc) (insert the ICT used to achieve the audit.) The planned audit objectives have been achieved, there were no connectivity issues which adversely affected the audit.

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 was based on the formula $(r\sqrt{n})$; where r is the risk factor (may defers 1, 1.5 and 2 depending on risk), where n is total number of group members. The sampled smallholder listed in Appendix C.

Online 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.

A list of Stakeholders contacted is included as Appendix B.

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

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

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

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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)
Rimba Nilai Palm Oil Mill	✓	✓	✓	✓	✓
Sungai Sungai 1 Estate	-	✓	✓	✓	✓
Sungai Sungai 2 Estate	✓	✓	✓	✓	-
Sungai Sungai 3 Estate	✓	✓	✓	-	✓
Lembah Paitan Estate	✓	✓	-	✓	✓
Kawananan Estate	✓	-	✓	✓	✓

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

Total No. of Mandays: 10 days

2.1 BSI Assessment Team

Team Member Name	Role (Team Leader or Team member)	Qualifications (Short description of the team members)
Hafriazhar Mohd. Mokhtar (HMM)	Team Leader	Hafriazhar Mohd. Mokhtar is a Chemical Engineer by qualification. He has more than five years of direct work experience in the upstream processes of palm oil within the plantation industry. He is a qualified Lead Auditor for CDM, ISO 9001, ISO 14001, ISO 45001 and ISO 50001 and has accumulated more than 1000 audit days throughout his current career as the auditor for multiple disciplines covering Malaysia, Indonesia and Thailand. He has been trained in the MSP0 & RSPO P&C and SCCS standards since 2011 and completed his MSP0 & RSPO P&C and SCCS Lead Assessor courses successfully. He has been involved in RSPO audits within Malaysia, Papua New Guinea, Solomon Islands, Gabon, Nigeria and Pakistan. For this assessment, he covers the legal aspects, social aspects, employees' welfare and traceability.
Nor Halis Abu Zar (NHA)	Team Member	He holds Bachelor of Science, Plantation Technology and Management, graduated from Universiti Teknologi Mara. 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 including workers' welfare, workers' occupational, health & safety, environment conservation and protection at buffer areas and continuous improvement management plans. He is a qualified Lead Auditor for MS 2530:2013 and has accumulated more than 300 audit days throughout his current career as the auditor for

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		multiple disciplines covering Malaysia. He has completed ISO IMS 9001, 14001 Lead Auditor Course in January 2019, MSPO 2530:2013 Lead Auditor Course in February 2019 and endorsed RSPO Lead Auditor Course in October 2020. Fluent in Bahasa Malaysia and English Languages. During this assessment, he assessed on the aspects of Environment, Biodiversity, Estates Best Practices and Financial Matters, Legal Requirements, land & Legal issue and MSPO requirements. He is fluent in Bahasa Malaysia and English.
Mohd Nazib Hj. Marwan (MNM)	Trainee Auditor	He holds Diploma in Mechanical Engineering graduated from Sultan Salahuddin Abdul Aziz Shah in 2007. He has 5 years working experience with Department of Occupational Safety and Health Malaysia and has visited /audited many types of industries including plantation industry. He also has more than 11 years of experiences as auditor for several standards including ISO 9001, ISO 14001, ISO 45001, MSPO and RSPO with previous certification body. During this assessment, he assessed on Safety and Health, Training, Legal Requirements, Mill Best Practices & Legal issue and MSPO requirements. He is fluent in Bahasa Malaysia and English.

2.2 Accompanying Persons

No.	Name	Role
	N/A	

2.3 Assessment Plan

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

Date	Time	Subjects	HMM	NHA	MNM	ICT Planned
Friday, 13/8/2021	3:30 pm - 4:30 pm	<ul style="list-style-type: none"> Online teleconference trial/test call between client and BSI auditors Communication on document preparation for remote/ICT audit 	✓	✓	✓	MS Teams Teleconference
Monday, 16/8/2021 Day 1 Sungai Sungai 2 Estate	9:00 am - 9:20 am	Opening meeting <ul style="list-style-type: none"> Opening presentation by audit team leader Confirmation of assessment scope and finalize audit plan 	✓	✓	✓	MS Teams Teleconference
	9:20 am - 10:20 am	Assessment and documentation review on: Social aspects, legal requirements, employees' welfare, stakeholder management, good agricultural practices, legal requirements, OHS, environment, biodiversity, traceability, and continual improvement	✓	✓	✓	MS Teams Teleconference & WhatsApp
	10:20 am - 10:30 am	10-minutes break	✓	✓	✓	

Date	Time	Subjects	HMM	NHA	MNM	ICT Planned
	10:30 am - 11:30 pm	Continue assessment and documentation review on: Social aspects, legal requirements, employees' welfare, stakeholder management, good agricultural practices, legal requirements, OHS, environment, biodiversity, traceability, and continual improvement	✓	✓	✓	MS Teams Teleconference & WhatsApp
	11:30 am - 11:40 am	10-minutes break	✓	✓	✓	
	11:40 am - 12:40 pm	Continue assessment and documentation review on: Social aspects, legal requirements, employees' welfare, stakeholder management, good agricultural practices, legal requirements, OHS, environment, biodiversity, traceability, and continual improvement	✓	✓	✓	MS Teams Teleconference & WhatsApp
	12:40 pm - 1:40 pm	Lunch break	✓	✓	✓	
	1:40 pm - 2:40 pm	Continue assessment and documentation review on: Social aspects, legal requirements, employees' welfare, stakeholder management, good agricultural practices, legal requirements, OHS, environment, biodiversity, traceability, and continual improvement	✓	✓	✓	MS Teams Teleconference & WhatsApp
	2:40 pm - 2:50 pm	10-minutes break	✓	✓	✓	
	2:50 pm - 3:50 pm	Continue assessment and documentation review on: Social aspects, legal requirements, employees' welfare, stakeholder management, good agricultural practices, legal requirements, OHS, environment, biodiversity, traceability, and continual improvement	✓	✓	✓	MS Teams Teleconference & WhatsApp
	3.50 pm - 4:00 pm	10-minutes break	✓	✓	✓	

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Date	Time	Subjects	HMM	NHA	MNM	ICT Planned
	4:00 pm - 5:00 pm	Continue assessment and documentation review on: Social aspects, legal requirements, employees' welfare, stakeholder management, good agricultural practices, legal requirements, OHS, environment, biodiversity, traceability, and continual improvement	✓	✓	✓	MS Teams Teleconference & WhatsApp
	5:00 pm - 5:20 pm	Day 1 closing/interim briefing	✓	✓	✓	MS Teams Teleconference & WhatsApp
Tuesday, 17/8/2021 Day 2 Sungai Sungai 3 Estate	9:00 am - 10:00 am	Assessment and documentation review on: Social aspects, legal requirements, employees' welfare, stakeholder management, good agricultural practices, legal requirements, OHS, environment, biodiversity, traceability, and continual improvement	✓	✓	✓	MS Teams Teleconference & WhatsApp
	10:00 am - 10:10 am	10-minutes break	✓	✓	✓	
	10:10 am - 11:10 am	Continue assessment and documentation review on: Social aspects, legal requirements, employees' welfare, stakeholder management, good agricultural practices, legal requirements, OHS, environment, biodiversity, traceability, and continual improvement	✓	✓	✓	MS Teams Teleconference & WhatsApp
	11.10 am - 11:20 am	10-minutes break	✓	✓	✓	
	11:20 am - 12:20 pm	Continue assessment and documentation review on: Social aspects, legal requirements, employees' welfare, stakeholder management, good agricultural practices, legal requirements, OHS, environment, biodiversity, traceability, and continual improvement	✓	✓	✓	MS Teams Teleconference & WhatsApp
	12:20 pm - 1:20 pm	Lunch break	✓	✓	✓	

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Date	Time	Subjects	HMM	NHA	MNM	ICT Planned
	1:20 pm - 2:20 pm	Continue assessment and documentation review on: Social aspects, legal requirements, employees' welfare, stakeholder management, good agricultural practices, legal requirements, OHS, environment, biodiversity, traceability, and continual improvement	✓	✓	✓	MS Teams Teleconference & WhatsApp
	2:20 pm - 2:30 pm	10-minutes break	✓	✓	✓	
	2:30 pm - 3:30 pm	Continue assessment and documentation review on: Social aspects, legal requirements, employees' welfare, stakeholder management, good agricultural practices, legal requirements, OHS, environment, biodiversity, traceability, and continual improvement	✓	✓	✓	MS Teams Teleconference & WhatsApp
	3.30 pm - 3:40 pm	10-minutes break	✓	✓	✓	
	3:40 pm - 4:40 pm	Continue assessment and documentation review on: Social aspects, legal requirements, employees' welfare, stakeholder management, good agricultural practices, legal requirements, OHS, environment, biodiversity, traceability, and continual improvement	✓	✓	✓	MS Teams Teleconference & WhatsApp
	4:40 pm - 5:10 pm	Day 2 closing/interim briefing	✓	✓	✓	MS Teams Teleconference & WhatsApp
Wednesday, 18/8/2021 Day 3 Rimba Nilai Palm Oil Mill	9:00 am - 10:00 am	Assessment and documentation review on: Social aspects, legal requirements, employees' welfare, stakeholder management, good agricultural practices, legal requirements, OHS, environment, biodiversity, traceability, and continual improvement	✓	✓	✓	MS Teams Teleconference & WhatsApp
	10:00 am - 10:10 am	10-minutes break	✓	✓	✓	

Date	Time	Subjects	HMM	NHA	MNM	ICT Planned
	10:10 am - 11:10 am	Continue assessment and documentation review on: Social aspects, legal requirements, employees' welfare, stakeholder management, good agricultural practices, legal requirements, OHS, environment, biodiversity, traceability, and continual improvement	✓	✓	✓	MS Teams Teleconference & WhatsApp
	11.10 am - 11:20 am	10-minutes break	✓	✓	✓	
	11:20 am - 12:20 pm	Continue assessment and documentation review on: Social aspects, legal requirements, employees' welfare, stakeholder management, good agricultural practices, legal requirements, OHS, environment, biodiversity, traceability, and continual improvement	✓	✓	✓	MS Teams Teleconference & WhatsApp
	12:20 pm - 1:20 pm	Lunch break	✓	✓	✓	
	1:20 pm - 2:20 pm	Continue assessment and documentation review on: Social aspects, legal requirements, employees' welfare, stakeholder management, good agricultural practices, legal requirements, OHS, environment, biodiversity, traceability, and continual improvement	✓	✓	✓	MS Teams Teleconference & WhatsApp
	2:20 pm - 2:30 pm	10-minutes break	✓	✓	✓	
	2:30 pm - 3:30 pm	Continue assessment and documentation review on: Social aspects, legal requirements, employees' welfare, stakeholder management, good agricultural practices, legal requirements, OHS, environment, biodiversity, traceability, and continual improvement	✓	✓	✓	MS Teams Teleconference & WhatsApp
	3.30 pm - 3:40 pm	10-minutes break	✓	✓	✓	

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	3:40 pm - 4:40 pm	Continue assessment and documentation review on: Social aspects, legal requirements, employees' welfare, stakeholder management, good agricultural practices, legal requirements, OHS, environment, biodiversity, traceability, and continual improvement	✓	✓	✓	MS Teams Teleconference & WhatsApp
	4:40 pm - 5:10 pm	Day 3 closing/interim briefing	✓	✓	✓	MS Teams Teleconference & WhatsApp
Thursday, 19/8/2021 Day 4 Kawananan Estate	9:00 am - 10:00 am	Assessment and documentation review on: Social aspects, legal requirements, employees' welfare, stakeholder management, good agricultural practices, legal requirements, OHS, environment, biodiversity, traceability, and continual improvement	✓	✓	✓	MS Teams Teleconference & WhatsApp
	10:00 am - 10:10 am	10-minutes break	✓	✓	✓	
	10:10 am - 11:10 am	Continue assessment and documentation review on: Social aspects, legal requirements, employees' welfare, stakeholder management, good agricultural practices, legal requirements, OHS, environment, biodiversity, traceability, and continual improvement	✓	✓	✓	MS Teams Teleconference & WhatsApp
	11.10 am - 11:20 am	10-minutes break	✓	✓	✓	
	11:20 am - 12:20 pm	Continue assessment and documentation review on: Social aspects, legal requirements, employees' welfare, stakeholder management, good agricultural practices, legal requirements, OHS, environment, biodiversity, traceability, and continual improvement	✓	✓	✓	MS Teams Teleconference & WhatsApp
	12:20 pm - 1:20 pm	Lunch break	✓	✓	✓	

Date	Time	Subjects	HMM	NHA	MNM	ICT Planned
	1:20 pm - 2:20 pm	Continue assessment and documentation review on: Social aspects, legal requirements, employees' welfare, stakeholder management, good agricultural practices, legal requirements, OHS, environment, biodiversity, traceability, and continual improvement	✓	✓	✓	MS Teams Teleconference & WhatsApp
	2:20 pm - 2:30 pm	10-minutes break	✓	✓	✓	
	2:30 pm - 3:30 pm	Continue assessment and documentation review on: Social aspects, legal requirements, employees' welfare, stakeholder management, good agricultural practices, legal requirements, OHS, environment, biodiversity, traceability, and continual improvement	✓	✓	✓	MS Teams Teleconference & WhatsApp
	3.30 pm - 3:40 pm	10-minutes break	✓	✓	✓	
	3:40 pm - 4:40 pm	Continue assessment and documentation review on: Social aspects, legal requirements, employees' welfare, stakeholder management, good agricultural practices, legal requirements, OHS, environment, biodiversity, traceability, and continual improvement	✓	✓	✓	MS Teams Teleconference & WhatsApp
	4:40 pm - 5:10 pm	Day 4 closing/interim briefing	✓	✓	✓	MS Teams Teleconference & WhatsApp
Friday, 20/8/2021 Day 5 Sungai Sungai 1 Estate	9:00 am - 10:00 am	Assessment and documentation review on: Social aspects, legal requirements, employees' welfare, stakeholder management, good agricultural practices, legal requirements, OHS, environment, biodiversity, traceability, and continual improvement	✓	✓	✓	MS Teams Teleconference & WhatsApp
	10:00 am - 10:10 am	10-minutes break	✓	✓	✓	

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Date	Time	Subjects	HMM	NHA	MNM	ICT Planned
	10:10 am - 11:10 am	Continue assessment and documentation review on: Social aspects, legal requirements, employees' welfare, stakeholder management, good agricultural practices, legal requirements, OHS, environment, biodiversity, traceability, and continual improvement	✓	✓	✓	MS Teams Teleconference & WhatsApp
	11.10 am - 11:20 am	10-minutes break	✓	✓	✓	
	11:20 am - 12:20 pm	Continue assessment and documentation review on: Social aspects, legal requirements, employees' welfare, stakeholder management, good agricultural practices, legal requirements, OHS, environment, biodiversity, traceability, and continual improvement	✓	✓	✓	MS Teams Teleconference & WhatsApp
	12:20 pm - 2:20 pm	Lunch & Friday Prayer break	✓	✓	✓	
	2:20 pm - 3:20 pm	Continue assessment and documentation review on: Social aspects, legal requirements, employees' welfare, stakeholder management, good agricultural practices, legal requirements, OHS, environment, biodiversity, traceability, and continual improvement	✓	✓	✓	MS Teams Teleconference & WhatsApp
	3:20 pm - 3:30 pm	10-minutes break	✓	✓	✓	
	3:30 pm - 4:30 pm	Continue assessment and documentation review on: Social aspects, legal requirements, employees' welfare, stakeholder management, good agricultural practices, legal requirements, OHS, environment, biodiversity, traceability, and continual improvement	✓	✓	✓	MS Teams Teleconference & WhatsApp
	4:30 pm - 5:00 pm	Day 5 interim & preparation for closing meeting	✓	✓	✓	MS Teams Teleconference & WhatsApp
	5:00 pm - 5:30 pm	Closing meeting	✓	✓	✓	MS Teams Teleconference

Section 3: Assessment Findings

3.1 Details of audit results

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

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

3.2 Details of Nonconformities and Opportunity for improvement

The nonconformity is listed below.

During the assessment there were three (3) Major nonconformities and three (3) OFIs raised. The Rimba Nilai Palm Oil Mill (Rimba Nilai Business Unit) 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 Actions for the Major Non-conformity(ies) has been verified for its effectiveness and closed accordingly.

Major Nonconformities:		
Ref: 2092390-202108-M1	Area/Process: Rimba Nilai Business Unit – Rimba Nilai POM	Clause: MS 2530-4:2013-4.4.5.8
	Issue Date: 20/8/2021	Closed Date: 18/11/2021
Requirements:	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.	
Statement of Nonconformity:	The working hours and breaks of a mill worker indicated the overtime record was exceeding permitted limit.	
Objective Evidence:	Rimba Nilai POM: Based on the records of Check Roll for the Month of September 2020 for a mill worker named Ekrin Oput (Tractor Driver), the total overtime was 138.5 hours which exceed the JTK overtime limit permit of 120 hours.	
Corrections:	Management to monitor workers overtime to follow JTK permit requirements.	
Root cause analysis:	Rimba Nilai POM: Mill processing hours is higher due to crop diversion received from TH Ladang Memahat. High total overtime for Tractor driver due to extension running hours of mill's Clarification Station which operated by using a Decanter due to Sludge Separator No.5 was under repair. Tractor was used to evacuate the Decanter's waste (Decanter Cake) until Clarification Station shutdown.	
Corrective Actions:	Implementation of Requisition OT Form in order to monitor closely the workers' total overtime since January 2021 and no record of over 120 hours. Upkeep and running the Clarification Station using the Sludge Separators whilst Decanter in standby mode.	

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	Tractor was not required as the Separators' waste in the form of waste water or sludge and to be discharged as raw influent to Anaerobic Pond No.1.
Assessment Conclusion:	<p>CAP has been accepted and verification of CAP implementation together with its effectiveness was conducted off-site. Documented evidence submitted as following:</p> <ul style="list-style-type: none"> - OT requisition form records for month of September and October 2021 for tractor driver. - Resuming Sludge Separator No. 5 operation upon repair complete. <p>The corrective action and evidence are found to be adequate to close the Major NC, hence, the Major NC was closed on 18/11/2021. Nonetheless, the continuous effective implementation of the corrective action shall be verified in the next assessment visit.</p>

Major Nonconformities:		
Ref: 2092390-202108-M2	Area/Process: Rimba Nilai Business Unit – Sungai Sungai 1 Estate, Sungai Sungai 2 Estate, Sungai Sungai 3 Estate & Kawananan Estate	Clause: MS 2530-3:2013-4.4.4.2
	Issue Date: 20/8/2021	Closed Date: 18/11/2021
Requirements:	<p>1. The occupational safety and health plan shall cover the following:</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. Chemical Handling Management Procedure (Issue 1, Rev 1, dated 11 Oct 2019), Clause 10.3 – Medical Surveillance Program Health Surveillance Programme is to be conducted on those workers handling any scheduled chemical mentioned in Schedule II of USECCH Regulation 2000 and where an assessment show that</p> <ul style="list-style-type: none"> i. There is an identifiable work-related disease or adverse health effects for that hazardous chemical used in the works; ii. It is likely that the disease or condition might occur during the conduct of the work; and iii. Valid technique is available to detect early signs of the disease or condition. <p>2. 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>PART IV - MEETINGS OF SAFETY AND HEALTH COMMITTEE, Regulation 21, OSH (Safety and Health Committee) Regulations 1996.</p> <p>Frequency of meetings of committee.</p> <p>(1) A safety and health committee shall meet as often as may be necessary commensurate with the risks attendant on the nature of work at the place of work but shall not meet less than once in three months.</p>	
Statement of Nonconformity:	<p>1. Annual medical surveillance does not include all workers handling hazardous chemical (contractor workers) and follow up medical surveillance was not conducted for workshop workers as per OHD request.</p>	

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	2. OSH Committee meeting was not conducted as per planned and frequency requirements addressed in OSH (Safety and Health Committee) Regulations 1996.
Objective Evidence:	<p>1. At Sungai Sungai 3 Estate, Three (3) contractor workers from Andy Enterprise has not undergone medical surveillance and one (1) workshops worker detected with high exposure of manganese has not been send for follow up medical surveillance after 3 months from the medical surveillance conducted in December 2020.</p> <p>2. For LSS1, LSS2 and Kawananan Estate, OSH committee meeting was not conducted as per OSH plan and requirements addressed in OSH (Safety and Health Committee) Regulations 1996 which stated the meeting shall be conducted at least once in three months.</p>
Corrections:	<p>LSS1, LSS2, LK: To conduct Osh committee meeting on a quarterly basis as per OSH Annual Plan & Schedule</p> <p>LSS3: To arrange medical surveillance for new sprayer workers for Andy Enterprise and re-medical surveillance for workshop workers.</p>
Root cause analysis:	<p>LSS1, LSS2, LK: Unsuccessful to conduct 2nd OSH committee meeting during 2nd quarter period due to limitation to gather related persons as to comply the MCO Orders by Sabah State and Federal Government regulations / SOP.</p> <p>LSS3: Three (3) contractor workers-Sprayer from Andy Enterprise has not undergone medical surveillance due to new recruit workers also One (1) workshop workers due to unfollow up cases</p>
Corrective Actions:	<p>LSS1, LSS2, LK: Conduct OSH committee meeting every 3 months as required.</p> <p>LSS3: Estate to monitor the medical surveillance results in-case any workers requires follow-up checking and to update new contractor's workers name on monthly basis in case any require annual medical surveillance.</p>
Assessment Conclusion:	<p>CAP has been accepted and verification of CAP implementation together with its effectiveness was conducted off-site. Documented evidence submitted as following:</p> <ul style="list-style-type: none"> - Records of four quarters 2020 – 2021 minutes of safety committee meeting which were previously conducted informally through text communications and latest meeting in 26/8/2021 and 11/10/2021. - Records of medical surveillance results of new workers and re-medical surveillance of workshop workers dated 22/9/2021 <p>The corrective action and evidence are found to be adequate to close the Major NC, hence, the Major NC was closed on 18/11/2021. Nonetheless, the continuous effective implementation of the corrective action shall be verified in the next assessment visit.</p>

Major Nonconformities:		
Ref: 2092390-202108-M3	Area/Process: Rimba Nilai Business Unit – Sungai Sungai 2 Estate & Kawananan Estate	Clause: MS 2530-3:2013-4.5.3.3

	Issue Date: 20/8/2021	Closed Date: 18/11/2021
Requirements:	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.	
Statement of Nonconformity:	Disposal of schedule waste not effectively demonstrated.	
Objective Evidence:	During document checking and interview, it was found that Sungai-Sungai 2 Estate, Kawananan Estate were stored Schedule waste more than 180 days. Sungai-Sungai 2 Estate last disposal on 04/06/2020 and latest one at 30/07/2021, Kawananan Estate last disposal on 29/12/2020 and no disposal has been made after that. It was against Environmental Quality (Scheduled Wastes) Regulation 2005, Environmental Quality Act, 1974 Section 9: Storage of scheduled wastes.	
Corrections:	<p>LSS2: LSS2 ensure to follow Standard Operating Procedure for handling of used chemicals that are classified under Environment Quality Regulations (Scheduled Waste) 2005, Environmental Quality Act, 1974.</p> <p>LK: To apply from DOE for an extension of SW stored for another 180 days.</p>	
Root cause analysis:	<p>LSS2: The person in charge of monitoring scheduled waste operations has resigned and caused delays in the scheduled waste disposal by the estate.</p> <p>LK: The quantity of scheduled waste is low, so no disposal was made after 180 days of storage.</p>	
Corrective Actions:	<p>LSS2:</p> <ul style="list-style-type: none"> - LSS2 ensures to assign a person in-charge to assist our competent person for Scheduled Wastes operation. - LSS2 ensures to prepare physical checking form for monthly inspection. - LSS2 ensures to include schedule waste disposal objective into estate Environment Plan. <p>LK: To request a more extended storage period from DOE.</p>	
Assessment Conclusion:	<p>CAP has been accepted and verification of CAP implementation together with its effectiveness was conducted off-site. Documented evidence submitted as following:</p> <ul style="list-style-type: none"> - Response letter by DOE dated 9/11/2021 on scheduled waste storage extension application approved until 8/2/2022. - Appointment letter for person in-charge of scheduled waste dated 24/8/2021 - Form for Scheduled Waste Weekly Physical Checking - Records of updated Environmental Management Program 2021 <p>The corrective action and evidence are found to be adequate to close the Major NC, hence, the Major NC was closed on 18/11/2021. Nonetheless, the continuous effective implementation of the corrective action shall be verified in the next assessment visit.</p>	

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Opportunity for Improvement		
Ref: 2092390-202108-I1	Area/Process: Rimba Nilai Business Unit – Kawananan Estate and Sungai Sungai 1 Estate	Clause: MSPO Part 3-4.1.2.2
Objective Evidence:	Findings status raised during internal audit on 13-16 July 2021 for sample of estates audited (e.g. Kawananan Estate and Sungai Sungai 1 Estate) could be followed-up and closed without undue delay according to Internal Audit Procedure (Issue 1, dated July 2016).	

