

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

- Initial Assessment**
- Annual Surveillance Assessment** (Choose an item.)
- Recertification Assessment (RA 1)**
- Extension of Scope**

<b>FGV HOLDINGS BERHAD</b>
Client Company (HQ) Address: Level 20, West 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 05 Estate FGV Plantations (Malaysia) Sdn Bhd - Lepar Hilir 06 Estate FGV Plantations (Malaysia) Sdn Bhd - Lepar Hilir 07 Estate FGV Plantations (Malaysia) Sdn Bhd - Lepar Hilir 08 Estate
Date of Final Report: 27/11/2023

**Report prepared by:**  
**Ahmad Rofi Bin Abu Talib Khan** (Lead Auditor)

**Report Number: 3730198**

**Assessment Conducted by:**  
BSI Services Malaysia Sdn Bhd,  
(DSM Accreditation Number: MSPO 09112018 CB 12)  
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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>
	FGVPI Lepar Hilir Palm Oil Mill	500205504000	31/03/2024
	FGVPM Lepar Hilir 05	559601002000	31/03/2024
	FGVPM Lepar Hilir 06	559043002000	29/02/2024
	FGVPM Lepar Hilir 07	619817002000	31/10/2023
	FGVPM Lepar Hilir 08	558970002000	29/02/2024
<b>Address</b>	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/">https://www.fgvholdings.com/</a>	<b>E-mail</b>	ameer.h@fgvholdings.com
<b>Telephone</b>	+603-27891338	<b>Facsimile</b>	+603-27890001

1.2 Certification Information			
<b>Certificate Number</b>	Estate: MSPO 701755 Mill: MSPO 701754	<b>Certificate Start Date</b>	24/03/2024
<b>Date of First Certification</b>	24/03/2019	<b>Certificate Expiry Date</b>	23/03/2029
<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>	<p>The primary aim of the assessment was to perform a comprehensive recertification assessment, diligently seeking positive evidence. This rigorous examination was conducted to ensure that the various elements encompassed within the scope of certification align seamlessly with the stringent requirements of the management standard. The overarching goal was to verify the effectiveness of the organization's management system in addressing these components. Moreover, the assessment sought to ascertain the system's inherent capability to facilitate the realization of statutory, regulatory, and contractual requirements. Simultaneously, it aimed to ensure alignment with the organization's specified objectives, all within the context of the management standard's defined scope.</p> <p>Furthermore, the evaluation delved into confirming the ongoing achievement and continued applicability of the forward strategic plan. This comprehensive analysis also aimed to identify potential areas for improvement within the management system, providing valuable insights to enhance its effectiveness and align it even more closely with the organization's overarching goals. In essence, the assessment served as a holistic examination, not only validating current compliance but also acting as a strategic tool to fortify the organization's commitment to excellence and continuous improvement.</p>		

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<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>Recertification Assessment Visit Date (RAV)</b>	09-12/10/2023
<b>Continuous Assessment Visit Date (CAV) 1_1</b>	-
<b>Continuous Assessment Visit Date (CAV) 1_2</b>	-
<b>Continuous Assessment Visit Date (CAV) 1_3</b>	-
<b>Continuous Assessment Visit Date (CAV) 1_4</b>	-

<b>1.3 Other Certifications</b>			
<b>Certificate Number</b>	<b>Standard(s)</b>	<b>Certificate Issued by</b>	<b>Expiry Date</b>
RSPO 666408	RSPO Principles & Criteria for Sustainable Palm Oil Production: 2018; Malaysian National Interpretation: 2019; with Supply Chain Mass Balance Module	BSI Services Malaysia Sdn. Bhd.	01/02/2028
MSPO SCCS-TCI-034-2020-01	Malaysian Sustainable Palm Oil Supply Chain Certification Standard (MSPO SCCS-01) (November 2018)	Trans Certification International (TCI)	26/03/2028

<b>1.4 Location of Certification Unit</b>				
<b>Name of the Certification Unit (Palm Oil Mill/ Estate/ Smallholder/ Independent Smallholder)</b>	<b>Site Address</b>	<b>GPS Reference of the site office</b>		
		<b>Latitude</b>	<b>Longitude</b>	
FGVPI Lepar Hilir Palm Oil Mill	26300 Gambang, Kuantan Pahang, Malaysia	3° 38' 39.26" N	103° 00' 40.22" E	
FGVPM Lepar Hilir 05	26300 Gambang, Kuantan, Pahang, Malaysia	3° 36' 03.83" N	103° 00' 40.65" E	
FGVPM Lepar Hilir 06	26300 Gambang, Kuantan, Pahang, Malaysia	3° 35' 59.30" N	103° 00' 40.93" E	
FGVPM Lepar Hilir 07	26300 Gambang, Kuantan, Pahang, Malaysia	3° 39' 43.23" N	102° 59' 18.02" E	
FGVPM Lepar Hilir 08	26300 Gambang, 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
FGVPM Lepar Hilir 05	2,607.61	-	281.93	2,889.54	90.24
FGVPM Lepar Hilir 06	2,322.91	-	324.06	2,646.97	87.76
FGVPM Lepar Hilir 07	2,052.01	-	265.03	2,317.04	88.56
FGVPM Lepar Hilir 08	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>	

1.6 Plantings & Cycle							
Estate	Age (Years)					Mature	Immature
	0 - 3	4 - 10	11 - 20	21 - 25	26 - 30		
FGVPM Lepar Hilir 05	955.64	0.00	1,651.97	0.00	0.00	1651.97	955.64
FGVPM Lepar Hilir 06	650.81	0.00	1,672.10	0.00	0.00	1,672.10	650.81
FGVPM Lepar Hilir 07	0.00	0.00	2,052.01	0.00	0.00	2,052.01	-
FGVPM Lepar Hilir 08	180.73	0.00	1,143.46	0.00	0.00	1,143.46	180.73
<b>Total (ha)</b>	<b>1,787.18</b>	<b>0.00</b>	<b>6,519.54</b>	<b>0.00</b>	<b>0.00</b>	<b>6,519.54</b>	<b>1,787.18</b>

1.7 Certified Tonnage of FFB			
Estate	Tonnage / year		
	Estimated (Mar 2023 - Feb 2024)	Actual (Oct 2022 - Sep 2023)	Forecast (Mar 2024 - Feb 2025)
FGVPM Lepar Hilir 05	31,500.00	24,368.39	29,062.00
FGVPM Lepar Hilir 06	45,100.00	24,419.25	30,457.00
FGVPM Lepar Hilir 07	39,700.00	26,010.06	39,802.00
FGVPM Lepar Hilir 08	28,000.00	20,638.80	54,753.37
<b>Total (mt)</b>	<b>144,300.00</b>	<b>95,436.50</b>	<b>154,074.37</b>

1.8 Uncertified Tonnage of FFB			
Estate	Tonnage / year		
	Estimated (Mar 2023 - Feb 2024)	Actual (Oct 2022 - Sep 2023)	Forecast (Mar 2024 - Feb 2025)
Felda	82,985.91	69,765.59	52,967.04
ISH	799.08	1,027.98	0.00
External FFB Supplier	0.00	1,147.33	0.00

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<b>Total (mt)</b>	<b>83,784.99</b>	<b>71,940.90</b>	<b>52,967.04</b>
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<b>1.9 Certified Tonnage</b>			
<b>Mill Capacity: 54 MT/hr</b>	<b>Estimated (Mar 2023 - Feb 2024)</b>	<b>Actual (Oct 2022 - Sep 2023)</b>	<b>Forecast (Mar 2024 - Feb 2025)</b>
	<b>FFB</b>	<b>FFB</b>	<b>FFB</b>
	144,300.00	95,436.50	154,074.37
	<b>CPO (OER: 22.00%)</b>	<b>CPO (OER: 20.88%)</b>	<b>CPO (OER: 22.00%)</b>
	31,746.00	19,927.14	33,896.36
	<b>PK (KER: 5.00%)</b>	<b>PK (KER: 4.18%)</b>	<b>PK (KER: 5.00%)</b>
	7,215.00	3,989.25	7,703.72

<b>1.10 Actual Sold Volume (CPO)</b>					
<b>CPO (mt)</b>	<b>MSPO Certified</b>	<b>Other Schemes Certified</b>		<b>Conventional</b>	<b>Total</b>
		<b>ISCC</b>	<b>RSPO</b>		
19,927.14	0.00	0.00	0.00	18,530.44	18,530.44

<b>1.11 Actual Sold Volume (PK)</b>					
<b>PK (mt)</b>	<b>MSPO Certified</b>	<b>Other Schemes Certified</b>		<b>Conventional</b>	<b>Total</b>
		<b>ISCC</b>	<b>RSPO</b>		
3,989.25	0.00	0.00	0.00	3,776.73	3,776.73

## 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 09-12/10/2023. The audit programme is included as Section 2.4. The approach to the audit was to treat the FGVPI Lepar Hilir POM, FGVPM Lepar Hilir 05 Estate, FGVPM Lepar Hilir 06 Estate, FGVPM Lepar Hilir 07 Estate, and FGVPM Lepar Hilir 08 Estate 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 notification can be access through <https://www.bsigroup.com/globalassets/localfiles/en-my/mspo/Public%20Notification/2023/09-3-mspo-public-notification-recertification-fgv-lepar-hilir-palm-oil-mill--supply-base-english.pdf>

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

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

The estates or smallholders sample were determined based on formula  $S = r\sqrt{n}$  where n is the number of estates while when applicable, the smallholders sample were determined following the MSPO Certification Requirement. The sampling of smallholders were based on the formula  $(r\sqrt{n})$ ; where r is the risk factor (may defers 1, 1.5 and 2 depending on risk), where n is total number of group members The sampled smallholder listed in Appendix B.

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

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

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

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

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This report was externally reviewed by MSP0 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.

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 (Re-certification)	Year 2 (ASA 1_1)	Year 3 (ASA 1_2)	Year 4 (ASA 1_3)	Year 5 (ASA 1_4)
FGVPI Lepar Hilir Palm Oil Mill	✓	✓	✓	✓	✓
FGVPM Lepar Hilir 05	-	✓	-	✓	-
FGVPM Lepar Hilir 06	-	✓	-	✓	-
FGVPM Lepar Hilir 07	✓	-	✓	-	✓
FGVPM Lepar Hilir 08	✓	-	✓	-	✓

**Tentative Date of Next Visit: October 7, 2024 - October 10, 2024**

**Total No. of Mandays: 11 mandays**

**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>
Ahmad Ruffi Bin Abu Talib Khan (ARK)	Team Leader	<p><b>Education:</b> Bachelor Degree In Mechanical Engineering from Universiti Teknologi MARA Shah Alam, graduated in 2015.</p> <p><b>Work Experience:</b> He started his career as Assistant Mill Manager, managing the day-to-day mill operations. In his five years' experience, he has experience handling the certification of ISO 9001, OHSAS 18001, ISO 14001 as well as Malaysia Sustainable Palm Oil (MSPO). He is a qualified Lead Auditor for MS 2530:2013 and has accumulated more than 300 audit days throughout his current career as the auditor for multiple disciplines covering all over Malaysia.</p> <p><b>Training attended:</b> He has completed CQI – IRCA approved ISO 9001, ISO 14001 and ISO 45001 Lead Auditor Course, MSPO 2530:2013 Lead Auditor Course, Endorsed RSPO Lead Auditor and RSPO SCC Auditor course.</p>



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		<p><b>Aspect covered in this audit:</b> During this assessment, he assessed on the aspects of social, legal, workers &amp; stakeholders' consultation.</p> <p><b>Language proficiency:</b> Fluent in both verbal/written Bahasa Malaysia and English Language.</p>
Mohd Abdul Hafiz Bin Jali (MAH)	Team Member	<p><b>Education:</b> He holds a Bachelor Degree of Technology (Hon.) – Majoring in Bioprocess, Universiti Sains Malaysia and Diploma in Food Technology from Politeknik Sultan Haji Ahmad Shah (POLISAS).</p> <p><b>Work Experience:</b> Experience in managing, consulting and training for Quality, Food Safety, HALAL, Environmental, Occupational Safety and Health Management Systems such as ISO 9001:2015, ISO 22001:2018, HACCP, GMP, ISO 14001:2015, ISO 45001:2018, OHSAS 18001:2007 since 2015. Contract Trainer for consultancy company, Top Quality Services and Ecotop Solutions Sdn Bhd. He has more than 4-year experiences in oil palm industry during his working services and 5 years' experiences in sustainability audit and consultancy. Currently an Auditor and Consultant for various accredited certification bodies.</p> <p><b>Training attended:</b> He has successfully obtained competency of Lead Auditor courses for Malaysian Sustainable Palm Oil (MSPO 2530:2013), Quality Management System (ISO 9001:2015) and Occupational Health and Safety Management System Auditor/ Lead Auditor Course (OHSAS 18001:2007).</p> <p><b>Aspect covered in this audit:</b> During the assessment, he covered traceability, Regulatory requirements, Employees safety and health, Training and competency, Economic and financial viability plan and Transparent and fair price dealing.</p> <p><b>Language proficiency:</b> Fluent in both verbal/written Bahasa Malaysia and English Language.</p>
Hanafi bin Shufaat @ Mohd (HSM)	Team Member	<p><b>Education:</b></p> <ol style="list-style-type: none"> <li>1) Diploma in Plantation Technology and Management, graduated from Universiti Teknologi Mara in 2001.</li> <li>2) Executive Masters Plantation Technology and Management graduated from Asean E-University in 2012.</li> </ol> <p><b>Work Experience:</b> Has 17 years working experience at managerial level of oil palm in the plantation industry in Malaysia and abroad and working with giant plantation players. The last position was Senior Manager in Primula Gemilang Sdn Bhd, Sibul, Sarawak and responsible for 12,000 hectare of oil palm plantation with 100-hectare nursery. Also had accumulated more than 3 years of sustainability implementation experience. Also qualified Lead Auditor for MS 2530:2013 and has accumulated more than 250 audit days throughout his current career as the auditor for multiple disciplines covering Malaysia.</p>

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		<p><b>Training attended:</b></p> <ol style="list-style-type: none"> <li>1) ISO 9001:2015 Lead Auditor Course</li> <li>2) ISO IMS 9001 and 14001 Lead Auditor Course</li> <li>3) MSPO 2530:2013 Lead Auditor Course</li> </ol> <p><b>Aspect covered in this audit:</b></p> <p>Legal requirements, natural and HCV conservation, water &amp; wastes management, environmental aspects, GAP, mill best practices, training, and economic management plan. Language proficiency: English and Bahasa Malaysia.</p> <p><b>Language proficiency:</b></p> <p>Fluent in both verbal/written Bahasa Malaysia and English Language.</p>
<p>Dr. Suhaili Sahari (DSS)</p>	<p>Peer Reviewer</p>	<p><b>Education:</b></p> <p>Graduated from University Technology Mara (UiTM), Malaysia in Diploma in Science in 1990. He furthers his first degree in B.Sc (Hons) in Chemistry with Industrial Chemistry in 1995 from Liverpool University, England. He later advances his study in Master in Business Administration (General) in 2002 and graduated in 2005 from University of Multimedia, Malaysia. Completed his PhD from University Science Islam Malaysia (Faculty of Economy and Muamalat - Management) under the supervision of previous University Vice Chancellor Dato' Mohd Muda.</p> <p><b>Work Experience:</b></p> <p>Worked with Hong Leong Group of Companies as a production executive cum TQM facilitator and continues to advance in his career as a manager and senior manager in management, production, training and quality for more than 11 years. During his tenure with Hong Leong Group of Companies, he heavily involved in strategic management decision issues such as developing SWOT analysis, Vision, Mission, Business and Corporate Strategy formulation, Acquisition and restructuring strategies. Strategic actions and implementation etc. Then he joint Kumpulan Guthrie and Sime Darby Group of Companies for more than 7 years as a manager, heads of department and Assistant Vice President in management, quality and training. Part of his duty is to strategies the departmental vision; mission, critical success factors and action plan into actions and support the corporate strategic plan.</p> <p><b>Training attended:</b></p> <p>He has attended MSPO Peer Reviewer Training 2 - 2017 by MPOCC.</p> <p><b>Expertise:</b></p> <p>General Management, Auditing, Environment and Plantation Management.</p>
<p>Muhammad Sufyan Azmi (MSA)</p>	<p>Peer Reviewer</p>	<p><b>Education:</b></p> <p>Master's in Business Administration (MBA) from Open University Of Malaysia and Bachelor Degree in Bioindustry from UPM in 2006.</p> <p><b>Work Experience:</b></p> <p>He gained his working exposure in the plantation sector with 15 years' experience, currently serving as a Plantation Manager with TSH Resources Berhad and previously as an Audit Executive with Kulim Malaysia Berhad.</p>

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		<p><b>Training attended:</b>          He has attended MSP0 Peer Reviewer 2 - 2017 by MPOCC.</p> <p><b>Expertise:</b>          General Management, Auditing, Environment and Plantation Management.</p>
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**2.2 Impartiality and conflict of interest**

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

**2.3 Accompanying Persons**

No.	Name	Role
	N/A	

**2.4 Assessment Plan**

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

Date	Time	Subjects	ARK	HSM	MAH
Sunday 08/10/2023	PM	Audit team travel to Kuantan	✓	✓	✓
Monday 09/10/2023 Day 1 FGVPM Lepar Hilir 07 Estate	09:00 - 09:30	<p>Opening Meeting (with RSPO @ Lepar Hilir 05 Estate)</p> <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>	✓	✓	✓
	09:30 - 12:30	<p><b>FGVPM Lepar Hilir 07 Estate</b></p> <p>Estate assessment: Field visit, boundary inspection, field operations, staff &amp; workers interview, buffer zone, HCV area, IPM implementation, OSH&amp;ERP, workshop, storage area (agrochemical, fertilizer, lubricant etc.), agrochemical mixing area, Schedule waste management, worker housing, clinic, Landfill etc.</p>	✓	✓	✓
	12:30 - 13:30	Lunch break			
	13:30 - 16:30	<p><b>FGVPM Lepar Hilir 07 Estate</b></p> <p>Document Review (MS 2530:2011 Part 3): P1: Management commitment and responsibility, P2: Transparency, P3: Compliance to legal requirement, P4: Social responsibility, health safety and employment condition, P5: Environment,</p>	✓	✓	✓

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		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>	✓	✓	✓
Tuesday 10/10/2023 Day 2	09:00 - 12:30	<b>FGVPM Lepar Hilir 07 Estate</b> <ul style="list-style-type: none"> <li>Continue with field/facility visit</li> <li>Continue with documentation review</li> </ul>	✓	-	-
FGVPM Lepar Hilir 07 Estate & FGVPM Lepar Hilir 08 Estate	09:00 - 12:30	<b>FGVPM Lepar Hilir 08 Estate</b> 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	<b>FGVPM Lepar Hilir 07 Estate</b> Meeting with stakeholders (Government, village rep, smallholders, Union Leader, contractor etc.)	✓	-	-
	12:30 - 13:30	Lunch break			
	13:30 - 16:30	<b>FGVPM Lepar Hilir 07 Estate</b> <ul style="list-style-type: none"> <li>Continue with field/facility visit</li> <li>Continue with documentation review</li> </ul>	✓	-	-
	13:30 - 16:30	<b>FGVPM Lepar Hilir 08 Estate</b> Document Review (MS 2530:2011 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 2</li> </ul>	✓	✓	✓
	Wednesday 11/10/2023 Day 3	09:00 - 12:30	<b>FGVPM Lepar Hilir 08 Estate</b> <ul style="list-style-type: none"> <li>Continue with field/facility visit</li> <li>Continue with documentation review</li> </ul>	✓	✓
FGVPM Lepar Hilir 08 Estate & FGVPI Lepar Hilir Palm Oil Mill	09:00 - 12:30	<b>FGVPI Lepar Hilir Palm Oil Mill</b> 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.	-	-	✓

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	10:30 - 12:30	<b>FGVPM Lepar Hilir 08 Estate (Grand Stakeholder Meeting)</b> Meeting with stakeholders (Government, village rep, smallholders, Union Leader, contractor etc.)	✓	-	-
	12:30 - 13:30	Lunch break			
	13:30 - 16:30	<b>FGVPM Lepar Hilir 08 Estate</b> <ul style="list-style-type: none"> <li>Continue with field/facility visit</li> <li>Continue with documentation review</li> </ul>	✓	✓	-
	13:30 - 16:30	<b>FGVPI Lepar Hilir Palm Oil Mill</b> Document Review (MS 2530 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>Interim closing meeting &amp; End of Day 3</li> </ul>	✓	✓	✓
Thursday 12/10/2023 Day 4 FGVPI Lepar Hilir Palm Oil Mill	09:00 - 12:30	<b>FGVPI Lepar Hilir Palm Oil Mill</b> 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	<b>FGVPI Lepar Hilir Palm Oil Mill</b> Meeting with stakeholders (Government, village rep, smallholders, Union Leader, contractor etc.)	✓	✓	-
	12:30 - 14:30	Lunch break & Friday Prayer			
	14:30 - 16:30	<b>FGVPI Lepar Hilir Palm Oil Mill</b> Document Review (MS 2530 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 zero (0) Major Non-Conformance and zero (0) Minor nonconformities and two (2) OFI raised.

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

Opportunity For Improvement			
<b>Ref:</b>	2405182-202310-I1	<b>Clause:</b>	MSPO 2530 Part 4: 4.5.5.1
<b>Area/Process:</b>	Lepar Hilir Palm Oil Mill		
<b>Objective Evidence:</b>	The mill management could further improve on the marking and the location of water sampling to improve the water sample reliability.		

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<b>Opportunity For Improvement</b>			
<b>Ref:</b>	2405182-202310-12	<b>Clause:</b>	MSPO 2530 Part 3: 4.4.5.8
<b>Area/Process:</b>	FGVPM Lepar Hilir 07 and FGVPM Lepar Hilir 08		
<b>Objective Evidence:</b>	The management and the workers union has established the Collective Agreement for the period of 01/01/2022 to 31/12/2024. The collective agreement on the overtime process could be advanced to be in line with the estate implementation. The OFI is raised for the auditor to track the implementation in the next assessment.		

<b>Noteworthy Positive Comments</b>	
1	Good relationship being maintained with surrounding communities and stakeholders.
2	Good commitment from the management on maintaining the certification.

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

<b>Non-Conformity Report</b>			
<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>	FGVPI Lepar Hilir Palm Oil Mill	<b>Clause &amp; Category: (Major / Minor)</b>	MSPO 2530 Part 4: 4.3.1.1 Major
<b>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>• 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 3rd Party Auditor but not yet conducted. While in previous period of license only conducted this year on 09/06/22 DOE 3rd 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>		
<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>	CAP has been accepted with evidence verified as following:		

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	<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. 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.</li> </ul>																											
<p><b>Verification Statement:</b></p>	<p>Mill management has notified DOE regarding Canopy Hood with reference letter (12)4045/LH/810/JAS 2022 dated 19/12/2022, however it was decline. The information regarding the decline status only known by mill management on 23/08/2023 by asking the DOE since they were silence too long. After the situation, mill management request to DOE to do resubmission by using outsource consultant under Procoma Environmental (M) Sdn Bhd to handle this application. Sighted appointment letter from mill to consultant with reference no: SPK3301638814/1301263830 dated on 04/10/2023.</p> <p>The consultant from Procoma Environmental (M) Sdn Bhd also immediately notify the DOE regarding the appointment as representative to assist application from FGVPI Lepar Hilir POM. Sighted reference letter no: PE/PB-FGVPI1023/01 from consultant to DOE dated on 04/10/2023 and DOE was notifying the receive on 05/10/2023.</p> <p>Till to date, the consultant has summarized the work status regarding the Canopy Hood in document as per stated:</p> <table border="1" data-bbox="486 1220 1460 1960"> <thead> <tr> <th>No</th> <th>Scope of Work</th> <th>Progress (%)</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>To write and inform DOE State that you have appointed us as your Consultant for DOE notification submission.</td> <td>100%</td> </tr> <tr> <td>2</td> <td>To study, review and advise Client on the DOE requirement with regards to the compliances of Environmental Quality (Clean Air) Regulation 2014 and Technical Guidance Document for Canopy Hood and Air Pollution Control System.</td> <td>25%</td> </tr> <tr> <td>3</td> <td>To conduct site measurement for drawing and technical specification verification.</td> <td>Pending</td> </tr> <tr> <td>4</td> <td>To complete relevant comprehensive technical report on exhaust system in accordance with the Department of Environmental, DOE requirement.</td> <td>25%</td> </tr> <tr> <td>5</td> <td>To complete all relevant written notification forms from DOE for submission.</td> <td>30%</td> </tr> <tr> <td>6</td> <td>To prepare all relevant drawings (Factory layout plan, key plan, site plan and building layout shall be provided by client) in accordance to DOE requirement.</td> <td>30%</td> </tr> <tr> <td>7</td> <td>To submit all above documents and drawings to DOE for Written Notification and Declaration.</td> <td>Pending</td> </tr> <tr> <td>8</td> <td>To follow up with DOE on getting the Notification Approval.</td> <td>Pending</td> </tr> </tbody> </table>	No	Scope of Work	Progress (%)	1	To write and inform DOE State that you have appointed us as your Consultant for DOE notification submission.	100%	2	To study, review and advise Client on the DOE requirement with regards to the compliances of Environmental Quality (Clean Air) Regulation 2014 and Technical Guidance Document for Canopy Hood and Air Pollution Control System.	25%	3	To conduct site measurement for drawing and technical specification verification.	Pending	4	To complete relevant comprehensive technical report on exhaust system in accordance with the Department of Environmental, DOE requirement.	25%	5	To complete all relevant written notification forms from DOE for submission.	30%	6	To prepare all relevant drawings (Factory layout plan, key plan, site plan and building layout shall be provided by client) in accordance to DOE requirement.	30%	7	To submit all above documents and drawings to DOE for Written Notification and Declaration.	Pending	8	To follow up with DOE on getting the Notification Approval.	Pending
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	Mill management also has appointed Mr. Khairul Anwar Mokhtar, letter ref no: MM[(13)840A/4045/LH/SURATLANTIKAN] dated on 13/06/2023 as PIC to monitor compliance status regarding this matter. Last audit conducted by Mr Mohd Taufiq B. A. Talib (DOE Reg. no: EA0100) dated on 23/05/2023. The progress status will review on next audit on 31/12/2023 according to ref: SPK 3301630106/1301259283 dated on 06/05/2023. The Major NC is remained close.
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<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>	FGVPI Lepar Hilir Palm Oil Mill	<b>Clause &amp; Category: (Major / Minor)</b>	MSPO 2530 Part 4: 4.3.1.1 Major
<b>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>	<p>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.</p> <ul style="list-style-type: none"> <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 too close to workshop where hot work (welding/cutting) performed and create a potential high risk of fire</li> </ul>		
<b>Corrections:</b>	<p>Conduct retraining on SOP emergency plan by SHO by workstation</p> <ul style="list-style-type: none"> <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.		
<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>		

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	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.
<b>Verification Statement:</b>	An action taken was verified and during site visit noted the improvement has been made and recurring issue. The additional storage area to keep shredded area to keep shredding fibre made and smoking area has been tightened around the mill. Verified also, training record for related worker to ensure there is no repeatable case happened and to give more awareness regarding MSPO requirements. Sighted all the training record details in indicator 4.4.6.1. The major NC is remained closed.

<b>Non-Conformity Report</b>			
<b>NCR Ref #:</b>	2263836-202210-M2	<b>Issue Date:</b>	21/10/2022
<b>Due Date:</b>	Next Surveillance	<b>Date of Closure:</b>	12/10/2023
<b>Area/Process:</b>	Lepar Hilir Palm Oil Mill	<b>Clause &amp; Category: (Major / Minor)</b>	MSPO 2530 Part 3: 4.4.1.1 Minor
<b>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>		
<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.		
<b>Verification Statement:</b>	The management has conducted a comprehensive discussion on SIA issues within the mitigation plan, ensuring a thorough understanding of the challenges and opportunities for improvement.		

