

MALAYSIAN SUSTAINABLE PALM OIL
MSPO OPMC Public Summary Report

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

FGV HOLDINGS BERHAD
Client Company (HQ) Address: Level 20, West Wisma FGV, Jalan Raja Laut, 50350 Kuala Lumpur, Malaysia
Certification Unit: FGVPI Wa Ha Palm Oil Mill & FGVPM Bukit Aping Selatan Estate
Date of Final Report: 20/12/2023

Report prepared by:
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Report Number: 30027094

Assessment Conducted by:
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TABLE of CONTENTS	Page No
Section 1: Executive Summary	3
1.1 Organizational Information and Contact Person	3
1.2 Certification Information	3
1.3 Other Certifications	4
1.4 Location of Certification Unit	4
1.5 Certified Area	4
1.6 Plantings & Cycle	4
1.7 Certified Tonnage of FFB	5
1.8 Uncertified Tonnage of FFB.....	5
1.9 Certified Tonnage	6
1.10 Actual Sold Volume (CPO).....	6
1.11 Actual Sold Volume (PK).....	6
Section 2: Assessment Process	7
2.1 BSI Assessment Team	8
2.2 Impartiality and conflict of interest	10
2.3 Accompanying Persons	10
2.4 Assessment Plan	10
Section 3: Assessment Findings	13
3.1 Details of audit results	13
3.2 Details of Nonconformities and Opportunity for improvement.....	13
3.3 Status of Nonconformities Previously Identified and OFI	14
3.4 Summary of the Nonconformities and Status.....	15
3.5 Issues Raised by Stakeholders	16
3.6 List of Stakeholders Contacted	17
Section 4: Assessment Conclusion and Recommendation	18
Appendix A: Summary of the findings by Principles and Criteria.....	19
Appendix B: Smallholder Member Details.....	109
Appendix C: Location and Field Map.....	110
Appendix D: List of Abbreviations	112

Section 1: Executive Summary

1.1 Organizational Information and Contact Person			
Company Name	FGV Holdings Berhad		
Mill/Estate	Certification Unit	MPOB License No.	Expiry Date
	FGVPI Wa Ha POM	500171704000	31/03/2024
	FGVPM Bukit Aping Selatan Estate	616064002000	31/12/2023
Address	Level 20 West, Wisma FGV, Jalan Raja Laut, 50350 Kuala Lumpur, Malaysia		
Management Representative	En. Ameer Izyanif Bin Hamzah		
Website	www.fgvholdings.com	E-mail	ameer.h@fgvholdings.com
Telephone	+603 2859 1995	Facsimile	+603 2859 1311

1.2 Certification Information			
Certificate Number	Mill: MSPO 693245 Estate: MSPO 693246	Certificate Start Date	22/02/2024
Date of First Certification	22/02/2019	Certificate Expiry Date	21/02/2029
Scope of Certification	<input checked="" type="checkbox"/> Mill: Production of Sustainable Palm Oil and Palm Oil Products <input checked="" type="checkbox"/> Estate: Production of Sustainable Oil Palm Fruits		
Visit Objectives	<p>The objective of the assessment was to conduct a Recertification Assessment (RA1) and look for positive evidence to ensure that elements of the scope of certification and the requirements of the management standard are effectively addressed by the organization's management system and that the system is demonstrating the ability to support the achievement of statutory, regulatory and contractual requirements and the organization's specified objectives, as applicable with regard to the scope of the management standard, and to confirm the on-going achievement and applicability of the forward strategic plan and where applicable to identify potential areas for improvement of the management system.</p>		
Standard	<input type="checkbox"/> MSPO MS 2530-2:2013 – General Principles for Independent Smallholders <input checked="" type="checkbox"/> MSPO MS 2530-3:2013 – General Principles for Oil Palm Plantations and Organized Smallholders <input checked="" type="checkbox"/> MSPO MS 2530-4:2013 – General Principles for Palm Oil Mills		
Reassessment Visit Date (RAV)	07 – 10/11/2023		
Continuous Assessment Visit Date (CAV) 1_1	-		
Continuous Assessment Visit Date (CAV) 1_2	-		
Continuous Assessment Visit Date (CAV) 1_3	-		
Continuous Assessment Visit Date (CAV) 1_4	-		

MSPO Public Summary Report Revision 2 (Nov 2021)

1.3 Other Certifications			
Certificate Number	Standard(s)	Certificate Issued by	Expiry Date
RSPO 693243	RSPO Principles & Criteria for Sustainable Palm Oil Production: 2018; Malaysian National Interpretation: 2019; with Supply Chain Mass Balance Module	BSI Services Malaysia Sdn. Bhd.	21/02/2024
MSPO SCCS-TCI-002- 2020	Malaysian Sustainable Palm Oil Supply Chain Certification Standard (MSPO SCCS-01) (November 2018)	Trans Certification International (TCI)	26/03/2025

1.4 Location of Certification Unit			
Name of the Certification Unit (Palm Oil Mill/ Estate/ Smallholder/ Independent Smallholder)	Site Address	GPS Reference of the site office	
		Latitude	Longitude
FGVPI Wa Ha POM	Kilang Sawit Wa Ha, Jalan Rusa Felda Simpang Wa Ha, 81907 Kota Tinggi, Johor, Malaysia	1° 47' 44.99" N	104° 4' 30.00" E
FGVPM Bukit Aping Selatan Estate	Pejabat Ladang FGVPM Bukit Aping Selatan, D/A Felda Bukit Wa Ha, 81900 Kota Tinggi, Johor, Malaysia	1° 45' 18.29" N	104° 4' 23.99" E

1.5 Certified Area					
Estate	Total Planted (Mature + Immature) (ha)	HCV (ha)	Infrastructure & Other (ha)	Total Area (ha)	% of Planted
FGVPM Bukit Aping Selatan	740.64	-	328.58	1,069.22	69.27
Total (ha)	740.64	-	328.58	1,069.22	

Note: The total area and total planted has changed from the previous year 1,547.97 Ha to 1,069.22 Ha due to reconciliation for uneconomical areas. This resulting of deduction from rubber area, mining area and vacant area cause of elephant attack.

1.6 Plantings & Cycle							
Estate	Age (Years)					Mature	Immature
	0 - 3	4 - 10	11 - 20	21 - 25	26 - 30		
FGVPM Bukit Aping Selatan	0.00	0.00	740.64	0.00	0.00	740.64	0.00
Total (ha)	0.00	0.00	740.64	0.00	0.00	740.64	0.00

MSP0 Public Summary Report
Revision 2 (Nov 2021)

1.7 Certified Tonnage of FFB			
Estate	Tonnage / year		
	Estimated (Feb 2023 - Oct 2024)	Actual (Feb 2022 - Oct 2023)	Forecast (Feb 2024 - Oct 2025)
FGVPM Bukit Aping Selatan	16,584.00	25,810.96	26,308.00
*Felda Bukit Aping Timur	51,000.00	-	-
*Felda Simpang Waha	50,000.00	-	-
*Felda Bukit Easter	47,000.00	-	-
*Felda Bukit Waha	32,000.00	-	-
*Felda Bukit Aping Barat	35,000.00	-	-
Total (mt)	231,584.00	25,810.96	26,308.00

*Note: *There are changes of supplier FELDA from previous year that has been categorize as uncertified tonnage FFB due to Memo from Pengurus Besar Jabatan Logistik FGVT, dated 11/01/2022.*

1.8 Uncertified Tonnage of FFB			
Estate	Tonnage / year		
	Estimated (Feb 2023 - Oct 2024)	Actual (Feb 2022 - Oct 2023)	Forecast (Feb 2024 - Oct 2025)
*FELDA Bkt Wa Ha	-	53,669.00	51,000.00
*FELDA Bkt Aping Barat	-	56,707.53	54,000.00
*FELDA Bkt Aping Timur	-	83,797.68	84,000.00
*FELDA Spg Wa Ha	-	83,633.36	82,000.00
*FELDA Bkt Easter	-	80,994.77	80,000.00
Perniagaan Bingan Jaya	17,000.00	17,731.00	18,000.00
Wan Le Hin Enterprise	100.00	82.29	100.00
Kop. Pembangunan Kg. Tersusun Mawai	500.00	271.83	500.00
Pineapple Cannery of Malaysia Sdn. Bhd.	70.00	66.45	80.00
Santex Enterprise Sdn. Bhd.	25,000.00	14,694.67	16,000.00
Watisas Sdn. Bhd.	7,000.00	6,711.36	7500.00
Aa Sawit Sdn. Bhd.	80.00	67.77	100.000
Aras Keysha Enterprise	500.00	296.17	600.00
Scope Sniper Enterprise	4,000.00	3,729.09	5,000.00
Azam Nadi Kota Enterprise	1,500.00	1,068.77	1,600.00
Ban Long Oil Palm Sdn. Bhd.	1,500.00	1,058.18	1,600.00

MSPO Public Summary Report
Revision 2 (Nov 2021)

Che Yu Trading Sdn. Bhd.	50.00	29.87	100.00
Setia Bendahara Sdn. Bhd.	800.00	820.53	950.00
Arummugam A/L Shanmugem	800.00	776.97	1,000.00
Moideen Saldu	600.00	566.71	1,000.00
Mohd Ali Bin Moideen	1,500.00	1,449.80	2,000.00
Riduan Bin A. Hamid	1,800.00	1,808.85	2,000.00
Hamidah Binti A Aziz	900.00	720.96	2,000.00
Soon Ker Lang Realty Sdn. Bhd.	2,000.00	1,725.13	1,700.00
Total (mt)	65,700.00	412,478.74	412,830.00

