

**MALAYSIAN SUSTAINABLE PALM OIL  
MSPO OPMC Public Summary Report**

- Initial Assessment
- Annual Surveillance Assessment (4)
- Recertification Assessment (Choose an item.)
- Extension of Scope

<b>FGV HOLDINGS BERHAD</b>
Client Company (HQ) Address: Sustainability Compliance & Certification Department, Level 20 (W), Wisma FGV, Jalan Raja Laut, 50350 Kuala Lumpur, Malaysia
Certification Unit: FGV Palm Industries Sdn Bhd Lepar Hilir Palm Oil Mill and Plantations: FGV Plantations (Malaysia) Sdn Bhd Lepar Hilir 5 Estate FGV Plantations (Malaysia) Sdn Bhd Lepar Hilir 6 Estate FGV Plantations (Malaysia) Sdn Bhd Lepar Hilir 7 Estate FGV Plantations (Malaysia) Sdn Bhd Lepar Hilir 8 Estate
Date of Final Report: 19/4/2023

**Report prepared by:**  
**Hafriazhar Mohd. Mokhtar** (Lead Auditor)

**Report Number: 3511523**

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

1.1 Organizational Information and Contact Person			
<b>Company Name</b>	FGV Holdings Berhad		
<b>Mill/Estate</b>	<b>Certification Unit</b>	<b>MPOB License No.</b>	<b>Expiry Date</b>
	FGVPISB Lepar Hilir Palm Oil Mill	500205504000	30/06/2023
	FGVPMSB Lepar Hilir 5 Estate	559601002000	31/01/2024
	FGVPMSB Lepar Hilir 6 Estate	559043002000	28/02/2024
	FGVPMSB Lepar Hilir 7 Estate	619817002000	31/03/2024
	FGVPMSB Lepar Hilir 8 Estate	558970002000	30/06/2023
<b>Address</b>	Sustainability Compliance & Certification Department, Level 20 (W), Wisma FGV, Jalan Raja Laut, 50350 Kuala Lumpur, Malaysia		
<b>Management Representative</b>	Mr. Ameer Izyanif Bin Hamzah		
<b>Website</b>	<a href="https://www.fgvholdings.com/home/">https://www.fgvholdings.com/home/</a>	<b>E-mail</b>	ameer.h@fgvholdings.com
<b>Telephone</b>	+603-2789 1338	<b>Facsimile</b>	+603-2789 0001

1.2 Certification Information			
<b>Certificate Number</b>	Mill: MSPO 701754 Estate: MSPO 701755	<b>Certificate Start Date</b>	24/03/2019
<b>Date of First Certification</b>	24/03/2019	<b>Certificate Expiry Date</b>	23/03/2024
<b>Scope of Certification</b>	<input checked="" type="checkbox"/> Mill: Production of Sustainable Palm Oil and Palm Oil Products <input checked="" type="checkbox"/> Estate: Production of Sustainable Oil Palm Fruits		
<b>Visit Objectives</b>	<ul style="list-style-type: none"> <li>Determination of the conformity of the client's management system, or parts of it, with audit criteria.</li> <li>Evaluation of the ability of the management system to ensure the client organization meets applicable statutory, regulatory and contractual requirements</li> <li>Extension of scope to certification: FGVPM Lepar Hilir 07 Estate</li> </ul>		
<b>Standard</b>	<input type="checkbox"/> MSPO MS 2530-2:2013 – General Principles for Independent Smallholders <input checked="" type="checkbox"/> MSPO MS 2530-3:2013 – General Principles for Oil Palm Plantations and Organized Smallholders <input checked="" type="checkbox"/> MSPO MS 2530-4:2013 – General Principles for Palm Oil Mills		
<b>Stage 1 Date</b>	N/A (The certification unit is RSPO certified)		
<b>Stage 2 / Initial Assessment Visit Date (IAV)</b>	19/12/2018 - 21/12/2018		
<b>Continuous Assessment Visit Date (CAV) 1</b>	21/10/2019 - 23/10/2019		
<b>Continuous Assessment Visit Date (CAV) 2</b>	21/10/2020 - 23/10/2020		

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<b>Continuous Assessment Visit Date (CAV) 3</b>	14/12/2021 - 16/12/2021
<b>Continuous Assessment Visit Date (CAV) 4</b>	17/10/2022 - 21/10/2022

### 1.3 Other Certifications

Certificate Number	Standard(s)	Certificate Issued by	Expiry Date
RSPO 666408	RSPO Principles & Criteria of Sustainable Palm Oil Production: 2018; Malaysian National Interpretation: 2019	BSI Services Malaysia Sdn. Bhd	01/02/2028
MSPO SCCS –TCI -034-2020	MSPO Supply Chain Certification Standard (MSPO SCCS) 1 October 2018	Trans Certification International Sdn. Bhd.	26/03/2023

### 1.4 Location of Certification Unit

Name of the Certification Unit (Palm Oil Mill/ Estate/ Smallholder/ Independent Smallholder)	Site Address	GPS Reference of the site office	
		Latitude	Longitude
FGVPISB Lepar Hilir Palm Oil Mill	26300 Gambang, Kuantan, Pahang, Malaysia	3° 38' 39.26" N	103° 00' 40.22" E
FGVPMSB Lepar Hilir 5 Estate	Felda Lepar Hilir 5, Mukim Lepar, 26300 Kuantan, Pahang, Malaysia	3° 36' 03.83" N	103° 00' 40.65" E
FGVPMSB Lepar Hilir 6 Estate	Felda Lepar Hilir, 6 Mukim Lepar, 26300 Kuantan, Pahang, Malaysia	3° 35' 59.30" N	103° 00' 40.93" E
FGVPMSB Lepar Hilir 7 Estate	Felda Lepar Hilir 8, Mukim Lepar, 26300 Kuantan, Pahang, Malaysia	3° 39' 43.23" N	102° 59' 18.02" E
FGVPMSB Lepar Hilir 8 Estate	Felda Lepar Hilir 8, Mukim Lepar, 26300 Kuantan, Pahang, Malaysia	3° 39' 04.90" N	103° 05' 02.90" E

### 1.5 Certified Area

Estate	Total Planted (Mature + Immature) (ha)	HCV (ha)	Infrastructure & Other (ha)	Total Area (ha)	% of Planted
FGVPMSB Lepar Hilir 5	2,607.61	-	281.93	2,889.54	90.24
FGVPMSB Lepar Hilir 6*	2,322.91	-	324.06	2,646.97	87.76
FGVPMSB Lepar Hilir 7**	2,052.01	-	265.03	2,317.04	88.56
FGVPMSB Lepar Hilir 8***	1,324.19	-	88.60	1,412.79	93.73
<b>Total (ha)****</b>	<b>8,306.72</b>	<b>-</b>	<b>959.62</b>	<b>9,266.34</b>	<b>89.64</b>

**Note:**

\* Area reduced due to resurvey and reassignment of area as FGVPMSB Lepar Hilir 7 Estate

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\*\* Newly declared area as FGVPMBSB Lepar Hilir 7 Estate as scope extension to the certificate  
 \*\*\* Area reduced due to resurvey and reassignment of area as FGVPMBSB Lepar Hilir 7 Estate  
 \*\*\*\* Total planted area reduced, and total area increased upon final resurvey after reassignment of areas

#### 1.6 Plantings & Cycle

Estate	Age (Years)					Mature	Immature
	0 - 3	4 - 10	11 - 20	21 - 25	26 - 30		
FGVPMBSB Lepar Hilir 5	1,208.10	1,399.51	-	-	-	1,399.51	1,208.10
FGVPMBSB Lepar Hilir 6	304.44	1,672.10	346.37	-	-	2,018.47	304.44
FGVPMBSB Lepar Hilir 7	-	1,080.76	971.25	-	-	2,052.01	-
FGVPMBSB Lepar Hilir 8	146.24	1,143.46	-	-	34.49	1,177.95	146.24
<b>Total (ha)</b>	<b>1,658.78</b>	<b>5,295.83</b>	<b>1,317.62</b>	<b>-</b>	<b>34.49</b>	<b>6,647.94</b>	<b>1,658.78</b>

#### 1.7 Certified Tonnage of FFB

Estate	Tonnage / year		
	Estimated (Mar 22 - Feb 23)	Actual (Dec 21 - Sep 22)	Forecast (Mar 23 - Feb 24)
FGVPMBSB Lepar Hilir 5	32,000.00	15,482.74	31,500.00
FGVPMBSB Lepar Hilir 6	45,000.00	23,086.68	45,100.00
FGVPMBSB Lepar Hilir 7	0	26,847.48	39,700.00
FGVPMBSB Lepar Hilir 8	77,000.00	13,667.80	28,000.00
<b>Total (mt)</b>	<b>154,000.00</b>	<b>79,084.70</b>	<b>144,300.00</b>

#### 1.8 Uncertified Tonnage of FFB

Estate	Tonnage / year		
	Estimated (Mar 22 - Feb 23)	Actual (Dec 21 - Sep 22)	Forecast (Mar 23 - Feb 24)
Burhan Bin Ya'akub	60.84	-	-
Husin Bin Osman	85.00	-	-
Dzulhatta Bin Md Tahar	431.40	-	-
Ravi A/L Raja	3,756.94	632.88	1,000.00
Mohamed Tarmizi Bin Suhaimi	22.14	-	-
Yazid Sarip Rahman	80.64	-	-
Tan Hap @ Tan Hup	60.84	67.49	200.00
Felda Lepar Hilir 01	-	27,471.87	29,000.00
Felda Lepar Hilir 02	-	23,099.06	26,000.00

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Felda Lepar Hilir 03	-	21,414.59	23,000.00
Felda Lepar Hilir 04	-	13,455.84	16,000.00
Koperasi Peneroka Felda Lepar Hilir 03	-	2,991.51	5,000.00
FELCRA Berhad	-	59.77	1,000.00
Tai Ichi Enterprise Sdn Bhd	-	336.21	550.00
Kim Ma Oil (Transport) Sdn Bhd	-	959.17	1,750.00
<b>Total (mt)</b>		<b>4,497.80</b>	<b>90,488.39</b>
		<b>90,488.39</b>	<b>103,500.00</b>

### 1.9 Certified Tonnage

Mill Capacity: 54 MT/hr	Estimated (Mar 22 - Feb 23)	Actual (Dec 21 - Sep 22)	Forecast (Mar 23 - Feb 24)
	FFB	FFB	FFB
	154,000.00	79,084.70	144,300.00
SCC Model: MB	CPO (OER: 20.49 %)	CPO (OER: 21.26 %)	CPO (OER: 22.00 %)
	31,554.60	16,813.41	31,746.00
	PK (KER: 4.49 %)	PK (KER: 4.31 %)	PK (KER: 5.00 %)
	6,914.60	3,408.55	7,215.00

### 1.10 Actual Sold Volume (CPO)

CPO (mt)	MSPO Certified	Other Schemes Certified		Conventional	Total
		ISCC	RSPO		
16,813.41	-	-	362.42	15,832.37	16,194.79

### 1.11 Actual Sold Volume (PK)

PK (mt)	MSPO Certified	Other Schemes Certified		Conventional	Total
		ISCC	RSPO		
3,408.55	-	-	994.29	1,047.2	2,041.49

## Section 2: Assessment Process

BSI is a leading global provider of management systems assessment and certification, with more than 92,000 certified locations and clients in over 193 countries. BSI Standards is the UK's National Standards Body. BSI provides independent, third-party certification of management systems.

### Assessment Methodology, Programme, Site Visits

This on-site assessment was conducted from 17-21/10/2022. The audit programme is included as Section 2.4. The approach to the audit was to treat the FGVPISB Lepar Hilir Palm Oil Mill and FGVPMSB Lepar Hilir 5 FGVPMSB Lepar Hilir 6, FGVPMSB Lepar Hilir 7 and FGVPMSB Lepar Hilir 8 as a MSPO Certification Unit. A range of environmental and social factors were covered. This includes consideration of topography, palm age, proximity to areas with HBVs, declared conservation areas and local communities.

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

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

The estates or smallholders' sample were determined based on formula  $S = r\sqrt{n}$  where n is the number of estates while when applicable, the smallholders sample were determined following the MSPO Certification Requirement. The sampling of smallholders 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 (1). The sampled smallholder listed in Appendix B.

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

Structured worker interviews with male and female workers and staff were held in private at the workplace in the mill and the estates. Fieldworkers were interviewed informally in small groups in the field. In addition, the wives of workers and staff were interviewed in informal group meetings at their housing. Separate visits were made to each of the local communities to meet with the village head and residents. Company officials were not present at any of the internal or external stakeholder interviews. A list of Stakeholders contacted is included as Section 3.6.

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

All the previous nonconformities are remains closed. The assessment findings from the initial assessment are detailed in Section 4.2. Since Major NCs were considered as low risks and corrective actions accepted able to be verified off-site, hence CAP evidence were submitted by client via email for verification.

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

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

Assessment Program					
Name (Mill / Plantation / Group smallholders)	Year 1 (Certification)	Year 2 (ASA 1)	Year 3 (ASA 2)	Year 4 (ASA 3)	Year 5 (ASA 4)
FGVPISB Lepar Hilir Palm Oil Mill	✓	✓	✓	✓	✓
FGVPMSB Lepar Hilir 5 Estate	✓	-	✓	-	-
FGVPMSB Lepar Hilir 6 Estate	✓	✓	-	✓	✓
FGVPMSB Lepar Hilir 7 Estate	-	-	-	-	✓
FGVPMSB Lepar Hilir 8 Estate	-	✓	✓	✓	✓

**Tentative Date of Next Visit: November 6, 2023 - November 10, 2023**

**Total No. of Mandays: 15**

**2.1 BSI Assessment Team**

Team Member Name	Role <i>(Team Leader or Team member)</i>	Qualifications <i>(Short description of the team members)</i>
Hafriazhar Mohd. Mokhtar (HMM)	Team Leader	<p><b>Education:</b>            Holds a Bachelor of Engineering (Hons.) Chemical Engineering, University Technology Malaysia.</p> <p><b>Work Experience:</b>            He has 20 years of working experience in multiple engineering disciplines emphasized on science, technology and sustainability. He acquired many skills from being involved in various industrial environments ranging from construction, plantation and mining before auditing. In summary, his started his career as Environmental Officer (2002-2003) in construction, Mill Engineer (2003-2008) in palm oil mill, Project Control Engineer (2008-2011) in mining and Auditor (2011-present) with accredited certification bodies.</p> <p><b>Training attended:</b>            He has completed Social Auditing &amp; SMETA Training, HCV &amp; HCS Introductory Training, ISO 45001 LA Training, MSPO LA Training, Endorsed RSPO SCCS LA Training, Endorsed RSPO P&amp;C LA Training, ISO 9001 LA Training, ISO 50001 LA Training, and ISO 14001 LA Training.</p> <p><b>Aspect covered in this audit:</b>            During this assessment, he assessed on the aspects of policy and commitment, social requirements, contract agreement, human rights, workers' welfare, smallholder welfare, stakeholder consultation, legal requirements, and land &amp; legal issue.</p>



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		<p><b>Language proficiency:</b> Fluent Bahasa Malaysia and English.</p>
<p>Yusof Khairan Nizar Ahmad Tarmizi (YKN)</p>	<p>Team Member</p>	<p><b>Education:</b> Certificate of Safety and Health Officer-Malaysian Insurance Institute (2003). Bachelor of Corporate Administration (Hons)-MARA University of Technology, Malaysia (2003), Master of Science in Occupational Safety and Health Management-Northern University of Malaysia (2011).</p> <p><b>Work Experience:</b> Experience in managing, consulting, training and auditing Quality, Environmental, Occupational Safety and Health Management Systems such as ISO 9001:2015, ISO 14001:2015, ISO 45001:2018, OHSAS 18001:2007, MS 1722:2011 since 1996. Contract Trainer of OSH &amp; Environmental Legal &amp; Other Requirements Lead Auditors course for SIRIM Training Services Sdn Bhd &amp; NIOSH Certification Sdn Bhd. Contract Auditor for Quality, Environmental, Occupational Safety and Health Management System and Malaysia Sustainable Palm Oil (MSPO). OSH, Legal and Environmental Auditor for TUV Rheinland Malaysia RSPO Principles &amp; Criteria. Contract SIRIM QAS International Auditor (2006). Department of Occupational Safety and Health Malaysia (DOSH) Registered Safety and Health Officer (2003-2006). Approved Human Resources Development Fund (HRDF) Trainer (since 2011). Also appointed as Assessor for Prime Minister’s Hibiscus Award involving assessment for oil and gas companies, plantations industries, manufacturing, utilities, cleaning and transportations services (since 2003). MPOCC Registered Peer Reviewer.</p> <p><b>Training attended:</b> Successfully attended course ISO 9001:2000 IRCA/IATC A Lead Auditor Training-International Management &amp; Technology Limited (Kuala Lumpur), ISO 14001:2004 IEMA Approved EMS Advanced Lead Auditor Training Course-Aspects Moody Certification Ltd (UK). OH&amp;SMS IRCA Certified Lead Auditor Training Course-Moody International (KL). MS 1722 Lead Auditor Training- NIOSH Certification (KL) and RSPO - TUV Rheinland (Indonesia). MSPO Auditing - SGS (Malaysia). RSPO P&amp;C 2018 Lead Auditor Course - Checkmark Training. Also attended the Quality &amp; Environmental MS Auditing Skills Based on Risk Management, Conformity Assessment - For Bodied Providing Audit and Certification (ISO/IEC 17021:2015) collaboration with Institute of Quality Malaysia, ISO/IEC 17021. MSPO Peer Reviewer Training (MPOCC). HCV for RSPO Training (SIRIM - 2016), RSPO GHG Training (SIRIM - 2017).</p> <p><b>Aspect covered in this audit:</b> During the assessment, he covered economic management plan, estate best practices, natural and biodiversity conservation, waste management, GHG, HCV, environment responsibility, training, environment impact assessment and management plan.</p> <p><b>Language proficiency:</b> Bahasa Malaysia and English.</p>
<p>Haji Amir Bahari (HAB)</p>	<p>Team Member</p>	<p><b>Education:</b></p>

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		<p>Holds a Bachelor of Science (Hons) in Chemistry, University Science Malaysia &amp; a Diploma in Palm Oil Milling Tech/Management, Malaysian Palm Oil Board.</p> <p><b>Work Experience:</b> He has more than 30 years of plantation experience including managing rubber factories, palm oil mills and estates. Since 2014 he has started auditing professionally for various schemes including RSPO and MSPO for various accredited certification bodies.</p> <p><b>Training attended:</b> He successfully completed the ISO 14001 Lead Auditor Course and Endorsed RSPO P&amp;C Lead Auditor Course. He also attended HCV Awareness for RSPO/ MSPO auditors on December 2016 and RSPO HCV Audit Guidelines in April 2021.</p> <p><b>Aspect covered in this audit:</b> During the assessment he covered mills and estates best practices, legal requirements, land &amp; legal issue environmental and HCV.</p> <p><b>Language proficiency:</b> Fluent in Bahasa Malaysia and English.</p>
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## 2.2 Impartiality and conflict of interest

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

## 2.3 Accompanying Persons

No.	Name	Role
	N/A	

## 2.4 Assessment Plan

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

Date	Time	Subjects	HMM	YKN	HAB
Sunday 16/10/2022	PM	Audit team travel to Kuantan	✓	✓	✓
Monday 17/10/2022 Day 1 FGVPM Lepar Hilir 06 Estate	09:00 - 09:30	Opening Meeting (with RSPO) <ul style="list-style-type: none"> <li>• Presentation by FGV</li> <li>• Presentation by BSI Lead Auditor - Introduction of team member and assessment agenda</li> <li>• Confirmation of assessment scope and finalizing audit scope</li> <li>• Verification of previous audit findings</li> </ul>	✓	✓	✓

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Date	Time	Subjects	HMM	YKN	HAB
	09:30 - 12:30	FGVPMSB Lepar Hilir 06 Estate Estate assessment: Field visit, boundary inspection, field operations, staff & workers interview, buffer zone, HCV area, IPM implementation, OSH&ERP, workshop, storage area (agrochemical, fertilizer, lubricant etc.), agrochemical mixing area, schedule waste management, worker housing, clinic, landfill etc.	✓	✓	✓
	12:30 - 13:30	Lunch break			
	13:30 - 16:30	FGVPMSB Lepar Hilir 06 Estate Document Review (MS 2530:2013 Part 3): P1: Management commitment and responsibility, P2: Transparency, P3: Compliance to legal requirement, P4: Social responsibility, health safety and employment condition, P5: Environment, natural resources, biodiversity and ecosystem services, P6: Best practices and P7: Development of New Planting	✓	✓	✓
	16:30 - 17:00	<ul style="list-style-type: none"> <li>Auditors' discussion</li> <li>Interim closing meeting &amp; End of Day 1</li> </ul>	✓	✓	✓
Monday 18/10/2022 Day 2 FGVPM Lepar Hilir 06 Estate & FGVPM Lepar Hilir 07 Estate	09:00 - 12:30	FGVPMSB Lepar Hilir 06 Estate <ul style="list-style-type: none"> <li>Continue with field/facility visit</li> <li>Continue with documentation review</li> </ul>	✓	-	-
	09:00 - 12:30	FGVPMSB Lepar Hilir 07 Estate Estate assessment: Field visit, boundary inspection, field operations, staff & workers interview, buffer zone, HCV area, IPM implementation, OSH&ERP, workshop, storage area (agrochemical, fertilizer, lubricant etc.), agrochemical mixing area, schedule waste management, worker housing, clinic, landfill etc.	-	✓	✓
	10:30 - 12:30	FGVPMSB Lepar Hilir 06 Estate Meeting with stakeholders (Government, village rep, smallholders, Union Leader, contractor etc.)	✓	-	-
	12:30 - 13:30	Lunch break			
	13:30 - 16:30	FGVPMSB Lepar Hilir 06 Estate <ul style="list-style-type: none"> <li>Continue with field/facility visit</li> <li>Continue with documentation review</li> </ul>	✓	-	-
	13:30 - 16:30	FGVPMSB Lepar Hilir 07 Estate Document Review (MS 2530:2013 Part 3): P1: Management commitment and responsibility, P2: Transparency, P3: Compliance to legal requirement, P4: Social responsibility, health safety and employment condition, P5: Environment, natural resources,	-	✓	✓

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Date	Time	Subjects	HMM	YKN	HAB
		biodiversity and ecosystem services, P6: Best practices and P7: Development of New Planting			
	16:30 - 17:00	<ul style="list-style-type: none"> <li>Auditors' discussion</li> <li>Interim closing meeting &amp; End of Day 2</li> </ul>	✓	✓	✓
Wednesday 19/10/2022 Day 3 Lepar Hilir 07 Estate & Lepar Hilir 08 Estate	09:00 - 12:30	FGVMSB Lepar Hilir 07 Estate <ul style="list-style-type: none"> <li>Continue with field/facility visit</li> <li>Continue with documentation review</li> </ul>	✓	✓	-
	09:00 - 12:30	FGVMSB Lepar Hilir 08 Estate Estate assessment: Field visit, boundary inspection, field operations, staff & workers interview, buffer zone, HCV area, IPM implementation, OSH&ERP, workshop, storage area (agrochemical, fertilizer, lubricant etc.), agrochemical mixing area, schedule waste management, worker housing, clinic, landfill etc.	-	-	✓
	10:30 - 12:30	FGVMSB Lepar Hilir 07 Estate Meeting with stakeholders (Government, village rep, smallholders, Union Leader, contractor etc.)	✓	-	-
	12:30 - 13:30	Lunch break			
	13:30 - 16:30	FGVMSB Lepar Hilir 07 Estate <ul style="list-style-type: none"> <li>Continue with field/facility visit</li> <li>Continue with documentation review</li> </ul>	✓	✓	-
	13:30 - 16:30	FGVMSB Lepar Hilir 08 Estate Document Review (MS 2530:2013 Part 3): P1: Management commitment and responsibility, P2: Transparency, P3: Compliance to legal requirement, P4: Social responsibility, health safety and employment condition, P5: Environment, natural resources, biodiversity and ecosystem services, P6: Best practices and P7: Development of New Planting	-	-	✓
	16:30 - 17:00	<ul style="list-style-type: none"> <li>Auditors' discussion</li> <li>Interim closing meeting &amp; End of Day 3</li> </ul>	✓	✓	✓
	Thursday 20/10/2022 Day 4 Lepar Hilir 08 Estate	09:00 - 12:30	FGVMSB Lepar Hilir 08 Estate <ul style="list-style-type: none"> <li>Continue with field/facility visit</li> <li>Continue with documentation review</li> </ul>	✓	✓
10:30 - 12:30		FGVMSB Lepar Hilir 08 Estate Meeting with stakeholders (Government, village rep, smallholders, Union Leader, contractor etc.)	✓	✓	✓
12:30 - 13:30		Lunch break			

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Date	Time	Subjects	HMM	YKN	HAB
	13:30 - 16:30	FGVPMSB Lepar Hilir 08 Estate <ul style="list-style-type: none"> <li>Continue with field/facility visit</li> <li>Continue with documentation review</li> </ul>	✓	✓	✓
	16:30 - 17:00	<ul style="list-style-type: none"> <li>Auditors' discussion</li> <li>Interim closing meeting &amp; End of Day 4</li> </ul>	✓	✓	✓
Friday 21/10/2022 Day 5 Lepar Hilir Palm Oil Mill	09:00 - 12:30	FGVPISB Lepar Hilir Palm Oil Mill Mill visit: FFB receiving, warehouse, workshop, wastes management & Landfill, Effluent Ponds, OSH & ERP, Environment issues, POME application, water treatment, staff, workers and contractor interview, housing and facility inspection, clinic, meeting stakeholders, etc.	✓	✓	✓
	10:30 - 12:30	FGVPISB Lepar Hilir Palm Oil Mill Meeting with stakeholders (Government, village rep, smallholders, Union Leader, contractor etc.)	✓	✓	✓
	12:30 - 14:30	Lunch break & Friday Prayer			
	14:30 - 16:30	FGVPISB Lepar Hilir Palm Oil Mill Document Review (MS 2530:2013 Part 4), P1: Management commitment and responsibility, P2: Transparency, P3: Compliance to legal requirement, P4: Social responsibility, health safety and employment condition, P5: Environment, natural resources, biodiversity and ecosystem services, P6: Best practices	✓	✓	✓
	16:30 - 17:00	<ul style="list-style-type: none"> <li>Auditors' discussion</li> <li>Closing meeting &amp; End of audit</li> </ul>	✓	✓	✓

## Section 3: Assessment Findings

### 3.1 Details of audit results

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

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

### 3.2 Details of Nonconformities and Opportunity for improvement

The nonconformity is listed below. The findings summary of the assessment by criteria are listed in Appendix A.

During the assessment there were two (2) Major, one (1) Minor nonconformities and zero (0) OFI raised. The Lepar Hilir Palm Oil Mill Certification unit submitted Corrective Action Plans for the nonconformity. Corrective action plans with respect to the nonconformity was reviewed by the BSI audit team and accepted.

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

Non-Conformity Report			
<b>NCR Ref #:</b>	2263836-202210-M1	<b>Issue Date:</b>	21/10/2022
<b>Due Date:</b>	19/01/2023	<b>Date of Closure:</b>	19/01/2023
<b>Area/Process:</b>	FGVPISB Lepar Hilir Palm Oil Mill	<b>Clause &amp; Category: (Major / Minor)</b>	MSPO 2530 Part 4: 4.3.1.1 Major
<b>Clause Requirements:</b>	All operations shall be in compliance with applicable local, state, national and ratified international laws and regulations.		
<b>Statement of Nonconformity:</b>	The operation of POM found non-compliance to applicable subsidiary legal requirements under Environmental Quality Act 1974.		
<b>Objective Evidence:</b>	<ul style="list-style-type: none"> <li>• 3 units of Canopy Hood in Laboratory found not having Written Approval or Notified to DOE under Regulation 5 of CAR 2014 as required.</li> <li>• According to Term No 22 of License No 003247 for period of 01/07/22-30/06/23, Environmental Audit to be conducted 2 times a year by DOE 3<sup>rd</sup> Party Auditor but not yet conducted. While in previous period of license only conducted this year on 09/06/22 DOE 3<sup>rd</sup> Party Auditor (EA 0024) and reported to DOE Pahang for License No 003247 dated 16/07/21.</li> </ul>		
<b>Corrections:</b>	<ul style="list-style-type: none"> <li>• Mill Management to conduct awareness regarding Jadual Pematuhan and DOE requirement by Eksekutif Alam Sekitar (EKAS) Zon.</li> <li>• To submit the notification to DOE pertaining to Canopy hood.</li> </ul>		

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<b>Root cause analysis:</b>	Management do not notify DOE on Canopy Hood in Laboratory and not conduct 2 time a year by DOE 3rd party Auditor due to lack of awareness for person in charge.
<b>Corrective Actions:</b>	<ul style="list-style-type: none"> <li>• Mill Management to discuss regarding requirement Jadual Pematuhan Alam Sekitar in Environment Performance Management Committee (EPMC) meeting.</li> <li>• To create the checklist and monitor the compliance of Jadual Pematuhan using Senarai Semak Jadual Pematuhan Syarat2 Lesen by annually.</li> </ul>
<b>Assessment Conclusion:</b>	<p>CAP has been accepted with evidence verified as following:</p> <ul style="list-style-type: none"> <li>• Notification to DOE for Canopy Hood: (12)4045/LH/810/JAS 2022 dated 19/12/2022</li> <li>• Environmental Compliance audit conducted on 16/12/2022 (JAS.CHQ 600-3/1/2/43/1/2022) by Mohd Taufiq (DOE Reg. EA0100)</li> <li>• EPMC meeting conducted on 04/2022 dated 11/12/2022 attended by 8 management sighted discuss on Senarai Semak Jadual Pematuhan Syarat2 Lesen and latest issue.</li> </ul> <p>The evidence of corrections and corrective actions were found to be effective to address the non-conformity. Hence, Major NC is closed on 19/01/2023. Continuous effective implementation of the corrective action shall be verified in the next assessment visit.</p>

<b>Non-Conformity Report</b>			
<b>NCR Ref #:</b>	2263836-202210-M2	<b>Issue Date:</b>	21/10/2022
<b>Due Date:</b>	19/01/2023	<b>Date of Closure:</b>	19/01/2023
<b>Area/Process:</b>	FGVPISB Lepar Hilir Palm Oil Mill	<b>Clause &amp; Category: (Major / Minor)</b>	MSPO 2530 Part 4: 4.4.4.2 (b) Major
<b>Clause Requirements:</b>	The occupational safety and health plan should cover the following: b) The risk of all operations shall be assessed and documented.		
<b>Statement of Nonconformity:</b>	The HIRARC fire risk of shredded/fibre found insufficiently assessed and controlled.		
<b>Objective Evidence:</b>	<ul style="list-style-type: none"> <li>• HIRARC (FGV/PUC-OSH/F 1.2 Pind 0) was used to assessed hazard and risk of POM operation. Sampled HIRARC for Shredded Plat dated 05/01/2022 where storage of shredded/fibre as flammable item found not properly assessed as no score of likelihood and severity recorded and risk level determined.</li> <li>• Actual sampled at site found high volume of storage, not properly stored and kept.</li> <li>• Found cigarette butts at the area and storage to close to workshop where hotwork (welding/cutting) performed and create a potential high risk of fire.</li> </ul>		
<b>Corrections:</b>	<ul style="list-style-type: none"> <li>• Conduct retraining on SOP emergency plan by SHO by workstation</li> <li>• To housekeeping at workshop area and place near shredded fibre.</li> <li>• To monitor at workstation by using checklist 'Semakan Keselamatan Workstation' every 3 months.</li> </ul>		
<b>Root cause analysis:</b>	No updating on HIRARC and enforcement on at workshop area and place near shredded fibre due to lack of understanding.		