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	<p>The management has actively supported the provision of evidence concerning SIA issues, with particular emphasis on pending permit renewals. This commitment ensures transparency and compliance with regulatory requirements.</p> <p>A checklist has been developed to monitor issues related to pending permit renewals, endorsed by JTK Wilayah. This tool will serve as a systematic approach to tracking progress and identifying areas that may require further attention.</p> <p>Additionally, a checklist for SIA assessment has been created, enhancing the organization's ability to assess and address social impact factors systematically.</p> <p>These corrective actions signify dedication on continuous improvement and compliance with relevant regulations. Thus, the Minor NC is closed.</p>
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Opportunity For Improvement	
<b>Ref:</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)
N/A	N/A	N/A	N/A

### 3.5 Issues Raised by Stakeholders

IS #	Description
<b>1</b>	<p><b>Issues: Local and Foreign labour</b></p> <p>The understanding of complaint and grievances procedure was found to be sufficient. The workers able to know which channels given by management to issue their grievances.</p> <p><b>Management Responses:</b></p> <p>Management will keep informing them and training related to grievance channel and procedure will be a continuous training to the workers.</p> <p><b>Audit Team Findings:</b></p> <p>No further verification.</p>
<b>2</b>	<p><b>Issues: Sekolah Menengah Kebangsaan Lepar Hilir</b></p> <p>The estate and mill management has given full cooperation in any activities conducted at school. School attendance among the workers children is good. The contribution was made by the management by sending the workers to clean the fences as well grass cutting and donation.</p> <p><b>Management Responses:</b></p>

	<p>Estate and mill management will always support the school activities, as mostly the workers children are studying in the school. CSR activities at school will be conducted when there is official request made the school management, and budget allocation will be made yearly for CSR activities.</p> <p><b>Audit Team Findings:</b> No further verification.</p>
<b>3</b>	<p><b>Issues: Ketua Peneroka FELDA Lepar Hilir 1 and Lepar Hilir 4</b> The mill management has given full support and training on the FFB price, monthly meeting was conducted to discuss the FFB Quality and improvement plan.</p> <p><b>Management Responses:</b> Mill to continue the meeting and engagement with the local stakeholders.</p> <p><b>Audit Team Findings:</b> No further verification.</p>
<b>4</b>	<p><b>Issues: Union and Gender Committee Representative</b> The representative mentioned that they were given support from the management to conduct any activities, as well as meetings and planning. Budget allocation will be given if there any allocation budgeted.</p> <p><b>Management Responses:</b> Estate and mill management will give full support to the committees in organising their event. Budget allocation will be given if available.</p> <p><b>Audit Team Findings:</b> No further verification.</p>
<b>5</b>	<p><b>Issues: Raxx Jaxx Entxxxxxxx</b> The management has given good cooperation for FFB suppliers to sell the FFB, although with some quotas, which he believes if the management can increase his quota. The management has communicated well to the contractors.</p> <p><b>Management Responses:</b> The mill management need to maintain the quota as the FFB source from FELDA need to be first priority.</p> <p><b>Audit Team Findings:</b> No further verification.</p>


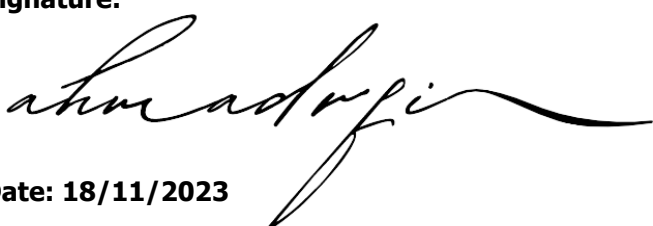
### 3.6 List of Stakeholders Contacted

<p><b>Government Officer:</b> Principal, Sekolah Menengah Kebangsaan Lepar Hilir</p>	<p><b>Community/neighbouring village:</b> Ketua Peneroka FELDA Lepar Hilir 4 Ketua Peneroka FELDA Lepar Hilir 1 JKKR Lepar Hilir 1 Petas Estate - Representative</p>
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<b>Suppliers/Contractors/Vendors:</b> Raxx Jaxx Entxxxxxxx	<b>Worker’s Representative/Gender Committee:</b> Workers Representative, Lepar Hilir Palm Oil Mill Gender Committee Representative
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**Section 4: Assessment Conclusion and Recommendation**

<b>Acknowledgement of Internal Responsibility and Formal Sign-off of Assessment Findings</b>	
Based on the findings during the assessment Lepar Hilir Palm Oil Mill and Supply Bases Certification Unit complies with the MS 2530-3:2013 and MS 2530-4:2013. It is recommended that the certification of Lepar Hilir Palm Oil Mill and Supply Bases Certification Unit is continued.	
<b>Acknowledgement of Assessment Findings</b>	<b>Report Prepared by</b>
<b>Name:</b> <b>AHMAD SHAHRIR ISMAIL</b>	<b>Name:</b> <b>AHMAD RUFİ BIN ABU TALİB KHAN</b>
<b>Company name:</b> <b>FGV HOLDING BERHAD</b>	<b>Company name:</b> <b>BSI SERVICES MALAYSIA SDN BHD</b>
<b>Title:</b> <b>SENIOR MANAGER</b>	<b>Title:</b> <b>CLIENT MANAGER</b>
<b>Signature:</b>  <b>Date: 21/11/2023</b>	<b>Signature:</b>  <b>Date: 18/11/2023</b>

**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>	<p>FGV Holdings Berhad has established Group Sustainability Policy (Policy No.: FGV/GHR/HSEQ/POL/003, Rev. 6.0) which approved by Group Chief Executive Office on 26/01/2022. 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>Policies briefing on MSPO requirements to workers conducted during <i>Taklimat Polisi</i> dated on 08/8/2023 attend by most of staff and workers and also conducted during morning rollcall session at FGVP Lebar Hilir 7. For FGVP Lebar Hilir 8, the policies training to workers has been conducted on 02/02/2023 and attended by 94 persons from staff and workers. Evidence of the relevant documents is adequate.</p> <p>Noted also the policy been displayed at the several locations of the all-sample estate such as at the main office, fertilizer store and also at the worker quarters. Policy is well written in Bahasa Melayu &amp; English.</p>	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	Complied

Criterion / Indicator		Assessment Findings	Compliance								
		profitability by optimizing resources and operational efficiencies, while eliminating or minimizing negative impact on people and the environment. The continual element has been clearly stated and understood by FGVP Lepar Hilir 7 and 8.									
<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. <b>- Major compliance -</b>	Internal audit has been planned and carried out annually. The internal audit procedure has addressed the responsibilities of internal auditors, internal audit schedule, and opening and closing meeting process including audit conclusion and follow-up action. Sighted the RSPO MSPO Internal Audit Plan sent thru email dated on 15/08/2023. Internal audits for FGVP Lepar Hilir 7 are planned and conducted on 21/08/2023 to 22/08/2023. The internal audit has been conducted by unit Sustainability Compliance and Certification Department (SCCD) from HQ lead by Wan Nur Aimy Nadiah binti Wan Solah. Internal Audit at FGVP FGV Lepar Hilir 8 was conducted on 23/08/2023 to 24/08/2023 where 28 NCRs raised. Available Internal Audit Checklist with information such as Element, Criteria, Checking Points, Evidence, Compliance and Noncompliance status. The internal audit has been conducted by unit Sustainability Compliance and Certification Department (SCCD) from HQ lead by Hilmie Zaifruiez Bakhari.	Complied								
<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>	The FGVP management has established and documented internal audit procedure as below: <table border="1" data-bbox="1048 1246 1912 1380"> <thead> <tr> <th>Description</th> <th>Remarks</th> </tr> </thead> <tbody> <tr> <td>Document</td> <td>Procedure for Internal Audit</td> </tr> <tr> <td>Reference</td> <td>(FGV/GSD-SCCD/SOP/04)</td> </tr> <tr> <td>Date</td> <td>03/09/2020</td> </tr> </tbody> </table>	Description	Remarks	Document	Procedure for Internal Audit	Reference	(FGV/GSD-SCCD/SOP/04)	Date	03/09/2020	Complied
Description	Remarks										
Document	Procedure for Internal Audit										
Reference	(FGV/GSD-SCCD/SOP/04)										
Date	03/09/2020										

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Criterion / Indicator		Assessment Findings	Compliance		
		<table border="1"> <tr> <td>Revision</td> <td>00</td> </tr> </table> <p>Audit methodology conducted through the "MSPO Internal Audit Report" and the result of audit been written in the "Summary of NC and Findings. Management has been established internal audit report to listed and summarised all the findings from audit process. Sighted result for both sample estates:</p> <ol style="list-style-type: none"> <li>a. Sampled the latest internal audit report for FGVPM Lepar Hilir 7: <ul style="list-style-type: none"> <li>• 19 NCR</li> </ul> </li> <li>b. Sampled the latest internal audit report for FGVPM Lepar Hilir 8: <ul style="list-style-type: none"> <li>• 28 NCR</li> </ul> </li> </ol> <p>The confirmation of corrective action was adequately identified by the auditor to ensure issues raised were closed. Sighted sampled of Corrective Action Request Form (CAR) for both estates:</p> <ol style="list-style-type: none"> <li>a. FGVPM Lepar Hilir 7 <ul style="list-style-type: none"> <li>• CAR no: 1, date issued on 21-22/08/2023 and closed on 30/09/2023</li> </ul> </li> <li>b. FGVPM Lepar Hilir 8 <ul style="list-style-type: none"> <li>• CAR no: 3, date issued on 23-24/08/2023 and closed on 04/10/2023.</li> </ul> </li> </ol>	Revision	00	
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<b>4.1.2.3</b>	Report shall be made available to the management for their review. <b>- Major compliance -</b>	<p>Management has been established internal audit report to listed and summarised all the findings from audit process. Sighted result for both sample estates:</p> <ol style="list-style-type: none"> <li>a. Sampled the latest internal audit report for FGVPM Lepar Hilir 7: <ul style="list-style-type: none"> <li>• 19 NCR</li> </ul> </li> </ol>	Complied		



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		<p>b. Sampled the latest internal audit report for FGVP M Lepar Hilir 8:</p> <ul style="list-style-type: none"> <li>• 28</li> </ul> <p>Sighted also <i>Pelan Tindakan Untuk Ketidakpatuhan Integrasi Audit Dalamans Pensijilan Kelestarian 2023</i> for both sample estates. All the details and status of non-conformities has been updated by management including list of Non-conformance, root cause, corrective action, dated action and verification evidence.</p>																											
<b>Criterion 4.1.3 – Management Review</b>																													
<b>4.1.3.1</b>	<p>The management shall periodically review the continuous suitability, adequacy and effectiveness of the requirements for effective implementation of MSP0 and decide on any changes, improvement and modification.</p> <p><b>- Major compliance -</b></p>	<p>Management Review has been conducted for each FGVP M estates by individually. The agenda has been discussed in management review meeting such as:</p> <table border="1"> <thead> <tr> <th rowspan="2">No.</th> <th colspan="2">Minutes Meeting Agenda</th> </tr> <tr> <th>FGVP M Lepar Hilir 7</th> <th>FGVP M Lepar Hilir 8</th> </tr> </thead> <tbody> <tr> <td>1.</td> <td>Introduction</td> <td>Introduction</td> </tr> <tr> <td>2.</td> <td>Review audit report</td> <td>Review audit report</td> </tr> <tr> <td>3.</td> <td>Productivity</td> <td>Agronomy visiting report</td> </tr> <tr> <td>4.</td> <td>Environmental</td> <td>Changes in operation management</td> </tr> <tr> <td>5.</td> <td>Social</td> <td>Improvement</td> </tr> <tr> <td>6.</td> <td>Replanting</td> <td>-</td> </tr> <tr> <td>7.</td> <td>Continual improvement plan</td> <td>-</td> </tr> </tbody> </table> <p>Sighted FGVP M Lepar Hilir 7, Management review minute meeting (No. 03/2023) was conducted on 04/09/2023 and attended by 12 member included Estate Manager, 1 Assistant Managers, 1 secretary, 4 employer representative, 3 employee representative and 2 union representatives.</p>	No.	Minutes Meeting Agenda		FGVP M Lepar Hilir 7	FGVP M Lepar Hilir 8	1.	Introduction	Introduction	2.	Review audit report	Review audit report	3.	Productivity	Agronomy visiting report	4.	Environmental	Changes in operation management	5.	Social	Improvement	6.	Replanting	-	7.	Continual improvement plan	-	Complied
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		While in FGVPM Lepar Hilir 8, Management review minute meeting (no. 01/23) was conducted on 05/09/2023 at Meeting Room and attended by 9 persons including management and staff chaired by Estate Manager (Ahmad Azwarini b. Hamran).	
<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>	Continual Improvement Plan for FGVPM Lepar Hilir 7 Estate has adequately established and addressed the main social, environmental & operation issues. Sighted Continual Improvement Plan latest updated for year 2023. Among the issue as below: <ul style="list-style-type: none"> <li>• Use of mechanisation</li> <li>• Worker’s welfare meeting</li> <li>• Zero burning</li> <li>• Application of EFB</li> <li>• Use of roto-slasher</li> <li>• Mechanical sickle</li> </ul> Sighted Continual Improvement Plan year 2023 for FGVPM Lepar Hilir 8: <ul style="list-style-type: none"> <li>• Zero open burning practices</li> <li>• Reduce use of pesticides</li> <li>• Productivity improvement</li> <li>• Toilet facilities to worker in field</li> <li>• Operating cost not exceeding budget</li> <li>• Achievement of production budgeted</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	As informed by the management representative, noted the FGVPM Lepar Hilir 7 was used 2 units grabber to improve FFB loading process. Sighted	Complied

Criterion / Indicator		Assessment Findings	Compliance
	standards and technology (where applicable) that are available and feasible for adoption. <b>- Major compliance -</b>	training record for <i>Pengurusan dan Pengendalian Jentera dan Grabber</i> dated on 14/02/2023 at FGVPM Lepar Hilir 7. This training was attendant by 12 person including estate manager and workers. Based on FGVPM Lepar Hilir 8 information, estate just received 2 units of lorry 3 ton for FFB transportation use. The lorry received by estate on 05/10/2023, 1 week before audit sampling date. The estate management of FGVPM Lepar Hilir 8 plan to conduct interview as soon as possible to choose suitable driver.	
<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 FGVPM Lepar Hilir Estates. The management has kept records of information related to new technology and system. An action plan to provide the necessary resources including training to implement the new techniques or new industry standard or technology adequately sighted: a. FGVPM Lepar Hilir 7: <ul style="list-style-type: none"> <li>• To ensure usage of mechanisation (mechanical sickle) to improve productivity.</li> <li>• Use of Grabber for FFB loading to bin.</li> <li>• To conduct meeting worker welfare every 3 month.</li> <li>• Monitoring and conduct awareness program to ensure zero burning practise.</li> <li>• To ensure soil moisture content in good range.</li> </ul> b. FGVPM Lepar Hilir 8: <ul style="list-style-type: none"> <li>• Notify worker by memo regarding zero burning practise.</li> </ul>	Complied

Criterion / Indicator		Assessment Findings	Compliance
		<ul style="list-style-type: none"> <li>• Reduce amount of pesticides usage.</li> <li>• To apply EFB in field.</li> <li>• To monitored labour quarters and to ensure zero burning.</li> <li>• To build few units toilet in field.</li> <li>• To ensure harvester ratio around 1:25 ha.</li> </ul>	
<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>	<p>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.</p> <p><b>- Major compliance -</b></p>	<p>Memo Publicly Available Document has been sent to stakeholders for FGVPM Lepar Hilir 7 Estate dated 17/01/2023 and 06/02/2023 for FGVPM Lepar Hilir 8. (Ref No: FGVPM/631/PENTADBIRAN/SUMBERMANUSIA-03). List of documents that made publicly available as below:</p> <ol style="list-style-type: none"> <li>1. Land title</li> <li>2. OSH plan</li> <li>3. Environmental and social management plan</li> <li>4. SEIA report</li> <li>5. HCV report</li> <li>6. Complaint and grievance procedure</li> <li>7. Land dispute procedure</li> <li>8. Policies such as Human Rights and Group Sustainability</li> <li>9. RSPO Public Summary Report</li> <li>10. FPIC Result</li> </ol>	Complied

Criterion / Indicator		Assessment Findings	Compliance
		Besides, documents such as Group Sustainability Policies, Supplier Code of Conduct and grievance procedure is accessible by the stakeholders via <a href="http://www.fgvholdings.com/sustainability/">www.fgvholdings.com/sustainability/</a>	
<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>	List of documents that made publicly available as below: 1. Land title 2. OSH plan 3. Environmental and social management plan 4. SEIA report 5. HCV report 6. Complaint and grievance procedure 7. Land dispute procedure 8. Policies such as Human Rights and Group Sustainability 9. RSPO Public Summary Report 10. FPIC Result	Complied
<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>	Procedure for consultation and communication has been documented in the document title “Komunikasi, Penglibatan, dan Rundingan” document number FGV/ML-1A/L2Pr12 dated 01/06/2016.	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>	The management has appointed Mohd Rizal Bin Mat Datar, Assistant Manager for FGVPM Lepar Hilir 7 Estate, dated 25/02/2023 and Badrul Hisham Bin Abu Hassan for FGVPM Lepar Hilir 8 dated 01/06/2023. Both of them will be in charge of Communication Officer that with the job scope as the following: 1. To review and update the grievance report.	Complied

Criterion / Indicator		Assessment Findings	Compliance
		<p>2. To conduct related program and convey the policy and procedure to stakeholder.</p> <p>3. To inform any issue to the management.</p> <p>4. To update the stakeholder list.</p>	
<b>4.2.2.3</b>	<p>List of stakeholders, records of all consultation and communication and records of action taken in response to input from stakeholders should be properly maintained.</p> <p><b>- Major compliance -</b></p>	<p>List of stakeholders for FGVPMLepar Hilir 7 and FGVPMLepar Hilir 8 has been documented in the document title "Senarai Status Stakeholder Dalam Dan Luaran, FGVPMLepar Hilir 7" and "Senarai Status Stakeholder Dalam Dan Luaran, FGVPMLepar Hilir 8". The list consisted on internal stakeholder, contractors, government agencies, and local communities. The list was updated on 24/08/2023 and 01/09/2023 respectively.</p> <p>The Stakeholder Consultation has been conducted on for Lepar Hilir Complex on 13/09/2023. Sighted the Stakeholder Consultation Report and photos for the event.</p>	Complied
<b>Criterion 4.2.3 – Traceability</b>			
<b>4.2.3.1</b>	<p>The management shall establish, implement and maintain a standard operating procedure to comply with the requirements for traceability of the relevant product(s).</p> <p><b>- Major compliance -</b></p>	<p>FGVPMLepar Hilir 7 &amp; 8 has implemented traceability program based on Sustainability Manual for Transportation of FFB to Mill (MLSL(Ed.3)-Sec.4(8.0) dated 01/09/17, The procedure established for the implementation of all traceability requirements.</p> <p>The FFB traceability procedure among others include the initial processes of managing FFB from the point of harvesting, FFB evacuation to the bin/platform, issuance of dispatch chits, weighbridge and mill records. Field personal such as mandor, FFB checker, tractor/lorry driver, field supervisor and Asst Managers of the audited estates were given different set of roles and responsibilities on handling traceability.</p> <p>Generally, the procedure gave an in-depth protocol on the process flow of FFB origins from the field block right up to the reception end. The</p>	Complied

Criterion / Indicator		Assessment Findings	Compliance
		audited estates have adequately displayed the compliance of traceability requirement through keeping their FFB tracking records.	
4.2.3.2	The management shall conduct regular inspections on compliance with the established traceability system. <b>- Major compliance -</b>	<p>The management has documented monthly FFB production record as evidence for the year 2023 and do the traceability inspection regularly. Sighted the <i>Laporan Pengeluaran Hasil Dan Produktiviti Harian (peringkat)</i> which consist of details such as below:</p> <ul style="list-style-type: none"> <li>• Estate name</li> <li>• Hectarage (produce)</li> <li>• Harvested area</li> <li>• Harvesting interval</li> <li>• Crop projection (mt)</li> <li>• Yield production (mt)</li> <li>• Productivity (mt)</li> </ul> <p>All the traceability inspection has been conducted by traceability person in charge by monthly basis. Sighted record for:</p> <ul style="list-style-type: none"> <li>• <i>Laporan Pengeluaran Hasil Dan Produktiviti Harian (peringkat)</i> FGVPM Lepar Hilir 7 updated on 09/10/2023.</li> <li>• <i>Laporan Bulanan Penerimaan FFB (FSA13) Bulan 9, 2023</i> for FGVPM Lepar Hilir 8 updated on 30/09/2023. Summary total of 735.02mt FFB has been delivered to mill for this block/ phase.</li> </ul>	Complied
4.2.3.3	The management should identify and assign suitable employees to implement and maintain the traceability system. <b>- Minor compliance -</b>	Management has assigned Traceability Officer for the estate to conduct traceability inspection and maintain the traceability system. Sighted the nomination letters with responsibilities adequately addressed and signed by the officer:	Complied

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		<ul style="list-style-type: none"> <li>FGVPM 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 dated on 25/02/2023, letter ref: (15) RSPO/MSP0/ISCC.</li> <li>FGVPM Lepar Hilir 8, Mohd Khairul Aswadi Bin Mamat (Estate Supervisor) was appointed by Ahmad Azwarino Bin Hamran (Estate Manager) as Traceability PIC and responsible to maintain records of traceability of FFB sold to mill dated on 16/08/2023, letter ref: (05) RSPO/6.2.1.</li> </ul>																																					
<b>4.2.3.4</b>	Records of sales, delivery or transportation of FFB shall be maintained. <b>- Major compliance -</b>	The management has maintained FFB sales records such as weighbridge ticket/ receiving slip which were checked and signed. Sighted weighbridge ticket/ receiving slip from mil for each estate. The following traceability-related documents has been sampled to verify its traceability during the audit. a. FGVPM Lepar Hilir 7 <table border="1" style="margin-left: 20px;"> <thead> <tr> <th>No</th> <th>Description</th> <th>Details</th> </tr> </thead> <tbody> <tr> <td colspan="3" style="text-align: center;">Nota Hantaran BTS</td> </tr> <tr> <td>1</td> <td>Block No.</td> <td>2</td> </tr> <tr> <td>2</td> <td>Vehicle Number</td> <td>CEB 8157</td> </tr> <tr> <td>3</td> <td>Dispatch date</td> <td>30/09/2023</td> </tr> <tr> <td colspan="3" style="text-align: center;">Weighbridge Ticket</td> </tr> <tr> <td>1</td> <td>Dispatch No</td> <td>0640831</td> </tr> <tr> <td>2</td> <td>MPOB license</td> <td>619817002000</td> </tr> <tr> <td>3</td> <td>W/bridge ticket No./ Pass no</td> <td>01523625</td> </tr> <tr> <td>4</td> <td>Date</td> <td>30/09/2023</td> </tr> <tr> <td>5</td> <td>Gross Weight Mill</td> <td>19.56 mt</td> </tr> <tr> <td>6</td> <td>Mill Net Weight</td> <td>9.76 mt</td> </tr> </tbody> </table>	No	Description	Details	Nota Hantaran BTS			1	Block No.	2	2	Vehicle Number	CEB 8157	3	Dispatch date	30/09/2023	Weighbridge Ticket			1	Dispatch No	0640831	2	MPOB license	619817002000	3	W/bridge ticket No./ Pass no	01523625	4	Date	30/09/2023	5	Gross Weight Mill	19.56 mt	6	Mill Net Weight	9.76 mt	Complied
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<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>	The site is able to provide the following license and permits as evidence of legal compliances: <u>FGVPM Lepar Hilir 7:</u> 1. MPOB License for no. 619817002000" for "Menjual dan Mengalih FFB" valid from 01/11/2022 - 31/10/2023 for 2316.33 ha (license under FGV Plantation (Malaysia) Sdn Bhd). 2. Certificate of Calibration for weighbridge from TW System (M) Sdn Bhd, certificate no: 58 028267, valid from 27/06/2022. FGVPM Lepar Hilir 7 was submitted the application for renewal the weightbridge to Metrologi Corporation Malaysia Sdn Bhd, letter ref no: (66)	Complied																																				

Criterion / Indicator	Assessment Findings	Compliance
	<p>FGVPM/276/2-1-24 dated on 11/09/2023.</p> <p>3. 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.</p> <p>4. Fire extinguisher, ref no: PW062023Y300087 dated on 03/08/2023.</p> <p><u>FGVPM Lepar Hilir 8:</u></p> <p>1. MPOB License No. 558970002000 (Size 1,412.79 Ha) valid from 01/03/2023 till 29/02/2024.</p> <p>2. Petrol Permit from KPDNHEP, ref no: PKDNHEP.PHG.600-5/1/4/213 for 50 Litre/ Daily and valid till 14/02/2024.</p> <p>3. Sighted license Akta Levi Keuntungan Luar Biasa 1998, ref no: 011131 under FGV Plantation (Malaysia) Sdn Bhd dated on 26/01/2022.</p> <p>4. Fire extinguisher, ref no: FM072017Y165115 dated on 13/06/2024.</p> <p>5. NRA Report, JKPP no: PH/03/04/312 valid from 13/04/2022.</p> <p>6. Audiometric Test was conducted on 10/06/23 by Klinik Syed Badarudin.</p> <p>7. Chemical Health Risk Assessment (CHRA) Report, ref no: HQ/17/ASS/00/00015-2019/22 dated on 17/10/2019.</p> <p>8. Pemandu dan Penyelenggara Traktor Ladang Berkompetensi conducted by Lembaga Pertubuhan Peladang for 2 workers:</p> <ul style="list-style-type: none"> <li>• Kamal Pir, passport no: S 1142138 date training on 10/01/2022.</li> <li>• Satria Utama, passport no: FW 06131472 date training on 07/04/2021.</li> </ul>	

Criterion / Indicator		Assessment Findings	Compliance
4.3.1.2	<p>The management shall list all laws applicable to their operations in a legal requirements register.</p> <p><b>- Major compliance -</b></p>	<p>Listing of applicable laws are sighted - document titled <i>Senarai Rujukan Akta Dan Daftar Perundangan</i> consist of 99 regulatory and statutory updated on 30/06/2023. Few samples sighted as below:</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>• Akta Perlindungan Pemberi Maklumat 2010</li> <li>• Akta Pencegahan Penggubalan Wang Haram 2001</li> <li>• Occupational Safety and Health Act (Amendment) (2022) and etc.</li> </ul>	Complied
4.3.1.3	<p>The legal requirements register shall be updated as and when there are any new amendments or any new regulations coming into force.</p> <p><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). The applicable legal requirements for estate were registered in <i>Daftar Perundangan dan Lain-lain Keperluan</i> (Register of Legal and Other Requirements) (FPI/L4/QOSHE-2.1 Pind 0). 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>The legal requirement has been monitored and updated with the latest legislation. Sighted <i>Senarai Rujukan Akta Dan Daftar Perundangan</i></p>	Complied

Criterion / Indicator		Assessment Findings	Compliance
		<p><i>updated on 30/06/2023.</i> Latest legal requirement has been updated by estate such as:</p> <ul style="list-style-type: none"> <li>• Minimum Wages Order 2022</li> <li>• Employee’s Minimum Standard of Housing (Accommodation and Amenities) (Amendment) Ordinance 2021</li> <li>• Employment Amendment Act 2022 (ACT 265)</li> <li>• Anti-Sexual Harassment Act 2022 (Act 840)</li> <li>• Wildlife Conservation Act (Act A1646) (Amendment 2022)</li> <li>• Akta Kerajaan Tempatan 1976, Akta 171</li> </ul> <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>	
<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>The FGVPM Lepar Hilir 7 has established and documented sustainability team authorities and responsibilities which include legal compliance with person-in-charge Mohd Fahmi Bin Ab Mutalib (estate supervisor). Sighted letter of appointment as person-in-charge of regulatory compliance for MSPO related matters dated on 26/03/2023 and sign by Estate Manager.</p> <p>FGVPM Lepar Hilir 8, Muhammad Safwat Sahal Bin Sakri (Executive) was appointed as PIC for Monitoring and updating legal compliance by Estate Manager as Appointment Letter dated 01/06/23 with reference no: (03) RSPO/E6.2.1 and approved by estate manager.</p> <p>The officer has responsibility to updating the legal requirements. Sighted also, roles and responsibility of Legal Officer for MSPO:</p> <ul style="list-style-type: none"> <li>• Monitoring compliance to legal requirements</li> </ul>	Complied

Criterion / Indicator		Assessment Findings	Compliance
		<ul style="list-style-type: none"> <li>• Maintaining required permits/ license and compliance to legal requirements</li> <li>• Tracking and updating the changes in regulatory requirements.</li> </ul>	
<b>Criterion 4.3.2 – Lands use rights</b>			
<b>4.3.2.1</b>	The management shall ensure that their oil palm cultivation activities do not diminish the land use rights of other users. <b>- Major compliance -</b>	<u>FGVPM Lepar Hilir 7 &amp; 8 Estate</u> There was no evidence that the oil palm cultivation 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 use of the land. <b>- Major compliance -</b>	<u>FGVPM Lepar Hilir 7 &amp; 8 Estate</u> Sighted in FGVMSB Lepar Hilir 6,7 & 8 a legal Register established and updated covering legal requirements such as: <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) and etc.</li> </ul> FGVMSB Lepar Hilir 07 Estate total land title = 13 as per samples:	Complied