*Note: *There are changes of supplier FELDA from previous year that has been categorize as uncertified tonnage FFB due to Memo from Pengurus Besar Jabatan Logistik FGVT, dated 11/01/2022.*

1.9 Certified Tonnage

Mill Capacity: 45 MT/hr	Estimated (Feb 2023 - Oct 2024)	Actual (Feb 2022 - Oct 2023)	Forecast (Feb 2024 - Oct 2025)
	FFB	FFB	FFB
	231,584.00	25,810.96	26,308.00
SCC Model: MB	CPO (OER: 21.34%)	CPO (OER: 21.8%)	CPO (OER: 22%)
	49,420.03	5,626.79	5,787.76
	PK (KER: 5.25%)	PK (KER: 5.38%)	PK (KER: 5.5%)
	12,158.16	1,388.63	1,446.94

1.10 Actual Sold Volume (CPO)

CPO (mt)	MSPO Certified	Other Schemes Certified		Conventional	Total
		ISCC	RSPO		
5,626.79	84.25	0	294.29	5,248.25	5,626.79

1.11 Actual Sold Volume (PK)

PK (mt)	MSPO Certified	Other Schemes Certified		Conventional	Total
		ISCC	RSPO		
1,388.63	0	0	103.98	1,284.65	1,388.63

Section 2: Assessment Process

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

Assessment Methodology, Programme, Site Visits

This on-site assessment was conducted from 07-10/11/2023. The audit programme is included as Section 2.4. The approach to the audit was to treat the FGV Wa Ha POM & FGVPM Bukit Aping Selatan Estate as a MSPO Certification Unit. A range of environmental and social factors were covered. This includes consideration of topography, palm age, proximity to areas with HBVs, declared conservation areas and local communities. 30 days prior to audit, public notification posted in the BSI website as per the following link: https://www.bsigroup.com/globalassets/localfiles/en-my/mspo/Public%20Notification/2023/10-2-mspo-public-notification_recertification_fgv-wa-ha-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 (include calculation of sampling taken). 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.

MSPO Public Summary Report
Revision 2 (Nov 2021)

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

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 (Recertification)	Year 2 (ASA 1_1)	Year 3 (ASA 1_2)	Year 4 (ASA 1_3)	Year 5 (ASA 1_4)
FGVPI Wa Ha POM	√	√	√	√	√
FGVPM Bukit Aping Selatan Estate	√	√	√	√	√

Tentative Date of Next Visit: November 4, 2024 - November 8, 2024

Total No. of Mandays: 7

2.1 BSI Assessment Team

Team Member Name	Role <i>(Team Leader or Team member)</i>	Qualifications <i>(Short description of the team members)</i>
Mohd Isa Hasim (MIH)	Team Leader	<p>Education: He holds the Diploma in Mechanical Engineering, UiTM Pulau Pinang and Diploma in Palm Oil Milling Technology, MPOB Bangi.</p> <p>Work Experience: He started his career as Assistant Engineer at Sime Darby Plantation and obtained working experience almost 8 years in Palm Oil Mill. Later he join in petrochemical plant for 3 years as Steam Engineer before he joins as Freelance MSPO Auditor with 6 years' with various certificate body.</p> <p>Training attended: He has completed ISO 9001:2015 Lead Auditor Course, MSPO OPMC Lead Auditor Course, MSPO SCCS Lead Auditor Course, IMS Lead Auditor Course, RSPO P&C Lead Auditor Course, RSPO SCCS Lead Auditor Course. He also has a competency license of CEPSSWAM Schedule Waste Management, Safety & Health Officer (SHO) DOSH Green Book, Construction Safety & Health Officer (CSHO) CIDB, Steam Engineer Grade 1, DOSH Putrajaya.</p> <p>Aspect covered in this audit: Legal requirements, land use right, safety and health, biodiversity and HCV conservation, water & wastes management, environmental aspects, training and competency, mill and estate best practices.</p>

		<p>Language proficiency: English and Bahasa Malaysia.</p>
Azman Samion (AS)	Team Member	<p>Education: Possesses Master in Business & Administration (MBA) from University Utara Malaysia (2007). Graduated with a Bachelor Since in Agribusiness from the University Pertanian Malaysia (1988).</p> <p>Work Experience: He has 30 years of working experience in the plantation industry at the managerial level in Malaysia and abroad. Has substantial planting experience in oil palm, rubber, and cocoa with the last post possessed as a Plantation Controller of the company.</p> <p>Training attended: Has obtained the competency in various field as follow: <ol style="list-style-type: none"> 1. MSPO Lead Auditor Course MSPO MS 2530-2013 (2021). 2. ISO Integrated Management System of ISO 9001:2015 and ISO 14001:2015 (2018). 3. ISO 9001:2015 Quality Management System Lead Auditor course (2019). 4. MSPO SCCS Auditor (2020). 5. Lead Auditor ISO 37001:2016 Anti-Bribery Management Systems (2020). 6. Legal Requirements complementing To MS ISO 37001:2016 Anti-Bribery Management System (ABMS) (2022). </p> <p>Aspect covered in this audit: Land use type, customary right land, complaints and grievance, safe work practices, employment conditions, training and competency, environmental management plan, energy usage, waste management plan, natural water resources, bio-D and ERT awareness, zero burning, best practices, site management and.</p> <p>Language proficiency: English and Bahasa Malaysia.</p>
Muhammad Sufyan Azmi (MSA)	Peer Reviewer	<p>Education: Master's in Business Administration (MBA) from Open University Of Malaysia and Bachelor Degree in Bioindustry from UPM in 2006.</p> <p>Work Experience: 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> <p>Training attended: He has attended MSPO Peer Reviewer 2 - 2017 by MPOCC.</p> <p>Expertise: General Management, auditing, environment and plantation management.</p>
Dr. Suhaili Sahari (SS)	Peer Reviewer	<p>Education: 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</p>

		<p>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>Work Experience: 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 joins 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>Training attended: He has attended MSPO Peer Reviewer Training 2 - 2017 by MPOCC.</p> <p>Expertise: 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
	NA	

2.4 Assessment Plan

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

Date	Time	Subjects	MIH	AS
06/11/2023 Monday	00:00	Travelling Day Audit team travelling from Kuala Lumpur to Bandar Penawar	√	√
07/11/2023 Tuesday	08:30 - 09:30	Opening Meeting - Bukit Aping Selatan Estate Confirmation of audit scope and audit plan Presentation by Lead Auditor	√	√

MSPO Public Summary Report
Revision 2 (Nov 2021)

Date	Time	Subjects	MIH	AS
Wa Ha POM		Verification on previous audit findings		
MS 2530 - 4	09:30 - 12:30	Mill Visit Processing area (reception station – dispatch station), workshop, schedule waste store, chemical store, lubricant store, water treatment plant, laboratory, effluent treatment plant, diesel skid tank, mill housing and landfill area. Personal Interview: Operation workers, and staffs Scope Assessment: Social, safety and environment issues	√	√
	12:30 - 13:30	Lunch break		
	13:30 - 16:30	Document Review P1: Management commitment and responsibility P2: Transparency P3: Compliance to legal requirement P4: Social, health, safety and employment condition P5: Environment, natural resources and biodiversity P6: Best practices P7: Development of New Planting (if any)	√	√
	16:30 - 17:00	Interim closing meeting	√	√
08/11/2023 Wednesday Wa Ha POM MS 2530 - 4	08:30 - 10:00	Document Review P1: Management commitment and responsibility P2: Transparency P3: Compliance to legal requirement P4: Social, health, safety and employment condition P5: Environment, natural resources and biodiversity P6: Best practices P7: Development of New Planting (if any)	√	√
	10:00 - 12:30	Stakeholder consultations Consultation with relevant stakeholders which consists of various categories such as government agencies/enforcers, NGO, contractors, suppliers, surrounding communities, neighbouring estates, smallholders, villages, workers representative, and etc.	√	√
	12:30 - 13:30	Lunch break		
08/11/2023 Wednesday Bukit Aping	13:30 - 16:30	Document Review P1: Management commitment and responsibility P2: Transparency P3: Compliance to legal requirement	√	√

MSPO Public Summary Report
Revision 2 (Nov 2021)

Date	Time	Subjects	MIH	AS
Selatan Estate MS 2530 - 3		P4: Social, health, safety and employment condition P5: Environment, natural resources and biodiversity P6: Best practices		
	16:30 - 17:00	Interim closing meeting	√	√
09/11/2023 Thursday Bukit Aping Selatan Estate MS 2530 - 3	08:30 - 12:30	Field Visit Field operation such as harvesting, manuring, spraying, boundary inspection, buffer zone area, HCV area, workshop, chemical store, fertilizer store, schedule waste store, chemical mixing area, clinic, workers housing area and landfill area. Personal Interview: Operation workers, and staffs Scope Assessment: Social, safety and environment issues	√	√
	12:30 - 13:30	Lunch break		
	13:30 - 16:30	Document Review P1: Management commitment and responsibility P2: Transparency P3: Compliance to legal requirement P4: Social, health, safety and employment condition P5: Environment, natural resources and biodiversity P6: Best practices	√	√
	16:30 - 17:00	Interim closing meeting	√	√
10/11/2023 Friday Bukit Aping Selatan Estate MS 2530 - 3	08:30 - 11:00	Document Review P1: Management commitment and responsibility P2: Transparency P3: Compliance to legal requirement P4: Social, health, safety and employment condition P5: Environment, natural resources and biodiversity P6: Best practices	√	√
	11:00 - 11:30	Preparation on closing meeting Preparation of closing slide	√	√
	11:30 - 12:30	Closing meeting Presentation to Auditee on audit result	√	√

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 & zero (0) Minor nonconformities and zero (0) OFI raised.