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<b>Corrective Actions:</b>	<ul style="list-style-type: none"> <li>• To monitor on workplace inspection and will be discuss in OSHA meeting due to hazard and safety at workshop area and place near shredded fibre.</li> <li>• To sell or transport out the EFB according to scheduled.</li> <li>• To build up the EFB storage according to DOE requirement.</li> <li>• To train the workers regarding to safety and establish the proper smoking area.</li> </ul>
<b>Assessment Conclusion:</b>	<p>CAP has been accepted with evidence verified as following:</p> <ul style="list-style-type: none"> <li>• Training records on emergency plan SOP by SHO for boiler workstation workers dated on 19/12/2022</li> <li>• Workplace inspection and monitoring records checklists of 'Semakan Keselamatan Workstation' dated on 16/01/2023</li> <li>• EFB collection by estates weighbridge tickets dated on 16/01/2023</li> <li>• Photos for installation of safety signage - no smoking at workshop and shredded fibre area and designated smoking area</li> </ul> <p>The evidence of corrections and corrective actions were found to be effective to address the non-conformity. Hence, Major NC is closed on 19/01/2023. Continuous effective implementation of the corrective action shall be verified in the next assessment visit.</p>

<b>Non-Conformity Report</b>			
<b>NCR Ref #:</b>	2263836-202210-N1	<b>Issue Date:</b>	21/10/2022
<b>Due Date:</b>	Next assessment	<b>Date of Closure:</b>	Open
<b>Area/Process:</b>	FGVPMSB Lepar Hilir 06 Estate	<b>Clause &amp; Category: (Major / Minor)</b>	MSPO 2530 Part 3: 4.4.1.1 Minor
<b>Clause Requirements:</b>	Social impact should be identified, and plans are implemented to mitigate the negative impacts and promote the positive ones.		
<b>Statement of Nonconformity:</b>	Identified social impact and plans are insufficiently implemented to mitigate the negative impacts and promote the positive ones.		
<b>Objective Evidence:</b>	From the outcome of the previous social impact assessment, it has been highlighted that the is issues with foreign workers permit renewal workers for each estate. Management plan sighted and there is evidence that the management for each estate has taken sufficient action as per management plan. It also has been remarked as closed by the SIA assessor. Verification has been done by the auditor and found out that there is still pending permit renewal since 2021. However, it has not been highlighted in the latest social impact assessment management plan.		
<b>Corrections:</b>	To include on pending permit renewal in new SIA assessment.		
<b>Root cause analysis:</b>	No capture by SIA assessor regarding pending permit renewal since 2021 in new SIA report due to no proper checklist for SIA assessment.		
<b>Corrective Actions:</b>	<ul style="list-style-type: none"> <li>• The management to discuss SIA Issues in mitigation plan.</li> <li>• The management need to support the evidence regarding SIA issues especially on pending permit renewal.</li> <li>• To develop checklist to monitor issues on pending permit renewal endorsed by JTK wilayah.</li> <li>• To develop checklist for SIA assessment.</li> </ul>		



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<b>Assessment Conclusion:</b>	Corrective action plan has been reviewed and deemed to be satisfactory to address the Minor Nonconformity. Evidence of the CAP will be verified during next assessment.
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Opportunity For Improvement			
<b>Ref:</b>	Nil	<b>Clause:</b>	N/A
<b>Area/Process:</b>	N/A		
<b>Objective Evidence:</b>	N/A		

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

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

Non-Conformity Report			
<b>NCR Ref #:</b>	2147628-202112-M1	<b>Issue Date:</b>	16/12/2021
<b>Due Date:</b>	15/03/2022	<b>Date of Closure:</b>	15/03/2022
<b>Area/Process:</b>	FGVPISB Lepar Hilir POM	<b>Clause &amp; Category: (Major / Minor)</b>	MS 2530 Part 4: 4.1.2.2 Major
<b>Clause Requirements:</b>	The internal audit procedures and audit results shall be documented and evaluated, followed by the identification of strengths and root causes of nonconformities, in order to implement the necessary corrective action.		
<b>Statement of Nonconformity:</b>	The internal audit procedure was not implemented effectively.		
<b>Objective Evidence:</b>	The evidence of non-conformities was submitted by FGVPMSB Lepar Hilir 5 Estate on 21/09/2021. However, the Lead Auditor verified and closed the non-conformities on 14/10/2021. This has exceeded 60 days to close the non-conformities. This is not accordance to the Sustainability Certification Internal Audit Procedure (SOP No.: FGV/GSD-SCCD/SOP/04, Ver. 0 dated 03/09/2020), Clause 7.7.3 where the corrective action needs to be resolved within 60 days.		
<b>Corrections:</b>	Minute of meeting on January 2022 by SCCD team to discussing this matter		
<b>Root cause analysis:</b>	No monitoring for NCR closure by Lead internal auditor due to back-to-back internal audit.		
<b>Corrective Actions:</b>	To fully utilize ECMS system for one of the methods doing and monitor internal audit closure to fix into timeline		
<b>Assessment Conclusion:</b>	Evidence verified: 1) Minutes of meeting dated on January 2022 by SCCD team 2) Records of monitoring for ECMS system January 2022		

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	The evidence of correction and corrective actions were found to be adequate and therefore, the non-conformity is closed on 21/09/2021. Continuous effective implementation of the corrective action shall be verified in the next assessment visit.
<b>Verification Statement:</b>	<p>ASA 4 Verification:</p> <p>Internal Audit for Sustainability Certification Procedure (SOP No.: FGV/GSD-SCCD/SOP/04 dated 03/09/2020) has been established.</p> <p>The procedure covers the internal audit for RSPO SCCS as well and states that the internal audit is to be conducted annually and before the management review.</p> <p>The latest RSPO Internal Audit for FGVMSB Lepar Hilir 05 Estate was done on 15/09/2022 and management review was conducted on 5/10/2022.</p> <p>Sighted the records indicated the findings by internal auditors have been verified closed during the management review meeting. This indicated the Major NC was closed within less than 60 days period as per procedure requirements. Hence, no recurrence of issue and Major NC remained closed.</p>

<b>Non-Conformity Report</b>			
<b>NCR Ref #:</b>	2147628-202112-M2	<b>Issue Date:</b>	16/12/2021
<b>Due Date:</b>	15/03/2022	<b>Date of Closure:</b>	15/03/2022
<b>Area/Process:</b>	FGVPMSB Lepar Hilir 05 Estate	<b>Clause &amp; Category: (Major / Minor)</b>	MS 2530 Part 3: 4.5.3.2 Major
<b>Clause Requirements:</b>	<p>A waste management plan to avoid or reduce pollution shall be developed and implemented. The waste management plan should include measures for:</p> <p>a) Improving the efficiency of resource utilization and recycling of potential wastes as nutrients or converting them into value-added by-products</p>		
<b>Statement of Nonconformity:</b>	Solid waste was not disposed properly.		
<b>Objective Evidence:</b>	Solid waste such as empty engine oil / grease pail, empty plastic bottles and other plastic waste was found scattered under the oil palm tree near to landfill area.		
<b>Corrections:</b>	<ol style="list-style-type: none"> <li>1) Management to conduct weekly basis for line-site inspection and provide picture before and after at cleaning program line-site inspection</li> <li>2) Appoint person in-charge to conduct weekly basis for line-site inspection</li> </ol>		
<b>Root cause analysis:</b>	No monitoring on domestic/recycle waste for workers by management.		
<b>Corrective Actions:</b>	<ol style="list-style-type: none"> <li>1) Appoint person in-charge for management to monitor the issue of disposal of domestic/recycle waste by regular monitoring every 6 months by Person in-charge</li> <li>2) Management to conduct awareness on domestic waste management as well as zero burning to workers every 6 months.</li> </ol>		
<b>Assessment Conclusion:</b>	<p>CAP has been accepted and evidence of CAP implementation was verified based on the documented evidence submitted as follows:</p> <p>Estates appointed person in-charge to monitor the housekeeping and waste collection including segregation of waste before disposal at the landfill. Refer Appointment letter dated 15/03/2022 with reference number (01)RSPO/P1,P6. Estate has conducted training on waste management on 15/03/2022. Monitoring</p>		

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	has been conducted as per Borang Pemeriksaan Harian Kawasan Rumah/ Asrama. Thus, major NC was closed on 15/03/2022.
<b>Verification Statement:</b>	<p>ASA 4 Verification:</p> <p>Internal Audit for Sustainability Certification Procedure (SOP No.: FGV/GSD-SCCD/SOP/04 dated 03/09/2020) has been established.</p> <p>The procedure covers the internal audit for RSPO SCCS as well and states that the internal audit is to be conducted annually and before the management review.</p> <p>The latest RSPO Internal Audit for FGVMSB Lepar Hilir 05 Estate was done on 15/09/2022 and management review was conducted on 5/10/2022.</p> <p>Sighted the records indicated the findings by internal auditors have been verified closed during the management review meeting. This indicated the Major NC was closed within less than 60 days period as per procedure requirements. Hence, no recurrence of issue and Major NC remained closed.</p>

<b>Non-Conformity Report</b>			
<b>NCR Ref #:</b>	2147628-202112-N1	<b>Issue Date:</b>	16/12/2021
<b>Due Date:</b>	15/12/2022	<b>Date of Closure:</b>	17/10/2022
<b>Area/Process:</b>	FGVPISB Lepar Hilir POM	<b>Clause &amp; Category: (Major / Minor)</b>	MS 2530 Part 4: 4.4.5.4 Major
<b>Clause Requirements:</b>	Management should ensure employees of contractors are paid based on legal or industry minimum standards according to the employment contract agreed between the contractor and his employee.		
<b>Statement of Nonconformity:</b>	The contractors have yet to comply with the legal requirements.		
<b>Objective Evidence:</b>	<p>Reviewed the records of 2 payslips (I/C No.: 960214-06-XXXX and I/C No.: 870805-06-XXXX) for February 2021 and August 2021 found the following issues:</p> <ol style="list-style-type: none"> <li>1) EPF contribution was not made according to the Employees Provident Fund Act 1991.</li> <li>2) Number of working days, public holiday and work on rest day was not indicated in the payslips.</li> <li>3) No evidence of entitlement of annual leave wages was paid to the workers. One of the workers (I/C No.: 960214-06-XXXX) found that the wages for February 2021 was not according to the Sorter FFB Calculation Summary from mill. He has worked 19 days on February 2021 and the salary should be RM 803.89. However, the contractor only paid RM 743.02 as shown in the payslip.</li> </ol>		
<b>Corrections:</b>	<ol style="list-style-type: none"> <li>1) Explanation regarding of SOCSO deductions according to the SOCSO Schedule to the Contractor.</li> <li>2) Re-explain to person in charge (HEP) for the responsibility of monitoring and enforcing legal requirements on contractors.</li> <li>3) Evidence of payment from the Mill contractor for the sorter's salary in February 2021 who working 19 days.</li> </ol>		
<b>Root cause analysis:</b>	Understanding and Compliance for Employment Contracts among contractors is unsatisfactory as it is not communicated effectively to the appointed contractors due to lack of meeting involvement or information provided between contractors		

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	and projects as well as No monitoring and enforcement from Management & person in-charge to comply with the legal issue.
<b>Corrective Actions:</b>	<ol style="list-style-type: none"> <li>1) Issue a letter of instruction to the contractor for SOCSO deduction in accordance with the SOCSO Schedule as well as ensure that annual leave, work on public holidays and weekly leave are paid at the appropriate rate.</li> <li>2) Conduct management review meetings to discuss compliance issues for the employment of contractor employees.</li> </ol>
<b>Assessment Conclusion:</b>	The CAP has been reviewed and accepted. The effectiveness of the implementation will be verified during next assessment.
<b>Verification Statement:</b>	<p>ASA 4 Verification:</p> <p>Management has ensured legal compliance of contractors that was demonstrated as per Supplier Code of Conduct, FGV Holdings Berhad; Doc. Version: 001.05.2020; Doc. Owner FGV Group Procurement for sample contractors as following:</p> <ul style="list-style-type: none"> <li>- Contractor: Syarikat Hasdori Jaya; Contract # 5300006455</li> <li>- Contractor: Sejati Enterprise; Contract # 5400003848; Sub-contractor: Sinar Semarak Jaya Enterprise</li> </ul> <p>Based on the records of sample contractors' workers work agreement and payslips, sampled employees of contractors are paid as per National Minimum Wage Order 2022 standards according to the employment agreement between the contractor and his employee.</p> <p>No recurrence of issue, hence, Minor NC was closed on 17/10/2023.</p>

<b>Opportunity For Improvement</b>			
<b>Ref:</b>	Nil	<b>Clause:</b>	N/A
<b>Area/Process:</b>	N/A		
<b>Objective Evidence:</b>	N/A		
<b>Verification Statement:</b>	N/A		

### 3.4 Summary of the Nonconformities and Status

CAR Ref.	Clause & Category (Major / Minor)	Issued Date	Status & Date (Closure)
1723882-201812-M1	4.4.4.2 Part 3 & 4 Major	21/12/2018	Closed on 17/01/2019
1723882-201812-M2	4.5.3.3 Part 3 Major	21/12/2018	Closed on 17/01/2019
1723882-201812-N1	4.4.6.3 Part 4 Major	21/12/2018	Closed on 23/10/2019
1841172-201906-M1	4.3.1.1 Part 4 Major	23/10/2019	Closed on 17/01/2020
1841172-201906-M2	4.4.4.2 Part 4 Major	23/10/2019	Closed on 17/01/2020
1841172-201906-M3	4.3.1.1 Part 3 Major	23/10/2019	Closed on 17/01/2020
1841172-201906-N1	4.5.3.5 Part 3 Minor	23/10/2019	Closed on 23/10/2020
1841172-201906-N2	4.4.1.1 Part 3 Minor	23/10/2019	Closed on 23/10/2020

1975783-202010-M1	4.5.1.1 Part 4 Major	23/10/2020	Closed on 27/12/2020
1975783-202010-N1	4.5.5.1 Part 3 Minor	23/10/2020	Closed on 16/12/2021
1975783-202010-N2	4.4.4.2 Part 3 Minor	23/10/2020	Closed on 16/12/2021
2147628-202112-M1	4.1.2.2 Part 3 Major	16/12/2021	Closed on 15/03/2022
2147628-202112-M2	4.5.3.2 Part 3 Major	16/12/2021	Closed on 15/03/2022
2147628-202112-N1	4.4.5.4 Part 4 Minor	16/12/2021	Closed on 17/10/2022
2263836-202210-M1	4.3.1.1 Part 4 Major	21/10/2022	Closed on 19/01/2023
2263836-202210-M2	4.4.4.2 (b) Part 4 Major	21/10/2022	Closed on 19/01/2023
2263836-202210-N1	4.4.1.1 Part 3 Minor	21/10/2022	Open

### 3.5 Issues Raised by Stakeholders

IS #	Description
1	<p><b>Issues: Gender committee representatives/female workers</b></p> <p>Several female workers have been interviewed during the audit verify compliance to RSPO requirement. As per interview, it has been confirmed that all female workers have been paid equally with other men workers according to contract agreement and Minimum Wages Order 2022 which is RM1500,00/month or RM57.70/days. There are no cases of harassment happen at the workplace and all female workers aware with mechanism to report if there is any cases. All female workers have been invited to gender committee meeting that will be conducted 6 months once as one of the mechanisms to communicate policy and procedure and also to make any report for any harassment. It also has been confirmed that there is no discrimination to female workers where all female workers have been treated equally.</p> <p><b>Management Responses:</b> Noted with the responses. The management is committed to provided safe workplaces for all workers including female workers and will try to improve the systems where there is any opportunities. No further verification required.</p> <p><b>Audit Team Findings:</b> No further issue.</p>
2	<p><b>Issues: Newly recruited workers (India)</b></p> <p>4 newly recruited workers have been interviewed during the audit. It has been confirmed that interview process at has been done at the origin countries and all newly recruited workers understand that all recruitment cost will be borne FGV Plantations Berhad. Cost for passport and medical checkup need be upfront by the workers and will be reimburse at 1<sup>st</sup> months of the salary.</p> <p>Respond by 2 workers mentioned that both need to pay for transport fee around 1000rupee from their hometown to main city (Kolkata) where is the airport to Malaysia located. They also mentioned that already signed declaration "no recruitment fee" when they arrived due to, they are still not comfortable and tired after long journey and new place.</p> <p><b>Management Responses:</b> The management said that all procedure has been followed and implemented where interviewed with the workers on their understanding and declaration by the workers has been done at the origin country and one stop centre. Another interview will be done after 3 months of services. Noted with the management responses.</p>

	<p><b>Audit Team Findings:</b> No further issue.</p>
3	<p><b>Issues: Kedai Runcit Zawi</b> Encik Zawi has been doing business in FGVPMBSB Lepar Hilir 07 Estate for more than 10 years As per interview, the shops has been run by the family members which is his son and spouse. All things have been purchased from Jaya Gading town with additional price for transporting cost and profit. There are no issues with the estate management where the management has maintained good relationship with the external stakeholder. Encik Zawi said that he is aware about complaint procedure, consultation and communication procedure and other policies that has been established.</p> <p><b>Management Responses:</b> The management is committed to communicate procedure/policies and maintain good relationships with the contracted parties. It has been verified that Kedai Runcit Zawi complied with legal requirement where all licences (business licences, licences to sell “Barang-barang kawalan berjadual” and licences to sell LPG (Liquid petroleum gaseous).</p> <p><b>Audit Team Findings:</b> No further issue.</p>
4	<p><b>Issues: Headmaster of KAFA school, FELDA Lepar Hilir</b> KAFA Lepar Hilir located around 3km from FGVPIBSB Lepar Hilir POM and some kids from FGVPIBSB Lepar Hilir POM and travel by van to school. She also mentioned good relationship has been maintained between both parties and he also mentioned that he aware about consultation and communication procedure and know who need to be contacted for any communication/consultation. He also hopes that there will be activities together with FGVPIBSB Lepar Hilir POM and school.</p> <p><b>Management Responses:</b> The management noted with the comment and committed to maintain good relationship with the school and will try to identify any potential contribution to school. Any activities will be planned in early year 2023.</p> <p><b>Audit Team Findings:</b> No further issue.</p>
5	<p><b>Issues: Hanifsarah Enterprise</b> Based on interview, the contractor agreed good relationship has been established between management and contractors. The contractor also mentioned that the payment paid within 30 days as per terms and conditions. Contractor was being briefed regarding RSPO &amp; MSPO during stakeholders meeting. All workers recruited is local workers and SOCSO and EPF contribution made by the contractors itself.</p> <p><b>Management Responses:</b> The estate management noted with the comment and will try to improve communication and relationship with all contractors. Payment for contractor will be made by Region Office and all documents for payment prepared by the estate. No further verification required.</p> <p><b>Audit Team Findings:</b> No further issue.</p>
5	<p><b>Issues: Nory Jea Plantations (Neighbouring Estate)</b> It has been confirmed that clear demarcation has been established by both parties within the boundaries and there is no issues of overplanting, boundaries. Other than, the management of both parties cooperate to maintain the condition of boundaries. Good relationship has been maintained between both parties where often communication/meeting has been done.</p>



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	<p><b>Audit Team verification and response:</b> Further verification has been done and agreed that boundaries have been maintained and clearly demarcated. The management is committed to communicate procedure.</p>
	<p><b>Audit Team Findings:</b> No further issue.</p>

**3.6 List of Stakeholders Contacted**

<p><b>Government Officer:</b> Headmaster of KAFA school, FELDA Lepar Hilir</p>	<p><b>Community/neighbouring village:</b> Kedai Runcit Zawi</p>
<p><b>Suppliers/Contractors/Vendors:</b> Hanifsarah Enterprise Nory Jea Plantations</p>	<p><b>Worker’s Representative/Gender Committee:</b> Gender committee representative Mill operators Field workers - Newly recruited workers (India)</p>

**Section 4: Assessment Conclusion and Recommendation**

<b>Acknowledgement of Internal Responsibility and Formal Sign-off of Assessment Findings</b>	
<p>Based on the findings during the assessment FGV PISB Lepar Hilir Palm Oil Mill and FGV PMSB Lepar Hilir Estates Certification Unit complies with the MS 2530-3:2013 and MS 2530-4:2013. It is recommended that the certification of FGV PISB Lepar Hilir Palm Oil Mill and FGV PMSB Lepar Hilir Estates Certification Unit is <del>approved and/or</del> continued.</p>	
<b>Acknowledgement of Assessment Findings</b>	<b>Report Prepared by</b>
<p><b>Name:</b> Hafriazhar Mohd. Mokhtar</p>	<p><b>Name:</b> NOROLSAIFUL HAZRI BIN HAMID</p>
<p><b>Company name:</b> BSI Services Malaysia Sdn. Bhd.</p>	<p><b>Company name:</b> FGV HOLDINGS BERHAD</p>
<p><b>Title:</b> Lead Auditor</p>	<p><b>Title:</b> Sustainability Manager</p>
<p><b>Signature:</b></p>  <p><b>Date:</b> 17/03/2023</p>	<p><b>Signature:</b></p>  <p><b>Date:</b> 24 MAR. 2023</p>



**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
<b>4.1 Principle 1: Management commitment &amp; responsibility</b>			
<b>Criterion 4.1.1 – Malaysian Sustainable Palm Oil (MSPO) Policy</b>			
<b>4.1.1.1</b>	A policy for the implementation of MSPO shall be established. - <b>Major compliance -</b>	FGV Holdings Berhad has established Group Sustainability Policy (Policy No.: FGV/SED/POL/001, Rev. 3.0) which approved by Board of Directors on 17/11/2020. The objective of the policy is to establish the objectives and guidelines for FGV Holdings Berhad and its Group of Companies (collectively referred to as the “FGV Group” or “Group”) for the fulfilment of FGV’s commitments with regards to sustainability matters.  Sighted a sample communication of policy conducted by management to workers on 15/6/2022 during morning rollcall session in FGVMSB Lepar Hilir 08 Estate.	Complied
<b>4.1.1.2</b>	The policy shall also emphasize commitment to continual improvement. - <b>Major compliance -</b>	In Clause 5.0 of the policy above has emphasized the company will continuously improve the quality of their products and services by adopting the best possible approaches to enhance productivity and profitability by optimising resources and operational efficiencies, while eliminating or minimising negative impact on people and the environment.	Complied
<b>Criterion 4.1.2 – Internal Audit</b>			
<b>4.1.2.1</b>	Internal audit shall be planned and conducted regularly to determine the strong and weak points and potential area for	In FGVMSB FGV Lepar Hilir 6, Internal Audit was conducted on 12-15/09/22 where 8 NCRs raised. Available Internal Audit Checklist with	Complied

Criterion / Indicator		Assessment Findings	Compliance
	further improvement. <b>- Major compliance -</b>	information such as Element, Criteria, Checking Points, Evidence, Compliance and Noncompliance status. While in FGV PMSB FGV Lepar Hilir 7, Internal Audit was conducted on 12-13/09/22 lead by Mubarak b. Abdullah from FGV Sustainability Unit. Internal Audit was conducted on 14-15/09/22 in FGV PMSB FGV Lepar Hilir 8 as stated in Corrective Action Plan for Nonconformity Sustainability Audit. The Lead Auditor was Akmal Hakim Safwan from FGV Sustainability Unit.	
<b>4.1.2.2</b>	The internal audit procedures and audit results shall be documented and evaluated, followed by the identification of strengths and root causes of nonconformities, in order to implement the necessary corrective action. <b>- Major compliance -</b>	Sighted FGV PMSB FGV Lepar Hilir 6, Internal Audit Report audited by Muhamad Syafiq Ariffin. The root causes clearly determined with action, preventive action and dateline of completion for all 8 NCRs raised by auditor. In FGV PMSB Lepar Hilir 7, available and documented a Sustainability Internal Audit Procedure (FGV/GSD-SCCD/SOP/04) Ver.00 effective date 03/09/22 that explained process of planning, implementing and closing findings of Internal Audit. Sampled Enterprise Content Management System (ECMS) for Internal Audit conducted on 12-13/09/22 where 7 NCRs raised were sighted as 'Closed'. Further tracked to NCR 3 (E1.2.2) NCR statements were clearly stated with root causes mentioned and corrective action proposed with 1 week dateline of completion. PIC (Procurement Clerk) also mentioned. Others NCRs also have similar information as sampled. In FGV PMSB Lepar Hilir 8, available and documented Sustainability Internal Audit Procedure (FGV/GSD-SCCD/SOP/04) Ver.00 effective date 03/09/22 where the root causes and corrective action required to be recorded as sighted in Corrective Action Plan for Nonconformity Sustainability Audit conducted from 14-15/09/22.	Complied

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Criterion / Indicator		Assessment Findings	Compliance
<b>4.1.2.3</b>	Report shall be made available to the management for their review. <b>- Major compliance -</b>	FGVPMSB Lepar Hilir 6 & 7, the Internal Audit Report and Corrective Action Plan was verified by Estate Manager as sighted. Available a commitment document signed by Estate Manager to take necessary action to close NCRs raised.  In FGVPMSB Lepar Hilir 8 sighted an email from Lead Auditor (Akmal Hakim Safwan) to FGVPMSB Lepar Hilir 8 dated 19/10/22 thanking the management of estate for closing all NCRs raised during internal audit.	Complied
<b>Criterion 4.1.3 – Management Review</b>			
<b>4.1.3.1</b>	The management shall periodically review the continuous suitability, adequacy and effectiveness of the requirements for effective implementation of MSPO and decide on any changes, improvement and modification. <b>- Major compliance -</b>	In FGVPMSB Lepar Hilir 6, Management review (No. 02/2022) was conducted on 20/09/22 and attended by 12 member included Estate Manager, 2 Assistant Managers, 4 Supervisors, Checker, Clerk and representative from contractor and Felsco. Among issues discussed result of internal audit conducted on 12-15/09/22 included (8 NCR raised), customer satisfaction, production achievement, environmental issues, replanting and MSPO related issues.  The Management Review was conducted on 20/09/22 in FGVPMSB Lepar Hilir 7 at Meeting Room attended 13 members included Estate Manager, Assistant Manager and other supporting staff as attendance list sampled. Among issues discussed result of internal audit conducted, customer satisfaction, production achievement, environmental issues, replanting and MSPO related issues.  While in FGVPMSB Lepar Hilir 8, Management Review was conducted on 01/10/22 at Meeting Room and attended by 9 management and staff included Estate Manager (Ahmad Azwarini b. Hamran), Assistant Manager (Mohammad Safuan b. Zarul Kamal), supervisors, clerk, mandore etc.	Complied

Criterion / Indicator		Assessment Findings	Compliance
<b>Criterion 4.1.4 – Continual Improvement</b>			
<b>4.1.4.1</b>	The action plan for continual improvement shall be based on consideration of the main social and environmental impact and opportunities of the company. <b>- Major compliance -</b>	In FGVMSB Lepar Hilir 6, 7 & 8 Continual Improvement FY 2022 sighted based on social, environmental impacts and opportunities that included action: <ul style="list-style-type: none"> <li>• Reduce use of pesticides</li> <li>• Zero open burning practices.</li> <li>• Operating cost not exceeding budget.</li> <li>• Achievement of production budgeted.</li> <li>• Enhance use of mechanization (Cantas &amp; Frond stacker)</li> <li>• Zero Open Burning practices</li> <li>• Enhance worker welfare with by-monthly meeting to discuss issue raised.</li> <li>• Zero Accident involving estate machinery by 25%.</li> </ul>	Complied
<b>4.1.4.2</b>	The company shall establish a system to improve practices in line with new information and techniques or new industry standards and technology (where applicable) that are available and feasible for adoption. <b>- Major compliance -</b>	Any new information is updated to employees through morning briefings, memo, meetings, station training. FGVMSB Lepar Hilir 06 Estate has implemented new technology by using Prime Mover (Mechanization to load FFB) since October 2021. FGVMSB Lepar Hilir 8 has be chosen as pilot estate to implement mechanisation (Cantas and Mis Blower).	Complied
<b>4.1.4.3</b>	An action plan to provide the necessary resources including training, to implement the new techniques or new industry standard or technology (where applicable) shall be established. <b>- Major compliance -</b>	Action plan mostly involved training of workers for the implementation of mechanization techniques within estate field operation established in FGVMSB Lepar Hilir Estates.	Complied

Criterion / Indicator	Assessment Findings	Compliance	
<b>4.2 Principle 2: Transparency</b>			
<b>Criterion 4.2.1 – Transparency of information and documents relevant to MSPO requirements</b>			
<b>4.2.1.1</b>	The management shall communicate the information requested by the relevant stakeholders in the appropriate languages and forms, except those limited by commercial confidentiality or disclosure that could result in negative environmental or social outcomes. <b>- Major compliance -</b>	Communicated by FGVPMSB Lepar Hilir 7 Estate management to internal stakeholders among staff and workers during Consultative Committee Meeting dated 21/4/2022.	Complied
<b>4.2.1.2</b>	Management documents shall be publicly available, except where this is prevented by commercial confidentiality or where disclosure of information would result in negative environmental or social outcomes. <b>- Major compliance -</b>	The estate management issued a memo on the list of documents that are publicly available upon requested by the stakeholders on 21/4/2022. List of documents that made publicly available as below: <ul style="list-style-type: none"> <li>- Land title</li> <li>- OSH plan</li> <li>- Environmental and social management plan</li> <li>- SEIA report</li> <li>- HCV report</li> <li>- Complaint and grievance procedure</li> <li>- Land dispute procedure</li> <li>- Policies such as Human Rights and Group Sustainability Policy</li> <li>- Assessment report of audits</li> <li>- etc.</li> </ul>	Complied

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Criterion / Indicator		Assessment Findings	Compliance
		Besides, documents such as company’s policies, Supplier Code of Conduct and grievance procedure is accessible by the stakeholders via company’s website: Policies & Guidelines - FGV Holdings Berhad.	
<b>Criterion 4.2.2 – Transparent method of communication and consultation</b>			
<b>4.2.2.1</b>	Procedures shall be established for consultation and communication with the relevant stakeholders. <b>- Major compliance -</b>	The procedure established as Communication, Participation and Consultation Procedure; Doc. # FGV/ML-1A/L2-Pr12; Issue # 1; Rev. # 0; Effective date: 1/6/2016.	Complied
<b>4.2.2.2</b>	A management official should be nominated to be responsible for issues related to Indicator 1 at each operating unit. <b>- Minor compliance -</b>	Management Official nominated as following: - FGVMSB Lepar Hilir 6 Estate: Mohd. Faizal Bin Rosli; Assistant Estate Manager; Letter of appointment as Communication Officer ref. # (03) RSPO/P1P6; Date: 20/4/2022 - FGVMSB Lepar Hilir 7 Estate: Mohd. Rizal Bin Mat Datar; Assistant Estate Manager; Letter of appointment as Communication Officer ref. # (10) RSPO/MPSO/ISCC; Date: 31/3/2022 - FGVMSB Lepar Hilir 8 Estate: Muhammad Danial Bin Mamad Sehanin; Estate Supervisor; Letter of appointment as Communication Officer ref. # (02) RSPO/P6; Date: 10/1/2022	Complied
<b>4.2.2.3</b>	List of stakeholders, records of all consultation and communication and records of action taken in response to input from stakeholders should be properly maintained. <b>- Major compliance -</b>	Stakeholder list was developed in all estates with stakeholders such as local community, local authorities, contractors, suppliers and school representatives were included into the list.	Complied
<b>Criterion 4.2.3 – Traceability</b>			
<b>4.2.3.1</b>	The management shall establish, implement and maintain a standard operating procedure to comply with the requirements	FGVMSB Lepar Hilir estates (6,7,8) has implemented traceability program based on Sustainability Manual for Transportation of FFB to	Complied

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Criterion / Indicator		Assessment Findings	Compliance
	for traceability of the relevant product(s). - <b>Major compliance</b> -	Mill (MLSL(Ed.3)-Sec.4(8.0) dated 01/09/17, The procedure established for the implementation of all traceability requirements	
4.2.3.2	The management shall conduct regular inspections on compliance with the established traceability system. - <b>Major compliance</b> -	In FGVMSB Lepar Hilir 6, available a Report on Mill Performance and Monthly Grading (September 2022). A total of 2,211.76 MT delivered to Mill.	Complied
4.2.3.3	The management should identify and assign suitable employees to implement and maintain the traceability system. - <b>Minor compliance</b> -	In FGVMSB Lepar Hilir 6, Arie Ismail (Estate Manager) has appointed Supervisors (Ahmad Rostam, Mohd Akmal, Mohamad Asri, Mohamad Nor) as PIC for Traceability and appointed by Estate Manager on 02/05/22. In FGVMSB Lepar Hilir 7, Muhammad Khahiran (Estate Supervisor) was appointed by Faizal b. Ahmad (Estate Manager) as Traceability PIC and responsible to maintain records of traceability of FFB sold to mill. IN FGVMSB Lepar Hilir 8, Muhammad Hafiz b. Mat Alias (Supervisor) was appointed by Estate Manager as Appointment Letter dated 22/01/22 as PIC for Traceability for maintaining recording and traceability of FFB sent to mill.	Complied
4.2.3.4	Records of sales, delivery or transportation of FFB shall be maintained. - <b>Major compliance</b> -	FGVMSB Lepar Hilir 6 found record of Sales of FFB from FGVMSB Lepar Hilir (6,7,8). As sighted for Month of September 2022. Record of sales and delivery of FFB from FGVMSB Lepar Hilir 6 to FGVMSB Lepar Hilir POM available and maintained as sighted below: Pass No. 01482694, Dated: 29/09/22, Lorry No: VGK1467 MPOB License No: 559043002000 Quantity: 5.52 MT Pass No. 01482606, Dated: 29/09/22, Lorry No: VGK5449	Complied