Opportunity for Improvement		
Ref: 2092390-202108-I2	Area/Process: Rimba Nilai Business Unit – Sungai Sungai 2 Estate	Clause: MSPO Part 3-4.5.1.5
Objective Evidence:	Management could improve on documented of regularly Environmental Training that has been conducted for employees in Sungai Sungai 2 Estate.	

Opportunity for Improvement		
Ref: 2092390-202108-I2	Area/Process: Rimba Nilai Business Unit – Sungai Sungai 2 Estate	Clause: MSPO Part 3-4.5.5.1
Objective Evidence:	Management of Kawananan Estate could improve on monitoring the frequency of water sampling to be sent as recommended and stated in the water management plan.	

Noteworthy Positive Comments	
1	Overall good commitment given by all personnel involved
2	Overall positive comments by external stakeholders
3	Overall good business planning on management unit operations

3.3 Status of Nonconformities Previously Identified and OFI

Major Nonconformities:		
Ref: 1953926-202009-M1	Area/Process: Rimba Nilai Business Unit - Lembah Paitan Estate	Clause: MS 2530-3:2013-4.4.5.9
	Issue Date: 11/9/2020	Closed Date: 10/12/2020
Requirements:	Wages and overtime payment documented on the pay slips shall be in line with legal regulations and collective agreements.	
Statement of Nonconformity:	Wages payment documented on the pay slips was not in line with legal regulations.	
Objective Evidence:	Based on sample workers’ pay slip for the month of July 2020 for piece- rate workers at Lembah Paitan Estate as following: - Employee ID # 1007; Post: Harvester - Employee ID # 1016; Post: Harvester It was found that the harvesters were not paid according to entitled work on rest day payment as per Sabah Labour Ordinance Clause No. 104C. (5) "An employee employed	

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	on piece rates who works on a rest day shall be paid twice his ordinary rate per piece" for July 2020 salary payment.
Corrections:	To review and re-pay the mentioned worker's wages who worked on rest day as per Sabah Labour Ordinance Clause No. 104C. (5) "An employee employed on piece rates who works on a rest day shall be paid twice his ordinary rate per piece" as for July 2020 salary payment.
Root cause analysis:	Wages payment method to worker who worked on rest day was not paid accordingly as per Sabah Labour Ordinance Clause No. 104C. (5).
Corrective Actions:	To conduct a briefing to all workers pertaining working on rest day which entitled to be paid twice his ordinary rate per piece. Management shall repay the mentioned workers' wages who worked on rest day as for July 2020 salary payment.
Assessment Conclusion:	<p>CAP has been accepted and verification of CAP implementation together with its effectiveness was conducted off-site due to COVID-19 pandemic travelling restrictions. Documented evidence submitted as following:</p> <ul style="list-style-type: none"> - Payslip records of repayment of unpaid rest day work for affected employees on October 2020 salary - Records of briefing to workers and staff on rest-day work payment method during muster roll-call on 9/11/2020 <p>The corrective action and evidence are found to be adequate to close the Major NC, hence, the Major NC was closed on 3/12/2020. Nonetheless, the continuous effective implementation of the corrective action shall be verified in the next assessment visit.</p>
Verification Statement	<p>Documented payslip was distributed to individual workers on the day of payment. For daily rated workers, wages and overtime were paid according to the check-roll muster attendance records. Total hours of overtime and daily attendance has recorded in the timecard.</p> <p>For piece-rated workers, wages were paid based on the daily check-roll books with records of daily piece-rated work achieved.</p> <p>Documentations of pay available in the form of Monthly Pay Slip and conditions as per Work Agreement Contract as per sample sighted as following:</p> <p>Sungai Sungai 1 Estate:</p> <ul style="list-style-type: none"> - Arnida Binti Abidin; Employee ID # 2346G - Maryam Binti Saharuddin; Employee ID # 2639G - Valentine Ongge; Employee ID # 2345G <p>Sungai Sungai 2 Estate:</p> <ul style="list-style-type: none"> - Arman Bin Dahlan; Employee ID # 2149G - Kunna Bin Nasil; Employee ID # 2022G - Harmi Heri; Employee ID # 2141F <p>Sungai Sungai 3 Estate:</p> <ul style="list-style-type: none"> - Sulfiana Binti Baktiar; Employee ID # 2021G - Husnie Husen; Employee ID # 2046G - Supardinata; Employee ID # 2050G <p>Kawananan Estate:</p> <ul style="list-style-type: none"> - Nuraeni Binti Baso; Employee ID # 0222J - Erwin Bin Basri; Employee ID # 0105D - Dimas Bin Mappi; Employee ID # 0139C

	Based on samples sighted for employees' payslip and work contract (agreement), the work conditions confirmed to meet legal Minimum Wage Order 2020 which is sufficient to meet basic needs.
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Major Nonconformities:

Ref: 1953926-202009-M2	Area/Process: Rimba Nilai Business Unit - Lembah Paitan Estate	Clause: MS 2530-3:2013-4.4.5.11
	Issue Date: 11/9/2020	Closed Date: 10/12/2020
Requirements:	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.	
Statement of Nonconformity:	Provision of basic amenities for water supplies not in compliance with Workers' Minimum Standards Housing and Amenities Act 1990 (Act 446)	
Objective Evidence:	No evidence to show that water supplies in compliance with Workers' Minimum Standards Housing and Amenities Act 1990 (Act 446) for water supplied to workers in Lembah Paitan Estate.	
Corrections:	To obtain the water sampling result and legal permission from DG of Labour Department regarding this matter.	
Root cause analysis:	There is no proper treatment/filtration and monitoring pertaining water supply for workers residential at 500 Division in compliance with Workers' Minimum Standards Housing and Amenities Act 1990 (Act 446).	
Corrective Actions:	Management shall monitor the quality of consumable water supplies or provide potable water to all worker's residential which in compliance with Worker Minimum Standards Housing and Amenities Act 1990 (Act 446).	
Assessment Conclusion:	<p>CAP has been accepted and verification of CAP implementation together with its effectiveness was conducted off-site due to COVID-19 pandemic travelling restrictions. Documented evidence submitted as following:</p> <ul style="list-style-type: none"> - Records of bottled water supply to affected workers on weekly basis - Records of estate's proposal letter and email dated 17/11/2020 to HQ to install water filtration system for application to DG of Labour Department <p>The corrective action and evidence are found to be adequate to close the Major NC, hence, the Major NC was closed on 3/12/2020. Nonetheless, the continuous effective implementation of the corrective action shall be verified in the next assessment visit.</p>	
Verification Statement	<p>Photos of line site area shown that playground, football field, mosque and church, etc. were available and free access to all the workers and dependents. Sundry shop and crèche were available at housing compound.</p> <p>The workers quarters have adequate clean water supply by estate management, the management also done the analysis to ensure water was safe for domestic use. From the analysis done by DYNAKEY Laboratories Sdn Bhd dated 10/7/2021 the water was safe for drinking as per analysis certificate ref. # W210624/04.</p>	

Major Nonconformities:

Ref:	Area/Process: Rimba Nilai Business Unit -	Clause: MS 2530-4:2013-4.6.4.1
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1953926-202009-M3	Rimba Nilai Palm Oil Mill	
	Issue Date: 11/9/2020	Closed Date: 10/12/2020
Requirements:	In case of the engagement of contractors, they shall be made to understand the MSPO requirements and shall provide the required documentation and information.	
Statement of Nonconformity:	The requirement was not in compliance.	
Objective Evidence:	No evidence to show that contractors/vendors engaged by Rimba Nilai Palm Oil Mill were made to understand the MSPO requirements and provided with the required documentation and information.	
Corrections:	To revise the present contract agreement and to include clause that contractors/vendors shall understand and comply with MSPO/RSPO requirements.	
Root cause analysis:	The present contract agreement did not state that the contractors/vendors shall understand and comply with MSPO/RSPO requirements.	
Corrective Actions:	To provide the revised contract agreement with included clause that contractors/vendors shall understand and comply with MSPO/RSPO requirements.	
Assessment Conclusion:	<p>CAP has been accepted and verification of CAP implementation together with its effectiveness was conducted off-site due to COVID-19 pandemic travelling restrictions. Documented evidence submitted as following:</p> <ul style="list-style-type: none"> - Records of briefing to contractors dated on 9/10/2020 - Records of revised (addendum) agreements template for contractors and sample acknowledgement dated on 9/10/2020 <p>The corrective action and evidence are found to be adequate to close the Major NC, hence, the Major NC was closed on 3/12/2020. Nonetheless, the continuous effective implementation of the corrective action shall be verified in the next assessment visit.</p>	
Verification Statement	<p>This requirement has been specified in Permit to Work to all the contractors, vendors of the mill. The PTW was sighted and has stated that all Contractors need to follow MSPO guideline in accordance with the Boustead Plantations Berhad guidelines.</p> <p>MSPO requirements briefing to contractors were conducted on 13/08/2021 and attended by Maju Contractor Trading representatives.</p>	

Major Nonconformities:		
Ref: 1953926-202009-M4	Area/Process: Rimba Nilai Business Unit - Sungai Sungai 1 & Lembah Paitan Estate	Clause: MS 2530-3:2013-4.4.4.1
	Issue Date: 11/9/2020	Closed Date: 10/12/2020
Requirements:	An occupational safety and health policy and plan shall be documented, effectively communicated and implemented.	
Statement of Nonconformity:	The implementation of occupational safety and health policy was not satisfactorily demonstrated.	
Objective Evidence:	<p>The following lapses against the company's safe operating procedure were found:</p> <ul style="list-style-type: none"> - The MTG driver at LSS1 did not wear safety boots during work - An FFB loader at LPE did not wear safety boots during work - FFB loaders at LPE sat beside the tractor driver while tractors were moving - A tractor driver at LPE was wearing bad condition safety boots during work 	

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Corrections:	<p>LSS1:</p> <ul style="list-style-type: none"> - To ensure all workers comply to safety and health laws and regulations. <p>LPE:</p> <ul style="list-style-type: none"> - To conduct a safety training to all workers pertaining safe working practices - The management shall provide the appropriate personal protective equipment (PPE) to all workers to cover all potentially hazardous operations.
Root cause analysis:	Lack of training regarding safety and sustainability of workers.
Corrective Actions:	<p>LSS1:</p> <ul style="list-style-type: none"> - Conduct scheduled inspection and safety training for tractor drivers. <p>LPE:</p> <ul style="list-style-type: none"> - Improve awareness on safety work practice to all workers such as safety training and safety assessment. - Appropriate personal protective equipment (PPE) shall be provided to all workers.
Assessment Conclusion:	<p>CAP has been accepted and verification of CAP implementation together with its effectiveness was conducted off-site due to COVID-19 pandemic travelling restrictions. Documented evidence submitted as following:</p> <ul style="list-style-type: none"> - Records of PPE issuance to affected workers dated on 30/10/2020, 31/10/2020 and 19/11/2020 - Records of safety training to affected workers dated on 30/10/2020, 31/10/2020 and 19/11/2020 <p>The corrective action and evidence are found to be adequate to close the Major NC, hence, the Major NC was closed on 3/12/2020. Nonetheless, the continuous effective implementation of the corrective action shall be verified in the next assessment visit.</p>
Verification Statement	<p>All estates audited has established OSH Management Plan which include the quarterly OSH Committee meeting, workplace inspection, training and etc.</p> <p>PPE (OSH Manual Chapter 8: Personal Protective Equipment) dated 1 Jan 2018. The checking on PPE is available under file PPE issuance Record latest for April and June 2021 issuance. PPE issued to workers such as safety helmet, safety boot, goggles and etc.</p>

Major Nonconformities:		
Ref: 1953926-202009-M5	Area/Process: Rimba Nilai Business Unit - Lembah Paitan Estate	Clause: MS 2530-3:2013-4.5.5.1
	Issue Date: 11/9/2020	Closed Date: 10/12/2020
Requirements:	<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> <p>d) Protection of water courses and wetlands, including maintaining and restoring appropriate riparian buffer zones at or before planting or replanting, along all-natural waterways within the estate.</p>	
Statement of Nonconformity:	The maintenance of riparian zone was not adequately demonstrated.	

Objective Evidence:	Trace of herbicides spraying was seen at riparian zone at LPE Div. 500 Block PM08A01 despite of having a signage restricting spraying of herbicides.
Corrections:	Restoration of riparian zones condition
Root cause analysis:	Employees / maintenance workers lack of training regarding riparian buffer zones along natural waterways within the estate.
Corrective Actions:	To conduct briefing to all workers pertaining the riparian & buffer zone protection policy and implement the buffer zone protection training to all sprayers.
Assessment Conclusion:	<p>CAP has been accepted and verification of CAP implementation together with its effectiveness was conducted off-site due to COVID-19 pandemic travelling restrictions. Documented evidence submitted as following:</p> <ul style="list-style-type: none"> - Records of buffer zone restoration work - Records of buffer zone training to sprayers dated on 24/10/2020 <p>The corrective action and evidence are found to be adequate to close the Major NC, hence, the Major NC was closed on 3/12/2020. Nonetheless, the continuous effective implementation of the corrective action shall be verified in the next assessment visit.</p>
Verification Statement	<p>Sighted Water Management Plan has been established for Rimba Nilai Business Unit. Refer Water Management Plan 2021 Sungai-Sungai 2 Estate dated 01/01/2021, Sungai-Sungai 3 Estate dated 01/02/2021, Kawananan Estate dated 01/01/2021 and Sungai-Sungai 1 Estate dated 01/01/2021. Among Strategy / Action Plan discussed were Riparian Buffer zone, Areas where buffer zone not established, water quality monitoring and water tank.</p> <ol style="list-style-type: none"> a. Water usage and record has been established and verified. Source of water supply as below: <ul style="list-style-type: none"> Sungai-Sungai 2 Estate: Water catchment and rainwater harvest Sungai-Sungai 3 Estate: Treated water from Mill Kawananan Estate: Water Spring and rainwater harvest Sungai-Sungai 1 Estate: Treated water from Mill b. Monitoring of outgoing water has been established. Refer water sampling record as below: <ul style="list-style-type: none"> Sungai-Sungai 2 Estate: W210624/04 dated 10/07/2021 by DYNAKEY Laboratories Sungai-Sungai 3 Estate: W200903/12 dated 18/09/2020 by DYNAKEY Laboratories. For 2021, water Sampling were in Progress. Refer letter dated 09/07/2021 by The Manager of Sungai-Sungai 3 Estate. Kawananan Estate: Sample water has been sent to Mill Lab for testing. Refer letter dated 11/08/2021. Sungai-Sungai 1 Estate: W200903/08 dated 18/09/2020 by DYNAKEY Laboratories. For 2021, water Sampling were in Progress. Refer letter dated 09/07/2021 by The Manager of Sungai-Sungai 3 Estate. c. Sighted Water Management Plan has been established for Rimba Nilai Business Unit. d. Verified availability of Riparian Buffer Zone. Sighted monitoring record has been established. Training on Riparian Area has been conducted. e. Verified that natural vegetation in riparian area has been maintained and monitored by estate management. f. The is no use of bore well in the sampled estate.

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Minor Nonconformities:		
Ref: 1953926-202009-N1	Area/Process: Rimba Nilai Business Unit - Rimba Nilai Palm Oil Mill	Clause: MS 2530-4:2013-4.6.4.3
	Issue Date: 11/9/2020	Closed Date: 10/9/2021
Requirements:	The management shall accept MSPO approved auditors to verify the assessments through a physical inspection, if required.	
Statement of Nonconformity:	The requirement was not in compliance.	
Objective Evidence:	No evidence to show that the Rimba Nilai Palm Oil Mill contractors/vendors' management accepted MSPO approved auditors to verify the assessments through a physical inspection if required.	
Corrections:	To revise the present contract agreement and to include clause that the MSPO approved auditors have access to verify the assessments through a physical inspection if required.	
Root cause analysis:	The present contract agreement with contractors/vendors did not state that the MSPO approved auditors have access to verify the assessments through a physical inspection if required.	
Corrective Actions:	To provide the revised contract agreement to contractors/vendors with included clause that the MSPO approved auditors have access to verify the assessments through a physical inspection if required.	
Assessment Conclusion:	CAP has been accepted and verification of CAP the implementation of the corrective action and its effectiveness will be verified in the next assessment visit.	
Verification Statement:	The mill has provided evidence of agreed contracts with the contractor as per sample as following: <ul style="list-style-type: none"> - Transport Agreement (Crude Palm Oil) between Boustead Rimba Nilai Business Unit and Pengangkutan Dagang Tera Sdn. Bhd. - Transport Agreement (Crude Palm Oil) between Boustead Rimba Nilai Business Unit and UE Truckway Sdn. Bhd. 	

Minor Nonconformities:		
Ref: 1953926-202009-N2	Area/Process: Rimba Nilai Business Unit - Sungai Sungai 1 & Lembah Paitan Estate	Clause: MS 2530-3:2013-4.5.3.5
	Issue Date: 11/9/2020	Closed Date: 10/9/2021
Requirements:	Domestic waste should be disposed as such to minimize the risk of contamination of the environment and watercourses.	
Statement of Nonconformity:	The disposal of domestic waste in a manner of minimizing the risk of contamination of the environment and watercourses was not satisfactorily demonstrated.	
Objective Evidence:	The following lapses were found: <ul style="list-style-type: none"> - LSS1 – landfill was found to be located adjacent to a patch of jungle and wastes such as empty chemical containers, plastics and metal were found to be disposed inside the waste pit 	

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	<ul style="list-style-type: none"> - LSS1 – seen employees of a contractor were burning wastes at their workshop building - LPE Division 500 – domestic wastes pit is located within the housing area and the old pit was not covered and trace of burning was observed
Corrections:	<ul style="list-style-type: none"> - LSS1: To ensure that only domestic waste is disposed of into the landfill / waste pit. - LSS1: To ensure there was no open burning activities in the estate areas. - LPE: To establish proper landfill area at 500 Division as per requirement and conduct training to all workers pertaining landfill procedure.
Root cause analysis:	<ul style="list-style-type: none"> - LSS1: There was no wastes segregation on landfill. - LSS1: Contractor workers monitoring by management was lacking of open burning policy - LPE: Improper domestic wastes pit located near the housing area at 500 Division.
Corrective Actions:	<ul style="list-style-type: none"> - LSS1: To establish wastes segregation centre (for domestic waste and recyclable waste). - LSS1: Conduct training and briefing on contractor employees to give disclosure of law and regulations such as open burning policy, MSPO / RSPO policy and so on. - LPE: Management shall provide dedicated area for landfill and implement landfill procedure to all workers in spite of divisional area in the estate.
Assessment Conclusion:	CAP has been accepted and verification of CAP the implementation of the corrective action and its effectiveness will be verified in the next assessment visit.
Verification Statement:	Estate conducted the Triple Rinsing of Empty Chemical Container Training (Latihan 3 Kali Pembilasan Bekas Racun dan Bahan Kimia) on to all sprayers gang for both divisions based on the guideline for used plastic pesticide container recycling program (UPPCR). Sighted evidence of photo that Triple Rinsing training has been conducted as per "Prosedur 3 Kali Pembilasan Bekas Simpanan (Triple Rinsing)" for Boustead Rimba Nilai Business Unit.

Minor Nonconformities:		
Ref: 1953926-202009-N3	Area/Process: Rimba Nilai Business Unit - Lembah Paitan Estate	Clause: MS 2530-3:2013-4.5.3.3
	Issue Date: 11/9/2020	Closed Date: 10/9/2021
Requirements:	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.	
Statement of Nonconformity:	The disposal of spent oil in accordance to EQA Regulations (SW) 2005 was not adequately demonstrated.	
Objective Evidence:	At LPE, the following lapses were found: <ul style="list-style-type: none"> - Trace of oil spillage inside the drain connected to the scheduled wastes store - Trace of oil spillage inside the drain connected to the generator house at Division 500 workers quarters 	
Corrections:	- To clean the oil spillages in both drains immediately	

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Root cause analysis:	<ul style="list-style-type: none"> - Inappropriate oil trap system at schedule waste store and there is no oil trap at generator house at Division 500 worker quarters. - Lack of training for competent person pertaining oil trap maintenance.
Corrective Actions:	<ul style="list-style-type: none"> - To construct proper oil trap at schedule waste store and generator house at 500 Division. - To conduct training to competent person regarding oil trap system and maintenance.
Assessment Conclusion:	CAP has been accepted and verification of CAP the implementation of the corrective action and its effectiveness will be verified in the next assessment visit.
Verification Statement:	Sighted similar issue during this audit, thus issue Minor NC was escalated as Major NC.