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

Opportunity For Improvement			
Ref:	NA	Clause:	NA
Area/Process:	NA		
Objective Evidence:	NA		

Noteworthy Positive Comments	
1	Positive comments from all stakeholders interviewed

2	All personnel were cooperative during the assessment process
3	Good cooperation on explanation during documentation review
4	Mill and Estate has implemented the best practices

3.3 Status of Nonconformities Previously Identified and OFI

Non-Conformity Report			
NCR Ref #:	2297450-202301-M1	Issue Date:	12/01/2023
Due Date:	12/04/2023	Date of Closure:	11/04/2023
Area/Process:	Wa Ha Palm Oil Mill	Clause & Category: (Major / Minor)	MSPO 2530 Part 4: 4.3.1.1 Major
Requirements:	All operations shall be in compliance with applicable local, state, national and ratified international laws and regulations.		
Statement of Nonconformity:	The operation of the mill found non-compliance to applicable subsidiary legal requirements.		
Objective Evidence:	One (1) unit of Fume Hood in Laboratory found not having Written Approval or Notified to DOE under Regulation 5 of Clean Air Regulation 2014 as required. The mill has consumed of the total of 254,535.00 m3 of water for the time between January 2022 to November 2022. The average water pumped was 764.37 m3 per day, which is above the allowable limit of 600 m3 per day set in the license (BAKAJ – Lesen Abstraktasi Air Untuk Industri, No Fail: BAKAJ/334/300/05/08/08/06).		
Corrections:	<ol style="list-style-type: none"> 1. Mill Management to conduct awareness regarding Jadwal Pematuhan and DOE requirement by Eksekutif Alam Sekitar (EKAS) Zon. 2. Evidence on submission on notification to DOE. 3. Mill Management request to BAKAJ increase limitation water usage from 600 to 1,000 m3 per day. 		
Root cause analysis:	Management do not notify DOE on Canopy Hood in Laboratory and not monitor requirement of legal due to lack of awareness for person in charge.		
Corrective Actions:	<ol style="list-style-type: none"> 1. Mill Management to discuss regarding legal requirement in Environment Performance Management Committee (EPMC) meeting. 2. Mill Management to check the requirement of each license on yearly basis. 		
Assessment Conclusion:	Sighted the approval letter from Badan Kawal Selia Air Johor (BAKAJ) dated 02/04/2023 with Reference No: SUKJ.BAKAJ;334/300/05/08/08/06() address to Wa Ha Palm Oil Mill Manager regarding the approval to increase the water consumption from 600 m3 to 1200 m3. The mill also has submitted the written notification to Department of Environment (DOE) dated and received the reply from DOE dated 28/04/2019, stating that the mill’s consultant has submitted the written notification on 19/12/2018. From each evidence submitted, the Major NC is closed. Further verification will be conducted in the next audit.		
Verification Statement:	Approval letter from Badan Kawalan Selia Air Johor (BAKAJ) Ref: SUKJ.BAKAJ;334/300/05/08/08/06 dated 02/04/2023 increase in water abstraction “Maklumbalas Permohonan Meningkatkan Kadar Penggunaan Air (Abstraksi Air		

MSPO Public Summary Report
Revision 2 (Nov 2021)

	Mentah)". The management had obtained approval to increase daily water abstraction from 600 m ³ /day to 1,200 m ³ /day. Verified the water abstraction for the period April – October 2023 and found that the daily water abstraction is within the limit. The average daily water abstraction is 949 m ³ , 1,004 m ³ & 1,063 m ³ per day for the months of August, September & October 2023 respectively. It could be concluded that there is no accruing on the issue raised during the previous year's audit.
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Opportunity For Improvement			
Ref:	2297450-202301-I1	Clause:	MSPO 2530 Part 4: 4.5.4.1
Area/Process:	Wa Ha Palm Oil Mill		
Objective Evidence:	An assessment of all polluting activities from existing bunding to be further enhanced and improved to mitigate diesel leakage to soils or water ways at diesel storage and usage location.		
Verification Statement:	The site visit to the diesel storage tank observed that Aluminium Tray, observed that is used to contain the spillage from the diesel pump nozzle to mitigate diesel leakage to soil & waterways. Containing Bund, Verification of the sky tank (diesel) confirms that the capacity of the sky tank bund 24,552lt is sufficient to contain the diesel spillage from the diesel sky tank with a maximum capacity of 13,400lt for the maximum. It could be concluded that there is no accruing on the issue raised during the previous year's audit.		

Opportunity For Improvement			
Ref:	2297450-202301-I2	Clause:	MSPO 2530 Part 4: 4.4.1.1
Area/Process:	Wa Ha Palm Oil Mill		
Objective Evidence:	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. One of the issues of concern been identified issued is on medical cost subsidies provided to foreign workers which is only MYR200.00 a year which is not sufficient to cover their outpatient treatment cost. Therefore, management may improve on the action taken to resolve the issues concern identified in action plan.		
Verification Statement:	The management has been taken with the action with giving the explanation to workers regarding on the issued that related on the medical cost. Besides that, during stakeholder consultation there is session interview with the Klinik Kesihatan. That they give explanation on the medical cost of treatment for foreigner workers.		

3.4 Summary of the Nonconformities and Status

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

3.5 Issues Raised by Stakeholders



IS #	Description
<p>1</p>	<p>Feedbacks: Jabatan Perhutanan Positive feedback has been received from Jabatan Perhutanan, highlighting the effective cooperation and communication demonstrated by the management. Additionally, they appreciated the insightful sharing of information regarding the buffer zone requirements, Hutan Simpan and boundary parameters.</p> <p>Management Responses: Noted on the positive comment.</p> <p>Audit Team Findings: The boundaries of both the estate and mill are clearly marked, indicating the specific boundary parameters for each area.</p>
<p>2</p>	<p>Feedbacks: Jabatan Alam Sekitar Positive feedback has been received from Jabatan Perhutanan, emphasizing the commendable cooperation and communication between the management and Jabatan Alam Sekitar. Furthermore, they shared insights on the necessity to update the premises' application system, specifically focusing on the C within the EMAINS framework.</p> <p>Management Responses: Noted on the positive comment.</p> <p>Audit Team Findings: The mill and estate have successfully updated the EMAINS system, specifically enhancing the Environment Mainstream Tool (EMT) within the framework.</p>
<p>3</p>	<p>Feedbacks: Klinik Kesihatan Positive feedback has been received from Klinik Kesihatan, highlighting the effective cooperation and communication between the management and the health clinic. Additionally, they shared information regarding the cost of treatment for foreign workers coming from the estate.</p> <p>Management Responses: Noted on the positive comment.</p> <p>Audit Team Findings: The cost of medical expenses has been clearly outlined in the employment contract for both employees and employers.</p>
<p>4</p>	<p>Feedbacks: FFB Supplier Positive feedback has been received from the FFB Supplier, emphasizing the strong communication between the mill and the suppliers. Additionally, it was noted that each FFB Supplier is well-informed about the mill's requirements for FFB quality. Furthermore, the supplier demonstrates awareness of the safety requirements when entering the mill premises.</p> <p>Management Responses: Noted on the positive comment.</p> <p>Audit Team Findings: The FFB Supplier has signed the Code of Conduct agreement between the mill and the supplier, thereby acknowledging and confirming their commitment to meet the specified requirements within the mill.</p>
<p>5</p>	<p>Feedbacks: Contractor</p>

	<p>Positive feedback has been received from the contractor, emphasizing the strong communication between the mill and the contractor. Additionally, it was noted that all payment has been paid satisfaction and without any delay and meet the term & condition of agreement. Furthermore, the contractor demonstrates awareness of the safety requirements when entering the mill premises.</p>
	<p>Management Responses: Noted on the positive comment.</p>
	<p>Audit Team Findings: The Contractor has signed the Code of Conduct agreement between the mill and the contractor, thereby acknowledging and confirming their commitment to meet the specified requirements within the mill.</p>

3.6 List of Stakeholders Contacted

<p>Government Officer: Jabatan Perhutanan Jabatan Alam Sekitar Klinik Kesihatan</p>	<p>Community/neighbouring village: Koperasi Mawai</p>
<p>Suppliers/Contractors/Vendors: FFB Supplier Mill Contractor</p>	<p>Worker’s Representative/Gender Committee: Workers – Local & Foreign Worker Gender Committee Representative</p>

Section 4: Assessment Conclusion and Recommendation

Acknowledgement of Internal Responsibility and Formal Sign-off of Assessment Findings	
Based on the findings during the assessment FGV Wa Ha POM & Supply Bases Certification Unit complies with the MS 2530-3:2013 and MS 2530-4:2013. It is recommended that the certification of FGV Wa Ha POM & Supply Bases Certification Unit is continued.	
Acknowledgement of Assessment Findings	Report Prepared by
Name: NOROLSAIFUL HAZRI BIN HAMID	Name: MOHD ISA BIN HASIM
Company name: FGV HOLDINGS BERHAD	Company name: BSI SERVICES MALAYSIA SDN BHD
Title: SUSTAINABILITY MANAGER	Title: MSPO LEAD AUDITOR
Signature: 	Signature: 
Date: 29/11/2023	Date: 10/11/2023