Criterion / Indicator		Assessment Findings	Compliance
		MPOB License No: 559043002000 Quantity: 5.87 MT. Pass No. 01482690, Dated: 29/09/22, Lorry No: CEF7872 MPOB License No: 559043002000 Quantity: 10.44 MT. Pass No. 01482554, Dated: 29/09/22, Lorry No: CEF7827 MPOB License No: 559043002000 Quantity: 12.61 MT.	
<b>4.3 Principle 3: Compliance to legal requirements</b>			
<b>Criterion 4.3.1 – Regulatory requirements</b>			
<b>4.3.1.1</b>	All operations are in compliance with the applicable local, state, national and ratified international laws and regulations. - <b>Major compliance</b> -	FGVPSMB Lepar Hilir 6, found compliance evidence maintained such as sampled: <ul style="list-style-type: none"> <li>• MPOB License No. 559043002000 Felda Lepar Hilir 6 (2,647.02 Ha) valid from 01/03/22-28/02/23.</li> <li>• ABC Fire extinguisher sampled ad Chemical Store valid till 12/11/22.</li> <li>• Permit for Petrol Ron 95 Storage under Regulation 18 of <i>Peraturan-Peraturan Kawakan Bekalan</i> (Pindaan) 2021 (Max 100 Litres/Daily) valid from 18/03/22 till 17/03/23.</li> <li>• Permit for 10,000 Litres Diesel from KPDNKK valid from 16/11/21-15/11/24.</li> </ul> FGVPSMB Lepar Hilir 7 has maintain compliance such as sampled:	Complied



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Criterion / Indicator		Assessment Findings	Compliance
		<ul style="list-style-type: none"> <li>• MPOB license was available 619817002000. Validity was dated 01/11/2022 until 31/10/2023 with total 2316.33.</li> <li>• License for poison from DOA as per PHG/2022/ACP/040(GL) with total 350kg for supplier ICP Agro Solutions Sdn Bhd. dated 10/06/2022.</li> <li>• SSM license for certificate of incorporation on change of name of company dated 18/12/2018 for Felda Global Ventures Plantations (Malaysia) Sdn Bhd into FGV Plantations (Malaysia) Sdn Bhd.</li> <li>• Weighbridge Calibration conducted by Metrology Corporation Malaysia Sdn Bhd as per certificate 6096951 dated 28/06/2022. The machine was Neraca Spring OKAZAWA [100kg] no series 58 028267.</li> </ul> <p>FGVPMSB Lepar Hilir 8 has maintaining compliance to legal requirements as evident from license, permits and documents such as:</p> <ul style="list-style-type: none"> <li>• MPOB License No. 558970002000 (Size 1,412.79 Ha) from 01/03/22-28/02/23.</li> <li>• Petrol Permit from KPDNKK (PHG/P/K/043/2020) for 50 Lit/Daily and valid till 14/02/23.</li> <li>• Medical Surveillance Programme 2022 was conducted by Klinik Syed Badaruddin (HQ/08/DOC/00/07) examined on 08/07/22 for 11 workers.</li> <li>• Audiometric Test was conducted on 10/06/22 (2 workers) and 27/08/22 (2 workers) by Klinik Syed Badarudin.</li> </ul>	
<b>4.3.1.2</b>	<p>The management shall list all laws applicable to their operations in a legal requirements register.</p> <p><b>- Major compliance -</b></p>	<p>Sighted in FGVPMSB Lepar Hilir 6,7 &amp; 8 a legal Register established and updated covering legal requirements such as:</p> <ul style="list-style-type: none"> <li>• Environmental Quality Act 1974</li> </ul>	Complied

Criterion / Indicator		Assessment Findings	Compliance
		<ul style="list-style-type: none"> <li>• Employment Act 1955</li> <li>• Fire Services Act 1988</li> <li>• Workers Union Act 1959</li> <li>• Social Security Act 1969</li> <li>• Pesticides Act 1974</li> <li>• Electrical Services Act 1990</li> <li>• Passport Act 1966</li> <li>• Minimum Wage Order 2022</li> <li>• Occupational Safety and Health Act (Amendment) (2022) and Etc.</li> </ul>	
<b>4.3.1.3</b>	<p>The legal requirements register shall be updated as and when there are any new amendments or any new regulations coming into force.</p> <p><b>- Major compliance -</b></p>	<p>Identification and documentation of applicable legal requirements is guided by Manual Procedure, Legal and Other Requirements (FPI/L2/QOSHE 2.0, 29/11/2016).</p> <p>The applicable legal requirements for estate were registered in “Daftar Perundangan dan Lain-lain Keperluan” (Register of Legal and Other Requirements) (FPI/L4/QOSHE-2.1 Pind 0).</p> <p>The register has info about Legal and Other Requirements, Reference Number, Name of Act, Act Number, Legal Registration Number, Date of Update and Date of ECMS entry.</p> <p>Tracking system to identify changes in the relevant regulations were available through the head office, website information and is communicated from the Group Head Office. Sighted the latest review to include new updates for Min Wages 2022.</p> <p>On the site verification, interviews with office personnel and records indicate that the system is appropriate to the operation. Tracking system on any changes in the law had been well implemented.</p>	Complied

Criterion / Indicator		Assessment Findings	Compliance
		<p>In FGVPMSB Lepar Hilir 6,7 &amp; 8 sighted Legal and Other Requirement Form (FGV/GDS-SR/LR0047) an update of legal:</p> <ul style="list-style-type: none"> <li>• 28/04/22 for Minimum Wage Order 2022</li> <li>• 11/05/22 for Employment Act (Amendment) 2022</li> <li>• 03/03/22 for Anti-Trafficking in Person and Anti-Smuggling of Migrant Act (Amendment) 2021.</li> <li>• 31/05/22 for Wildlife Protection Act (Amendment) 2022</li> </ul>	
<b>4.3.1.4</b>	<p>The management should assign a person responsible to monitor compliance and to track and update the changes in regulatory requirements.</p> <p>- <b>Minor compliance</b> -</p>	<p>As sampled in FGVPMSB Lepar Hilir 6 appointment of Muhammad Amar Firdaus b. Abdullah (Asst Estate Manager) as PIC for Legal Compliance by Arie Ismail (Estate Manager) as Letter dated 20/04/22.</p> <p>In FGVPMSB Lepar Hilir 8, Mohamad Safuan (Assistant Manager) was appointed as PIC for Monitoring and updating legal compliance by Estate Manager as Appointment Letter dated 22/01/22.</p>	Complied
<b>Criterion 4.3.2 – Lands use rights</b>			
<b>4.3.2.1</b>	<p>The management shall ensure that their oil palm cultivation activities do not diminish the land use rights of other users.</p> <p>- <b>Major compliance</b> -</p>	<p>There was no evidence that the oil palm cultivation activities are diminishing the land use rights of other users.</p>	Complied
<b>4.3.2.2</b>	<p>The management shall provide documents showing legal ownership or lease, history of land tenure and the actual use of the land.</p> <p>- <b>Major compliance</b> -</p>	<p>FGVPMSB Lepar Hilir 06 Estate total land title = 6 as per sample:</p> <ul style="list-style-type: none"> <li>- Land title # HSD 3597; Lot # PT 3347; District: Pekan; Sub-district: Mukim Lepar; Area: 687 ha</li> <li>- Land title # HSD 3601; Lot # PT 3348; District: Pekan; Sub-district: Mukim Lepar; Area: 357.4 ha</li> <li>- Land title # HSD 3600; Lot # PT 3351; District: Pekan; Sub-district: Mukim Lepar; Area: 498.2 ha</li> </ul>	Complied

Criterion / Indicator		Assessment Findings	Compliance
		FGVMSB Lepar Hilir 07 Estate total land title = 13 as per sample: <ul style="list-style-type: none"> <li>- Land title # HSD 18190; Lot # PT 1329; District: Kuantan; Sub-district: Mukim Ulu Lepar; Area: 62.52 ha</li> <li>- Land title # HSD 18191; Lot # PT 1330; District: Kuantan; Sub-district: Mukim Ulu Lepar; Area: 25.72 ha</li> <li>- Land title # HSD 18183; Lot # PT 1322; District: Kuantan; Sub-district: Mukim Ulu Lepar; Area: 25.72 ha</li> </ul> FGVMSB Lepar Hilir 08 Estate total land title = 8 as per sample: <ul style="list-style-type: none"> <li>- Land title # HSD 17964; Lot # PT 1318; District: Kuantan; Sub-district: Mukim Ulu Lepar; Area: 156.86 ha</li> <li>- Land title # HSD 17962; Lot # PT 1316; District: Kuantan; Sub-district: Mukim Ulu Lepar; Area: 3.99 ha</li> <li>- Land title # HSD 17960; Lot # PT 1314; District: Kuantan; Sub-district: Mukim Ulu Lepar; Area: 228.19 ha</li> </ul>	
<b>4.3.2.3</b>	Legal perimeter boundary markers should be clearly demarcated and visibly maintained on the ground where practicable. <b>- Major compliance -</b>	The estates have maintained boundary demarcation using boundary stone. Seen the record of Monitoring of Boundary Stones available in estates visited.	Complied
<b>4.3.2.4</b>	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). <b>- Minor compliance -</b>	There was no land dispute reported during the time of audit as the land is belong to FELDA.	Not Applicable
<b>Criterion 4.3.3 – Customary rights</b>			

Criterion / Indicator		Assessment Findings	Compliance
<b>4.3.3.1</b>	Where lands are encumbered by customary rights, the company shall demonstrate that these rights are understood and are not being threatened or reduced. - <b>Major compliance</b> -	The land is legally owned by FELDA and leased to FGV. The existing land is not encumbered by any customary land rights.	Not Applicable
<b>4.3.3.2</b>	Maps of an appropriate scale showing extent of recognized customary rights land, if any, should be made available. - <b>Minor compliance</b> -	The land is legally owned by FELDA and leased to FGV. The existing land is not encumbered by any customary land rights.	Not Applicable
<b>4.3.3.3</b>	Negotiation and FPIC shall be recorded and copies of negotiated agreements should be made available. - <b>Major compliance</b> -	The land is legally owned by FELDA and leased to FGV. The existing land is not encumbered by any customary land rights.	Not Applicable
<b>4.4 Principle 4: Social responsibility, health, safety and employment condition</b>			
<b>Criterion 4.4.1: Social Impact Assessment (SIA)</b>			
<b>4.4.1.1</b>	Social impact should be identified and plans are implemented to mitigate the negative impacts and promote the positive ones. - <b>Minor compliance</b> -	Assessment was based on the SIA Procedure; Doc. # FGV/ML-1A/L2-Pr21; Issue # 1; Rev. # 2; Effective date: March 2019. There is also a Guidance for SIA document prepared by Group Sustainability Division Sustainability Compliance & Certification Department; SOP # FGV/GSD-SCCD/GL/02; Version # 0.0; Effective date: 15/12/2020.  There was a Social Impact Assessment (SIA) for Lepar Hilir Complex consist of FGV PISB Lepar Hilir Palm Oil Mill, FGV PMSB Lepar Hilir 05 Estate, FGV PMSB Lepar Hilir 6 Estate, FGV PMSB Lepar Hilir 7 Estate and FGV PMSB Lepar Hilir 8 Estate by Ahmad Akram Abd Jalal of Sustainability Compliance & Certification Department, Group Sustainability Division, FGV Holdings Berhad. Sighted the SIA report	Minor Non-compliance

Criterion / Indicator		Assessment Findings	Compliance
		<p>Revision 1 – February 2022. The report indicated that the scope of SIA base on the social impact variables as following:</p> <ul style="list-style-type: none"> <li>- Main operation activity</li> <li>- Socio-Cultural</li> <li>- Land ownership and conflict resolution</li> <li>- Workers’ recruitment</li> <li>- Workers’ rights and amenities</li> <li>- Contribution to local communities</li> <li>- Human rights</li> <li>- Aspiration and anxiety</li> <li>- Environmental management</li> </ul> <p>The social impacts identified were managed as per Negative Social Impacts Management Plan through short-term (&lt;6-months), medium-term (7<sup>th</sup> – 12<sup>th</sup> months) and long-term (&gt;12 months) actions.</p>	
<b>Criterion 4.4.2: Complaints and grievances</b>			
<b>4.4.2.1</b>	<p>A system for dealing with complaints and grievances shall be established and documented.</p> <p><b>- Major compliance -</b></p>	<p>FGV Holdings Berhad has established SOP for “Menangani Aduan dan Rugutan” with Doc. No.: FGV/ML-1A/L2-Pr13 dated 01/04/2019. The procedure is to provide a system for the internal and external stakeholders to lodge complaint and grievances to the management.</p> <p>The complaints will be solved in 14 days (first stage), 14 days (second stage). The complaint has to be resolved within 2 months from the date of discussion in third stage if the issue needs to be escalated to Wilayah Office. Any issues that can be resolved within the operating unit, it has to be closed within 14 days.</p>	Complied

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Criterion / Indicator		Assessment Findings	Compliance
		Besides, grievance reporting channels were published in the company's website, <a href="https://www.fgvholdings.com/whistleblowing/">https://www.fgvholdings.com/whistleblowing/</a> . The channels of reporting such as through letter, email, in person or Hotline Toll Free call. The whistleblowing e-form was available in <a href="https://www.fgvholdings.com/sustainability/grievance/#">https://www.fgvholdings.com/sustainability/grievance/#</a> for the stakeholders to report a grievance.	
<b>4.4.2.2</b>	The system shall be able to resolve disputes in an effective, timely and appropriate manner that is accepted by all parties. <b>- Major compliance -</b>	All estates implemented Complaint Book to record any external complaints and Complaint Book for workers including housing defect. Reviewed the evidence of actions taken found that the complaint was resolved in timely manner.	Complied
<b>4.4.2.3</b>	A complaint form should be made available at the premises, where employees and affected stakeholders can make a complaint. <b>- Minor compliance -</b>	Available as Buku Aduan Ladang FGVMSB Lepar Hilir 07; latest complain received dated 15/10/2022 on housing repair request; resolved date: 18/10/2022.	Complied
<b>4.4.2.4</b>	Employees and the surrounding communities should be made aware that complaints or suggestions can be made any time. <b>- Minor compliance -</b>	Latest consultation with external stakeholders: <ul style="list-style-type: none"> <li>- FGVMSB Lepar Hilir 6 Estate through memo dated 3/1/2022 – no feedback</li> <li>- FGVMSB Lepar Hilir 8 Estate letter of invitation for consultation dated on 8/2/2022; Letter ref. # (01) 613/FGVPM/STAKEHOLDER; Letter date: 1/2/2022; Minutes of Meeting of Stakeholder # 1/2022; Date: 8/2/2022; Time: 9:00 am.</li> </ul>	Complied
<b>4.4.2.5</b>	Complaints and resolutions for the last 24 months shall be documented and made available to affected stakeholders upon request. <b>- Major compliance -</b>	Sample complaints records sighted as following: <ul style="list-style-type: none"> <li>- FGVMSB Lepar Hilir 6 Estate Workers Complaint Record Book; Earliest report date: 29/1/2019; Latest report date: 12/9/2022 all about housing repair request.</li> </ul>	Complied

Criterion / Indicator		Assessment Findings	Compliance
<b>Criterion 4.4.3:</b> Commitment to contribute to local sustainable development			
<b>4.4.3.1</b>	Growers should contribute to local development in consultation with the local communities. <b>- Minor compliance -</b>	Contributions made based on consultation with local communities as per sample as following: - Transport for staff to hospital - School children transport - Food for flood victim etc.	Complied
<b>Criterion 4.4.4:</b> Employees safety and health			
<b>4.4.4.1</b>	An occupational safety and health policy and plan shall be documented, effectively communicated and implemented. <b>- Major compliance -</b>	An occupational safety and health (OSH) policy and plan found documented and communicated in FGVPSMB Lepar Hilir 6, 7 & 8 signed and approved by Chief Executive Officer (Mohd Nazrul Izam Mansor) on 05/11/21. Commitment included: <ul style="list-style-type: none"> <li>• Comply with OSH legal requirements.</li> <li>• Reduce and eliminate accident and incident.</li> <li>• Increase awareness and OSH practices.</li> <li>• Continual improvement of OSH performance.</li> </ul> The effectiveness of the OSH Plan found monitored and ensured through checklists, site inspections and trainings that were conducted by FGVPSMB Lepar Hilir estates and its supply base estates in each of the operations. Site visits around the mill and estates indicated the control measures as per HIRARC were followed and ensured by the respective management units	Complied
<b>4.4.4.2</b>	The occupational safety and health plan shall cover the following:	a) OSH policy communicated in FGVPSMB Lepar Hilir 6, 7 & 8 as sighted at Notice Board located in estate offices as sampled.	Complied



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<p>a) A safety and health policy, which is communicated and implemented.</p> <p>b) The risks of all operations shall be assessed and documented.</p> <p>c) An awareness and training programme which includes the following requirements for employees exposed to pesticides:</p> <ul style="list-style-type: none"> <li>i. all employees involved shall be adequately trained on safe working practices</li> <li>ii. all precautions attached to products shall be properly observed and applied</li> </ul> <p>d) The management shall provide the appropriate PPE at the place of work to cover all potentially hazardous operations as identified in the risk assessment and control such as Hazard Identification, Risk Assessment and Risk Control (HIRARC).</p> <p>e) The management shall establish Standard Operating Procedure for handling of chemicals to ensure proper and safe handling and storage in accordance to Occupational Safety Health (Classification Packaging and Labeling) Regulation 1997 and Occupational Safety Health (Use and Standard of Exposure of Chemical Hazardous to Health) Regulation 2000.</p> <p>f) The management shall appoint responsible person(s) for workers' safety and health. The appointed person(s) of trust must have knowledge and access to latest national regulations and collective agreements.</p> <p>g) The management shall conduct regular two-way communication with their employees where issues affecting their business such as employee's health, safety and welfare are discussed openly. Records from such meeting are kept</p>	<p>b) FGVPM5B Lepar Hilir estates had conducted risk assessments for all the operations and documented in the Hazard Identification, Risk Assessment, and Risk Control (HIRARC). The HIRARC is guided by the document Guidelines for Hazard Identification, Risk Assessment and Risk Control (HIRARC), Department of Occupational Safety and Health, 2008. The assessment covers all main operations and support operations.</p> <p>HIRARC (FGV/FGVPM/F(IMS)1.3 Pind 1) was conducted and reviewed dated 20/04/22 covering activity such as Monitoring HCV area in FGV Lepar Hilir 6.</p> <p>In FGVPM5B Lepar Hilir 7, HIRARC (FGV/FGVPM/F(IMS)1.3 Pind 1) was revised dated 15/01/22 for activity of Transportation of Waste and Workers Housing only. Others not revised accordingly. Previous revision of all activities conducted on 15/05/21, 04/07/21, 03/03/21. As mentioned in the HIRARC Procedure (FGV/FGVPM/SOP (IMS/001) Rev.02 effective date 08/07/19. A review to be conducted every 3 years or after accidents, changes of process or activity.</p> <p>HIRARC (FGV/FGVPM/F(IMS)1.3 Pind 1) was conducted and reviewed dated 21/06/22 covering activity of Weeding and Disease Control, Chemical Mixing, Tractor/Badang/Toughfar, Harvesting, Pruning, Road Maintenance, Chemical Store Operation and etc.</p> <p>Health Surveillance was conducted in FGVPM5B Lepar Hilir 6 by My Health Clinic (Dr. Mohd Haminuddin Hassan/JKKP HQ/19/DOC/00/00305) on 05/11/21. A total of 27 workers. A recommendation was made accordingly by OHD.</p>	

Criterion / Indicator	Assessment Findings	Compliance
<p>and the concerns of the employees and any remedial actions taken are recorded.</p> <p>h) Accident and emergency procedures shall exist and instructions shall be clearly understood by all employees.</p> <p>i) Employees trained in First Aid should be present at all field operations. A First Aid Kit equipped with approved contents should be available at each worksite.</p> <p>j) Records shall be kept of all accidents and be reviewed periodically at quarterly intervals.</p> <p><b>- Major compliance -</b></p>	<p>The medical surveillance for sprayer in FGVPMSB Lepar Hilir 7 Estate already been conducted on 04/02/2022 and 28/06/2022 by Klinik Famili. From the result they were fit to work with chemical.</p> <p>CHRA was conducted by Dr. Yasriza Yahaya (JKKP/HQ/10/ASS/00/8) dated 15/07/22 from Klinik Syed Badaruddin in FGV L3par Hilir 6.</p> <p>CHRA was conducted by Intensive Energy Sdn. Bhd. for FGVPMSB Lepar Hilir 8 that included (FGVPMSB Lepar Hilir 7) dated 17/10/19.</p> <p>Audiometric Test was conducted for one worker (Isnin Saruan) by Klinik Syed Badaruddin (JKKP/HQ/08/DOC/00/7) on 10/06/22.</p> <p>Noise Risk Assessment was conducted for FGVPMSB Lepar Hilir 6 by Handstech Solution Services Sdn. Bhd on 11/04/22 by Haniff Jamaluddin (Noise Risk Assessor/HQ/08/PEB/00/87) involving machinery (tractor, grass cutter, mini tractor).</p> <p>Noise Risk Assessment was conducted for FGVPMSB Lepar Hilir 8 by Handstech Solution Services Sdn. Bhd. on 13/04/22 by Haniff Jamaluddin (Noise Risk Assessor/HQ/08/PEB/00/87) involving machinery (tractor, grass cutter, mini tractor).</p> <p>c) Awareness training for employees exposed to pesticides as records sampled:</p> <ul style="list-style-type: none"> <li>• Manuring safety and chemical handling training conducted on 01/03/2022 in FGVPMSB Lepar Hilir 7</li> <li>• Triple Rinse training was conducted on 08/02/22 attended by 6 workers in FGVPMSB Lepar Hilir 8</li> <li>• Spraying training was conducted on 20/01/22 attended by 5 workers In FGVPMSB Lepar Hilir 8</li> </ul>	

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Criterion / Indicator	Assessment Findings	Compliance
	<ul style="list-style-type: none"> <li>• Chemicals handling training was conducted on 06/02/22 attended by 6 workers in FGVPSMB Lepar Hilir 8.</li> </ul> <p>d) During the field visit to the Spraying Gang and Manuring Gang in FGVPSMB Lepar Hilir 6 &amp; 7 and visit to the stores of the respective estates and mill, it was sighted that all required PPEs were worn by the personals. The estates have well maintained facilities for the workers to sanitise themselves prior to returning home from work. The showers were all in good working condition. Interview with workers indicated that they were all well aware that they have to sanitise themselves before returning home due to the hazard that the chemical residues could cause.</p> <p>Sighted PPE Issuance Record for FGVPSMB Lepar Hilir 8 and recorded as sampled:</p> <ul style="list-style-type: none"> <li>• Harvester: Such as Islam b. Saiful (Safety boots 17/06), Mohammad Rofikul Islam (Safety Boots 16/06), Azizul Hoque (Safety boots 16/06)</li> <li>• Loader: Such as Paozan (Safety boots 16/6),</li> <li>• General Worker: Such as Hafipuddin (Safety boots 16/06), Sahirman (Safety boots 16/6), Harun (Safety Boots 16/6), Rajesh Sharma (Mask 28/01, Safety boots 16/6).</li> </ul> <p>e) SOP for Pesticides and Fertilizer Handling (FGVP M/L3/GP K-006) Rev.0, effective date 01/02/20. SOP for Pesticides Mixing (FGVP M/L3/GP K-007) Rev. 0, effective date 01/02/2020. Both established, documented.</p> <p>f) Appointment of SHC members of FGVPSMB Lepar Hilir 6 as letter dated 27/04/22 to Mohd Faizal Rosli (Assistant Manager), Arie b. Ismail (Manager) signed by Ayazi b. Saleh (Regional Controller),</p>	

Criterion / Indicator	Assessment Findings	Compliance
	<p>Zulhairy b. Yunus (Mandore), Md Munjurul Islam (Workers) signed by Estate Manager on 27/07/22 and etc.</p> <p>In FGVMSB Lepar Hilir 7, Appointment Letter of SHC Chairman Faizal b. Ahmad (Estate Manager) by Ayazi b. Saleh (Regional Controller) dated 06/01/20. Mohd Rizal b. Mat Datar (Assistant Manager) was appointed by Ayazi b. Saleh (Regional Controller) as Secretary of SHC. Appointment of SCH Members such as Md. Shah Alam, Agus Salim, Nurul Ain by Estate Manager as Appointment Letter dated 28/09/22.</p> <p>In FGVMSB Lepar Hilir 8 available Appointment Letter issued by Ayazi b. Saleh (Regional Controller) dated 27/04/22 to Ahmad Azwarino b. Hamran (Estate Manager) as Chairman of SHC. Also, appointment of Muhammad Safuan (Assistant Manager) as Secretary of SHC. Members of SHC was appointed by Estate Manager as Appointment Certificate dated for Year 2022 to Kamal Pir, Miah Jowel, Razali b. Awang, Solihin, Nurul Afiqah Anuar and etc.</p> <p>g) Meeting of SHC in FGVMSB Lepar Hilir 6 in year 2022 was conducted on 27/09/22, 22/06/22, 24/03/22. The meeting attended by SHC members including Chairman and Secretary, employers' representatives, employee representatives.</p> <p>SHC Meeting was conducted quarterly, the record was on 03/2022 dated 28/09/2022 and previously was on 02/2022 dated 28/06/2022 in FGVMSB Lepar Hilir 7 based on Minutes of Meeting sighted.</p> <p>Meeting of SHC was conducted as verified from Minutes of Meeting dated 16/03/22 attended by 11 members.14/06/22 attended by 11</p>	

Criterion / Indicator		Assessment Findings	Compliance
		<p>members. 26/09/22 attended by 10 members. 12/11/21 attended by 10 members. All meeting discussed OSH issues and recorded.</p> <p>h) Emergency SOP (FGV/FGVPM/II/IMS/15/013 Ver.02 dated 01/11/21 to explain process of determining emergency, emergency preparedness and response for handling scenarios such as fire, chemical spillage, earth quake, flood, terrorist threat, pandemic and etc.</p> <p>i) SOP for First Aid Kit (FGVP M/L3/GP K-003) Rev.0 effective date 01/02/2020 established and documented to cover process of handling and replenish content of First Aid Box in estate of FGVPM5B Lepar Hilir 6,7 &amp; 8. First Aid training was conducted for 10 workers of FGVPM5B Lepar Hilir 8 on 27/07/22. First aid training already conducted on 31/03/2022 until 01/04/2022, training by SAC Consultancy. There are 2 persons have been attending during this training form FGVPM5B Lepar Hilir 7. The management already conducted to the first aider in FGVPM5B Lepar Hilir 7 Estate dated 17/10/2022 attended by 12 mandore.</p> <p>j) Accident was recorded and maintained. JKKP 8 was submitted to DOSH on 18/01/22. For FGVPM5B Lepar Hilir 6. Sampled Accident report JKKP 6 for Kamruzzaman (Bangladeshi/BJ0171928) on 01/08/1985. Jumping out of tractor while travelling to harvesting. 32 days MC (Broken pelvic bone). In FGVPM5B Lepar Hilir 8 JKKP 8 was sent to DOSH on 18/01/22 with zero accident in 2021.</p>	
<b>Criterion 4.4.5:</b> Employment conditions			
<b>4.4.5.1</b>	The management shall establish policy on good social practices regarding human rights in respect of industrial harmony. The	FGV Holdings Berhad has developed Group Sustainability Policy (Policy No.: FGV/SED/POL/001, Rev. 3.0 dated 17/11/2020) where the company respect human rights by upholding international human	Complied

Criterion / Indicator		Assessment Findings	Compliance
	<p>policy shall be signed by the top management and effectively communicated to the employees.</p> <p><b>- Major compliance -</b></p>	<p>rights principles and standards as encapsulated in the Universal Declaration of Human Rights (UDHR), and other applicable international human rights treaties, subject to the laws and regulations of the countries and territories in which FGV Group operates. In fulfilling its responsibility to respect human rights, FGV Group is guided by the United Nations Guiding Principles on Business and Human Rights (UNGPs).</p> <p>Briefing of the policy to the workers was conducted on from time to time during daily muster assembly and workers meeting.</p> <p>Interview conducted with the workers confirmed that the management treated all the workers equally.</p>	
<b>4.4.5.2</b>	<p>The management shall not engage in or support discriminatory practices and shall provide equal opportunity and treatment regardless of race, colour, sex, religion, political opinion, nationality, social origin or any other distinguishing characteristics.</p> <p><b>- Major compliance -</b></p>	<p>FGV Holdings Berhad has developed Group Sustainability Policy (Policy No.: FGV/SED/POL/001, Rev. 3.0 dated 17/11/2020) where the company where no person shall be subjected to any discrimination in employment, including hiring, compensation, advancement, training, disciplinary action, termination or retirement, on the basis of gender, race, religion, age, disability, sexual orientation, gender identity, nationality, political opinion, social group, ethnic origin, reproductive rights or other forms of discrimination.</p> <p>Briefing of the policy to the workers was conducted on from time to time during daily muster assembly and workers meeting.</p> <p>Interview conducted with the workers confirmed that the management treated all the workers equally.</p>	Complied
<b>4.4.5.3</b>	<p>Management shall ensure that employees' pay and conditions meet legal or industry minimum standards and as per agreed Collective Agreements. The living wage should be sufficient to meet basic needs and provide some discretionary income based</p>	<p>Workers were paid according to the company's policy, Collective Agreement and legal requirements of National Minimum Wage Order 2022 as per sample as following:</p> <p>FGVPMSB Lepar Hilir 06 Estate as per sample workers as following:</p>	Complied

Criterion / Indicator		Assessment Findings	Compliance
	<p>on minimum wage.</p> <p><b>- Major compliance -</b></p>	<ul style="list-style-type: none"> <li>- Employee # LW02750066; M; Lorry Driver; Date joined: 1/10/2013</li> <li>- Employee # LW02750112; M; Lorry Driver; Date joined: 1/12/2021</li> <li>- Employee # FW02751099; M; Harvester; Date joined: 30/10/2017</li> <li>- Employee # FW02751112; M; GW; Date joined: 22/10/2017</li> <li>- Employee # FW02751137; M; GW; Date joined: 15/11/2017</li> <li>- Employee # FW02751367; M; Loader; Date joined: 10/5/2019</li> </ul> <p>FGVPMSB Lepar Hilir 06 Estate as per sample workers as following:</p> <ul style="list-style-type: none"> <li>- Employee # LW02750066; M; Lorry Driver; Date joined: 1/10/2013</li> <li>- Employee # LW02750112; M; Lorry Driver; Date joined: 1/12/2021</li> <li>- Employee # FW02751099; M; Harvester; Date joined: 30/10/2017</li> <li>- Employee # FW02751112; M; GW; Date joined: 22/10/2017</li> <li>- Employee # FW02751137; M; GW; Date joined: 15/11/2017</li> <li>- Employee # FW02751367; M; Loader; Date joined: 10/5/2019</li> </ul>	
<b>4.4.5.4</b>	<p>Management should ensure employees of contractors are paid based on legal or industry minimum standards according to the employment contract agreed between the contractor and his employee.</p> <p><b>- Minor compliance -</b></p>	<p>As per Supplier Code of Conduct, FGV Holdings Berhad; Doc. Version: 001.05.2020; Doc. Owner FGV Group Procurement for sample contractors as following:</p> <ul style="list-style-type: none"> <li>- Contractor: Syarikat Hasdori Jaya; Contract # 5300006455</li> <li>- Contractor: Sejati Enterprise; Contract # 5400003848; Sub-contractor: Sinar Semarak Jaya Enterprise</li> </ul>	Complied
<b>4.4.5.5</b>	<p>The management shall establish records that provide an accurate account of all employees (including seasonal workers and subcontracted workers on the premises). The records should contain full names, gender, date of birth, date of entry, a job description, wage and the period of employment.</p> <p><b>- Major compliance -</b></p>	<p>FGVPMSB Lepar Hilir 07 Estate Gender Committee (Kelab Keluarga Dayabudi – KKD) meeting latest 7/10/2022.</p>	Complied

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Criterion / Indicator	Assessment Findings	Compliance
<p><b>4.4.5.6</b> All employees shall be provided with fair contracts that have been signed by both employee and employer. A copy of employment contract is available for each and every employee indicated in the employment records.</p> <p><b>- Major compliance -</b></p>	<p>Workers were given work agreement according to the company's policy, Collective Agreement and legal requirements of National Minimum Wage Order 2022 as per sample as following:            FGVPMBSB Lepar Hilir 06 Estate as per sample workers as following:</p> <ul style="list-style-type: none"> <li>- Employee # LW02750066; M; Lorry Driver; Date joined: 1/10/2013</li> <li>- Employee # LW02750112; M; Lorry Driver; Date joined: 1/12/2021</li> <li>- Employee # FW02751099; M; Harvester; Date joined: 30/10/2017</li> <li>- Employee # FW02751112; M; GW; Date joined: 22/10/2017</li> <li>- Employee # FW02751137; M; GW; Date joined: 15/11/2017</li> <li>- Employee # FW02751367; M; Loader; Date joined: 10/5/2019</li> </ul> <p>FGVPMBSB Lepar Hilir 06 Estate as per sample workers as following:</p> <ul style="list-style-type: none"> <li>- Employee # LW02750066; M; Lorry Driver; Date joined: 1/10/2013</li> <li>- Employee # LW02750112; M; Lorry Driver; Date joined: 1/12/2021</li> <li>- Employee # FW02751099; M; Harvester; Date joined: 30/10/2017</li> <li>- Employee # FW02751112; M; GW; Date joined: 22/10/2017</li> <li>- Employee # FW02751137; M; GW; Date joined: 15/11/2017</li> <li>- Employee # FW02751367; M; Loader; Date joined: 10/5/2019</li> </ul>	<p>Complied</p>
<p><b>4.4.5.7</b> The management shall establish a time recording system that makes working hours and overtime transparent for both employees and employer.</p> <p><b>- Major compliance -</b></p>	<p>All estates implemented "Kad Kerja" system to record the working hours and productivity for workers and "Punch Card" system for office staff to record working hours and overtime. Verified the Kad Kerja and Punch Card found the workers were paid accordingly.</p>	<p>Complied</p>
<p><b>4.4.5.8</b> 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</p>	<p>All estates implemented "Kad Kerja" system to record the working hours for workers and "Punch Card" system for office staff to record working hours and overtime. Verified the Kad Kerja and Punch Card found the workers were paid accordingly. Interviewed with the workers</p>	<p>Complied</p>