Criterion / Indicator		Assessment Findings	Compliance
		<ul style="list-style-type: none"> <li>Land title # HSD 18190; Lot # PT 1329; District: Kuantan; Subdistrict: Mukim Ulu Lepar; Area: 62.52 ha</li> <li>Land title # HSD 18191; Lot # PT 1330; District: Kuantan; Subdistrict: Mukim Ulu Lepar; Area: 25.72 ha</li> <li>Land title # HSD 18183; Lot # PT 1322; District: Kuantan; Subdistrict: Mukim Ulu Lepar; Area: 25.72 ha</li> </ul> <p>FGVPMSB Lepar Hilir 08 Estate total land title = 8 as per samples:</p> <ul style="list-style-type: none"> <li>Land title # HSD 17964; Lot # PT 1318; District: Kuantan; Subdistrict: Mukim Ulu Lepar; Area: 156.86 ha</li> <li>Land title # HSD 17962; Lot # PT 1316; District: Kuantan; Subdistrict: Mukim Ulu Lepar; Area: 3.99 ha</li> <li>Land title # HSD 17960; Lot # PT 1314; District: Kuantan; Subdistrict: Mukim Ulu Lepar; Area: 228.19 ha</li> <li>Land title # HSD 17961; Lot # PT 1315; District: Kuantan; Subdistrict: Mukim Ulu Lepar; Area: 296.77 ha</li> <li>Land title # HSD 17959; Lot # PT 1313; District: Kuantan; Subdistrict: Mukim Ulu Lepar; Area: 227.07 ha</li> <li>Land title # HSD 17958; Lot # PT 1314; District: Kuantan; Subdistrict: Mukim Ulu Lepar; Area: 262.08ha</li> <li>Land title # HSD 17957; Lot # PT 1311 District: Kuantan; Subdistrict: Mukim Ulu Lepar; Area: 178.04 ha</li> </ul>	
<b>4.3.2.3</b>	<p>Legal perimeter boundary markers should be clearly demarcated and visibly maintained on the ground where practicable.</p> <p><b>- Major compliance -</b></p>	<p><u>FGVPM Lepar Hilir 7 &amp; 8 Estates</u></p> <p>The estates have maintained boundary demarcation using boundary stone. Seen the record of Monitoring of Boundary Stones available in estates visited.</p>	Complied

Criterion / Indicator		Assessment Findings	Compliance
<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>	<u>FGVPM Lepar Hilir 7 &amp; 8 Estates</u> There was no land dispute reported during the time of audit as the land is belonged to FELDA.	Not Applicable
<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>	<u>FGVPM Lepar Hilir 7 &amp; 8 Estates</u> 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 made available. <b>- Minor compliance -</b>	<u>FGVPM Lepar Hilir 7 &amp; 8 Estates</u> 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>	<u>FGVPM Lepar Hilir 7 &amp; 8 Estates</u> 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>	Social impact assessment for FGVPI Lepar Hilir POM and FGVPM Lepar Hilir Estates has been conducted and published in January 2022 with revision on September 2023. The assessment has done by sustainability	Complied

Criterion / Indicator		Assessment Findings	Compliance
		<p>compliance and certification department, group sustainability division, FGV Holdings, Mr Azwan Muhammad and Mr Ahmad Akram Abdul Jalal. There is evidence that the assessment has involved the affected stakeholder such as internal workers (local and foreigner), contractor workers, neighbouring estates and communities and FFB supplier.</p> <p>The outcome for the assessment has been classified into 2 categories (positive and negative).</p> <p>Management plan for social impact assessment (SIA) for both estates has been established in the document title "Pelan Pengurusan (Management Plan) bagi Impak Sosial (Netagif). However, recommendation by the assessor for the management plan has been attached in the same report. The management has engaged the negative impact issues by conducting activities such as stakeholder briefing.</p> <p>There are 12 negative impact found during the assessment for FGVPMLepar Hilir 07 Estate, the management plan has been established involving short term and long term plan.</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>Complaint procedure has been established by FGV Holdings Berhad and has been documented in the document number FGV/ML-1A/L2-Pr13 title "Menangani aduan dan rungutan" dated 01/04/2019. 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.</p> <p>While for women, there is specific procedure has been established and documented in the document number ML-1A/L2-PR10(1) dated 22/05/2015.</p>	Complied



Criterion / Indicator		Assessment Findings	Compliance
		Besides, whistleblowing e-form was available in <a href="https://www.fgvholdings.com/whistleblowing/">https://www.fgvholdings.com/whistleblowing/</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>	<p>Complaint procedure has been established by FGV Holdings Berhad and has been documented in the document number FGV/ML-1A/L2-Pr13 title "Menangani aduan dan rungutan" dated 01/04/2019. 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.</p> <p>It has been confirmed through interview that any grievances that has been lodged will be responded based on the timeline that has been set. Sample of complaint is as the following:</p> <ol style="list-style-type: none"> <li>1. Name: Farihul Ali, Complaint: No electric and switch board is not functioning, Date of Complaint: 06/10/2023, Date of Complaint resolve: 06/10/2023 – FGVPM Lepar Hilir 7 Estate</li> <li>2. Name: Riduan Mohammed, Complaint: lighting not functioning, Date of Complaint: 25/09/2023, Date of Complaint resolve: 27/09/2023 - FGVPM Lepar Hilir 7 Estate</li> <li>3. Name: Sumon Howlader Complaint: To request for car for transportation to city, Date of Complaint: 10/01/2023, Date of Complaint resolve: 13/01/2023 - FGVPM Lepar Hilir 8 Estate</li> <li>4. Name: Alamgik Complaint: To replace electric switch and three pin plug, Date of Complaint: 05/07/2023, Date of Complaint resolve: 07/07/2023 - FGVPM Lepar Hilir 8 Estate</li> </ol>	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.	A complaint form and box has been made available in front of the office for estate and at workers housing area. All workers and stakeholders can directly make any complaint through the complaint box.	Complied

Criterion / Indicator		Assessment Findings	Compliance
	- Minor compliance -		
4.4.2.4	<p>Employees and the surrounding communities should be made aware that complaints or suggestions can be made any time.</p> <p>- Minor compliance -</p>	<p>There is evidence that the management for FGVPM Lepar Hilir 07 Estate has conducted training for complaint procedure for both workers and stakeholders. It has been verified through the training records dated 28/03/2023 and 16/02/2023 for all the workers. While for stakeholders, briefing for complaint procedure has been made during the stakeholder meeting on 13/09/2023.</p> <p>Training for the procedure for women workers has been done through Gender Committee Meeting on complex level dated 03/10/2023, the management has briefed about the complaint flow and the confidentiality of the complaint.</p>	Complied
4.4.2.5	<p>Complaints and resolutions for the last 24 months shall be documented and made available to affected stakeholders upon request.</p> <p>- Major compliance -</p>	<p>As per complaint records logbook, there is evidence that complaint and resolutions for that last 24 months has been maintained. Sample has been taken for complaint that has been made on 06/10/2023.</p>	Complied
<b>Criterion 4.4.3: Commitment to contribute to local sustainable development</b>			
4.4.3.1	<p>Growers should contribute to local development in consultation with the local communities.</p> <p>- Minor compliance -</p>	<p>Contribution has been made by both POM and estate to the local communities and has been recorded. Sample has been taken for the help of using van to transport kid from kindergarten dated 05/08/2023 at FGVPM Lepar Hilir 7 Estate. FGVPM Lepar Hilir 8 Estate has donated RM 1,000.00 for staff wedding dated 10/04/2023 and RM 7,000.00 was approved for Kelab Keluarga Dayabudi (KKD) for activity related to community, education, sports and local economy.</p>	Complied
<b>Criterion 4.4.4: Employees safety and health</b>			

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Criterion / Indicator		Assessment Findings	Compliance
<b>4.4.4.1</b>	<p>An occupational safety and health policy and plan shall be documented, effectively communicated and implemented.</p> <p><b>- Major compliance -</b></p>	<p>The management has documented the Occupational Safety and Health Policy, dated 03/10/2022, signed by Group Chief Executive Officer to highlight the objectives pertaining employees' safety and health. The policy also has been made available at estate facilities and communicated to stakeholders during stakeholder meeting. Commitment included:</p> <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> <p>Verified during interview session, found the level of awareness were satisfactory. The management has carried out Company Policies Training dated on 08/08/2023 conducted during morning rollcall session at FGVPM Lepar Hilir 7 and 02/02/2023 for FGVPM Lepar Hilir 8 attended by 94 persons.</p> <p>The effectiveness of the OSH Plan found monitored and ensured through checklists, site inspections and trainings that were conducted by FGVPM Lepar Hilir estates and its supply base estates in each of the operations. Site visits around the estates indicated the control measures as per HIRARC were followed and ensured by the respective management units.</p>	Complied
<b>4.4.4.2</b>	<p>The occupational safety and health plan shall cover the following:</p> <p>a) A safety and health policy, which is communicated and implemented.</p> <p>b) The risks of all operations shall be assessed and documented.</p> <p>c) An awareness and training programme which includes the following requirements for employees exposed to pesticides:</p>	<p>a) OSH policy communicated in FGVPM Lepar Hilir 7 &amp; 8 as sighted at notice board located in estate offices, store facilities and labour quarters as sampled.</p> <p>b) FGVPM 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</p>	Complied

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Criterion / Indicator	Assessment Findings	Compliance
	<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> <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 and 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 must 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 affecting their business such as employee's health, safety and welfare are discussed openly. Records from such meeting are kept and the concerns of the employees and any remedial actions taken are recorded.</li> <li>h) Accident and emergency procedures shall exist and instructions shall be clearly understood by all employees.</li> </ul>	<p>Risk Control (HIRARC), Department of Occupational Safety and Health, 2008. The assessment covers all main operations and support operations.</p> <p>HIRARC for FGVPM Lepar Hilir 7 (FGV/FGVPM/F(IMS)1.3 Pind 1) was conducted and reviewed dated 01/04/2023 covering activity such as pre-mixing of pesticides, handling of fertilizer and handling of pesticides.</p> <p>FGVPMMSB Lepar Hilir 8, HIRARC (FGV/FGVPM/F(IMS)1.3 Pind 1) was revised dated 05/09/2023. The additional activity for chemical store and replanting activity has been updated by estate management. All the hazard has been evaluated by management and all the hazard under low-risk category.</p> <p>Sighted Noise Risk Assessment for FGVPM Lepar Hilir 7 date assessment on 05/09/2023 till 20/09/2023. The report was conducted by Klinik Syed Badaruddin Sdn Bhd (HQ/11-01/2021/00099(1).</p> <p>Noise Risk Assessment, JKPP no: PH/03/04/312 was conducted for FGVPM Lepar Hilir 8 by Handstech Solution Services Sdn. Bhd. dated 13/04/22 by Haniff Jamaluddin (Noise Risk Assessor/HQ/08/PEB/00/87) involving machinery (tractor, grass cutter, mini tractor).</p> <p>CHRA for FGVPM Lepar Hilir 7 was conducted by Echoswift Sdn Bhd. Sighted registration no: HQ/07/ASS/00/239/05/2022 dated on 28/02/2023.</p> <p>CHRA was conducted by Intensive Energy Sdn. Bhd. for FGVPM Lepar Hilir 8 dated on 17/10/2019 with reference no: HQ/17/ASS/00/00015-2019/22.</p>

Criterion / Indicator	Assessment Findings	Compliance																					
<p>i) Employees trained in First Aid should be present at all field operations. A First Aid Kit equipped with approved contents should be available at each worksite.</p> <p>j) Records shall be kept of all accidents and be reviewed periodically at quarterly intervals.</p> <p><b>- Major compliance -</b></p>	<p>Audiometric Test was conducted for 2 worker (Abdul Jalil &amp; Md Shajan Ali Mondol)) by Klinik Syed Badaruddin (JKKP/HQ/08/DOC/00/7) on 10/06/23.</p> <p>c) The management provides training to the workers and staff exposed to pesticides and chemicals. The following training sessions were recorded.</p> <table border="1" data-bbox="1093 639 1895 959"> <thead> <tr> <th>No.</th> <th>Training</th> <th>Date</th> </tr> </thead> <tbody> <tr> <td colspan="3" style="text-align: center;">FGVPM Lepar Hilir 7</td> </tr> <tr> <td>1</td> <td>Slashing &amp; spraying training</td> <td>29/06/2023</td> </tr> <tr> <td colspan="3" style="text-align: center;">FGVPM Lepar Hilir 8</td> </tr> <tr> <td>1</td> <td>PPE maintenance, manuring and spraying training (15 person)</td> <td>14/08/2023</td> </tr> <tr> <td>2</td> <td>Pesticides premix maintenance training (11 person)</td> <td>03/08/2023</td> </tr> <tr> <td>3</td> <td>Chemical handling</td> <td>06/07/2023</td> </tr> </tbody> </table> <p>Sighted summary report for medical surveillance FGVPM Lepar Hilir 7 updated on 22/02/2023. Total 43 workers have been assessed and the result is 100% pass or non-Occupational caused. For FGVPM Lepar Hilir 8, 8 persons has been sent to medical surveillance dated on 22/09/2023.</p> <p>The SDS for chemical used by FGVPM also has been published at related location for worker's reference:</p> <ul style="list-style-type: none"> <li>• FGVPM Lepar Hilir 7 – SDS for Mixture Fertilizer, supplied by FGV Fertilizer Sdn Bhd and published on 01/12/2020.</li> <li>• FGVPM Lepar Hilir 8 – SDS for Rock Phosphate, supplied by Fertilizer Sdn Bhd and published on 01/01/2023.</li> <li>• FGVPM Lepar Hilir 8 – SDS for bm Gloyphosate 41%, supplied by</li> </ul>	No.	Training	Date	FGVPM Lepar Hilir 7			1	Slashing & spraying training	29/06/2023	FGVPM Lepar Hilir 8			1	PPE maintenance, manuring and spraying training (15 person)	14/08/2023	2	Pesticides premix maintenance training (11 person)	03/08/2023	3	Chemical handling	06/07/2023	
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Criterion / Indicator	Assessment Findings	Compliance
	<p>Behn Meyer AgriCare (M) Sdn Bhd and published on 05/12/2019.</p> <p>d) Sighted PPE matrix for FGVPM, rev: 2.0 dated on 01/03/2023 to identified require PPE for each operation workers. The estates provide PPE to the employees such as apron, safety helmets, safety shoes relevant to the work handled by the workers. During the site visit, harvesters and sprayer at both audited estates were observed wearing the PPE to control the risk.</p> <p>Sighted PPE Issuance Record for FGVPM Lepar Hilir 7 and recorded as sampled for harvester. The items were distributed by estate to harvester such as vest, boots, helmet and glove. Latest updated on 15/08/2023.</p> <p>Sighted also, PPE Issuance Record for FGVPM Lepar Hilir 8 such as:</p> <ul style="list-style-type: none"> <li>• MD Amdadul, general worker – latest issuance dated on 25/09/2023 for respirator filter.</li> <li>• Samad, general worker – date issuance on 02/08/2023 for glove, mask and respirator filter.</li> <li>• Mantu sharma, general worker – date issuance on 23/09/2023 for cotton glove.</li> </ul> <p>e) Estate management has established 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 and documented.</p>	

Criterion / Indicator	Assessment Findings	Compliance
	<p>f) The management has appointed the following personal responsible for workers' safety and health who has knowledge and access to latest national regulations and collective agreements.</p> <p>In FGVPM Lepar Hilir 7, Appointment Letter of SHC Chairman Faizal b. Ahmad (Estate Manager) by Ayazi b. Saleh (Regional Controller) dated 12/04/2023. Mohd Rizal b. Mat Datar (Assistant Manager) was appointed by Ayazi b. Saleh (Regional Controller) as Secretary of SHC. FGVPM Lepar Hilir 8 has appointed Ahmad Azwarino bin Harun (estate manager) as SHC Chairman for estate. Sighted appointment letter, ref no: (60) FGVPM/9511/OSHA20-WK dated 12/04/2023 approved by Mr. Norazmi Chai Abdullah (Regional Controller).</p> <p>g) FGVPM estates has established guidelines on the list of agenda to be observe during the quarterly OSH meeting as part of communicating a two-way information concerning employee's health, safety and welfare.</p> <p>The agenda discussed in sequence are as follows.</p> <ul style="list-style-type: none"> <li>• Opening address by the Chairman</li> <li>• Verify previous minute meeting</li> <li>• Review previous issue from last meeting</li> <li>• New matters will be discuss</li> <li>• Incident statistic</li> <li>• Accident trend analysis</li> <li>• Near misses &amp; safety observation (NeMSO)</li> <li>• Training</li> <li>• Workplace inspection</li> </ul>	

Criterion / Indicator	Assessment Findings	Compliance
	<ul style="list-style-type: none"> <li>• Monitoring report</li> <li>• SHO visiting/ RSPO &amp; MSPO external audit</li> <li>• HIRARC</li> <li>• Activity planning</li> <li>• Mental health &amp; risk</li> <li>• Others</li> </ul> <p>Sighted the minutes of OSH meetings for FGVPM Lepar Hilir, "<i>Minit Mesyuarat Jawatankuasa dan Kesihatan Pekerjaan 2023 (OSHA)</i>" conducted by estates dated:</p> <p>i. FGVPM Lepar Hilir 7:</p> <ul style="list-style-type: none"> <li>• Meeting no.1 – 30/03/2023</li> <li>• Meeting no.2 – 21/06/2023</li> <li>• Meeting no.3 – 21/09/2023</li> </ul> <p>ii. FGVPM Lepar Hilir 8:</p> <ul style="list-style-type: none"> <li>• Meeting no.1 – 27/03/2023</li> <li>• Meeting no.2 – 20/06/2023</li> <li>• Meeting no.3 – 18/09/2023</li> </ul> <p>h) FGVPM has established 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>	



Criterion / Indicator		Assessment Findings	Compliance									
		<p>Sighted Emergency Response Plan, FGV/ML-1A/L2-Pr15, revision: 00 dated 01/01/2018 was published and communicated at fertilizer store.</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 FGVPM Lepar Hilir 7 &amp; 8.</p> <p>Internal First Aid training was conducted for 11 persons of FGVPM Lepar Hilir 7 on 05/10/23. Sighted also two competent First Aider such as Muhammad Khahiran Bin Abd Ghani (SAC-222-6036) and Mohd Fahmi bin Ab Mutalib (SAC-222-6035).</p> <p>Internal First Aid training also has been conducted by FGVPM Lepar Hilir 8 on 26/08/2023 which include 94 persons. Estate management also has appoint Razali bin Awang (mandor) as first aider with appointment letter reference no: (01)LH8/FGVPMOSH:ERP-FIRSTAID/2023 dated 06/06/2023. The first aider course conducted SAC Consultancy Sdn Bhd.</p> <p>j) Accident was recorded and maintained. Records of statutory submissions to JKKP are kept by both audited estates. The following submission of <i>Borang JKKP 8</i> via MyKKP system are as follows.</p> <table border="1"> <thead> <tr> <th>JKKP 8</th> <th>FGVPM Lepar Hilir 7</th> <th>FGVPM Lepar Hilir 8</th> </tr> </thead> <tbody> <tr> <td>Ref. no</td> <td>JKKP8/121989/2022</td> <td>JKKP8/121986/2023</td> </tr> <tr> <td>Date submitted</td> <td>05/01/2023</td> <td>05/01/2023</td> </tr> </tbody> </table>	JKKP 8	FGVPM Lepar Hilir 7	FGVPM Lepar Hilir 8	Ref. no	JKKP8/121989/2022	JKKP8/121986/2023	Date submitted	05/01/2023	05/01/2023	
JKKP 8	FGVPM Lepar Hilir 7	FGVPM Lepar Hilir 8										
Ref. no	JKKP8/121989/2022	JKKP8/121986/2023										
Date submitted	05/01/2023	05/01/2023										

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Criterion / Indicator		Assessment Findings	Compliance
		<p>There are two accident cases that happened at FGVPM Lepar Hilir 7 on year 2022. All the case was reported on JKKP 6 and the investigation report also adequately prepared. Sighted sample cases such as:</p> <ul style="list-style-type: none"> <li>• Passport no: EG047XXXX, Bangladesh – injury cause by palm oil thorn, MC 18 days</li> <li>• Passport no: M30XXXXX, India – injury cause by palm oil thorn, MC 14 days</li> </ul> <p>No case has been reported for JKKP 6 and JKKP 7 under FGVPM Lepar Hilir 8.</p>	
<b>Criterion 4.4.5: Employment conditions</b>			
<b>4.4.5.1</b>	<p>The management shall establish policy on good social practices regarding human rights in respect of industrial harmony. The policy shall be signed by the top management and effectively communicated to the employees.</p> <p><b>- Major compliance -</b></p>	<p>FGV Holdings Berhad has documented on Policy Statement in the Group Sustainability Policy, approved by the Board of Directors dated 26/01/2022 Refer policy no. FGV/SED/POL/003, rev. 3.0. and has been communicated on 08/08/2023 to workers and 13/09/2023 to the external stakeholders</p>	Complied
<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>In "Group Sustainability Policy", Policy No: FGV/SED/POL/001 rev 4.0 dated 17/11/2020 has includes statement for not supporting any discrimination in clause 5.2.1 equality and no discrimination.</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>Both FGVPM Lepar Hilir 07 Estate and FGVPM Lepar Hilir 08 Estate, conditions of pay are contained in the Collective Agreement signed between FGV Plantations (Malaysia) Sdn. Bhd. and Workers' Union FGV</p>	Complied

Criterion / Indicator	Assessment Findings	Compliance
<p>on minimum wage.  <b>- Major compliance -</b></p>	<p>Plantations (Malaysia) Sdn. Bhd. Semenanjung valid from 01/01/2022 to 31/12/2024.</p> <p>For non-unionized workers, their conditions of employment are detailed out in their employment contracts. The contracts were prepared in Bahasa Malaysia for the local and Indonesian workers, and in Bengali for the Bangladeshi workers, and they confirmed that the terms were explained to them by a management official. The employment contracts contain contract duration, type of work, annual leave, public holidays, medical leave, termination, location, working hours, wages, (payment of wages based on Kadar Upah Kerja Pekerja Pentadbiran dan Operasi Ladang Bagi Pekerja Ladang FGVPM (KUK Bil 08 Mulai 20/05/2022) and based on the Minimum Wages Order 2022</p> <p>Total 12 samples of workers for FGVPM Lepar Hilir 07 Estate have been selected and confirm that all workers have been paid based on legal requirement and collective agreement. Details as per below:</p> <ol style="list-style-type: none"> <li>1. Workers ID: LW06130087</li> <li>2. Workers ID: FW02760069</li> <li>3. Workers ID: FW06131210</li> <li>4. Workers ID: FW02760068</li> <li>5. Workers ID: FW02760058</li> <li>6. Workers ID: FW02760100</li> <li>7. Workers ID: FW06131278</li> <li>8. Workers ID: FW06130171</li> <li>9. Workers ID: FW02760064</li> <li>10. Workers ID: FW06131305</li> </ol>	

Criterion / Indicator		Assessment Findings	Compliance
		11. Workers ID: FW02760043 12. Workers ID: FW06131136  Total 6 samples of workers for FGVP M Lepar Hilir 08 Estate have been selected and confirm that all workers have been paid based on legal requirement and collective agreement. Details as per below: 1. Workers ID: FW06131542 2. Workers ID: FW06131521 3. Workers ID: FW06131525 4. Workers ID: FW06131523 5. Workers ID: FW06131309 6. Workers ID: FW06131478	
<b>4.4.5.4</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>- Minor compliance -</b>	Sample of contractor workers were taken, sighted the records of workers from Sexxxx Entxxxxxxx. Two sample were taken, for the month of February 2023 until July 2023. Name of workers as the following: 1. Sapjan Bin Kamaruddin 2. Ramalingam A/L Sinappan	Complied
<b>4.4.5.5</b>	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. <b>- Major compliance -</b>	There is master file document for all workers with all information as per records of 0276 – Lepar Hilir 07 Labour Statement dated 09/10/2023 with 177 workers.	Complied
<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	Total 8 samples of workers have been selected and confirm that all workers have been provided with fair contract which has been translated	Complied

Criterion / Indicator	Assessment Findings	Compliance
<p>employment contract is available for each and every employee indicated in the employment records.</p> <p><b>- Major compliance -</b></p>	<p>into the workers origin languages. There is also evidence that the contract has been signed by parties. Details as per below:</p> <p>Total 12 samples of workers for FGVP M Lepar Hilir 07 Estate have been selected and confirm that all workers have been paid based on legal requirement and collective agreement, evidence of contract is available. Details as per below:</p> <ol style="list-style-type: none"> <li>1. Workers ID: LW06130087</li> <li>2. Workers ID: FW02760069</li> <li>3. Workers ID: FW06131210</li> <li>4. Workers ID: FW02760068</li> <li>5. Workers ID: FW02760058</li> <li>6. Workers ID: FW02760100</li> <li>7. Workers ID: FW06131278</li> <li>8. Workers ID: FW06130171</li> <li>9. Workers ID: FW02760064</li> <li>10. Workers ID: FW06131305</li> <li>11. Workers ID: FW02760043</li> <li>12. Workers ID: FW06131136</li> </ol> <p>Total 6 samples of workers for FGVP M Lepar Hilir 08 Estate have been selected and confirm that all workers have been paid based on legal requirement and collective agreement, evidence of contract is available. Details as per below</p> <ol style="list-style-type: none"> <li>1. Workers ID: FW06131542</li> <li>2. Workers ID: FW06131521</li> </ol>	

Criterion / Indicator		Assessment Findings	Compliance
		3. Workers ID: FW06131525 4. Workers ID: FW06131523 5. Workers ID: FW06131309 6. Workers ID: FW06131478	
<b>4.4.5.7</b>	<p>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>There is evidence that time recording system for estates has been established through the checkroll book that has been monitored by the field supervisor. For overtime, it has been recorded in document title "Rekod kerja lebih masa" and for work on rest day and public holiday it has been recorded in the document title "Borang arahan/ kebenaran kerja lebih masa, kerja pada hari cuti rehat dan kerja pada hari cuti umum". Sample has been taken for month of April 2023, June 2023 and July 2023.</p>	Complied
<b>4.4.5.8</b>	<p>The working hours and breaks of each individual employee as indicated in the time records shall comply with legal regulations and collective agreements. Overtime shall be mutually agreed and shall always be compensated at the rate applicable and shall meet the applicable legal requirement.</p> <p><b>- Major compliance -</b></p>	<p>There is evidence that working hours and breaks for all workers that indicate in document mentioned in indicator 4.4.5.7 is comply with legal regulation and collection agreement. There is also evidence that overtime has been paid accordingly. It has been confirmed through interview with the workers.</p> <p>The management has issued a memo on the working hour dated 29/12/2022 (Ref No: (31)HREO/WW/01/1/2022) stating the working hour to start from 0700 to 1630 with two rest time from 1015 to 1100 and 1245 to 1400. Total daily rest hour is two hours. This is to comply with the Employment Act 1955 (Amendment 2022).</p> <p>The management and the workers union has established the Collective Agreement for the period of 01/01/2022 to 31/12/2024. The collective agreement on the overtime process could be improved to be in line with the estate implementation. The OFI is raised for the auditor to track the improvement process in the next assessment.</p>	OFI

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Criterion / Indicator		Assessment Findings	Compliance									
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 has been documented in the pay slips and has been verified based on 8 sample of workers which detailing all the payment been made for all works done including overtime and piece rate works. Stated in the pay slips employees and employers' deduction and total days works.	Complied									
4.4.5.10	Other forms of social benefits should be offered by the employer to employees, their families or the community such as incentives for good work performance, bonus payment, professional development, medical care and health provisions. <b>- Minor compliance -</b>	The company provides free medical benefit of RM 200/year, free housing and subsidized water and electric supply to foreign workers. The management has contributed for SOCSO for all the workers. Sample of payment for FGVPM Lepar Hilir 8 was taken, with details as following: <table border="1" style="margin-left: 20px;"> <thead> <tr> <th>Month</th> <th>Total Workers</th> <th>Contribution</th> </tr> </thead> <tbody> <tr> <td>June 2023</td> <td>102</td> <td>RM 2,375.40</td> </tr> <tr> <td>March 2023</td> <td>124</td> <td>RM 2,863.60</td> </tr> </tbody> </table>	Month	Total Workers	Contribution	June 2023	102	RM 2,375.40	March 2023	124	RM 2,863.60	Complied
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4.4.5.11	In cases where on-site living quarters are provided, these quarters shall be habitable and have basic amenities and facilities in compliance with the Workers' Minimum Standards Housing and Amenities Act 1990 (Act 446) or any other applicable legislation. <b>- Major compliance -</b>	There is evidence that housing quarters for workers has been properly maintained by the management and has been verified habitable and comply with Workers' Minimum Standards Housing and Amenities Act 1990 (Act 446). Housing inspection has been conducted on weekly basis which was done by workers relations officer for both estate.	Complied									
4.4.5.12	The management shall establish a policy and provide guidelines to prevent all forms of sexual harassment and violence at the workplace. <b>- Major compliance -</b>	FGV has developed Group Sustainability Policy (Policy No.: FGV/SED/POL/001 dated 17/11/2020 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 was conducted on 08/08/2023 to workers at FGVPM Lepar Hilir 07 and 13/09/2023 to the external stakeholders.	Complied									