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 & Organized Smallholders

Criterion / Indicator		Assessment Findings	Compliance						
4.1 Principle 1: Management commitment & responsibility									
Criterion 4.1.1 – Malaysian Sustainable Palm Oil (MSPO) Policy									
4.1.1.1	A policy for the implementation of MSPO shall be established. - Major compliance -	Sighted Sustainability Policy (FGV/SED/POL/003) Rev.03 under FGV Holdings Berhad signed and approved by Mohd Nazrul Izam Mansor of Group CEO dated 26/01/2022.	Complied						
4.1.1.2	The policy shall also emphasize commitment to continual improvement. - Major compliance -	The Sustainability Policy mentioned above contained information and commitment to comply with policy, procedure, legal and other requirements. Also included commitment to sustainability or continual improvement.	Complied						
Criterion 4.1.2 – Internal Audit									
4.1.2.1	Internal audit shall be planned and conducted regularly to determine the strong and weak points and potential area for further improvement. - Major compliance -	<p>The internal audit plan has been established and distributed to all operating units via email. The purpose of this internal audit is to assess both strengths and weaknesses. It is scheduled to be conducted at least once a year by the Sustainability Team. Sighted the evidence:</p> <p>Details information on the Internal Audit has conducted:</p> <table border="1"> <tr> <td>Document</td> <td>Internal Audit Report</td> </tr> <tr> <td>Date Audit Plan (email)</td> <td>26/07/2023</td> </tr> <tr> <td>Date Internal Audit</td> <td>07 – 08/08/2023</td> </tr> </table>	Document	Internal Audit Report	Date Audit Plan (email)	26/07/2023	Date Internal Audit	07 – 08/08/2023	Complied
Document	Internal Audit Report								
Date Audit Plan (email)	26/07/2023								
Date Internal Audit	07 – 08/08/2023								

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

Criterion / Indicator		Assessment Findings	Compliance										
4.1.2.2	<p>The internal audit procedures and audit results shall be documented and evaluated, followed by the identification of strengths and root causes of nonconformities, in order to implement the necessary corrective action.</p> <p>- Major compliance -</p>	<p>The management has established an Internal Audit Procedure to ensure the effective execution of system audits, conducted at least once a year. The primary goal of these audits is to assess both strengths and weaknesses. The recorded audit results include detailed information on nonconformities, their root causes, corrections, and the corresponding corrective action plans. Sighted the evidence.</p> <p>During the review of the document titled Internal Audit Procedure with reference number FGV/GSD-SCCD/SOP/06, dated 07/01/2021, it was observed that the document is at version 1.0.</p> <p>Details information on the Internal Audit has conducted:</p> <table border="1"> <tr> <td>Document</td> <td>Internal Audit Report</td> </tr> <tr> <td>Date Audit Plan (email)</td> <td>26/07/2023</td> </tr> <tr> <td>Date Internal Audit</td> <td>07 – 08/08/2023</td> </tr> <tr> <td>Total finding</td> <td>Eleven (11) NCR</td> </tr> <tr> <td>Status Finding</td> <td>Closed with action taken</td> </tr> </table>	Document	Internal Audit Report	Date Audit Plan (email)	26/07/2023	Date Internal Audit	07 – 08/08/2023	Total finding	Eleven (11) NCR	Status Finding	Closed with action taken	Complied
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Date Internal Audit	07 – 08/08/2023												
Total finding	Eleven (11) NCR												
Status Finding	Closed with action taken												
4.1.2.3	<p>Report shall be made available to the management for their review.</p> <p>- Major compliance -</p>	<p>The internal audit report has been generated by the audit team leader, and the outcomes of the internal audit were subsequently reviewed by the management. Sighted the evidence:</p> <p>Details information on the Internal Audit has conducted:</p> <table border="1"> <tr> <td>Document</td> <td>Internal Audit Report</td> </tr> <tr> <td>Date Audit Plan (email)</td> <td>26/07/2023</td> </tr> <tr> <td>Date Internal Audit</td> <td>07 – 08/08/2023</td> </tr> <tr> <td>Total finding</td> <td>Eleven (11) NCR</td> </tr> <tr> <td>Status Finding</td> <td>Closed with action taken</td> </tr> </table>	Document	Internal Audit Report	Date Audit Plan (email)	26/07/2023	Date Internal Audit	07 – 08/08/2023	Total finding	Eleven (11) NCR	Status Finding	Closed with action taken	Complied
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Status Finding	Closed with action taken												

MSPO Public Summary Report
Revision 2 (Nov 2021)

Criterion / Indicator		Assessment Findings	Compliance								
Criterion 4.1.3 – Management Review											
4.1.3.1	<p>The management shall periodically review the continuous suitability, adequacy and effectiveness of the requirements for effective implementation of MSPO and decide on any changes, improvement and modification.</p> <p>- Major compliance -</p>	<p>The management conducted a review meeting after the completion of the internal audit. The purpose was to assess the ongoing suitability, adequacy, and effectiveness of the requirements for the effective implementation of MSPO and to identify areas for improvement. Sighted the evidence:</p> <p>Details information on Management Review Meeting has conducted:</p> <table border="1"> <tr> <td>Document</td> <td>Minutes of Meeting MRM</td> </tr> <tr> <td>Date Meeting</td> <td>09/08/2023</td> </tr> <tr> <td>Time Meeting</td> <td>8:30 – 10:00 am</td> </tr> <tr> <td>Agenda Meeting</td> <td> Result internal audit Production report Environment issue Social Issue Safety Issue Training programme Management Improvement Legal compliance </td> </tr> </table>	Document	Minutes of Meeting MRM	Date Meeting	09/08/2023	Time Meeting	8:30 – 10:00 am	Agenda Meeting	Result internal audit Production report Environment issue Social Issue Safety Issue Training programme Management Improvement Legal compliance	Complied
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Time Meeting	8:30 – 10:00 am										
Agenda Meeting	Result internal audit Production report Environment issue Social Issue Safety Issue Training programme Management Improvement Legal compliance										
Criterion 4.1.4 – Continual Improvement											
4.1.4.1	<p>The action plan for continual improvement shall be based on consideration of the main social and environmental impact and opportunities of the company.</p> <p>- Major compliance -</p>	<p>Continual improvement Plans (CIP) has established. it was cover on social, environmental, safety, health, and operational aspects demonstrates a proactive approach to responsible and sustainable business practices. Refer on the plans, it can have a positive impact on an organization's overall performance and reputation. Sighted the evidence:</p> <p>Details information on the Continue Improvement Plan:</p>	Complied								

MSPO Public Summary Report
Revision 2 (Nov 2021)

Criterion / Indicator		Assessment Findings		Compliance
		Document	Continuous Improvement Plan	
		Date	01/01/2023	
		Action Plan - Social Issue	To conduct meeting affair periodically with employee To improve infrastructure at workers housing area	
		Action Plan - Environment Issue	To conduct the campaign zero burning at housing area To optimum the diesel consumption	
4.1.4.2	The company shall establish a system to improve practices in line with new information and techniques or new industry standards and technology (where applicable) that are available and feasible for adoption. - Major compliance -	System to improve practice in line with new information and techniques were carried out by the estate management through various programs as documented in the annual training program. The management on receiving this information is responsible to disseminate to all employees.		Complied
4.1.4.3	An action plan to provide the necessary resources including training, to implement the new techniques or new industry standard or technology (where applicable) shall be established. - Major compliance -	The management has established annual training program based on the training needs analysis for the purpose of improving the competency of their employees and to disseminating. information. Any new update or information, it will be disseminated to the employees through the training program.		Complied
4.2 Principle 2: Transparency				
Criterion 4.2.1 – Transparency of information and documents relevant to MSPO requirements				
4.2.1.1	The management shall communicate the information requested by the relevant stakeholders in the appropriate languages and forms, except those limited by commercial confidentiality or disclosure that could result in negative environmental or social outcomes.	Adequate information addressing environmental, social, and legal concerns that are pertinent to stakeholders is disseminated to facilitate effective participation. The handbooks detailing RSPO Certification for FELDA and FGV have been distributed to all relevant		Complied

Criterion / Indicator		Assessment Findings	Compliance						
	- Major compliance -	stakeholders. These handbooks provide comprehensive explanations of RSPO, MSPO and all associated policies. Additionally, the handbook encompasses information on the process for lodging complaints and addressing grievances. This information is not only included in the handbook but is also prominently displayed on the main office notice board.							
4.2.1.2	<p>Management documents shall be publicly available, except where this is prevented by commercial confidentiality or where disclosure of information would result in negative environmental or social outcomes.</p> <p>- Major compliance -</p>	<p>The mill management has maintained copies of all the management documents that are required to be publicly accessible. The most recent communication was shared with all stakeholders concerning the availability of these documents. Sighted the evidence:</p> <p>Details information on the public notification:</p> <table border="1"> <tr> <td>Document</td> <td>Memo Rujukan Umum</td> </tr> <tr> <td>Date</td> <td>17/01/2023</td> </tr> <tr> <td>Observation</td> <td>The document has distributed to all stakeholders</td> </tr> </table> <p>Furthermore, all relevant information, including annual reports, sustainability updates, and policies, can be readily accessed on the company's website: www.fgvholdings.com.</p>	Document	Memo Rujukan Umum	Date	17/01/2023	Observation	The document has distributed to all stakeholders	Complied
Document	Memo Rujukan Umum								
Date	17/01/2023								
Observation	The document has distributed to all stakeholders								
Criterion 4.2.2 – Transparent method of communication and consultation									
4.2.2.1	<p>Procedures shall be established for consultation and communication with the relevant stakeholders.</p> <p>- Major compliance -</p>	<p>FGV Holdings Berhad has established a standard operating procedure (SOP) for communication. This procedure comprehensively outlines the information provided to stakeholders, encompassing policies, social impact assessments, and environmental considerations. Sighted the evidence:</p> <p>Details information of procedure communication:</p> <table border="1"> <tr> <td>Document</td> <td>Komunikasi, Penglibatan & Rundingan</td> </tr> <tr> <td>Reference</td> <td>FGV/FGVPM/II/IMS/15/006</td> </tr> </table>	Document	Komunikasi, Penglibatan & Rundingan	Reference	FGV/FGVPM/II/IMS/15/006	Complied		
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MSPO Public Summary Report
Revision 2 (Nov 2021)