Opportunity for Improvement		
Ref: 1953926-202009-I1	Area/Process: Rimba Nilai Business Unit - Rimba Nilai Palm Oil Mill	Clause: MS 2530-4:2013-4.3.1.4
Details	Compliance monitoring by the mill against DOE licensed FFB processing capacity need to be observed further.	
Verification Statement:	<p>In Boustead Plantations Berhad, Mr. Amrul Nizam, Safety Officer from HQ is a person responsible to monitor compliance and to track and to advise operating units on update of any changes in regulatory requirements.</p> <p>Ms. Nazriah Atan is responsible to monitor compliance and to track update the changes in regulatory requirements as per appointment letter dated 19/07/2021 (Perlantikan Sebagai Penyelaras Bahagian Pematuhan Penerangan Pekerjaan KKS Rimba Nilai) approved by Mill Manager.</p>	

Opportunity for Improvement		
Ref: 1953926-202009-I2	Area/Process: Rimba Nilai Business Unit - Sungai Sungai 2 & Sungai Sungai 3 Estate	Clause: (MSPO Part 3)-4.4.4.2 (e)
Details	The SDS at chemical store can be further improved by obtaining the copy of latest revision and produced by the same supplier of the pesticides.	
Verification Statement:	<p>Chemical Handling Management procedure (Issue 1, dated 11/10/2019) was established. List of chemicals with its SDS used at each estate is available in "Register of Chemicals Hazardous to Health". Chemical register was updated on 01/07/2021 prepared by storekeeper and reviewed by Asst Manager. List of chemicals for Sungai 2 identified such as Malathion, Op Com 65B, BKP, Ammonium Sulfate and Op Com 32 B etc. Chemical register for Kawanan Estate updated 01/07/2021 and LSS1 updated on 08/01/2021. Chemicals stored at designated storage area/warehouse, locked and records updated.</p>	

3.4 Summary of the Nonconformities and Status

CAR Ref.	CLASS	ISSUED	STATUS
1750491-201903-M1	Major	15/3/2019	Closed on 10/6/2019
1750491-201903-M2	Major	15/3/2019	Closed on 10/6/2019

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1750491-201903-M3	Major	15/3/2019	Closed on 10/6/2019 & reissue on 7/9/2020
1750491-201903-M4	Major	15/3/2019	Closed on 10/6/2019
1750491-201903-M5	Major	15/3/2019	Closed on 10/6/2019
1750491-201903-M6	Major	15/3/2019	Closed on 10/6/2019
1750491-201903-M7	Major	15/3/2019	Closed on 10/6/2019
1750491-201903-M8	Major	15/3/2019	Closed on 10/6/2019
1750491-201903-N1	Minor	15/3/2019	Closed on 7/9/2020
1750491-201903-N2	Minor	15/3/2019	Closed on 7/9/2020
1750491-201903-N3	Minor	15/3/2019	Closed on 7/9/2020 & reissue on 7/9/2020
1750491-201903-N4	Minor	15/3/2019	Closed on 7/9/2020
1750491-201903-N5	Minor	15/3/2019	Closed on 7/9/2020
1750491-201903-N6	Minor	15/3/2019	Closed on 7/9/2020
1750491-201903-N7	Minor	15/3/2019	Closed on 7/9/2020
1953926-202009-M1	Major	11/9/2020	Closed on 3/12/2020
1953926-202009-M2	Major	11/9/2020	Closed on 3/12/2020
1953926-202009-M3	Major	11/9/2020	Closed on 3/12/2020
1953926-202009-M4	Major	11/9/2020	Closed on 3/12/2020
1953926-202009-M5	Major	11/9/2020	Closed on 3/12/2020
1953926-202009-N1	Minor	11/9/2020	Closed on 16/8/2021
1953926-202009-N2	Minor	11/9/2020	Closed on 16/8/2021
1953926-202009-N3	Minor	11/9/2020	Closed on 16/8/2021
2092390-202108-M1	Major	20/8/2021	Closed on 19/11/2021
2092390-202108-M2	Major	20/8/2021	Closed on 19/11/2021
2092390-202108-M3	Major	20/8/2021	Closed on 19/11/2021

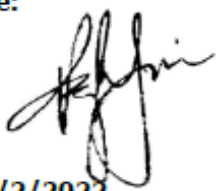
3.5 Issues Raised by Stakeholders

IS #	Description
1	<p>Issues: Local workers’ representative – relationship between workers and management good. Management fully support workers during MCO period by providing food basket since workers can’t go out from estate housing.</p>
	<p>Management Responses: Voluntary lock-down required to prevent COVID-19 positive case that could affect the estate operation.</p>
	<p>Audit Team Findings:</p>

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	No further issue.
2	<p>Issues: Foreign workers’ representative – relationship between workers and management good. Management fully support workers during MCO period by providing food basket since workers can’t go out from estate housing. Some workers unable to Check-out Memo (COM) were extended their services.</p>
	<p>Management Responses: Voluntary lock-down required to prevent COVID-19 positive case that could affect the estate operation. Workers nearly ending their contract willing to extend to avoid issue with COVID-19.</p>
	<p>Audit Team Findings: No further issue.</p>
3	<p>Issues: Gender committee representative – no activity during MCO. No issue of sexual harassment or violence ever happen in all operating unit within Rimba Nilai Business Unit.</p>
	<p>Management Responses: Activities involved gender committee restricted to only online meeting to avoid issue with COVID-19.</p>
	<p>Audit Team Findings: No further issue.</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 Rimba Nilai Palm Oil Mill Certification Unit (Rimba Nilai Business Unit) complies with the MS 2530-3:2013 (MSP0 Part 3) and MS 2530-4:2013 (MSP0 Part 4) . It is recommended that the certification of Rimba Nilai Palm Oil Mill Certification Unit (Rimba Nilai Business Unit) Certification Unit is approved and/or continued.	
Acknowledgement of Assessment Findings	Report Prepared by
Name: HAFIZI BONIRAN	Name: Hafriazhar Mohd. Mokhtar
Company name: BOUSTEAD PLANTATIONS BHD	Company name: BSI Services Malaysia Sdn. Bhd.
Title: SUSTAINABILITY MANAGER	Title: Client Manager
Signature:  Date: 28/2/2022	Signature:  Date: 25/2/2022

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 -	Established as <i>Boustead Plantations Berhad Polisi Pelaksanaan Dan Komitmen Terhadap Sijil Akuan MSPO</i> ; Dated 2/12/2019; Signed by Chief Operation Officer (CEO). On top of this, there's also a BPB Sustainability Policy dated 2/12/2020 also signed by the CEO.	Complied
4.1.1.2	The policy shall also emphasize commitment to continual improvement. - Major compliance -	The policy included with statement that Boustead Plantations Berhad runs its business in sustainable manner with continuous improvements towards its planting and milling operations by complying and implementing MSPO principles. Latest briefing of policies to employees were conducted by the management on 12/04/2021 by Rimba Nilai POM, 23/05/2021 by Kawananan Estate and 2/09/2020 jointly organized by Sungai Sungai 1 Estate, Sungai Sungai 2 Estate and Sungai Sungai 3 Estate.	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 -	MSPO internal audit was planned at least once a year and it was conducted on 13-16/07/2021 for Rimba Nilai Business Unit according to Internal Audit procedure (Issue 1, dated July 2016) to determine the strong and weak points including identified potential area for improvement	Complied

Criterion / Indicator		Assessment Findings	Compliance
4.1.2.2	<p>The internal audit procedures and audit results shall be documented and evaluated, followed by the identification of strengths and root causes of nonconformities, in order to implement the necessary corrective action.</p> <p>- Major compliance -</p>	<p>Internal Audit procedure (Issue 1, dated July 2016) was established and maintained. Audit results was documented and verified as per documented information such as audit schedule, audit checklist, audit summary report, nonconformance report and audit programme.</p> <p>Internal audit was conducted on 13-16/07/2021 and results was also documented in the Audit Report with total of twelve (12) nonconformances (8 major and 4 minor) and eights (8) opportunities for improvements raised.</p> <p>Nonconformances were recorded in the Non-Conformance Report Internal Audit MS2530; Procedure: MS 2530-3; Report # 01/2018-Part 3. Summary of all findings were recorded in the Audit Report Status Log, Audit Notes and Audit Programme.</p> <p>Findings status raised during internal audit on 13-16/07/2021 for sample of estates audited (e.g. Kawananan Estate and Sungai Sungai 1 Estate) could be followed-up and close without undue delay according to Internal Audit Procedure (Issue 1, dated July 2016). Thus, an opportunity for improvement was raised.</p>	OFI
4.1.2.3	<p>Report shall be made available to the management for their review.</p> <p>- Major compliance -</p>	<p>Internal audit reports were made available for review in the management review meeting which was conducted on 16/07/2021.</p>	Complied
Criterion 4.1.3 – Management Review			
4.1.3.1	<p>The management shall periodically review the continuous suitability, adequacy and effectiveness of the requirements for effective implementation of MSPO and decide on any changes, improvement and modification.</p> <p>- Major compliance -</p>	<p>Management review was planned to be conducted at least once a year. It was conducted on 16/07/2021 via Google Meet and attended by Top Management (Mr. Anuar Semail - Head of Sustainability), estate managers, mill manager and representatives from Boustead Plantations Berhad sustainability unit and Rimba Nilai Business Unit.</p>	Complied

Criterion / Indicator		Assessment Findings	Compliance
		Agenda covered including internal audit findings, stakeholder feedbacks, changes and recommendations by top management which found sufficient to address the standard requirement.	
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 -	Sighted Continual Improvement Plan for the year 2021 has been established for Boustead Rimba Nilai Business Unit. 1. Safety and health Management Plan 2021 dated 13/01/2021 2. Water Management Plan 2021 dated 01/01/2021 3. Improving Efficiency of The Use of Fossils Fuels and Optimizing Renewable Energy Action Plan 20201 dated 11/01/2021 4. HCV Management Plan 2021 dated 01/01/2021.	Complied
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 -	Boustead Rimba Nilai Business Unit’s mill and estates established the Continuous Improvement Program (CQCIP) for its operational activities. Among improvements were: 1. Sungai-Sungai 2 Estate: Introduction of Zendah Blowers dated 18/08/2020 for Palm Base Clearing for Loose fruit collection. 2. Sungai-Sungai 3 Estate: Introduction of Zendah Blowers dated 22/06/2020 for Palm Base Clearing for Loose fruit collection.	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 -	Action plans were available in all the sampled estates, the action plan is cover for environment, workers’ needs, safety and others. Trainings on SOPs were also conducted from time to time to enhance the current techniques of agriculture best practice. Action plan to provide necessary resources available as per sample records of training was available for the implementation of new techniques as following:	Complied

Criterion / Indicator		Assessment Findings	Compliance
		1. Sungai-Sungai 2 Estate: Introduction Training on 18/08/2021 and Monitoring data has been conducted latest on July 2021. 2. Sungai-Sungai 3 Estate: Introduction Training on 22/06/2021 and Monitoring data has been conducted latest on July 2021.	
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 -	The consultation and communication were conducted through stakeholder meeting, dialogs, request letter, phone call between the mill and stakeholder (internal and external). The consultation and communication were recorded in the enquiry register book. Boustead Rimba Nilai Business Unit’s mill and estates adapted Boustead Plantations Berhad’s established BPB Sustainability Policy, dated 02/12/2019 that includes the Transparency Commitment. Briefing of policies to Internal Stakeholders has been conducted on 15/02/2021 for Sungai-Sungai 2 Estate. Briefing of policies to Internal Stakeholders has been conducted on 05/04/2021 for Kawananan Estate. Rimba Nilai Business Unit has communicated on Transparency commitment to their external stakeholders on 09/07/2021 during the external stakeholder consultation meeting. Sighted evidence of Minutes of meeting and attendance. Refer External Stakeholder Engagement Remote Meeting 2021.	Complied
4.2.1.2	Management documents shall be publicly available, except where this is prevented by commercial confidentiality or where	All estates within Rimba Nilai Business Unit holds copies of each of the management documents that are required to be publicly available.	Complied

Criterion / Indicator		Assessment Findings	Compliance
	disclosure of information would result in negative environmental or social outcomes. - Major compliance -	Copies of the document such as documents related to environmental and social issues, plans for pollution prevention, records of complaints and grievances were available upon request. All the policies such as Pesticide Use Policy, Human Rights Policy, Foreign Workers Policy were properly documented and publicly available in the company's website as well as other sustainability information practiced by the company. Refer: https://www.bousteadplantations.com.my/sustainability-approach-policies/	
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 -	Procedures for consultation and communication dated February 2018 was established and known as a (Carta Aliran Membuat Aduan Masalah) flow chart where any issues raised need to be responded within 7 days at estate level. If the issues not resolved, it will be escalated to HQ level (Carta Aliran Aduan Ke Pihak Atasan) to be resolved from day 7 until day 21. All communications were recorded in External Communication Form (Borang Komunikasi Luaran & Borang Aduan); PKSJ-001 and Communication Record (PKSJ-002).	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 -	A Complaint Panel (Panel Aduan) has been established to be responsible for issues related to indicator 1. The panels are chaired by the Estate Managers and assisted by executive and staff of each operating unit. The organization charts have been documented and made available for verification. Sighted samples in Sungai-Sungai 1 Estate, the chairman was manager Ahmad Kamal Mohd. Yusof and in Sungai-Sungai 3 Estate was Mr. Muhamad Hasbulwafi bin Mansor,	Complied

Criterion / Indicator		Assessment Findings	Compliance
		Senior Assistant Manager as per letter of appointment dated 31/12/2020.	
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 -	<p>The list of internal and external stakeholders maintained with indication of category for external stakeholder among local communities, authorities, contractors, suppliers and vendors etc. Employees and surrounding communities were made aware on the complaints and grievances through various ways such as meeting, training and briefing.</p> <p>The surrounding communities were informed about the mechanism of complaints management through stakeholders' consultation meeting. Last meeting was done on 09/07/2021 for all operating units within Rimba Nilai Business Unit via Google Meet attended by 19 stakeholders from supplier/contractor (e.g. Pelita Jujur, Pengangkutan Ya Hern, SLS (East Malaysia), Good Prominent, Apex Uniparts, Dynakeys Laboratories and Paradigm Technology), neighbouring estate (Sha Hup Aik Plantation), government agencies (Jabatan Bomba & Penyelamat) and etc.</p> <p>Internal stakeholder meeting for Sungai Sungai 3 Estate was conducted on 15/08/2020 & 02/09/2020, Kawananan Estate was conducted on 12/04/2021 and LSS1 was conducted on 02/09/2020.</p>	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 -	<p>The established procedure for all estates within Rimba Nilai Business Unit was MSPO Traceability Procedures; Issue 1; Date of issue: July 2016; Rev. # 2; Rev. date: March 2018 for the traceability operation.</p> <p>The procedure specified detail operations related to traceability of FFB. The procedure also includes appendices as following: -</p>	Complied

Criterion / Indicator		Assessment Findings	Compliance
		1. Appendix A: Letter of Appointment 2. Appendix B: List of Supply Base (BU – Business Unit) 3. Appendix C (a): CSPO Sales Contract 4. Appendix C (b): CSPK Sales Contract 5. Appendix D (a): Weighbridge Ticket 6. Appendix D (b): DO for CSPO 7. Appendix D (c): DO for CSPK 8. Appendix E: List of Buyer/Transporter 9. Appendix F: Checklist CSPO, CSPK and Palm Shell 10. Appendix G: Quality Certificate	
4.2.3.2	The management shall conduct regular inspections on compliance with the established traceability system. - Major compliance -	Based on the traceability procedure, inspections to be conducted on daily basis using FFB Harvesting System Traceability Form (Borang Pemeriksaan Kebolehhesanan Sistem Penuaian Kelapa Sawit) and Fresh Fruit Bunches (FFB) Traceability Checklist Manual Loading Conventional System Monitoring that conducted on planned interval (once a year) through internal audit. Latest inspection record as follows: Sungai-Sungai 2 Estate: 13/07/2021 Sungai-Sungai 3 Estate: 18/06/2021 Kawananan Estate: 16/07/2021 Sungai-Sungai 1 Estate: 04/07/2021	Complied
4.2.3.3	The management should identify and assign suitable employees to implement and maintain the traceability system. - Minor compliance -	Sighted appointment letter on Person In charge of Traceability: Sungai-Sungai 2 Estate: Mr Sabri Nasir dated 30/01/2020 Sungai-Sungai 3 Estate: Mr Jairin Kayapis dated 01/01/2020	Complied

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Criterion / Indicator		Assessment Findings	Compliance																																																						
		Kawananan Estate: Mr Dahlan Dalle dated 01/01/2021 Sungai-Sungai 1 Estate: Mr Mohd Alfarid Bin Mohamad dated 04/01/2021																																																							
4.2.3.4	Records of sales, delivery or transportation of FFB shall be maintained. - Major compliance -	Records kept including Logbook for FFB Dispatched Daily Report, FFB Receiving Details Daily Report (by Mill) and FFB dispatch tickets. Sample tickets sighted as per samples as following: <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th>Estate</th> <th>Date</th> <th>Ticket No.</th> <th>Lorry No.</th> <th>Field No.</th> <th>Weight, MT</th> </tr> </thead> <tbody> <tr> <td>Sungai-Sungai 2</td> <td>16/06/2021</td> <td>401854</td> <td>SS6557T</td> <td>YT/09</td> <td>15.42</td> </tr> <tr> <td>Sungai-Sungai 2</td> <td>01/03/2021</td> <td>398294</td> <td>JD11</td> <td>YT06</td> <td>3.18</td> </tr> <tr> <td>Sungai-Sungai 3</td> <td>15/06/2021</td> <td>404314</td> <td>SS6217</td> <td>MJ</td> <td>14.52</td> </tr> <tr> <td>Sungai-Sungai 3</td> <td>14/08/2021</td> <td>404291</td> <td>SS6217</td> <td>HK</td> <td>17.42</td> </tr> <tr> <td>Kawananan</td> <td>31/03/2021</td> <td>399266</td> <td>SA5205</td> <td>PM99C/3</td> <td>7.96</td> </tr> <tr> <td>Kawananan</td> <td>31/01/2021</td> <td>397491</td> <td>SA5205</td> <td>PM99C/3</td> <td>10.06</td> </tr> <tr> <td>Sungai-Sungai 1</td> <td>15/01/2021</td> <td>396932</td> <td>V31</td> <td>PM99E5</td> <td>4.83</td> </tr> <tr> <td>Sungai-Sungai 1</td> <td>28/07/2021</td> <td>403540</td> <td>V31</td> <td>PM99A Z1</td> <td>0.64</td> </tr> </tbody> </table>	Estate	Date	Ticket No.	Lorry No.	Field No.	Weight, MT	Sungai-Sungai 2	16/06/2021	401854	SS6557T	YT/09	15.42	Sungai-Sungai 2	01/03/2021	398294	JD11	YT06	3.18	Sungai-Sungai 3	15/06/2021	404314	SS6217	MJ	14.52	Sungai-Sungai 3	14/08/2021	404291	SS6217	HK	17.42	Kawananan	31/03/2021	399266	SA5205	PM99C/3	7.96	Kawananan	31/01/2021	397491	SA5205	PM99C/3	10.06	Sungai-Sungai 1	15/01/2021	396932	V31	PM99E5	4.83	Sungai-Sungai 1	28/07/2021	403540	V31	PM99A Z1	0.64	Complied
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Sungai-Sungai 2	16/06/2021	401854	SS6557T	YT/09	15.42																																																				
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4.3 Principle 3: Compliance to legal requirements																																																									
Criterion 4.3.1 – Regulatory requirements																																																									

Criterion / Indicator		Assessment Findings	Compliance
4.3.1.1	All operations are in compliance with the applicable local, state, national and ratified international laws and regulations. - Major compliance -	Standard Operating Procedure referred as BEA/LP/2017 dated 01/01/2017 for legal procedure under Chapter 15 was established and maintained. The mechanism of tracking of laws changes was outlined in the flowchart of compliance to legal requirements. The LORR was updated on 01 July 2021.	Complied
4.3.1.2	The management shall list all laws applicable to their operations in a legal requirements register. - Major compliance -	The Boustead Plantations Berhad management has identified the applicable laws to their operation and available in Legal and Other Requirement Register (LORR) such as:- <ol style="list-style-type: none"> 1. Occupational Safety and Health Act, 1994 2. Factories and Machinery Act, 1967 3. Pesticide Act 1974 4. Electricity Supply Act 1990 5. Environmental Quality Act 1974 6. Employee’s Minimum Standards of Housing and Amenities Act 1990 7. Labour Act 1955 and etc Valid license and permit sighted as follows: - License to operate estate from Trading License Ordinance 1948 referred to license reg no R26989/98 issued on 14/01/2021 valid until 31/12/2021. - MPOB license 503941202000 is valid from 01/05/2021 - 30/04/2022 for Sungai-Sungai 1 estate and Kawananan 1 Estate ref no 503941202000 valid from 01/05/2021 until 30/04/2022. This license covers 10029.8 ha (Ldg. Sungai-Sungai 1 & Kawananan 1) - License for hired people are not Sabah as workers ref no JTK.H.SDK.600-4/1/1/01261/008474 this license valid from 14/08/2020 to 13/08/2021.	Complied

Criterion / Indicator		Assessment Findings	Compliance
		<p>- Suruhanjaya Tenaga license (2020/02360) for Sungai-Sungai 3 (Div Zone 3) is available (Cert No: 46073, valid from 29/09/2020 - 28/09/2021 and LSS1 (License No 2020/03040, S/N: 47670) electricity installation 68kW valid until 14/12/2021.</p> <p>- Permit to stored diesel for Sungai Sungai 3 is available (Ref No: KPDNHEP.SDN 04/2019(SK), Capacity: 18,000 liter, Cert No: S003445) valid from 10/03/2021 until 09/03/2024.</p>	
4.3.1.3	<p>The legal requirements register shall be updated as and when there are any new amendments or any new regulations coming into force.</p> <p>- Major compliance -</p>	<p>The new amendment is been communicated with all dated 01/07/2021 such as Minimum Wages Order 2020, and EPF (Amendment of Third Schedule and Eight Schedule) Order 2020.</p>	Complied
4.3.1.4	<p>The management should assign a person responsible to monitor compliance and to track and update the changes in regulatory requirements.</p> <p>- Minor compliance -</p>	<p>In Boustead Plantations Berhad, Mr. Amrul Nizam, Safety Officer from HQ is a person responsible to monitor compliance and to track and to advise operating units on update of any changes in regulatory requirements. Latest update was the Minimum Wages Order 2020, and EPF (Amendment of Third Schedule and Eight Schedule) Order 2020, For each estate, Estate Manager appointed as Sustainability chairman and responsible for the monitoring of compliance to legal requirements.</p>	Complied
Criterion 4.3.2 – Lands use rights			
4.3.2.1	<p>The management shall ensure that their oil palm cultivation activities do not diminish the land use rights of other users.</p> <p>- Major compliance -</p>	<p>All estates within Rimba Nilai Business Unit cultivated their oil palm within company's own land without diminishing the land use rights of other users. Copies of ownership available as per sample land titles sighted as following:</p> <p>Sungai Sungai 1 Estate: Holds a combined of 418 land titles divided by 10 groups as following:</p>	Complied