Criterion / Indicator		Assessment Findings	Compliance
		The Gender Committee has conducted the meeting and briefing on 03/10/2023 discussing the grievance flowchart, training on sexual harassment and policy as well as procedure briefing. The meeting was a complex level meeting which include the representative from each estate in the FGV Lepar Hilir Complex.	
<b>4.4.5.13</b>	<p>The management shall respect the right of all employees to form or join trade union and allow workers own representative(s) to facilitate collective bargaining in accordance with applicable laws and regulations. Employees shall be given the freedom to join a trade union relevant to the industry or to organize themselves for collective bargaining. Employees shall have the right to organize and negotiate their work conditions. Employees exercising this right should not be discriminated against or suffer repercussions.</p> <p><b>- Major compliance -</b></p>	<p>FGV has developed Group Sustainability Policy (Policy No.: FGV/SED/POL/001 dated 17/11/2020 where FGV Group recognises and respects employees' right to freedom of association and to collective bargaining. Briefing of the policy was conducted on 08/08/2023 to workers at FGVPM Lepar Hilir 07 and 13/09/2023 to the external stakeholders.</p> <p>Minutes meeting between workers representative and management was conducted on 22/03/2023 and 28/06/2023 where all representative from each countries (Indonesia, Bangladesh and India) and local workers representative is available in the meeting. Sighted the minutes of meeting and the attendance list is available. Minutes of meeting was done in Bahasa Malaysia.</p> <p>There is an election report dated 20/09/2023 where workers representative was elected to join the Workers Welfare Committee.</p> <p>For FGVPM Lepar Hilir 8 Estate, policy briefing was conducted on 02/02/2023 to the workers.</p> <p>The management also has conducted the meeting between the management and the workers representative on 07/09/2023 and the training on the collective agreement on 26/06/2023 to workers representative. The minutes of meeting was verified.</p>	Complied
<b>4.4.5.14</b>	<p>Children and young persons shall not be employed or exploited. The minimum age shall comply with local, state and national legislation. Work by children and young persons is acceptable on</p>	<p>FGV has developed Group Sustainability Policy (Policy No.: FGV/SED/POL/001 dated 17/11/2020 where FGV is committed to employing only persons of the age of 18 and above, FGV recognises that</p>	Complied



Criterion / Indicator		Assessment Findings	Compliance																																	
	<p>family farms, under adult supervision, and when not interfering with their education. They shall not be exposed to hazardous working conditions.</p> <p><b>- Major compliance -</b></p>	<p>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.</p> <p>There are no children has been employed in FGVPM Lepar Hilir 07 and Lepar Hilir 08 Estate and has been verified base on the list of workers, site visit and interview.</p>																																		
<b>Criterion 4.4.6: Training and competency</b>																																				
<b>4.4.6.1</b>	<p>All employees, contractors and relevant smallholders are appropriately trained. A training programme (appropriate to the scale of the organization) that includes regular assessment of training needs and documentation, including records of training shall be kept.</p> <p><b>- Major compliance -</b></p>	<p>Training records and programs summary involving the participation of estate workers, contractors and relevant stakeholder were made available during the audit. Sighted sample training has been conducted by FGVPM: <u>FGVPM Lepar Hilir 7</u></p> <table border="1"> <thead> <tr> <th>No.</th> <th>Training</th> <th>Date</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>Integrity training</td> <td>23/05/2023</td> </tr> <tr> <td>2</td> <td>Safe work training for harvesting &amp; use of sharp operation tools</td> <td>04/01/2023</td> </tr> <tr> <td>3</td> <td>Slashing &amp; spraying training</td> <td>29/06/2023</td> </tr> <tr> <td>4</td> <td>Manuring training</td> <td>27/06/2023</td> </tr> <tr> <td>5</td> <td>First aid training</td> <td>05/10/2023</td> </tr> <tr> <td>6</td> <td>Buffer zone training</td> <td>14/02/2023</td> </tr> <tr> <td>7</td> <td>RSPO &amp; MSPO awareness training</td> <td>24/05/2023</td> </tr> <tr> <td>8</td> <td>Schedule waste training</td> <td>18/07/2023</td> </tr> <tr> <td>9</td> <td>Noise exposure training</td> <td>26/01/2023</td> </tr> <tr> <td>10</td> <td>Etc.</td> <td>-</td> </tr> </tbody> </table>	No.	Training	Date	1	Integrity training	23/05/2023	2	Safe work training for harvesting & use of sharp operation tools	04/01/2023	3	Slashing & spraying training	29/06/2023	4	Manuring training	27/06/2023	5	First aid training	05/10/2023	6	Buffer zone training	14/02/2023	7	RSPO & MSPO awareness training	24/05/2023	8	Schedule waste training	18/07/2023	9	Noise exposure training	26/01/2023	10	Etc.	-	Complied
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<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>	The training needs of individuals for 2023 session had been identified and documented by both audited estates. Details of training needs is inclusive of categorization of work activities and specific skills required. Sighted Training Need Analysis (TNA) for FGVPM Lepar Hilir 7 latest updated on 25/01/2023. The TNA consists of Environmental aspect, social aspect, OSH Aspect, ERP. The TNA also has been prepared to cover for whole staff and workers training to improve skill and productivity. Sighted				Complied																																																				

Criterion / Indicator		Assessment Findings	Compliance
		also TNA for FGVPM Lepar Hilir 8 approved by estate manager dated on 03/01/2023.	
<b>4.4.6.3</b>	<p>A continuous training programme should be planned and implemented to ensure that all employees are well trained in their job function and responsibility, in accordance to the documented training procedure.</p> <p><b>- Minor compliance -</b></p>	<p>Continuous training programs for the year 2023 are sighted at both sampled FGVPM estates. Sighted Annual Training program for Staff, Worker and Contractor for Year 2023 at FGVPM Lepar Hilir 7 and 8. These programs is to ensure that all employees are adequately trained in their job function and responsibility, in accordance with the documented training procedure. In year 2023, total 19 training with different title and scope has been planned to be conduct by FGVPM Lepar Hilir 7. Otherwhile, 11 training has been planned to be conducted by FGVPM Lepar Hilir 8 for year 2023.</p>	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>	<p>An environmental policy and management plan in compliance with the relevant country and state environmental laws shall be developed, effectively communicated and implemented.</p> <p><b>- Major compliance -</b></p>	<p>There is a Group Policy titled "Pernyataan Polisi Alam Sekitar FGV Holdings Berhad" dated 03/10/2022 signed by the Group CEO mainly in relation to environmental protection, DOCUMENT NO: FGV/GHR/HSEQ/POL/003 version 6.0. Therein the policy among others contained commitment towards:</p> <ul style="list-style-type: none"> <li>i. Comply with all applicable environmental legislation, regulations and other requirements through our business operations;</li> <li>ii. Implement sound environmental management plan by adhering to FGV Group Sustainability Policy;</li> <li>iii. Ensure the protection of the environment including prevention of pollution by eliminating or minimizing any potential adverse effects associated with our activities, products and services;</li> </ul>	Complied

Criterion / Indicator		Assessment Findings	Compliance
		<p>iv. Encourage our value chain partners to integrate environmental consideration in every facet of their business to reduce environmental impact;</p> <p>v. Promote environmentally conscious workplace to all employee and workers through their active involvement and participation environmental awareness and training programs;</p> <p>vi. Continuously improvement management system to enhance and training program, and;</p> <p>vii. Continually Improve the environmental management system to enhance environmental performance.</p> <p>From field visits and interviews with the workers there is no open burning being practiced in the estate.</p> <p><u>FGVPM Lepar Hilir 7 Estate</u></p> <p>13 workers were interviewed. 7 workers from harvester and 6 from sprayer. The harvesting activities are at block 22 and spraying activities at block 23. From the interview session verified all the workers understand and well trained in MSPO awareness.</p> <p><u>FGVPM Lepar Hilir 8 Estate</u></p> <p>13 workers were interviewed. 1 worker from driver, 6 workers from harvesting and 5 from sprayers. All the workers sent for the harvesting activities at block 27. From the interview session verified all the workers understand and well trained in MSPO awareness.</p>	
<b>4.5.1.2</b>	<p>The environmental management plan shall cover the following:</p> <p>a) An environmental policy and objectives;</p> <p>b) The aspects and impacts analysis of all operations.</p> <p><b>- Major compliance -</b></p>	<p>The aspect and impact analysis for all the estate operations are documented on 10/02/2023 (latest) and respectively for FGVPM Lepar Hilir 7 Estate and FGVPM Lepar Hilir 8 Estate. In the comprehensive report, the study of aspect and impact are aimed to:</p> <p>i. Plan to avoid negative impact and to promote positive impacts.</p>	Complied

Criterion / Indicator		Assessment Findings				Compliance																																				
		ii. Reduction disposal of waste taking into consideration of social iii. responsibilities. iv. Plan to reduce pollution and release of GHG v. Development and implementations. vi. Aspect and impact covered the following activities/operations among others:																																								
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		Additionally, the following efforts were initiated by the management to reduce impact on the environment.																																								

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		No	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>	<p>An environmental improvement plan to mitigate the negative impacts and to promote the positive ones, shall be developed, effectively implemented and monitored.</p> <p><b>- Major compliance -</b></p>	<p>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 in year 2023 with details as follows:</p> <p>No. Document: 1/2023 Date: 04/09/2023 Negative Impacts: Sample one of pollution source for FGVP M Lepar Hilir 7 &amp; 8 Estates. Empty Chemical Container.</p> <table border="1"> <thead> <tr> <th>Type of Impact</th> <th>Action to be taken</th> <th>PIC</th> <th>Time Frame</th> </tr> </thead> <tbody> <tr> <td>Empty Container</td> <td>Recycle</td> <td>Assistant Manager, Manager</td> <td>                     i. Jan - Mar (Training on chemical container to workers and contractor)                      ii. Apr - Jun (Store preparation for the empty container).                      iii. Jul - Sep (Collecting the container).                      iv. Oct - Dec (The container collected by contractor)                 </td> </tr> </tbody> </table>			Type of Impact	Action to be taken	PIC	Time Frame	Empty Container	Recycle	Assistant Manager, Manager	i. Jan - Mar (Training on chemical container to workers and contractor) ii. Apr - Jun (Store preparation for the empty container). iii. Jul - Sep (Collecting the container). iv. Oct - Dec (The container collected by contractor)	Complied
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Criterion / Indicator		Assessment Findings	Compliance																																				
		All the above documents were dated on 09/01/2023 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>No</th> <th>Category</th> <th>Details</th> </tr> </thead> <tbody> <tr> <td colspan="3" style="text-align: center;">FGVPM Lepar Hilir 7</td> </tr> <tr> <td>1</td> <td>LH07</td> <td>Operation FFB Cutter - Cantas RM70K - 2023</td> </tr> <tr> <td>2</td> <td>LH07</td> <td>6 units new Workers quarters RM632K 2023</td> </tr> <tr> <td>3</td> <td>LH07</td> <td>New chemical premix / washing facilities. RM108K</td> </tr> <tr> <td>4</td> <td>LH07</td> <td>New Tractors garage RM27K - 2023</td> </tr> <tr> <td colspan="3" style="text-align: center;">FGVPM Lepar Hilir 8</td> </tr> <tr> <td>1</td> <td>LH 08</td> <td>FFB Cutter - 12 units Cantas RM120K - 2023</td> </tr> <tr> <td>2</td> <td>LH 08</td> <td>6 units new Workers quarters RM632K - 2023</td> </tr> <tr> <td>3</td> <td>LH 08</td> <td>1 New Fertilizer store RM120K -2023</td> </tr> <tr> <td>4</td> <td>LH 08</td> <td>New chemical premix/ washing facilities RM108K</td> </tr> <tr> <td>5</td> <td>LH 08</td> <td>Water storage tank - RM6K - 2023</td> </tr> </tbody> </table>	No	Category	Details	FGVPM Lepar Hilir 7			1	LH07	Operation FFB Cutter - Cantas RM70K - 2023	2	LH07	6 units new Workers quarters RM632K 2023	3	LH07	New chemical premix / washing facilities. RM108K	4	LH07	New Tractors garage RM27K - 2023	FGVPM Lepar Hilir 8			1	LH 08	FFB Cutter - 12 units Cantas RM120K - 2023	2	LH 08	6 units new Workers quarters RM632K - 2023	3	LH 08	1 New Fertilizer store RM120K -2023	4	LH 08	New chemical premix/ washing facilities RM108K	5	LH 08	Water storage tank - RM6K - 2023	Complied
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<b>4.5.1.5</b>	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. <b>- Major compliance -</b>	<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 organized in relation to environmental issues and activities among other as listed below:</p> <table border="1"> <thead> <tr> <th>No</th> <th>Training</th> <th>Lepar Hilir 7</th> <th>Lepar Hilir 8</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>HCV/ Invasive Species</td> <td>24/05/2023</td> <td>-</td> </tr> </tbody> </table>	No	Training	Lepar Hilir 7	Lepar Hilir 8	1	HCV/ Invasive Species	24/05/2023	-	Complied																												
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Criterion / Indicator		Assessment Findings				Compliance	
		2	Zero Burning	24/05/2023	27/09/2023		
		3	SW Management	24/05/2023	29/08/2023		
		4	Boundary stone Management	24/05/2023	-		
		5	Recycle Program	-	07/09/2023		
		6	Triple rinsing	-	21/09/2023		
<b>4.5.1.6</b>	Management shall organize regular meetings with employees where their concerns about environmental quality are discussed. <b>- Major compliance -</b>	Subjects concerning environmental are also included and discussed in the ESH committee meeting. The dates of meeting held by the estates are recorded below.				Complied	
		No	Estate FGVMSB	1st	Remarks	2nd	Remarks
		1	Lepar Hilir 7	30/03 /2023	Attend by 15 participants	21/06/2023	Attend by 14 participants
		2	Lepar Hilir 8	08/03 /2023	Attend by 10 participants	07/06/2023	Attend by 10 participants
				3rd	Remarks	4th	Remarks
		1	Lepar Hilir 7	Planned on 16/10 /2023	-	Planned on 16/12/2023	-
		2	Lepar Hilir 8	18/09 /2023	Attend by 10 participants	Planned on 16/12/2023	-
		Sighted minutes of meeting available in the ESH meetings. Agenda in relation to environmental among others include:					
		a. Lapuran Pematuhan Undang-Undang					



Criterion / Indicator		Assessment Findings	Compliance																																																																
		b. Lapuran Kesihatan & Kawasan Perumahan c. Lapuran Bahan Buangan Terjadual/Isu Alam Sekitar 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 29/08/2023.																																																																	
<b>Criterion 4.5.2: Efficiency of energy use and use of renewable energy</b>																																																																			
<b>4.5.2.1</b>	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. <b>- Major compliance -</b>	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. Water Usage (in m <sup>3</sup> ) <table border="1"> <thead> <tr> <th rowspan="2">2022</th> <th colspan="2">L H 7</th> <th colspan="2">LH 8</th> </tr> <tr> <th>OFFICE</th> <th>HOSTEL</th> <th>OFFICE</th> <th>HOSTEL</th> </tr> </thead> <tbody> <tr><td>JAN</td><td>30</td><td>944</td><td colspan="2">2,022</td></tr> <tr><td>FEB</td><td>30</td><td>1,119</td><td colspan="2">2,078</td></tr> <tr><td>MAR</td><td>31</td><td>1,037</td><td colspan="2">2,154</td></tr> <tr><td>APR</td><td>30</td><td>952</td><td colspan="2">2,173</td></tr> <tr><td>MAY</td><td>31</td><td>1,015</td><td colspan="2">2,015</td></tr> <tr><td>JUN</td><td>30</td><td>963</td><td colspan="2">1,320</td></tr> <tr><td>JUL</td><td>30</td><td>1,010</td><td colspan="2">1,329</td></tr> <tr><td>AUG</td><td>30</td><td>883</td><td colspan="2">36</td></tr> <tr><td>SEPT</td><td>30</td><td>1,206</td><td colspan="2">1,574</td></tr> <tr><td>OCT</td><td>30</td><td>2,118</td><td colspan="2">1,135</td></tr> <tr><td>NOV</td><td>35</td><td>2,587</td><td colspan="2">1,062</td></tr> </tbody> </table>	2022	L H 7		LH 8		OFFICE	HOSTEL	OFFICE	HOSTEL	JAN	30	944	2,022		FEB	30	1,119	2,078		MAR	31	1,037	2,154		APR	30	952	2,173		MAY	31	1,015	2,015		JUN	30	963	1,320		JUL	30	1,010	1,329		AUG	30	883	36		SEPT	30	1,206	1,574		OCT	30	2,118	1,135		NOV	35	2,587	1,062		Complied
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Criterion / Indicator		Assessment Findings				Compliance		
		DEC	30	2,801	1,306			
		TOTAL	367	16,635	18,204			
		BASELINE	30	1,386				
		2023	L H 07		LH 8			
			OFFICE	HOSTEL	OFFICE		HOSTEL	
		JAN	32	2,345	1,220			
		FEB	33	2,216	1,242			
		MAR	30	2,142	1,223			
		APR	30	2,587	1,330			
		MAY	33	2,259	1,701			
		JUN	32	2,544	1,825			
		JUL	30	2,801	1,207			
		AUG	30	2,242	1,340			
		TOTAL	252	19,136	11,088			
		<u>Electric Usage (in kWh)</u>						
			2022	LH 7			LH 8	
		JAN		9,529			5,738	
		FEB		6,135			5,805	
		MAR		5,506			5,798	
		APR		5,167			5,592	
		MAY		5,590			6,290	
		JUN		5,189			6,323	
		JUL		5,215			6,308	
AUG		4,501		6,301				
SEPT		5,006		294				

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Criterion / Indicator		Assessment Findings			Compliance		
		OCT	5,300	5,300			
		NOV`	6,754	5,245			
		DEC	4,905	5,200			
		TOTAL	68,797	64,194			
		2023	LH 7	LH 8			
		JAN	9,529	5,565			
		FEB	6,135	5,367			
		MAR	5,506	5,428			
		APR	5,167	5,975			
		MAY	5,590	6,074			
		JUN	5,189	6,460			
		JUL	5,215	5,990			
		AUG	4,501	5,884			
		TOTAL	68,797	58,864.33			
		<u>Diesel (in liter) - ESTATE</u>					
		2022	LH 7			LH 8	
			Diesel (l)	FFB (mt)		Diesel (l)	FFB (mt)
		JAN	3,878	1,603.12		3,073	991.53
		FEB	3,534	1,484.34		2,713	1,170.55
		MAR	4,007	2,041.43		3,833	1,524.90
APR	3,873	1,718.56	3,017	1,381.50			
MAY	3,510	1,935.14	3,600	2,132.68			
JUN	4,122	2,277.87	3,778	2,305.57			
JUL	3,814	2,273.63	3,154	2,401.52			
AUG	4,053	2,296.81	3,944	2,623.13			

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Criterion / Indicator		Assessment Findings				Compliance			
		SEPT	3,957	2,312.80	2,973	2,078.28			
		OCT	4,357	2,563.33	3,233	2,363.31			
		NOV	3,662	2,619.42	3,336	2,251.35			
		DEC	3,952	2,712.90	3,517	1,996.12			
		TOTAL	46,718	25,839.35		23,220.44			
		2023		LH 7		LH 8			
			Diesel (l)	FFB (mt)	Diesel (l)	FFB (mt)			
		JAN	2,723	1,768.04	3,997	1,083.73			
		FEB	2,682	1,510.73	3,664	1,032.71			
		MAR	2,425	1,283.73	2,463	863.17			
		APR	2,579	1,048.50	2,799	695.39			
		MAY	2,391	1,770.38	1,595	1,489.59			
		JUN	2,551	1,630.72	2,680	1,538.44			
		JUL	3,145	2,935.44	3,566	1,967.52			
		AUG	2,649	2,907.56	3,034	2,583.99			
		SEPT	-	-	3,770	2,699.88			
		OCT	-	-	-	-			
		NOV	-	-	-	-			
		DEC	-	-	-	-			
		TOTAL	21,145	14,855.10	27,568	13,954.42			
		<p>All record diesel for contractor already included in the calculations.                      The Environment Management Plan 2023 for efficiency of fossil fuel usage are detailed below:</p>							
		NO	TARGET	OBJECTIVE	ACTION PLAN				
		1	Backhoe	To reduce fossil fuel	To ensure the vehicle				

Criterion / Indicator		Assessment Findings				Compliance
			tractor/ Machines	(diesel) consumption from company-owned vehicles and fuel using mobile equipment	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 consumed fuel. To turn off vehicle engine during idle time.	
		3	Electrical supply	To reduce reliance on gen-sets for power supply	Utilization of TNB sources	
		Performance variation in view of several factors i.e. a. Infrastructure of estates b. Community size/ no of gen-sets c. No. of vehicles/ age of machine				
<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

Criterion / Indicator		Assessment Findings				Compliance																		
4.5.2.3	The use of renewable energy should be applied where possible. - <b>Minor compliance</b> -	No	Estate FGVMSB	Renewable Energy Method	Remarks	Complied																		
		1	Lepar Hilir 7	Construction of silt pit for water conservation	<ul style="list-style-type: none"> <li>Field PM 141 Construct on Aug 2023.</li> <li>Field PM 15 Construct on Sept 2023.</li> </ul>																			
		2	Lepar Hilir 8	No activity on renewable energy.	Nil																			
<b>Criterion 4.5.3: Waste management and disposal</b>																								
4.5.3.1	All waste products and sources of pollution shall be identified and documented. - <b>Major compliance</b> -	FGVMSB Estates had identified all wastes and sources of pollution. The Waste Management Action Plan 2023 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: <table border="1" data-bbox="1048 1007 1906 1241"> <thead> <tr> <th>No</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" data-bbox="1048 1329 1906 1396"> <thead> <tr> <th>No</th> <th>Type of waste</th> <th>Details</th> </tr> </thead> <tbody> <tr> <td> </td> <td> </td> <td> </td> </tr> </tbody> </table>				No	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.	No	Type of waste	Details				Complied
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No	Type of waste	Details																						

Criterion / Indicator		Assessment Findings				Compliance													
		1	Black smoke	Emission from vehicles/engines															
		2	Odor & gases	Activities from the effluent treatment															
		3		Storage & vehicle maintenance															
		The pollution identified from the estate activities:																	
		No	Type of waste	Details															
		1	Black smoke	Filter, lubricants, hydraulic oil, grease, used batteries															
		2	Odor & gases	Rubbish from the estate complex and employees' quarters															
		3	Leakage lubricants	Sewage from housing/office complex															
<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> <p>a) Identifying and monitoring sources of waste and pollution</p> <p>b) Improving the efficiency of resource utilization and recycling of potential wastes as nutrients or converting them into value-added by-products</p> <p><b>- Major compliance -</b></p>	<p><u>Fgvpm Lepar Hilir 7 &amp; 8 Estates</u></p> <p>a. Waste Management Plan 2023 has been established prepared by SCCD and verified by the Assistants/Manager.</p> <p>b. Interview with staffs and workers i.e. storekeepers and chemical mixer were trained and they had understood the hazards involved and how the chemicals should be used and disposed in a safe manner.</p> <p>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>DATE</th> <th>SW CODE</th> <th>mt</th> <th>ESTATE</th> </tr> </thead> <tbody> <tr> <td>22/08/2023</td> <td>409</td> <td>0.0001</td> <td>Lepar Hilir 8</td> </tr> <tr> <td>26/08/2023</td> <td>409</td> <td>0.0001</td> <td>Lepar Hilir 8</td> </tr> </tbody> </table>					DATE	SW CODE	mt	ESTATE	22/08/2023	409	0.0001	Lepar Hilir 8	26/08/2023	409	0.0001	Lepar Hilir 8	Complied
DATE	SW CODE	mt	ESTATE																
22/08/2023	409	0.0001	Lepar Hilir 8																
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Criterion / Indicator		Assessment Findings				Compliance								
		04/09/2023	409	0.0001	Lepar Hilir 8									
		11/09/2023	409	0.0001	Lepar Hilir 8									
		14/09/2023	201	0.0001	Lepar Hilir 8									
		18/09/2023	409	0.0001	Lepar Hilir 8									
		20/09/2023	409	0.0001	Lepar Hilir 8									
		<p>c) The current practice of disposal of empty containers for the estate is delivery as SW409 to FGVPM Bukit Sagu 4 Estate as a centralized 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>d) Domestic waste for the operating units in CU was disposed as follows;</p> <table border="1"> <thead> <tr> <th>Estate</th> <th>Landfill site</th> <th>Remarks</th> </tr> </thead> <tbody> <tr> <td>Lepar Hilir 7</td> <td>Majlis Bandaraya Kuantan - Landfill</td> <td>Collection on Tuesday and Friday</td> </tr> <tr> <td>Lepar Hilir 8</td> <td>Majlis Bandaraya Kuantan - Landfill</td> <td>Collection on Tuesday and Friday</td> </tr> </tbody> </table> <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> <ol style="list-style-type: none"> <li>Sisa pepejal komersial / pembinaan.</li> <li>Sisa pepejal isi rumah / perindustrian.</li> <li>Sisa pepejal keinstitusian.</li> </ol>				Estate	Landfill site	Remarks	Lepar Hilir 7	Majlis Bandaraya Kuantan - Landfill	Collection on Tuesday and Friday	Lepar Hilir 8	Majlis Bandaraya Kuantan - Landfill	Collection on Tuesday and Friday
Estate	Landfill site	Remarks												
Lepar Hilir 7	Majlis Bandaraya Kuantan - Landfill	Collection on Tuesday and Friday												
Lepar Hilir 8	Majlis Bandaraya Kuantan - Landfill	Collection on Tuesday and Friday												



Criterion / Indicator		Assessment Findings	Compliance
		<p>d. Sisa pepejal import / awam.</p> <p>In addition, there are 'Pelan Pengurusan Domestik Dan Bahan Buangan Tahun 2023. 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.</p>	
4.5.3.3	<p>The management shall establish Standard Operating Procedure for handling of used chemicals that are classified under Environment Quality Regulations (Scheduled Waste) 2005, Environmental Quality Act, 1974 to ensure proper and safe handling, storage and disposal.</p> <p><b>- Major compliance -</b></p>	<p>FGVPM 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>• Prosedur 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> <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.</p> <p>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 fertilizer bags.</li> </ul>	Complied

Criterion / Indicator		Assessment Findings	Compliance
		These documents were established on 01/6/2016 issued throughout the Group Estates and remain effective for practice in all operating units.	
<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> <li>iv. The guidelines also reasoned out the need of triple rinsing and</li> <li>v. produced the quantity of remaining residue after the triple rinsing.</li> </ul> <p>The current practice of disposal of empty containers for the estate is delivery as SW409 to FGVPM Bukit Sagu 4 Estate as a centralized 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> <ul style="list-style-type: none"> <li>i. All class 2 and above containers are tripled rinsed and hole.</li> <li>ii. Punctured at the bottom only if the waste generator is to dispose.</li> <li>iii. As non-scheduled waste.</li> <li>iv. Containers to be disposed as scheduled waste need not go the triple rinsing and hole punctured process.</li> </ul> <p>These guidelines are based on Department of Agriculture ref. 91/120/038/014 dated 7/11/2002.</p>	Complied

Criterion / Indicator		Assessment Findings			Compliance												
		<p><u>FGVPM Lepar Hilir 7 Estate</u>            During site visit to field 23 for activity circle spraying, verified the empty container are being used as premix container.</p> <p><u>FGVPM Lepar Hilir 8 Estate</u>            During site visit to field B27 for activity circle spraying, verified the empty container are being used as premix container.</p>															
<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>	<p>Domestic waste for the estates was disposed as follows:</p> <table border="1"> <thead> <tr> <th>No</th> <th>Estate</th> <th>Landfill site</th> <th>Remarks</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>Lepar Hilir 7 Estate</td> <td>No more landfill application. All domestic are collect by BUJ Enterprise.</td> <td>Collection on Tuesday and Friday</td> </tr> <tr> <td>2</td> <td>Lepar Hilir 8 Estate</td> <td>No more landfill application. All domestic are collect by BUJ Enterprise.</td> <td>Collection on Tuesday and Friday</td> </tr> </tbody> </table> <p>Verified the payment to BXX Enterprise for month of August 2023 at RM725.00 from FGVPM Lepar Hilir 8. Invoice no: FB 2308/009. Purchase no: 530010600.</p>			No	Estate	Landfill site	Remarks	1	Lepar Hilir 7 Estate	No more landfill application. All domestic are collect by BUJ Enterprise.	Collection on Tuesday and Friday	2	Lepar Hilir 8 Estate	No more landfill application. All domestic are collect by BUJ Enterprise.	Collection on Tuesday and Friday	Complied
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<b>Criterion 4.5.4:</b> Reduction of pollution and emission																	
<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.	The estates assessed their polluting activities incorporated in the Environmental Improvement Plan/Pollution Prevention Plan 2021.			Complied												