Criterion / Indicator		Assessment Findings		Compliance												
		<table border="1"> <tr> <td>Date</td> <td>01/11/2021</td> </tr> <tr> <td>Version</td> <td>2.0</td> </tr> </table> <p>Besides that, the management also has done meeting with stakeholder. The meeting was held at meeting and discussion related on company policies, sustainability matter, complaint, and grievance. Sighted the evidence: Details information of communication between stakeholder:</p> <table border="1"> <tr> <td>Document</td> <td>Minutes of Meeting Stakeholder</td> </tr> <tr> <td>Date</td> <td>27/11/2023</td> </tr> <tr> <td>Venue</td> <td>Meeting room - Ladang Bukit Aping Selatan</td> </tr> <tr> <td>Time</td> <td>10:00 - 12:30pm</td> </tr> </table>	Date	01/11/2021	Version	2.0	Document	Minutes of Meeting Stakeholder	Date	27/11/2023	Venue	Meeting room - Ladang Bukit Aping Selatan	Time	10:00 - 12:30pm		
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Document	Minutes of Meeting Stakeholder															
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Venue	Meeting room - Ladang Bukit Aping Selatan															
Time	10:00 - 12:30pm															
4.2.2.2	<p>A management official should be nominated to be responsible for issues related to Indicator 1 at each operating unit.</p> <p>- Minor compliance -</p>	<p>The management has designated a dedicated Person In-Charge specifically tasked with overseeing communication requirements, particularly for fostering effective communication among communities and stakeholders. This appointment demonstrates the organization's commitment to transparent communication practices with all their stakeholders. Sighted the evidence: Details information on the appointment letter of PIC communication:</p> <table border="1"> <tr> <td>Document</td> <td>Appointment Letter</td> </tr> <tr> <td>Reference</td> <td>(01) RSPO/P6/2023</td> </tr> <tr> <td>Date</td> <td>17/01/2023</td> </tr> <tr> <td>PIC Name</td> <td>En Yazid Bin Sapar – Asst. Manager</td> </tr> </table>	Document	Appointment Letter	Reference	(01) RSPO/P6/2023	Date	17/01/2023	PIC Name	En Yazid Bin Sapar – Asst. Manager		Complied				
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4.2.2.3	<p>List of stakeholders, records of all consultation and communication and records of action taken in response to input from stakeholders should be properly maintained.</p> <p>- Major compliance -</p>	<p>The management has compiled a comprehensive list of stakeholders, which includes essential information such as the company name, address, telephone number, and email address. This stakeholders list serves as a well-maintained record that encompasses a wide range of categories, including suppliers, contractors, government agencies,</p>		Complied												

Criterion / Indicator		Assessment Findings	Compliance						
		<p>neighboring estates, smallholders, and local communities. This meticulous record ensures that effective communication and engagement can be upheld with each stakeholder group. Sighted the evidence:</p> <p>Details information on the list of stakeholders:</p> <table border="1"> <tr> <td>Document</td> <td>List of stakeholders</td> </tr> <tr> <td>Date Review</td> <td>09/10/2023</td> </tr> <tr> <td>List Stakeholder</td> <td>Supplier Contractor Government Bodies Neighbour Estate Neighbour School Communities</td> </tr> </table>	Document	List of stakeholders	Date Review	09/10/2023	List Stakeholder	Supplier Contractor Government Bodies Neighbour Estate Neighbour School Communities	
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Date Review	09/10/2023								
List Stakeholder	Supplier Contractor Government Bodies Neighbour Estate Neighbour School Communities								
Criterion 4.2.3 – Traceability									
4.2.3.1	<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>- Major compliance -</p>	<p>The management has established a Standard Operating Procedure (SOP) for traceability, which has been thoroughly documented. The primary objective of this procedure is to furnish estates with comprehensive guidelines, ensuring the seamless and effective implementation of a sustainable supply chain for certified materials, including the delivery of Fresh Fruit Bunches (FFB) from the estate to the mill. Sighted the evidence:</p> <p>Details information on procedure of traceability:</p> <table border="1"> <tr> <td>Document</td> <td>Manual Ladang Sawit Lestari – Mengangkut BTS ke Kilang</td> </tr> <tr> <td>Reference</td> <td>(MLSL(Ed.3)-Sec.4(8.0)</td> </tr> <tr> <td>Date</td> <td>01/09/2017.</td> </tr> </table>	Document	Manual Ladang Sawit Lestari – Mengangkut BTS ke Kilang	Reference	(MLSL(Ed.3)-Sec.4(8.0)	Date	01/09/2017.	Complied
Document	Manual Ladang Sawit Lestari – Mengangkut BTS ke Kilang								
Reference	(MLSL(Ed.3)-Sec.4(8.0)								
Date	01/09/2017.								
4.2.3.2	The management shall conduct regular inspections on	Daily inspections were conducted to ensure compliance with the	Complied						

MSPO Public Summary Report
Revision 2 (Nov 2021)

Criterion / Indicator		Assessment Findings	Compliance																		
	<p>compliance with the established traceability system.</p> <p>- Major compliance -</p>	<p>traceability system. The staff diligently entered all pertinent data into the system, which was subsequently verified by the executive at the close of each day. This verification process included a thorough review of the weighbridge records and Fresh Fruit Bunch (FFB) delivery from estate to the mill.</p> <p>Details information on the inspection of traceability FFB:</p> <table border="1"> <thead> <tr> <th>Month</th> <th>October 2023</th> <th>November 2023</th> </tr> </thead> <tbody> <tr> <td>Document</td> <td>Delivery Note 0452627</td> <td>Delivery Note 0452735</td> </tr> <tr> <td>Document</td> <td>Weighbridge Ticket 01546420</td> <td>Weighbridge Ticket 01546949</td> </tr> <tr> <td>Date</td> <td>31/10/2023</td> <td>06/11/2023</td> </tr> <tr> <td>Vehicle Number</td> <td>VEN 8943</td> <td>VGA 8479</td> </tr> <tr> <td>Nett Weight</td> <td>5.90 Mt</td> <td>5.64 Mt</td> </tr> </tbody> </table>	Month	October 2023	November 2023	Document	Delivery Note 0452627	Delivery Note 0452735	Document	Weighbridge Ticket 01546420	Weighbridge Ticket 01546949	Date	31/10/2023	06/11/2023	Vehicle Number	VEN 8943	VGA 8479	Nett Weight	5.90 Mt	5.64 Mt	
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4.2.3.3	<p>The management should identify and assign suitable employees to implement and maintain the traceability system.</p> <p>- Minor compliance -</p>	<p>The management has designated a dedicated Person In-Charge specifically tasked with overseeing traceability requirements, with the purpose of monitoring and updating the traceability system and records for the data information of Fresh Fruit Bunches (FFB). This appointment underscores the organization's commitment to maintaining accurate and reliable traceability practices. Sighted the evidence:</p> <p>Details information on the appointment letter of traceability:</p> <table border="1"> <tbody> <tr> <td>Document</td> <td>Appointment Letter</td> </tr> <tr> <td>Reference</td> <td>(01) RSPO/P6/2023</td> </tr> <tr> <td>Date</td> <td>17/01/2023</td> </tr> <tr> <td>PIC Name</td> <td>En Yazid Bin Sapar – Asst. Manager</td> </tr> </tbody> </table>	Document	Appointment Letter	Reference	(01) RSPO/P6/2023	Date	17/01/2023	PIC Name	En Yazid Bin Sapar – Asst. Manager	Complied										
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4.2.3.4	<p>Records of sales, delivery or transportation of FFB shall be maintained.</p>	<p>The estates have successfully dispatched the freshly harvested Fresh Fruit Bunches (FFB) to the Palm Oil Mill. Furthermore, the estates</p>	Complied																		