Criterion / Indicator		Assessment Findings	Compliance
	and shall always be compensated at the rate applicable and shall meet the applicable legal requirement. <b>- Major compliance -</b>	confirmed that they were given time to break. Overtime was in voluntarily basis.	
<b>4.4.5.9</b>	Wages and overtime payment documented on the pay slips shall be in line with legal regulations and collective agreements. <b>- Major compliance -</b>	Wages and overtime payment were clearly indicated in the payslip and all the payment was according to the legal requirements and Collective Agreement.	Complied
<b>4.4.5.10</b>	Other forms of social benefits should be offered by the employer to employees, their families or the community such as incentives for good work performance, bonus payment, professional development, medical care and health provisions. <b>- Minor compliance -</b>	The management has subsidized the cost of medical care of total RM 200 per year, RM 4 for water bill and RM 6 for electricity bill. Food baskets were provided to all workers and those who under quarantine. Free school bus was provided to the children of workers.	Complied
<b>4.4.5.11</b>	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. <b>- Major compliance -</b>	All workers are provided with housing facilities that furnish with sanitation facilities, water and electricity supplies. Water and electricity usage is subsidized by the company and these conditions are stated in the collective agreement. Interview with workers confirms that there is no issue related to the payment of water and electricity.  Linesite inspection was carried out on daily basis and weekly basis as per latest sample as following: - FGVPMSB Lepar Hilir 6 Housing/Hostel/Mosque Cleanliness Checklist; Latest inspection date: 17/10/2022 for Workers' Hostel # A - H; Workers' House # RP 41 - 60	Complied
<b>4.4.5.12</b>	The management shall establish a policy and provide guidelines to prevent all forms of sexual harassment and violence at the workplace. <b>- Major compliance -</b>	FGV Holdings Berhad has developed Group Sustainability Policy (Policy No.: FGV/SED/POL/001, Rev. 3.0 dated 17/11/2020) where the company shall not tolerate any form of harassment and abuse	Complied

Criterion / Indicator		Assessment Findings	Compliance
		including physical, sexual, psychological or verbal. Everyone shall be treated with respect and dignity. Complaint process for sexual harassment was established and briefed to the committee during the meeting.	
<b>4.4.5.13</b>	The management shall respect the right of all employees to form or join trade union and allow workers own representative(s) to facilitate collective bargaining in accordance with applicable laws and regulations. Employees shall be given the freedom to join a trade union relevant to the industry or to organize themselves for collective bargaining. Employees shall have the right to organize and negotiate their work conditions. Employees exercising this right should not be discriminated against or suffer repercussions. <b>- Major compliance -</b>	As per latest Kesatuan Pekerja-Pekerja FGV Plantations (Malaysia) Sdn. Bhd. Working Committee Meeting # 81; Date: 9/12/2021; Venue: Sani Hotel Kuala Lumpur; Minutes of meeting # (95) KPPFGVP (M) SB/HEK/SU/4. Individual estate management also conducted meeting with workers' representative through a joint consultative committee (JCC) meeting as following: - FGVPMSEB Lepar Hilir 6 Estate JCC meeting date: 21/4/2022; Minutes of meeting # (01)JTK/ZonTimur/Kuantan/PBWP	Complied
<b>4.4.5.14</b>	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. <b>- Major compliance -</b>	FGV Holdings Berhad has developed Group Sustainability Policy (Policy No.: FGV/SED/POL/001, Rev. 3.0 dated 17/11/2020) where the company is committed to employing only persons of the age of 18 and above, FGV recognizes that Malaysian laws allow for young persons to be engaged in certain forms of employment. Therefore, no person shall be employed under the age of 15, and any employment of young persons shall not be in a manner that is likely to be hazardous, or to interfere with such person's education, or to be harmful to the person's health or physical, mental, spiritual, moral, or social development at any stage of the employment. Besides, the contractors/ third party service provider have signed on the Supplier Code of Conduct, FGV Holdings Berhad where prohibition of child labour who under the age of 18.	Complied

Criterion / Indicator	Assessment Findings	Compliance
	Document reviewed on the master list of employees and the contractor’s workers found that no child labour sighted.	
<b>Criterion 4.4.6: Training and competency</b>		
<b>4.4.6.1</b> 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. <b>- Major compliance -</b>	In FGVMSB Lepar Hilir 7, available a training records in Training Report document as below: <ul style="list-style-type: none"> <li>• First Aid training on 17/10/22 attended by 12 workers.</li> <li>• Harvesting safety training conducted on 10/03/2022 attended by 11 person trained by assistant.</li> <li>• Manuring safety and chemical handling training conducted on 01/03/2022</li> <li>• HCV and sustainability training dated 21/03/2022</li> <li>• Company Policy and procedure training dated 05/04/2022</li> </ul> In FGVMSB Lepar Hilir 8, training was conducted and records kept for: <ul style="list-style-type: none"> <li>• First Aid training was conducted for 10 workers of FGVMSB Lepar Hilir 8 on 27/07/22.</li> <li>• Certificate of Participation for First Aid training under name of Razali Awang on 31/03/22-01/04/22 by SAC Consultancy Sdn. Bhd.</li> <li>• Training for Disease handling on 25/06/22 attended by 9 workers.</li> <li>• Management and use of PPE Briefing was conducted on 16/03/22 during Rollcall to all workers.</li> <li>• Triple Rinse training was conducted on 08/02/22 attended by 6 workers.</li> <li>• Spraying training was conducted on 20/01/22 attended by 5 workers.</li> </ul>	Complied

Criterion / Indicator		Assessment Findings	Compliance
		<ul style="list-style-type: none"> <li>Chemicals handling training was conducted on 06/02/22 attended by 6 workers.</li> </ul>	
<b>4.4.6.2</b>	Training needs of individual employees shall be identified prior to the planning and implementation of the training programmes in order to provide the specific skill and competency required to all employees based on their job description. <b>- Major compliance -</b>	Sampled in FGVPMMSB Lepar Hilir 6, available Training Needs Analysis 2022 consist of Environmental aspect, social aspect, OSH Aspect, ERP. The target of participant involving Assistant Manager, Clerk, Supervisor/Mandore, Harvesters, Sprayers, Manurers, driver, Grader, New worker, SHO, SHC Member, First Aider, Contractor, Stakeholders. While in FGVPMMSB Lepar Hilir 8 Training Need Analysis involving Manager, Assistant, all level of workers with necessary training to be attended covering aspect of Environmental aspect, social aspect, OSH Aspect, ERP.	Complied
<b>4.4.6.3</b>	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. <b>- Minor compliance -</b>	Annual Training Programme for ensuring continual training conducted to ensure that all employees are well trained in their job function and responsibility, in accordance to the documented training procedure sighted in FGVPMMSB Lepar Hilir 6, 7 and 8.	Complied
<b>4.5 Principle 5: Environment, natural resources, biodiversity and ecosystem services</b>			
<b>Criterion 4.5.1: Environmental Management Plan</b>			
<b>4.5.1.1</b>	An environmental policy and management plan in compliance with the relevant country and state environmental laws shall be developed, effectively communicated and implemented. <b>- Major compliance -</b>	There is a Group Policy titled "Pernyataan Polisi Alam Sekitar FGV Holdings Berhad" dated 05/11/2021 signed by the Group CEO mainly in relation to environmental protection. Therein the policy among others contained commitment towards: <ol style="list-style-type: none"> <li>i. To protect the environment and conserving biodiversity through sustainable development.</li> </ol>	Complied

Criterion / Indicator		Assessment Findings	Compliance																								
		ii. Abide by all legislative requirement iii. Manages environmental risk and providing reasonable resources to minimise risk and pollution to environment iv. Continuing and improving efficiency towards enhancing environment. From field visits and interviews with the workers there is no open burning being practiced in the estate.																									
<b>4.5.1.2</b>	The environmental management plan shall cover the following: a) An environmental policy and objectives; b) The aspects and impacts analysis of all operations. <b>- Major compliance -</b>	The aspect and impact analysis for all the estate operations are documented on Aug 2017 and revised annually latest being on Aug 20/04/2022 and respectively for FGVPM5B Lepar Hilir 6, FGVPM5B Lepar Hilir 7 and FGVPM5B Lepar Hilir 8. In the comprehensive report, the study of aspect and impact are aimed to: i. Plan to avoid negative impact and to promote positive impacts. ii. Reduction disposal of waste taking into consideration of social responsibilities. iii. Plan to reduce pollution and release of GHG iv. Development and implementations. Aspect and impact covered the following activities/operations among others: <table border="1" style="margin-left: 20px;"> <thead> <tr> <th></th> <th>Activities</th> <th></th> <th>Activities</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>Poisoning of VOPs/ woodies</td> <td>9</td> <td>Grass slashing</td> </tr> <tr> <td>2</td> <td>Circle spraying</td> <td>10</td> <td>Fertiliser application</td> </tr> <tr> <td>3</td> <td>Management of empty containers</td> <td>11</td> <td>Grading of FFB</td> </tr> <tr> <td>4</td> <td>Rat baiting</td> <td>12</td> <td>Vehicle maintenance</td> </tr> <tr> <td>5</td> <td>Triple rinsing</td> <td>13</td> <td>Chemical storage</td> </tr> </tbody> </table>		Activities		Activities	1	Poisoning of VOPs/ woodies	9	Grass slashing	2	Circle spraying	10	Fertiliser application	3	Management of empty containers	11	Grading of FFB	4	Rat baiting	12	Vehicle maintenance	5	Triple rinsing	13	Chemical storage	Complied
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		6	Drainage construction	14	P & D census	
		7	Rat Baiting	15	Boundary maintenance	
		8	Road maintenance	16	Landfill management	
		Management Plan & Initiative to reduce the impact on is listed below:				
			Impact	Source	Action plan	
		1	Soil pollution	Empty chemical containers	Recycle used containers into a safe use. Disposed collectively to B Sagu Estate prior to disposal to registered vendor as SW409.	
		2	Water pollution			
		Additionally, the following efforts were initiated by the management to reduce impact on the environment.				
			Issue	Initiative		
		1	Reduce chemical spillage	Implement mixing at designated area (store area)		
		2	Smoke emission from vehicles	Implement PMV		
		3	Diesel spillage during infilling of fuel	Establish trap, tray & spill kit		
<b>4.5.1.3</b>	An environmental improvement plan to mitigate the negative impacts and to promote the positive ones, shall be developed, effectively implemented and monitored. <b>- Major compliance -</b>	The estates had established an environmental improvement plan with details to reduce and control the pollution (negative impacts) and action plan to sustain the environmental impact (positive) has been developed with details as follows:				Complied
			Jadual	Details		
		1	4.1	Rumusan Skor Untuk Impak Negatif Alam Sekitar Paling KETARA		

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Criterion / Indicator		Assessment Findings			Compliance																																										
		2	4.2	Pelan Pengurusan (Management Plan) Bagi Mengurangkan Impak Alam Sekitar Dari Aktiviti Ladang																																											
		3	4.3	Pelan Tindakan (Action Plan) Bagi Mengurangkan Impak Alam Sekitar Dari Aktiviti Ladang Dan Mengawal Pencemaran (Impak Positif)																																											
All the above documents were dated on 11/1/2022 and subject to review annually.																																															
<b>4.5.1.4</b>	A programme to promote the positive impacts should be included in the continual improvement plan. <b>- Minor compliance -</b>	<p>The program to promote the positive impacts is illustrated in 4.5.1.2 and 4.5.1.3 above. In addition, there are other initiative planned for improvement in promoting environmental issues as listed below:</p> <table border="1"> <thead> <tr> <th></th> <th>Category</th> <th>Details</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>LH06 Operation</td> <td>Field bridge - RM 150K - 2022</td> </tr> <tr> <td>2</td> <td>LH06 Operation</td> <td>FFB Cutter - Cantas RM120K - 2023</td> </tr> <tr> <td>3</td> <td>LH 06 Safety</td> <td>New School Bus RM580K - 2023</td> </tr> <tr> <td>4</td> <td>LH06 Operation</td> <td>Sport Facilities - Court RM150K - 2022</td> </tr> <tr> <td colspan="3"> </td> </tr> <tr> <td>1</td> <td>LH07 Operation</td> <td>FFB Cutter - Cantas RM70K - 2023</td> </tr> <tr> <td>2</td> <td>LH07 Welfare</td> <td>6 units new Workers quarters RM632K 2023</td> </tr> <tr> <td>3</td> <td>LH07 Safety</td> <td>New chemical premix / washing facilities RM108K</td> </tr> <tr> <td>4</td> <td>LH07 Operation</td> <td>New Tractors garage RM27K - 2023</td> </tr> <tr> <td colspan="3"> </td> </tr> <tr> <td>1</td> <td>LH08 Operation</td> <td>FFB Cutter - 12 units Cantas RM120K - 2023</td> </tr> <tr> <td>2</td> <td>LH08 Welfare</td> <td>6 units new Workers quarters RM632K - 2023</td> </tr> <tr> <td>3</td> <td>LH08 Safety</td> <td>1 New Fertilizer store RM120K -2023</td> </tr> </tbody> </table>				Category	Details	1	LH06 Operation	Field bridge - RM 150K - 2022	2	LH06 Operation	FFB Cutter - Cantas RM120K - 2023	3	LH 06 Safety	New School Bus RM580K - 2023	4	LH06 Operation	Sport Facilities - Court RM150K - 2022				1	LH07 Operation	FFB Cutter - Cantas RM70K - 2023	2	LH07 Welfare	6 units new Workers quarters RM632K 2023	3	LH07 Safety	New chemical premix / washing facilities RM108K	4	LH07 Operation	New Tractors garage RM27K - 2023				1	LH08 Operation	FFB Cutter - 12 units Cantas RM120K - 2023	2	LH08 Welfare	6 units new Workers quarters RM632K - 2023	3	LH08 Safety	1 New Fertilizer store RM120K -2023	Complied
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<b>4.5.1.5</b>	<p>An awareness and training programme shall be established and implemented to ensure that all employees understand the policy and objectives of the environmental management and improvement plans and are working towards achieving the objectives.</p> <p><b>- Major compliance -</b></p>	<p>A training program is available in the Training Program updated on a yearly basis or revised as per the management requirement. Included in this programme are subjects related to environment e.g. environmental, safety &amp; health policy, scheduled waste management, environmental responsibility, HCV &amp; Biodiversity training. Other training organised in relation to environmental issues and activities among other as listed below:</p> <table border="1"> <thead> <tr> <th></th> <th>Subject</th> <th>LH06</th> <th>LH07</th> <th>LH08</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>HCV/ Invasive Species</td> <td>21/09/22</td> <td>21/03/22</td> <td>27/09/22</td> </tr> <tr> <td>2</td> <td>RSPO/ MSPO Policy</td> <td>28/09/22</td> <td>05/04/22</td> <td>23/06/22</td> </tr> <tr> <td>3</td> <td>Spraying at Buffer zone</td> <td>22/09/22</td> <td>05/4/22</td> <td>20/01/22</td> </tr> <tr> <td>4</td> <td>SW Management/ Triple R</td> <td>26/09/22</td> <td>01/10/22</td> <td>08/02/22</td> </tr> <tr> <td>5</td> <td>Buffer Zone Management</td> <td>18/06/21</td> <td>01/03/22</td> <td>10/02/22</td> </tr> <tr> <td>6</td> <td>S/holder environmental</td> <td>16/11/211</td> <td>20/09/22</td> <td>08/02/22</td> </tr> </tbody> </table>					Subject	LH06	LH07	LH08	1	HCV/ Invasive Species	21/09/22	21/03/22	27/09/22	2	RSPO/ MSPO Policy	28/09/22	05/04/22	23/06/22	3	Spraying at Buffer zone	22/09/22	05/4/22	20/01/22	4	SW Management/ Triple R	26/09/22	01/10/22	08/02/22	5	Buffer Zone Management	18/06/21	01/03/22	10/02/22	6	S/holder environmental	16/11/211	20/09/22	08/02/22	Complied
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<b>4.5.1.6</b>	<p>Management shall organize regular meetings with employees where their concerns about environmental quality are discussed.</p> <p><b>- Major compliance -</b></p>	<p>Subjects concerning environmental are also included and discussed in the ESH committee meeting. The dates of meeting held by the estates are recorded below.</p> <table border="1"> <thead> <tr> <th></th> <th>Estate FGVPMSB</th> <th>1<sup>st</sup></th> <th>2<sup>nd</sup></th> <th>3<sup>rd</sup></th> <th>4<sup>th</sup></th> </tr> </thead> <tbody> <tr> <td>1</td> <td>Lepar Hilir 06</td> <td>27/09/22</td> <td>22/06/22</td> <td>24/03/22</td> <td>23/12/21</td> </tr> <tr> <td>2</td> <td>Lepar Hilir 07</td> <td>28/09/22</td> <td>28/06/22</td> <td>31/03/22</td> <td>22/12/21</td> </tr> <tr> <td>3</td> <td>Lepar Hilir 08</td> <td>26/09/22</td> <td>14/06/22</td> <td>16/03/22</td> <td>12/11/21</td> </tr> </tbody> </table>					Estate FGVPMSB	1 <sup>st</sup>	2 <sup>nd</sup>	3 <sup>rd</sup>	4 <sup>th</sup>	1	Lepar Hilir 06	27/09/22	22/06/22	24/03/22	23/12/21	2	Lepar Hilir 07	28/09/22	28/06/22	31/03/22	22/12/21	3	Lepar Hilir 08	26/09/22	14/06/22	16/03/22	12/11/21	Complied											
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		<p>Sighted minutes of meeting available in the ESH meetings. Agenda in relation to environmental among others include;</p> <p>a) <i>Laporan Pematuhan Undang-Undang</i>                      b) <i>Laporan Kesehatan &amp; Kawasan Perumahan</i>                      c) <i>Laporan Bahan Buangan Terjadual/Isu Alam Sekitar</i></p> <p>In addition, the management organised EPMC Environmental Performance Monitoring Committee) yearly. Issues were related to the environmental performance of all units within the Region. Recent being on 23/08/2022.</p>																																																			
<b>Criterion 4.5.2: Efficiency of energy use and use of renewable energy</b>																																																					
<b>4.5.2.1</b>	<p>Consumption of non-renewable energy shall be optimized and closely monitored by establishing baseline values and trends shall be observed within an appropriate timeframe. There should be a plan to assess the usage of non-renewable energy including fossil fuel, electricity and energy efficiency in the operations over the base period.</p> <p><b>- Major compliance -</b></p>	<p>Monthly record on energy consumption for both renewable and non-renewable sources were kept and documented in the estate. It is monitored to optimize use of renewable energy. Data is being compiled for comparison and control for future improvement. Monitoring is made using diesel/mt FFB, commentary on variance on irregularities variances.</p> <table border="1"> <thead> <tr> <th></th> <th>2021</th> <th>L Hilir 06</th> <th>L Hilir 07</th> <th>L Hilir 08</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>Jan</td> <td>2.96</td> <td>LH 07</td> <td>1.86</td> </tr> <tr> <td>2</td> <td>Feb</td> <td>3.55</td> <td>3.26</td> <td>2.31</td> </tr> <tr> <td>3</td> <td>Mac</td> <td>3.52</td> <td>4.06</td> <td>2.23</td> </tr> <tr> <td>4</td> <td>April</td> <td>4.26</td> <td>2.88</td> <td>2.20</td> </tr> <tr> <td>5</td> <td>May</td> <td>4.03</td> <td>2.28</td> <td>1.78</td> </tr> <tr> <td>6</td> <td>June</td> <td>2.33</td> <td>2.18</td> <td>1.22</td> </tr> <tr> <td>7</td> <td>July</td> <td>2.15</td> <td>1.57</td> <td>0.98</td> </tr> <tr> <td>8</td> <td>Aug</td> <td>2.77</td> <td>1.92</td> <td>0.98</td> </tr> <tr> <td>9</td> <td>Sept</td> <td>1.16</td> <td>1.39</td> <td>0.81</td> </tr> </tbody> </table>		2021	L Hilir 06	L Hilir 07	L Hilir 08	1	Jan	2.96	LH 07	1.86	2	Feb	3.55	3.26	2.31	3	Mac	3.52	4.06	2.23	4	April	4.26	2.88	2.20	5	May	4.03	2.28	1.78	6	June	2.33	2.18	1.22	7	July	2.15	1.57	0.98	8	Aug	2.77	1.92	0.98	9	Sept	1.16	1.39	0.81	Complied
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		<p>The Environment Management Plan 2022 for efficiency of fossil fuel usage are detailed below:</p> <table border="1"> <thead> <tr> <th></th> <th>Target</th> <th>Objective</th> <th>Action plan</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>Backhoe tractor/ Machines</td> <td>To reduce fossil fuel (diesel) consumption from company-owned vehicles and fuel using mobile equipment</td> <td>To ensure the vehicle engine is turn off during idle time To record vehicle activity which consume fuel</td> </tr> <tr> <td>2</td> <td>Van/ Supervisory vehicle</td> <td>To reduce fossil fuel (diesel) consumption from company-owned vehicles and fuel using mobile equipment</td> <td>To record vehicle activity in order to eliminate waste activity which consume fuel. To turn off vehicle engine during idle time.</td> </tr> <tr> <td>3</td> <td>Electrical supply</td> <td>To reduce reliance on gen-sets for power supply</td> <td>Utilization of TNB sources</td> </tr> </tbody> </table> <p>Performance variation in view of several factors i.e.</p> <ul style="list-style-type: none"> <li>a) Infrastructure of estates</li> <li>b) Community size/ no of gen-sets</li> <li>c) No. of vehicles/ age of machine</li> </ul>							Target	Objective	Action plan	1	Backhoe tractor/ Machines	To reduce fossil fuel (diesel) consumption from company-owned vehicles and fuel using mobile equipment	To ensure the vehicle engine is turn off during idle time To record vehicle activity which consume fuel	2	Van/ Supervisory vehicle	To reduce fossil fuel (diesel) consumption from company-owned vehicles and fuel using mobile equipment	To record vehicle activity in order to eliminate waste activity which consume fuel. To turn off vehicle engine during idle time.	3	Electrical supply	To reduce reliance on gen-sets for power supply
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Criterion / Indicator		Assessment Findings	Compliance																		
		d) Weather interference/ crop production volume																			
<b>4.5.2.2</b>	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. <b>- Major compliance -</b>	The estates made estimate on the diesel consumption in the annual budget. Mainly the diesel usage is for the estate machinery for FFB collection and transportation to the mill.	Complied																		
<b>4.5.2.3</b>	The use of renewable energy should be applied where possible. <b>- Minor compliance -</b>	There was no opportunity to use renewable energy in the estates at current technology. Mainly such practices are made in the mills whereby fibre and shell are used as fuel in the boiler for steam production thereafter for power generation.	N/A																		
<b>Criterion 4.5.3: Waste management and disposal</b>																					
<b>4.5.3.1</b>	All waste products and sources of pollution shall be identified and documented. <b>- Major compliance -</b>	<p>FGVPMSB Estates had identified all wastes and sources of pollution. The Waste Management Action Plan 2022 were established to mitigate and control the identified wastes and source of pollution. The common significant environmental receptors for the estate and mill operations among others as summarized below:</p> <table border="1"> <thead> <tr> <th></th> <th>Receptor</th> <th>Sources</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>Air</td> <td>Sources from smoke and particulate), vehicle &amp; generator (smoke and gases), field processes (ETP, EFB dumping) - GHG</td> </tr> <tr> <td>2</td> <td>Water</td> <td>Cleaning water/run-off/operations activities</td> </tr> <tr> <td>3</td> <td>Land</td> <td>Scheduled waste, domestic waste and industrial/field operations.</td> </tr> </tbody> </table> <p>The waste generated from the estates operations as shown below:</p> <table border="1"> <thead> <tr> <th></th> <th>Type of waste</th> <th>Details</th> </tr> </thead> <tbody> <tr> <td></td> <td></td> <td></td> </tr> </tbody> </table>		Receptor	Sources	1	Air	Sources from smoke and particulate), vehicle & generator (smoke and gases), field processes (ETP, EFB dumping) - GHG	2	Water	Cleaning water/run-off/operations activities	3	Land	Scheduled waste, domestic waste and industrial/field operations.		Type of waste	Details				Complied
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Criterion / Indicator		Assessment Findings		Compliance												
		1	Scheduled waste Filter, lubricants, hydraulic oil, grease, used batteries													
		2	Domestic waste Rubbish from the estate complex and employees' quarters													
		3	Industrial waste Fiber, palm kernel shell scrap iron													
		4	Sewage Sewage from housing/office complex													
		The pollution identified from the estates activities:														
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<b>4.5.3.2</b>	<p>A waste management plan to avoid or reduce pollution shall be developed and implemented. The waste management plan should include measures for:</p> <ul style="list-style-type: none"> <li>a) Identifying and monitoring sources of waste and pollution</li> <li>b) Improving the efficiency of resource utilization and recycling of potential wastes as nutrients or converting them into value-added by-products</li> </ul> <p><b>- Major compliance -</b></p>	<p>The estates had established SOP for chemical handling. The SOP of handling of chemicals is available in the following document:</p> <ul style="list-style-type: none"> <li>i. Manual Ladang Sawit Lestari <ul style="list-style-type: none"> <li>- Prosedure Kerja Selamat</li> </ul> </li> <li>ii. Manual Sustainability <ul style="list-style-type: none"> <li>- Prosedur Kerja Selamat</li> <li>- Prosedur membancuh Racun di PREMIX</li> <li>- Pengendalian Bahan Kimia</li> </ul> </li> </ul> <ul style="list-style-type: none"> <li>a) Waste Management Plan 2022 has been established prepared by SCCD and verified by the Assistants/Manager.</li> <li>b) Interview with staffs and workers i.e. storekeepers and chemical mixer were trained and they had understood the hazards involved</li> </ul>		Complied												

Criterion / Indicator		Assessment Findings	Compliance																																												
		<p>and how the chemicals should be used and disposed in a safe manner.</p> <p>c) Among the identified wastes include empty chemical containers including pesticides containers. Empty pesticides containers were washed at washing station prior to disposal. Disposals were carried out in compliance with relevant regulation of scheduled waste. Inventory and consignment documents verified for confirmation of proper management and disposal.</p> <table border="1"> <thead> <tr> <th></th> <th>LH 06</th> <th>mt</th> <th>LH 07</th> <th>mt</th> <th>LH 08</th> <th>mt</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>17/08/22</td> <td>0.016</td> <td>14/10/22</td> <td>0.010</td> <td>08/04/22</td> <td>0.020</td> </tr> <tr> <td>2</td> <td>14/08/22</td> <td>0.020</td> <td>-</td> <td>-</td> <td>28/10/21</td> <td>0.020</td> </tr> <tr> <td>3</td> <td>15/11/21</td> <td>0.004</td> <td>-</td> <td>-</td> <td>-</td> <td>-</td> </tr> </tbody> </table> <p>d) The current practice of disposal of empty containers for the estate is delivery as SW409 to Bukit Sagu Estate as a centralised collection for the FGV estates within the same region. Other SW i.e waste oil are delivered to vi vendor upon completion of every servicing i.e. NAFAS JENTERA Sdn Bhd (Letter from vendor dated 09/02/2021 Rengkas Maju Sdn Bhd (Regn no 004854) approved by DOE) and Sime Kubota Malaysia Sdn Bhd.</p> <p>e) Domestic waste for the operating units in CU was disposed as follows;</p> <table border="1"> <thead> <tr> <th></th> <th>Estate FGVPMSB</th> <th>Landfill site</th> <th>Remarks</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>Lepar Hilir 06</td> <td>P99C</td> <td>Collection 2/3x week</td> </tr> <tr> <td>2</td> <td>Lepar Hilir 07</td> <td>MD Kuantan</td> <td>Collection 2/3 x week</td> </tr> <tr> <td>3</td> <td>Lepar Hilir 08</td> <td>MD Kuantan</td> <td>Collection 2/3 x week</td> </tr> </tbody> </table>		LH 06	mt	LH 07	mt	LH 08	mt	1	17/08/22	0.016	14/10/22	0.010	08/04/22	0.020	2	14/08/22	0.020	-	-	28/10/21	0.020	3	15/11/21	0.004	-	-	-	-		Estate FGVPMSB	Landfill site	Remarks	1	Lepar Hilir 06	P99C	Collection 2/3x week	2	Lepar Hilir 07	MD Kuantan	Collection 2/3 x week	3	Lepar Hilir 08	MD Kuantan	Collection 2/3 x week	
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Criterion / Indicator		Assessment Findings	Compliance
		<p>The requirement is established and in compliance. The procedure documented under this subject under Perlupusan Sisa Domestik. Document dated 01/06/2016. The procedure has detailed the definition of solid waste. The types of solid wastes have been categorized as follows:</p> <ul style="list-style-type: none"> <li>a) <i>Sisa pepejal komersial / pembinaan</i></li> <li>b) <i>Sisa pepejal isi rumah / perindustrian.</i></li> <li>c) <i>Sisa pepejal keinstitusian</i></li> <li>d) <i>Sisa pepejal import / awam.</i></li> </ul> <p>In addition, there are 'Pelan Pengurusan Domestik Dan Bahan Buangan Tahun 2022. In this plan activities as scheduled are monitored with the date/month recorded. This was sighted and verified. The landfill site has signboard displayed and properly demarcated. The area is sufficiently distant from habitation and water contamination. The site disposal area (landfill area) of FGVPMSB Lepar Hilir 6 in P99C was sighted and verified.</p>	
<b>4.5.3.3</b>	<p>The management shall establish Standard Operating Procedure for handling of used chemicals that are classified under Environment Quality Regulations (Scheduled Waste) 2005, Environmental Quality Act, 1974 to ensure proper and safe handling, storage and disposal.</p> <p><b>- Major compliance -</b></p>	<p>FGVPMSB Estates had established SOP for chemical handling. The SOP of handling of chemicals is available in the following document:</p> <ul style="list-style-type: none"> <li>i. Manual Ladang Sawit Lestari <ul style="list-style-type: none"> <li>- Prosedure Kerja Selamat</li> </ul> </li> <li>ii. Manual Sustainability <ul style="list-style-type: none"> <li>- Prosedur Kerja Selamat</li> <li>- Prosedur membancuh racun di PREMIX</li> <li>- Pengendalian Bahan Kimia</li> <li>- Pengurusan Bahan Buangan</li> </ul> </li> </ul>	Complied

Criterion / Indicator		Assessment Findings	Compliance
		<p>The procedures for handling used chemicals classified under Environment Quality Regulations (Scheduled Waste) 2005, Environmental Quality Act, 1974 are available prepared on Group level by SCCD and implemented in all estates for all the applicable practices. The operational control procedures for the scheduled wastes management provides guidelines as follows:</p> <ul style="list-style-type: none"> <li>i. Management of class 2 (and higher) chemical containers.</li> <li>ii. Management of fertiliser bags</li> </ul> <p>These documents were established on 01/6/2016 issued throughout the Group Estates and remain effective for practice in all operating units.</p>	
<b>4.5.3.4</b>	<p>Empty pesticide containers shall be punctured and disposed in an environmentally and socially responsible way, such that there is no risk of contamination of water sources or to human health. The disposal instructions on manufacturer's labels should be adhered to. Reference should be made to the national programme on recycling of used HDPE pesticide containers.</p> <p><b>- Major compliance -</b></p>	<p>This is available and detailed in document titled "KITAR SEMULA BEKAS RACUN PEROSAK' The objective of the guidelines is to;</p> <ul style="list-style-type: none"> <li>i. Memelihara kesejahteraan alam sekitar</li> <li>ii. To comply with the GAP</li> <li>iii. Avoid misuse of empty pesticide containers.</li> </ul> <p>The guidelines also reasoned out the need of triple rinsing and produced the quantity of remaining residue after the triple rinsing.</p> <p>The current practice of disposal of empty containers for the estate is delivery as SW409 to Bukit Sagu Estate as a centralised collection for the FGV estates within the same region. Pictorial guidelines on the methods of triple rinsing are also shown in the document. Under the operational control procedure established as given in 4.5.3.3 above the guideline and practice for handling empty pesticides are as follows:</p>	Complied