Criterion / Indicator		Assessment Findings	Compliance															
	- Major compliance -	<p>Details as provided in 4.5.1.3 and 4.5.1.4. Therein is given potential sources of pollutants, objective &amp; targets and action to be taken.</p> <table border="1"> <thead> <tr> <th>No</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> <p>The GHG final emissions summarized from the estate activities is shown as tCO<sub>2</sub>e/tFFB.</p>	No	Pollution	Source	1	Air	Vehicle & machines exhaust	2	Water	Cleaning water & run-off	3	Land	SW, domestic waste & industrial waste				
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4.5.4.2	<p>An action plan to reduce identified significant pollutants and emissions shall be established and implemented.</p> <p>- Major compliance -</p>	<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.</p> <p>Sighted targeted area assessed among other as follows:</p> <table border="1"> <thead> <tr> <th>No</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 minimize spillage of oil/ chemical onto the ground</td> <td>Continuous training and use of spill trays</td> </tr> </tbody> </table>	No	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 minimize spillage of oil/ chemical onto the ground	Continuous training and use of spill trays	Complied
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Criterion / Indicator		Assessment Findings			Compliance																																																	
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<b>Criterion 4.5.5: Natural water resources</b>																																																						
<b>4.5.5.1</b>	<p>The management shall establish a water management plan to maintain the quality and availability of natural water resources (surface and ground water). The water management plan may include:</p> <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</li> </ul>	<p>This document is available titled 'Pelan Pengurusan Air Tahun 2022 and 2023.</p> <p>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 water usage (Rekod Water Usage Monthly).</p> <p>Tahun 2022 &amp; 2023 for better monitoring of the palm growth. Water usage records for the estate in m<sup>3</sup> for 2022 and 2023 as follows:</p> <p><u>Water Usage (in m<sup>3</sup>)</u></p> <table border="1"> <thead> <tr> <th rowspan="2">2022</th> <th colspan="2">LH 7</th> <th colspan="2">LH 8</th> </tr> <tr> <th>OFFICE</th> <th>HOSTEL</th> <th>OFFICE</th> <th>HOSTEL</th> </tr> </thead> <tbody> <tr> <td>JAN</td> <td>30</td> <td>944</td> <td colspan="2">2,022</td> </tr> <tr> <td>FEB</td> <td>30</td> <td>1,119</td> <td colspan="2">2,078</td> </tr> <tr> <td>MAR</td> <td>31</td> <td>1,037</td> <td colspan="2">2,154</td> </tr> <tr> <td>APR</td> <td>30</td> <td>952</td> <td colspan="2">2,173</td> </tr> <tr> <td>MAY</td> <td>31</td> <td>1,015</td> <td colspan="2">2,015</td> </tr> <tr> <td>JUN</td> <td>30</td> <td>963</td> <td colspan="2">1,320</td> </tr> <tr> <td>JUL</td> <td>30</td> <td>1,010</td> <td colspan="2">36</td> </tr> <tr> <td>AUG</td> <td>30</td> <td>883</td> <td colspan="2">1,574</td> </tr> </tbody> </table>			2022	LH 7		LH 8		OFFICE	HOSTEL	OFFICE	HOSTEL	JAN	30	944	2,022		FEB	30	1,119	2,078		MAR	31	1,037	2,154		APR	30	952	2,173		MAY	31	1,015	2,015		JUN	30	963	1,320		JUL	30	1,010	36		AUG	30	883	1,574		Complied
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Criterion / Indicator		Assessment Findings				Compliance	
	the ground water table should be measured at least annually. <b>- Major compliance -</b>	SEPT	30	1,206	1,135		
		OCT	30	2,118	1,062		
		NOV	35	2,587	1,062		
		DEC	30	2,801	1,306		
		TOTAL	367	16,635	18,204		
		BASELINE	30	1,386			
		2023	LH 07		LH 8		
			OFFICE	HOSTEL	OFFICE		HOSTEL
		JAN	32	2,345	1,220		
		FEB	33	2,216	1,242		
		MAR	30	2,142	1,223		
		APR	30	2,587	1,330		
		MAY	33	2,259	1,701		
		JUN	32	2,544	1,825		
		JUL	30	2,801	1,207		
		AUG	30	2,242	1,340		
TOTAL	252	19,136	11,088				
BASELINE	31.5	2,392					
<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				Complied	

Criterion / Indicator	Assessment Findings	Compliance	
	overflowing and also to benefit the nearest palm at the pit end to obtain additional moisture.		
<b>Criterion 4.5.6:</b> Status of rare, threatened, or endangered species and high biodiversity value			
<p><b>4.5.6.1</b></p>	<p>Information shall be collated that includes both the planted area itself and relevant wider landscape-level considerations (such as wildlife corridors). This information should cover:</p> <ul style="list-style-type: none"> <li>a) Identification of high biodiversity value habitats, such as rare and threatened ecosystems, that could be significantly affected by the grower(s) activities.</li> <li>b) Conservation status (<i>e.g.</i> The International Union on Conservation of Nature and Natural Resources (IUCN) status on legal protection, population status and habitat requirements of rare, threatened, or endangered species), that could be significantly affected by the grower(s) activities.</li> </ul> <p><b>- Major compliance -</b></p>	<p>The latest assessment was conducted with details in the “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> <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 boundary areas in FGVPMBSB 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> <p>boundary areas in FGVPMBSB Lepar Hilir 06. The reports detailed the findings of a rapid appraisal of the biodiversity in the estates and addresses the MSPO 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> </ul>	<p>Complied</p>

Criterion / Indicator		Assessment Findings	Compliance
		f) Wetlands /watercourses g) Legal aspects h) Immediate and long-term effect.	
<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> <p>a) Ensuring that any legal requirements relating to the protection of the species are met.</p> <p>b) Discouraging any illegal or inappropriate hunting, fishing or collecting activities; and developing responsible measures to resolve human-wildlife conflicts.</p> <p><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> <p>a) Not to capture, harm, kill any wildlife.</p> <p>b) Disciplinary measures shall be taken if found violating company rules.</p> <p>c) Not to chemicals in riparian buffer zone.</p> <p>Rekod Pemantauan Hidupan Liar &amp; Kawasan Sensitif - records of observations LH 07 dated 02/03/23, 12/05/23, 29/07/23, 13/09/23, 28/09/23 was sighted and verified. For LH08 had a similar practices and records and most of the record of animal sighting are Kingfisher blue.</p>	Complied
<b>4.5.6.3</b>	<p>A management plan to comply with Indicator 1 shall be established and effectively implemented, if required.</p> <p><b>- Major compliance -</b></p>	<p>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.</p>	Complied
<b>Criterion 4.5.7: Zero burning practices</b>			
<b>4.5.7.1</b>	<p>Use of fire for waste disposal and for preparing land for oil palm cultivation or replanting shall be avoided except in specific situations, as identified in regional best practice.</p> <p><b>- Major compliance -</b></p>	<p>FGV practices of "Zero open burning" is enforced and elaborated in the Group Sustainability Policy dated 07/11/2020. Also included in the following guidelines;</p> <p>i. Manual Ladang Sawit Lestari</p> <ul style="list-style-type: none"> <li>• Procedure Kerja Selamat</li> </ul>	Complied



Criterion / Indicator		Assessment Findings	Compliance
		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>• Penyediaan tanah tanam semula</li> </ul> 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.	
4.5.7.2	A special approval from the relevant authorities shall be sought in areas where the previous crop is highly diseased and where there is a significant risk of disease spread or continuation into the next crop. <b>- Major compliance -</b>	Not Applicable. Details in 4.5.7.1 above.	Not Applicable
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>	Not Applicable Details in 4.5.7.1 above.	Not Applicable
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>	Not Applicable. Details in 4.5.7.1 above.	Not Applicable
<b>4.6 Principle 6: Best Practices</b>			
<b>Criterion 4.6.1: Site Management</b>			

Criterion / Indicator		Assessment Findings	Compliance						
<p><b>4.6.1.1</b></p>	<p>Standard operating procedures shall be appropriately documented and consistently implemented and monitored.</p> <p><b>- Major compliance -</b></p>	<p>The standard operation procedure for the estate’s operations is available which is prepared on Group basis. There are levels of the documentation identified as follows:</p> <ul style="list-style-type: none"> <li>i. Manual Ladang Sawit LESTARI on reviewed 1/6/12</li> <li>ii. Sawit pra matang edisi II seksyen 3</li> <li>iii. Manual Ladang Sawit LESTARI reviewed on 1/6/12</li> <li>iv. Sawit matang edisi II seksyen 4</li> <li>v. Manual Ladang Sawit LESTARI 1/6/12</li> <li>vi. Pembajaan sawit edisi II seksyen 5</li> <li>vii. Prosedur Kerja Selamat</li> <li>viii. Manual Kelestarian (Sustainability)</li> </ul> <p>Amendments are made should there be requirement to suit the local issues/situation. The Agronomy and Agricultural Services Department, 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" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 5%;">No</th> <th style="width: 25%;">Areas</th> <th style="width: 70%;">Activities</th> </tr> </thead> <tbody> <tr> <td style="text-align: center;">1</td> <td style="text-align: center;">Daily</td> <td> <ul style="list-style-type: none"> <li>• Supervision by field staff/ Assist. Manager.</li> <li>• Report of daily activities/ costings/ variative.</li> <li>• WA group - digital supervision.</li> </ul> </td> </tr> </tbody> </table>	No	Areas	Activities	1	Daily	<ul style="list-style-type: none"> <li>• Supervision by field staff/ Assist. Manager.</li> <li>• Report of daily activities/ costings/ variative.</li> <li>• WA group - digital supervision.</li> </ul>	<p>Complied</p>
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Criterion / Indicator		Assessment Findings				Compliance													
		2	Schedule	<ul style="list-style-type: none"> <li>Quarterly ESH meeting</li> <li>RC visits on field activities</li> <li>Internal audits by GCAD/SHO</li> <li>Annual EPMC</li> <li>External audit RSPO/MSPO</li> <li>Agronomist visits</li> <li>Zone Head / Regional Controller visits</li> </ul>															
		3	Medical/health	<ul style="list-style-type: none"> <li>Monthly check by HA/MA/KKM</li> <li>Annual medical surveillance.</li> </ul>															
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		<p>Referring to the "Manual Ladang Sawit Lestari" Document no: MSL (Ed.3) – Sec. 4 (5.0), Revision date: 01/09/2017 page 1 under topic 5.0 – Menuai dan Mengumpul BTS di Pentas Buah, sub topic 5.3 – Piawaian number:</p> <ul style="list-style-type: none"> <li>i. "Tangkai BTS di potong pendek (sekurang-kurangnya 5cm)"</li> <li>ii. "Tiada BTS masak tidak dituai dan tertinggal dibawah pokok"</li> </ul>																	
<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 either soil, nutrients or chemicals. <b>- Major compliance -</b>	<p>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.</p> <ul style="list-style-type: none"> <li>a) Roadside pit is made to divert water at slope areas to prevent.</li> <li>b) road erosion and surface damage.</li> <li>c) Terraces are constructed inclined towards the terrace wall.</li> </ul>				Complied													

Criterion / Indicator		Assessment Findings	Compliance						
		d) 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" data-bbox="1048 619 1906 946"> <thead> <tr> <th>No</th> <th>Estate</th> <th>Field number an HA</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>FGVPM Lepar Hilir 8</td> <td>Mature:  1. PM16W – 201.88ha  2. PM15U – 212.20ha  3. PM14S – 328.99ha  4. PM14R – 233.64ha  5. PM13Q - 166.75ha   Immature:  1. PR23X – 180.33ha</td> </tr> </tbody> </table>	No	Estate	Field number an HA	1	FGVPM Lepar Hilir 8	Mature: 1. PM16W – 201.88ha 2. PM15U – 212.20ha 3. PM14S – 328.99ha 4. PM14R – 233.64ha 5. PM13Q - 166.75ha  Immature: 1. PR23X – 180.33ha	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 FGVPM SB Lepar Hilir 7, available a long-term Budget established for 2023-2026 to demonstrate attention to economic and financial viability through long-term management planning in FGVPM SB Lepar Hilir 8 Found budget available for 2023-2026 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.	In FGVPM SB 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.	Complied						

Criterion / Indicator		Assessment Findings	Compliance
	- Major compliance -	The management of estate was separated from FGVMSB Lepar Hilir 8 in 2021. While in FGVMSB 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. During site visit verified the field PM91L was replanted with the palm oil and the planting work program are still in progress.	
4.6.2.3	<p>The business or management plan may contain:</p> <ul style="list-style-type: none"> <li>a) Attention to quality of planting materials and FFB</li> <li>b) Crop projection: site yield potential, age profile, FFB yield trends</li> <li>c) Cost of production: cost per tonne of FFB</li> <li>d) Price forecast</li> <li>e) Financial indicators: cost benefit, discounted cash flow, return on investment</li> </ul> <p>- Major compliance -</p>	<p>The five years planning horizon 2022-2026 is available. Similarly, FGVMSB 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>	Complied
4.6.2.4	<p>The management plan shall be effectively implemented and the achievement of the goals and objectives shall be regularly monitored, periodically reviewed and documented.</p> <p>- Major compliance -</p>	<p>The 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> <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</p>	Complied

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Criterion / Indicator		Assessment Findings	Compliance
		<p>as safety, health and welfare requirements. The mechanism as described below as per below sampling:</p> <ol style="list-style-type: none"> <li>1. Agronomist report for FGVPSMB Lepar Hilir 7 dated 17/05/2023 by FGVPSMB Agronomist.</li> <li>2. FGVPSMB Lepar Hilir 8 the agronomist already conducted the assessment and report dated 09/05/2023 by the same Agronomist.</li> </ol>	
<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 FGVPSMB Lepar Hilir 7 &amp; 8 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 Log Book in FGVPSMB Lepar Hilir 7 where list of contractors such as sampled:</p> <ul style="list-style-type: none"> <li>• Syxxxxx Haxxxx Jaxx (Contract No. 530xxxxxxx5)</li> <li>• Sexxxx Entxxxxxx (Contract No. 530xxxxxxx8)</li> <li>• Terxxx Wawxxx (Contract No. 53xxxxxxx5)</li> <li>• Raxxxx Excxxxxr Conxxxxxr Sdn Bhd (Contract No.6xxxxxxx0)</li> </ul> <p>Found consistent payment with cheque numbers issued and amount paid in a timely manner for Lepar Hilir 8. As Payment Voucher sampled:</p>	Complied

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Criterion / Indicator		Assessment Findings	Compliance
		<ul style="list-style-type: none"> <li>Voucher No. 350361686 for Syarxxxx Haxxxxxy Jxxa dated 12/09/22, Cheque No. 006626. Invoice No. 0591 dated 01/09/22 from Syaxxxxxx Haxxxxxx Jaxx.</li> <li>Voucher No. 350361688 for Sexxxx Enxxxxxxx dated 12/09/22, Cheque No. 006627. Invoice No. 0537 dated 01/09/22 from Sexxxx Entxxxxxx.</li> <li>Sampled in FGV PMSB Lepar Hilir 8, a payment record for contractor</li> <li>Sexxxx Entxxxxxx as Voucher No. 350361719 dated 12/09/22 with Cheque No. 006636. Invoice No 0532.</li> </ul>	
<b>Criterion 4.6.4: Contractor</b>			
<b>4.6.4.1</b>	Where contractors are engaged, they shall understand the MSP0 requirements and shall provide the required documentation and information. - <b>Major compliance</b> -	Sampled contract signed by Syaxxxxx Hadxxxx Jxxa and Sexxxx Enxxxxxxx mentioned requirement to comply with sustainability and regulations under RSPO/MSP0 and signed A Supplier Code of Conduct, FGV Holdings Berhad Version 01/05/2020 under Section 5.2 Adherence to Sustainability Certification (MSP0) on 25/04/2022.	Complied
<b>4.6.4.2</b>	The management shall provide evidence of agreed contracts with the contractor. - <b>Major compliance</b> -	FGV Lepar Hilir 07 has appointed Syaxxxxx Hadxxxx Jxxa and Sexxxx Enxxxxxxx with contract No. 530xxxxxx and 5300xxxxxx dated 30/12/2023 for FFB Transport is available for review.	Complied
<b>4.6.4.3</b>	The management shall accept MSP0 approved auditors to verify assessments through a physical inspection if required. - <b>Minor compliance</b> -	All estates under FGV Holdings Berhad has no objection to allow BSI auditors to verify the assessment through physical inspection if required.	Complied
<b>4.6.4.4</b>	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.	The estate has monitored and records the contractors works through Scheduled of Work Completed (SOWC) which been acknowledge between the estates and contractors before payment has been made.	Complied

Criterion / Indicator		Assessment Findings	Compliance
- Major compliance -			
<b>4.7 Principle 7: Development of new planting</b>			
<b>Criterion 4.7.1: High biodiversity value</b>			
<b>4.7.1.1</b>	Oil palm shall not be planted on land with high biodiversity value unless it is carried out in compliance with the National and/or State Biodiversity Legislation. - Major compliance -	There is no new planting is available at Lepar Hilir Complex, thus this indicator is not applicable.	Not Applicable
<b>4.7.1.2</b>	No conversion of Environmentally Sensitive Areas (ESAs) to oil palm as required under Peninsular Malaysia's National Physical Plan (NPP) and the Sabah Forest Management Unit under the Sabah Forest Management License Agreement. For Sabah and Sarawak, new planting or replanting of an area 500ha or more requires an EIA. For areas below 500ha but above 100ha, a Proposal for Mitigation Measures (PMM) is required. - Major compliance -	There is no new planting is available at Lepar Hilir Complex, thus this indicator is not applicable.	Not Applicable
<b>Criterion 4.7.2: Peat Land</b>			
<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. - Major compliance -	There is no new planting is available at Lepar Hilir Complex, thus this indicator is not applicable.	Not Applicable
<b>Criterion 4.7.3: Social and Environmental Impact Assessment (SEIA)</b>			



Criterion / Indicator		Assessment Findings	Compliance
4.7.3.1	A comprehensive and participatory social and environmental impact assessment shall be conducted prior to establishing new plantings or operations. <b>- Major compliance -</b>	There is no new planting is available at Lepar Hilir Complex, thus this indicator is not applicable.	Not Applicable
4.7.3.2	SEIAs shall include previous land use or history and involve independent consultation as per national and state regulations, via participatory methodology which includes external stakeholders. <b>- Major compliance -</b>	There is no new planting is available at Lepar Hilir Complex, thus this indicator is not applicable.	Not Applicable
4.7.3.3	The results of the SEIA shall be incorporated into an appropriate management plan and operational procedures developed, implemented, monitored and reviewed. <b>- Major compliance -</b>	There is no new planting is available at Lepar Hilir Complex, thus this indicator is not applicable.	Not Applicable
4.7.3.4	Where the development includes smallholder schemes of above 500ha in total or small estates, the impacts and implications of how each scheme or small estate is to be managed should be documented and a plan to manage the impacts developed, implemented, monitored and reviewed. <b>- Minor compliance -</b>	There is no new planting is available at Lepar Hilir Complex, thus this indicator is not applicable.	Not Applicable
<b>Criterion 4.7.4: Soil and topographic information</b>			
4.7.4.1	Information on soil types shall be adequate to establish the long-term suitability of the land for oil palm cultivation. <b>- Major compliance -</b>	There is no new planting is available at Lepar Hilir Complex, thus this indicator is not applicable.	Not Applicable

Criterion / Indicator		Assessment Findings	Compliance
<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> -	There is no new planting is available at Lepar Hilir Complex, thus this indicator is not applicable.	Not Applicable
<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> -	There is no new planting is available at Lepar Hilir Complex, thus this indicator is not applicable.	Not Applicable
<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> -	There is no new planting is available at Lepar Hilir Complex, thus this indicator is not applicable.	Not Applicable
<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> -	There is no new planting is available at Lepar Hilir Complex, thus this indicator is not applicable.	Not Applicable
<b>Criterion 4.7.6:</b> Customary land			
<b>4.7.6.1</b>	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.	There is no new planting is available at Lepar Hilir Complex, thus this indicator is not applicable.	Not Applicable

Criterion / Indicator		Assessment Findings	Compliance
	- <b>Major compliance</b> -		
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> -	There is no new planting is available at Lepar Hilir Complex, thus this indicator is not applicable.	Not Applicable
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> -	There is no new planting is available at Lepar Hilir Complex, thus this indicator is not applicable.	Not Applicable
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> -	There is no new planting is available at Lepar Hilir Complex, thus this indicator is not applicable.	Not Applicable
4.7.6.5	Identification and assessment of legal and recognised customary rights shall be documented. - <b>Major compliance</b> -	There is no new planting is available at Lepar Hilir Complex, thus this indicator is not applicable.	Not Applicable
4.7.6.6	A system for identifying people entitled to compensation and for calculating and distributing fair compensation shall be established and implemented. - <b>Major compliance</b> -	There is no new planting is available at Lepar Hilir Complex, thus this indicator is not applicable.	Not Applicable
4.7.6.7	The process and outcome of any compensation claims shall be documented and made publicly available. - <b>Major compliance</b> -	There is no new planting is available at Lepar Hilir Complex, thus this indicator is not applicable.	Not Applicable

Criterion / Indicator		Assessment Findings	Compliance
<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>	There is no new planting is available at Lepar Hilir Complex, thus this indicator is not applicable.	Not Applicable

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

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>	FGV Holdings Berhad has established Group Sustainability Policy (Policy No.: FGV/SED/POL/001, Rev. 4.0) 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 25/08/2023 during morning assembly in FGVPISB Lepar Hilir POM. The policy was brief by Assistant Mill Manager for Operation and attend by 34 participants from staff and workers. Verified mill has prepared the training report and full attendance list with signature from the participants.  On 28/08/2023 the mill has done communicated the policy MSPO for all the contractors. The briefing was held on Bilik Mesyuarat Kilang Sawit Lepar Hilir at 10.30am. The policy was brief by Assistant Mill manager. The briefing was attended by 8 contractors and suppliers. Verified the attendance list with signed by the participants.	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	Complied

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Criterion / Indicator		Assessment Findings	Compliance
		eliminating or minimising negative impact on people and the environment.	
<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. - <b>Major compliance</b> -	Emailed from Certification Manager SCCD FGV Holding sent on 15/08/2023 to Mill Manager on Internal Audit for MSPO & MSPO for Kompleks on 21 - 24/09/2023. Specifically for mill on 21 - 23/08/2023 as stated in the Internal Audit Programme. Lead Auditor is by Sustainability Certification & Compliance Department.	Complied
<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 03/09/2020. 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 Lead Auditor. The result was come with 19 NC. The root causes clearly determined with action, preventive action and dateline of completion for all 8 NCRs raised by auditor on 27/09/2023.	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

Criterion / Indicator		Assessment Findings	Compliance
<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 04/09/2023 at Meeting Room. Attended by 13 members of management and staff included Mill Manager, Assistant Managers, Chairman, Clerks, foreman and etc. The meeting discussed on the result of previous internal audit, customer satisfaction, production, environmental issues, socials issues, continual improvement and management review. The Minutes was approved and signed by Mill Manager.	Complied
<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 objective (FPI/L4/QOHSE-3.1 Pind 0) dated and approved 01/02/2023 to be achieve as part of continual improvement such as: <ul style="list-style-type: none"> <li>• Achieve OER (21.25%) and KER (5.00%) at end of 2023.</li> <li>• Zero industrial accident for year 2023.</li> <li>• Maintenance and repair of worker’s housing for comfortable and safety living.</li> <li>• Minimizing usage of diesel as 2023 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>	System to improve practices in line with new information and techniques such as: <ul style="list-style-type: none"> <li>• EFB management</li> <li>• Diesel Usage</li> <li>• Increase Oil Extraction Rate and Kernel.</li> </ul>	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>	<p>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.</p> <p><b>- Major compliance -</b></p>	<p>Memo for the management of FGVPI Lepar Hilir POM has been disseminate to all stakeholders regards to document that are specified in the RSPO P&amp;C that are available for public dated 05/01/2023.</p> <p>List of documents that made publicly available as below:</p> <ol style="list-style-type: none"> <li>1. Land title</li> <li>2. OSH plan</li> <li>3. Environmental and social management plan</li> <li>4. SEIA report</li> <li>5. HCV report</li> <li>6. Complaint and grievance procedure</li> <li>7. Land dispute procedure</li> <li>8. Policies such as Human Rights and Group Sustainability</li> </ol> <p>Besides, documents such as company's policies, Supplier Code of Conduct and grievance procedure is accessible by the stakeholders via <a href="http://www.fgvholdings.com/sustainability/">www.fgvholdings.com/sustainability/</a></p>	<p>Complied</p>
<b>4.2.1.2</b>	<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>For FGVPI Lepar Hilir POM, request for any information has been recorded in the form title "Borang permohonan informasi, FGVPI Lepar Hilir POM". Todate there is no record of request available for the publicly available documents. It was verified that the management of the mill and estate have responded to all request and inquiries in a</p>	<p>Complied</p>



Criterion / Indicator		Assessment Findings	Compliance
		timely manner with acknowledgement and date of acknowledgement available for verification.	
<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>	Procedure for consultation and communication has been documented in the document title “Komunikasi, penglibatan, dan rundingan” document number FGV/FGVPM/II/IMS/15/006. There is evidence that the procedure has been communicated to all stakeholders through stakeholder meeting dated 13/09/2023.	Complied
<b>4.2.2.2</b>	The management shall nominate management officials at the operating unit responsible for issues related to <i>indicator 1</i> . <b>- Minor compliance -</b>	The mill management has appointed: 1. Khairul Anwar Bin Mokhtar (Ref No: (04)4045/LH/PEGAWAIKOMUNIKASIRSPO/MSPO) 2. Roziana Binti Mohd Nor (Ref No: (06)4045/LH/PEGAWAIKOMUNIKASIRSPO/MSPO) 3. Muhammad Hafidz Fahmi Bin Roslan (Ref No: (04)4045/LH/PEGAWAIKOMUNIKASIRSPO/MSPO) The appointment letter was sighted for both appointments dated 12/06/2023. Interview was done with both appointee and verified that both are able to explain the communication procedure, and purpose of communicating with internal and external stakeholders.	Complied
<b>4.2.2.3</b>	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>	FGVPI Lepar Hilir POM has established List of Stakeholders where details of the stakeholders such as address, contact person and contact numbers are available in the stakeholder list. Stakeholders comprise of government authorities, suppliers, contractors, local communities, schools and external FFB suppliers.	Complied

Criterion / Indicator	Assessment Findings	Compliance	
<b>Criterion 4.2.3 – Traceability</b>			
<b>4.2.3.1</b>	<p>The management shall commit itself to implement and maintain the requirements for the traceability and shall establish a standard operation procedure for traceability.</p> <p><b>- Major compliance -</b></p>	<p>Mill management has been established 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.</p> <p>The procedure adequately addresses initial processes of managing mill products from the point of processing to customer. The related designation was given different set of roles and responsibilities on handling traceability.</p>	<p>Complied</p>
<b>4.2.3.2</b>	<p>The management shall conduct regular inspections on compliance with the established traceability system.</p> <p><b>- Major compliance -</b></p>	<p>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 yearly.</p> <p>Mill management also has established form to monitored quality product before dispatch to refinery or customer. Sighted sample such as:</p> <ul style="list-style-type: none"> <li>• <i>Kertas Semak Penghantaran Minyak Sawit</i>, ref no: FPI/L4/02-01 was used to monitored CPO. Sighted sample dated on 30/09/2023 with resulted on quality FFA: 5.35, % VM: 0.20, DOBI: 2.39 and % DIRT: 0.018.</li> <li>• <i>Kertas Semak Penghantaran Isi Sawit</i>, ref no: FPI/L4/02-02 to monitored PK. Sighted sample on 30/09/2023 with resulted on % DIRT: 5.80 and % VM: 6.80</li> <li>• <i>Kertas Semak Keselamatan</i> to monitored tanker or lorry seal with sample on 30/09/2023.</li> </ul>	<p>Complied</p>