Criterion / Indicator	Assessment Findings	Compliance
	<p>1) Ting Bin Kuap Group: 10 titles – sample: - Title # Native Title 083167499; Area: 5.920 ha</p> <p>2) Minsu Tambahan Group: 28 titles – sample: - Title # Native Title 083082222; Area: 5.010 ha</p> <p>3) Hajah Parantia Group: 77 titles - sample: - Title # Native Title 083071890; Area: 4.919 ha</p> <p>4) Minsu Pamintar Group: 37 titles – sample: - Title # Native Title 083073189; Area: 5.400 ha</p> <p>5) Hashim Kaih Group: 118 titles – sample: - Title # Native Title 083088288; Area: 5.430 ha</p> <p>6) Lot 6A Group: 50 titles – sample: - Title # Native Title 083172123; Area: 4.810 ha</p> <p>7) Lot 04 Group: 15 titles – sample: - Title # Native Title 083080488; Area: 5.360 ha</p> <p>8) Weko Erik Group: 14 titles – sample: - Title # Native Title 083139708; Area: 4.503 ha</p>	

Criterion / Indicator	Assessment Findings	Compliance
	<p>9) Martin Selamat Group: 30 titles – sample: - Title # Native Title 083067501; Area: 2.958 ha</p> <p>10) Francis Wong Group: 39 titles – sample: - Title # Native Title 083131364; Area: 5.360 ha</p> <p>Sungai Sungai 2 Estate: Hold a combined of 376 land titles divided by 4 groups as following: 1) Yahya Tan Division: 165 titles – sample: - Title # Native Title 083158472; Area: 6.02 ha</p> <p>2) Trunkline Division: 22 titles – sample: - Title # Native Title 083158481; Area: 6.03 ha</p> <p>3) Tongod Jaya 1 Division: 85 titles - sample: - Title # Native Title 083149222; Area: 6.07 ha</p> <p>4) Tongod Jaya 1 Division: 104 titles - sample: - Title # Native Title 083149419; Area: 5.48 ha</p> <p>Sungai Sungai 3 Estate: Hold a combined of 308 land titles divided by 5 groups as following: 1) Hashim Kaih Group (Zone 2 & 3): 133 titles – sample: - Title # Native Title 083087101; Area: 4.821 ha</p>	

Criterion / Indicator	Assessment Findings	Compliance
	<p>2) Kandangan Panduan Group (Zone 4): 50 titles – sample: - Title # Native Title 083091632; Area: 4.63 ha</p> <p>3) Lot 136 Group (Zone 4 – 05C): 1 title: - Title # Native Title 085336536; Area: 105.350 ha</p> <p>4) Hashim Kaih Group (HK Div.): 63 titles – sample: - Title # Native Title 083097312; Area: 4.841 ha</p> <p>5) Mokmin Jaafar Group (MJ Div.): 61 titles – sample: - Title # Native Title 083162476; Area: 5.880 ha</p> <p>Kawananan Estate: Holds a combined of 600 land titles divided by 11 groups as following:</p> <p>1) Roger Angallong Group: 52 titles – sample: - Title # Native Title 083076751; Area: 5.09 ha</p> <p>2) Harun Salleh Group: 120 titles – sample: - Title # Native Title 083075307; Area: 5.08 ha</p> <p>3) Takis Manambul Group: 40 titles - sample: - Title # Native Title 083043592; Area: 4.364 ha</p>	

Criterion / Indicator	Assessment Findings	Compliance
	<p>4) Ogoi Ahing Group: 129 titles – sample: - Title # Native Title 083080728; Area: 4.312 ha</p> <p>5) Ondang Kamang Group: 54 titles – sample: - Title # Native Title 083077543; Area: 4.135 ha</p> <p>6) Suhut Arsat Group: 38 titles – sample: - Title # Native Title 083051254; Area: 1.663 ha</p> <p>7) Arbain Lali Group: 36 titles – sample: - Title # Native Title 083073732; Area: 4.681 ha</p> <p>8) Durai Daris Group: 37 titles – sample: - Title # Native Title 083173933; Area: 3.786 ha</p> <p>9) Jamaliah Anduyukung Group: 24 titles – sample: - Title # Native Title 083169386; Area: 4.557 ha</p> <p>10)Haji Onog Amat Group: 36 titles – sample: - Title # Native Title 083144423; Area: 2.509 ha</p> <p>11)James Low Group: 34 titles – sample: - Title # Native Title 083169733; Area: 5.48 ha</p>	

Criterion / Indicator		Assessment Findings	Compliance
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 -	Management has provided all documents showing legal ownership as per sample land titles sighted as per indicator 4.3.2.1 above.	Complied
4.3.2.3	Legal perimeter boundary markers should be clearly demarcated and visibly maintained on the ground where practicable. - Major compliance -	The perimeter boundary is clearly demarcated and visibly maintained for all estates within Rimba Nilai Business Unit as per sample boundary stone photos and boundary maps provided.	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 be made available and that these should have been accepted with free prior informed consent (FPIC). - Minor compliance -	There is no land dispute in all estates within Rimba Nilai Business Unit at the time of audit. The lands are country leased and provisional lease to Boustead Plantations Berhad via verified with the land titles. The surrounding was owned by either smallholders or other plantation's companies.	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 -	There is no land encumbered by customary rights in all estates within Rimba Nilai Business Unit. Hence, this requirement is not applicable.	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 -	There is no land encumbered by customary rights in all estates within Rimba Nilai Business Unit. Hence, this requirement is not applicable.	N/A
4.3.3.3	Negotiation and FPIC shall be recorded and copies of negotiated agreements should be made available. - Major compliance -	There is no land encumbered by customary rights in all estates within Rimba Nilai Business Unit. Hence, this requirement is not applicable.	N/A

Criterion / Indicator	Assessment Findings	Compliance
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 impacts have been identified as per records of Field Findings Social Impact Assessment (SIA) Boustead Plantations for Sungai Sungai 1, Sungai Sungai 2, Sungai Sungai 3, Lembah Paitan and Kawananan estates presentation slides. Based on the findings and the full assessment report provided by the consultant (MEC); Social Impact Assessment; Boustead Rimba Nilai Sdn Bhd; Beluran District, Sabah Malaysia; October 2018, it was noted in the slide print out that the estate having some issues related to following: - Legality of contractor’s workers - Own worker’s passport keeping - Workers’ housing conditions & availability of clean water, wastes & pollutants management and workers PPE compliance as per photos The coverage of the SIA assessment has included relevant stakeholders among internal and external for the assessment. Boustead Rimba Nilai Business Unit has implemented the action plans to mitigate the negative impacts and promote the positive ones based on the assessment findings.	Complied
Criterion 4.4.2: Complaints and grievances		
4.4.2.1 A system for dealing with complaints and grievances shall be established and documented. - Major compliance -	Based on procedures sighted in Sungai Sungai 1, Sungai Sungai 2, Sungai Sungai 3 and Kawananan estates, procedures established and documented as <i>Carta Aliran Membuat Aduan Masalah</i> (7 days – at estate level) and <i>Carta Aliran Aduan Ke Pihak Atasan</i> (from day 7 until	Complied

Criterion / Indicator		Assessment Findings	Compliance
		day 21 – HQ level) dated February 2018. Records being documented in the forms available in all assessed.	
4.4.2.2	The system shall be able to resolve disputes in an effective, timely and appropriate manner that is accepted by all parties. - Major compliance -	The complaint and grievances are open to affected parties which includes internal and external stakeholders. The time to process the complaints or grievances is 1 week. Mostly, the complaints received were about housing maintenance & repair by the employees. They were recorded in a logbook which has the information about date, complainant, details of complain and status. All the complaints were resolved within the timeframe spelt out in the flowchart.	Complied
4.4.2.3	A complaint form should be made available at the premises, where employees and affected stakeholders can make a complaint. - Minor compliance -	Complaint form has been established and available for public e.g. outside the office, workers line-site, clinic, etc. The form has the information about complainant details (name, address, phone, etc.), date of complaint, complaint details, complainant acknowledgement signatures, action taken, and status of action taken. There was no complaint received so far.	Complied
4.4.2.4	Employees and the surrounding communities should be made aware that complaints or suggestions can be made any time. - Minor compliance -	Employees were made aware on the complaints and grievances through various ways such as monthly meeting, periodical training and daily/weekly briefing. The surrounding communities were informed about the mechanism of complaints management through stakeholders’ consultation meeting. Last meeting was done on 9/7/2021 for all operating units within Rimba Nilai Business Unit, attended by 12 participants from surrounding plantations, villages, suppliers, government clinic, PDRM, etc. This meeting was conducted via online teleconference due to enforcement of COVID-19 MCO. No negative feedbacks received from external stakeholders.	Complied

Criterion / Indicator		Assessment Findings	Compliance
4.4.2.5	Complaints and resolutions for the last 24 months shall be documented and made available to affected stakeholders upon request. - Major compliance -	All the visited estates maintained their records of complaint in a complain file. Records since establishment of procedure (Feb 2018) were still well maintained.	Complied
Criterion 4.4.3: Commitment to contribute to local sustainable development			
4.4.3.1	Growers should contribute to local development in consultation with the local communities. - Minor compliance -	Contribution record was verified such as for Kawananan Estate, allowance for Imam, budget allocation for sport and recreation including visit from Health Department and etc. For other estate, request from neighbouring estate, external and internal stakeholders were recorded	Complied
Criterion 4.4.4: Employees safety and health			
4.4.4.1	An occupational safety and health policy and plan shall be documented, effectively communicated and implemented. - Major compliance -	Boustead Rimba Nilai Business Unit adopted Boustead Plantation Berhad's established "Safety and Health Policy" which has addressed its commitment in providing a safe and healthy workplace for the employees and stakeholders who may be affected by its activities. The policy was approved by CEO (Ibrahim Bin Abdul Majid) on 02/12/2019 All estates audited has established OSH Management Plan which include the quarterly OSH Committee meeting, workplace inspection, training and etc.	Complied
4.4.4.2	The occupational safety and health plan shall cover the following: a) A safety and health policy, which is communicated and implemented. b) The risks of all operations shall be assessed and documented.	a) Safety and health policy were communicated by each operating unit through briefing and displayed at notice boards within the estate offices and line site. b) Procedure for operational control has been established for identified high risk activities. OSH committee (OSH Manual Chapter 4; Occupational & Health Organization) dated 1 Jan 2018.	Major Non-Compliance

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<p>c) An awareness and training programme which includes the following requirements for employees exposed to pesticides:</p> <ul style="list-style-type: none"> i. all employees involved shall be adequately trained on safe working practices ii. all precautions attached to products shall be properly observed and applied <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>c) Operational risk has been assessed and documented according to HIRARC procedure (Hazard Identification, Risk Assessment and Risk Control, Rev 2) is available dated 29 December 2017. HIRARC was updated for each estates audited such as for Sungai Sungai 2 estate was updated with latest review dated 19 March 2020. Sungai Sungai 3 estate updated on 02/09/2020.</p> <p>d) PPE (OSH Manual Chapter 8: Personal Protective Equipment) dated 1 Jan 2018. The checking on PPE is available under file PPE issuance Record latest for April and June 2021 issuance. PPE issued to workers such as safety helmet, safety boot, goggles and etc.</p> <p>e) Chemical Handling Management procedure (Issue 1, dated 11/10/2019) was established. List of chemicals used at each estate is available in "Register of Chemicals Hazardous to Health". Chemical register was updated on 01/07/2021 prepared by storekeeper and reviewed by Asst Manager. List of chemicals for Sungai 2 identified such as Malathion, Op Com 65B, BKP, Ammonium Sulfate, Op Com 32 B and etc. Chemical register for Kawan Estate updated 01/07/2021 and LSS1 updated on 08/01/2021. Chemicals stored at designated storage area/warehouse, locked and records updated.</p> <p>Chemical health risk assessment was conducted such as for Sungai Sungai 2 Estate – HQ/11/ASS/00/289-2017/15) by Dr Ahmad Mansor and (ref no.: HQ/11/ASS/00/298-2018/104) by Dr Mohd Azizan Abdul Aziz (HQ/11/ASS/00298-2018/104) from DAB OH Sdn Bhd dated 9 April 2018. For other estates, CHRA was due and planned to be conducted in 2021 depends on the pandemic COVID-19 situations and SOPs established by National Security Council (MKN).</p>	

Criterion / Indicator	Assessment Findings	Compliance
<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>Medical surveillance carried out on yearly basis to the workers which are exposed to hazardous chemical as per CHRA recommendation. Latest medical surveillance conducted such as for Sungai Sungai 2 Estate – 17 employees was undergone medical surveillance on 15/12/2020, Kawananan Estate – 10 workers 01 Dec 2020 and LSS1 – 46 workers on 01 Dec 2020</p> <p>At Sungai Sungai 3 Estate, Three (3) contractor workers from Andy Enterprise has not undergone medical surveillance and one (1) workshops worker detected with high exposure of manganese has not been send for follow up medical surveillance after 3 months from the medical surveillance conducted in December 2020. Thus, a major nonconformance was raised.</p> <p>f) Each estate has established OSH Committee with meeting frequency stated in the OSH (Safety and Health Committee) Regulation 1996 stated the committee shall meet at least once in 3 months. Record latest OSH meeting has discussed on employee’s safety, health and welfare. Any concern raised including action taken was recorded in the meeting minutes.</p> <p>g) For LSS1, LSS2 and Kawananan Estate, OSH committee meeting was not conducted as per OSH plan and requirements addressed in OSH (Safety and Health Committee) Regulations 1996 which stated the meeting shall be conducted at least once in three months. Thus, a major nonconformance was raised.</p> <p>h) Accident (OSH Manual Chapter 14: Accident Investigation and Reporting) dated 1 Jan 2018. Emergency Response Plan (OSH Manual Chapter 13: Emergency Response Plan) dated 1 Jan 2018. The organization chart is available for fire outbreak, accident and First Aid team.</p>	

Criterion / Indicator		Assessment Findings	Compliance
		<p>i) First aid training record available dated on 20 & 21/11/2017 by Borneo First Response Sdn Bhd. where all field mandores will be person in-charge of keeping the first aid kit at worksite in field. Refresher training for first aider was planned. However, it was postponed due to pandemic COVID-19 and SOP's established by MKN</p> <p>j) Accident record available in Summary of Incident for the year 2021 with no major accident/poisoning reported for 2020. For Sungai Sungai 2 Estate - JKPP 8 submitted to DOSH on 28/01/2021 with total worked man-days is 582,248 or average is 250 workers. Sungai Sungai 3 Estate – JKPP 8 was submitted on 31/01/2021 (Ref No: JKPP8/58900/2020), and LSS 1 – submitted on 27/01/2021 with total of 450,736 man-days work for 2020</p>	
Criterion 4.4.5: Employment conditions			
4.4.5.1	<p>The management shall establish policy on good social practices regarding human rights in respect of industrial harmony. The policy shall be signed by the top management and effectively communicated to the employees.</p> <p>- Major compliance -</p>	<p>Boustead Plantations Berhad has developed Human Rights Policy dated 2/12/2019 signed by CEO. The company is committed to ensure every individual are treated with fairness, dignity and respect. The company will respect the rights of every individual. They also recognize their responsibilities to respect human rights and avoid complicity in human rights abuses.</p> <p>Latest briefing of policies to employees were conducted by the management on 12/4/2021 by Rimba Nilai POM, 23/5/2021 by Kawananan Estate and 2/9/2020 jointly organized by Sungai Sungai 1 Estate, Sungai Sungai 2 Estate and Sungai Sungai 3 Estate. Communication to external stakeholders was latest done on 9/7/2021 during the online external stakeholder consultation meeting.</p>	Complied

Criterion / Indicator		Assessment Findings	Compliance
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>Boustead Plantations Berhad has established Equal Opportunities Policy dated 2/12/2019 signed by CEO. The company will ensure all the relevant parties will be treated equally and no discrimination based on race, caste, nationalities, religion, gender, age etc. Interviewed with the workers from different nationalities, gender and age confirmed that no discrimination was occurred in the estate.</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>Documentations of pay available in the form of Monthly Pay Slip and conditions as per Work Agreement Contract as per sample sighted as following:</p> <p>Sungai Sungai 1 Estate:</p> <ul style="list-style-type: none"> - Arnida Binti Abidin; Employee ID # 2346G - Maryam Binti Saharuddin; Employee ID # 2639G - Valentine Ongge; Employee ID # 2345G <p>Sungai Sungai 2 Estate:</p> <ul style="list-style-type: none"> - Arman Bin Dahlan; Employee ID # 2149G - Kunna Bin Nasil; Employee ID # 2022G - Harmi Heri; Employee ID # 2141F <p>Sungai Sungai 3 Estate:</p> <ul style="list-style-type: none"> - Sulfiana Binti Baktiar; Employee ID # 2021G - Husnie Husen; Employee ID # 2046G - Supardinata; Employee ID # 2050G <p>Kawananan Estate:</p> <ul style="list-style-type: none"> - Nuraeni Binti Baso; Employee ID # 0222J - Erwin Bin Basri; Employee ID # 0105D - Dimas Bin Mappi; Employee ID # 0139C 	Complied

Criterion / Indicator		Assessment Findings	Compliance
		Based on samples sighted for employees' payslip and work contract (agreement), the work conditions confirmed to meet legal Minimum Wage Order 2020 which is sufficient to meet basic needs.	
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>Contractors and their employees were employed in harvesting operation including for FFB transporters and palm tree felling & chipping of replanting machinery operator.</p> <p>Sighted sample records of contractor's workers as following:</p> <p>Sungai Sungai 1 Estate:</p> <ul style="list-style-type: none"> - Worker: Ahmad Bin Zalai; Contractor: Mustamin Contractor - Worker: Angga; Contractor: JNR Enterprise - Worker: Sapri Sarani; Contractor: Mustamin Contractor <p>Sungai Sungai 2 Estate:</p> <ul style="list-style-type: none"> - Worker: Mariam Batto; Contractor: Rynah Enterprise - Worker: Mega Binti Rukki; Contractor: Rynah Enterprise - Worker: Sardi; Contractor: Syarikat Pertanian SK <p>Sungai Sungai 3 Estate:</p> <ul style="list-style-type: none"> - Worker: Padil B. Ramli; Contractor: Andy Enterprise - Worker: Nur Eda Bt. Saparong; Contractor: Andy Enterprise - Worker: Anna Bt. Bura; Contractor: Andy Enterprise <p>Based on the agreements and pay slip sampled, it was confirmed that the employees of contractors are paid based on Minimum Wage Order requirements.</p>	Complied
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.	Info provided in workers registration card with information consist of employee number, name, division, pay, NRIC/Passport no, employment category, nationality, DOB, age, race and status in the payroll system.	Complied

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	- Major compliance -		
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 -	All estate employees were provided with fair contracts that have been signed by both employee and employer. A copy of employment contract is available for all employees indicated in the employment records as per sample sighted in indicator 4.4.5.3 above.	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. - Major compliance -	Management has established proper time recording system that makes working hours and overtime transparent for both employees and employer as per sample sighted in indicator 4.4.5.3 above.	Complied
4.4.5.8	The working hours and breaks of each individual employee as indicated in the time records shall comply with legal regulations and collective agreements. Overtime shall be mutually agreed and shall always be compensated at the rate applicable and shall meet the applicable legal requirement. - Major compliance -	The working hour and break time have been clearly stated in the employment contract. Besides, the attendance record was available and able to trace through Field & General Workers Daily Attendance Record and Oil Palm Harvester Reception Data sheet.	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. For daily rated workers, wages and overtime were paid according to the check-roll muster attendance records. Total hours of overtime and daily attendance has recorded in the timecard. For piece-rated workers, wages were paid based on the daily check-roll books with records of daily piece-rated work achieved. Payslips sighted available for samples of employees in indicator 4.4.5.3 above.	Complied
4.4.5.10	Other forms of social benefits should be offered by the employer to employees, their families or the community such as incentives	Other forms of social benefits including the following:	Complied

Criterion / Indicator		Assessment Findings	Compliance
	for good work performance, bonus payment, professional development, medical care and health provisions. - Minor compliance -	<ul style="list-style-type: none"> - Local - incentives for good work performance by giving hampers for general workers during annual dinner and for staff is based on KPI eligible for incentive, bonus payment, professional development for only executive and above, medical care and health provisions are for entire work force. - Foreigner – new employees arriving from overseas are given the necessities and food as starter pack. - For both local and foreign workers, mandatory SOCSO contribution was consistently provided by the company. 	
4.4.5.11	In cases where on-site living quarters are provided, these quarters shall be habitable and have basic amenities and facilities in compliance with the Workers' Minimum Standards Housing and Amenities Act 1990 (Act 446) or any other applicable legislation. - Major compliance -	<p>Photos of line site area shown that playground, football field, mosque and church, etc. were available and free access to all the workers and dependents. Sundry shop and crèche were available at housing compound.</p> <p>The workers quarters have adequate clean water supply by estate management, the management also done the analysis to ensure water was safe for domestic use. From the analysis done by DYNAKEY Laboratories Sdn Bhd dated 10/7/2021 the water was safe for drinking as per analysis certificate ref. # W210624/04.</p>	Complied
4.4.5.12	The management shall establish a policy and provide guidelines to prevent all forms of sexual harassment and violence at the workplace. - Major compliance -	Boustead Plantations Berhad established a Policy of Sexual Harassment; dated 2/12/2019. Based on consultation made with sample women employees in the estates, no issue of sexual harassment occurred and they aware on how to report in case of any.	Complied
4.4.5.13	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	Boustead Plantations Berhad established a Policy for Freedom of Association; dated 2/12/2019 which allow all employees to freely associating among themselves. Employees of mill and estates within Rimba Nilai Business Unit form an employee consultative committee with workers representatives from each foreign county mainly	Complied