Criterion / Indicator		Assessment Findings	Compliance																
		i. All class 2 and above containers are tripled rinsed and hole punctured at the bottom only if the waste generator is to dispose as non-scheduled waste. ii. Containers to be disposed as scheduled waste need not go the triple rinsing and hole punctured process. These guidelines are based on Department of Agriculture ref 91/120/038/014 dated 7/11/2002.																	
<b>4.5.3.5</b>	Domestic waste should be disposed as such to minimize the risk of contamination of the environment and watercourses. <b>- Minor compliance -</b>	Domestic waste for the estates was disposed as follows: <table border="1"> <thead> <tr> <th></th> <th>Estate FGVPMSB</th> <th>Landfill site</th> <th>Remarks</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>Lepar Hilir 06</td> <td>P99C</td> <td>Collection 2/3x week</td> </tr> <tr> <td>2</td> <td>Lepar Hilir 07</td> <td>MD Kuantan</td> <td>Collection 2/3 x week</td> </tr> <tr> <td>3</td> <td>Lepar Hilir 08</td> <td>MD Kuantan</td> <td>Collection 2/3 x week</td> </tr> </tbody> </table> The sites was sighted and verified. The area is sufficiently distant from habitation and water contamination. The site disposal area (landfill area) is shown and marked in the estate map.		Estate FGVPMSB	Landfill site	Remarks	1	Lepar Hilir 06	P99C	Collection 2/3x week	2	Lepar Hilir 07	MD Kuantan	Collection 2/3 x week	3	Lepar Hilir 08	MD Kuantan	Collection 2/3 x week	Complied
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<b>Criterion 4.5.4: Reduction of pollution and emission</b>																			
<b>4.5.4.1</b>	An assessment of all polluting activities shall be conducted, including greenhouse gas emissions, scheduled wastes, solid wastes and effluent. <b>- Major compliance -</b>	The estates assessed their polluting activities incorporated in the Environmental Improvement Plan/Pollution Prevention Plan 2021. Details as provided in 4.5.1.3 and 4.5.1.4. Therein is given potential sources of pollutants, objective & targets and action to be taken. <table border="1"> <thead> <tr> <th></th> <th>Pollution</th> <th>Source</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>Air</td> <td>Vehicle &amp; machines exhaust</td> </tr> <tr> <td>2</td> <td>Water</td> <td>Cleaning water &amp; run-off</td> </tr> <tr> <td>3</td> <td>Land</td> <td>SW, domestic waste &amp; industrial waste</td> </tr> </tbody> </table>		Pollution	Source	1	Air	Vehicle & machines exhaust	2	Water	Cleaning water & run-off	3	Land	SW, domestic waste & industrial waste	Complied				
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		The GHG final emissions summarised from the estate activities is shown as tCO <sub>2</sub> e/tFFB.																			
<b>4.5.4.2</b>	An action plan to reduce identified significant pollutants and emissions shall be established and implemented. <b>- Major compliance -</b>	<p>The estates assessed their polluting activities and is tabulated under the environmental management program. Therein is given potential sources of pollutants, objective &amp; targets and action to be taken. Sighted targeted area assessed among other as follows:</p> <table border="1"> <thead> <tr> <th></th> <th>Sources/objective &amp; target</th> <th>Action steps</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>Management of HCV river reserve where applicable</td> <td>To train/ retrain sprayers/ manuring gang to avoid any chemical-related works at the area</td> </tr> <tr> <td>2</td> <td>To monitor waste management plan for its suitability</td> <td>SW disposal monitoring. Delivery to Pentas Flora Sdn Bhd and Kualiti Alam Sdn Bhd</td> </tr> <tr> <td>3</td> <td>To improve employees awareness on pollution prevention at housing complex including zero burning policy.</td> <td>Continuous reminders</td> </tr> <tr> <td>4</td> <td>To minimise spillage of oil/chemical onto the ground</td> <td>Continuous training and use of spill trays</td> </tr> <tr> <td>5</td> <td>To review aspect identification &amp; impact evaluation to identify significant critical points for control.</td> <td>Review through EA/EIE</td> </tr> </tbody> </table>		Sources/objective & target	Action steps	1	Management of HCV river reserve where applicable	To train/ retrain sprayers/ manuring gang to avoid any chemical-related works at the area	2	To monitor waste management plan for its suitability	SW disposal monitoring. Delivery to Pentas Flora Sdn Bhd and Kualiti Alam Sdn Bhd	3	To improve employees awareness on pollution prevention at housing complex including zero burning policy.	Continuous reminders	4	To minimise spillage of oil/chemical onto the ground	Continuous training and use of spill trays	5	To review aspect identification & impact evaluation to identify significant critical points for control.	Review through EA/EIE	Complied
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<p><b>4.5.5.1</b> The management shall establish a water management plan to maintain the quality and availability of natural water resources (surface and ground water). The water management plan may include:</p> <ul style="list-style-type: none"> <li>a. Assessment of water usage and sources of supply.</li> <li>b. Monitoring of outgoing water which may have negative impacts into the natural waterways at a frequency that reflects the estate’s current activities.</li> <li>c. Ways to optimize water and nutrient usage to reduce wastage (e.g. having in place systems for re-use, night application, maintenance of equipment to reduce leakage, collection of rainwater, etc.).</li> <li>d. Protection of water courses and wetlands, including maintaining and restoring appropriate riparian buffer zones at or before planting or replanting, along all natural waterways within the estate.</li> <li>e. Where natural vegetation in riparian areas has been removed, a plan with a timetable for restoration shall be established and implemented.</li> <li>f. Where bore well is being use for water supply, the level of the ground water table should be measured at least annually.</li> </ul> <p><b>- Major compliance -</b></p>	<p>This document is available titled 'Pelan Pengurusan Air Tahun 2022' Therein among others illustrating identification of water source e.g. river, mode of measurement, risk event &amp; cause of risk event, preventive &amp; corrective measures, and PIC (person in charge).</p> <p>The management also records the rainfall data (Rekod Hujan Bulanan Tahun 2021 for better monitoring of the palm growth. Rainfall records for the estate in mm for 2021 as follows:</p> <table border="1" data-bbox="1048 687 1753 1161"> <thead> <tr> <th></th> <th>Month</th> <th>L Hilir 06</th> <th>L Hilir 07</th> <th>L Hilir 08</th> </tr> </thead> <tbody> <tr><td>1</td><td>Jan</td><td>507</td><td>654</td><td>654</td></tr> <tr><td>2</td><td>Feb</td><td>8</td><td>0</td><td>5</td></tr> <tr><td>3</td><td>Mac</td><td>241</td><td>243</td><td>414</td></tr> <tr><td>4</td><td>April</td><td>182</td><td>252</td><td>267</td></tr> <tr><td>5</td><td>May</td><td>88</td><td>269</td><td>177</td></tr> <tr><td>6</td><td>June</td><td>175</td><td>284</td><td>231</td></tr> <tr><td>7</td><td>July</td><td>150</td><td>141</td><td>99</td></tr> <tr><td>8</td><td>Aug</td><td>102</td><td>221</td><td>279</td></tr> <tr><td>9</td><td>Sept</td><td>216</td><td>111</td><td>85</td></tr> <tr><td>10</td><td>Oct</td><td>69</td><td>59</td><td>131</td></tr> <tr><td>11</td><td>Nov</td><td>152</td><td>148</td><td>155</td></tr> <tr><td>12</td><td>Dec</td><td>645</td><td>726</td><td>626</td></tr> <tr><td></td><td>Total</td><td>2532</td><td>3108</td><td>3123</td></tr> </tbody> </table> <p>Buffer zones were protected. Areas visited for the estates as tabled below:</p> <table border="1" data-bbox="1048 1241 1753 1375"> <thead> <tr> <th></th> <th>Estate FGVMSB</th> <th>Location</th> <th>Field no</th> </tr> </thead> <tbody> <tr><td>1</td><td>Lepar Hilir 06</td><td>Sg Sema</td><td>P16M/P15L</td></tr> <tr><td>2</td><td>Lepar Hilir 08</td><td>Nil</td><td>Nil</td></tr> </tbody> </table>		Month	L Hilir 06	L Hilir 07	L Hilir 08	1	Jan	507	654	654	2	Feb	8	0	5	3	Mac	241	243	414	4	April	182	252	267	5	May	88	269	177	6	June	175	284	231	7	July	150	141	99	8	Aug	102	221	279	9	Sept	216	111	85	10	Oct	69	59	131	11	Nov	152	148	155	12	Dec	645	726	626		Total	2532	3108	3123		Estate FGVMSB	Location	Field no	1	Lepar Hilir 06	Sg Sema	P16M/P15L	2	Lepar Hilir 08	Nil	Nil	<p>Complied</p>
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		<p>Prevention is made especially during the manuring activities. The estate discussed the environmental issues during the ESH meetings.</p> <p>a) River water performance            b) Scheduled wastes and others waste management            c) Environmental Programs.</p> <table border="1"> <thead> <tr> <th></th> <th>River width</th> <th>Buffer zone</th> <th></th> <th>River width</th> <th>Buffer zone</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>&gt;40 meters</td> <td>50 meters</td> <td>4</td> <td>5 - 10 meters</td> <td>10 meters</td> </tr> <tr> <td>2</td> <td>20 - 40 meters</td> <td>40 meters</td> <td>5</td> <td>&lt; 5 meters</td> <td>5 meters</td> </tr> <tr> <td>3</td> <td>10 - 20 meters</td> <td>20 meters</td> <td>-</td> <td>-</td> <td>-</td> </tr> </tbody> </table> <p>The policy for the protection of watercourse is made known to all employees for an effective implementation when the need arises. The estate used water supply form PAIP hence does not require an internal water treatment for the domestic consumption.</p> <p>Water sampling at Sg Sema is made twice annually with recent results shown below.</p> <table border="1"> <thead> <tr> <th></th> <th></th> <th></th> <th colspan="2">LH06 13/10/21</th> <th colspan="2">LH07</th> <th colspan="2">LH08</th> </tr> <tr> <th></th> <th>Parameter</th> <th>unit</th> <th>Inlet</th> <th>Outlet</th> <th>Inlet</th> <th>Outlet</th> <th>Inlet</th> <th>Outlet</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>PH</td> <td>-</td> <td>6.8</td> <td>.5</td> <td>-</td> <td>-</td> <td>-</td> <td>-</td> </tr> <tr> <td>2</td> <td>BOD</td> <td>mg/L</td> <td>6</td> <td>8</td> <td>-</td> <td>-</td> <td>-</td> <td>-</td> </tr> <tr> <td>3</td> <td>COD</td> <td>mg/L</td> <td>47</td> <td>60</td> <td>-</td> <td>-</td> <td>-</td> <td>-</td> </tr> <tr> <td>4</td> <td>S Solids</td> <td>mg/L</td> <td>5</td> <td>7</td> <td>-</td> <td>-</td> <td>-</td> <td>-</td> </tr> <tr> <td>5</td> <td>A Nitrogen</td> <td>mg/L</td> <td>0.1</td> <td>0.1</td> <td>-</td> <td>-</td> <td>-</td> <td>-</td> </tr> <tr> <td>8</td> <td>D Oxygen</td> <td>mg/L</td> <td>8.14</td> <td>7.89</td> <td>-</td> <td>-</td> <td>-</td> <td>-</td> </tr> </tbody> </table>									River width	Buffer zone		River width	Buffer zone	1	>40 meters	50 meters	4	5 - 10 meters	10 meters	2	20 - 40 meters	40 meters	5	< 5 meters	5 meters	3	10 - 20 meters	20 meters	-	-	-				LH06 13/10/21		LH07		LH08			Parameter	unit	Inlet	Outlet	Inlet	Outlet	Inlet	Outlet	1	PH	-	6.8	.5	-	-	-	-	2	BOD	mg/L	6	8	-	-	-	-	3	COD	mg/L	47	60	-	-	-	-	4	S Solids	mg/L	5	7	-	-	-	-	5	A Nitrogen	mg/L	0.1	0.1	-	-	-	-	8	D Oxygen	mg/L	8.14	7.89	-	-	-	-
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		The report compiled by FGV Agri Services Sdn Bhd concludes that the estates operational activities do not pollute river and it does not have any significance difference in the water quality status.																	
<b>4.5.5.2</b>	No construction of bunds, weirs and dams across main rivers or waterways passing through an estate. <b>- Minor compliance -</b>	This is in compliance by the estate. This requirement is also audited internally by the SCCD personnel. During the field visit no construction of such was observed. This was further supported through facts obtained from interviews among the employees.	Complied																
<b>4.5.5.3</b>	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). <b>- Minor compliance -</b>	During the site visit practices of water harvesting are noted mainly in the estates for washing and machine cleaning. Roadside pits where applicable are constructed at every 3 palm rows, to divert in event of water overflowing and also to benefit the nearest palm at the pit end to obtain additional moisture.	Complied																
<b>Criterion 4.5.6: Status of rare, threatened, or endangered species and high biodiversity value</b>																			
<b>4.5.6.1</b>	Information shall be collated that includes both the planted area itself and relevant wider landscape-level considerations (such as wildlife corridors). This information should cover: a) Identification of high biodiversity value habitats, such as rare and threatened ecosystems, that could be significantly affected by the grower(s) activities. b) Conservation status (e.g. The International Union on Conservation of Nature and Natural Resources (IUCN) status on legal protection, population status and habitat requirements of rare, threatened, or endangered species), that could be significantly affected by the grower(s) activities. <b>- Major compliance -</b>	<p>The latest assessment was conducted with details as follows:            "Laporan Penilaian Konservasi Tinggi (HCV) &amp; Biodiversiti on respective dates and being reviewed accordingly. Details of compilation as listed below. This report was updated and reviewed by En Amir Hamzah Dollah@Abdullah from the Due Diligence Unit, Plantations Sustainability Department (now known as SCCD). The report for LH07 and LH08 was a combined assessment.</p> <table border="1"> <thead> <tr> <th></th> <th>Estate FGVPMSB</th> <th>Assessment Date</th> <th>Review Date</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>Lepar Hilir 06</td> <td>14/12/2016</td> <td>11/10/2021</td> </tr> <tr> <td>2</td> <td>Lepar Hilir 07</td> <td>15/09/2016</td> <td>19/11/2018</td> </tr> <tr> <td>3</td> <td>Lepar Hilir 08</td> <td>15/09/2016</td> <td>19/11/2018</td> </tr> </tbody> </table> <p>In summary there was no HCV present in the CU except for buffer zone for Sungai Sema/ Sg Lepar crossing at respective fields and at</p>		Estate FGVPMSB	Assessment Date	Review Date	1	Lepar Hilir 06	14/12/2016	11/10/2021	2	Lepar Hilir 07	15/09/2016	19/11/2018	3	Lepar Hilir 08	15/09/2016	19/11/2018	Complied
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Criterion / Indicator		Assessment Findings	Compliance
		<p>boundary areas in FGVPMSB Lepar Hilir 06. The reports detailed the findings of a rapid appraisal of the biodiversity in the estates and addresses the RSPO P&amp;C relevant to biodiversity conservation and HCV. Therein being provided details relating to the following:</p> <ul style="list-style-type: none"> <li>a) General biodiversity issues</li> <li>b) Watercourses and drainage</li> <li>c) Habitats natural and man-made</li> <li>d) Wildlife</li> <li>e) Ponds and reservoirs</li> <li>f) Wetlands /watercourses</li> <li>g) Legal aspects</li> <li>h) Immediate and long term effect.</li> </ul>	
<b>4.5.6.2</b>	<p>If rare, threatened or endangered species, or high biodiversity value, are present, appropriate measures for management planning and operations should include:</p> <ul style="list-style-type: none"> <li>a) Ensuring that any legal requirements relating to the protection of the species are met.</li> <li>b) Discouraging any illegal or inappropriate hunting, fishing or collecting activities; and developing responsible measures to resolve human-wildlife conflicts.</li> </ul> <p><b>- Major compliance -</b></p>	<p>Relevant programme to workers pertaining awareness of HCV areas and RTE observed conducted. Interview with employees noted that awareness programme had been conducted. Employees were aware of:</p> <ul style="list-style-type: none"> <li>a) Not to capture, harm, kill any wildlife.</li> <li>b) Disciplinary measures shall be taken if found violating company rules.</li> <li>c) Not to chemicals in riparian buffer zone.</li> </ul> <p>Rekod Pemantauan Hidupan Liar &amp; Kawasan Sensitif - records of observations LH 06 dated 02/12/21, 09/12/21, 29/12/21, 13/09/22, 28/04/22 was sighted and verified. The other two LH07 and LH08 had a similar practices and records.</p>	Complied

Criterion / Indicator		Assessment Findings	Compliance
<b>4.5.6.3</b>	A management plan to comply with Indicator 1 shall be established and effectively implemented, if required. <b>- Major compliance -</b>	The estate observed and implemented the established action plans, including monitoring (patrolling) of the conservation areas by Auxiliary Police. Record of monitoring (patrolling) observed maintained. Observed no monitoring outcomes that requires changed of practices or action plan.	Complied
<b>Criterion 4.5.7: Zero burning practices</b>			
<b>4.5.7.1</b>	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. <b>- Major compliance -</b>	FGV practices of "Zero open burning" is enforced and elaborated in the Group Sustainability Policy dated May 2019. Also included in the following guidelines; i. Manual Ladang Sawit Lestari - Prosedure Kerja Selamat ii. Manual Sustainability - Prosedur Kerja Selamat - Prosedur membancuh Racun di PREMIX - Pengendalian Bahan Kimia - Penyediaan tanah tanam semula  The estate adhered to the policy of "Zero open burning" for any replanting. From field visits and interviews with the workers there is no open burning being practiced in the estates.	Complied
<b>4.5.7.2</b>	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. <b>- Major compliance -</b>	N/A. Details in 4.5.7.1 above.	N/A

Criterion / Indicator		Assessment Findings	Compliance
4.5.7.3	Where controlled burning is allowed, it shall be carried out as prescribed by the Environmental Quality (Declared Activities) (Open Burning) Order 2003 or other applicable laws. - <b>Major compliance</b> -	N/A. Details in 4.5.7.1 above	N/A
4.5.7.4	Previous crops should be felled or mowed down, chipped and shredded, windrowed or pulverized or ploughed and mulched. - <b>Minor compliance</b> -	This is included in the specification of work orders in event of land preparation during a replanting. It is a standard practice in Felda Agricultural Services/FGV. The organisation excluded stages relating to shredding, pulverized and ploughing in the land preparations.	Complied
<b>4.6 Principle 6: Best Practices</b>			
<b>Criterion 4.6.1: Site Management</b>			
4.6.1.1	Standard operating procedures shall be appropriately documented and consistently implemented and monitored. - <b>Major compliance</b> -	The standard operation procedure for the estates operations is available which is prepared on Group basis. There are levels of the documentation identified as follows: <ul style="list-style-type: none"> <li>i. Manual Ladang Sawit LESTARI on reviewed 1/6/12 Sawit pra matang edisi II seksyen 3</li> <li>ii. Manual Ladang Sawit LESTARI reviewed on 1/6/12 Sawit matang edisi II seksyen 4</li> <li>iii. Manual Ladang Sawit LESTARI 1/6/12 Pembajaan sawit edisi II seksyen 5</li> <li>iv. Prosedur Kerja Selamat</li> <li>v. Manual Kelestarian (Sustainability)</li> </ul> Amendments are made should there be requirement to suit the local issues/situation. The Agronomy and Agricultural Services Department,	Complied

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Criterion / Indicator		Assessment Findings				Compliance																																																																					
		<p>Sustainability Unit (SCCD), Plantation Head and relevant Head Office personnel including the Regional Controller inspect and report to ensure compliance against company policy and procedure with regards to operation, finance as well as safety, health and welfare requirements. Other mechanism as described below.</p> <table border="1"> <thead> <tr> <th></th> <th>Areas</th> <th colspan="3">Action/Activities</th> </tr> </thead> <tbody> <tr> <td rowspan="3">1</td> <td rowspan="3">Daily</td> <td colspan="3">Supervision by field staff/Assist/Manager</td> </tr> <tr> <td colspan="3">Report of daily activities/costings/variation</td> </tr> <tr> <td colspan="3">WA group - digital supervision</td> </tr> <tr> <td rowspan="6">2</td> <td rowspan="6">Schedule</td> <td colspan="3">Quarterly ESH meeting</td> </tr> <tr> <td colspan="3">RC visits on field activities</td> </tr> <tr> <td colspan="3">Internal audits by GCAD/SHO</td> </tr> <tr> <td colspan="3">Annual EPMC</td> </tr> <tr> <td colspan="3">External audit RSPO/MSPO</td> </tr> <tr> <td colspan="3">Agronomist visits</td> </tr> <tr> <td rowspan="2">3</td> <td rowspan="2">Medical/ health</td> <td colspan="3">Zone Head / Regional Controller visits</td> </tr> <tr> <td colspan="3">Monthly check by HA/MA/KKM</td> </tr> <tr> <td colspan="2"></td> <td colspan="3">Annual medical surveillance.</td> </tr> </tbody> </table> <table border="1"> <thead> <tr> <th></th> <th>Program</th> <th>L Hilir 06</th> <th>L Hilir 07</th> <th>L Hilir 08</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>Agronomist Visit</td> <td>11/05/2022</td> <td>13/05/2022</td> <td>12/05/22</td> </tr> <tr> <td>2</td> <td>SCCD</td> <td>12/09/2022</td> <td>15/09/2022</td> <td>12/09/22</td> </tr> <tr> <td>3</td> <td>Reg Controller</td> <td>14/09/2022</td> <td>15/06/2022</td> <td>17/10/22</td> </tr> </tbody> </table>					Areas	Action/Activities			1	Daily	Supervision by field staff/Assist/Manager			Report of daily activities/costings/variation			WA group - digital supervision			2	Schedule	Quarterly ESH meeting			RC visits on field activities			Internal audits by GCAD/SHO			Annual EPMC			External audit RSPO/MSPO			Agronomist visits			3	Medical/ health	Zone Head / Regional Controller visits			Monthly check by HA/MA/KKM					Annual medical surveillance.				Program	L Hilir 06	L Hilir 07	L Hilir 08	1	Agronomist Visit	11/05/2022	13/05/2022	12/05/22	2	SCCD	12/09/2022	15/09/2022	12/09/22	3	Reg Controller	14/09/2022	15/06/2022	17/10/22	
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<b>4.6.1.2</b>	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	The estates construct terraces at slope area of more than 6 degrees for the replanting fields. Planting of cover crop are made to retain the soil structure and conservation.				Complied																																																																					



Criterion / Indicator		Assessment Findings	Compliance														
	either soil, nutrients or chemicals. <b>- Major compliance -</b>	a) Roadside pit are made to divert water at slope areas to prevent road erosion and surface damage. b) Terraces are constructed inclined towards the terrace wall. c) The estates are mainly on 0-2 and 2-6 degree of slope classification.															
<b>4.6.1.3</b>	A visual identification or reference system shall be established for each field. <b>- Major compliance -</b>	All fields are marked and identified. Information like year planting (field no) and the total hectare is shown in all markers. There were displayed in signage at the boundary/corners of every fields. This is observed during the field visit. <table border="1" style="margin-left: 20px;"> <thead> <tr> <th></th> <th>Estate FGVPMSB</th> <th>Field No</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>Lepar Hilir 06</td> <td>P15L / P16M / P99D / P99 C</td> </tr> <tr> <td>2</td> <td>Lepar Hilir 07</td> <td>P17X / P17M / P15 N / P12 P</td> </tr> <tr> <td>3</td> <td>Lepar Hilir 08</td> <td>P91L / P13Q / P16M /</td> </tr> </tbody> </table>		Estate FGVPMSB	Field No	1	Lepar Hilir 06	P15L / P16M / P99D / P99 C	2	Lepar Hilir 07	P17X / P17M / P15 N / P12 P	3	Lepar Hilir 08	P91L / P13Q / P16M /	Complied		
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<b>Criterion 4.6.2: Economic and financial viability plan</b>																	
<b>4.6.2.1</b>	A documented business or management plan shall be established to demonstrate attention to economic and financial viability through long-term management planning. <b>- Major compliance -</b>	Sighted in F FGVPMSB Lepar Hilir 6, available a long-term Budget established for 2022-2025 to demonstrate attention to economic and financial viability through long-term management planning In FGVPMSB Lepar Hilir 7 Found budget available for 2022-2024 to demonstrate attention to economic and financial viability through long term management planning.	Complied														
<b>4.6.2.2</b>	Where applicable, an annual replanting programme shall be established. Long term replanting programme should be established and review annually, where applicable every 3-5 years. <b>- Major compliance -</b>	In FGVPMSB Lepar Hilir 6, available Annual Replanting Programme (2021-2026) covering: <table border="1" style="margin-left: 20px;"> <thead> <tr> <th>Field</th> <th>Ha</th> <th>2021</th> <th>2022</th> <th>2023</th> <th>2024</th> <th>2025</th> </tr> </thead> <tbody> <tr> <td>PM93C</td> <td>304.44</td> <td>304.44</td> <td>-</td> <td>-</td> <td>-</td> <td>-</td> </tr> </tbody> </table>	Field	Ha	2021	2022	2023	2024	2025	PM93C	304.44	304.44	-	-	-	-	Complied
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PM93C	304.44	304.44	-	-	-	-											

Criterion / Indicator		Assessment Findings						Compliance	
		PM99E	260.17	-	-	260.17	-	-	
		<p>In FGVPMSB Lepar Hilir 7, there is no Annual Replanting Programme approved and dated 12/01/22 (2022-2025) as stated for Field PM11N, PM12P, PM14I, PM15V, PM17X. The management of estate was separated from FGVPMSB Lepar Hilir 8 in 2021.</p> <p>While in FGVPMSB Lepar Hilir 8, Annual Replanting Programme (2023-2027) recorded replanting activity to be planned for Filed PM91L (146.24 Ha) and PM99M (34.49 Ha) in 2023 only.</p>							
<b>4.6.2.3</b>	<p>The business or management plan may contain:</p> <p>a) Attention to quality of planting materials and FFB</p> <p>b) Crop projection: site yield potential, age profile, FFB yield trends</p> <p>c) Cost of production: cost per tonne of FFB</p> <p>d) Price forecast</p> <p>e) Financial indicators: cost benefit, discounted cash flow, return on investment</p> <p><b>- Major compliance -</b></p>	<p>The five years planning horizon 2022-2026 is available. Similarly, FGVPMSB Lepar Hilir 6,7 and 8 having a similar budget format. Inclusive is a 5-year budget/forecast financial plan 2022-2026 allocating categories among others:</p> <ul style="list-style-type: none"> <li>• Crop yielding area</li> <li>• Mature cost</li> <li>• General charges/upkeep/collection/depreciation</li> <li>• Cost/ha &amp; cost /mt FFB</li> <li>• CAPEX</li> </ul> <p>Further sampled crop projection for 2023-2026 of FGVPMSB Lepar Hilir 7 with size of 2,052.01 Ha (5 Field/Peringkat). For 2023-39,172 MT, 2024-41,118 MT, 2025-43,182 MT, 2026-45,338 MT, 2027-47,605 MT.</p>						Complied	
<b>4.6.2.4</b>	<p>The management plan shall be effectively implemented and the achievement of the goals and objectives shall be regularly monitored, periodically reviewed and documented.</p> <p><b>- Major compliance -</b></p>	<p>The Regional Controller (RC) are accountable to monitor the estates/mill compliance towards the SOP, budget and productivity among others. Estates/ Mill performances are reviewed during the monthly meeting with Regional Controller or Zone Head. The following reports were reviewed and verified.</p>						Complied	

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Criterion / Indicator		Assessment Findings	Compliance
		<p>The Agronomy and Agricultural Services Department Sustainability Unit, Plantation Head and relevant Head Office personnel including the Regional Controller inspect and report to ensure compliance against company policy and procedure with regards to operation, finance as well as safety, health and welfare requirements. The mechanism as described below as per below sampling:</p> <p>Agronomist report for FGVPMSB Lepar Hilir 7 dated 13/05/2022 by Erwan Syah Bin Tuqiman.</p> <p>In FGVPMSB Lepar Hilir 8 the agronomist already conducted the assessment and report dated 12/05/2022</p>	
<b>Criterion 4.6.3: Transparent and fair price dealing</b>			
<b>4.6.3.1</b>	<p>Pricing mechanisms for the products and other services shall be documented and effectively implemented.</p> <p><b>- Major compliance -</b></p>	<p>In FGVPMSB Lepar Hilir 6, 7 &amp; 7 available a pricing mechanism for deciding products and services of external provider such as contractor documented as sighted in Application to Continue Contract for transportation contractor. Among details included estimation of expenses/costing (per Ha and per MT) for each work activity as reference attached that included:</p> <ul style="list-style-type: none"> <li>• Maintenance and Supervision (upkeep, manuring, spraying, pest control, road, drainage, pruning, equipment, fencing/ electrical fencing, boundary marking, supervision and etc.)</li> <li>• Manuring (loading, collection, transportation, supervision, equipment)</li> </ul>	Complied
<b>4.6.3.2</b>	<p>All contracts shall be fair, legal and transparent and agreed payments shall be made in timely manner.</p> <p><b>- Major compliance -</b></p>	<p>Found a Payment LogBook in FGVPMSB Lepar Hilir 7 where list of contractors such as sampled:</p> <ul style="list-style-type: none"> <li>• Syarikat Hasdory Jaya (Contract No. 5300006895)</li> <li>• Sejati Enterprise (Contract No. 5300003848)</li> </ul>	Complied

Criterion / Indicator		Assessment Findings	Compliance
		<ul style="list-style-type: none"> <li>• Teraju Wawasan (Contract No. 5300008665)</li> <li>• Rajan Excavator Contractor Sdn Bhd (Contract No.640000040)</li> </ul> <p>Found consistent payment with cheque numbers issued and amount paid in a timely manner. As Payment Voucher sampled:</p> <ul style="list-style-type: none"> <li>• Voucher No. 350361686 for Syarikat Hasdory Jaya dated 12/09/22, Cheque No. 006626. Invoice No. 0591 dated 01/09/22 from Syarikat Hasdory Jaya.</li> <li>• Voucher No. 350361688 for Sejati Enterprise dated 12/09/22, Cheque No. 006627. Invoice No. 0537 dated 01/09/22 from Sejati Enterprise.</li> </ul> <p>Sampled in FGVPMSB Lepar Hilir 8, a payment record for contractor Sejati Enterprise as Voucher No. 350361719 dated 12/09/22 with Cheque No. 006636. Invoice No 0532.</p>	
<b>Criterion 4.6.4: Contractor</b>			
<b>4.6.4.1</b>	<p>Where contractors are engaged, they shall understand the MSPO requirements and shall provide the required documentation and information.</p> <p><b>- Major compliance -</b></p>	<p>A letter with statement of informed and understanding on MSPO requirements, compliance to all legal requirements related to MSPO requirements and allowing MSPO auditor to perform audit, checking document, verify process and interview workers. Among contractor IN FGVPMSB Lepar Hilir 7 included:</p> <ul style="list-style-type: none"> <li>• Sejati Enterprise dated 11/01/22 (signed by Ramalingan A/L Sinappan)</li> <li>• Syarikat Hasdory Jaya dated 11/01/22 (signed by Cheledori A/L Sinappan).</li> </ul> <p>While in FGVPMSB Lepar Hilir 8, available letter with statement of informed and understanding on MSPO requirements, compliance to all legal requirements related to MSPO requirements and allowing MSPO</p>	Complied

Criterion / Indicator		Assessment Findings	Compliance
		<p>auditor to perform audit, checking document, verify process and interview workers from transportation contractor:</p> <ul style="list-style-type: none"> <li>Sejati Enterprise dated 10/11/22 (signed by Chelefdori Sinappan)</li> </ul>	
<b>4.6.4.2</b>	<p>The management shall provide evidence of agreed contracts with the contractor.</p> <p><b>- Major compliance -</b></p>	<p>Sampled in Field 21 of FGVPM5B Lepar Hilir 7, a contractor Syarikat Hasdori Jaya was engaged to transport FFB. Sampled Contract Offer Letter with Contract No. 5300006895 for supply of labor transportation of FFB to Mill. Valid from 01/01/21-31/12/22. Signed by Sr. Contract &amp; Procurement Executive of FGV Plantations (Kuantan Region) and Accepted by Representative of Syarikat Hasdory Jaya on 31/12/20.</p> <p>In FGVPM5B Lepar Hilir 8, available a Letter of Approval for Continuation of Contract for 4<sup>th</sup> times dated 28/12/21 awarded to Sejati Enterprise (Contract No. 5300003777) for Transportation of FFB to Mill (Bin System) from 01/01/22-31/12/22.</p>	Complied
<b>4.6.4.3</b>	<p>The management shall accept MSP0 approved auditors to verify assessments through a physical inspection if required.</p> <p><b>- Minor compliance -</b></p>	<p>The management of estate in FGVPM5B Lepar Hilir 6,7 &amp; 8 accepted MSP0 approved auditor to verify assessment through a physical inspection.</p>	Complied
<b>4.6.4.4</b>	<p>The management shall be responsible for the observance of the control points applicable to the tasks performed by the contractor, by checking and signing the assessment of the contractor for each task and season contracted.</p> <p><b>- Major compliance -</b></p>	<p>Available a checklist in FGVPM5B Lepar Hilir 6 &amp; 7 with specific list of contractor's information. Criteria of checking included contract agreement, details of work perform, Map of working area, Insurance policy, Workers information, living quarters, machinery and equipment, work schedule and others.</p> <p>Available and attached Certificate of Job Completion for Payment Purpose on contractor Syarikat Hasdory Jaya for Contract No. 5300006895 approved by Estate Manager dated 05/09/22.</p>	Complied