Criterion / Indicator		Assessment Findings	Compliance																								
		<ul style="list-style-type: none"> <li><i>Borang pengukuran Ullage Harian</i>, ref no: FGVPI/L4/11-05 Pind 1 was used to monitored CPO/ PK level in bulk storage tank (BST). Sighted sample dated 08/10/2023, ullage reading 9.209 mm.</li> </ul>																									
<b>4.2.3.3</b>	<p>The management shall identify and assign suitable employees to implement and maintain the traceability system.</p> <p><b>- Minor compliance -</b></p>	<p>Management has assigned Traceability Officer for the mill to conduct traceability inspection and maintain the traceability system. Sighted the nomination letters with responsibilities adequately addressed and signed by the officer:</p> <ul style="list-style-type: none"> <li>FGVPI Lepar Hilir POM, Mohd Shahrul Ikram Bin Hamid (Kerani Timbang) was appointed by Mohamad Nor Hafizi B. Kasim (Mill Manager) as Traceability PIC and responsible to maintain records of traceability of FFB received from supplier and CPO and PK sold to buyer dated on 02/06/2023, letter ref: (2) 4045/LH/TRACEABILITY.</li> </ul>	Complied																								
<b>4.2.3.4</b>	<p>Records of storage, sales, delivery or transportation of crude palm oil and palm kernel shall be maintained.</p> <p><b>- Major compliance -</b></p>	<p>Available list of suppliers of certified and non-certified to FGVPI Lepar Hilir POM. The management has maintained sales records such as weighbridge ticket/ receiving slip which were checked and signed. The following traceability-related documents has been sampled to verify its traceability during the audit.</p> <p>a. FFB Received</p> <table border="1"> <thead> <tr> <th>No</th> <th>Description</th> <th>Details</th> </tr> </thead> <tbody> <tr> <td colspan="3">Nota Hantaran BTS (estate)</td> </tr> <tr> <td>1</td> <td>Block No.</td> <td>7</td> </tr> <tr> <td></td> <td>Reference no</td> <td>0374898</td> </tr> <tr> <td>2</td> <td>Vehicle Number</td> <td>CEC 8103</td> </tr> <tr> <td>3</td> <td>Dispatch date</td> <td>04/09/2023</td> </tr> <tr> <td colspan="3">Mill Weighbridge Ticket</td> </tr> <tr> <td>1</td> <td>Dispatch No</td> <td>0374898</td> </tr> </tbody> </table>	No	Description	Details	Nota Hantaran BTS (estate)			1	Block No.	7		Reference no	0374898	2	Vehicle Number	CEC 8103	3	Dispatch date	04/09/2023	Mill Weighbridge Ticket			1	Dispatch No	0374898	Complied
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Criterion / Indicator		Assessment Findings			Compliance																														
		2	MPOB license	559601002000																															
		3	RSPO no	RSPO 666409																															
		4	W/bridge ticket No./ Pass no	01519831																															
		5	Date	04/09/2023																															
		6	Gross Weight Mill	20.40 mt																															
		7	Mill Net Weight	10.28 mt																															
		8	Price/ mt	RM767.07																															
		b. CPO																																	
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Criterion / Indicator		Assessment Findings			Compliance
		4	W/bridge ticket No./ Pass no	04004274	
		5	Date	30/09/2023	
		6	Gross Weight Mill	59.66 mt	
		7	Mill Net Weight	40.92 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>	<p>All operations shall be in compliance with applicable local, state, national and ratified international laws and regulations.</p> <p><b>- Major compliance -</b></p>	<p>The mill management is able to provide the following license, permits and certificate of fitness as evidence of legal compliances:</p> <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 01/04/2023 till 31/03/2024.</li> <li>• MPOB License No. 618347003000 for Selling and transport PK, CPO from 01/07/23 till 30/06/2024.</li> <li>• DOE license No: 003247 valid from 11/05/2023 till 11/05/2024.</li> <li>• Lesen Perlepasan Persendirian (ST license), ref no: 59435, valid from 01/01/2023 till 31/12/2023.</li> <li>• Pengandung Tekanan Tak Berapi, ref no: PMT-PH/23 61370 to 61382 valid till 24/03/2024.</li> <li>• Calibration Certificate of Weightbridge, Serial no: 201650410 under Akta Timbang dan Sukat 1972 with capacity 60,000Kg valid till 10/05/2024.</li> <li>• Calibration Certificate of Weightbridge, Serial no: 00996616 GM under Akta Timbang dan Sukat 1972 with capacity 70,000Kg valid till 27/07/2024.</li> </ul>			Complied

Criterion / Indicator		Assessment Findings	Compliance																											
		<ul style="list-style-type: none"> <li>Diesel Permit under Peraturan 9(2) Peraturan-Peraturan Kawalan Bekalan 1974 from KPDNHEP, ref no: PHG/PD/k/34/2015 with capacity 25,000 litre valid from 31/05/2021 till 30/05/2024.</li> <li>Water Extraction License (Serial No. 0017) from Sg. Lepar under Pahang Water and Energy Resources Sdn. Bhd. valid till 31/12/2023.</li> </ul> <p>The following competent persons required legally are employed on site.</p> <table border="1"> <thead> <tr> <th>Competency Name</th> <th>ID No.</th> <th>Expiry</th> </tr> </thead> <tbody> <tr> <td>Boilerman – 1<sup>st</sup> Grade</td> <td>H/ED/41/04</td> <td>No expiry</td> </tr> <tr> <td>Steam Engineer – 2<sup>nd</sup> Grade</td> <td>014/2019</td> <td>Valid from 23/05/2019</td> </tr> <tr> <td>CePPOME</td> <td>cePPOME/00146</td> <td>Valid from 26/02/2020</td> </tr> <tr> <td>Chargeman A4</td> <td>PJ-T-4-B-0008-2019</td> <td>30/05/2024</td> </tr> <tr> <td>Chargeman A4</td> <td>PJ-T-4-B-0599-2015</td> <td>06/11/2024</td> </tr> <tr> <td>Authorised Gas Tester</td> <td>HQ/22/AGTES/00/15 966</td> <td>10/05/2024</td> </tr> <tr> <td>CePSWaM</td> <td>CePSWaM/04497</td> <td>No expiry</td> </tr> <tr> <td>Confine Space (AESP)</td> <td>NW-ECRO-EA_R-3774-U</td> <td>17/04/2024</td> </tr> </tbody> </table>	Competency Name	ID No.	Expiry	Boilerman – 1 <sup>st</sup> Grade	H/ED/41/04	No expiry	Steam Engineer – 2 <sup>nd</sup> Grade	014/2019	Valid from 23/05/2019	CePPOME	cePPOME/00146	Valid from 26/02/2020	Chargeman A4	PJ-T-4-B-0008-2019	30/05/2024	Chargeman A4	PJ-T-4-B-0599-2015	06/11/2024	Authorised Gas Tester	HQ/22/AGTES/00/15 966	10/05/2024	CePSWaM	CePSWaM/04497	No expiry	Confine Space (AESP)	NW-ECRO-EA_R-3774-U	17/04/2024	
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<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>Listing of applicable laws are sighted - document titled <i>Senarai Rujukan Akta Dan Daftar Perundangan</i> updated on 30/06/2023 with total 99 statutory and regulatory has been registered. Few samples sighted as below:</p> <ul style="list-style-type: none"> <li>Environmental Quality Act 1974</li> <li>Employment Act 1955</li> </ul>	Complied																											

Criterion / Indicator		Assessment Findings	Compliance
		<ul style="list-style-type: none"> <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>• Akta Perlindungan Pemberi Maklumat 2010</li> <li>• Akta Pencegahan Penggubalan Wang Haram 2001</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). The applicable legal requirements for estate were registered in <i>Daftar Perundangan dan Lain-lain Keperluan</i> (Register of Legal and Other Requirements) (FPI/L4/QOSHE-2.1 Pind 0). 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>The legal requirement has been monitored and updated with the latest legislation. Sighted <i>Senarai Rujukan Akta Dan Daftar Perundangan updated on 30/06/2023</i>. Latest legal requirement has been updated by estate such as:</p> <ul style="list-style-type: none"> <li>• Minimum Wages Order 2022</li> <li>• Employee’s Minimum Standard of Housing (Accommodation and Amenities) (Amendment) Ordinance 2021</li> <li>• Employment Amendment Act 2022 (ACT 265)</li> </ul>	Complied

Criterion / Indicator		Assessment Findings	Compliance
		<ul style="list-style-type: none"> <li>• Anti-Sexual Harassment Act 2022 (Act 840)</li> <li>• Wildlife Conservation Act (Act A1646) (Amendment 2022)</li> <li>• Akta Kerajaan Tempatan 1976, Akta 171</li> </ul> <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>	
<b>4.3.1.4</b>	<p>The management should assign a person responsible to monitor compliance and to track update the changes in regulatory requirements.</p> <p><b>- Minor compliance -</b></p>	<p>The FGVPI Lepar Hilir POM has established and documented sustainability team authorities and responsibilities which include legal compliance with person-in-charge Khairul Anwar Bin Mokhtar (system assistance). Sighted letter of appointment as person-in-charge of regulatory compliance for MSPO related matters dated on 12/06/2023 and sign by Mill Manager.</p> <p>The officer has responsibility to updating the legal requirements. Sighted also, roles and responsibility of Legal Officer for MSPO:</p> <ul style="list-style-type: none"> <li>• Monitoring compliance to legal requirements</li> <li>• Maintaining required permits/ license and compliance to legal requirements</li> <li>• Tracking and updating the changes in regulatory requirements.</li> </ul>	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 milling 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 milling 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</p>	<p>FGVPISB Lepar Hilir POM occupied the land within FGVPMBSB Lepar Hilir 04 with occupancy agreement between Felda and Felda Palm</p>	Complied



Criterion / Indicator		Assessment Findings	Compliance
	or lease, history of land tenure and the actual legal use of the land. <b>- Major compliance -</b>	Industries Sdn. Bhd.; Date: 25/11/1996. The Mill kept the copy of land title # HSD 17xxx; District: Kuantan; Sub-district: Mukim Ulu Lepar; Area: 5.125 ha.	
<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 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>	There was no land dispute reported during the time of audit. 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.	Not Applicable
<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

Criterion / Indicator	Assessment Findings	Compliance	
<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>	<p>Social impacts should be identified and plans should be implemented to mitigate the negative impacts and promote the positive ones.</p> <p><b>- Minor compliance -</b></p>	<p>SIA was conducted on Feb 2022 (Rev: 1) for FGVPI Lepar Hilir POM. Stakeholders such as workers, contractor, drivers, suppliers and external stakeholders were participated in the assessment. Positive and negative impacts have been recorded in the SIA Management Plan.</p> <p>The estate and mill have established the main social and environment improvement plans as stated in the Continuous Improvement Plans. The Continues Improvement Action plan have been developed based on the areas and issues of concern that have been raised during the stakeholder meeting and JKKR Meeting.</p>	Complied
<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>Complaint procedure has been established by FGV Holdings Berhad and has been documented in the Menangani Aduan Dan Rungutan (Complaint &amp; Grievance) (Doc no: FGV/GSD-SCCD/SOP/010; Issue 01; Rev. 03; Date: 01/06/2022. 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.</p> <p>Besides, whistleblowing e-form was available in <a href="https://www.fgvholdings.com/whistleblowing/">https://www.fgvholdings.com/whistleblowing/</a> for the stakeholders to report a grievance.</p> <p>The procedure was briefed to external interested party during the stakeholder meeting on 13/09/2023 and for internal staff, the training for complaint, grievance procedure was done on 09/05/2023.</p>	Complied

Criterion / Indicator		Assessment Findings	Compliance
4.4.2.2	The system shall be able to resolve dispute in an effective, timely and appropriate manner, which is accepted by all parties. <b>- Major compliance -</b>	It has been confirmed through interview that any grievances that has been lodged will be responded based on the timeline that has been set. Sample has been taken for one complaint from external party regarding the slow moving of FFB receiving, with the details as following:  Date: 19/05/2023 – Time taken for send the FFB is long. The management has rectified the issue by engaging external wheel loader to smoothing the process.	Complied
4.4.2.3	A complaint form should be made available at the premises, where employees and affected stakeholders can make complaints. <b>- Minor compliance -</b>	The grievances recorded in Complaint Book and Housing Repair Request Form. As per SOP for Complaint & Grievance (Doc no: FGV/GSD-SCCD/SOP/010; Issue 01; Rev. 03; Date: 01/06/2022, under clause 6.2.2 external stakeholder, the complainant will be kept informed within 2 weeks from the complaint receiving date. Sample of external complaint details is as per 4.4.2.2.	Complied
4.4.2.4	Employees and surrounding communities should be made aware of its existence and that complaints or suggestions may be made at any time. <b>- Minor compliance -</b>	Complaints procedures communicated to internal stakeholders among employees during daily muster assembly and meetings as recorded in the muster briefing records latest on 09/05/2023 to all mill employees, and procedure was briefed to external stakeholder dated 13/09/2023 during the stakeholder meeting.	Complied
4.4.2.5	Complaints and solutions within the past 24 months shall be documented and be made available to affected stakeholders upon request. <b>- Major compliance -</b>	There is evidence that all complaint and solutions has been maintained by the management since year 2021 and document sighted.	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	The mill management has conducted CSR to the communities through employing the local communities. The management also had	Complied

Criterion / Indicator		Assessment Findings	Compliance
	plantation, such contribution to local community development may be regarded as a joint effort by the mill and the plantation. <b>- Minor compliance -</b>	conducted the CSR through the request from nearby school dated 20/07/2023 and 14/06/2023.	
<b>Criterion 4.4.4: Employees safety and health</b>			
<b>4.4.4.1</b>	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>	The management has documented the Occupational Safety and Health Policy, ref no: FGV/GHR/HSEQ/POL/001, Rev. 5.0 dated 03/10/2022, signed by Group Chief Executive Officer to highlight the objectives pertaining employees' safety and health. The policy also has been made available at estate facilities and communicated to stakeholders during stakeholder meeting. 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> Verified during interview session, found the level of awareness were satisfactory. The management has carried out Company Policies Training dated on 25/08/2023 attendance by 32 persons and 28/08/2023 (for contractor/ stakeholder) attendance by 8 persons at FGVPI Lepar Hilir POM.	Complied
<b>4.4.4.2</b>	The occupational safety and health plan should cover the following: a) A safety and health policy, which is communicated and implemented. b) The risk of all operations shall be assessed and documented.	a) OSH Policy for FGV Holdings Berhad (FGV/GHR/HSEQ/POL/001) Rev. 5.0 signed and approved by Group CEO (Dato' Mohd Nazrul Izam Mansor) dated 03/10/2022. Sighted communicated and displayed at office entrance, labour quaters and mill operation area (notice board). b) Mill management has established HIRARC updated on 01/09/2023 was used to assessed hazard and risk of mill operation. The	Complied

Criterion / Indicator	Assessment Findings	Compliance
<p>c) An awareness and training programme which includes the following requirements for employees exposed to chemicals used at the palm oil mill:</p> <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> <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 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 shall 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 that affect their business such as those related to employees' safety, health and welfare are discussed openly. Records from such meeting shall be kept and the concerns of employees and any remedial actions taken shall be recorded.</p>	<p>assessment covers all main operations and support operations which total 51 process/ location. Mill also has been update the HIRARC with new process/ location which cover for land irrigation. There are 6 activity was done the assessment by mill management for land irrigation and all the activities scoring is under control or not significant.</p> <p>Sighted Review Noise Risk Assessment for FGVPI Lepar Hilir POM date assessment on 31/05/2023. The report was conducted under OSHA (Noise Exposure) Regulation 2019 by Allion HSE Sdn Bhd (HQ/18/PEB/00/21).</p> <p>CHRA for FGVPI Lepar Hilir POM was conducted by Occumed Consultancy &amp; Services Sdn Bhd dated on 17/06/2022 with refer to document no: HQ/10/ASS/00/8. Sighted also additional CHRA report for updated chemical for picker and sorter dated 28/04/2023. There are four new chemicals that has been updated in CHRA which two from sorter and two from picker.</p> <ul style="list-style-type: none"> <li>• Sorter – 2T oil and Petrol</li> <li>• Picker – 2T and Petrol</li> </ul> <p>Mill management also was conducted annual audiometry test for employee which exposed to noise. The noise exposure test was included 89 persons and conducted from 02/09/2023 till 15/09/2023. There are 10 persons has been highlighted with hearing impairment caused by noise and mill management was alert and under action taken to review the HIRARC. Sighted Annual</p>	

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>Audiometry Report Kilang Sawit Lepar Hilir, JKPP PUA 01/19 conducted by IFZ OSHMED Supplies Sdn Bhd.</p> <p>c) The awareness training program for employee exposed to chemicals has been included in the training program established for FY 2023. Employee exposed to chemical were provided with adequate training such as chemical handling and spillage drill dated on 30/08/2023 which included for 9 persons.</p> <p>Medical and Health Surveillance was conducted by licensed assessor from IFZ OSHMED Supplies Sdn Bhd, JKPP Reg No. HQ/12/DOC/00/258 dated from 28/08/2023 to 05/09/2023 with Report Ref No: JKPP HIE 127/1712(85)-2017/0016.</p> <p>The SDS for chemical used by FGVPI Lepar Hilir POM also has been published at related location for worker's reference:</p> <ul style="list-style-type: none"> <li>• SDS for Petronas Urania 500 30, supplied by Petronas and published on 02/02/2021.</li> <li>• SDS for Petronas Hydraulic 100, supplied by Petronas and published on 06/02/2023.</li> </ul> <p>d) FGVPI 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. PPE matrix for FGVPI Lepar Hilir POM updated on 14/05/2022 to identified require PPE for each operation worker. The mill provided PPE to the employees such as ear plugs, safety helmets, safety</p>	

Criterion / Indicator	Assessment Findings	Compliance
	<p>shoes relevant to the work handled by the workers. During the site visit, noted all the employees were observed wearing the PPE.</p> <p>Sighted latest PPE Issuance Record for FGVPI Lepar Hilir POM which recorded distribution hand glove to Foreman dated on 10/10/2023.</p> <p>e) FGVPI 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 and site visit was noted, the chemical activity was conducted with proper PPE and the storage of chemical also was well controlled.</p> <p>f) The Safety and Health Committee Members were appointed as evident from appointment letter. The Mill Manager, Mr. Mohd Nor Hafizi Bin Kasim is appointed as the Chairman of the ESH committee via letter signed by the Zone Head dated 15/12/2022.</p> <p>g) FGVPI Lepar Hilir POM has established guidelines on the list of agenda to be observe during the quarterly OSH meeting as part of communicating a two-way information concerning employee's health, safety and welfare.</p> <p>The agenda discussed in sequence are as follows.</p> <ul style="list-style-type: none"> <li>• Opening address by the Chairman</li> <li>• Verify previous minute meeting</li> <li>• Policy briefing</li> </ul>	

Criterion / Indicator	Assessment Findings	Compliance
	<ul style="list-style-type: none"> <li>• Kod Tatalaku &amp; Etika Perniagaan (CoBCE)</li> <li>• Accident summary</li> <li>• KKP performance</li> <li>• SHO visiting report</li> <li>• Visiting summary to mill facilities</li> <li>• Workplace inspection</li> <li>• Findings and continual improvement</li> <li>• RSPO and MSPO matters</li> <li>• Others</li> </ul> <p>Sighted the minutes of OSH meetings for FGVPI Lepar Hilir POM, <i>"Minit Mesyuarat Jawatankuasa dan Kesihatan Pekerjaan 2023 (OSHA)</i> conducted by estates dated:</p> <ul style="list-style-type: none"> <li>• Meeting no.1 – 08/03/2023</li> <li>• Meeting no.2 – 19/05/2023</li> <li>• Meeting no.3 – 14/08/2023</li> </ul> <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. There is changes on emergency procedure till to date.</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</p>	



Criterion / Indicator	Assessment Findings	Compliance
	<p>handling and replenish content of First Aid Box in mill operation. Sighted also four competent First Aider such as:</p> <ul style="list-style-type: none"> <li>• Mohamad Pauzi Bin Aziz – attendant training on 9&amp;10/03/2023</li> <li>• Mohd Fakrul Fadzil Bin Mat Yassin - attendant training on 9&amp;10/03/2023</li> <li>• Mohd Raful B. Ahmad - attendant training on 21/01/2022</li> <li>• Muhammad Zayuji Bin Adam - attendant training on 17&amp;18/07/2023</li> </ul> <p>During site visit also noted, first aid box in mill compound has been maintained and has appoint responsible person to manage the first aid box. Sighted sample:</p> <ul style="list-style-type: none"> <li>• First aid box no - KSLH/002</li> <li>• Person in charge – Electrical charginan</li> </ul> <p>j) An accident was recorded and maintained. Records of statutory submissions to JKKP are kept by mill management. The following submission of <i>Borang JKKP 8</i> via MyKKP system is dated 04/01/2023 with reference to ref no: JKKP8/119802/2022.</p> <p>There are 10 hearing impairment cases that was reported during Annual Audiometry Report Kilang Sawit Lepar Hilir, JKKP PUA 01/19 conducted by IFZ OSHMED Supplies Sdn Bhd. All the cases have been reported on JKKP 7 and submitted to DOSH on 05/10/2023.</p>	

Criterion / Indicator	Assessment Findings	Compliance	
<b>Criterion 4.4.5:</b> Employment conditions			
<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 shall be signed by the top management and communicated to the employees. <b>- Major compliance -</b>	FGV Holding Berhad has documented on good social practices policy in the Group Sustainability Policy, approved by the Board of Directors dated 17/11/2020. Refer policy no. FGV/SED/POL/001, rev. 4.0. and has been communicated on 25/08/2023. Sighted the training records title Penerangan GSP 4.0 / Polisi Aduan Dan Rungutan / Awareness.	Complied
<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>	In "Group Sustainability Policy", Policy No: FGV/SED/POL/001 rev 4.0 dated 17/11/2020 has includes statement for not supporting any discrimination in clause 5.2.1 equality and no discrimination.	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 living wage should be sufficient to meet basic needs and provide some discretionary income based on minimum wage. <b>- Major compliance -</b>	FGV Palm Industries Sdn Bhd has sign the Collective Agreement with Kesatuan Pekerja-pekerja FGV Palm Industries Sdn Bhd Semenanjung which valid from 01/01/2022 to 31/12/2024 and FGV Plantations (Malaysia) Sdn Bhd has signed Collective Agreement Kesatuan Pekerja-pekerja FGV Plantations (Malaysia) Sdn Bhd Semenanjung which valid from 01/01/2022 to 31/12/2024. Details such as promotion, notice period, resignation, annual leave and overtime were outlined in the agreement.  Sampled total 6 workers agreement for both local and foreign workers in mill are reviewed, and the agreements are signed in local language for different nationalities. Interviewed with the workers confirmed that they understood the terms and conditions of employment contracts and pay slips. Sighted the records of the following workers: 1. Worker's ID: 01209524 2. Worker's ID: 01211451	Complied

Criterion / Indicator		Assessment Findings	Compliance
		3. Worker's ID: 01212051 4. Worker's ID: 01202851 5. Worker's ID: 01202899 6. Worker's ID: 01202869 7. Worker's ID: 01202878 8. Worker's ID: 01212755 9. Worker's ID: 01212749 10. Worker's ID: 01202852	
<b>4.4.5.4</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>- Minor compliance -</b>	There is no contractor workers working in the FGVPI Lepar Hilir POM.	Not Applicable
<b>4.4.5.5</b>	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>	Sighted the Workers Masterlist Record for FGVPI Lepar Hilir POM which listed all the workers name, gender, DOB, DOE, and Job descriptions.	Complied
<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 shall be made available for each and every employee indicated in the employment records. <b>- Major compliance -</b>	Sampled total 6 workers agreement for both local and foreign workers in mill are reviewed, and the agreements are signed in local language for different nationalities. Interviewed with the workers confirmed that they understood the terms and conditions of employment contracts and pay slips. Sighted the records of the following workers: 1. Worker's ID: 01209524	Complied

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<b>4.4.5.7</b>	<p>The management shall establish a time recording system that makes working hours and overtime transparent for both the employees and employers.</p> <p><b>- Major compliance -</b></p>	<p>There is evidence that working hours and breaks for all workers that comply with legal regulation and collection agreement. Time recording system for estates has been established through the check roll book that has been monitored by the field supervisor. For overtime, it has been recorded in document title "Rekod kerja lebih masa" and for work on rest day and public holiday it has been recorded in the document title "Borang arahan/ kebenaran kerja lebih masa, kerja pada hari cuti rehat dan kerja pada hari cuti umum". Sample has been taken for month March, July and November 2021. There is also evidence that overtime has been paid accordingly. It has been confirmed through interview with the workers.</p> <p>Deduction for the workers is only for employee provident fund, SOCSO and khairat kematian.</p> <p>All workers in the estate and POM are entitled for 15 days of public holiday and one day of rest day every week. For maternity leave, total 90 days has been allocated.</p>	Complied

Criterion / Indicator	Assessment Findings	Compliance
<p><b>4.4.5.8</b> The working hours and breaks of the individual worker indicated in the time records shall comply with legal regulations and collective agreements. Overtime shall be mutually agreed upon and shall meet the legal requirements applicable.</p> <p><b>- Major compliance -</b></p>	<p>As per employment contract, the working hour is eight hours/day with one hour of rest. Seen all the employees' punch cards with the form titled 'Borang Arahkan/Kebenaran Kerja Lebih Masa, Kerja Pada Hari Cuti Rehat dan Kerja' filled up by workers for the overtime.</p> <p>Reference to the records of Overtime verification found that all overtime is less than 104 hours. Sighted the records of the following workers:</p> <ol style="list-style-type: none"> <li>1. Worker's ID: 01209524</li> <li>2. Worker's ID: 01211451</li> <li>3. Worker's ID: 01212051</li> <li>4. Worker's ID: 01202851</li> <li>5. Worker's ID: 01202899</li> <li>6. Worker's ID: 01202869</li> <li>7. Worker's ID: 01202878</li> <li>8. Worker's ID: 01212755</li> <li>9. Worker's ID: 01212749</li> <li>10. Worker's ID: 01202852</li> </ol>	<p>Complied</p>
<p><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.</p> <p><b>- Major compliance -</b></p>	<p>Wages and overtime payment has been documented in the pay slips and has been verified based on 6 sample of workers which detailing all the payment been made for all works done including overtime and piece rate works. Stated in the pay slips employees and employers deduction and total days works. Sighted the records of the following workers:</p> <ol style="list-style-type: none"> <li>1. Worker's ID: 01209524</li> <li>2. Worker's ID: 01211451</li> </ol>	<p>Complied</p>

Criterion / Indicator		Assessment Findings	Compliance
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<b>4.4.5.10</b>	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 company provides free medical benefit (panel clinic) and free housing to workers with rubbish collection, water and electric subsidy, football field and game courts.	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. <b>- Major compliance -</b>	FGVPI Lepar Hilir POM provides houses for each worker with or without family.  Water for domestic usage is provided from Perbadanan Air Pahang (PAIP) and Tenaga Nasional Berhad with subsidize rate as per collective agreement which are 35 gallon/people/day or RM4.00/people/month with limit of RM15.00/month/family. Besides, government clinic was available in the complex where the employees can easily access to the medical facilities. The employees have provided with AIA Medical Card where they are allowed to visit any panel clinic without paying the medical fees.	Complied

Criterion / Indicator		Assessment Findings	Compliance
		For Lepar Hilir POM, the linesite inspection conducted in weekly basis as per record Pemeriksaan Perumahan Petugas, Doc no: FGVPI/ML/E.15.3/Borang01.	
<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>	FGV has developed Group Sustainability Policy (Policy No.: FGV/SED/POL/001 dated 17/11/2020 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 was conducted on 25/08/2023 at FGVPI Lepar Hilir POM.	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>	FGV has developed Group Sustainability Policy (Policy No.: FGV/SED/POL/001 dated 17/11/2020 where FGV Group recognises and respects employees' right to freedom of association and to collective bargaining. FGV Palm Industries Sdn Bhd has sign the Collective Agreement with Kesatuan Pekerja-pekerja FGV Palm Industries Sdn Bhd Semenanjung which valid from 01/01/2022 to 31/12/2024 (COG No: 119/2022). Details such as promotion, notice period, resignation, annual leave and overtime were outlined in the agreement. FGV Plantations (Malaysia) Sdn Bhd has signed Collective Agreement Kesatuan Pekerja-pekerja FGV Plantations (Malaysia) Sdn Bhd Semenanjung which valid from 01/01/2022 to 31/12/2024. Details such as promotion, notice period, resignation, annual leave and overtime were outlined in the agreement.	Complied

Criterion / Indicator		Assessment Findings	Compliance																																
<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 has developed Group Sustainability Policy (Policy No.: FGV/SED/POL/001 dated 17/11/2020 where FGV is committed to employing only persons of the age of 18 and above, FGV recognises 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. There is no children has been employed in FGVPI Lepar Hilir POM and has been verified base on the list of workers, site visit and interview.	Complied																																
<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>	Training records and programs summary involving the participation of mill workers, contractors and relevant stakeholder were made available during the audit. Sighted sample training has been conducted by FGVPI Lepar Hilir POM: <table border="1" data-bbox="1086 1050 1904 1383"> <thead> <tr> <th>No.</th> <th>Training</th> <th>Attendance</th> <th>Date</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>Hearing Conservation Program</td> <td>17</td> <td>29/09/2023</td> </tr> <tr> <td>2</td> <td>Fire extinguisher training</td> <td>26</td> <td>01/09/2023</td> </tr> <tr> <td>3</td> <td>Wildlife training</td> <td>32</td> <td>30/08/2023</td> </tr> <tr> <td>4</td> <td>Chemical handling &amp; spillage drill</td> <td>9</td> <td>17/08/2023</td> </tr> <tr> <td>5</td> <td>First aid training</td> <td>40</td> <td>11/07/2023</td> </tr> <tr> <td>6</td> <td>Safe work procedure</td> <td>35</td> <td>07/07/2023</td> </tr> <tr> <td>7</td> <td>Sexual harassment</td> <td>32</td> <td>23/06/2023</td> </tr> </tbody> </table>	No.	Training	Attendance	Date	1	Hearing Conservation Program	17	29/09/2023	2	Fire extinguisher training	26	01/09/2023	3	Wildlife training	32	30/08/2023	4	Chemical handling & spillage drill	9	17/08/2023	5	First aid training	40	11/07/2023	6	Safe work procedure	35	07/07/2023	7	Sexual harassment	32	23/06/2023	Complied
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Criterion / Indicator		Assessment Findings				Compliance
		8	Environmental aspect impact	29	06/06/2023	
		9	Whistleblowing training	90	29/05/2023	
		10	Fire drill training	32	26/05/2023	
		11	GSP 4.0 Policies briefing and complaint & grievance	89	09/05/2023	
		12	RSPO & MSPO supply chain certification training	9	08/05/2023	
		13	HIRARC awareness to canteen workers	3	12/04/2023	
		14	Fatal accident case standdown	34	20/07/2023	
		15	PPE training	89	26/04/2023	
		16	5S training	35	01/04/2023	
		17	Etc.	-	-	
<b>4.4.6.2</b>	<p>Training needs of individual employees shall be identified prior to the planning and implementation of the training programmes in order to provide the specific skill and competency required to all employees based on their job description.</p> <p><b>- Major compliance -</b></p>	<p>The training needs of individuals for 2023 session had been identified and documented by mill management. Details of training needs is inclusive of categorization of work activities and specific skills required. Sighted Training Need Analysis (TNA) for FGVPI Lepar Hilir POM. The TNA consists of Environmental aspect, social aspect, OSH Aspect, ERP. The TNA also has been prepared to cover for whole staff and workers training to improve skill and productivity.</p>				Complied
<b>4.4.6.3</b>	<p>A continuous training programme shall be planned and implemented to ensure that all employees are well trained in their job function and responsibility in accordance to the documented training procedure.</p> <p><b>- Minor compliance -</b></p>	<p>Continuous training programs for the year 2023 are sighted at mill. Sighted Annual Training program for Staff, Worker and Contractor for Year 2023 at FGVPI Lepar Hilir POM. These programs are to ensure that all employees are adequately trained in their job function and responsibility, in accordance with the documented training procedure. In year 2023, total 17 trainings with different title and scope have been planned to be conduct by FGVPI Lepar Hilir POM.</p>				Complied