Criterion / Indicator		Assessment Findings	Compliance
	<p>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>	Indonesia and Philippine. Latest employee consultative committee meeting with management was conducted on 6/4/2021.	
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 with their education. They shall not be exposed to hazardous working conditions.</p> <p>- Major compliance -</p>	Boustead Plantations Berhad has developed the Employment of Child and Age Limit Policy dated 2/12/2019. The company adopted the Children and Young Persons (Employment) Act 1966 and ILO Convention 138 (1973) Article 1-3. Based on the records of all employees, no workers less than 16 years old recruited in all estates.	Complied
Criterion 4.4.6: Training and competency			
4.4.6.1	<p>All employees, contractors and relevant smallholders are appropriately trained. A training programme (appropriate to the scale of the organization) that includes regular assessment of training needs and documentation, including records of training shall be kept.</p> <p>- Major compliance -</p>	<p>Estates audited has established a training program for all workers based on the training need analysis conducted on a yearly basis. 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 MCO such as social distancing, use of PPE (Face Mask) and etc. Records of trainings were maintained by the estates such as for Sungai Sungai 3 Estate, trainings conducted as follows:-</p> <ol style="list-style-type: none"> 1. Manuring training dated 19 April 2021 2. Harvesting training dated 16 April 2021 3. Chemical Spraying training dated 07 April 2021 4. Tractor Safety driving training dated 01 June 2021 5. FFB grading training dated 05 May 2021 	Complied

Criterion / Indicator		Assessment Findings	Compliance
4.4.6.2	Training needs of individual employees shall be identified prior to the planning and implementation of the training programmes in order to provide the specific skill and competency required to all employees based on their job description. - Major compliance -	Training needs of individual employees have been identified prior to the planning and implementation of the training programs in order to provide the specific skill and competency required to all employees based on their job description.	Complied
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 -	Training programme was planned for year 2021 are available. ESH program generated by the estates for the year 2021 covers Safety Trainings, OSH Meetings, Fire Extinguisher Inspections, HIRARC Reviews, Workplace Inspections, ERP Trainings, Fire Drills and Medical Surveillance, Audiometric Test First Aid Training and etc.	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 -	Sighted Environmental and Biodiversity Policy dated 02/12/2019 signed by Ibrahim Bin Abdul Majid already been communicated by estate management to all employees from time to time during routine workers assembly. The recent specific environmental and biodiversity policy briefing was conducted on: Sungai-Sungai Estate 2: 15/02/2021 Sungai-Sungai Estate 3: 17/01/2021 Kawananan Estate: 15/01/2021 Sungai-Sungai Estate 1: 09/09/2020	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.	On top of the above biodiversity management plan and objectives, the environmental management plan covered in the established action plan of significant environmental aspects identified and impacts	Complied

Criterion / Indicator		Assessment Findings	Compliance
	- Major compliance -	<p>evaluated. Sighted Environmental Management Plan (EMP) for Rimba Nilai Business Unit for the year 2021. Among objective discussed in the plan were:</p> <ol style="list-style-type: none"> 1. Water source contamination 2. Conservation soil erosion 3. Agricultural Land contamination 4. Degraded of Land Agricultural 5. Chemical reduction. 	
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>As specified in indicator 4.5.1.1 & 4.5.1.2 above, it was confirmed that the developed environmental improvement plan to mitigate the negative impacts and to promote the positive ones were effectively implemented and monitored. Sighted the Schedule Waste Inventory Records and Monitoring of Fuels and Fossils as the environmental improvement plans.</p>	Complied
4.5.1.4	<p>A programme to promote the positive impacts should be included in the continual improvement plan.</p> <p>- Minor compliance -</p>	<p>Sighted Environmental Management Plan (EMP) for Rimba Nilai Business Unit for the year 2021. Among objective discussed in the plan and programme to promote positive impact were:</p> <ol style="list-style-type: none"> 1. Water source contamination – Conduct water sampling, reduce chemical usage. 2. Conservation soil erosion – Planting LCC 3. Agricultural Land contamination _ Monitoring Chemical usage 4. Degraded of Land Agricultural _ Frond stacking, EFB application 5. Chemical reduction – Plant beneficial plant. 	Complied

Criterion / Indicator		Assessment Findings	Compliance
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 -	The above programs were regularly communicated by estate management to all employees on regular basis during the morning briefings. Management could improve on documented of regularly Environmental Training that has been conducted for employees. Thus, an OFI has been raised.	OFI
4.5.1.6	Management shall organize regular meetings with employees where their concerns about environmental quality are discussed. - Major compliance -	Management has conducted Environment Meeting integrated with OSH Meeting. Refer OSHE minutes of meeting 01/2021 for Sungai-Sungai 2 estate, Sungai-Sungai 3 Estate, Kawananan Estate and Sungai-Sungai 1 Estate. Environmental Quality of the estates within Rimba Nilai Business Unit were regularly discussed amongst the management and workers during the Health & Safety Meeting as one of the Agendas.	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 an appropriate timeframe. There should be a plan to assess the usage of non-renewable energy including fossil fuel, electricity and energy efficiency in the operations over the base period. - Major compliance -	A plan for improving efficiency of the use of fossil fuels was established to include housing quarters, office, meeting room, workshop, fuel consumption at estate Diesel use per mt FFB was monitored every month. The Plan for Improving Fossil Fuel and Palm GHG includes the following: <ul style="list-style-type: none"> - To minimize and limit electrical usage - Replace bulb with an energy saving bulb last 10 times longer with 75% less energy - Switch off or unplug any charges or appliances not in use - To put in hibernate of sleep mode for all pc not in use - There was also a monitoring of diesel consumption as part of program to ensure efficient use of fossil fuel. 	Complied

Criterion / Indicator		Assessment Findings	Compliance
4.5.2.2	The oil palm premises shall estimate the direct usage of non-renewable energy for their operations, including fossil fuel, and electricity to determine energy efficiency of their operations. This shall include fuel use by contractors, including all transport and machinery operations. - Major compliance -	All estates have a yearly estimation of energy usage. This estimation is compared to the actual usage monthly and reported to the head office.	Complied
4.5.2.3	The use of renewable energy should be applied where possible. - Minor compliance -	All estates are using grid supply as their source of electricity with diesel genset as a back-up power supply. There's no renewable energy generation or application of the time being except that the estate adopted utilization of renewable biomass source of their own EFB to be applied within the estate fields.	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 Schedule Waste Management Procedure has been established dated June 2017, Issue No. 1 Revision No. 1. Refer Section 5.2 Types of Scheduled Waste for Mill / Estate stated on Classification of Waste Name, Waste Source and Waste Code. All waste products and sources of pollution had been identified in Waste Management Action Plan Year 2021 for the estate. Based on the Waste Management Action Plan Year 2021 the following wastes and its sources were identified: - 1. Domestic waste: Rubbish from linesite and office. 2. Scheduled waste: SW305, SW306, SW 410 & SW 102 3. Recyclable waste: Empty chemical container, empty fertilizer bag, palm fronds and crap iron	Complied

Criterion / Indicator	Assessment Findings	Compliance
<p>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:</p> <ul style="list-style-type: none"> a) Identifying and monitoring sources of waste and pollution b) Improving the efficiency of resource utilization and recycling of potential wastes as nutrients or converting them into value-added by-products <p>- Major compliance -</p>	<p>As above, all waste products and sources of pollution had been identified in Waste Management Action Plan Year 2021 for the estate. Based on the Waste Management Action Plan Year 2021 the following wastes and its sources were identified: -</p> <ol style="list-style-type: none"> 1. Domestic waste: Rubbish from linesite and office. 2. Scheduled waste: SW305, SW306, SW 410 & SW 102 3. Recyclable waste: Empty chemical container, empty fertilizer bag, palm fronds and crap iron <p>Based on Interview confirmed that the practice of reduce, reuse and recycle of materials has been implemented. Segregation of wastes i.e. general wastes and scheduled wastes were conducted.</p>	<p>Complied</p>
<p>4.5.3.3 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 Schedule waste Management Procedure has been established dated June 2017, Issue No. 1 Revision No. 1. Sighted Inventory of Scheduled Wastes and Disposal record has been documented. Refer E-SWISS report and Consignment Note for Disposal.</p> <p><u>Sungai-Sungai 2 Estate</u> E-SWISS Inventory Date:16/08/2021, File Reference Number: ASSH/SDK(B)95/130/100/031, Inventory Number: 1221H2125867482021, Waste Category: SW102, SW305, SW409 and SW410. Disposal Date: 11/08/2021, Consignment Number: 2021081109Z9COMY, Contractor: Lagenda Bumimas Sdn Bhd, Waste Code: SW 409, SW 305, SW410, SW102.</p> <p><u>Kawananan Estate</u> E-SWISS Inventory Date:19/08/2021, File Reference Number: ASSH/SDK(B)95/130/100/299, Waste Category: SW109, SW205, SW309, SW 410 and SW417. Disposal Date: 11/08/2021, Consignment</p>	<p>Major Non-Conformance</p>

Criterion / Indicator		Assessment Findings	Compliance
		<p>Number: 2021081109Z9COMY, Contractor: Lagenda Bumimas Sdn Bhd, Waste Code: SW 409, SW 305, SW410, SW102.</p> <p><u>Sungai-Sungai 1 Estate</u></p> <p>E-SWISS Inventory Date:02/08/2021, File Reference Number: ASSH/SDK(B)95/130/100/300, Waste Category: SW102, SW305, SW409 and SW410. Disposal Date: 02/08/2021, Consignment Number: 2021080212ENUXK, Contractor: Lagenda Bumimas Sdn Bhd, Waste Code: SW110, SW109, SW102, SW409.</p> <p>Disposal of schedule waste not effectively demonstrated. During document checking and interview, it was found that Sungai-Sungai 2 Estate, Kawananan Estate were stored Schedule waste more than 180 days. Sungai-Sungai 2 Estate last disposal on 04/06/2020 and latest one at 30/07/2021, Kawananan Estate last disposal on 29/12/2020 and no disposal has been made after that. It was against Environmental Quality (Scheduled Wastes) Regulation 2005, Environmental Quality Act, 1974 Section 9: Storage of scheduled wastes. Thus, Major NC was raised.</p>	
4.5.3.4	<p>Empty pesticide containers shall be punctured and disposed in an environmentally and socially responsible way, such that there is no risk of contamination of water sources or to human health. The disposal instructions on manufacturer's labels should be adhered to. Reference should be made to the national programme on recycling of used HDPE pesticide containers.</p> <p>- Major compliance -</p>	<p>Estate conducted the Triple Rinsing of Empty Chemical Container Training (Latihan 3 Kali Pembilasan Bekas Racun dan Bahan Kimia) on to all sprayers gang for both divisions based on the guideline for used plastic pesticide container recycling program (UPPCR). Sighted evidence of photo that Triple Rinsing training has been conducted as per "Prosedur 3 Kali Pembilasan Bekas Simpanan (Triple Rinsing)" for Boustead Rimba Nilai Business Unit.</p>	Complied
4.5.3.5	<p>Domestic waste should be disposed as such to minimize the risk of contamination of the environment and watercourses.</p>	<p>The management used to segregate the waste, i.e. general wastes and scheduled wastes. Proper storage areas were identified for the storage of the recyclable wastes. Verified through photo evidence.</p>	Complied

Criterion / Indicator		Assessment Findings	Compliance
	- Minor compliance -		
Criterion 4.5.4: Reduction of pollution and emission			
4.5.4.1	An assessment of all polluting activities shall be conducted, including greenhouse gas emissions, scheduled wastes, solid wastes and effluent. - Major compliance -	The assessment done by all estates for all polluting activities and recorded in the register of Environment Aspect and Impact assessment. Among identified sources were fertilizer, diesel and pesticide chemicals as the main GHG pollutants. Sighted document Improving Efficiency of The Use of Fossils Fuels and Optimizing Renewable Energy Action Plan for the year of 2021 for Rimba Nilai Business Unit. Among action plan sighted were: 1. Monitoring of Efficient Usage of fossils fuel-based machine 2. Minimize the number of fossils fuel-based machine 3. Consider the usage of renewable energy (solar panel). Sighted document Reducing Greenhouse Gases (GHG) Action Plan. Among Action discussed were: 1. Emission from Clearance Forest 2. Emission Associated from Inorganic Fertilizer 3. Emission from Fossil Fuel Based Machine.	Complied
4.5.4.2	An action plan to reduce identified significant pollutants and emissions shall be established and implemented. - Major compliance -	Action plan was established to reduce identified significant pollutants including IPM implementation, empty chemical container & empty fertilizer bags recycle and electricity supply rationing to housing quarters	Complied
Criterion 4.5.5: Natural water resources			
4.5.5.1	The management shall establish a water management plan to maintain the quality and availability of natural water resources	Sighted Water Management Plan has been established for Rimba Nilai Business Unit. Refer Water Management Plan 2021 Sungai-Sungai 2	OFI

Criterion / Indicator	Assessment Findings	Compliance
<p>(surface and ground water). The water management plan may include:</p> <ul 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. e. Where natural vegetation in riparian areas has been removed, a plan with a timetable for restoration shall be established and implemented. f. Where bore well is being use for water supply, the level of the ground water table should be measured at least annually. <p>- Major compliance -</p>	<p>Estate dated 01/01/2021, Sungai-Sungai 3 Estate dated 01/02/2021, Kawananan Estate dated 01/01/2021 and Sungai-Sungai 1 Estate dated 01/01/2021. Among Strategy / Action Plan discussed were Riparian Buffer zone, Areas where buffer zone not established, water quality monitoring and water tank.</p> <ul style="list-style-type: none"> a. Water usage and record has been established and verified. Source of water supply as below: <ul style="list-style-type: none"> Sungai-Sungai 2 Estate: Water catchment and rainwater harvest Sungai-Sungai 3 Estate: Treated water from Mill Kawananan Estate: Water Spring and rainwater harvest Sungai-Sungai 1 Estate: Treated water from Mill b. Monitoring of outgoing water has been established. Refer water sampling record as below: <ul style="list-style-type: none"> Sungai-Sungai 2 Estate: W210624/04 dated 10/07/2021 by DYNAKEY Laboratories Sungai-Sungai 3 Estate: W200903/12 dated 18/09/2020 by DYNAKEY Laboratories. For 2021, water Sampling were in Progress. Refer letter dated 09/07/2021 by The Manager of Sungai-Sungai 3 Estate. Kawananan Estate: Sample water has been sent to Mill Lab for testing. Refer letter dated 11/08/2021. Sungai-Sungai 1 Estate: W200903/08 dated 18/09/2020 by DYNAKEY Laboratories. For 2021, water Sampling were in Progress. Refer letter dated 09/07/2021 by The Manager of Sungai-Sungai 3 Estate. c. Sighted Water Management Plan has been established for Rimba Nilai Business Unit. 	

Criterion / Indicator		Assessment Findings	Compliance
		<p>d. Verified availability of Riparian Buffer Zone. Sighted monitoring record has been established. Training on Riparian Area has been conducted.</p> <p>e. Verified that natural vegetation in riparian area has been maintained and monitored by estate management.</p> <p>f. There is no use of bore well in the sampled estate.</p> <p>Management of Kawananan Estate could improve on monitoring the frequency of water sampling to be sent as recommended and stated in the water management plan. Thus, OFI was raised.</p>	
4.5.5.2	<p>No construction of bunds, weirs and dams across main rivers or waterways passing through an estate.</p> <p>- Minor compliance -</p>	<p>Verified through interview confirmed that there is no construction of bunds, weirs and dams across main rivers or waterways passing through an estate.</p>	Complied
4.5.5.3	<p>Water harvesting practices should be implemented (e.g. water from road-side drains can be directed and stored in conservation terraces and various natural receptacles).</p> <p>- Minor compliance -</p>	<p>The estate practice water harvesting at strategic locations. They also maintained monitoring records of water usage which recorded every day and summarized on monthly basis including the monitoring of rainfall water, which has been an alternative source of water as mitigation plan during draught season.</p>	Complied
Criterion 4.5.6: Status of rare, threatened, or endangered species and high biodiversity value			
4.5.6.1	<p>Information shall be collated that includes both the planted area itself and relevant wider landscape-level considerations (such as wildlife corridors). This information should cover:</p> <p>a) Identification of high biodiversity value habitats, such as rare and threatened ecosystems, that could be significantly affected by the grower(s) activities.</p> <p>b) Conservation status (e.g. The International Union on Conservation of Nature and Natural Resources (IUCN))</p>	<p>Sighted High Conservation Value (HCV) Assessment Report for Boustead Rimba Nilai Sdn Bhd dated 10/02/2020. The assessment was covering Sungai-Sungai 1 Estate, Sungai-Sungai 2 Estate, Sungai-Sungai 3 estate, Kawananan Estate and Lembah Paitan Estate. The assessment was conducted by Malaysian Environmental Consultant (MEC).</p>	Complied

Criterion / Indicator	Assessment Findings	Compliance
<p>status on legal protection, population status and habitat requirements of rare, threatened, or endangered species), that could be significantly affected by the grower(s) activities.</p> <p>- Major compliance -</p>	<p>Sighted evidence of Identification of high biodiversity value habitats, such as rare and threatened ecosystems, that significantly affected by the estate’s activities.</p> <p>Sighted RTE plant species listed in Global IUCN Red list and Numbers of animals based on conservation status found in Boustead Rimba Nilai Business Unit’s estates.</p> <p>Sighted List of flora and fauna recorded in Boustead Rimba Nilai Business Unit’s estates. Refer Table 9.1 and 9.2.</p> <p>Refer section 6.2 HCV Management and Monitoring Recommendation.</p>	
<p>4.5.6.2 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>Sighted HCV Management Plan for Boustead Rimba Nilai Business Unit. Among action plan discussed in the Management plan were:</p> <ol style="list-style-type: none"> 1. To ensure local community more aware about RTE species. 2. To raising awareness about environmental. 3. To ensure endangered ecosystems undisturbed around plantation. 4. To achieve best solution between Estate and other estate neighbour / stakeholder and local 5. To ensure no illegal hunting activities inside or outside the estate parameters in line with the Protection of Wildlife Act 1972. 6. To set a system for monitoring the quality and health of waterways to meets the Environmental Quality Act 1974. 7. Riparian Zone – To ensure good quality and healthy waterways and avoid human contact with wildlife. 8. To control slope/ soil erosion. <p>The above programs were regularly communicated by estate management to all employees from time to time during routine workers assembly.</p>	<p>Complied</p>

Criterion / Indicator		Assessment Findings	Compliance
		Sighted photo evidence estates has installed Signage "DiLarang Memburu" and "Bersama-Sama Memerangi Pemburuan Haram" towards commitment on Discouraging any illegal and inappropriate hunting, fishing or collecting activities, and developing responsible measures to resolve human-wildlife conflicts.	
4.5.6.3	A management plan to comply with Indicator 1 shall be established and effectively implemented, if required. - Major compliance -	Sighted HCV Management Plan for Rimba Nilai Business Unit. Among action plan discussed in the Management plan were: <ol style="list-style-type: none"> 1. To ensure local community more aware about RTE species. 2. To raising awareness about environmental. 3. To ensure endangered ecosystems undisturbed around plantation. 4. To achieve best solution between Estate and other estate neighbour / stakeholder and local 5. To ensure no illegal hunting activities inside or outside the estate parameters in line with the Protection of Wildlife Act 1972. 6. To set a system for monitoring the quality and health of waterways to meets the Environmental Quality Act 1974. 7. Riparian Zone – To ensure good quality and healthy waterways and avoid human contact with wildlife. 8. To control slope/ soil erosion. The monitoring has been done as stated in the Management Plan which is Monitoring Plan, Person in Charge and Status / Verification.	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.	The company has implemented Clearing Methods (From Oil Palm), O.P.C. No. 51.c – July 1999 where the company implemented zero burning unless there were incidences of Basal Stem Rot [BSR] on the	Complied

Criterion / Indicator		Assessment Findings	Compliance																																		
	- Major compliance -	<p>old stands or high risk of Oryctes infestation, then partial burning and pulverization are to be carried out.</p> <p>The replanting programmed as per below:</p> <table border="1"> <thead> <tr> <th rowspan="2">Year</th> <th colspan="4">Estate, Replanting, Ha</th> </tr> <tr> <th>Sungai-Sungai 2</th> <th>Sungai-Sungai 3</th> <th>Kawananan</th> <th>Sungai-Sungai 1</th> </tr> </thead> <tbody> <tr> <td>2022</td> <td>-</td> <td>152.50</td> <td>123.20</td> <td>167.10</td> </tr> <tr> <td>2023</td> <td>186.10</td> <td>156.90</td> <td>100.20</td> <td>141.90</td> </tr> <tr> <td>2024</td> <td>209.00</td> <td>156.50</td> <td>89.10</td> <td>135.60</td> </tr> <tr> <td>2025</td> <td>209.60</td> <td>157.30</td> <td>86.40</td> <td>111.70</td> </tr> <tr> <td>2026</td> <td>211.80</td> <td>154.20</td> <td>-</td> <td>169.60</td> </tr> </tbody> </table>	Year	Estate, Replanting, Ha				Sungai-Sungai 2	Sungai-Sungai 3	Kawananan	Sungai-Sungai 1	2022	-	152.50	123.20	167.10	2023	186.10	156.90	100.20	141.90	2024	209.00	156.50	89.10	135.60	2025	209.60	157.30	86.40	111.70	2026	211.80	154.20	-	169.60	
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4.5.7.2	<p>A special approval from the relevant authorities shall be sought in areas where the previous crop is highly diseased and where there is a significant risk of disease spread or continuation into the next crop.</p> <p>- Major compliance -</p>	<p>Verified through interview confirmed that there is no use of fire for land preparation during replanting. Hence, no special application made, and no approval granted.</p>	Complied																																		
4.5.7.3	<p>Where controlled burning is allowed, it shall be carried out as prescribed by the Environmental Quality (Declared Activities) (Open Burning) Order 2003 or other applicable laws.</p> <p>- Major compliance -</p>	<p>Verified through interview confirmed that there is no use of fire for land preparation during replanting. Hence, no special application made, and no approval granted.</p>	Complied																																		
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>Verified through interview confirmed that there is no use of fire for land preparation during replanting. Hence, no special application made, and no approval granted.</p>	Complied																																		
4.6 Principle 6: Best Practices																																					
Criterion 4.6.1: Site Management																																					

Criterion / Indicator		Assessment Findings	Compliance
4.6.1.1	Standard operating procedures shall be appropriately documented and consistently implemented and monitored. - Major compliance -	Boustead Plantations Berhad has established the agriculture manual (Oil Palm Circular) covers felling and clearing, planting material, weeding, manuring, pest & disease, census & thinning out, drains, road & bridges, soil/water conservation, boundaries, fences & survey, supplying, pruning, collection (harvesting) and external transport.	Complied
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 -	Boustead Plantations Berhad has established SOP related to planting on slope namely Soil Conservation/Water Management was sighted. All the strategy including soil conservation practices, type of vegetation, ground cover establishment were found implemented accordingly in the field.	Complied
4.6.1.3	A visual identification or reference system shall be established for each field. - Major compliance -	Field marking was sighted at Sungai-Sungai 2 Estate. Sighted field marking at PM2007B. The management using palm trunk marking or signboard as visual identification or reference system.	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 -	All estates established and implemented its commitment to long term sustainability and improvements through a capital expenditure programme. This budget consists of area statement, replanting cost, FFB budget, capital expenditures, vehicle and heavy plant running schedule, upkeep and cultivation, harvesting, nursery, production cost etc. Budget 2021 and 5-years planning horizon (projections 2021-2026) was verified during the audit.	Complied
4.6.2.2	Where applicable, an annual replanting programme shall be established. Long term replanting programme should be established and review annually, where applicable every 3-5	The revised replanting program was established which was updated. The replanting programme sighted as follow:	Complied