Criterion / Indicator		Assessment Findings	Compliance																		
	- Major compliance -	<p>have diligently maintained records detailing the FFB dispatch and the FFB sent to the mill, demonstrating their commitment to effective monitoring and documentation. Upon reviewing the records of FFB dispatch, the following observations have been made:</p> <p>Details information on the inspection of traceability FFB:</p> <table border="1"> <tr> <td>Estate</td> <td>Ulu Belitong Estate</td> <td>Bkt Tongkat B Estate</td> </tr> <tr> <td>Document</td> <td>Delivery Note 002264</td> <td>Delivery Note 0155243</td> </tr> <tr> <td>Document</td> <td>Weighbridge Ticket A00023834</td> <td>Weighbridge Ticket A00021474</td> </tr> <tr> <td>Date</td> <td>14/10/2023</td> <td>17/10/2023</td> </tr> <tr> <td>Vehicle Number</td> <td>JUJ 9654</td> <td>JLY 8043</td> </tr> <tr> <td>Nett Weight</td> <td>6.59 Mt</td> <td>5.28 Mt</td> </tr> </table>	Estate	Ulu Belitong Estate	Bkt Tongkat B Estate	Document	Delivery Note 002264	Delivery Note 0155243	Document	Weighbridge Ticket A00023834	Weighbridge Ticket A00021474	Date	14/10/2023	17/10/2023	Vehicle Number	JUJ 9654	JLY 8043	Nett Weight	6.59 Mt	5.28 Mt	
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4.3 Principle 3: Compliance to legal requirements																					
Criterion 4.3.1 – Regulatory requirements																					
4.3.1.1	<p>All operations are in compliance with the applicable local, state, national and ratified international laws and regulations.</p> <p>- Major compliance -</p>	<p>The legal compliance lists of permits & licenses are available and being monitored and updated periodically by person in- charge of Legal Requirements. Details as below:</p> <ol style="list-style-type: none"> 1. MPOB License no. 616064002000, valid period from 31/12/2023. 2. Salary deduction permit for Premium Insurance Luar Negara Tenaga Kerja Indonesia amounting RM52.00 per person with ref. BHG. PP2/34/0099 dated 30/06/2006. 3. Schedule Control Items Permit, No: PK/2023/B/J-000489 for Petrol Ron 95 (100lt/day) and Diesel (200lt/day) validity date 19/04/2023-18/04/2024. 	Complied																		

MSPO Public Summary Report
Revision 2 (Nov 2021)

Criterion / Indicator		Assessment Findings	Compliance
		4. MSPO Certificate No: MSPO 693246. Validity period from 22/02/2019-21/02/2024. 5. Fire extinguisher No: S/N: PW072018Y214407. Validity until 10/09/2024.	
4.3.1.2	The management shall list all laws applicable to their operations in a legal requirements register. - Major compliance -	The applicable laws identified were listed in Register of Legal and Other Requirements, FGV/GSD-SR/LR001. The sample of Act and Legal at Bukit Aping Selatan Estate as listed below: 1. OSHA 1994 2. Pesticides Act 1974 and Regulations 3. Environmental Quality Act and Regulations 1974 4. Factories and Machinery Act and Regulations, 1967 5. Weights and Measures Regulations 1981 6. Electricity Regulations 1994 7. Immigration Act 1959 8. Employee Provident Fund 1991 9. Minimum Wages Order 2022 10. Employment Act Rev 2022	Complied
4.3.1.3	The legal requirements register shall be updated as and when there are any new amendments or any new regulations coming into force. - Major compliance -	List of laws has been regularly updated. Latest update was on 13/10/2023. Refer to the Latest update: 1. Minimum Wages Order 2022 2. Akta Petroleum & Elektrik (Kawalan Bekalan) 1974-Mengantikan AP6 Akta 128 3. Garis Panduan Permohonan Permit Barangan Kawalan Berjadual & Permit Khas 4. Peraturan-Peraturan Pengurusan Sisa Pepejal & Pemberisahan	Complied

MSPO Public Summary Report
Revision 2 (Nov 2021)

Criterion / Indicator		Assessment Findings	Compliance						
		<p>Awam (Skim Bagi Sisa Pepejal Isi Rumah & Sisa Yang Serupa Dengan Sisa Pepejal Isi Rumah) 2011</p> <p>5. Akta Pengangkutan Jalan 1997 (Akta 333)</p> <p>6. Perintah Perkhidmatan Bomba (Premis Ditetapkan) Pindaan 2020</p> <p>FGV Holdings Berhad have centralized system for tracking any changes in the law as per "Panduan: Sistem Pengesanan Perubahan Undang-Undang" dated 23/06/2015, Version: 04. Any changes in the relevant regulations are through Plantation and Sustainability Department and the Manager, who are sole responsible.</p>							
4.3.1.4	<p>The management should assign a person responsible to monitor compliance and to track and update the changes in regulatory requirements.</p> <p>- Minor compliance -</p>	<p>En Yazid Bin Sapar as the person in charge of Legal Requirement Bukit Aping Selatan Estate via letter dated 06/04/2022. The PIC appointment letter verification found that include PIC duties is to check on the changes or amendments of all relevant laws pertaining to plantation operation at regular interval of once quarterly and do notify the estate of the changes.</p>	Complied						
Criterion 4.3.2 – Lands use rights									
4.3.2.1	<p>The management shall ensure that their oil palm cultivation activities do not diminish the land use rights of other users.</p> <p>- Major compliance -</p>	<p>The management has supplied documents substantiating their legal ownership or lease and has taken measures to ensure that all operation or activities do not impede upon the rights of other users. Additionally, the management has entered into a leasing agreement with FELDA Sighted the evidence:</p> <p>Details information on the contract agreement:</p> <table border="1"> <tr> <td>Document</td> <td>Agreement Letter FGVPM with FELDA</td> </tr> <tr> <td>Date</td> <td>01/11/2011</td> </tr> <tr> <td>Total Hectarage</td> <td>1,547.97 Ha</td> </tr> </table>	Document	Agreement Letter FGVPM with FELDA	Date	01/11/2011	Total Hectarage	1,547.97 Ha	Complied
Document	Agreement Letter FGVPM with FELDA								
Date	01/11/2011								
Total Hectarage	1,547.97 Ha								
4.3.2.2	<p>The management shall provide documents showing legal</p>	<p>The management has supplied documents substantiating their legal</p>	Complied						

MSPO Public Summary Report
Revision 2 (Nov 2021)

Criterion / Indicator		Assessment Findings	Compliance								
	ownership or lease, history of land tenure and the actual use of the land. - Major compliance -	ownership or lease and has taken measures to ensure that all operation or activities do not impede upon the rights of other users. Additionally, the management has entered into a leasing agreement with FELDA Sighted the evidence: Details information on the contract agreement: <table border="1"> <tr> <td>Document</td> <td>Agreement Letter FGVP with FELDA</td> </tr> <tr> <td>Date</td> <td>01/11/2011</td> </tr> <tr> <td>Total Hectarage</td> <td>1,547.97 Ha</td> </tr> </table>	Document	Agreement Letter FGVP with FELDA	Date	01/11/2011	Total Hectarage	1,547.97 Ha			
Document	Agreement Letter FGVP with FELDA										
Date	01/11/2011										
Total Hectarage	1,547.97 Ha										
4.3.2.3	Legal perimeter boundary markers should be clearly demarcated and visibly maintained on the ground where practicable. - Major compliance -	The management has established the boundary makers purposely to show their area of ownership of land. It was maintained on the ground and visibly during site visit at field block. Sighted the evidence: Details information on the monitoring the boundary stone: <table border="1"> <tr> <td>Document</td> <td>Boundary Map</td> </tr> <tr> <td>Parameter</td> <td>Boundary Stone</td> </tr> <tr> <td>Field Location 1</td> <td>PM07K</td> </tr> <tr> <td>Field Location 2</td> <td>PM08L</td> </tr> </table>	Document	Boundary Map	Parameter	Boundary Stone	Field Location 1	PM07K	Field Location 2	PM08L	Complied
Document	Boundary Map										
Parameter	Boundary Stone										
Field Location 1	PM07K										
Field Location 2	PM08L										
4.3.2.4	Where there are, or have been, disputes, documented proof of legal acquisition of land title and fair compensation that have been or are being made to previous owners and occupants; shall be made available and that these should have been accepted with free prior informed consent (FPIC). - Minor compliance -	There is no land dispute in this Certification Unit at the time of audit. The lands are belonged to Lembaga Kemajuan Tanah Persekutuan via verified with the land titles. Interview with the stakeholders confirmed that no encroachment of land by certification unit.	N/A								
Criterion 4.3.3 – Customary rights											
4.3.3.1	Where lands are encumbered by customary rights, the company shall demonstrate that these rights are understood and are not	There is no land encumbered by customary rights under FGV Wa Ha	N/A								

Criterion / Indicator		Assessment Findings	Compliance										
	being threatened or reduced. - Major compliance -	certification unit.											
4.3.3.2	Maps of an appropriate scale showing extent of recognized customary rights land, if any, should made available. - Minor compliance -	There is no land encumbered by customary rights under FGV Wa Ha certification unit.	N/A										
4.3.3.3	Negotiation and FPIC shall be recorded and copies of negotiated agreements should be made available. - Major compliance -	There is no land encumbered by customary rights under FGV Wa Ha certification unit.	N/A										
4.4 Principle 4: Social responsibility, health, safety and employment condition													
Criterion 4.4.1: Social Impact Assessment (SIA)													
4.4.1.1	Social impact should be identified and plans are implemented to mitigate the negative impacts and promote the positive ones. - Minor compliance –	<p>As per the Social Impact Assessment (SIA) report, the methodology involved conducting interviews with members of the local community and estate workers. The assessment process encompassed several steps, including identifying stakeholders, considering social factors, analysing data, consulting stakeholders, developing a mitigation plan, implementing action plan, and continuously monitoring its progress. Supporting evidence for these activities has been documented.</p> <p>Details information on the monitoring the Social Impact Assessment:</p> <table border="1"> <tr> <td>Document</td> <td>Social Impact Assessment (SIA)</td> </tr> <tr> <td>Date</td> <td>01/01/2021</td> </tr> <tr> <td>Revision</td> <td>02</td> </tr> <tr> <td>Document</td> <td>Management Plan Social Impact 2022 - 2023</td> </tr> <tr> <td>Action Plan</td> <td>To give a training complaint & grievance to employee</td> </tr> </table>	Document	Social Impact Assessment (SIA)	Date	01/01/2021	Revision	02	Document	Management Plan Social Impact 2022 - 2023	Action Plan	To give a training complaint & grievance to employee	Complied
Document	Social Impact Assessment (SIA)												
Date	01/01/2021												
Revision	02												
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Action Plan	To give a training complaint & grievance to employee												