Criterion / Indicator		Assessment Findings	Compliance
		<p>Available and attached Certificate of Job Completion for Payment Purpose on contractor Sejati Enterprise for Contract No. 53000038483 approved by Estate Manager dated 05/09/22.</p> <p>In FGVPMSB Lepar Hilir 8, available and attached Certificate of Job Completion for Payment Purpose on contractor Sejati Enterprise for Contract No. 5300003777 approved by Estate Manager dated 01/09/22.</p>	
<b>4.7 Principle 7: Development of new planting</b>			
<b>Criterion 4.7.1:</b> High biodiversity value			
<b>4.7.1.1</b>	<p>Oil palm shall not be planted on land with high biodiversity value unless it is carried out in compliance with the National and/or State Biodiversity Legislation.</p> <p><b>- Major compliance -</b></p>	No new planting in all estates within Lepar Hilir certification unit. Hence, this requirement is not applicable.	N/A
<b>4.7.1.2</b>	<p>No conversion of Environmentally Sensitive Areas (ESAs) to oil palm as required under Peninsular Malaysia’s National Physical Plan (NPP) and the Sabah Forest Management Unit under the Sabah Forest Management License Agreement. For Sabah and Sarawak, new planting or replanting of an area 500ha or more requires an EIA. For areas below 500ha but above 100ha, a Proposal for Mitigation Measures (PMM) is required.</p> <p><b>- Major compliance -</b></p>	No new planting in all estates within Lepar Hilir certification unit. Hence, this requirement is not applicable.	N/A
<b>Criterion 4.7.2:</b> Peat Land			

Criterion / Indicator		Assessment Findings	Compliance
<b>4.7.2.1</b>	New planting and replanting may be developed and implemented on peat land as per MPOB guidelines on peat land development or industry best practice. <b>- Major compliance -</b>	No new planting in all estates within Lepar Hilir certification unit. Hence, this requirement is not applicable.	N/A
<b>Criterion 4.7.3: Social and Environmental Impact Assessment (SEIA)</b>			
<b>4.7.3.1</b>	A comprehensive and participatory social and environmental impact assessment shall be conducted prior to establishing new plantings or operations. <b>- Major compliance -</b>	No new planting in all estates within Lepar Hilir certification unit. Hence, this requirement is not applicable.	N/A
<b>4.7.3.2</b>	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. <b>- Major compliance -</b>	No new planting in all estates within Lepar Hilir certification unit. Hence, this requirement is not applicable.	N/A
<b>4.7.3.3</b>	The results of the SEIA shall be incorporated into an appropriate management plan and operational procedures developed, implemented, monitored and reviewed. <b>- Major compliance -</b>	No new planting in all estates within Lepar Hilir certification unit. Hence, this requirement is not applicable.	N/A
<b>4.7.3.4</b>	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. <b>- Minor compliance -</b>	No new planting in all estates within Lepar Hilir certification unit. Hence, this requirement is not applicable.	N/A

Criterion / Indicator		Assessment Findings	Compliance
<b>Criterion 4.7.4:</b> Soil and topographic information			
<b>4.7.4.1</b>	Information on soil types shall be adequate to establish the long-term suitability of the land for oil palm cultivation. - <b>Major compliance</b> -	No new planting in all estates within Lepar Hilir certification unit. Hence, this requirement is not applicable.	N/A
<b>4.7.4.2</b>	Topographic information shall be adequate to guide the planning of planting programmes, drainage and irrigation systems, roads and other infrastructure. - <b>Major compliance</b> -	No new planting in all estates within Lepar Hilir certification unit. Hence, this requirement is not applicable.	N/A
<b>Criterion 4.7.5:</b> Planting on steep terrain, marginal and fragile soils			
<b>4.7.5.1</b>	Extensive planting on steep terrain, marginal and fragile soils shall be avoided unless permitted by local, state and national laws. - <b>Major compliance</b> -	No new planting in all estates within Lepar Hilir certification unit. Hence, this requirement is not applicable.	N/A
<b>4.7.5.2</b>	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. - <b>Major compliance</b> -	No new planting in all estates within Lepar Hilir certification unit. Hence, this requirement is not applicable.	N/A
<b>4.7.5.3</b>	Marginal and fragile soils, including excessive gradients and peat soils, shall be identified prior to conversion. - <b>Major compliance</b> -	No new planting in all estates within Lepar Hilir certification unit. Hence, this requirement is not applicable.	N/A
<b>Criterion 4.7.6:</b> Customary land			



Criterion / Indicator		Assessment Findings	Compliance
4.7.6.1	No new plantings are established on recognised customary land without the owners’ free, prior and informed consent, dealt with through a documented system that enables indigenous peoples, local communities and other stakeholders to express their views through their own representative institutions. <b>- Major compliance -</b>	No new planting in all estates within Lepar Hilir certification unit. Hence, this requirement is not applicable.	N/A
4.7.6.2	Where new plantings on recognised customary lands are acceptable, management plans and operations should maintain sacred sites. <b>- Minor compliance -</b>	No new planting in all estates within Lepar Hilir certification unit. Hence, this requirement is not applicable.	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. <b>- Major compliance -</b>	No new planting in all estates within Lepar Hilir certification unit. Hence, this requirement is not applicable.	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. <b>- Major compliance -</b>	No new planting in all estates within Lepar Hilir certification unit. Hence, this requirement is not applicable.	N/A
4.7.6.5	Identification and assessment of legal and recognised customary rights shall be documented. <b>- Major compliance -</b>	No new planting in all estates within Lepar Hilir certification unit. Hence, this requirement is not applicable.	N/A

Criterion / Indicator		Assessment Findings	Compliance
<b>4.7.6.6</b>	A system for identifying people entitled to compensation and for calculating and distributing fair compensation shall be established and implemented. <b>- Major compliance -</b>	No new planting in all estates within Lepar Hilir certification unit. Hence, this requirement is not applicable.	N/A
<b>4.7.6.7</b>	The process and outcome of any compensation claims shall be documented and made publicly available. <b>- Major compliance -</b>	No new planting in all estates within Lepar Hilir certification unit. Hence, this requirement is not applicable.	N/A
<b>4.7.6.8</b>	Communities that have lost access and rights to land for plantation expansion should be given opportunities to benefit from the plantation development. <b>- Minor compliance -</b>	No new planting in all estates within Lepar Hilir certification unit. Hence, this requirement is not applicable.	N/A

**MS 2530-4:2013 Malaysian Sustainable Palm Oil (MSPO) Part 4: General Principles for Palm Oil Mills**

Criterion / Indicator		Assessment Findings	Compliance
<b>4.1 Principle 1: Management commitment &amp; responsibility</b>			
<b>Criterion 4.1.1 – Malaysian Sustainable Palm Oil (MSPO) Policy</b>			
<b>4.1.1.1</b>	Policy for the implementation of MSPO shall be established. <b>- Major compliance -</b>	<p>FGV Holdings Berhad has established Group Sustainability Policy (Policy No.: FGV/SED/POL/001, Rev. 3.0) which approved by Board of Directors on 17/11/2020. The objective of the policy is to establish the objectives and guidelines for FGV Holdings Berhad and its Group of Companies (collectively referred to as the "FGV Group" or "Group") for the fulfilment of FGV's commitments with regards to sustainability matters.</p> <p>Sighted a sample communication of policy conducted by management to workers on 15/6/2022 during morning assembly in FGVPISB Lepar Hilir POM.</p>	Complied
<b>4.1.1.2</b>	The policy shall also emphasize on the commitment to continual improvement with the objective of improving the milling operation. <b>- Major compliance -</b>	In Clause 5.0 of the policy above has emphasized the company will continuously improve the quality of their products and services by adopting the best possible approaches to enhance productivity and profitability by optimising resources and operational efficiencies, while eliminating or minimising negative impact on people and the environment.	Complied
<b>Criterion 4.1.2 – Internal Audit</b>			
<b>4.1.2.1</b>	Internal audit shall be planned and conducted regularly to determine the strong and weak points and potential area for further improvement.	Sighted email from Mohd Shafiq Ariffin sent on 06/09/22 to Mill Manager on Internal Audit for MSPO & MSPO for Kompleks on 12-15/09/22. Specifically for mill on 12-13/09/22 as stated in the	Complied

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	- <b>Major compliance</b> -	Internal Audit Programme. Lead Auditor is Wan Nur Aimy Nadiah and assisted by Hilmie Zaifruetz.	
<b>4.1.2.2</b>	The internal audit procedures and audit results shall be documented and evaluated, followed by the identification of strengths and root causes of nonconformities, in order to implement the necessary corrective action. - <b>Major compliance</b> -	Available and documented Sustainability Inter Audit Procedure (FGV/GSD-SCCD/SOP/04) Ver.00, dated 03/09/20. Conformity Action Plan to be submitted to SCCD within 2 weeks after internal audit conducted. +Corrective Action Plan to be completed within 60 days after internal audit conducted as in para 7.7 of the procedure. The procedure explains the process of planning and implementation of internal audit that included identification of root causes of NCR raised and Correction and Corrective Action as in para 6.8 of the procedure. Available Internal Audit Report audited by Wan Nur Aimy Nadiah (Lead Auditor). The root causes clearly determined with action, preventive action and dateline of completion for all 8 NCRs raised by auditor.	Complied
<b>4.1.2.3</b>	Reports shall be made available to the management for their review. - <b>Major compliance</b> -	The Internal Audit Report and Corrective Action Plan was verified by Mill Manager as sighted. Available a commitment document signed by Estate Manager to take necessary action to close NCRs raised.	Complied
<b>Criterion 4.1.3 – Management Review</b>			
<b>4.1.3.1</b>	The management shall periodically review the continuous suitability, adequacy and effectiveness of the requirements for effective implementation of MSPO and decide on any changes, improvement and modification. - <b>Major compliance</b> -	Management Review was conducted on 29/09/22 at Meeting Room. Attended by 13 members of management and staff included Mill Manager, Assistant Managers, Chairman, Clerks, foreman and etc. Among discussed included result of previous internal audit, customer satisfaction, production, environmental issues, socials issues, continual improvement and management review. Minutes approved by Mill Manager.	Complied

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<b>Criterion 4.1.4 – Continual Improvement</b>			
<b>4.1.4.1</b>	The action plan for continual improvement shall be based on a consideration of the main social and environmental impact and opportunities for the company. <b>- Major compliance -</b>	Management of FGVPISB Lepar Hilir POM has established an objectives (FPI/L4/QOHSE-3.1 Pind 0) dated and approved 12/01/22 to be achieve as part of continual improvement such as: <ul style="list-style-type: none"> <li>• Achieve OER (20.45%) and KER (4.60%) at end of 2022.</li> <li>• Zero industrial accident for year 2022.</li> <li>• Maintenance and repair of worker’s housing for comfortable and safety living.</li> <li>• Minimizing usage of diesel as 2022 budget (1.07RM/FFB).</li> </ul>	Complied
<b>4.1.4.2</b>	The company should establish a system to improve practices in line with new information and techniques; and for disseminating this information throughout the workforce. <b>- Major compliance -</b>	A system to improve practices in line with new information and techniques such as: <ul style="list-style-type: none"> <li>• Installation of Moving Floor at Boiler Station in year 2022</li> <li>• Operational of VORSEP at Boiler Station</li> <li>• Operational of RODOS at Condensation Pond.</li> </ul>	Complied
<b>4.2 Principle 2: Transparency</b>			
<b>Criterion 4.2.1 – Transparency of information and documents relevant to MSPO requirements</b>			
<b>4.2.1.1</b>	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. <b>- Major compliance -</b>	Communicated by FGVPISB Lepar Hilir POM management to internal stakeholders among staff and workers during Consultative Committee Meeting dated 21/4/2022.	Complied

Criterion / Indicator		Assessment Findings	Compliance
4.2.1.2	<p>Management documents shall be publicly available, except where this is prevented by commercial confidentiality or where disclosure of information would result in negative environmental or social outcomes.</p> <p><b>- Major compliance -</b></p>	<p>The estate management issued a memo on the list of documents that are publicly available upon requested by the stakeholders on 21/4/2022.</p> <p>List of documents that made publicly available as below:</p> <ul style="list-style-type: none"> <li>- Land title</li> <li>- OSH plan</li> <li>- Environmental and social management plan</li> <li>- SEIA report</li> <li>- HCV report</li> <li>- Complaint and grievance procedure</li> <li>- Land dispute procedure</li> <li>- Policies such as Human Rights and Group Sustainability Policy</li> <li>- Assessment report of audits</li> <li>- etc.</li> </ul> <p>Besides, documents such as company's policies, Supplier Code of Conduct and grievance procedure is accessible by the stakeholders via company's website: Policies &amp; Guidelines - FGV Holdings Berhad.</p>	Complied
<b>Criterion 4.2.2 – Transparent method of communication and consultation</b>			
4.2.2.1	<p>Procedures shall be established for consultation and communication with the relevant stakeholders.</p> <p><b>- Major compliance -</b></p>	<p>The procedure established as Communication, Participation and Consultation Procedure; Doc. # FGV/ML-1A/L2-Pr12; Issue # 1; Rev. # 0; Effective date: 1/6/2016.</p>	Complied

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Criterion / Indicator		Assessment Findings	Compliance
4.2.2.2	The management shall nominate management officials at the operating unit responsible for issues related to <i>indicator 1</i> . - <b>Minor compliance</b> -	Assistant Executive has been appointed as Communication and Social Officer for mill and seen the appointment letter dated 15/11/2021.	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. - <b>Major compliance</b> -	Stakeholder list was established that include the FFB suppliers, local authorities, contractors and suppliers. Stakeholder meeting was conducted on 08/10/2021 in FGVPISB Lepar Hiir POM which involved FFB suppliers. There was no issue reported by the stakeholders as verified in the stakeholder meeting minutes.	Complied
<b>Criterion 4.2.3 – Traceability</b>			
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. - <b>Major compliance</b> -	A documented Supply Chain Procedure (FGV/GSD-SCCD/SOP/006) Ver.01 dated 07/01/21 established and provide guidance of practices for MSPO supply chain and traceability.	Complied
4.2.3.2	The management shall conduct regular inspections on compliance with the established traceability system. - <b>Major compliance</b> -	Monthly declaration for FFB received will be conducted prior to update in MSPO Trace system. Daily Weight Bridge Clerk will check the receiving of FFB in WB system to ensure accuracy of data. Internal audit of Supply Chain was conducted once a year as sampled in Audit Checklist conducted on 15/09/22. All indicator	Complied
4.2.3.3	The management shall identify and assign suitable employees to implement and maintain the traceability system. - <b>Minor compliance</b> -	Seman b. Setapa (Operation Supervisor) was appointed as PIC for Traceability and supply chain certification by Mohamad Nor Hafizi b. Kasim (Mill Manager) as Appointment Letter dated 03/01/22.	Complied

Criterion / Indicator		Assessment Findings	Compliance
4.2.3.4	Records of storage, sales, delivery or transportation of crude palm oil and palm kernel shall be maintained. <b>- Major compliance -</b>	Available list of suppliers of certified and non-certified to FGV PISB Lepar Hilir POM. Record of sales/delivery of CPO for May 2022 available as sampled. Sampled: CPO sold to FGV-FOD-Pasir Gudang dated 09/05/22 using Lorry No. WSH 7937 (FGV Transport) with net weight 41.85 MT. Driver's name: Shahrul Aswad b. Shaari. CPO sold to FGV-FOD-Pasir Gudang dated 09/05/22 using Lorry No. VGN 6803 (FGV Transport) with net weight 39.58 MT. Driver's name: Wan Muhamad Ishak b. Wan Bakar. Record of sales/delivery of PK for May 2022 available as sampled. Sampled: PK sold to FGV Kernel Semambu dated 29/08/22 using Lorry No. VGX 7689 (FGV Transport) with Nett weight 42.99 MT. Driver's name: Muhamad Junaidy b. Md Isa. PK sold to FGV Kernel Semambu dated 18/08/22 using Lorry No. VGN 6801 (FGV Transport) with Nett weight 44.61 MT. Driver's name: Mohd Ropi Musa.	Complied
<b>4.3 Principle 3: Compliance to legal requirements</b>			
<b>Criterion 4.3.1 – Regulatory requirements</b>			
4.3.1.1	All operations shall be in compliance with applicable local, state, national and ratified international laws and regulations. <b>- Major compliance -</b>	Sighted evidence of compliance for POM operation such as permits, licenses, Certificate of Fitness below: <ul style="list-style-type: none"> <li>MPOB License No. 61837001500 for Sale and Transport FFB from 01/07/22-30/06/23.</li> </ul>	Major Non-compliance



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	<ul style="list-style-type: none"> <li>• MPOB License No. 500205504000 for Selling and transport of FFB, PK, CPO, SPO/Buying and transport FFB, PK, CPO/Storage of PK, CPO, SPO/Milling of FFB from 01/04/22-31/03/23.</li> <li>• MPOB License No. 618347003000 for Selling and transport PK, CPO from 01/07/22-30/06/23.</li> <li>• Air receiver PH PMT 81933 valid till 28/06/23.</li> <li>• Air receiver PMT 75932 valid till 28/06/23.</li> <li>• Steam Header PH PMT 5565 valid till 28/06/23.</li> <li>• Air Compressor PH PMT 4201 valid till 28/06/23.</li> <li>• BI-Drum Water Tube Boiler PH PMD 139 valid till 28/06/23.</li> <li>• Calibration Certificate of Weight Bridge 001996616GM (Form D) under Akta Timbang dan Sukat 1972 (METTLER TOLEDO 70,000Kg) on 29/07/22.</li> <li>• Calibration Certificate of Weight Bridge 201650410 (Form D) under Akta Timbang dan Sukat 1972 (MPK (E) 60,000Kg) on 01/09/22.</li> <li>• Diesel Permit under Peraturan 9(2) Peraturan-Peraturan Kawalan Bekalan 1974 from KPDNKK (PHG/PD/K/34/2015) valid from 31/05/21-30/05/24.</li> <li>• Water Extraction License (Serial No. 0084) from Sg. Lepar under Pahang Water and Energy Resources Sdn. Bhd. valid till 31/12/22.</li> <li>• CePPOME Competent Person (Ahmad Fuhairrah b. Mohd Pauzi) as certificate issued by DOE dated 26/02/2020.</li> <li>• 3 units of LEV Inspection was conducted by PROCOMA Environmental (M) Sdn. Bhd. on 02/12/21.</li> </ul>	

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Criterion / Indicator		Assessment Findings	Compliance
		<ul style="list-style-type: none"> <li>• 3 units of Canopy hood found not having Written Approval or Notified to DOE under Regulation 5 of CAR 2014.</li> </ul> <p>According to Term No 22 of License term No 003247 for period of 01/07/22-30/06/23, Environmental Audit to be conducted 2 times a year by DOE 3<sup>rd</sup> Party Auditor not yet conducted. While in previous license only conducted on 09/06/22 conducted by Sahral Ah Shaari (EA 0024) and reported to DOE Pahang for License No 003247 dated 16/07/21.</p> <p>Hence, a Major Non-compliance has been raised.</p>	
<b>4.3.1.2</b>	<p>The management shall list all relevant laws related to their operations in a legal requirements register.</p> <p><b>- Major compliance -</b></p>	<p>Sighted in FGVPISB Lepar Hilir POM, a legal Register established and updated covering legal requirements such as:</p> <ul style="list-style-type: none"> <li>• Environmental Quality Act 1974</li> <li>• Employment Act 1955</li> <li>• Fire Services Act 1988</li> <li>• Workers Union Act 1959</li> <li>• Social Security Act 1969</li> <li>• Pesticides Act 1974</li> <li>• Electrical Services Act 1990</li> <li>• Passport Act 1966</li> <li>• Minimum Wage Order 2022</li> <li>• Occupational Safety and Health Act (Amendment) (2022) etc.</li> </ul>	Complied
<b>4.3.1.3</b>	<p>The legal requirements register shall be updated as and when there are any new amendments or any new regulations coming into force.</p> <p><b>- Major compliance -</b></p>	<p>On the site verification, interviews with office personnel and records indicate that the system is appropriate to the operation. Tracking system on any changes in the law had been well implemented.</p>	Complied

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Criterion / Indicator		Assessment Findings	Compliance
		In FGVPISB Lepar Hilir POM sighted Legal and Other Requirement Form (FGV/GDS-SR/LR0047) an update of legal: <ul style="list-style-type: none"> <li>• 28/04/22 for Minimum Wage Order 2022</li> <li>• 11/05/22 for Employment Act (Amendment) 2022</li> <li>• 03/03/22 for Anti-Trafficking in Person and Anti-Smuggling of Migrant Act (Amendment) 2021.</li> <li>• 31/05/22 for Wildlife Protection Act (Amendment)2022</li> </ul>	
<b>4.3.1.4</b>	The management should assign a person responsible to monitor compliance and to track update the changes in regulatory requirements. <b>- Minor compliance -</b>	Wan Mohd Syahrin b. Wan Yadri (Assistant Manager) was appointed by Mohd Nor Hafizi b. Kasim (Mill Manager) as PIC for review, update and compliance of legal and other requirements as letter dated 03/01/22.	Complied
<b>Criterion 4.3.2 – Lands use rights</b>			
<b>4.3.2.1</b>	The management shall ensure that their oil palm milling activities do not diminish the land use rights of other users. <b>- Major compliance -</b>	There was no evidence that the oil palm milling activities are diminishing the land use rights of other users.	Complied
<b>4.3.2.2</b>	The management shall provide documents showing legal ownership or lease, history of land tenure and the actual legal use of the land. <b>- Major compliance -</b>	FGVPISB Lepar Hilir POM occupied the land within FGVPMSB Lepar Hilir 04 with occupancy agreement between Felda and Felda Palm Industries Sdn. Bhd.; Date: 25/11/1996. The Mill kept the copy of land title # HSD 17996; District: Kuantan; Sub-district: Mukim Ulu Lepar; Area: 5.125 ha.	Complied
<b>4.3.2.3</b>	Legal parameter boundary markers should be clearly demarcated and visibly maintained on the ground where practicable. <b>- Major compliance -</b>	The mill has demarcated the boundaries using the pole and seen the boundary map, photo evident of the poles and the monitoring record of the boundary on yearly basis.	Complied
<b>4.3.2.4</b>	Where there are, or haven been disputes, documented proof of legal	There was no land dispute reported during the time of audit.	Not Applicable

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Criterion / Indicator		Assessment Findings	Compliance
	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). - <b>Minor compliance</b> -	Identification and Negotiation of Land Dispute Procedure with Doc. No.: FGV/ML-1A/L2-Pr10 dated 01/06/2016 was developed in case of any.	
<b>Criterion 4.3.3 – Customary rights</b>			
<b>4.3.3.1</b>	Where lands are encumbered by customary rights, the company shall demonstrate that these rights are understood and are not being threatened or reduced. - <b>Major compliance</b> -	The land is legally owned by FELDA and leased to FGV. The existing land is not encumbered by any customary land rights.	Not Applicable
<b>4.3.3.2</b>	Maps of an appropriate scale showing extent of recognized customary rights shall be made available. - <b>Minor compliance</b> -	The land is legally owned by FELDA and leased to FGV. The existing land is not encumbered by any customary land rights.	Not Applicable
<b>4.3.3.3</b>	Negotiation and FPIC shall be recorded and copies of the relevant agreements should be made available. - <b>Major compliance</b> -	The land is legally owned by FELDA and leased to FGV. The existing land is not encumbered by any customary land rights.	Not Applicable
<b>4.4 Principle 4: Social responsibility, health, safety and employment condition</b>			
<b>Criterion 4.4.1: Social Impact Assessment (SIA)</b>			
<b>4.4.1.1</b>	Social impacts should be identified and plans should be implemented to mitigate the negative impacts and promote the positive ones. - <b>Minor compliance</b> -	Assessment was based on the SIA Procedure; Doc. # FGV/ML-1A/L2-Pr21; Issue # 1; Rev. # 2; Effective date: March 2019. There is also a Guidance for SIA document prepared by Group Sustainability Division Sustainability Compliance & Certification	Complied

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Criterion / Indicator	Assessment Findings	Compliance
	<p>Department; SOP # FGV/GSD-SCCD/GL/02; Version # 0.0; Effective date: 15/12/2020.</p> <p>There was a Social Impact Assessment (SIA) for Lepar Hilir Complex consist of FGVPIB Lepar Hilir POM, FGVPMBS Lepar Hilir 05 Estate, FGVPMBS Lepar Hilir 06 Estate, FGVPMBS Lepar Hilir 07 Estate and FGVPMBS Lepar Hilir 08 Estate by Ahmad Akram Abd Jalal of Sustainability Compliance &amp; Certification Department, Group Sustainability Division, FGV Holdings Berhad. Sighted the SIA report Revision 1 – February 2022. The report indicated that the scope of SIA base on the social impact variables as following:</p> <ul style="list-style-type: none"> <li>- Main operation activity</li> <li>- Socio-Cultural</li> <li>- Land ownership and conflict resolution</li> <li>- Workers’ recruitment</li> <li>- Workers’ rights and amenities</li> <li>- Contribution to local communities</li> <li>- Human rights</li> <li>- Aspiration and anxiety</li> <li>- Environmental management</li> </ul> <p>The social impacts identified were managed as per Negative Social Impacts Management Plan through short-term (&lt;6-months), medium-term (7<sup>th</sup> – 12<sup>th</sup> months) and long-term (&gt;12 months) actions.</p>	
<p><b>Criterion 4.4.2: Complaints and grievances</b></p>		

Criterion / Indicator		Assessment Findings	Compliance
4.4.2.1	<p>A system for dealing with complaints and grievances shall be established and documented.</p> <p><b>- Major compliance -</b></p>	<p>FGV Holdings Berhad has established SOP for “Menangani Aduan dan Rugutan” with Doc. No.: FGV/ML-1A/L2-Pr13 dated 01/04/2019. The procedure is to provide a system for the internal and external stakeholders to lodge complaint and grievances to the management.</p> <p>The complaints will be solved in 14 days (first stage), 14 days (second stage). The complaint has to be resolved within 2 months from the date of discussion in third stage if the issue needs to be escalated to Wilayah Office. Any issues that can be resolved within the operating unit, it has to be closed within 14 days.</p> <p>Besides, grievance reporting channels were published in the company’s website, <a href="https://www.fgvholdings.com/whistleblowing/">https://www.fgvholdings.com/whistleblowing/</a>. The channels of reporting such as through letter, email, in person or Hotline Toll Free call. The whistleblowing e-form was available in <a href="https://www.fgvholdings.com/sustainability/grievance/#">https://www.fgvholdings.com/sustainability/grievance/#</a> for the stakeholders to report a grievance.</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><b>- Major compliance -</b></p>	<p>The mill implemented Complaint Book to record any external complaints and Complaint Book for workers including housing defect. Reviewed the evidence of actions taken found that the complaint was resolved in timely manner.</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><b>- Minor compliance -</b></p>	<p>There was a Complaint Box in front of the security post with Complaint Form available. The stakeholders and workers have access to the form to lodge complaint if any. A memo dated was issued to stakeholders to explain the method on reporting complaint and grievances.</p>	Complied

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Criterion / Indicator		Assessment Findings	Compliance
4.4.2.4	Employees and surrounding communities should be made aware of its existence and that complaints or suggestions may be made at any time. <b>- Minor compliance -</b>	Briefing of the procedure was conducted from time to time for workers and seen the record of briefing. Interviewed with the stakeholders confirmed that they are understand on the process of complaint and grievances.	Complied
4.4.2.5	Complaints and solutions within the past 24 months shall be documented and be made available to affected stakeholders upon request. <b>- Major compliance -</b>	Records of complaint were available for the past 24 months.	Complied
<b>Criterion 4.4.3: Commitment to contribute to local sustainable development</b>			
4.4.3.1	Palm oil miller should contribute to local development in consultation with the local communities. Where the mill is an integral part of plantation, such contribution to local community development may be regarded as a joint effort by the mill and the plantation. <b>- Minor compliance -</b>	Contributions made based on consultation with local communities as per sample as following: - Transport for staff to hospital - School children transport - Food for flood victim etc.	Complied
<b>Criterion 4.4.4: Employees safety and health</b>			
4.4.4.1	An occupational safety and health policy and plan which is in line with Occupational Safety and Health Act 1994 and Factories and Machinery Act 1967 (Act 139) shall be documented, effectively communicated and implemented. <b>- Major compliance -</b>	OSH Policy for FGV Holdings Berhad (FGV/GHR/HSEQ/POL/001) Rev. 5.0 signed and approved by Group CEO (Mohd Nazrul Izam Mansor) dated 05/11/21 with commitment to comply with relevant OSH legal requirements, continual improvement to enhance OSH performance, manage OSH and eliminate incidents, accident etc.	Complied
4.4.4.2	The occupational safety and health plan should cover the following: a) A safety and health policy, which is communicated and implemented.	a) OSH Policy for FGV Holdings Berhad (FGV/GHR/HSEQ/POL/001) Rev. 5.0 signed and approved by Group CEO (Mohd Nazrul Izam	Major Non-compliance

Criterion / Indicator	Assessment Findings	Compliance
<ul style="list-style-type: none"> <li>b) The risk of all operations shall be assessed and documented.</li> <li>c) An awareness and training programme which includes the following requirements for employees exposed to chemicals used at the palm oil mill:               <ul style="list-style-type: none"> <li>i. All employees involved are adequately trained on safe working practices;</li> <li>ii. All precautions attached to products should be properly observed and applied;</li> </ul> </li> <li>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).</li> <li>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.</li> <li>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.</li> <li>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.</li> </ul>	<p>Mansor) dated 05/11/21. Sighted communicated and displayed at office entrance and mill operation area (notice board).</p> <ul style="list-style-type: none"> <li>b) HIRARC (FGV/PUC-OSH/F 1.2 Pind 0) was used to assessed hazard and risk of mill operation. Sampled HIRARC for Shredded Plat dated 05/01/22 where storage of Shredded as flammable item found not properly assessed as no score of likelihood and severity recorded and risk level determined. Actual sampled at site found not properly storage and kept. Found cigarette butts at the area and storage to close to workshop where hotwork (welding/cutting) performed and can easily cause fire. Found scoring not consistent for Likelihood X Severity. Hence, a noncompliance has been raised.</li> <li>c) The awareness training program for employee exposed to chemicals has been included in the training program established for FY 2022. SOP Briefing of Chemicals, Domestic and Scheduled Wastes on 12/10/22 attended by 8 workers.</li> <li>d) FGVPIB Lepar Hilir POM has provided all PPE to all the workers base on job type and designation following the HIRARC and the Occupational Safety and Health Manual for Palm Oil Mill Workers.</li> <li>e) FGVPIB Lepar Hilir POM has established SOP for chemical handling and documented in and the Occupational Safety and Health Manual for Palm Oil Mill Workers. Verified as per interview with workers in the mill during site visit and observe PPE such as ear plug, safety boots, safety helmets and etc as workshop, loading, engine room and store.</li> <li>f) The Safety and Health Committee Members was appointed as evident from appointment letter. The Mill Manager, Mr. Mohd</li> </ul>	



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Criterion / Indicator		Assessment Findings	Compliance
	<p>h) Accident and emergency procedures shall exist and instructions shall be clearly understood by all employees.</p> <p>i) Employees trained in First Aid shall be present at all mill operations. First Aid equipment should be available at each worksite.</p> <p>j) Records shall be kept of all accidents and be reviewed periodically at quarterly intervals.</p> <p><b>- Major compliance -</b></p>	<p>Hafizal Bin Ismail is appointed as the Chairman of the ESH committee via letter signed by the Zone Head dated 08/07/2019.</p> <p>g) Safety and Health Committee meeting was conducted on 07/03/22, 02/05/22, 03/09/22 attended by Chairman, Secretary, employees' representative and employer representative. Agenda discussed found related to Safety and health issues as minute of meeting documented</p> <p>h) Emergency SOP (FGV/FGVPM/II/IMS/15/013 Ver.02 dated 01/11/21 to explain process of determining emergency, emergency preparedness and response for handling scenarios such as fire, chemical spillage, earthquake, flood, terrorist threat, pandemic and etc.</p> <p>i) SOP for First Aid Kit (FGVP M/L3/GP K-003) Rev.0 effective date 01/02/2020 established and documented to cover process of handling and replenish content of First Aid Box in mill operation. Basic First Aid, CPR &amp; AED from Academy of Safety and Emergency Care on 09-10/03/22 attended by Mohamad Pauzi b. Aziz, Mohd Fakhruil Fadzil b. Mat Yassin, from MMTC Asia on 21/01/22 attended by Mohd Raful b. Ahmad.</p> <p>j) JKKP 8 in FGVPI SB Lepar Hilir POM referred JKKP 8/81537/2021 dated 28/01/2022. There are 13 cases of hearing impairment cases with JKKP 7 recorded as verified.</p>	
<b>Criterion 4.4.5: Employment conditions</b>			
<b>4.4.5.1</b>	The management shall establish a policy on good social practice regarding human rights in respect of industrial harmony. The policy	FGV Holdings Berhad has developed Group Sustainability Policy (Policy No.: FGV/SED/POL/001, Rev. 3.0 dated 17/11/2020) where the company respect human rights by upholding international	Complied