Criterion / Indicator		Assessment Findings					Compliance
	years. - Major compliance -	Year	Sungai Sungai 2 Estate	Sungai Sungai 3 Estate	Kawananan Estate	Sungai Sungai 1 Estate	
		2021	-	251.10 Ha	100.80 Ha	-	
		2022	-	152.50 Ha	123.20 Ha	167.1 Ha	
		2023	186.1 Ha	156.90 Ha	100.20 Ha	141.9 Ha	
		2024	209.0 Ha	192.80 Ha	89.10 Ha	135.6 Ha	
		2025	209.6 Ha	157.30 Ha	86.40 Ha	111.7 Ha	
		2026	211.8 Ha	154.20 Ha	-	169.6 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 -	All estates established and implemented its commitment in long term sustainability and improvements through a capital expenditure programme. This budget consists of area statement, replanting cost, FFB budget, capital expenditures, vehicle and heavy plant running schedule, upkeep and cultivation, harvesting, nursery, production cost etc. Budget 2021 and 5-years planning horizon (projections 2021-2026) was verified during the audit.					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 was effectively implemented, and the achievement of the goals and objectives were regularly monitored, documented and reviewed.					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.	Pricing mechanisms are spelt out in Administrative Procedures and Estates Field Contract, dated 2/5/2012. For tasks such as field maintenance, harvesting, provision of machinery, FFB transport, the					Complied

Criterion / Indicator		Assessment Findings	Compliance
	- Major compliance -	decision to award contract is depend on manager’s prerogative. Other tasks such as construction of workers housing, replanting, opened tenders process is applied. Whereas for items purchasing such as spare parts, agrochemicals, quotations based on amount of purchase shall be obtained. This is guided by the Limits of Authority (LOA) procedure, dated 2/5/2019.	
4.6.3.2	All contracts shall be fair, legal and transparent and agreed payments shall be made in timely manner. - Major compliance -	The contract agreements between the management and the contractors were verified. The rate of payment was clearly stated in the agreement. The payment was made on timely manner by the Head Quarter after received invoice from the contractor. Fair contracts were transparently agreed and paid in timely manner as per sample sighted such as for Sungai Sungai 2 Estate – Agreement between Boustead Rimba Nilai Sdn. Bhd and ZNT Bersatu Sdn. Bhd. (Ref No: LSS2/ZNT/2021, dated 01/01/2021) to load FFB & loose fruit and delivery to Mill.	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 -	The obligations for the contractors to comply with MSPO were stated in Clause 8 of the contract agreement and as per letter of Additional Clause MSPO & RSPO In Contract Agreement; Dated 28/8/2020 sighted for sample contractors as following: - ZNT Bersatu Sdn. Bhd. - Kontraktor Bakri Bersaudara - Paulus Enterprise	Complied
4.6.4.2	The management shall provide evidence of agreed contracts with the contractor. - Major compliance -	The contractors have signed on the contract agreement prior to provide services as per sample contract agreements sighted in indicator 4.6.3.2 above.	Complied
4.6.4.3	The management shall accept MSPO approved auditors to verify assessments through a physical inspection if required.	All estates within Rimba Nilai Business Unit has no objection to allow BSI auditors to verify the assessment through physical inspection if	Complied

Criterion / Indicator		Assessment Findings	Compliance
	- Minor compliance -	required. Acceptance is confirmed by the Management prior to the audit via acceptance of Audit contract and Audit Plan and the 5-year MSPO certification programme.	
4.6.4.4	The management shall be responsible for the observance of the control points applicable to the tasks performed by the contractor, by checking and signing the assessment of the contractor for each task and season contracted. - Major compliance -	The contractor works verified as per working chit for every work done on daily/weekly/monthly basis as stated in the contract agreement. During the month end, the contractor will issue the tax invoice to the company for all the work done to proceed for payment.	Complied
4.7 Principle 7: Development of new planting			
Criterion 4.7.1: High biodiversity value			
4.7.1.1	Oil palm shall not be planted on land with high biodiversity value unless it is carried out in compliance with the National and/or State Biodiversity Legislation. - Major compliance -	There is no development of new planting at all the visited estates within Rimba Nilai Business Unit.	N/A
4.7.1.2	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. - Major compliance -	There is no development of new planting at all the visited estates within Rimba Nilai Business Unit.	N/A
Criterion 4.7.2: Peat Land			

Criterion / Indicator		Assessment Findings	Compliance
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 all the visited estates within Rimba Nilai Business Unit.	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 all the visited estates within Rimba Nilai Business Unit.	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 all the visited estates within Rimba Nilai Business Unit.	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 all the visited estates within Rimba Nilai Business Unit.	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. - Minor compliance -	There is no development of new planting at all the visited estates within Rimba Nilai Business Unit.	N/A
Criterion 4.7.4: Soil and topographic information			

Criterion / Indicator		Assessment Findings	Compliance
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 all the visited estates within Rimba Nilai Business Unit.	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 all the visited estates within Rimba Nilai Business Unit.	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 all the visited estates within Rimba Nilai Business Unit.	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 all the visited estates within Rimba Nilai Business Unit.	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 all the visited estates within Rimba Nilai Business Unit.	N/A
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	There is no development of new planting at all the visited estates within Rimba Nilai Business Unit.	N/A

Criterion / Indicator		Assessment Findings	Compliance
	indigenous peoples, local communities and other stakeholders to express their views through their own representative institutions. - Major compliance -		
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 all the visited estates within Rimba Nilai Business Unit.	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 all the visited estates within Rimba Nilai Business Unit.	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 all the visited estates within Rimba Nilai Business Unit.	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 all the visited estates within Rimba Nilai Business Unit.	N/A
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 all the visited estates within Rimba Nilai Business Unit.	N/A

Criterion / Indicator		Assessment Findings	Compliance
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 all the visited estates within Rimba Nilai Business Unit.	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 all the visited estates within Rimba Nilai Business Unit.	N/A

MS 2530-4:2013 Malaysian Sustainable Palm Oil (MSPO) 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 -	Established as <i>Boustead Plantations Berhad Polisi Pelaksanaan Dan Komitmen Terhadap Sijil Akuan MSPO</i> ; Dated 2/12/2019; Signed by Chief Operation Officer (CEO). On top of this, there's also a BPB Sustainability Policy dated 2/12/2020 also signed by the CEO.	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 included with statement that Boustead Plantations Berhad runs its business in sustainable manner with continuous improvements towards its planting and milling operations by complying and implementing MSPO principles. Latest briefing of policies to employees were conducted by the management on 12/4/2021 by Rimba Nilai POM.	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 -	MSPO internal audit was planned at least once a year and it was conducted on 13-16 July 2021 for Rimba Nilai Business Unit according to Internal Audit procedure (Issue 1, dated July 2016) to determine the strong and weak points including identified potential area for improvement	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.	Internal Audit procedure (Issue 1, dated July 2016) was established and maintained. Audit results was documented and verified as per documented information such as audit schedule, audit checklist,	Complied

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Criterion / Indicator		Assessment Findings	Compliance
	- Major compliance -	<p>audit summary report, nonconformance report and audit programme.</p> <p>Internal audit was conducted on 13-16/07/2021 and results was also documented in the Audit Report with total of two (2) non-conformances and two (2) raised has been effectively closed on 16/08/2021</p> <p>All NCRs were recorded in the Non-Conformance Report Internal Audit MS2530; Procedure: MS 2530-3; Report # 01/2018-Part 3. Summary of all findings were recorded in the Audit Report Status Log. Appendix 2 (Audit Notes) and Appendix f (Audit Programme) also found been use in the internal audit records.</p>	
4.1.2.3	<p>Reports shall be made available to the management for their review.</p> <p>- Major compliance -</p>	Internal audit reports were made available for review in the management review meeting which was last conducted on 16/7/2021.	Complied
Criterion 4.1.3 – Management Review			
4.1.3.1	<p>The management shall periodically review the continuous suitability, adequacy and effectiveness of the requirements for effective implementation of MSPO and decide on any changes, improvement and modification.</p> <p>- Major compliance -</p>	Management review was planned to be conducted at least once a year. It was conducted on 16/07/2021 via Google Meet and attended by Top Management (Mr. Anuar Semail - Head of Sustainability), estate managers, mill manager and representatives from Boustead Plantations Berhad’s sustainability unit and Rimba Nilai Business Unit. Agenda covered including internal audit findings, stakeholder feedbacks, changes and recommendations by top management which found sufficient to address the standard requirement.	Complied

Criterion / Indicator	Assessment Findings	Compliance	
Criterion 4.1.4 – Continual Improvement			
4.1.4.1	<p>The action plan for continual improvement shall be based on a consideration of the main social and environmental impact and opportunities for the company.</p> <p>- Major compliance -</p>	<p>Sighted continual Improvement Plan for the year 20221 has been established by Rimba Nilai Palm Oil Mill. Refer Action Plan / Budgeting Year 2021 Environmental Assessment. Among project discussed were:</p> <ol style="list-style-type: none"> 1. To construct of new desilting pond inclusive desludging anaerobic Pond no 3 2. To add of one block schedule waste store 3. To replace of one unit of 100m3/h Air blower for SBR Plant 4. To add of two units 11 kW Surface Aerator 5. To replace of one-unit Total Particulate Matter (TPM) Analyser for CEMS <p>Other than that, sighted:</p> <ol style="list-style-type: none"> 1. Plan for Improving Fossil Fuel And Palm GHG FY 2020/2021. 2. Waste Management Action Plan 2021 3. Water Management Plan 2021 4. Training Schedule 2021 5. Environmental Program 2021 6. Annual Meeting Schedule 2021 7. Social Management Plan 2021. 	<p>Complied</p>
4.1.4.2	<p>The company should establish a system to improve practices in line with new information and techniques; and for disseminating this information throughout the workforce.</p> <p>- Major compliance -</p>	<p>Refer Action Plan / Budgeting Year 2021 Environmental Assessment. Among project discussed were:</p> <ol style="list-style-type: none"> 1. To construct of new desilting pond inclusive desludging anaerobic Pond no 3 	<p>Complied</p>

Criterion / Indicator		Assessment Findings	Compliance
		2. To add of one block schedule waste store 3. To replace of one unit of 100m3/h Air blower for SBR Plant 4. To add of two units 11 kW Surface Aerator 5. To replace of one-unit Total Particulate Matter (TPM) Analyser for CEMS	
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 -	Boustead Rimba Nilai Business Unit adapted Boustead Plantations Berhad’s stablished BPB Sustainability Policy, dated 02/12/2019 that includes the traceability commitment. Internal and external stakeholder communication on policies were done based on request of information by any stakeholder as per ISO Quality Assurance Manual – 7.4 Communication; Issue # 1 QAM; Date: Oct 2017. Communication by mill with external stakeholders conducted on 05/07/2021 via online while for internal stakeholders on 03/04/2021. Refer “Laporan Latihan MSPO/RSPO & SCCS SOP”. Sighted evidence minutes of meeting and attendance.	Complied
4.2.1.2	Management documents shall be publicly available, except where this is prevented by commercial confidentiality or where disclosure of information would result in negative environmental or social outcomes. - Major compliance -	All estates within Rimba Nilai Business Unit holds copies of each of the management documents that are required to be publicly available. Copies of the document such as documents related to environmental and social issues, plans for pollution prevention, records of complaints and grievances were available upon request. All the policies such as Pesticide Use Policy, Human Rights Policy, Foreign Workers Policy were properly documented and publicly	Complied

Criterion / Indicator		Assessment Findings	Compliance
		available in the company's website as well as other sustainability information practiced by the company. Refer: https://www.bousteadplantations.com.my/sustainability-approach-policies/	
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 -	Procedures for consultation and communication dated February 2018 was established and known as a (Carta Aliran Membuat Aduan Masalah) flow chart where any issues raised need to be responded within 7 days at estate level. In case issues not resolved, it will be escalated to HQ level (Carta Aliran Aduan Ke Pihak Atasan) to be resolved from day 7 until day 21. All communications were recorded in External Communication Form (Borang Komunikasi Luaran & Borang Aduan); PKSJ-001 and Communication Record (PKSJ-002).	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 -	Management has appointed few management officials responsible for relevant issues as per Complaints Organization Chart chaired by Mill Manager and his committee with appointment letter sighted such as Surat lantikan setiausaha (Pegawai Perhubungan Sosial) Panel Aduan Dalam to Admiral Ating dated 13 Jan 2020.	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 -	Register of stakeholders was documented as List of Stakeholders 2021. Boustead Rimba Nilai Sdn. Bhd. Rimba Nilai Palm Oil Mill which listed the stakeholders among contractors/suppliers, FFB suppliers, FFB smallholders, transporter for CPO & PK, Refineries of CPO & PK (Buyers), Sister Companies within Boustead Group and other interested parties including government agencies, school and hospital as well as local communities/neighbors. In case of any	Complied

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Criterion / Indicator		Assessment Findings	Compliance					
		complaints and action need to be taken, it will be recorded in Borang Aduan/Pendapat Pekerja Kilang, Ladang, Orang Awam, Masyarakat Sekitar & Lain-lain for complaints related to damage, safety, pollution and social. No complaints received from any stakeholders since the last audit.						
Criterion 4.2.3 – Traceability								
4.2.3.1	The management shall commit itself to implement and maintain the requirements for the traceability and shall establish a standard operation procedure for traceability. - Major compliance -	The mill established the MSPO Traceability Procedures; Issue 1; Date of issue: July 2016; Rev. # 2; Rev. date: March 2018 for the traceability operation. The procedure specified detail operations related to traceability of FFB. The mill established the MSPO Supply Chain (SCC) Procedures; Issue 1; Date of issue: Oct 2018 for the supply chain operation. The procedure specified detail operations related to supply chain of CPO & PK products	Complied					
4.2.3.2	The management shall conduct regular inspections on compliance with the established traceability system. - Major compliance -	Regular inspections on compliance with traceability system conducted through internal audit. Daily implementation monitoring was done by the mill manager and assistant manager.	Complied					
4.2.3.3	The management shall identify and assign suitable employees to implement and maintain the traceability system. - Minor compliance -	The mill assigned specific personnel among weighbridge operators, lab assistant and management staff to implement and maintain traceability system with assistance of HQ's sustainability unit personnel. Refer appointment letter Person In charge of Traceability to Mr Iswan Abdurachman dated 25/09/2019.	Complied					
4.2.3.4	Records of storage, sales, delivery or transportation of crude palm oil and palm kernel shall be maintained. - Major compliance -	Record of FFB received were maintained. Records of storage for CPO and PK available in daily production report. Delivery and dispatch records of both CPO and PK and FFB receive were maintained as per sample as following: <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 15%;">Date</td> <td style="width: 15%;">Product</td> <td style="width: 15%;">Ticket No.</td> <td style="width: 15%;">Lorry No.</td> <td style="width: 15%;">Weight, MT</td> </tr> </table>	Date	Product	Ticket No.	Lorry No.	Weight, MT	Complied
Date	Product	Ticket No.	Lorry No.	Weight, MT				

Criterion / Indicator		Assessment Findings					Compliance
		10/06/2021	PK	401545	SMB8168	35.61	
		24/06/2021	CPO	402188	TST5896	39.76	
		01/03/2021	CPO	398389	QTJ9128	39.12	
		29/03/2021	FFB	399194	SS6762	2.64	
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 -	Standard Procedure referred as BEA/LP/2017 dated 1/01/2017 for legal procedure under Chapter 15. The mechanism of tracking of laws changes was outlined in the flowchart of compliance to legal requirements. This LORR was last updated on 07/01/2021.					Complied
4.3.1.2	The management shall list all relevant laws related to their operations in a legal requirements register. - Major compliance -	<p>The management already have all laws that applicable for their operation in LORR such as per sample as following: -</p> <ul style="list-style-type: none"> - JTK license (JTK.H.SDK.600-4/1/1/10401/004501) for employment of non-Sabah resident valid until 21/07/2021. Application for renewal was submitted to JTK as per letter ref no: RNPOM/GOV04/2021/0208 dated 19/07/2021 and acknowledged receipt on 23/07/2021. Permit Sekatan Kerja Lebih Masa (S/N: 600-1/2/8/184 (08/SDK/2020-0278) valid until 26/08/2020 DOE license for occupying and operating premises (Ref No: 003535) valid until 20/06/2022. Permit Barang Kawalan Berjadual from KPDNHEP for purchase and stored Diesel up to 29,5000 liter valid from 09/11/2020 until 08/11/2021 (Ref No: KPDNHEP.SDK.31/2019(SK). 					Complied

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Criterion / Indicator		Assessment Findings	Compliance
		<ul style="list-style-type: none"> - Fire Certificate form BOMBA (Ref No: JBPM: SB/7/11/2021) valid from 20/01/2021 until 19/01/2022 - MPOB license referred 508295404000 valid from 30/06/2021 until 30 Jan 2022 with 192000mt, up to July 2021, FFB process is 48,015.98 mt. - License from Suruhanjaya Tenaga (S/N: 46689) license no. 2020/02559 valid from 20/10/2020 until 19/10/2021 for generate electric 3450 kW. - Water Tube Boiler (SB PMD 143), Vacuum Deaerator Vessel (SB PMT 977) and Softener Vessel (SB PMT 961) valid until 07/10/2021. 	
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 new amendment is been communicated with all dated 01/07/2021 such as Minimum Wages Order 2020, and EPF (Amendment of Third Schedule and Eight Schedule) Order 2020.	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 -	In Boustead Plantations Berhad, Mr. Amrul Nizam, Safety Officer from HQ is a person responsible to monitor compliance and to track and to advise operating units on update of any changes in regulatory requirements. Ms. Nazriah Atan is responsible to monitor compliance and to track update the changes in regulatory requirements as per appointment letter dated 19/07/2021 (Perlantikan Sebagai Penyelaras Bahagian Pematuhan Penerangan Pekerjaan KKS Rimba Nilai) approved by Mill Manager.	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.	Rimba Nilai POM located within Sungai Sungai 1 Estate area. All estates within Rimba Nilai Business Unit cultivated their oil palm within company's own land without diminishing the land use rights	Complied

Criterion / Indicator		Assessment Findings	Compliance
	- Major compliance -	of other users. The mill Occupying Sungai Sungai 1 Estate area of 7 plots as following: 1) Title # Native Title 083071747; Area: 4.728 ha 2) Title # Native Title 083071738; Area: 4.847 ha 3) Title # Native Title 083071952; Area: 5.13 ha 4) Title # Native Title 083071783; Area: 4.924 ha 5) Title # Native Title 083071774; Area: 5.46 ha 6) Title # Native Title 083071701; Area: 4.732 ha 7) Title # Native Title 083071694; Area: 5.07 ha	
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 -	Layout plan available indicated the whole mill area within Sungai Sungai 1 Estate area.	Complied
4.3.2.3	Legal parameter boundary markers should be clearly demarcated and visibly maintained on the ground where practicable. - Major compliance -	Layout plan available indicated the whole mill area within Sungai Sungai 1 Estate area. Boundary map with other land-owners available at the estate.	Complied
4.3.2.4	Where there are, or haven been disputes, documented proof of legal acquisition of land and fair compensation that have been or are being made to previous owners and occupants; shall made available and that these should have been accepted with free prior informed consent (FPIC). - Minor compliance -	There is no land dispute in all estates within Rimba Nilai Business Unit at the time of audit. The lands are country leased and provisional lease to Boustead Plantations Berhad via verified with the land titles. The surrounding was owned by either smallholders or other plantation's companies.	Complied
Criterion 4.3.3 – Customary rights			

Criterion / Indicator		Assessment Findings	Compliance
4.3.3.1	Where lands are encumbered by customary rights, the company shall demonstrate that these rights are understood and are not being threatened or reduced. - Major compliance -	There is no land encumbered by customary rights in all estates within Rimba Nilai Business Unit. Hence, this requirement is not applicable.	N/A
4.3.3.2	Maps of an appropriate scale showing extent of recognized customary rights shall be made available. - Minor compliance -	There is no land encumbered by customary rights in all estates within Rimba Nilai Business Unit. Hence, this requirement is not applicable.	N/A
4.3.3.3	Negotiation and FPIC shall be recorded and copies of the relevant agreements should be made available. - Major compliance -	There is no land encumbered by customary rights in all estates within Rimba Nilai Business Unit. Hence, this requirement is not applicable.	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 impacts should be identified and plans should be implemented to mitigate the negative impacts and promote the positive ones. - Minor compliance -	Social impacts have been identified as per records of Field Findings Social Impact Assessment (SIA) Boustead Plantations for Sungai Sungai 1, Sungai Sungai 2, Sungai Sungai 3, Lembah Paitan and Kawananan estates presentation slides. Based on the findings and the full assessment report provided by the consultant (MEC); Social Impact Assessment; Boustead Rimba Nilai Sdn Bhd; Beluran District, Sabah Malaysia; October 2018, it was noted in the slide print out that the estate having some issues related to following: - Legality of contractor’s workers - Own worker’s passport keeping	Complied

Criterion / Indicator		Assessment Findings	Compliance
		<p>- Workers' housing conditions & availability of clean water, wastes & pollutants management and workers PPE compliance as per photos</p> <p>The coverage of the SIA assessment has included relevant stakeholders among internal and external for the assessment. Boustead Rimba Nilai Business Unit has implemented the action plans to mitigate the negative impacts and promote the positive ones based on the assessment findings.</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>There were procedures established and documented as <i>Carta Aliran Membuat Aduan Masalah</i> (7 days – at estate level) and <i>Carta Aliran Aduan Ke Pihak Atasan</i> (from day 7 until day 21 – HQ level) dated February 2018. Records being documented in the forms available in the mill.</p>	Complied
4.4.2.2	<p>The system shall be able to resolve dispute in an effective, timely and appropriate manner, which is accepted by all parties.</p> <p>- Major compliance -</p>	<p>The complaint and grievances are open to affected parties which includes internal and external stakeholders. The time to process the complaints or grievances is 1 week. Mostly, the complaints received were about housing maintenance & repair by the employees. They were recorded in a log book which has the information about date, complainant, details of complain and status. All the complaints were resolved within the timeframe spelt out in the flowchart</p>	Complied
4.4.2.3	<p>A complaint form should be made available at the premises, where employees and affected stakeholders can make complaints.</p> <p>- Minor compliance -</p>	<p>Complaint form has been established and available for public e.g. outside the office, workers line-site, clinic, etc. The form has the information about complainant details (name, address, phone, etc.), date of complaint, complaint details, complainant</p>	Complied