Criterion / Indicator	Assessment Findings	Compliance	
<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>	<p>An environmental policy and management plan shall be in line with the relevant country and state environmental laws shall be established, effectively communicated and implemented.</p> <p><b>- Major compliance -</b></p>	<p>There is an Environmental Policy titled Pernyataan Polisi Alam Sekitar FGV Holdings Berhad for the mill issued and endorsed in 03/10/2022 by the Ketua Pegawai Eksekutif Kumpulan of FGV.</p> <p>There in the policy among others stated that the Company is committed:</p> <ol style="list-style-type: none"> <li>1) Comply with all applicable environmental, regulation, and other requirements throughout our business operations;</li> <li>2) Implement sound environmental management plan by adhering to FGV Group Sustainability Policy;</li> <li>3) Ensure protection of the environment including prevention of pollution by eliminating or minimizing any potential adverse effects associated with our activities, products, and services;</li> <li>4) Encourage our value chain partners to integrate environmental considerations in every facet of their business to reduce environment impact;</li> <li>5) Promote and environmentally conscious workplace to all employees and workers through their active involvement and participation in environmental awareness and training programs; and</li> <li>6) Continually improve the environmental management system to enhance environmental performance.</li> </ol> <p>The policy has been communicated on 05/09/2023 in muster call Kilang Sawit Lepar Hilir. The brief was done by Assistant Mill Manager</p>	<p>Complied</p>

Criterion / Indicator		Assessment Findings	Compliance																																				
		and attend by 28 participants. Verified mill has compiled and record the training in Training File.																																					
<b>4.5.1.2</b>	<p>The environmental management plan shall cover the following:</p> <p>a) An environmental policy and objectives;</p> <p>b) The aspects and impacts analysis of all operations</p> <p><b>- Major compliance -</b></p>	<p>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.</p> <table border="1"> <thead> <tr> <th>No</th> <th>Projects</th> <th>Details</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>Environment</td> <td>Installed Moving Floor Boiler – Efficiency of Fuel Combustion</td> </tr> <tr> <td>2</td> <td>Environment</td> <td>Installed Vorcep Boiler – Dust Particulate Control</td> </tr> <tr> <td>3</td> <td>Environment</td> <td>Annual Effluent Pond Desludging</td> </tr> <tr> <td>4</td> <td>Environment</td> <td>Effluent Pond Daily Performance Monitoring</td> </tr> <tr> <td>5</td> <td>Environment</td> <td>Final Discharge Flowmeter</td> </tr> <tr> <td>6</td> <td>Environment</td> <td>Weekly Lab External Sampling</td> </tr> <tr> <td>7</td> <td>Environment</td> <td>Install EFB shredded Plant – Reduce EFB Stockpile Leachate and EFB Accidental Burning.</td> </tr> <tr> <td>8</td> <td>Environment</td> <td>EFB supplied to plantation – For mulching.</td> </tr> <tr> <td>9</td> <td>Environment</td> <td>Land dripping Irrigation – No discharge to river/waterways</td> </tr> <tr> <td>10</td> <td>Environment</td> <td>Annual Mill and boiler inspection – To comply JKKP compliance and improve mill processing efficiency.</td> </tr> <tr> <td>11</td> <td>Environment</td> <td>No genset usage - Less fuel consumption and carbon emissions.</td> </tr> </tbody> </table>	No	Projects	Details	1	Environment	Installed Moving Floor Boiler – Efficiency of Fuel Combustion	2	Environment	Installed Vorcep Boiler – Dust Particulate Control	3	Environment	Annual Effluent Pond Desludging	4	Environment	Effluent Pond Daily Performance Monitoring	5	Environment	Final Discharge Flowmeter	6	Environment	Weekly Lab External Sampling	7	Environment	Install EFB shredded Plant – Reduce EFB Stockpile Leachate and EFB Accidental Burning.	8	Environment	EFB supplied to plantation – For mulching.	9	Environment	Land dripping Irrigation – No discharge to river/waterways	10	Environment	Annual Mill and boiler inspection – To comply JKKP compliance and improve mill processing efficiency.	11	Environment	No genset usage - Less fuel consumption and carbon emissions.	Complied
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Criterion / Indicator		Assessment Findings				Compliance												
		12	Environment	Installed Decanter - Less MRE production and raw water usage.														
		<p>The environmental aspects and impact evaluation has been established for the mill operations covering activities in relation to reception, sterilization, 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 2023.</p>																
<b>4.5.1.3</b>	<p>An environmental improvement plan to mitigate the negative impacts and to promote the positive ones, shall be developed, implemented and monitored.</p> <p><b>- Major compliance -</b></p>	<p>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 summarized below.</p> <table border="1"> <thead> <tr> <th>No</th> <th>Environmental Issue</th> <th>Solution/Action Plan</th> <th>Location</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>Water Quality</td> <td>Continuous monitoring water quality at identified points of river for detection of quality/ pollution Analysis made at certified laboratory Advisory/ guidance from Health Ministry</td> <td>River, Water Treatment Plant</td> </tr> <tr> <td>2</td> <td>Air Quality</td> <td>Adherence to the legislative</td> <td>Boiler operation mill complex</td> </tr> </tbody> </table>				No	Environmental Issue	Solution/Action Plan	Location	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	Boiler operation mill complex	Complied
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2	Air Quality	Adherence to the legislative	Boiler operation mill complex															

Criterion / Indicator		Assessment Findings				Compliance								
				requirement on boiler emission Prohibition of open burning Fibre and shell are used as fuel in the boiler furnace Monitoring of CEMS system										
		3	Schedule 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>Meeting</th> <th>1<sup>st</sup></th> <th>Remarks</th> <th>2<sup>nd</sup></th> <th>Remarks</th> </tr> </thead> <tbody> <tr> <td>Environment</td> <td>13/04/2023</td> <td>Attend by 11 participants</td> <td>02/06/2023</td> <td>Attend by 11 participants</td> </tr> </tbody> </table> <p>The management has planned the 3<sup>rd</sup> meeting on 16/10/2023 and the 4<sup>th</sup> meeting on 15/12/2023.</p>					Meeting	1 <sup>st</sup>	Remarks	2 <sup>nd</sup>	Remarks	Environment	13/04/2023	Attend by 11 participants
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<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 summarized below:</p> <table border="1"> <thead> <tr> <th>No</th> <th>Projects</th> <th colspan="2">Details</th> </tr> </thead> <tbody> <tr> <td></td> <td></td> <td></td> <td></td> </tr> </tbody> </table>				No	Projects	Details						Complied
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Criterion / Indicator		Assessment Findings			Compliance
		1	Environment	Installed Moving Floor Boiler – Efficiency of Fuel Combustion	
		2	Environment	Installed Vorcep Boiler – Dust Particulate Control	
		3	Environment	Annual Effluent Pond Desludging	
		4	Environment	Effluent Pond Daily Performance Monitoring	
		5	Environment	Final Discharge Flowmeter	
		6	Environment	Weekly Lab External Sampling	
		7	Environment	Install EFB shredded Plant – Reduce EFB Stockpile Leachate and EFB Accidental Burning.	
		8	Environment	EFB supplied to plantation – For mulching.	
		9	Environment	Land dripping Irrigation – No discharge to river/waterways	
		10	Environment	Annual Mill and boiler inspection – To comply JKPP compliance and improve mill processing efficiency.	
		11	Environment	No genset usage - Less fuel consumption and carbon emissions.	
		12	Environment	Installed Decanter - Less MRE production and raw water usage.	
<b>4.5.1.5</b>	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. <b>- Major compliance -</b>	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 & health policy, scheduled waste management, environmental responsibility, HCV & Biodiversity training. Other training organised in relation to environmental issues and activities among other as listed below:			Complied

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Criterion / Indicator		Assessment Findings				Compliance
		No	Type of Training	Date	Remarks	
		1	Policy MSPO & RSPO Briefing with workers and staff	25/08/2023	Attend by 35 participants.	
		2	Policy MSPO & RSPO Briefing with contractor 3and supplier.	28/08/2023	Attend by 8 participants.	
		3	Environment Policy Briefing	05/09/2023	Attend by 28 participants.	
		4	Zero Burning Briefing	11/09/2023	Attend by 29 participants.	
		5	Schedule waste Training	07/06/2023	Attend by 28 participants.	
		6	Domestic Waste Training	05/05/2023	Attend by 28 participants.	
<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>				Complied

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Criterion / Indicator		Assessment Findings					Compliance										
		<p>Sighted minutes of meeting dated 13/04/2023 and 02/06/2023 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. Subject 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>Meeting</th> <th>1<sup>st</sup></th> <th>Remarks</th> <th>2<sup>nd</sup></th> <th>Remarks</th> </tr> </thead> <tbody> <tr> <td>Environment</td> <td>13/04/2023</td> <td>Attend by 11 participants</td> <td>02/06/2023</td> <td>Attend by 11 participants</td> </tr> </tbody> </table> <p>The management has planned the 3<sup>rd</sup> meeting on 16/10/2023 and the 4<sup>th</sup> meeting on 15/12/2023.</p>					Meeting	1 <sup>st</sup>	Remarks	2 <sup>nd</sup>	Remarks	Environment	13/04/2023	Attend by 11 participants	02/06/2023	Attend by 11 participants	
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<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 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>The monitoring is recorded in environment performance indicator electricity generated by steam turbine tabulated for the financial year Jan-Dec.</p> <p>It is calculated as electricity generated from turbine that produces power for the mill entire complex operation unit in kwh/mt FFB.</p> <p>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</p>					Complied										



Criterion / Indicator		Assessment Findings	Compliance																																																								
		<p>comparison and control for future improvement with aim of gradual reduction particularly diesel. 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>																																																									
<b>4.5.2.2</b>	<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 colspan="4">Year: 2022</th> </tr> <tr> <th>Month</th> <th>Diesel(L)</th> <th>FFB(MT)</th> <th>Diesel/FFB</th> </tr> </thead> <tbody> <tr><td>JAN</td><td>5,604</td><td>14,470</td><td>0.39</td></tr> <tr><td>FEB</td><td>4,573</td><td>12,460</td><td>0.37</td></tr> <tr><td>MAR</td><td>5,076</td><td>5,500</td><td>0.92</td></tr> <tr><td>APR</td><td>5,495</td><td>15,480</td><td>0.35</td></tr> <tr><td>MAY</td><td>5,291</td><td>16,200</td><td>0.33</td></tr> <tr><td>JUN</td><td>5,815</td><td>18,000</td><td>0.32</td></tr> <tr><td>JUL</td><td>5,322</td><td>18,620</td><td>0.29</td></tr> <tr><td>AUG</td><td>7,716</td><td>19,940</td><td>0.39</td></tr> <tr><td>SEP</td><td>6,180</td><td>21,500</td><td>0.29</td></tr> <tr><td>OCT</td><td>5,809</td><td>18,100</td><td>0.32</td></tr> <tr><td>NOV</td><td>4,718</td><td>19,930</td><td>0.24</td></tr> <tr><td>DEC</td><td>5,495</td><td>17,350</td><td>0.32</td></tr> </tbody> </table>	Year: 2022				Month	Diesel(L)	FFB(MT)	Diesel/FFB	JAN	5,604	14,470	0.39	FEB	4,573	12,460	0.37	MAR	5,076	5,500	0.92	APR	5,495	15,480	0.35	MAY	5,291	16,200	0.33	JUN	5,815	18,000	0.32	JUL	5,322	18,620	0.29	AUG	7,716	19,940	0.39	SEP	6,180	21,500	0.29	OCT	5,809	18,100	0.32	NOV	4,718	19,930	0.24	DEC	5,495	17,350	0.32	Complied
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Criterion / Indicator		Assessment Findings				Compliance
		TOTAL	67,094	197,370	0.34	
		Year: 2023				
		Month	Diesel	FFB	Diesel/FFB	
		JAN	5,145	15,540	0.33	
		FEB	4,540	10,420	0.44	
		MAR	4,613	3,040	1.52	
		APR	3,776	8,420	0.45	
		MAY	4,894	13,500	0.36	
		JUN	3,421	12,700	0.27	
		JUL	6,194	17,500	0.35	
		AUG	7,153	18,370	0.39	
		SEP	7,669	18,350	0.42	
		OCT	-	-		
		NOV	-	-		
		DEC	-	-		
		TOTAL	47,405	117,840	0.40	
		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>						

Criterion / Indicator		Assessment Findings				Compliance
4.5.3.1	All waste products and sources of pollution shall be identified and documented. <b>- Major compliance -</b>	FGVPISB Lepar Hilir POM had identified all wastes and sources of pollution. The Waste Management Action Plan 2023 were established on 09/01/2023 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:				Complied
		Source	Type of waste	Action Plan	Status	
		1. Mill Operation	1. POME, shell, black soil and EFB	1. To record and disposed. 2. Awareness training on SW.	On going	
			2. Tire	1. To reuse as decoration 2. Collect and sell to competence contractor.	On going	
			3. Scrap Iron	Collect and sell to competence contractor.	On going	
		2. Office and line-site.	Kertas	Burn as boiler starter	On going	
			Barang Electronic	Disposed as Schedule Waste.	Disposed on September 2023	
	Sisa Pukal (from house furniture)	Collect and sell as recycle item.	On going			

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Criterion / Indicator		Assessment Findings			Compliance																											
		Sisa Domestic	1. Collect and sent to Majlis disposed area. 2. Planning on scheduling the collection.	On going																												
<p>All waste and pollution are identified and documented in the Waste Management Plan and Pollution Prevention Plan Financial Year 2023 reviewed annually. The waste generated from the mill/estates operations as shown below:</p> <table border="1"> <thead> <tr> <th>No</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/estate activities:</p> <table border="1"> <thead> <tr> <th>No</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 gas from effluent</td> <td>Effluent treatment.</td> </tr> <tr> <td>3</td> <td>Leakage of Lubricant.</td> <td>Proper storage and maintenance.</td> </tr> </tbody> </table>						No	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	No	Type of waste	Details	1	Black smoke	Emission from boilers/vehicles/engines	2	Odor gas from effluent	Effluent treatment.	3	Leakage of Lubricant.	Proper storage and maintenance.
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<p><b>4.5.3.2</b> A waste management plan shall be developed and implemented, to avoid or reduce pollution. The waste management plan should include measure for:</p> <ul style="list-style-type: none"> <li>a) Identifying and monitoring sources of waste and pollution.</li> <li>b) Improving the efficiency and recycling potential of mill by-products by converting them into value-added products.</li> </ul> <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" data-bbox="1088 609 1904 906"> <thead> <tr> <th>No</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 (hydro-cyclone/ 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> <p>All waste and pollution are identified and documented in the Waste Management Plan and Pollution Prevention Plan 2022 reviewed annually. The waste generated from the mill/estates operations as shown below:</p> <table border="1" data-bbox="1088 1094 1904 1359"> <thead> <tr> <th>No</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>	No	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 (hydro-cyclone/ sterilizer condensate/ clarification waste) & boiler quenching water and blow down	3	Land	Scheduled waste, domestic waste and industrial/process waste.	No	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	<p>Complied</p>
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Criterion / Indicator	Assessment Findings	Compliance																				
<p><b>4.5.3.3</b></p> <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</p> <ul style="list-style-type: none"> <li>• Prosedur Kerja Selamat</li> </ul> <p>b) Manual Sustainability</p> <ul style="list-style-type: none"> <li>• Prosedur Kerja Selamat</li> <li>• Prosedur Penyimpanan/ Penggunaan Racun</li> </ul> <p>The scheduled waste is disposed to Pentas Flora Sdn Bhd registered with DOE. DOE letter of authorization to Pentas Flora Sdn Bhd for SW collection ref no: (02) 4045/LH/840A/2023/SCHEDULE WASTE dated 03/07/2023. Details of scheduled waste dispatched as recorded below. The duration of storage is in line with the date of generation.</p> <table border="1" data-bbox="1088 957 1904 1093"> <thead> <tr> <th>No</th> <th>Date</th> <th>SW 322</th> <th>SW 410</th> <th>SW 409</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>03/07/2023</td> <td>0.370mt</td> <td>0.0479mt</td> <td>0.06/0.09mt</td> </tr> <tr> <td></td> <td></td> <td>SW 305</td> <td>SW 410</td> <td>-</td> </tr> <tr> <td>2</td> <td>06/10/2023</td> <td>0.01820mt</td> <td>0.0300mt</td> <td></td> </tr> </tbody> </table> <p>Consignment notes for schedule waste:</p> <p>1. Consignment notes: 20230210119UX2CQ, date submit - 10/02/2023. Person in charger - Mill Supervisor, Waste Code: SW 410 – Rags, plastics, papers, or filters contaminated with scheduled wastes. Total metric ton: 0.0300mt.</p>	No	Date	SW 322	SW 410	SW 409	1	03/07/2023	0.370mt	0.0479mt	0.06/0.09mt			SW 305	SW 410	-	2	06/10/2023	0.01820mt	0.0300mt		<p>Complied</p>
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Criterion / Indicator		Assessment Findings	Compliance									
		<p>2. Consignment notes: 2023021011H4LDAU, date submit - 10/02/2023. Person in charger - Mill Supervisor, Waste Code: SW 305 – Spent lubricants. Total metric ton: 0.2000mt.</p> <p>Verified mill has registered with E-Swiss. File reference: JAS.CHQ.600-3/1/43. Inventory no: 0604C11164231102032. Status: Submit. Date: 06/10/2023.</p>										
<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 2x per week via contract services 15 months until 24/06/2024 of BXX Technology Enterprise Sdn Bhd (0100000513 – Vendor number). Sighted and verified payment for services made on 29/09/2022 at amount RM2,482.50, DO number: FB 2309/014 and SPK no:3301614934/1301240305 (Surat Perintah Kerja) award from FGV Palm Industries Sdn Bhd.</p>	Complied									
<b>Criterion 4.5.4:</b> Reduction of pollution and emission including greenhouse gas												
<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>No</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> </tbody> </table>	No	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	Complied
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4.5.4.2	An action plan to reduce identified significant pollutants and emissions shall be established and implemented. <b>- Major compliance -</b>	<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" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th>Source</th> <th>Type of waste</th> <th>Action Plan</th> <th>Status</th> </tr> </thead> <tbody> <tr> <td rowspan="3">Mill Operation</td> <td>1. POME, shell, black soil and EFB</td> <td>1. To record and disposed. 2. Awareness training on SW.</td> <td>On going</td> </tr> <tr> <td>2. Tire</td> <td>1. To reuse as decoration 2. Collect and sell to competence contractor.</td> <td>On going</td> </tr> <tr> <td>3. Scrap Iron</td> <td>Collect and sell to competence contractor.</td> <td>On going</td> </tr> <tr> <td rowspan="3">Office and line-site.</td> <td>Kertas</td> <td>Burn as boiler starter</td> <td>On going</td> </tr> <tr> <td>Barang Electronic</td> <td>Disposed as Schedule Waste.</td> <td>Disposed on September 2023</td> </tr> <tr> <td>Sisa Pukal (from house furniture)</td> <td>Collect and sell as recycle item.</td> <td>On going</td> </tr> </tbody> </table>				Source	Type of waste	Action Plan	Status	Mill Operation	1. POME, shell, black soil and EFB	1. To record and disposed. 2. Awareness training on SW.	On going	2. Tire	1. To reuse as decoration 2. Collect and sell to competence contractor.	On going	3. Scrap Iron	Collect and sell to competence contractor.	On going	Office and line-site.	Kertas	Burn as boiler starter	On going	Barang Electronic	Disposed as Schedule Waste.	Disposed on September 2023	Sisa Pukal (from house furniture)	Collect and sell as recycle item.	On going	Complied
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		Sisa Domestic	1. Collect and sent to Majlis disposed area. 2. Planning on scheduling the collection.	On going every twice a week.																																						
		All efforts and action plan for the identified pollutants and emission above at current is adequate to comply with the requirement. All identified issues have significant impacts to the environment.																																								
<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 is made through Borang Penyata Suku Tahunan</p> <table border="1"> <thead> <tr> <th>Sample Date</th> <th>Standard</th> <th>02/10/2023</th> <th>29/09/2023</th> </tr> </thead> <tbody> <tr> <td>pH</td> <td>5 - 9</td> <td>7.7</td> <td>7.38</td> </tr> <tr> <td>BOD</td> <td>5,000</td> <td>69</td> <td>761</td> </tr> <tr> <td>COD</td> <td></td> <td>590</td> <td>1,687</td> </tr> <tr> <td>Total Solid</td> <td></td> <td>3,626</td> <td>-</td> </tr> <tr> <td>S Solid</td> <td></td> <td>235</td> <td>853</td> </tr> <tr> <td>Oil &amp; Grease</td> <td></td> <td>15</td> <td>-</td> </tr> <tr> <td>A Nitrogen</td> <td></td> <td>89</td> <td>-</td> </tr> <tr> <td>Total N</td> <td></td> <td>108</td> <td>-</td> </tr> </tbody> </table>				Sample Date	Standard	02/10/2023	29/09/2023	pH	5 - 9	7.7	7.38	BOD	5,000	69	761	COD		590	1,687	Total Solid		3,626	-	S Solid		235	853	Oil & Grease		15	-	A Nitrogen		89	-	Total N		108	-	Complied
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		<p>b) The results from final discharge were compliance within the DOE parameter limit. 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>No</th> <th>Projects</th> <th>Details</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>Environment</td> <td>Installed Moving Floor Boiler – Efficiency of Fuel Combustion</td> </tr> <tr> <td>2</td> <td>Environment</td> <td>Installed Vorcep Boiler – Dust Particulate Control</td> </tr> <tr> <td>3</td> <td>Environment</td> <td>Annual Effluent Pond Desludging</td> </tr> <tr> <td>4</td> <td>Environment</td> <td>Effluent Pond Daily Performance Monitoring</td> </tr> <tr> <td>5</td> <td>Environment</td> <td>Final Discharge Flowmeter</td> </tr> <tr> <td>6</td> <td>Environment</td> <td>Weekly Lab External Sampling</td> </tr> <tr> <td>7</td> <td>Environment</td> <td>Install EFB shredded Plant – Reduce EFB Stockpile Leachate and EFB Accidental Burning.</td> </tr> <tr> <td>8</td> <td>Environment</td> <td>EFB supplied to plantation – For mulching.</td> </tr> <tr> <td>9</td> <td>Environment</td> <td>Land dripping Irrigation – No discharge to river/waterways</td> </tr> <tr> <td>10</td> <td>Environment</td> <td>Annual Mill and boiler inspection – To comply JKKP compliance and improve mill processing efficiency.</td> </tr> <tr> <td>11</td> <td>Environment</td> <td>No genset usage - Less fuel consumption and carbon emissions.</td> </tr> </tbody> </table>	No	Projects	Details	1	Environment	Installed Moving Floor Boiler – Efficiency of Fuel Combustion	2	Environment	Installed Vorcep Boiler – Dust Particulate Control	3	Environment	Annual Effluent Pond Desludging	4	Environment	Effluent Pond Daily Performance Monitoring	5	Environment	Final Discharge Flowmeter	6	Environment	Weekly Lab External Sampling	7	Environment	Install EFB shredded Plant – Reduce EFB Stockpile Leachate and EFB Accidental Burning.	8	Environment	EFB supplied to plantation – For mulching.	9	Environment	Land dripping Irrigation – No discharge to river/waterways	10	Environment	Annual Mill and boiler inspection – To comply JKKP compliance and improve mill processing efficiency.	11	Environment	No genset usage - Less fuel consumption and carbon emissions.	
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<b>4.5.5.1</b>	<p>The management shall establish water management plans to maintain the quality and availability of natural water resources (surface and ground water). The water management plan may include:</p> <ul style="list-style-type: none"> <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 (<i>e.g.</i> 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 09/01/2023. Among others the plan therein emphasized;</p> <table border="1"> <thead> <tr> <th>Location</th> <th>Purpose</th> <th>Source</th> <th>Rate Need</th> <th>Rate</th> </tr> </thead> <tbody> <tr> <td rowspan="3">Operation</td> <td rowspan="3">FFB processing &amp; Cleaning mill and machine.</td> <td>Sungai Lepar</td> <td>Depend on requirement</td> <td>Nil</td> </tr> <tr> <td>Water catchment</td> <td>1.5m<sup>3</sup>/mt FFB process</td> <td>&lt;1.2m<sup>3</sup>/mt FFB process</td> </tr> <tr> <td>Rain water</td> <td>Nil</td> <td>Nil</td> </tr> <tr> <td>Canteen</td> <td>PAIP</td> <td>Monthly water usage record</td> <td>Nil</td> </tr> <tr> <td>Line-site</td> <td>Domestic Usage</td> <td>PAIP</td> <td>Monthly water usage record.</td> <td>Nil</td> </tr> </tbody> </table> <table border="1"> <thead> <tr> <th>Source</th> <th>Monitoring Action</th> <th>Impact To Water Catchment</th> <th>Source Of Problem</th> <th>Action Plan</th> </tr> </thead> <tbody> <tr> <td>Sungai Lepar</td> <td>Pumping river water to water catchment area at 6-8 hours/day.</td> <td>i. Flash flood ii. Lack of water during drought season.</td> <td>i. Shallow river ii. Soil erosion season heavy rain.</td> <td>i. To ensure river rizab protecte ii. To deepen the inlet water pump inlet.</td> </tr> </tbody> </table>			Location	Purpose	Source	Rate Need	Rate	Operation	FFB processing & Cleaning mill and machine.	Sungai Lepar	Depend on requirement	Nil	Water catchment	1.5m <sup>3</sup> /mt FFB process	<1.2m <sup>3</sup> /mt FFB process	Rain water	Nil	Nil	Canteen	PAIP	Monthly water usage record	Nil	Line-site	Domestic Usage	PAIP	Monthly water usage record.	Nil	Source	Monitoring Action	Impact To Water Catchment	Source Of Problem	Action Plan	Sungai Lepar	Pumping river water to water catchment area at 6-8 hours/day.	i. Flash flood ii. Lack of water during drought season.	i. Shallow river ii. Soil erosion season heavy rain.	i. To ensure river rizab protecte ii. To deepen the inlet water pump inlet.	OFI
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		Water catchment	i.To record flow meter usage. ii.To monitor pond water level 9-10 feet.	To retain water level in the water catchment area.	Unpredictable weather.	On going	
		Rain water	To harvest rain water into water catchment pond.	Nil	Flash flood	On going	
		PAIP (canteen)	Clean water used by canteen	Nil	Shutdown and leaking pipe.	On going	
		PAIP	i. To settled complaint on water supply problem ii. To desilt drain at the line-site area.	Nil	Shutdown and leaking pipe.	On going	
		a) Rainwater harvesting for cleaning purposes b) Water from the reservoir/catchment for the mill operations c) Continual training workers on water efficiency consumption d) Desilting of water reservoir to retain the reservoir optimal capacity.					