Criterion / Indicator		Assessment Findings	Compliance
	shall be signed by the top management and communicated to the employees. <b>- Major compliance -</b>	human rights principles and standards as encapsulated in the Universal Declaration of Human Rights (UDHR), and other applicable international human rights treaties, subject to the laws and regulations of the countries and territories in which FGV Group operates. In fulfilling its responsibility to respect human rights, FGV Group is guided by the United Nations Guiding Principles on Business and Human Rights (UNGPs). Briefing of the policy to the workers was conducted on from time to time during daily muster assembly and workers meeting. Interview conducted with the workers confirmed that the management treated all the workers equally.	
<b>4.4.5.2</b>	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. <b>- Major compliance -</b>	FGV Holdings Berhad has developed Group Sustainability Policy (Policy No.: FGV/SED/POL/001, Rev. 3.0 dated 17/11/2020) where the company where no person shall be subjected to any discrimination in employment, including hiring, compensation, advancement, training, disciplinary action, termination or retirement, on the basis of gender, race, religion, age, disability, sexual orientation, gender identity, nationality, political opinion, social group, ethnic origin, reproductive rights or other forms of discrimination. Briefing of the policy to the workers was conducted on from time to time during daily muster assembly and workers meeting. Interview conducted with the workers confirmed that the management treated all the workers equally.	Complied
<b>4.4.5.3</b>	Management shall ensure that employees' pay and conditions meet legal or industry minimum standards as per Collective Agreements.	The mill workers' pay and conditions are based on Collective Agreement between FGV Palm Industries Sdn Bhd with FGV Palm	Complied

Criterion / Indicator		Assessment Findings	Compliance
	The living wage should be sufficient to meet basic needs and provide some discretionary income based on minimum wage. <b>- Major compliance -</b>	Industries Workers Union (Peninsular Malaysia); Period: 1/1/2022 to 31/12/2024.	
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. <b>- Minor compliance -</b>	As per Supplier Code of Conduct, FGV Holdings Berhad; Doc. Version: 001.05.2020; Doc. Owner FGV Group Procurement for sample contractors as following: <ul style="list-style-type: none"> <li>- Contractor: Syarikat Hasdori Jaya; Contract # 5300006455</li> <li>- Contractor: Sejati Enterprise; Contract # 5400003848; Sub-contractor: Sinar Semarak Jaya Enterprise</li> </ul>	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. <b>- Major compliance -</b>	FGVPISB Lepar Hilir POM Gender Committee (Kelab Keluarga Dayabudi – KKD) meeting latest 7/10/2022.	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. <b>- Major compliance -</b>	Workers were given work agreement according to the company's policy, Collective Agreement and legal requirements of National Minimum Wage Order 2022 as per sample as per sample workers as following: <ul style="list-style-type: none"> <li>- Employee ID # 01212745; M; Sorter; Date joined: 1/7/2022</li> <li>- Employee ID # 01212752; M; Picker; Date joined: 1/7/2022</li> <li>- Employee ID # 1202849; M; Process; Date joined: 1/7/2022</li> <li>- Employee ID # 1202883; M; Process; Date joined: 1/7/2022</li> <li>- Employee ID # 1209330; M; Process; Date joined: 1/7/2022</li> </ul>	Complied

Criterion / Indicator		Assessment Findings	Compliance
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. - <b>Major compliance</b> -	FGVPISB Lepar Hilir POM has implemented "Punch Card" system to record the working hours and overtime for all the workers included the contractor's workers (sorters). The data was manually transferred from punch card into Borang Tuntutan Bayaran Kerja and Kerja Lebih Masa, Bekerja Pada Hari Biasa, Cuti Rehat dan Hari Cuti Kelepasan Am.	Complied
4.4.5.8	The working hours and breaks of the individual worker indicated in the time records shall comply with legal regulations and collective agreements. Overtime shall be mutually agreed upon and shall meet the legal requirements applicable. - <b>Major compliance</b> -	FGVPISB Lepar Hilir POM has implemented "Punch Card" system to record the working hours and overtime for all the workers included the contractor's workers (sorters). The overtime was paid accordingly as verified through the payslips. No overtime has exceeded the allowable limit of 104 hours.	Complied
4.4.5.9	Wages and overtime payment documented on the pay slips shall be in line with legal regulations and collective agreements. - <b>Major compliance</b> -	Wages and overtime payment were clearly indicated in the payslip and all the payment was according to the legal requirements and Collective Agreement.	Complied
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. - <b>Minor compliance</b> -	The management has given bonus and yearly increment based on performance to the workers. Letter of bonus payment and increment of salary was sighted and shown in the pay slips. Medical support for RM 5000/ year for outpatient to the workers was provided.	Complied
4.4.5.11	In cases where on-site living quarters are provided, these quarters shall be habitable and have basic amenities and facilities. - <b>Major compliance</b> -	All workers are provided with housing facilities that furnish with sanitation facilities, water supplies and electricity. Water and electricity are connected to the national supply and grid. Water usage is subsidized by the company.  Linesite inspection was carried out on weekly basis by using <i>Rekod Pemantauan Perumahan Petugas/ Pekerja</i> . Criteria to be checked	Complied

Criterion / Indicator		Assessment Findings	Compliance
		are such as building, electric and wiring, water and the cleanliness of the compound. Reviewed the inspection records found no issue recorded.	
<b>4.4.5.12</b>	The management shall establish a policy to prevent all forms of sexual harassment and violence at the workplace. <b>- Major compliance -</b>	Gender committee established as Kelab Keluarga Dayabudi FGVPISB Lepar Hilir POM. Latest meeting conducted on 8/9/2022.	Complied
<b>4.4.5.13</b>	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. <b>- Major compliance -</b>	Latest Mesyuarat Agung Tiga Tahunan Peringkat Cawangan Lepar Hilir Kali Ke 9 Sesi 2020 - 2025 for Kesatuan Pekerja-Pekerja Felda Palm Industries Sdn. Bhd. No. Pendaftaran: 505; Date: 1/6/2022.	Complied
<b>4.4.5.14</b>	Children and young persons shall not be employed or exploited. The minimum age shall comply with local, state and national legislation. <b>- Major compliance -</b>	FGV Holdings Berhad has developed Group Sustainability Policy (Policy No.: FGV/SED/POL/001, Rev. 3.0 dated 17/11/2020) where the company is committed to employing only persons of the age of 18 and above, FGV recognizes that Malaysian laws allow for young persons to be engaged in certain forms of employment. Therefore, no person shall be employed under the age of 15, and any employment of young persons shall not be in a manner that is likely to be hazardous, or to interfere with such person's education, or to be harmful to the person's health or physical, mental, spiritual, moral, or social development at any stage of the employment.	Complied

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Criterion / Indicator		Assessment Findings	Compliance
		Besides, the contractors/ third party service provider have signed on the Supplier Code of Conduct, FGV Holdings Berhad where prohibition of child labour who under the age of 18. Document reviewed on the master list of employees and the contractor’s workers found that no child labour sighted.	
<b>Criterion 4.4.6: Training and competency</b>			
<b>4.4.6.1</b>	All employees and contractors shall be appropriately trained. A training programme shall include regular assessment of training needs and documentation, including records of training. <b>- Major compliance -</b>	Available records of training conducted as verified such as attendance list, invitation letter, and training module: <ul style="list-style-type: none"> <li>• SOP Briefing of Chemicals, Domestic and Scheduled Wastes on 12/10/22 attended by 8 workers.</li> <li>• Briefing on policies (Sustainability, environment, Anti Bribery, Whistle Blowing) on 15/09/22 attended by 72 workers.</li> <li>• RSPO &amp; MSPO Supply Chain Scheme (SCCS) on 01/03/22 attended by 7 related workers.</li> <li>• Briefing on HSE, Anti Bribery Policies and First Aid and Safety Briefing on 11/03/22 attended by 9 workers.</li> <li>• Fire Drill and Use of Fire Fighting Equipment training on 29/07/22 attended by 88 workers.</li> </ul>	Complied
<b>4.4.6.2</b>	Training needs of individual employees shall be identified prior to the planning and implementation of the training programmes in order to provide the specific skill and competency required to all employees based on their job description. <b>- Major compliance -</b>	TNA was established covering main topic under Environment, Social, OSH and ERP for FY 2022 (Jan-Dec) approved by Mill Manager.	Complied
<b>4.4.6.3</b>	A continuous training programme shall be planned and implemented to ensure that all employees are well trained in their job function	Annual Training Programme for ensuring continual training conducted to ensure that all employees are well trained in their job	Complied

Criterion / Indicator		Assessment Findings	Compliance				
	and responsibility in accordance to the documented training procedure. <b>- Minor compliance -</b>	function and responsibility, in accordance to the documented training procedure sighted in FGVPISB Lepar Hilir POM.					
<b>4.5 Principle 5: Environment, natural resources, biodiversity and ecosystem services</b>							
<b>Criterion 4.5.1: Environmental Management Plan</b>							
<b>4.5.1.1</b>	An environmental policy and management plan shall be in line with the relevant country and state environmental laws shall be established, effectively communicated and implemented. <b>- Major compliance -</b>	There is an Environmental Policy titled Pernyataan Polisi Alam Sekitar FGV Holdings Berhad for the mill issued and endorsed in 05/11/2021 by the Ketua Pegawai Eksekutif Kumpulan of FGV. Therein the policy among others stated that the Company is committed: a) To protecting the environment and conserving biodiversity through sustainable development. b) Abide by all legislative requirement. c) Manages environmental risk and providing reasonable resources to minimise risk and pollution to environment. d) Continuing and improving efficiency towards enhancing environment.	Complied				
<b>4.5.1.2</b>	The environmental management plan shall cover the following: a) An environmental policy and objectives; b) The aspects and impacts analysis of all operations <b>- Major compliance -</b>	The Policy is available, and objectives stated therein. Among others the objectives are to comply with DOE regulatory requirement. Initiative in plan as tabled below; In addition, the mill has initiated the following projects for enhancement to the environmental issues. <table border="1" data-bbox="1086 1300 1870 1348"> <thead> <tr> <th>Projects</th> <th>Details</th> </tr> </thead> <tbody> <tr> <td> </td> <td> </td> </tr> </tbody> </table>	Projects	Details			Complied
Projects	Details						

Criterion / Indicator		Assessment Findings			Compliance
		1	Environmental	Moving floor Boiler - To control fuel feeding June 2022 at RM350K. Fuel saving/ monitoring.	
		2	Environmental	Scheduled effluent pond disludging in phases at RM 200K	
		3	Operations	Daily monitoring of the effluent quality to meet legal compliance.	
		4	Boiler emission	Air Monitoring - Censor Dust Particulate June 2022 at cost of RM100K	
		5	Operations	Digester - Auto Control Level System Mac 2022 at RM 21K.	
		6	Environmental	EFB Storage Building - RM 300K - Sept 2025	
		The environmental aspects and impact evaluation has been established for the mill operations covering activities in relation to reception, sterilisation, oil room operation, kernel processing, boiler operation, power generation, crude palm oil storage leakage and spillage, ruptured, effluent pond operations and diesoline storage tank. The list was reviewed in Jan 2022.			
<b>4.5.1.3</b>	An environmental improvement plan to mitigate the negative impacts and to promote the positive ones, shall be developed, implemented and monitored. <b>- Major compliance -</b>	The mill monitors aspects and impacts among others the following activities This plan is available and similar to the reduction of pollution and emission. Mainly the areas relating to significant impact to the environment and the effort implemented are summarised below.			Complied
		Environmental	Solution Procedure/Action Plan	Location	



Criterion / Indicator		Assessment Findings				Compliance									
		1	Water Quality	Continuous monitoring water quality at identified points of river for detection of quality/ pollution Analysis made at certified laboratory Advisory/ guidance from Health Ministry	River, Water Treatment Plant,										
		2	Air Quality	Adherence to the legislative requirement on boiler emission Prohibition of open burning Fibre and shell are used as fuel in the boiler furnace Monitoring of CEMS system	Boiler operation mill complex										
		3	Scheduled waste	Scheduled wastes are managed in accordance with the regulatory requirements.	Source of generation / store										
		<p>Records of periodical reporting of the listed issues were available. These were the evidence which showed that the plans been monitored. The plans were reviewed annually during the Management review/ ESH meeting where environmental issues were discussed.</p> <table border="1"> <thead> <tr> <th></th> <th>LH POM</th> <th></th> <th>LH POM</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>12/12/2021</td> <td>3</td> <td>02/05/2022</td> </tr> <tr> <td>2</td> <td>07/03/2022</td> <td>4</td> <td>03/09/2022</td> </tr> </tbody> </table>						LH POM		LH POM	1	12/12/2021	3	02/05/2022	2
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1	12/12/2021	3	02/05/2022												
2	07/03/2022	4	03/09/2022												
<b>4.5.1.4</b>	A programme to promote the positive impacts should be included in the continual improvement plan. <b>- Minor compliance -</b>	<p>Details are included in the continual improvement plan. Details as summarised below:</p> <table border="1"> <thead> <tr> <th>Projects</th> <th>Details</th> </tr> </thead> <tbody> <tr> <td> </td> <td> </td> </tr> </tbody> </table>				Projects	Details			Complied					
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<b>4.5.1.5</b>	<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><b>- Major compliance -</b></p>	<p>A training program is available and updated on yearly basis or revised as per the management requirement. Included in this programme are subjects related to environment among others listed below:</p> <ul style="list-style-type: none"> <li>a) Environmental Quality Act &amp; Regulations 1974</li> <li>b) Environmental, safety &amp; health policy</li> <li>c) ERP Oil /chemical spill</li> <li>d) scheduled waste management</li> <li>e) environmental responsibility, HCV &amp; Biodiversity.</li> </ul> <table border="1"> <thead> <tr> <th></th> <th>Date</th> <th>Subject</th> <th>Attendee</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>12/10/22</td> <td>SOP - Waste Management/ SW</td> <td>8</td> </tr> <tr> <td>2</td> <td>15/09/22</td> <td>Policy Sustainability Awareness</td> <td>Entire</td> </tr> <tr> <td>3</td> <td>01/03/22</td> <td>RSPO/ MSPO Refresher Briefing</td> <td>10</td> </tr> <tr> <td>4</td> <td>04/02/21</td> <td>Environmental Policy Briefing</td> <td>Entire</td> </tr> </tbody> </table>				Date	Subject	Attendee	1	12/10/22	SOP - Waste Management/ SW	8	2	15/09/22	Policy Sustainability Awareness	Entire	3	01/03/22	RSPO/ MSPO Refresher Briefing	10	4	04/02/21	Environmental Policy Briefing	Entire	Complied
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Criterion / Indicator		Assessment Findings	Compliance
<b>4.5.1.6</b>	<p>The management shall organize regular meetings with workers where concerns of workers about the environmental quality are discussed.</p> <p><b>- Major compliance -</b></p>	<p>The environmental issues are discussed in a meeting by the EPMC (Environmental Performance Monitoring Committee) Meeting is held 4x /year. The agenda discussed among others as follows:</p> <ul style="list-style-type: none"> <li>a) Matters arising</li> <li>b) Performance of environment compliance</li> <li>c) Report on environmental pollution</li> <li>d) Self-compliance checklist performance</li> <li>e) Effluent treatment/ clean air/ scheduled waste</li> <li>f) Audit report on EMS/ RSPO/ MSPO</li> <li>g) Domestic waste issues</li> </ul> <p>Sighted minutes of meeting dated 03/09/22 and 07/03/2022 among others discussing the following:</p> <ul style="list-style-type: none"> <li>a) Effluent treatment and performance</li> <li>b) Scheduled wastes and others waste management</li> <li>c) Clean air monitoring</li> <li>d) Environmental Programs.</li> </ul> <p>In addition, environmental issues were also discussed during the quarterly ESH meetings and also briefed during the weekly muster.</p>	Complied
<b>Criterion 4.5.2: Efficiency of energy use and use of renewable energy</b>			
<b>4.5.2.1</b>	<p>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</p>	<p>The monitoring is recorded in environment performance indicator- electricity generated by steam turbine tabulated for the financial year Jan-Dec. It is calculated as electricity generated from turbine</p>	Complied

Criterion / Indicator		Assessment Findings	Compliance																																				
	<p>assess the usage of non-renewable energy including fossil fuel, electricity in the operations over the base period</p> <p><b>- Major compliance -</b></p>	<p>that produces power for the mill entire complex operation unit in kwh/mt FFB. A monthly record on energy consumption for both renewable and non-renewable sources were also maintained documented. It is monitored to optimize use of renewable energy. The data is compiled for comparison and control for future improvement with aim of gradual reduction particularly diesel.</p> <p>Under the annual energy management plan 2022 the mill aimed for reduction plan among others:</p> <p>a) Educate workers on fuel saving practice            b) Avoid leakages during vehicles maintenance.</p>																																					
4.5.2.2	<p>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.</p> <p><b>- Major compliance -</b></p>	<p>The mill records the following data and tabulated the ratio against the FFB processed to determine the efficiency of their operations:</p> <p>a) All the diesel used (non-renewable) for the mill operations            b) Fibre/shell used (renewable)</p> <p>The utilization of fossil fuel in 2021 is being monitored with records shown below. The mill diesel utilization in 2021 is 132372 liters which tally with the GHG declared figures. Other records in the CU as recorded below calculated in diesel/FFB mt.</p> <table border="1"> <thead> <tr> <th></th> <th>Mth</th> <th>Diesel/FFB</th> <th></th> <th>Mth</th> <th>Diesel/FFB</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>Jan</td> <td>1.40</td> <td>7</td> <td>July</td> <td>0.61</td> </tr> <tr> <td>2</td> <td>Feb</td> <td>1.78</td> <td>8</td> <td>Aug</td> <td>0.29</td> </tr> <tr> <td>3</td> <td>Mac</td> <td>1.40</td> <td>9</td> <td>Sept</td> <td>0.29</td> </tr> <tr> <td>4</td> <td>Apr</td> <td>0.99</td> <td>10</td> <td>Oct</td> <td>0.35</td> </tr> <tr> <td>5</td> <td>May</td> <td>0.96</td> <td>11</td> <td>Nov</td> <td>0.28</td> </tr> </tbody> </table>		Mth	Diesel/FFB		Mth	Diesel/FFB	1	Jan	1.40	7	July	0.61	2	Feb	1.78	8	Aug	0.29	3	Mac	1.40	9	Sept	0.29	4	Apr	0.99	10	Oct	0.35	5	May	0.96	11	Nov	0.28	Complied
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Criterion / Indicator		Assessment Findings					Compliance												
		6	Jun	1.02	12	Dec	0.45												
		Factors relating to weather condition, FFB ramp balances, vehicles breakdown, gen-set breakdown are the attributes to the variation in the diesel/FFB ratio performance.																	
<b>4.5.2.3</b>	The use of renewable energy should be applied where possible. - <b>Minor compliance</b> -	The fibre and shell are used in the boiler for fuel recycled in the process system. Surplus quantity of shell/fibre are delivered to estates for multi purposes or sold to outside buyers. EFB is used in the estates for mulching.					Complied												
<b>Criterion 4.5.3: Waste management and disposal</b>																			
<b>4.5.3.1</b>	All waste products and sources of pollution shall be identified and documented. - <b>Major compliance</b> -	FGVPIB Lepar Hilir POM had identified all wastes and sources of pollution. The Waste Management Action Plan 2022 were established to mitigate and control the identified wastes and source of pollution. The common significant environmental receptors for the estates and mill operations among others as summarized below: <table border="1" data-bbox="1086 1005 1870 1332"> <thead> <tr> <th></th> <th>Receptor</th> <th>Sources</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>Air</td> <td>Sources from boiler stack (smoke and particulate), vehicle &amp; generator (smoke and gases), anaerobic processes (ETP, EFB dumping)- GHG</td> </tr> <tr> <td>2</td> <td>Water</td> <td>Cleaning water/ run-off/ process station waters, sterilizer condensate/ clarification waste) &amp; boiler quenching water and blow down</td> </tr> <tr> <td>3</td> <td>Land</td> <td>Scheduled waste, domestic waste and industrial/ process waste.</td> </tr> </tbody> </table>						Receptor	Sources	1	Air	Sources from boiler stack (smoke and particulate), vehicle & generator (smoke and gases), anaerobic processes (ETP, EFB dumping)- GHG	2	Water	Cleaning water/ run-off/ process station waters, sterilizer condensate/ clarification waste) & boiler quenching water and blow down	3	Land	Scheduled waste, domestic waste and industrial/ process waste.	Complied
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<b>4.5.3.2</b>	<p>A waste management plan shall be developed and implemented, to avoid or reduce pollution. The waste management plan should include measure for:</p> <p>a) Identifying and monitoring sources of waste and pollution.</p> <p>b) Improving the efficiency and recycling potential of mill by-products by converting them into value-added products.</p> <p><b>- Major compliance -</b></p>	<p>FGVPISB Lepar Hilir POM had identified all wastes and sources of pollution. The Waste Management Action Plan 2022 were established to mitigate and control the identified wastes and source of pollution. The common significant environmental receptors for the estates and mill operations among others as summarized below:</p> <table border="1"> <thead> <tr> <th></th> <th>Receptor</th> <th>Sources</th> </tr> </thead> <tbody> <tr> <td></td> <td></td> <td></td> </tr> </tbody> </table>		Receptor	Sources				Complied																					
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<b>4.5.3.3</b>	<p>The palm oil mill management shall establish Standard Operating Procedure for handling of used chemicals that are classified under Environmental Quality Regulations (Scheduled Waste) 2005, Environmental Quality Act, 1974 to ensure proper and safe handling, storage and disposal. Scheduled waste shall be disposed as per Environmental Quality Act 1974 (Scheduled Waste) Regulations, 2005</p> <p><b>- Major compliance -</b></p>	<p>FGVPISB Lepar Hilir POM had established SOP for chemical handling. The SOP of handling of chemicals is available in the following document</p> <p>a) Manual Ladang Sawit Lestari - Prosedure Kerja Selamat</p> <p>b) Manual Sustainability - Prosedur Kerja Selamat - Prosedur Penyimpanan/ Penggunaan Racun</p> <p>The scheduled waste is disposed to Pentas Flora Sdn Bhd registered with DOE. DOE letter of authorisation Pentas Flora Sdn Bhd for SW collection ref no 003781 dated 01/4/2019. Details of scheduled waste dispatched as recorded below. The duration of storage is in line with the date of generation.</p> <table border="1"> <thead> <tr> <th></th> <th>Mill</th> <th>Date</th> <th>SW 305</th> <th>SW410</th> <th>SW307</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>LHM</td> <td>04/06/22</td> <td>0.200</td> <td>0.450</td> <td>-</td> </tr> <tr> <td>2</td> <td>LHM</td> <td>01/06/22</td> <td>0.150</td> <td>0.500</td> <td>-</td> </tr> <tr> <td>3</td> <td>LHM</td> <td>06/05/22</td> <td>0.015</td> <td>0.045</td> <td>-</td> </tr> <tr> <td>4</td> <td>LHM</td> <td>28/08/21</td> <td>-</td> <td>0.175</td> <td>-</td> </tr> <tr> <td>5</td> <td>LHM</td> <td>04/08/21</td> <td>0.300</td> <td>-</td> <td>0.230</td> </tr> </tbody> </table>					Mill	Date	SW 305	SW410	SW307	1	LHM	04/06/22	0.200	0.450	-	2	LHM	01/06/22	0.150	0.500	-	3	LHM	06/05/22	0.015	0.045	-	4	LHM	28/08/21	-	0.175	-	5	LHM	04/08/21	0.300	-	0.230	Complied
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<b>4.5.3.4</b>	<p>Domestic waste should be disposed as such to minimize the risk of contamination of the environment and watercourse.</p> <p><b>- Minor compliance -</b></p>	<p>Domestic waste for the mill and housing complex are disposed at Majlis Daerah Kuantan landfill collected 2/3x week via contract services of BUJ Technology Enterprise Sdn Bhd. Sighted and</p>				Complied																																				



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<b>4.5.4.1</b>	<p>An assessment of all polluting activities shall be conducted, including greenhouse gas emissions, particulate and soot emissions, scheduled wastes, solid wastes and effluent.</p> <p><b>- Major compliance -</b></p>	<p>The polluting activities are identified and documented in the Environmental Aspect &amp; Impact Identification. From the EAI, it will be evaluated for the impact and any impact will be included in the management plan. The evaluation is documented in the Environmental Impact Evaluation. All waste and pollution are identified and documented in the Waste Management Plan and Pollution Prevention Plan Financial Year 2022 reviewed annually. The waste generated from the mill/estates operations as shown below:</p> <table border="1"> <thead> <tr> <th></th> <th>Type of waste</th> <th>Details</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>Scheduled waste</td> <td>Spent IPA, hexane, filter, lubricants, hydraulic oil, grease, used batteries</td> </tr> <tr> <td>2</td> <td>Domestic waste</td> <td>rubbish from the mill/ estate complex and employees' quarters</td> </tr> <tr> <td>3</td> <td>Industrial waste</td> <td>Fiber, palm kernel shell, boiler ash, scrap iron</td> </tr> <tr> <td>4</td> <td>Sewage</td> <td>Sewage from housing/office complex</td> </tr> </tbody> </table> <p>The pollution identified from the mill operations/ activities:</p> <table border="1"> <thead> <tr> <th></th> <th>Type of waste</th> <th>Details</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>Black smoke</td> <td>Emission from boilers/ vehicles/ engines</td> </tr> <tr> <td>2</td> <td>Odor &amp; gases</td> <td>Activities from the effluent treatment</td> </tr> <tr> <td>3</td> <td>Leakage of lubricant</td> <td>Storage &amp; vehicle maintenance</td> </tr> </tbody> </table>		Type of waste	Details	1	Scheduled waste	Spent IPA, hexane, filter, lubricants, hydraulic oil, grease, used batteries	2	Domestic waste	rubbish from the mill/ estate complex and employees' quarters	3	Industrial waste	Fiber, palm kernel shell, boiler ash, scrap iron	4	Sewage	Sewage from housing/office complex		Type of waste	Details	1	Black smoke	Emission from boilers/ vehicles/ engines	2	Odor & gases	Activities from the effluent treatment	3	Leakage of lubricant	Storage & vehicle maintenance	Complied
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		The mill also monitored and maintained records on Palm GHG. Inclusive in the report are the plantation/ field emission data from field emission and sinks (tCO <sub>2</sub> e/t FFB) and mill emission from mill emission and credits (tCO <sub>2</sub> e/t FFB)			
<b>4.5.4.2</b>	An action plan to reduce identified significant pollutants and emissions shall be established and implemented. <b>- Major compliance -</b>	The action plan to reduce the pollution is tabled below.			Complied
		Environmental Issues	Management/Action Plan	PIC	
		1 Boiler- Black smoke	To monitor the condition of dust cyclone every 3 months To carry out boiler furnace cleaning every week	AMM	
		2 Effluent- Odor & gases	To maintain proper feeding into digestion process of effluent to prevent severe and unpleasant odour	AMM	
		3 Vehicles/Lorries- Leakage of lubricant/diesel	Ensure maintenance schedule to be strictly followed To place all lubricant oil drum on metal trays. Vehicles awaiting entry into the mill to be switched off	AMM	
		4 Domestic waste – odor and environmental pollution	Only organic waste to be disposed. NO burning and NIL disposal of empty chemicals containers into landfill.	AMM	

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<b>4.5.4.3</b>	<p>Palm oil mill effluent (POME) shall be treated to ensure compliance with standards as stipulated in the relevant Environmental Quality (Prescribed Premises) (Crude Palm Oil) Regulations 1977. POME discharge limits and method should be in accordance with the respective state and national policies and regulations.</p> <p><b>- Major compliance -</b></p>	<p>Palm oil mill effluent (POME) is treated to ensure compliance with the DOE standards. Interview with operator in charge revealed that the operation was in accordance with standard operation procedure and legal requirements.</p> <p>a) No over flow was observed, and flow meter reading was recorded daily. Submission to DOE are made through Borang Penyata Suku Tahunan</p> <table border="1"> <thead> <tr> <th>Sample date</th> <th>Std</th> <th>07/5/22</th> <th>08/8/22</th> <th>05/9/22</th> </tr> </thead> <tbody> <tr> <td>PH</td> <td>5.-9.</td> <td>7.79</td> <td>7.92</td> <td>8.11</td> </tr> <tr> <td>BOD</td> <td>5000</td> <td>40</td> <td>6.00</td> <td>16.00</td> </tr> <tr> <td>COD</td> <td></td> <td>224</td> <td>58</td> <td>228</td> </tr> <tr> <td>Total solids</td> <td>-</td> <td>890</td> <td>1014</td> <td>1260</td> </tr> <tr> <td>S Solids</td> <td></td> <td>114</td> <td>36</td> <td>84</td> </tr> <tr> <td>Oil &amp; grease</td> <td></td> <td>15</td> <td>8.00</td> <td>4.00</td> </tr> <tr> <td>A Nitrogen</td> <td></td> <td>14.00</td> <td>9.00</td> <td>6.00</td> </tr> <tr> <td>Total N</td> <td></td> <td>31.00</td> <td>22.00</td> <td>15.00</td> </tr> </tbody> </table> <table border="1"> <thead> <tr> <th>Sample date</th> <th>Std</th> <th>04/4/22</th> <th>09/5/22</th> <th>08/6/22</th> </tr> </thead> <tbody> <tr> <td>PH</td> <td>5.-9.</td> <td>7.69</td> <td>7.98</td> <td>7.68</td> </tr> <tr> <td>BOD</td> <td>5000</td> <td>13.00</td> <td>15.00</td> <td>48.00</td> </tr> <tr> <td>COD</td> <td></td> <td>97.00</td> <td>88.00</td> <td>112.00</td> </tr> <tr> <td>Total solids</td> <td></td> <td>698</td> <td>956</td> <td>463</td> </tr> <tr> <td>S Solids</td> <td></td> <td>78.00</td> <td>73.00</td> <td>49.00</td> </tr> <tr> <td>Oil &amp; grease</td> <td></td> <td>3.00</td> <td>2.00</td> <td>4.00</td> </tr> </tbody> </table>	Sample date	Std	07/5/22	08/8/22	05/9/22	PH	5.-9.	7.79	7.92	8.11	BOD	5000	40	6.00	16.00	COD		224	58	228	Total solids	-	890	1014	1260	S Solids		114	36	84	Oil & grease		15	8.00	4.00	A Nitrogen		14.00	9.00	6.00	Total N		31.00	22.00	15.00	Sample date	Std	04/4/22	09/5/22	08/6/22	PH	5.-9.	7.69	7.98	7.68	BOD	5000	13.00	15.00	48.00	COD		97.00	88.00	112.00	Total solids		698	956	463	S Solids		78.00	73.00	49.00	Oil & grease		3.00	2.00	4.00	Complied
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		<p>b) The results from final discharge were compliance within the DOE parameter limit.</p> <p>FGVPISB Lepar Hilir POM DOE license no 003247 was for land application requirement of which is BOD less than 5000 mg/l. The mill is currently compiling a 5 years master blueprint discussed on the entire Group basis having the following projects for enhancement to the environmental issues.</p> <table border="1"> <thead> <tr> <th></th> <th>Projects</th> <th>Details</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>Environmental</td> <td>Moving floor Boiler - To control fuel feeding June 2022 at RM350K. Fuel saving /monitoring.</td> </tr> <tr> <td>2</td> <td>Environmental</td> <td>Scheduled effluent pond disludging in phases at RM 200K</td> </tr> <tr> <td>3</td> <td>Operations</td> <td>Daily monitoring of the effluent quality to meet legal compliance.</td> </tr> <tr> <td>4</td> <td>Boiler emission</td> <td>Air Monitoring - Censor Dust Particulate June 2022 at cost of RM100K</td> </tr> <tr> <td>5</td> <td>Operations</td> <td>Digester - Auto Control Level System Mac 2022 at RM 21K.</td> </tr> <tr> <td>6</td> <td>Environmental</td> <td>EFB Storage Building - RM 300K Sept 2025</td> </tr> </tbody> </table>					Projects	Details	1	Environmental	Moving floor Boiler - To control fuel feeding June 2022 at RM350K. Fuel saving /monitoring.	2	Environmental	Scheduled effluent pond disludging in phases at RM 200K	3	Operations	Daily monitoring of the effluent quality to meet legal compliance.	4	Boiler emission	Air Monitoring - Censor Dust Particulate June 2022 at cost of RM100K	5	Operations	Digester - Auto Control Level System Mac 2022 at RM 21K.	6	Environmental	EFB Storage Building - RM 300K Sept 2025	
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**MSP0 Public Summary Report**  
**Revision 2 (Nov 2021)**