Criterion / Indicator		Assessment Findings	Compliance
		acknowledgement signatures, action taken, and status of action taken. There was no complaint received so far.	
4.4.2.4	<p>Employees and surrounding communities should be made aware of its existence and that complaints or suggestions may be made at any time.</p> <p>- Minor compliance -</p>	<p>Employees were made aware on the complaints and grievances through various ways such as monthly meeting, periodical training and daily/weekly briefing.</p> <p>The surrounding communities were informed about the mechanism of complaints management through stakeholders' consultation meeting. Last meeting was done on 9/7/2021 for all operating units within Rimba Nilai Business Unit, attended by 12 participants from surrounding plantations, villages, suppliers, government clinic, PDRM, etc.</p> <p>This meeting was conducted via online teleconference due to enforcement of COVID-19 MCO. No negative feedbacks received from external stakeholders.</p>	Complied
4.4.2.5	<p>Complaints and solutions within the past 24 months shall be documented and be made available to affected stakeholders upon request.</p> <p>- Major compliance -</p>	<p>The mill maintained its records of complaint in a complain file. Records since establishment of procedure (Feb 2018) were still well maintained.</p>	Complied
Criterion 4.4.3: Commitment to contribute to local sustainable development			
4.4.3.1	<p>Palm oil miller should contribute to local development in consultation with the local communities. Where the mill is an integral part of plantation, such contribution to local community development may be regarded as a joint effort by the mill and the plantation.</p> <p>- Minor compliance -</p>	<p>Contribution to local development were demonstrated as per consultation with local communities. Based on stakeholder consultation, it was noted that local communities are always been prioritized in case of vacancy within mill and estate. Almost 90% of mill employee are local Beluran and/or nearby districts residents. Interviewed estate contractors revealed that they are local</p>	Complied

Criterion / Indicator		Assessment Findings	Compliance
		<p>Sandakan contractor and some from Tawau, Sabah. Other contributions made sighted as per sample as following: - Yearly Badminton Match competition - Labour Day celebration - Majlis buka puasa - Free transport to clinic/hospital in case of emergency - Hari raya korban buffalo contribution - Rice incentives</p> <p>For 2021, food basket programs to 95 workers arranged by Persatuan Wanita Rimba Nilai (PEWARNI) on 14/12/2020.</p>	
Criterion 4.4.4: Employees safety and health			
4.4.4.1	<p>An occupational safety and health policy and plan which is in line with Occupational Safety and Health Act 1994 and Factories and Machinery Act 1967 (Act 139) shall be documented, effectively communicated and implemented.</p> <p>- Major compliance -</p>	<p>Boustead Plantations Berhad has established "Safety and Health Policy" which has addressed its commitment in providing a safe and healthy workplace for the employees and stakeholders who may be affected by its activities. The policy was approved by CEO (Ibrahim Bin Abdul Majid) on 02/12/2019.</p> <p>Rimba Estate POM has established OSH Management Plan which include the quarterly OSH Committee meeting, workplace inspection, training and etc.</p>	Complied
4.4.4.2	<p>The occupational safety and health plan should cover the following:</p> <ul 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: <ul style="list-style-type: none"> i. All employees involved are adequately trained on safe working practices; 	<p>OSH plan has been established and monitoring activities is available as follows :-</p> <ul style="list-style-type: none"> a) Safety and Health policy dated 02/12/2019 approved by CEO was displayed at the notice boards within Mill area and briefed to workers during muster call and training. b) Operational risk has been assessed and documented according to HIRARC procedure (Hazard Identification, Risk Assessment and Risk Control, Rev 2) is available dated 29/12/2017. HIRARC was reviewed and updated on 05/01/mp2021. SOP for 	Complied

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 ant 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>operational control has been established for identified high risk activities.</p> <ul style="list-style-type: none"> c) PPE (OSH Manual Chapter 8: Personal Protective Equipment) dated 01/01/2018. The checking on PPE is available under file PPE issuance Record latest for July 2020 issuance. d) Chemical Handling Management procedure (Issue 1, dated 11/10/2019) was established. e) List of chemicals used at POM is available in "Register of Chemicals Hazardous to Health" updated on 10 Jan 2021 such as BOD Nutrient, Sulphuric Acid, Ethanoic Acid, n-Hexane, Isopropyl alcohol and etc. 4 units of eye wash/emergency shower is available within the POM. f) OSH Committee was established at POM with meeting frequency stated in the OSH (Safety and Health Committee) Regulation 1996 stated the committee shall meet at least once in 3 months. Appointment letter for each committee members is available (e.g. Peji Angku – Deputy Chairman 2 dated 22/06/2020). g) Safety and Health Committee meeting was conducted on 12 June 2020, 12/04/2021, 24/07/2021 has discussed on employee's safety, health and welfare. Any concern raised including action taken was recorded in the meeting minutes h) Emergency Response Plan (OSH Manual Chapter 13: Emergency Response Plan) dated 1 Jan 2018. The organization chart is available for fire outbreak, accident and First Aid team is available and maintained. <p>Accident (OSH Manual Chapter 14: Accident Investigation and Reporting) dated 01/01/2018.</p>	

Criterion / Indicator	Assessment Findings	Compliance
<p>j) Records shall be kept of all accidents and be reviewed periodically at quarterly intervals.</p> <p>- Major compliance -</p>	<p>i) Seven (7) First Aider are available at POM with last training was attended on 19/09/2019 at NIOSH. Total of 8 units of First Aid Box available at guard house, office, engine room, workshop and etc was checked on monthly basis and its usage recorded in "Rekod Penggunaan/Ambil"</p> <p>j) Medical surveillance was conducted on 29/06/2021 for 28 personnel was found with normal results against the N-Hexane/manganese.</p> <p>Audiometric test done on 31/03/2021 for 28 personnel with 3 personnel detected with abnormal result (Mastin Salat, Peji ANgku and Syamsul NorSalleh). Follow up test was conducted on 29 June 2021 and required yearly audiometric test. As per "Summary Medical Check Up for Abnormal Audiogram".</p> <p>Workplace inspection conducted at least once every 3 months and result have been discuss during Safety and Health committee meeting.</p> <p>CHRA assessment (ref no.: HQ/11/ASS/00/298-2018/104) by Dr Mohd Azizan Abdul Aziz (HQ/11/ASS/00298-2018/104) from DAB OH Sdn Bhd dated 09/04/2018.</p> <p>Noise Risk Assessment was conducted on 24/09/2020 by competent assessor. Report is available (re no: DABOH/1020/061)</p> <p>Yearly accident summary (JKKP 8) was submitted to DOSH via MyKKP on 28/01/2021 with total of 239,616 man-days worked for average of 96 personnel.</p>	
<p>Criterion 4.4.5: Employment conditions</p>		

Criterion / Indicator	Assessment Findings	Compliance
<p>4.4.5.1 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>Boustead Plantations Berhad has developed Human Rights Policy dated 02/12/2019 signed by CEO. The company is committed to ensure every individual are treated with fairness, dignity and respect. The company will respect the rights of every individual. They also recognize their responsibilities to respect human rights and avoid complicity in human rights abuses.</p> <p>Latest briefing of policies to employees were conducted by the management on 12/04/2021 by Rimba Nilai POM. Communication to external stakeholders was latest done on 09/07/2021 during the online external stakeholder consultation meeting.</p>	<p>Complied</p>
<p>4.4.5.2 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>Boustead Plantations Berhad has established Equal Opportunities Policy dated 02/12/2019 signed by CEO. The company will ensure all the relevant parties will be treated equally and no discrimination based on race, caste, nationalities, religion, gender, age etc. Interviewed with the workers from different nationalities, gender and age confirmed that no discrimination was occurred in the estate.</p>	<p>Complied</p>
<p>4.4.5.3 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>Documentations of pay available in the form of Monthly Pay Slip and conditions as per Work Agreement Contract as per sample mill workers sighted as following:</p> <ul style="list-style-type: none"> - Ritchel Handrias; Cleaner - Jomin Nasron; Effluent Plant Operator - Mohd.Radil T.T.S; FFB Grader - Azan Gambiau; Firemen - Sharifah Jelum; General - Norman Alif E.; Mechanical Apprentice - Jabidin Jamarudin; Lab Attendant - Nordin Abas; Mill Operator 	<p>Complied</p>

Criterion / Indicator		Assessment Findings	Compliance
		- Nelson Johnny; Security Based on samples sighted for employees' payslip and work contract (agreement), the work conditions confirmed to meet legal Minimum Wage Order 2020 which is sufficient to meet basic needs.	
4.4.5.4	Management should ensure employees of contractors are paid based on legal or industry minimum standards according to the employment contract agreed between the contractor and his employee. - Minor compliance -	There's no contractor hired for the mill's routine tasks. However, for other contract works, management ensured the contractor to comply Minimum Wage Orders as specified in the contract agreement as per sample sighted. Details included in criterion 4.6.4 below.	Complied
4.4.5.5	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. - Major compliance -	Info established as Staff List, NCS List and General Workers List detailing on name, type of work, gender, nationality, ID # (IC/Passport), age & station of work. Information of date of birth, date of entry, wage and period of employment included in individual work agreement (<i>Kontrak Pekerjaan / Perjanjian</i>) and Workers Registration Card.	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 shall be made available for each and every employee indicated in the employment records. - Major compliance -	All mill employees were provided with fair contracts that have been signed by both employee and employer. A copy of employment contract is available for all employees indicated in the employment records as per sample sighted in indicator 4.4.5.3 above.	Complied
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 -	Management has established proper time recording through thumb print attendance system that makes working hours and overtime transparent for both employees and employer as per sample sighted in indicator 4.4.5.3 above.	Complied

Criterion / Indicator	Assessment Findings	Compliance
<p>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.</p> <p>- Major compliance -</p>	<p>The working hour and break time have been clearly stated in the employment contract. Besides, the thumb print attendance record was available and able to trace from the computer system.</p> <p>However, based on the records of Check Roll for the Month of September 2020 for a mill worker named Ekrim Oput (Tractor Driver), the total overtime was 138.5 hours which exceed the JTK overtime limit permit of 120 hours.</p> <p>This indicated that the working hours and breaks of a mill worker indicated the overtime record was exceeding permitted limit.</p> <p>Hence, a Major NC has been raised on the matter.</p>	<p>Major Non-Conformance</p>
<p>4.4.5.9 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 payslip was distributed to individual workers on the day of payment. Wages and overtime were paid according to the "Electronic Time Card". Total hours of overtime and daily attendance has recorded in the time card. Payslips sighted available for samples of employees in indicator 4.4.5.3 above.</p>	<p>Complied</p>
<p>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.</p> <p>- Minor compliance -</p>	<p>Other forms of social benefits including the following:</p> <ul style="list-style-type: none"> - Local - incentives for good work performance by giving hampers for general workers during annual dinner and for staff is based on KPI eligible for incentive, bonus payment, professional development for only executive and above, medical care and health provisions are for entire work force. - Foreigner – new employees arriving from overseas are given the necessities and food as starter pack. <p>For both local and foreign workers, mandatory SOCSO contribution was consistently provided by the company.</p>	<p>Complied</p>

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<p>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 -</p>	<p>Photos of line site area shown that playground, football field, mosque and church, etc. were available and free access to all the workers and dependents. Sundry shop and crèche were available at housing compound.</p> <p>The workers quarters have adequate clean water supply by mill management, the management also done the analysis to ensure water was safe for domestic use. From the analysis done by DYNAKEY Laboratories Sdn Bhd dated 10/7/2021 the water was safe for drinking as per analysis certificate ref. # W210624/04.</p>	<p>Complied</p>
<p>4.4.5.12 The management shall establish a policy to prevent all forms of sexual harassment and violence at the workplace. - Major compliance -</p>	<p>Boustead Plantations Berhad established a Policy of Sexual Harassment; dated 02/12/2019. Based on consultation made with sample women employees in the mill, no issue of sexual harassment occurred and they aware on how to report in case of any.</p>	<p>Complied</p>
<p>4.4.5.13 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. - Major compliance -</p>	<p>Boustead Plantations Berhad established a Policy for Freedom of Association; dated 2/12/2019 which allow all employees to freely associating among themselves. Employees of mill and estates within Rimba Nilai Business Unit form an employee consultative committee with workers representatives from each foreign county mainly Indonesia and Philippine. Latest employee consultative committee meeting with management was conducted on 06/04/2021.</p>	<p>Complied</p>
<p>4.4.5.14 Children and young persons shall not be employed or exploited. The minimum age shall comply with local, state and national legislation. - Major compliance -</p>	<p>Boustead Plantations Berhad has developed the Employment of Child and Age Limit Policy dated 02/12/2019. The company adopted the Children and Young Persons (Employment) Act 1966 and ILO</p>	<p>Complied</p>

Criterion / Indicator		Assessment Findings	Compliance
		Convention 138 (1973) Article 1-3. Based on the records of all employees, no workers less than 16 years old recruited in the mill.	
Criterion 4.4.6: Training and competency			
4.4.6.1	All employees and contractors shall be appropriately trained. A training programme shall include regular assessment of training needs and documentation, including records of training. - Major compliance -	Employees and contractors were adequately trained (e.g. during issuance of Permit to Work) such as for Maju Contractor Trading for desludging works from 13 -19/08/2021. 7 personnel were trained with Basic Occupational First Aid Training with last training was attended on 19/08/2019 (e.g. Norazman Bin Nordin – Cert No: OFA094221-19).	Complied
4.4.6.2	Training needs of individual employees shall be identified prior to the planning and implementation of the training programmes in order to provide the specific skill and competency required to all employees based on their job description. - Major compliance -	Training needs of individual employees have been identified prior to the planning and implementation of the training programs in order to provide the specific skill and competency required to all employees based on their job description.	Complied
4.4.6.3	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. - Minor compliance -	Training programme planned for year 2021 was available during the visit. The OSH program generated by the mill for the year 2020 covers the important aspects of OSH such as Safety Trainings, OSH Meetings, Fire Extinguisher Inspections, HIRARC Reviews, Workplace Inspections, ERP Trainings, Fire Drills and Medical Surveillance & Audiometric Test.	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 shall be in line with the relevant country and state environmental laws shall be	Boustead Plantations Berhad have displayed their commitment towards protecting the environment via the Polisi Alam Sekitar &	Complied

Criterion / Indicator		Assessment Findings	Compliance
	<p>established, effectively communicated and implemented.</p> <p>- Major compliance -</p>	<p>Biodiversiti (Environmental & Biodiversity Policy); dated 02/12/2019; signed by Ketua Pegawai Eksekutif Mr Ibrahim Bin Abdul Majid. The policy indicates the commitment of the organization to comply with all regulations and laws pertaining to environmental and diversity, avoid all negative impacts towards the environment and biodiversity that are generated from mill operations. Latest Policy briefing conducted on 03/04/2021.</p>	
4.5.1.2	<p>The environmental management plan shall cover the following:</p> <p>a) An environmental policy and objectives;</p> <p>b) The aspects and impacts analysis of all operations</p> <p>- Major compliance -</p>	<p>On top of the above biodiversity management plan and objectives, the environmental management plan covered in the established action plan of significant environmental aspects identified and impacts evaluated as per documents sighted as following: Established based on the procedure for Environmental Aspect/Impact Evaluation; Issue 1; Dated Dec 2011 and documented as following:</p> <p>i. Environmental Impact and Aspect Identification FY 2021: EIA/20201/008</p> <p>ii. Environmental Impact Evaluation Form FY 2021: EIE/2021/008-7</p> <p>Sighted the aspect identified and impact evaluated covered all mill operational stations activities including operation of weighbridge, FFB Ramp, vertical sterilizer, maintenance of crude oil pumps, sludge pumps, waste pumps, effluent treatment plant etc.</p>	Complied
4.5.1.3	<p>An environmental improvement plan to mitigate the negative impacts and to promote the positive ones, shall be developed, implemented and monitored.</p> <p>- Major compliance -</p>	<p>As specified in indicator 4.5.1.1 & 4.5.1.2 above, interview and document checking confirmed that the developed environmental improvement plan to mitigate the negative impacts and to promote the positive ones were effectively implemented and monitored.</p>	Complied

Criterion / Indicator		Assessment Findings	Compliance
		<p>Refer Action Plan / Budgeting Year 2021 Environmental Assessment. Among project discussed were:</p> <ol style="list-style-type: none"> 1. To construct of new desilting pond inclusive desludging anaerobic Pond no 3 – In progress 2. To add of one block schedule waste store – In progress 3. To replace of one unit of 100m³/h Air blower for SBR Plant– In progress 4. To add of two units 11 kW Surface Aerator – In progress 5. To replace of one-unit Total Particulate Matter (TPM) Analyser for CEMS– In progress 	
4.5.1.4	<p>A programme to promote the positive impacts should be included in the continual improvement plan.</p> <p>- Minor compliance -</p>	<p>Few environmental plans have been established including waste management action plan, continuous improvement environmental plan etc. The following was sighted:</p> <p>Environmental Issue: POME Final Discharge – Land Irrigation, Reason: To Avoid any spillage from the pond and enhance pond efficiency for POME discharge, Action: To construct new desilting pond inclusive desludging anaerobic pond no. 2, Status: In progress.</p>	Complied
4.5.1.5	<p>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.</p> <p>- Major compliance -</p>	<p>The above programs were regularly communicated by estate management to all employees on regular basis during the morning briefings. Sample training sighted for Environmental Briefing dated 01/01/2021.</p>	Complied
4.5.1.6	<p>The management shall organize regular meetings with workers where concerns of workers about the environmental quality are discussed.</p>	<p>Sighted Environmental Performance Monitoring Committee (EPMC) Rimba Nilai Oil Mill 01/2021 minutes of meeting dated 07/04/2021.</p>	Complied

Criterion / Indicator		Assessment Findings	Compliance
	- Major compliance -	Meeting were attended by 6 representatives from Rimba Nilai Oil Mill.	
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 -	A plan for improving efficiency of the use of fossil fuels was established to include mill quarters, office, meeting room, weighbridge, laboratory and mill operation, fuel consumption at estate Diesel use per MT FFB was monitored every month. Refer Plan for Improving Fossil Fuel and Palm GHG FY 2020/2021. Among action plan discussed were: 1. To minimize and limit the electrical usage based on the electricity scheduled. 2. To run steam turbine during non-processing hours at least 2 hours 3. To run the lowest kilowatt of diesel genset when electricity load is lower.	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 mill has a yearly estimation of energy usage based on FFB received. This estimation is compared to the actual usage monthly and reported to the head office. Refer Diesel Consumption Monitoring Data and Graph of Diesel Consumption Actual vs estimate July 2021.	Complied
4.5.2.3	The use of renewable energy should be applied where possible. - Minor compliance -	There consumed mostly mesocarp fibres together with dried shells and shredded EFB fires as its main source of energy as the steam boiler fuel. Steam turbine was fully in operation when the process runs.	Complied

Criterion / Indicator	Assessment Findings	Compliance	
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 -	All waste products and sources of pollution had been identified in Waste Management Action Plan Year 2021 for the mill. Based on the Waste Management Action Plan Year 2021 the following wastes and its sources were identified: 1. Domestic waste: Rubbish from linesite, office and etc. 2. Recycle waste: Paper, Glass & Plastic 3. Industrial waste: POME, EFB, scrap metal, compost, reused empty container, used tires & tubes 4. Scheduled waste: SW109, SW 305, SW306, SW 410 & SW 102	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: 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. - Major compliance -	All waste products and sources of pollution had been identified in Waste Management Action Plan Year 2021 for the mill. Based on the Waste Management Action Plan Year 2021 the following wastes and its sources were identified: 1. Domestic waste: Rubbish from linesite, office and etc. 2. Recycle waste: Paper, Glass & Plastic 3. Industrial waste: POME, EFB, scrap metal, compost, reused empty container, used tires & tubes 4. Scheduled waste: SW109, SW 305, SW306, SW 410 & SW 102	Complied
4.5.3.3	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,	Sighted the SOP for Schedule Waste Management dated June 2017 Issue No. 1 Rev No. 1 has been established. Sighted CePSWaM competent person was appointed to Mr Iswan Abdurachman dated 23/12/2019 for Rimba Nilai Palm Oil Mill.	Complied

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	2005 - Major compliance -	Records sighted for Schedule Waste were the e-Swiss (Fifth Schedule (Regulation 11) Inventory of Schedule Waste recorded on monthly basis and submitted online. File reference Number: ASSH/SDK/(B)31/152/000/071 Date: 30/07/2021 Mill generates waste under the category SW 409, 410, 305, 306, 109, 110, 103 and 102. Sighted the consignment notes of the last disposed SW on 30/07/2021 by Lagenda Bumimas Sdn Bhd licensed under DOE (003440), Refer Consignment Note 2021073011ZNSXAP.	
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 Disposed were disposed at Sungai-Sungai 1 Estate Landfill. The mill practiced waste segregation, i.e. general wastes and scheduled wastes. Proper storage areas were identified for the storage of the recyclable wastes with clear signage. Refer Environment Continuous Action Plan stated on improving place for storage of schedule waste.	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 emissions, scheduled wastes, solid wastes and effluent. - Major compliance -	Based on the assessment done by the mill of all polluting activities as of the Environment Aspect and Impact assessment, identified sources were boiler chimney, POME treatment & diesel as the main GHG pollutants. Refer Plan for Improving Fossil Fuel And palm GHG FY 2020/2021. Current monitoring was through online boiler smoke density and alarm and quarterly boiler stack monitoring of dust particulate. Other environmental assessment carried out as per Action Plan for Environmental Assessment 2021 established.	Complied