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

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		<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>2023</th> <th>FFB Process (mt)</th> <th>Water m<sup>3</sup></th> <th>Water/FFB</th> </tr> </thead> <tbody> <tr><td>JAN</td><td>15,540</td><td>16,939</td><td>1.09</td></tr> <tr><td>FEB</td><td>12,730</td><td>16,167</td><td>1.27</td></tr> <tr><td>MAR</td><td>3,040</td><td>7,083</td><td>2.33</td></tr> <tr><td>APR</td><td>8,420</td><td>12,209</td><td>1.45</td></tr> <tr><td>MAY</td><td>13,500</td><td>17,280</td><td>1.28</td></tr> <tr><td>JUN</td><td>12,700</td><td>17,526</td><td>1.38</td></tr> <tr><td>JUL</td><td>17,500</td><td>22,750</td><td>1.30</td></tr> <tr><td>AUG</td><td>18,370</td><td>21,493</td><td>1.17</td></tr> <tr><td>SEP</td><td>18,350</td><td>20,919</td><td>1.14</td></tr> <tr><td>OCT</td><td>-</td><td>-</td><td>-</td></tr> <tr><td>NOV</td><td>-</td><td>-</td><td>-</td></tr> <tr><td>DEC</td><td>-</td><td>-</td><td>-</td></tr> <tr><td>TOTAL</td><td>120,150</td><td>152,366</td><td>1.27</td></tr> </tbody> </table> <p>The mill made a monthly water sample 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 Bukit Goh.</p> <table border="1"> <thead> <tr> <th>Sample Date</th> <th>Standard</th> <th>Jun 2023</th> <th>July 2023</th> </tr> </thead> <tbody> <tr><td>pH</td><td>7.00 – 9.00</td><td>8.42</td><td>8.54</td></tr> <tr><td>BOD</td><td>5,000</td><td>42</td><td>41</td></tr> <tr><td>COD</td><td>&lt;1,000mg/l</td><td>504</td><td>379</td></tr> </tbody> </table>				2023	FFB Process (mt)	Water m <sup>3</sup>	Water/FFB	JAN	15,540	16,939	1.09	FEB	12,730	16,167	1.27	MAR	3,040	7,083	2.33	APR	8,420	12,209	1.45	MAY	13,500	17,280	1.28	JUN	12,700	17,526	1.38	JUL	17,500	22,750	1.30	AUG	18,370	21,493	1.17	SEP	18,350	20,919	1.14	OCT	-	-	-	NOV	-	-	-	DEC	-	-	-	TOTAL	120,150	152,366	1.27	Sample Date	Standard	Jun 2023	July 2023	pH	7.00 – 9.00	8.42	8.54	BOD	5,000	42	41	COD	<1,000mg/l	504	379	
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		S Solid	<400mg/l	247	144	
		Oil & Grease	<50mg/l	7	7	
		A Nitrogen	<150mg/l	62	14	
		Total N	<200mg/l	71	23	
		<p>The results for both river shows the river water was conform to NWQS Class II. Sampling sites were visited and verified.</p> <p>The mill management could further improve on the marking and the location of water sampling to improve the water sample reliability.</p>				
<b>4.5.5.2</b>	<p>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.</p> <p><b>- Major compliance -</b></p>	<p>FGVPISB Lepar Hilir POM DOE license no 003247, Reference: JAS.CHQ 600-3/1/2/43(56) 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> <p>The term and conditions:</p> <ol style="list-style-type: none"> <li>License Period: 01/07/2023 – 30/06/2024</li> <li>Type of output: Crude Palm Oil</li> <li>Disposed method: Land application.</li> <li>Capacity: 54 mt per hour</li> <li>Area application as per layout plan No 860-C4045-DOE-001 – GENERAL LAYOUT PLAN, MILL &amp; EFFLUENT LAYOUT PLAN.</li> <li>To have label with "TAKAT PELEPASAN"</li> <li>BOD level (BOD 3 days, 30°C) not more than 5,000mg/l.</li> <li>No short cut allowed.</li> <li>Spillage effluents are prohibited.</li> </ol>				Complied

Criterion / Indicator		Assessment Findings	Compliance
		<p>10. Effluent pond must have strong bunding to avoid surrounding spillage.</p> <p>11. Freeboard at least 0.5m.</p> <p>12. To follow "Garis Panduan Pelan Pelupusan Enapcemar Kolam-kolam Pengolahan Efluen di Kilang Minyak Kelapa Sawit Mentah dan Kilang Getah Asli Mentah" by DOE.</p> <p>Verified from the "Record Meter Flow Air Final Land Irrigation" for September 2023 for Zone 2, 3, 4 &amp; 5 at 57ha at block 6 Felde Lepar Hilir 7, the record from 01/09/2023 until 30/09/2023 was - 19.084,616m<sup>3</sup>.</p>	
<b>4.6 Principle 6: Best Practices</b>			
<b>Criterion 4.6.1: Mill Management</b>			
<b>4.6.1.1</b>	<p>Standard operating procedures shall be appropriately documented and consistently implemented and monitored.</p> <p><b>- Major compliance -</b></p>	<p>The mill processing system is documented in the following documents among others:</p> <ul style="list-style-type: none"> <li>i. The Mill Lestari Processing Manual</li> <li>ii. Mill Standard Operating Procedure</li> <li>iii. The Mill Quality Management Manual</li> <li>iv. Prosedur Kerja Selamat</li> <li>v. Manual Kelestarian (Sustainability)</li> </ul> <p>These documents provide guidelines and standards in the mill operations. The Standard Operating procedure (SOP) described details from:</p>	Complied



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		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>	<p>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.</p> <p>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.</p> <p>Other mechanism as described below.</p> <table border="1"> <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 Report of daily activities/ costings/ variation</td> </tr> <tr> <td>2</td> <td rowspan="4">Schedule</td> <td>Quarterly ESH meeting</td> </tr> <tr> <td rowspan="3">3</td> <td>Internal audits by GCAD/ SHO</td> </tr> <tr> <td>Internal audits by GCAD/ SHO</td> </tr> <tr> <td>Region SHO 2x/year visits</td> </tr> <tr> <td></td> <td>External audit RSPO/ MSPO</td> </tr> <tr> <td></td> <td>Zone Head/ Regional Controller visit.</td> </tr> <tr> <td>3</td> <td>Annual</td> <td>Annual EPMC Medical Surveillance</td> </tr> </tbody> </table>	FGV Lepar Hilir Palm Oil Mill				Areas	Action/ Activities	1	Daily	Supervision by staff/ Assist/ Manager Report of daily activities/ costings/ variation	2	Schedule	Quarterly ESH meeting	3	Internal audits by GCAD/ SHO	Internal audits by GCAD/ SHO	Region SHO 2x/year visits		External audit RSPO/ MSPO		Zone Head/ Regional Controller visit.	3	Annual	Annual EPMC Medical Surveillance	Complied
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		<p>Noise risk assessment</p> <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> <table border="1"> <thead> <tr> <th>Lepar Hilir POM</th> <th>2023</th> <th>2024</th> <th>2025</th> <th>2026</th> </tr> </thead> <tbody> <tr> <td>FFB (mt)</td> <td>239,900</td> <td>242,300</td> <td>245,900</td> <td>250,000</td> </tr> <tr> <td>OER (%)</td> <td>20.85</td> <td>21.00</td> <td>21.28</td> <td>21.50</td> </tr> <tr> <td>KER (%)</td> <td>4.20</td> <td>4.43</td> <td>4.88</td> <td>4.86</td> </tr> <tr> <td>Utilization</td> <td>54</td> <td>54</td> <td>54</td> <td>54</td> </tr> </tbody> </table> <p>FGVPISB Lepar Hilir POM production records dated 31/12/2021 and Sept to date were sighted and verified. Therein containing the following among others:</p> <table border="1"> <thead> <tr> <th>No</th> <th>Items</th> <th>Dec 2022</th> <th>2023 Sept to date</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>FFB received mt</td> <td>225,373.18</td> <td>169,320.93</td> </tr> <tr> <td>2</td> <td>FFB processed mt</td> <td>219,650.00</td> <td>158,134.22</td> </tr> <tr> <td>3</td> <td>OER %</td> <td>21.00</td> <td>21.35</td> </tr> <tr> <td>4</td> <td>KER %</td> <td>4.21</td> <td>4.45</td> </tr> <tr> <td>5</td> <td>Down time/hr</td> <td>97.65</td> <td>59.00</td> </tr> <tr> <td>6</td> <td>Throughput/hr</td> <td>41.64</td> <td>44.56</td> </tr> </tbody> </table>				Lepar Hilir POM	2023	2024	2025	2026	FFB (mt)	239,900	242,300	245,900	250,000	OER (%)	20.85	21.00	21.28	21.50	KER (%)	4.20	4.43	4.88	4.86	Utilization	54	54	54	54	No	Items	Dec 2022	2023 Sept to date	1	FFB received mt	225,373.18	169,320.93	2	FFB processed mt	219,650.00	158,134.22	3	OER %	21.00	21.35	4	KER %	4.21	4.45	5	Down time/hr	97.65	59.00	6	Throughput/hr	41.64	44.56	
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Criterion / Indicator		Assessment Findings	Compliance																
4.6.2.1	<p>A documented business or management plan shall be established to demonstrate attention to economic and financial viability through long-term management planning.</p> <p><b>- Major compliance -</b></p>	<p>FGVPI 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.</p> <p>No changes during this audit. Items stated in the business plan as follows:</p> <ul style="list-style-type: none"> <li>• FFB statement</li> <li>• FFB Production and FFB purchase (FFB, CPO, PK, OER, KER)</li> <li>• Production cost vs Cost/tons</li> <li>• Dispatch (CPO and PK) The capital expenditure was documented in Financial Year Proposed Capital Expenditure (CAPEX).</li> <li>• Others detail such as:</li> </ul> <table border="1"> <thead> <tr> <th>Projection</th> <th>2023</th> </tr> </thead> <tbody> <tr> <td>FFB</td> <td>235,200 mt</td> </tr> <tr> <td>OER</td> <td>21.25 %</td> </tr> <tr> <td>CPO</td> <td>49,980 mt</td> </tr> <tr> <td>KER</td> <td>5.25%</td> </tr> <tr> <td>PK</td> <td>11,760 mt</td> </tr> <tr> <td>UF</td> <td>73</td> </tr> <tr> <td>Cost/ mt</td> <td>RM 56.38</td> </tr> </tbody> </table>	Projection	2023	FFB	235,200 mt	OER	21.25 %	CPO	49,980 mt	KER	5.25%	PK	11,760 mt	UF	73	Cost/ mt	RM 56.38	Complied
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<b>Criterion 4.6.3: Transparent and fair price dealing</b>																			
4.6.3.1	<p>Pricing mechanisms for the products and other services shall be documented and effectively implemented.</p> <p><b>- Major compliance -</b></p>	<p>The payment term is 30 days from the date of invoice submitted as per the <i>Surat Perintah Kerja (SPK)</i> for contractors. Besides, pricing</p>	Complied																

Criterion / Indicator		Assessment Findings	Compliance
		<p>mechanism was elaborated in the <i>Makluman Tawaran Harga Belian BTS FGV Trading Sdn Bhd</i>.</p> <ul style="list-style-type: none"> <li><i>Makluman Tawaran Harga Belian BTS FGV Trading Sdn Bhd</i>, letter ref no: (44)FGVTSB/FFBPD/HQ/01 dated on 11/03/2020</li> </ul> <p>Sighted also sample of pricing mechanism to supplier such as:</p> <ul style="list-style-type: none"> <li>Contract agreement between FGVS B with KXX MX Oil Palm (Transport) Sdn Bhd, Agreement no: 0063-2023/2024, effective on 01/01/2023 till 31/12/2024.</li> </ul>	
<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>Sampled of the payment records of FFB suppliers/ contractor of FGVPI Lepar Hilir POM and found fair and agreed by both parties. Sighted payment record from mill to smallholder (FFB supplier):</p> <ul style="list-style-type: none"> <li>MPOB no: 779125001010</li> <li>Payment voucher no: 20117</li> <li>Value: RM 16,201.43</li> <li>Date: 01/10/2023 till 09/10/2023</li> </ul> <p>Sighted also <i>Laporan Bulanan Kontrak Minyak Sawit Bulan Ogos 2023</i> between FGVPI Lepar HilirP Om with FGV Bulkurs-Kuantan. This document clearly stated with information such as CPO mt, FFA (%) and others.</p> <p>Based on detail in Contract agreement between FGVS B with KXX MX Oil Palm (Transport) Sdn Bhd, Agreement no: 0063-2023/2024 under clause First Schedule, item 3.0 clearly mention:</p> <ul style="list-style-type: none"> <li>Weekly payment: payment of the value equivalent to the total FFB delivered during a week calculated based on daily FFB price per</li> </ul>	Complied

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Criterion / Indicator		Assessment Findings	Compliance
		<p>1% OER shall be made by the purchaser to the supplier at any time prior to the end of the next following week.</p> <ul style="list-style-type: none"> <li>Final Payment: Payment of the remaining outstanding shall be made by purchaser to the supplier at any time prior to the end of the next following month.</li> </ul>	
<b>Criterion 4.6.4: Contractor</b>			
<b>4.6.4.1</b>	<p>In case of the engagement of contractors, they shall be made to understand the MSPO requirements and shall provide the required documentation and information.</p> <p><b>- Major compliance -</b></p>	<p>Tetuan Best Carman Auto Service Car Wash Centre as in Work Order (Surat Perintah Kerja) 3301630140/21087820 dated 08/08/2023 mentioned requirement to comply with sustainability and regulations under MSPO and signed A Supplier Code of Conduct, FGV Holdings Berhad Version 001.05.2020 under Section 5.2 Adherence to Sustainability Certification (MSPO).</p>	Complied
<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>Tetuan Best Carman Auto Service Car Wash Centre as in Work Order (Surat Perintah Kerja) 3301630140/21087820 dated 08/08/2023, for Major Service For Perodua Kembara dated 08/08/2023 to 15/08/2023 was signed as accepted by contractor.</p>	Complied
<b>4.6.4.3</b>	<p>The management shall accept MSPO approved auditors to verify the assessments through a physical inspection, if required.</p> <p><b>- Minor compliance -</b></p>	<p>The management accepted MSPO approved auditors to verify the assessments through a physical inspection. The commitment were available in the work agreement.</p>	Complied

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**Appendix B: Smallholder Member Details**

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

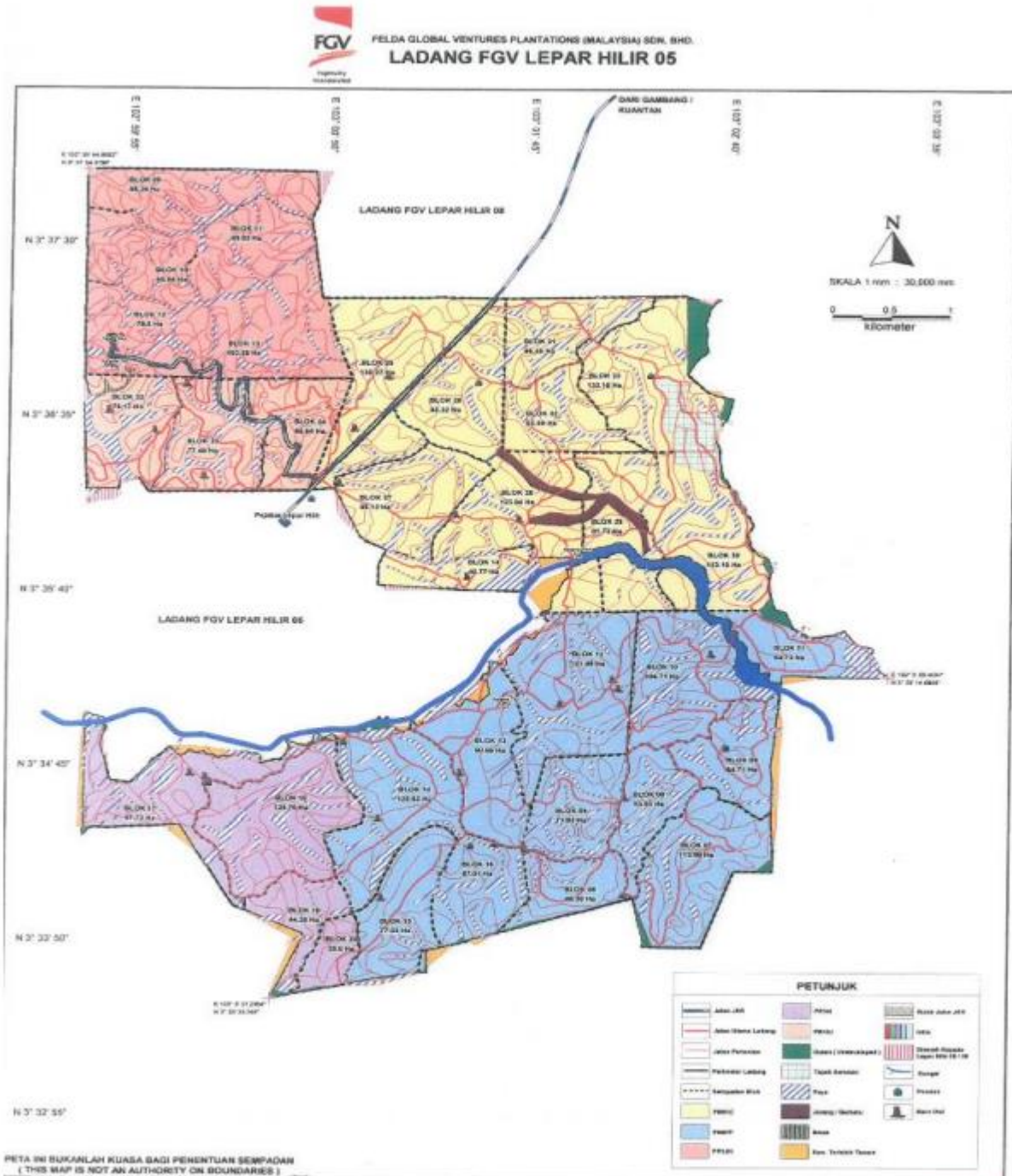
**Appendix C: Location and Field Map**

Lepar Hilir Palm Oil Mill





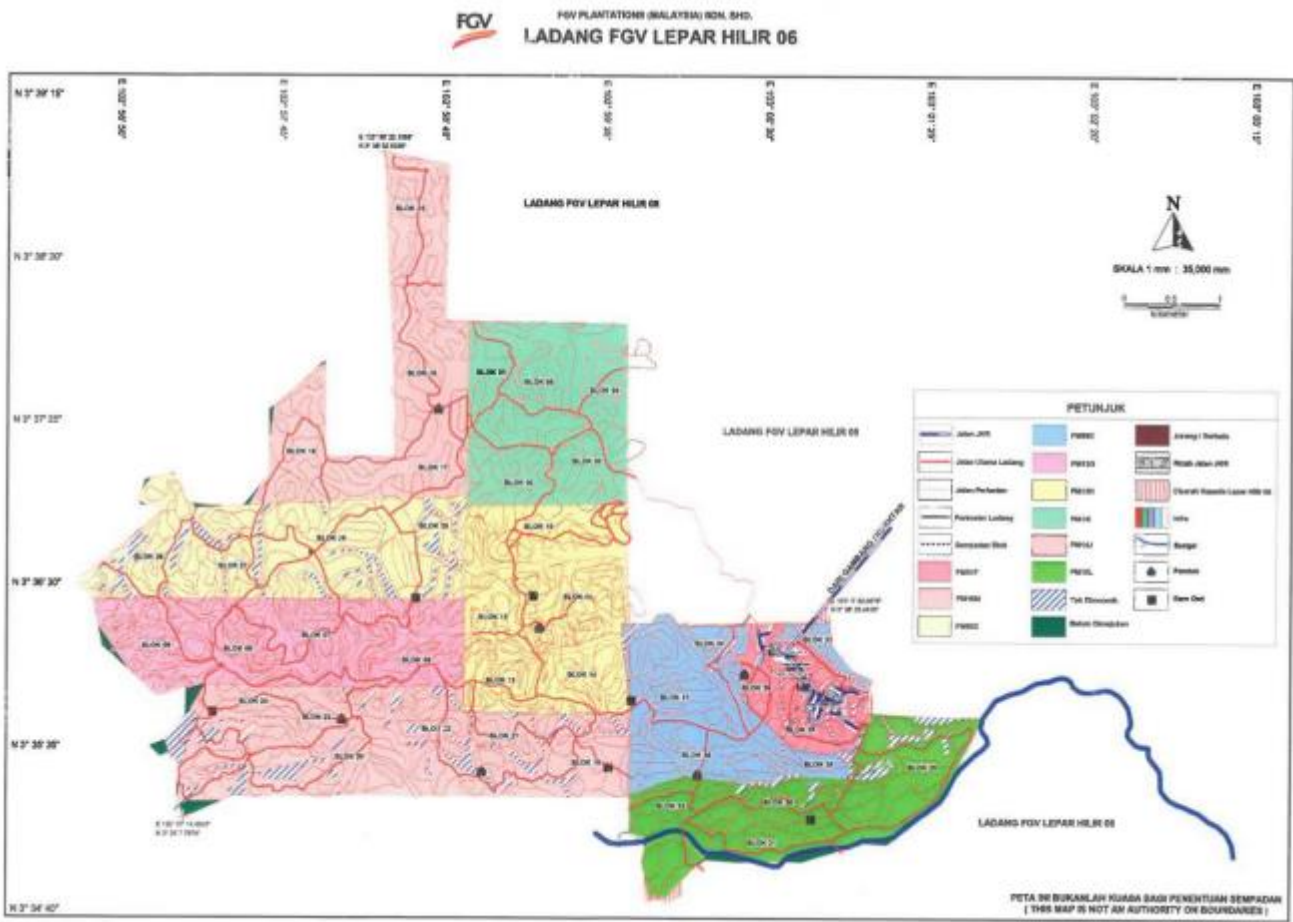
FGVPM Lepar Hilir 05 Estate



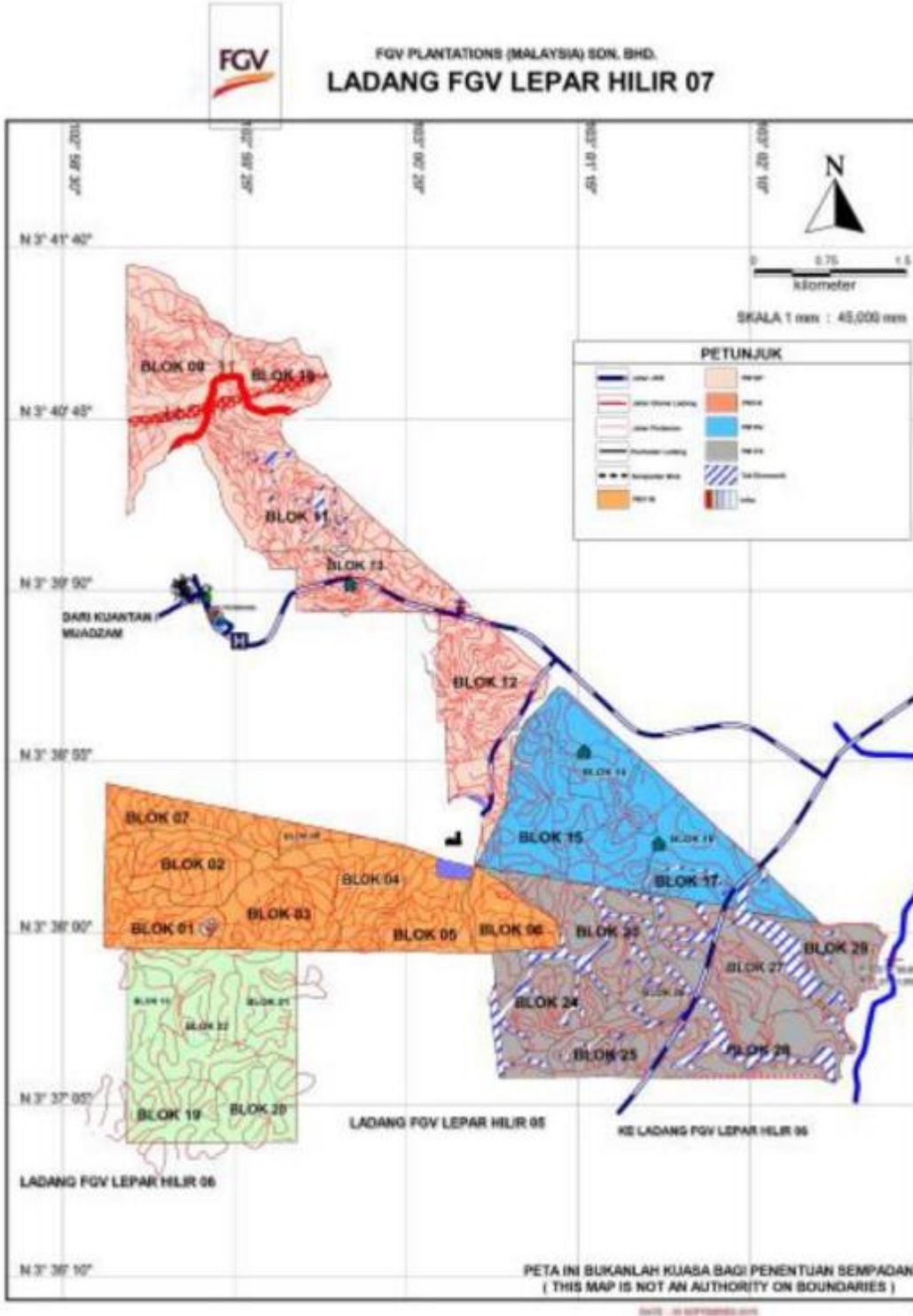


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FGVPM Lepar Hilir 06 Estate



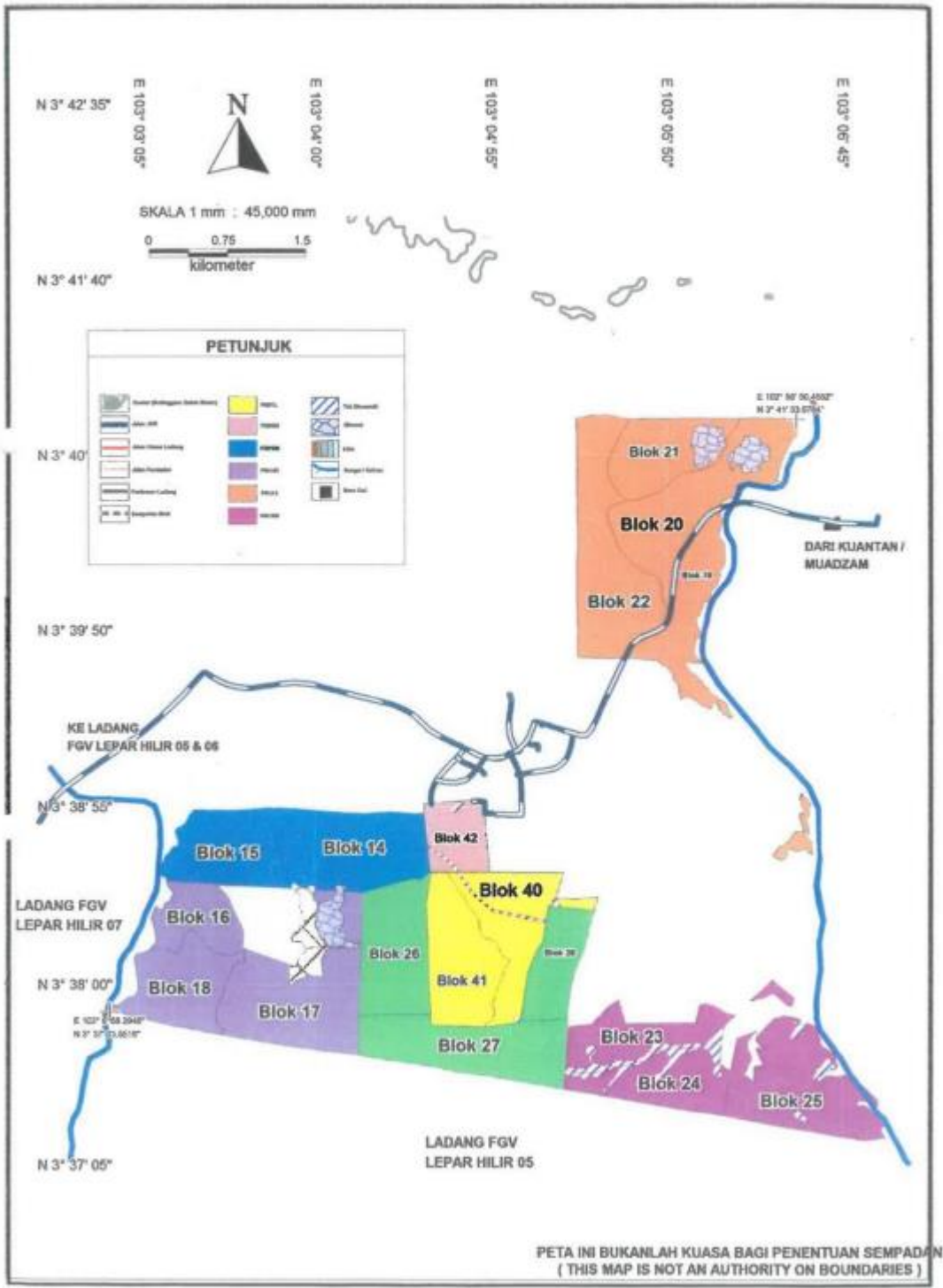
FGVPM Lepar Hilir 07 Estate



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FGVPM Lepar Hilir 08 Estate

**FGV** FGV PLANTATIONS (MALAYSIA) SDN. BHD.  
**LADANG FGV LEPAR HILIR 08**



**Appendix D: List of Abbreviations**

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