Criterion / Indicator	Assessment Findings	Compliance																									
<p><b>4.5.5.1</b> The management shall establish water management plans to maintain the quality and availability of natural water resources (surface and ground water). The water management plan may include:</p> <ul style="list-style-type: none"> <li>a) Assessment of water usage and sources.</li> <li>b) Monitoring of outgoing water which may have negative impacts into the natural waterways at a frequency that reflects the mill's current activities.</li> <li>c) Ways to optimize water and nutrient usage and reduce wastage (e.g. having in place systems for re-use, night application, maintenance of equipment to reduce leakage, collection of rainwater, etc.).</li> </ul> <p><b>- Major compliance -</b></p>	<p>The mill water management plan has been established and reviewed in 10/02/2022. Among others the plan therein emphasized;</p> <ul style="list-style-type: none"> <li>a) Rain water harvesting for cleaning purposes,</li> <li>b) Water from the reservoir/catchment for the mill operations</li> <li>c) Continual training workers on water efficiency consumption</li> <li>d) Desilting of water reservoir to retain the reservoir optimal capacity.</li> </ul> <table border="1" data-bbox="1093 774 1877 1391"> <thead> <tr> <th></th> <th>Source</th> <th>Activity</th> <th>Threat</th> <th>Action Plan</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>Reservoir/pond/</td> <td>Chemical mixing</td> <td>Pollution Draught Wastage</td> <td>Enforcement of buffer zone as non-spraying activities.</td> </tr> <tr> <td>2</td> <td>PAIP Rain</td> <td>General Upkeep</td> <td>Pollution Draught Wastage</td> <td>Follow WI &amp; SOP to avoid water pollution. Follow SW SOP to avoid pollution caused from SW.</td> </tr> <tr> <td>3</td> <td></td> <td>Line site</td> <td>Pollution Draught Wastage</td> <td>Every house is on direct PAIP. To schedule water supply to avoid wastage. Awareness on water usage efficiency. Outsource from neighboring estates.</td> </tr> <tr> <td>4</td> <td></td> <td></td> <td>Water pollution</td> <td>Prohibit workers from activities at water source</td> </tr> </tbody> </table>		Source	Activity	Threat	Action Plan	1	Reservoir/pond/	Chemical mixing	Pollution Draught Wastage	Enforcement of buffer zone as non-spraying activities.	2	PAIP Rain	General Upkeep	Pollution Draught Wastage	Follow WI & SOP to avoid water pollution. Follow SW SOP to avoid pollution caused from SW.	3		Line site	Pollution Draught Wastage	Every house is on direct PAIP. To schedule water supply to avoid wastage. Awareness on water usage efficiency. Outsource from neighboring estates.	4			Water pollution	Prohibit workers from activities at water source	<p>Complied</p>
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						<p>Monitor condition of septic tank Adhere SW management procedure to avoid pollution caused by SW.</p> <p>The mill processing water are obtained from the water catchment adjacent to the mill complex. The water usage monitoring is made on a monthly basis with the latest recording (water usage per mt in 2021 of fresh fruit bunches (FFB) below; Base line is 2.0 ratio.</p> <table border="1"> <thead> <tr> <th>No</th> <th>2021</th> <th>Water m3</th> <th>FFB/mt</th> <th>Water/FFB</th> </tr> </thead> <tbody> <tr><td>1</td><td>Jan</td><td>21110</td><td>10160</td><td>2.03</td></tr> <tr><td>2</td><td>Feb</td><td>12880</td><td>4730</td><td>2.74</td></tr> <tr><td>3</td><td>Mac</td><td>28630</td><td>11710</td><td>2.44</td></tr> <tr><td>4</td><td>Apr</td><td>25380</td><td>14000</td><td>1.81</td></tr> <tr><td>5</td><td>May</td><td>29340</td><td>16170</td><td>1.81</td></tr> <tr><td>6</td><td>June</td><td>32710</td><td>18300</td><td>1.78</td></tr> <tr><td>7</td><td>July</td><td>29580</td><td>17700</td><td>1.67</td></tr> <tr><td>8</td><td>Aug</td><td>34720</td><td>23960</td><td>1.45</td></tr> <tr><td>9</td><td>Sept</td><td>29520</td><td>20770</td><td>1.42</td></tr> <tr><td>10</td><td>Oct</td><td>33780</td><td>21600</td><td>1.56</td></tr> <tr><td>11</td><td>Nov</td><td>34490</td><td>23840</td><td>1.45</td></tr> <tr><td>12</td><td>Dec</td><td>32600</td><td>15540</td><td>2.10</td></tr> <tr><td></td><td>Total</td><td>344740</td><td>198480</td><td>1.73</td></tr> </tbody> </table> <p>There were variations of performance. Probable factors are linked to rainy days, significant boiler water rinsing/discharging for maintenance etc. Prevention is made especially during the manuring activities. FGV reviewed the environmental performances during the monthly EPMC Environmental Performance Monitoring</p>	No	2021	Water m3	FFB/mt	Water/FFB	1	Jan	21110	10160	2.03	2	Feb	12880	4730	2.74	3	Mac	28630	11710	2.44	4	Apr	25380	14000	1.81	5	May	29340	16170	1.81	6	June	32710	18300	1.78	7	July	29580	17700	1.67	8	Aug	34720	23960	1.45	9	Sept	29520	20770	1.42	10	Oct	33780	21600	1.56	11	Nov	34490	23840	1.45	12	Dec	32600	15540	2.10		Total	344740	198480	1.73	
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		<p>Committee and the quarterly ESH meetings. The following minutes of meeting (Laporan Kejadian Alam Sekitar) was sighted and verified.</p> <table border="1"> <thead> <tr> <th></th> <th>LH POM</th> <th></th> <th>LH POM</th> <th colspan="3"></th> </tr> </thead> <tbody> <tr> <td>1</td> <td>12/12/2021</td> <td>3</td> <td>02/05/2022</td> <td colspan="3"></td> </tr> <tr> <td>2</td> <td>07/03/2022</td> <td>4</td> <td>03/09/2022</td> <td colspan="3"></td> </tr> </tbody> </table> <p>Sighted minutes of meeting LHPOM 04/05/21 and 12/12/21 among others discussing the following:</p> <ul style="list-style-type: none"> <li>a) Effluent treatment and performance</li> <li>b) Scheduled wastes and others waste management</li> <li>c) Clean air monitoring</li> <li>d) Environmental Programs.</li> </ul> <p>The mill made a monthly water samples at 2 points in the river nearby i.e. hulu &amp; hilir Sg Lepar source for the mill water consumption. Analysis made by Makmal Analisa FGV Agri Services PPTR.</p> <table border="1"> <thead> <tr> <th colspan="2">L Hilir POM</th> <th colspan="2">15/08/2022</th> <th colspan="2">18/04/2022</th> </tr> <tr> <th>Parameter</th> <th>unit</th> <th>Hulu</th> <th>Hilir</th> <th>Hulu</th> <th>Hilir</th> </tr> </thead> <tbody> <tr> <td>1 PH</td> <td>-</td> <td>7.64</td> <td>7.24</td> <td>6.84</td> <td>9.77</td> </tr> <tr> <td>2 BOD</td> <td>mg/L</td> <td>4</td> <td>4</td> <td>6</td> <td>5</td> </tr> <tr> <td>3 COD</td> <td>mg/L</td> <td>35</td> <td>47</td> <td>58</td> <td>50</td> </tr> <tr> <td>4 T Solids</td> <td>mg/L</td> <td>118</td> <td>97</td> <td>74</td> <td>134</td> </tr> <tr> <td>5 S Solids</td> <td>mg/L</td> <td>19</td> <td>14</td> <td>26</td> <td>24</td> </tr> <tr> <td>6 O &amp; G</td> <td>mg/L</td> <td>2</td> <td>2</td> <td>1</td> <td>3</td> </tr> <tr> <td>7 A Nitrogen</td> <td>mg/L</td> <td>1</td> <td>1</td> <td>1</td> <td>1</td> </tr> <tr> <td>8 T Nitrogen</td> <td>mg/L</td> <td>4</td> <td>3</td> <td>2</td> <td>3</td> </tr> </tbody> </table>							LH POM		LH POM				1	12/12/2021	3	02/05/2022				2	07/03/2022	4	03/09/2022				L Hilir POM		15/08/2022		18/04/2022		Parameter	unit	Hulu	Hilir	Hulu	Hilir	1 PH	-	7.64	7.24	6.84	9.77	2 BOD	mg/L	4	4	6	5	3 COD	mg/L	35	47	58	50	4 T Solids	mg/L	118	97	74	134	5 S Solids	mg/L	19	14	26	24	6 O & G	mg/L	2	2	1	3	7 A Nitrogen	mg/L	1	1	1	1	8 T Nitrogen	mg/L	4	3	2	3	
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		The results for both river shows the river water was conform to NWQS Class II. Sampling sites were visited and verified.																			
<b>4.5.5.2</b>	Where open discharge of POME into water course is practiced, mills should undertake to gradually phase it out in accordance to the applicable state or national regulations. <b>- Major compliance -</b>	<p>FGVPISB Lepar Hilir POM DOE license no 003247 was for land application requirement of which is BOD less than 5000 mg/l. The mill is currently compiling a 5 years master blueprint discussed on the entire Group basis having the following projects for enhancement to the environmental issues.</p> <table border="1"> <thead> <tr> <th></th> <th>Projects</th> <th>Details</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>Environmental</td> <td>Moving floor Boiler - To control fuel feeding June 2022 at RM350K. Fuel saving/ monitoring.</td> </tr> <tr> <td>2</td> <td>Environmental</td> <td>Scheduled effluent pond desludging in phases at RM 200K</td> </tr> <tr> <td>3</td> <td>Operations</td> <td>Daily monitoring of the effluent quality to meet legal compliance.</td> </tr> <tr> <td>4</td> <td>Boiler emission</td> <td>Air Monitoring - Censor Dust Particulate June 2022 at cost of RM100K</td> </tr> <tr> <td>5</td> <td>Operations</td> <td>Digester - Auto Control Level System Mac 2022 at RM 21K.</td> </tr> </tbody> </table>		Projects	Details	1	Environmental	Moving floor Boiler - To control fuel feeding June 2022 at RM350K. Fuel saving/ monitoring.	2	Environmental	Scheduled effluent pond desludging in phases at RM 200K	3	Operations	Daily monitoring of the effluent quality to meet legal compliance.	4	Boiler emission	Air Monitoring - Censor Dust Particulate June 2022 at cost of RM100K	5	Operations	Digester - Auto Control Level System Mac 2022 at RM 21K.	Complied
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<b>4.6 Principle 6: Best Practices</b>																					
<b>Criterion 4.6.1: Mill Management</b>																					
<b>4.6.1.1</b>	Standard operating procedures shall be appropriately documented and consistently implemented and monitored. <b>- Major compliance -</b>	The mill processing system is documented in the following documents among others: i. The Mill Lestari Processing Manual ii. Mill Standard Operating Procedure	Complied																		



Criterion / Indicator		Assessment Findings	Compliance									
		iii. The Mill Quality Management Manual iv. Prosedur Kerja Selamat v. Manual Kelestarian (Sustainability)  These documents provide guidelines and standards in the mill operations. The Standard Operating procedure (SOP) described details from: i. The reception, sterilization, threshing, pressing ii. Clarification, depericarping (nut polishing) station iii. Effluent, laboratory, workshop, dispatches etc.  In addition, there are also manuals available within the industry and MPOB that are used as guidelines.										
<b>4.6.1.2</b>	All palm oil mills shall implement best practices. <b>- Major compliance -</b>	The monitoring of the mill process is made through the shift supervision headed by an Assistant Engineer. All process parameters are documented and summarized in a daily report.  The external monitoring is made through visits by the RC/ZH and also technical personnel from the Head Office. DOSH performed the annual UPV machinery inspection. In addition, there are audits by SCCD and ADK. This is to ensure compliance to Policies, procedures in relation mill operations, financial, OSH, welfare among others. Other mechanism as described below. <table border="1" style="margin-left: 20px;"> <thead> <tr> <th colspan="3">FGV Lepar Hilir Palm Oil Mill</th> </tr> <tr> <th></th> <th>Areas</th> <th>Action/ Activities</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>Daily</td> <td>Supervision by staff/ Assist/ Manager</td> </tr> </tbody> </table>	FGV Lepar Hilir Palm Oil Mill				Areas	Action/ Activities	1	Daily	Supervision by staff/ Assist/ Manager	Complied
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		2	Schedule	Quarterly ESH meeting																																															
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		3	Annual	Annual EPMC																																															
				Medical surveillance																																															
		<p>The mill maintained all records of monitoring and available for review. There are several levels of records beginning from the field/mill supervisors to executives and the Managers. The Regional Controller (RC) are accountable to monitor the estates compliance towards the SOP, budget and productivity among others. Estates / Mill performances are reviewed during the monthly meeting with RC/ZH.</p>																																																	
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		FGVPI SB Lepar Hilir POM production records dated 31/12/2021 and Sept to date were sighted and verified. Therein containing the following among others: <table border="1" style="margin-left: 20px;"> <thead> <tr> <th></th> <th>Items</th> <th>Dec 2021</th> <th>2022 Sept to date</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>FFB received mt</td> <td>206634.73</td> <td>154920.87</td> </tr> <tr> <td>2</td> <td>FFB processed mt</td> <td>198480.00</td> <td>142530.00</td> </tr> <tr> <td>3</td> <td>OER %</td> <td>21.00 %</td> <td>21.26</td> </tr> <tr> <td>4</td> <td>KER %</td> <td>4.11 %</td> <td>4.31</td> </tr> <tr> <td>5</td> <td>Down time/hr</td> <td>105.50</td> <td>57.70</td> </tr> <tr> <td>6</td> <td>Throughput /hr</td> <td>46.62</td> <td>46.94</td> </tr> </tbody> </table>		Items	Dec 2021	2022 Sept to date	1	FFB received mt	206634.73	154920.87	2	FFB processed mt	198480.00	142530.00	3	OER %	21.00 %	21.26	4	KER %	4.11 %	4.31	5	Down time/hr	105.50	57.70	6	Throughput /hr	46.62	46.94	
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<b>Criterion 4.6.2:</b> Economic and financial viability plan																															
<b>4.6.2.1</b>	A documented business or management plan shall be established to demonstrate attention to economic and financial viability through long-term management planning. <b>- Major compliance -</b>	FGVPI SB Lepar Hilir POM has established 10 years business plan as guidance for the mill to conduct the daily operation and expenditure. The business plan was documented in 10 years production, expenditure and profit/loss projection 2019 – 2028. No changes during this audit. Items stated in the business plan as follows: <ul style="list-style-type: none"> <li>• Hectare statement</li> <li>• FFB yield/ha and Total Production by age</li> <li>• FFB Production and FFB purchase (FFB, CPO, PK, OER, KER)</li> <li>• Production cost v. Cost/ha and Cost/tons</li> <li>• Dispatch (CPO and PK) The capital expenditure was documented in Financial Year Proposed Capital Expenditure (CAPEX).</li> </ul>	Complied																												
<b>Criterion 4.6.3:</b> Transparent and fair price dealing																															

Criterion / Indicator		Assessment Findings	Compliance
<b>4.6.3.1</b>	Pricing mechanisms for the products and other services shall be documented and effectively implemented. <b>- Major compliance -</b>	The payment term is 30 days from the date of invoice submitted as per the Surat Perintah Kerja (SPK) for contractors. Besides, pricing mechanism was elaborated in the <i>Makluman Tawaran Harga Belian BTS FGV Trading Sdn Bhd.</i>	Complied
<b>4.6.3.2</b>	All contracts shall be fair, legal and transparent and agreed payments shall be made in timely manner. <b>- Major compliance -</b>	Sampled of the payment records of FFB suppliers/ contractor of FGVPISB Lepar Hilir POM and found fair and agreed by both parties as signature and name of each representatives sighted.	Complied
<b>Criterion 4.6.4: Contractor</b>			
<b>4.6.4.1</b>	In case of the engagement of contractors, they shall be made to understand the MSP0 requirements and shall provide the required documentation and information. <b>- Major compliance -</b>	The contractors engaged by the mill has been signed on the addendum for MSP0 requirements and they have been briefed on the MSP0 requirements. Interviewed with the contractor also found that he understood the requirements of MSP0. Besides, the contractors have signed on Supplier Code of Conduct (SCOS) where stated all the requirements to be complied by the contractors.	Complied
<b>4.6.4.2</b>	The management shall provide evidence of agreed contracts with the contractor. <b>- Major compliance -</b>	The contractors have signed an agreement/ Surat Perintah Kerja prior to work. Sampled the SPK as below: <ul style="list-style-type: none"> <li>• SPK# 3301485329 dated 02/03/2021 for sorting FFB and picking USB which valid until December 2022.</li> <li>• SPK# 3301467607 dated 04/12/2021 for grass cutting in the compound of mill and effluent which valid until December 2022.</li> </ul>	Complied
<b>4.6.4.3</b>	The management shall accept MSP0 approved auditors to verify the assessments through a physical inspection, if required. <b>- Minor compliance -</b>	As per the addendum signed in indicator 4.6.4.1, the contractors agreed to accept auditors to verify the assessment if necessary.	Complied

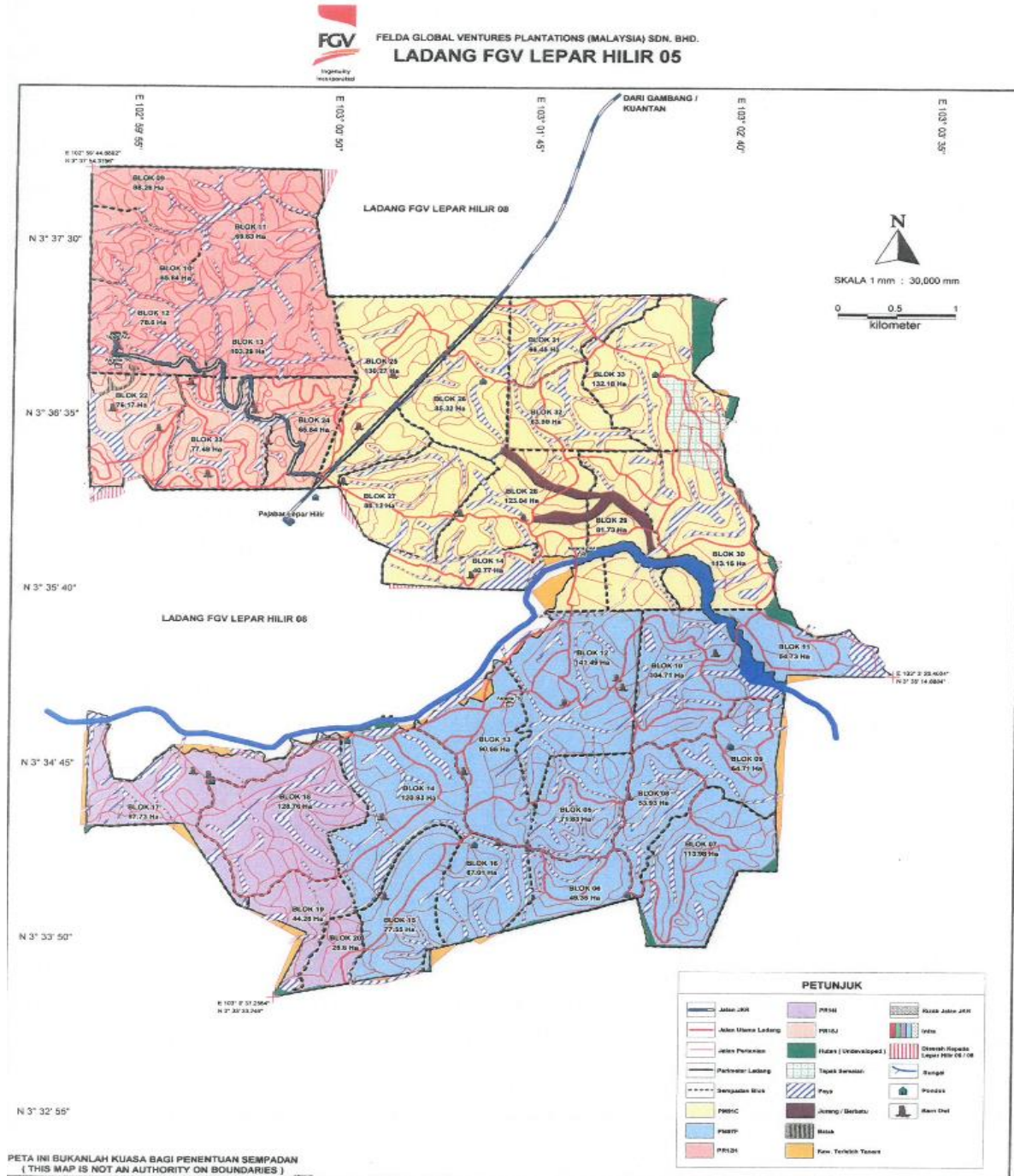
**Appendix B: Smallholder Member Details**

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

**Appendix C: Location and Field Map**

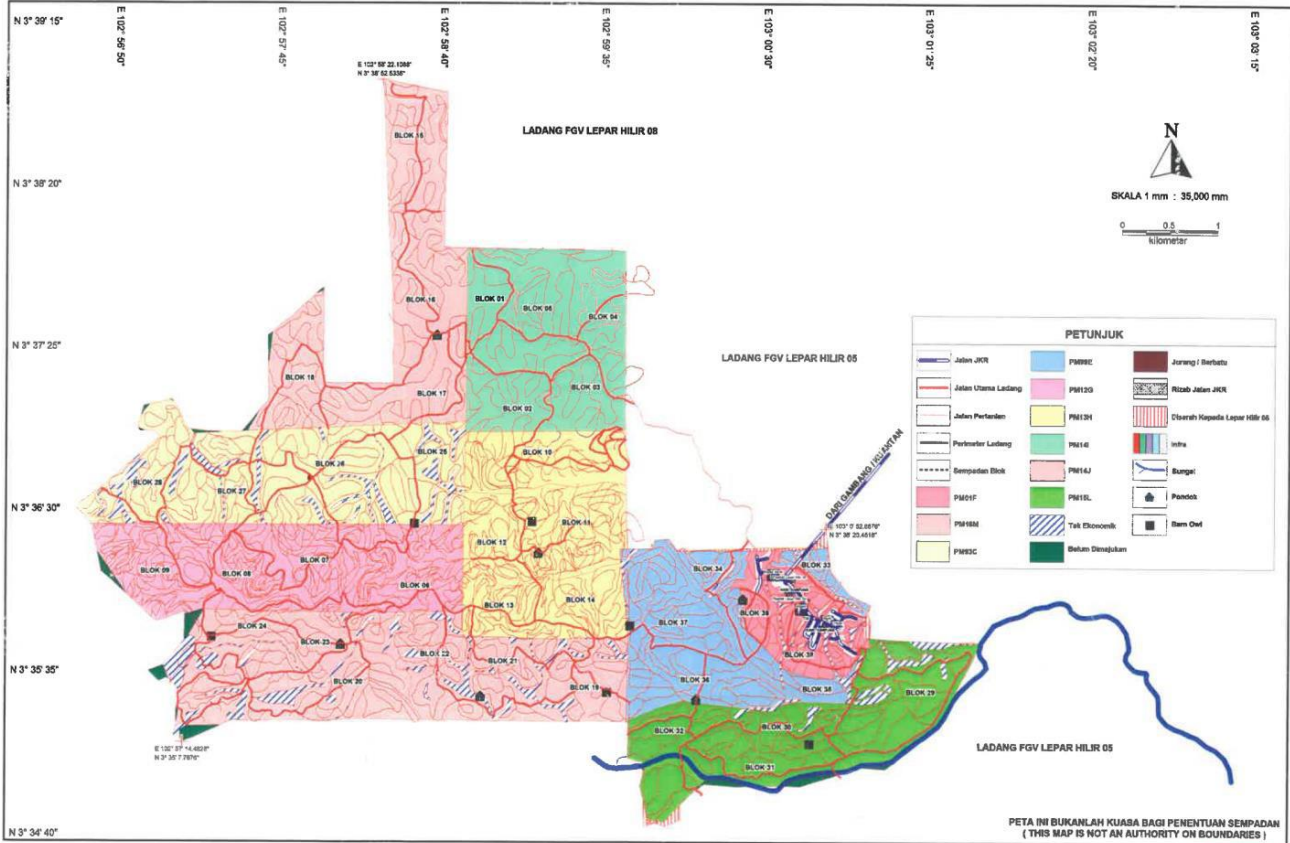


FGVPMSB Lepar Hilir 05 Estate



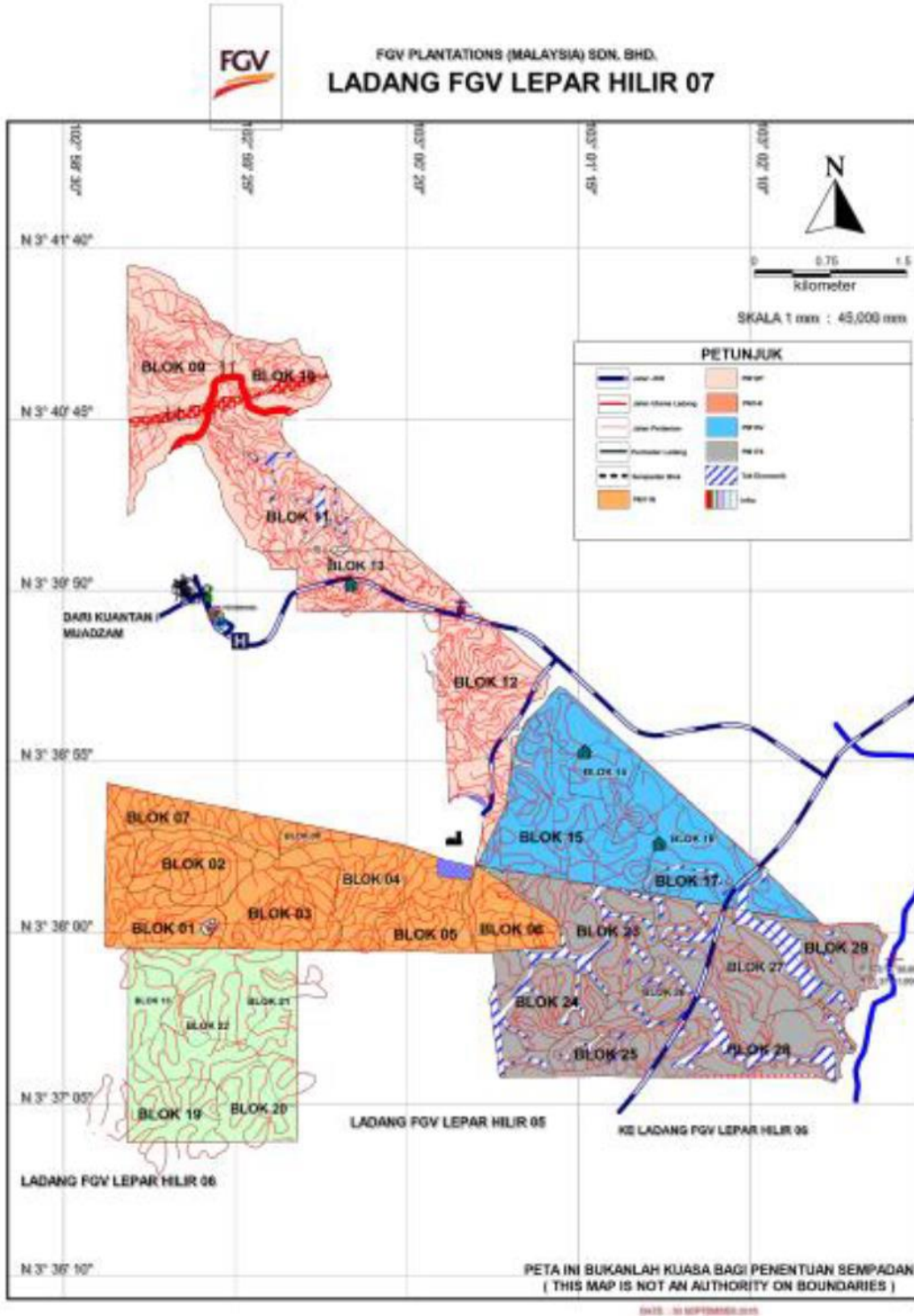
FGVPMSB Lepar Hilir 06 Estate

**FGV** FGV PLANTATIONS (MALAYSIA) SDN. BHD.  
**LADANG FGV LEPAR HILIR 06**



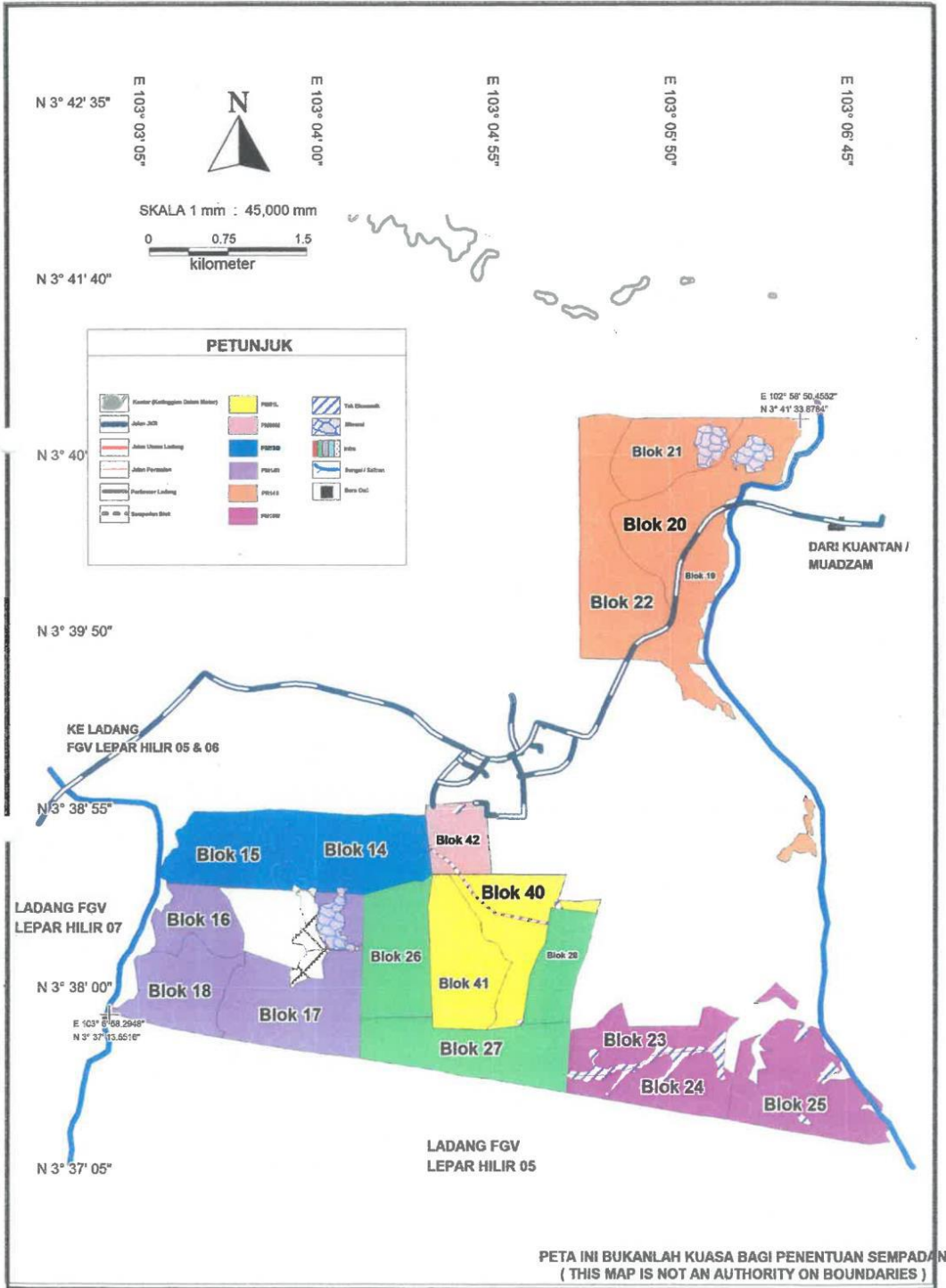


FGVPMSB Lepar Hilir 07 Estate



**MSP0 Public Summary Report**  
**Revision 2 (Nov 2021)**

FGVPMSB Lepar Hilir 08 Estate



**Appendix D: List of Abbreviations**

BOD	Biochemical Oxygen Demand
CB	Certification Bodies
CHRA	Chemical Health Risk Assessment
COD	Chemical Oxygen Demand
CPO	Crude Palm Oil
EFB	Empty Fruit Bunch
EHS	Environmental, Health and Safety
EIA	Environmental Impact Assessment
EMS	Environmental Management System
FFB	Fresh Fruit Bunch
FPIC	Free, Prior, Informed and Consent
GAP	Good Agricultural Practice
GJBE	Genting Jambongan Estate
GHG	Greenhouse Gas
GJOM	Genting Jambongan Oil Mill
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