MSPO Public Summary Report
Revision 2 (Nov 2021)

Criterion / Indicator		Assessment Findings		Compliance																
			To give explanation on contract agreement to employee To give explanation on wildlife to employee To give explanation on sexual harassment to gender committee																	
Criterion 4.4.2: Complaints and grievances																				
4.4.2.1	A system for dealing with complaints and grievances shall be established and documented. - Major compliance -	The management has implemented a comprehensive system for addressing complaints and grievances, including the provision of complaint forms, complaint book and a designated box located at the front of the office, accessible at all times. This streamlined process allows individuals to submit their concerns by completing the provided complaint form. Additionally, the resolution of the grievance will be overseen by their immediate superior. Sighted the evidence: Details information on procedure of any complaint & grievance: <table border="1" data-bbox="1070 949 1888 1085"> <tr> <td>Document</td> <td>Procedure Complaint & Grievances</td> </tr> <tr> <td>Reference</td> <td>FGV/GSD-SCCD/SOP/010</td> </tr> <tr> <td>Date</td> <td>01/06/2022</td> </tr> <tr> <td>Revision</td> <td>3.0</td> </tr> </table> Details information on the recording of any complaint & grievance: <table border="1" data-bbox="1070 1133 1888 1268"> <tr> <td>Document</td> <td>Complaint Logbook</td> </tr> <tr> <td>Date Received</td> <td>01/10/2023</td> </tr> <tr> <td>Date Resolved</td> <td>01/10/2023</td> </tr> <tr> <td>Complaint Issue</td> <td>Pipe leaking at worker housing</td> </tr> </table>		Document	Procedure Complaint & Grievances	Reference	FGV/GSD-SCCD/SOP/010	Date	01/06/2022	Revision	3.0	Document	Complaint Logbook	Date Received	01/10/2023	Date Resolved	01/10/2023	Complaint Issue	Pipe leaking at worker housing	Complied
Document	Procedure Complaint & Grievances																			
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Date Received	01/10/2023																			
Date Resolved	01/10/2023																			
Complaint Issue	Pipe leaking at worker housing																			
4.4.2.2	The system shall be able to resolve disputes in an effective, timely and appropriate manner that is accepted by all parties. - Major compliance -	The management has established of a dispute resolution system that ensures effectiveness, timeliness, and appropriateness, and is accepted by all parties involved.		Complied																

MSPO Public Summary Report
Revision 2 (Nov 2021)

Criterion / Indicator		Assessment Findings	Compliance								
		Details information on the recording of any complaint & grievance: <table border="1"> <tr> <td>Document</td> <td>Complaint Logbook</td> </tr> <tr> <td>Date Received</td> <td>01/10/2023</td> </tr> <tr> <td>Date Resolved</td> <td>01/10/2023</td> </tr> <tr> <td>Complaint Issue</td> <td>Pipe leaking at worker housing</td> </tr> </table>	Document	Complaint Logbook	Date Received	01/10/2023	Date Resolved	01/10/2023	Complaint Issue	Pipe leaking at worker housing	
Document	Complaint Logbook										
Date Received	01/10/2023										
Date Resolved	01/10/2023										
Complaint Issue	Pipe leaking at worker housing										
4.4.2.3	A complaint form should be made available at the premises, where employees and affected stakeholders can make a complaint. - Minor compliance -	The management has implemented a dispute resolution system that guarantees effectiveness, timeliness, and appropriateness, and has gained unanimous acceptance from all parties involved. Additionally, the complaint form and complaint book are readily accessible on the premises, allowing both employees and affected stakeholders to file complaints.	Complied								
4.4.2.4	Employees and the surrounding communities should be made aware that complaints or suggestions can be made any time. - Minor compliance -	Both employees and the surrounding communities have been informed that they are welcome to submit complaints or suggestions at any time. This has been confirmed by the management through the training of the complaint procedure for employees, ensuring they are knowledgeable about the process of making a complaint. Sighted the evidence: Details information on the training procedure to the employee: <table border="1"> <tr> <td>Document</td> <td>Training complaint procedure for employee</td> </tr> <tr> <td>Date</td> <td>08/03/2023</td> </tr> <tr> <td>Time</td> <td>05:00 pm</td> </tr> <tr> <td>Venue</td> <td>Bukit Waha Hall</td> </tr> </table>	Document	Training complaint procedure for employee	Date	08/03/2023	Time	05:00 pm	Venue	Bukit Waha Hall	Complied
Document	Training complaint procedure for employee										
Date	08/03/2023										
Time	05:00 pm										
Venue	Bukit Waha Hall										
4.4.2.5	Complaints and resolutions for the last 24 months shall be documented and made available to affected stakeholders upon request. - Major compliance -	The management has utilized a complaint form and complaint book for any stakeholder or employee need to make compliant. Records of complaints from the past 24 months are still on hand for verification. Sighted the evidence:	Complied								

MSPO Public Summary Report
Revision 2 (Nov 2021)

Criterion / Indicator		Assessment Findings	Compliance								
		Details information on the recording of past 24 months: <table border="1"> <tr> <td>Document</td> <td>Complaint Logbook</td> </tr> <tr> <td>Date Received</td> <td>14/02/2021</td> </tr> <tr> <td>Date Resolved</td> <td>14/02/2021</td> </tr> <tr> <td>Compliant Issue</td> <td>To provide the clean water tank</td> </tr> </table>	Document	Complaint Logbook	Date Received	14/02/2021	Date Resolved	14/02/2021	Compliant Issue	To provide the clean water tank	
Document	Complaint Logbook										
Date Received	14/02/2021										
Date Resolved	14/02/2021										
Compliant Issue	To provide the clean water tank										
Criterion 4.4.3: Commitment to contribute to local sustainable development											
4.4.3.1	Growers should contribute to local development in consultation with the local communities. - Minor compliance -	The management has actively engaged with local communities to contribute to local development. During audit times, records for the Corporate Social Responsibility (CSR) program are documented in consultation with the surrounding community. Sighted the evidence: Details information on CSR Programmed to surrounding communities: <table border="1"> <tr> <td>CSR 1</td> <td>Donation to FPM Bukit Ester at 11/06/2023</td> </tr> <tr> <td>CSR 2</td> <td>Donation to PIBG SMK Bandar Ester at 13/06/2023</td> </tr> <tr> <td>CSR 3</td> <td>Donation to Felda Bukit Ester Road maintenance at 26/07/2023</td> </tr> </table>	CSR 1	Donation to FPM Bukit Ester at 11/06/2023	CSR 2	Donation to PIBG SMK Bandar Ester at 13/06/2023	CSR 3	Donation to Felda Bukit Ester Road maintenance at 26/07/2023	Complied		
CSR 1	Donation to FPM Bukit Ester at 11/06/2023										
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CSR 3	Donation to Felda Bukit Ester Road maintenance at 26/07/2023										
Criterion 4.4.4: Employees safety and health											
4.4.4.1	An occupational safety and health policy and plan shall be documented, effectively communicated and implemented. - Major compliance -	OSH Policy (FGV/GHR/HSEQ/POL/003) Rev. 5.0 for FGV Holdings Berhad documented, signed and approved by Mohd Nazrul Izam Mansor (CEO) dated 05/11/2021. The policy mentioned statement of commitment to enhance and established safe and healthy operation and workplace. Training/Briefing on OSH policy conducted on 06/03/2023.	Complied								
4.4.4.2	The occupational safety and health plan shall cover the following: a) A safety and health policy, which is communicated and implemented.	The occupation safety and health plan cover the following: a) The management has established the Group Policy on Health, Safety & Environment (FGV/GHR/HSEQ/POL/003) Rev. 5.0 (HSE)	Complied								

MSPO Public Summary Report
Revision 2 (Nov 2021)