Criterion / Indicator		Assessment Findings	Compliance																		
		Sampled boiler stack emission monitoring sighted was carried out on 12/08/2021 by Hyper Green Instrument Sdn Bhd.																			
4.5.4.2	An action plan to reduce identified significant pollutants and emissions shall be established and implemented. - Major compliance -	Significant pollutants identified are SW generated, POME discharge and boiler stack emissions. These pollutants impact to GHG were calculated through the Palm GHG calculator. Sighted the calculation for Year 2020 Palm GHG Report – Rimba Nilai Business Unit. Mill Emission was 0.33 for tCO ₂ e/t FFB. Sighted EFB Evacuation record Disposal record as at July 2021.	Complied																		
4.5.4.3	Palm oil mill effluent (POME) shall be treated to ensure compliance with standards as stipulated in the relevant Environmental Quality (Prescribed Premises) (Crude Palm Oil) Regulations 1977. POME discharge limits and method should be in accordance with the respective state and national policies and regulations. - Major compliance -	Competent person for CePPOME was appointed to Mr Nahemiah Sakai dated 15/11/2018. Refer Certificate of Analysis for the Final Discharge from the POME Pond dated 19/07/2021 by Testing Services (Sabah) Sdn Bhd with reference number TSSB/BRN/W7323/0721 as below: <table border="1" data-bbox="1122 916 1693 1222"> <thead> <tr> <th>Parameters</th> <th>Results</th> </tr> </thead> <tbody> <tr> <td>pH value @ 30.0 Degree C</td> <td>8.86</td> </tr> <tr> <td>BOD</td> <td>16</td> </tr> <tr> <td>COD</td> <td>114</td> </tr> <tr> <td>Suspended Solid</td> <td>29</td> </tr> <tr> <td>Total Solid</td> <td>2.430</td> </tr> <tr> <td>Oli & Grease</td> <td>2</td> </tr> <tr> <td>Total Nitrogen</td> <td>14</td> </tr> <tr> <td>Ammonical Nitrogen</td> <td>2</td> </tr> </tbody> </table> Refer Upstream River Water Sample TSSB/BRN/W7325/0721 and Effluent – Facultative Pond Sample TSSB/BRN/W7324/0721 by Testing Services (Sabah) Sdn Bhd dated 13/07/2021. All results were according to parameters as per Jadual Pematuhan No. 003535 for Rimba Nilai Palm Oil Mill.	Parameters	Results	pH value @ 30.0 Degree C	8.86	BOD	16	COD	114	Suspended Solid	29	Total Solid	2.430	Oli & Grease	2	Total Nitrogen	14	Ammonical Nitrogen	2	Complied
Parameters	Results																				
pH value @ 30.0 Degree C	8.86																				
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		Sighted Effluent Desludging (G tube, Dewatering, Conventional) Report by Rimba Nilai Mill dated 05/07/2021. Sighted Latest Quarterly First Schedule (Regulation 10(2)) Quarterly return Form Report to DOE dated 06/07/2021. Refer File reference number ASSH/SDK/(B)31/152/000/071.					
Criterion 4.5.5: Natural water resources							
4.5.5.1	The management shall establish water management plans to maintain the quality and availability of natural water resources (surface and ground water). The water management plan may include: a) Assessment of water usage and sources. b) Monitoring of outgoing water which may have negative impacts into the natural waterways at a frequency that reflects the mill's current activities. c) Ways to optimize water and nutrient usage and reduce wastage (<i>e.g.</i> having in place systems for re-use, night application, maintenance of equipment to reduce leakage, collection of rainwater, etc.). - Major compliance -	Sighted Water Management Plan Year 2021 inclusive of: 1. Location 2. Wastewater produced 3. Treatment/ Containment method 4. Reuse / Recycle / Disposal method The plan covered on Processing station, Boiler, Process Ramp, EFB/Dewatering Workshop, FFB Ramp, Domestic, and Washroom. a. Water source from Mill Water Treatment Plan and monitoring record has been done included utilization record and chemical usage. b. Monitoring of discharge has been conducted as per Jadual Pematuhan Jabatn Alam Sekitar ASSH(B)31/152/000/160 License Number: 003535. Refer Water Management Plan 2021 for Rimba Nilai Palm Oil Mill.	Complied				
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 -	Refer Certificate of Analysis for the Final Discharge from the POME Pond dated 19/07/2021 by Testing Services (Sabah) Sdn Bhd with reference number TSSB/BRN/W7323/0721 as below: <table border="1" style="margin-left: 20px;"> <thead> <tr> <th>Parameters</th> <th>Results</th> </tr> </thead> <tbody> <tr> <td>pH value @ 30.0 Degree C</td> <td>8.86</td> </tr> </tbody> </table>	Parameters	Results	pH value @ 30.0 Degree C	8.86	Complied
Parameters	Results						
pH value @ 30.0 Degree C	8.86						

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Criterion / Indicator		Assessment Findings		Compliance														
		<table border="1"> <tr><td>BOD</td><td>16</td></tr> <tr><td>COD</td><td>114</td></tr> <tr><td>Suspended Solid</td><td>29</td></tr> <tr><td>Total Solid</td><td>2.430</td></tr> <tr><td>Oli & Greese</td><td>2</td></tr> <tr><td>Total Nitrogen</td><td>14</td></tr> <tr><td>Ammonical Nitrogen</td><td>2</td></tr> </table> <p>Refer Upstream River Water Sample TSSB/BRN/W7325/0721 and Effluent – Facultative Pond Sample TSSB/BRN/W7324/0721 by Testing Services (Sabah) Sdn Bhd dated 13/07/2021. All results were according to parameters as per Jadual Pematuhan No. 003535 for Rimba Nilai Palm Oil Mill.</p> <p>Sighted Latest Quarterly First Schedule (Regulation 10(2)) Quarterly return Form Report to DOE dated 06/07/2021. Refer File reference number ASSH/SDK/(B)31/152/000/071.</p>	BOD	16	COD	114	Suspended Solid	29	Total Solid	2.430	Oli & Greese	2	Total Nitrogen	14	Ammonical Nitrogen	2		
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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 -	The standard operating procedure is available as documented as per Boustead Rimba Nilai POM Operation Manual dated 01/05/2012. This manual cover Administrative Procedure, Financial procedures, Field Contracts, Capital contract, Engineering works, Stores Procedures, Sales produce ex estate/mill procedures, Insurance, Annual estimates, computer control, periodically requirements, Financial year end requirement, retentions of document, Sundries and Foreign workers expenses.		Complied														

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Criterion / Indicator		Assessment Findings	Compliance
4.6.1.2	All palm oil mills shall implement best practices. - Major compliance -	The standard operating procedure is available as documented as per Boustead Rimba Nilai POM Operation Manual dated 01/05/2012. Verified through interview found all operation were according to company policies and SOP's. Implementation of Mill operation were monitored by Visiting Officer from Technical Engineer and Mill Advisor. Sighted latest visit from Technical Engineer on 1-3/04/2021 and Mill Advisor on 1-4/09/2020.	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 -	Rimba Nilai POM has established and implemented its commitment to long term sustainability and improvements through a capital expenditure programme. Budget 2021 and 4-years planning (projections 2021- 2024) was verified during the audit. Rimba Nilai POM and supply base have made progress towards achieving their performance production targets for the current financial year	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 -	The pricing method for services such as CPO/PK transportation, has been clearly stated in the (LOA) and contract agreement. Whereas, the pricing mechanism for purchasing FFB from third parties is guided by the MPOB pricing guideline. Pricing mechanisms for the FFB was properly documented and effectively implemented by the mill based on the agreements.	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 contract agreements between the management and the contractors were verified. The rate of payment was clearly stated	Complied

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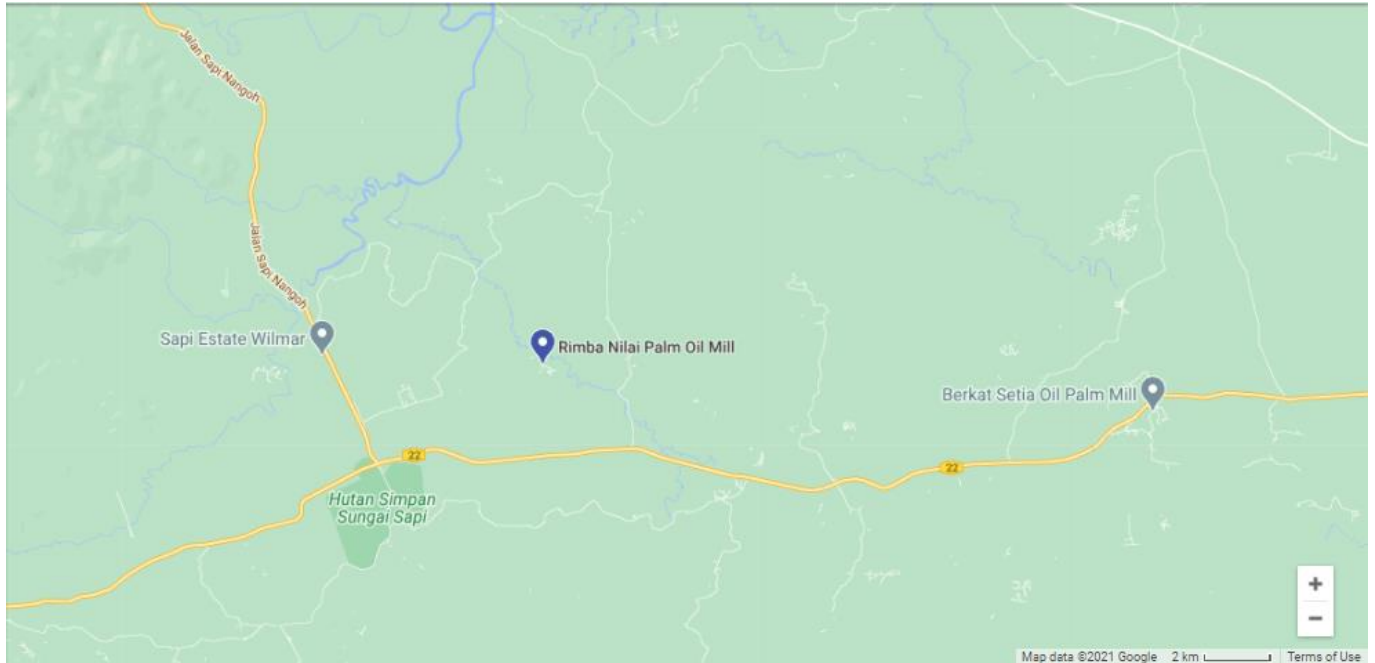
Criterion / Indicator		Assessment Findings	Compliance
		<p>in the agreement. The payment was made on timely manner by the Head Quarter after received invoice from the contractor.</p> <p>Fair contracts were transparently agreed and paid in timely manner as per sample sighted such as for Supply and Delivery of One (1) Unit Motorcycle (Ref No: HBU/RNPOM/10-2021/SCM/yy, dated 04/03/2021).</p>	
Criterion 4.6.4: Contractor			
4.6.4.1	<p>In case of the engagement of contractors, they shall be made to understand the MSPO requirements and shall provide the required documentation and information.</p> <p>- Major compliance -</p>	<p>This requirement has been specified in Permit to Work to all the contractors, vendors of the mill. The PTW was sighted and has stated that all Contractors need to follow MSPO guideline in accordance with the Boustead Plantations Berhad guidelines.</p> <p>MSPO requirements briefing to contractors were conducted on 13/08/2021 and attended by Maju Contractor Trading representatives.</p>	Complied
4.6.4.2	<p>The management shall provide evidence of agreed contracts with the contractor.</p> <p>- Major compliance -</p>	<p>The mill has provided evidence of agreed contracts with the contractor as per sample as following:</p> <ul style="list-style-type: none"> - Transport Agreement (Crude Palm Oil) between Boustead Rimba Nilai Business Unit and Pengangkutan Dagang Tera Sdn. Bhd. - Transport Agreement (Crude Palm Oil) between Boustead Rimba Nilai Business Unit and UE Truckway Sdn. Bhd. 	Complied
4.6.4.3	<p>The management shall accept MSPO approved auditors to verify the assessments through a physical inspection, if required.</p> <p>- Minor compliance -</p>	<p>Rimba Nilai Business Unit has no objection to allow BSI auditors to verify the assessment through physical inspection if required. Acceptance is confirmed by the Management prior to the audit via acceptance of Audit contract and Audit Plan and the 5-year MSPO certification programme.</p>	Complied

Appendix B: List of Stakeholders Contacted

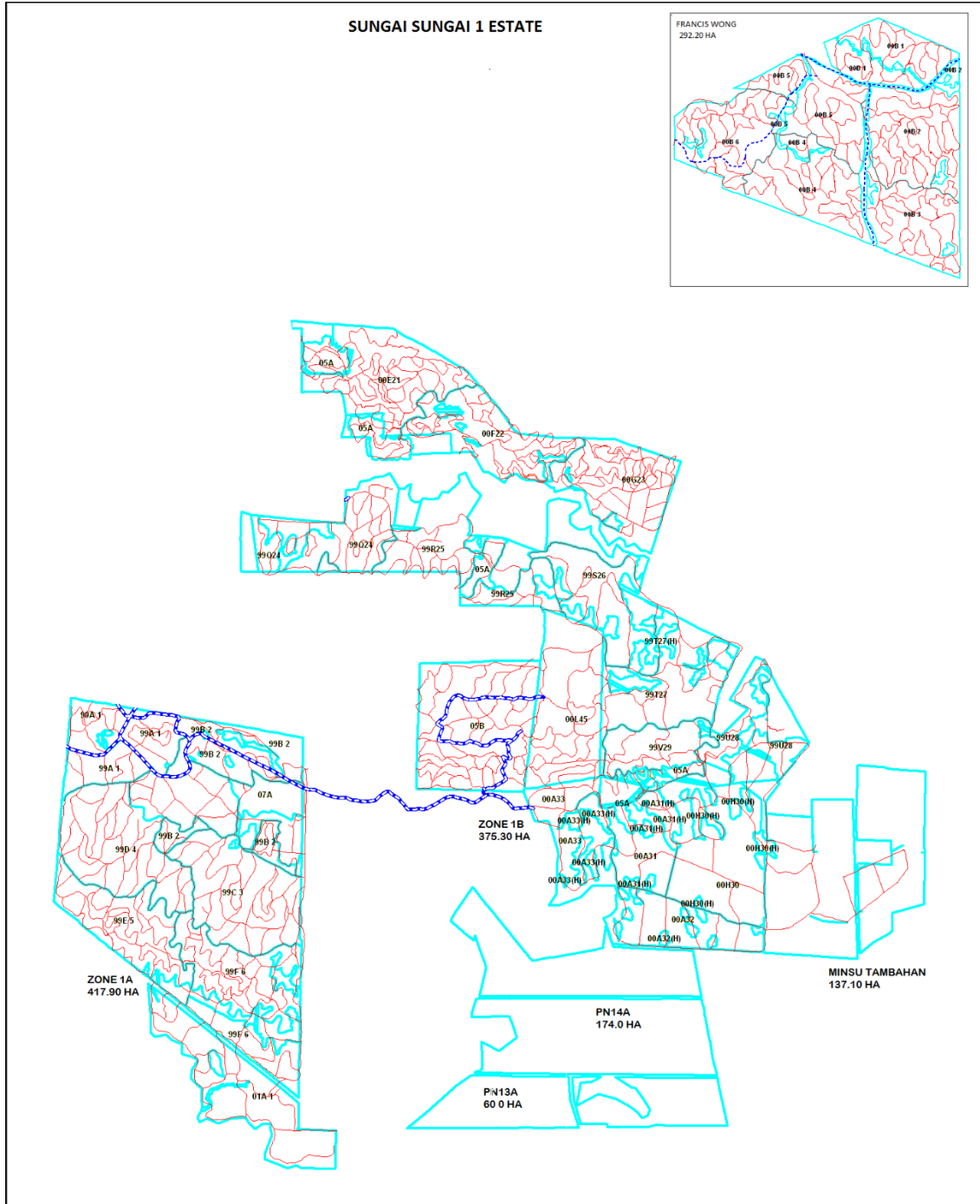
<p>Government Officer: Nil</p>	<p>Community/neighbouring village: Nil</p>
<p>Suppliers/Contractors/Vendors: Nil</p>	<p>Worker’s Representative/Gender Committee: Local workers’ representatives (via MS Teams) Foreign workers’ representatives (via MS Teams) Gender committee representatives (via MS Teams)</p>

Appendix D: Location and Field Map

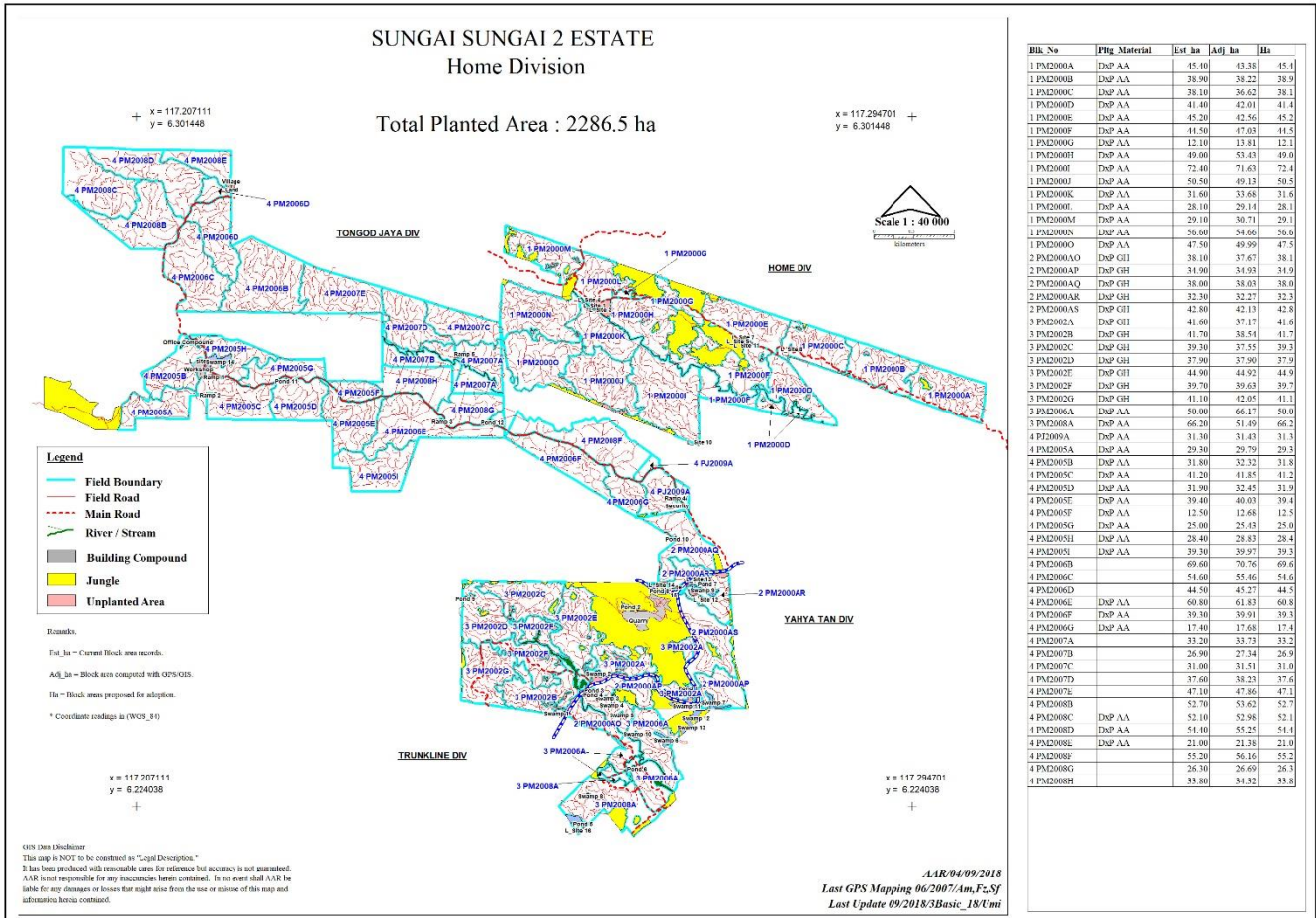
Rimba Nilai Palm Oil Mill:



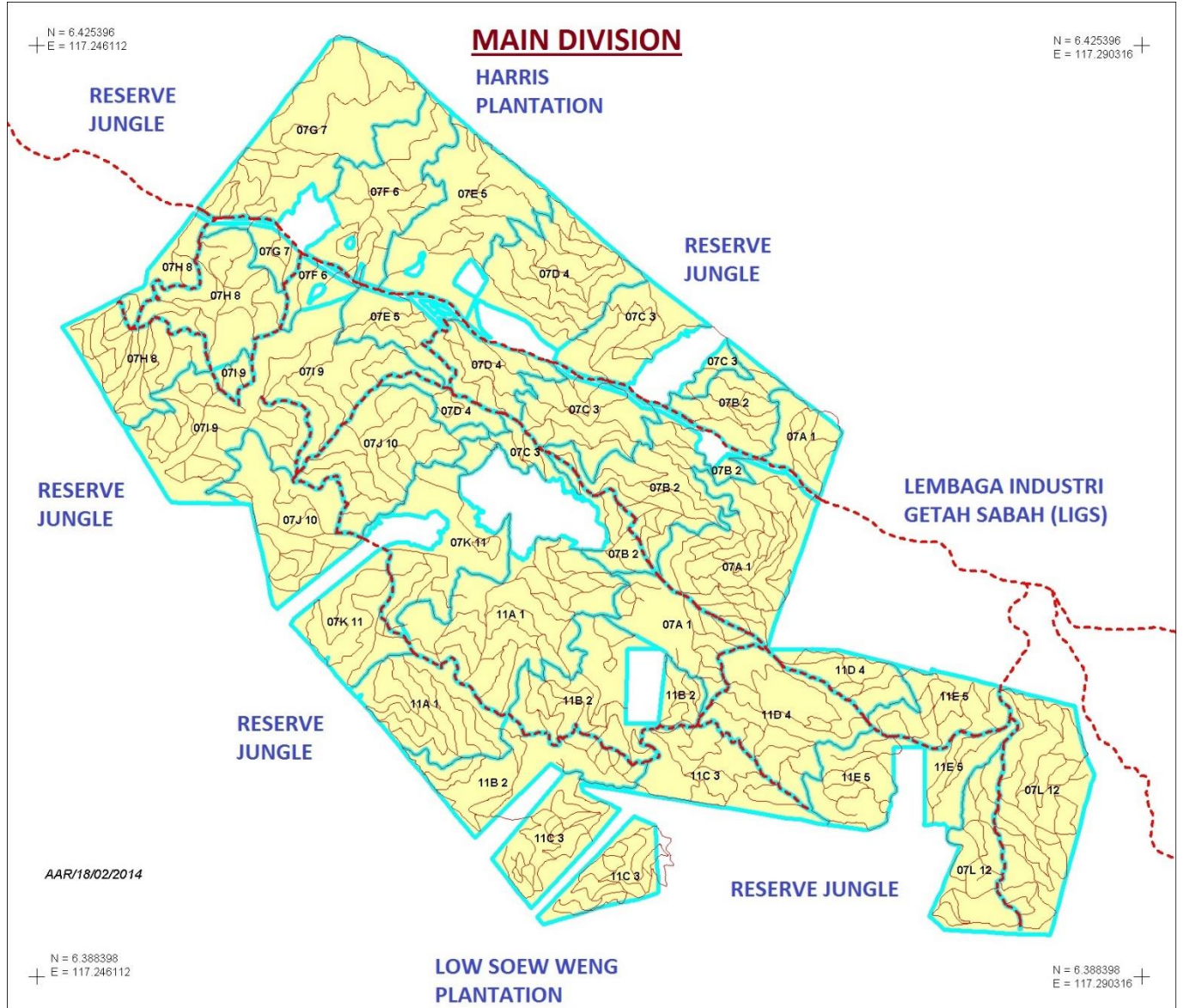
Sungai Sungai 1 Estate:



Sungai Sungai 2 Estate:



Kawananan Estate:



Appendix E: 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