Criterion / Indicator	Assessment Findings	Compliance
<p>b) The risks of all operations shall be assessed and documented.</p> <p>c) An awareness and training programme which includes the following requirements for employees exposed to pesticides:</p> <ul style="list-style-type: none"> i. all employees involved shall be adequately trained on safe working practices ii. all precautions attached to products shall be properly observed and applied <p>d) The management shall provide the appropriate PPE at the place of work to cover all potentially hazardous operations as identified in the risk assessment and control such as Hazard Identification, Risk Assessment and Risk Control (HIRARC).</p> <p>e) The management shall establish Standard Operating Procedure for handling of chemicals to ensure proper and safe handling and storage in accordance to Occupational Safety Health (Classification Packaging and Labeling) Regulation 1997 and Occupational Safety Health (Use and Standard of Exposure of Chemical Hazardous to Health) Regulation 2000.</p> <p>f) The management shall appoint responsible person(s) for workers' safety and health. The appointed person(s) of trust must have knowledge and access to latest national regulations and collective agreements.</p> <p>g) The management shall conduct regular two-way communication with their employees where issues affecting their business such as employee's health, safety and welfare are discussed openly. Records from such meeting are kept and the concerns of the employees and any remedial actions taken are recorded.</p> <p>h) Accident and emergency procedures shall exist and instructions</p>	<p>Policy Statement signed by the CEO on 05/11/2021. The policy has been communicated to the staffs and workers through induction training for new workers, morning briefing and displayed at various notice boards within the estate. The policy has been briefed to all workers in Bukit Aping Selatan Estate on 06/03/2023.</p> <p>b) FGV Holdings Berhad have established Standard Operating Procedure for Risk Assessment and documented HIRARC (FGV/FGVPM/FIMS)1.3 Rev 1. Estates sampled have conducted risk assessments for all the operations and documented in the Hazard Identification, Risk Assessment, and Risk Control (HIRARC). The assessment covers all main operations and support operations. Among the activities verified in the HIRARC included Loading FFB, P&D Circle Application, Harvesting (Carriers), Gardening.</p> <p>HIRARC is reviewed on annually and as and when there are any accidents that occur in the estate. Verified the latest review of HIRARC for the Bukit Aping Selatan Estate on 13/06/2023 (HIRARC on Receiving, storage & Issuance of Fertilizer and Herbicide, and manual weeding (slashing).</p> <p>Chemical Health Risk Assessment was conducted in compliance to the OSHA Act 1994 and the Use and Standard of Exposure of Chemicals Hazardous to Health (USECHH) Regulations 2000 to assess the risks associated to hazardous chemicals used in the estate. The CHRA reports were available in the sampled estates as below:</p> <ul style="list-style-type: none"> • The Chemical Health Risk Assessment Report (Ref. Number: JH/08/04/3301 conducted by Occumed Consultancy & Services Sdn Bhd (Dr Yasriza Yahya), DOSH Registration: 	

MSPO Public Summary Report
Revision 2 (Nov 2021)

Criterion / Indicator	Assessment Findings	Compliance
<p>shall be clearly understood by all employees.</p> <p>i) Employees trained in First Aid should be present at all field operations. A First Aid Kit equipped with approved contents should be available at each worksite.</p> <p>j) Records shall be kept of all accidents and be reviewed periodically at quarterly intervals.</p> <p>- Major compliance -</p>	<p>HQ/10/ASS/00/8 dated 12/04/2023 2020.</p> <ul style="list-style-type: none"> • Medical Surveillance was conducted for workers exposed to chemicals and welding fumes in the estate as recommended in the CHRA. The medical surveillance was conducted to monitor the level of exposure on the workers towards the chemicals and fumes. • Medical Surveillance was conducted from 25-26/09/2023 at Klinik Pengerang, Pengerang, Johor for 21 workers those exposure to chemical. The medical surveillance result all workers is normal and fit for work. • Noise Risk Assessment Report (NRA) was conducted in compliance to Occupational Safety & Health (Noise Exposure) Regulations 2019 in the estates. The NRA Reports were available. • Assessment conducted on 03/10/2021 by Handstech Solution Services Sdn Bhd. The assessment report (Ref. No: N087/2110-123 was available for verification. The assessment for all personal carried out show that the value was above daily noise exposure limit (DNEL)-Tractor driver, lorry driver, grass-cutter operator & Mist Blower operator. The recommendations have been made in accordance to the requirement OSH (Noise Exposure) Regulation 2019. • Audiometric Test Report (NRA) Audiometric Testing Center & Occupational Safety & Health Doctor is available (Noise Exposure) Regulations 2019 in the estates. The Reports were available in the sampled estates. • Audiometric Test on 31/01/2023 by Klinik Moiz Sdn Bhd. The assessment report (Ref. No: HQ/17/DOC/00/0005 was 	

MSPO Public Summary Report
Revision 2 (Nov 2021)

Criterion / Indicator		Assessment Findings	Compliance
		<p>available for verification. The test for 12 personal show the result all 12 workers were healthy and should be able to continue with their present job. One employee is recommended for re-test. The recommendations have been made under Regulation 9 (9) (a) Temporary Standard Threshold Shift-Retest within 3 months period. The retest has been conducted on 19/04/2023.</p> <p>c) The Estates have established a training program for employees exposed to chemicals used at the palm oil estates to ensure continuous awareness to the employees. The training was conducted by the Manager, Asst. Manager, and representative from the chemical suppliers to the supervisors and operators. Sighted the training records as follows:</p> <ul style="list-style-type: none"> • First Aid training: 27/02/2023 • Fire Drill & ERP Training: 19/01/2023 <p>d) The estates have provided appropriate PPE to all workers according to the job type and requirements. The PPE given as per HIRARC and Pictorial Safety Standard (PSS) Palm Oil Estates dated 17/03/2008.</p> <p>Sighted the PPE issuance records documented in 'PPE Issuance Record' logbook. The PPE issued recorded by workers and job designation. Verified the sample of the latest issuance records:</p> <ul style="list-style-type: none"> • Employee : Mohammad Lal Mohammad • Date of issue: 03/08/2023 • Items : Glove nitrile, Respirator, Apron & goggle <p>The site visit and interview with harvesting workers and manuring workers in PM08N, Blk 16 Bukit Aping Selatan Estate found that</p>	

MSPO Public Summary Report
Revision 2 (Nov 2021)

Criterion / Indicator	Assessment Findings	Compliance
	<p>the workers and mandores is wearing proper PPE comply to SOP: FGVP M/L3/GPK-017 dated 01/02/2020 Section 6.4.2 Perlu Memakai Kasut Keselamatan Dan Topi Keselamatan and Matrix Alat Perlindungan PPE FGVP. Therefore, verification found that no reoccurrence on the same issues concerning PPE that was highlighted in the Minor Non-conformance during last year's audit. The site visit and interview with harvesting</p> <p>e) SOP for Pesticides and Fertilizer Handling (FGVP M/L3/GP K- 06) Rev.0, effective date 01/02/20. SOP for Pesticides Mixing (FGVP M/L3/GP K-007) Rev. 0, effective date 01/02/2020. Both established, documented.</p> <p>The site visit to chemical & fertilizer store found that the chemicals has stored in accordance with the Occupational Safety Health (Classification Packaging and Labelling) Regulation 1997 and Occupational Safety Health (Use and Standard of Exposure of Chemical Hazardous to Health) Regulation 2000. The well-maintained stores found adequate availability of safety signage, valid fire extinguisher, SMDS/SDS of each chemical is found valid and were placed at the determined sport. Verified the sample SDS chemical Of CAS with Ammonium 4-(hydroxyl (methyl) Phosphinoy)-DL-homoalaninate validity 31/01/2025 & fertilizer Compound Fertilizer FELDA 1 with NPK 9/9/12+4 MgO+0.5B validity 01/01/2027. Interview to storekeeper during the chemical store visit notice that he has demonstrated good knowledge on Standard Operating Procedure for handling of chemicals.</p> <p>f) The management appoint Estate Manager as Chairman of SHC by General Manager Mersing Region as Appointment Letter dated 20/07/2022. Appointment of other SHC members sighted for FGV Bukit Aping Selatan. Appointment Letter dated 01/01/2023</p>	

MSPO Public Summary Report
Revision 2 (Nov 2021)

Criterion / Indicator	Assessment Findings	Compliance
	<p>(Muhamad Rezuan Othman, Asst. Manager, Yazid, Rishhhafuddin Othman, Mohd Yusof Md Lajim, Muhamad Hafiz Zaidan, Nurul Shafiqah Ibrahim, Norsahmimi Rahmat, Mohd Hairiezul fadzil Hasanan, Ahmad sabri Adenan, Syaful Abdullah).</p> <p>g) The management conducted regular OSH committee meetings on quarterly basis and when necessary due to accidents that occur. The minutes of the meeting verification found that the meeting discussed issues on employees’ safety, health and welfare such as operational risks and health achievement report, PPE, worker’s houses cleanness, estate security, safety compliance by contractors, workplace inspection, legal compliance, safety and health training. Sighted the OSH Meeting Minutes dated as follows:</p> <ol style="list-style-type: none"> 1. 28/02/2023 2. 25/05/2022 3. 21/08/2023 <p>h) Emergency SOP (FGV/FGVPM/II/IMS/15/013 Ver.02 dated 01/11/21 to explain process of determining emergency, emergency preparedness and response for handling scenarios such as fire, chemical spillage, earth quake, flood, terrorist threat, pandemic and etc. The estates have established Emergency Response Team lead by the Estate Managers. The ERT chart and Fire Extinguisher Map was also available and verified. Emergency Response Training was conducted.</p> <p>i) The management Bukit Aping Selatan Estate had sent employees for First Aider training. The two employees (certificate No: RK0151285 & RK0151289) attended the First Aid & CPR Training conducted by Persatuan Bulan sabit Merah Malaysia dated 02-</p>	

MSPO Public Summary Report
Revision 2 (Nov 2021)

Criterion / Indicator	Assessment Findings	Compliance
	<p>03/02/2023. The certificate validity 02/02/2023- 22/12/2025</p> <p>The site visits to harvesting gang in PM10M Block 17 & spraying gang in PM08N Block 16 found that mandores was equipped with First Aid kit contain with the necessary approved items. The training record verification confirmed that the mandores had attended the Frist Aid training on 27/02/2023.</p> <p>j) The estates sampled recorded all accidents reports and reported to HQ using the PSQM-ESH Monthly update form via online through GSQM ESH Portal. The accident occurred was reviewed on quarterly basis during OSH committee meeting.</p> <ul style="list-style-type: none"> • There was one accidents case (JKKP 6) occurred for the year 2023 reported in the estate involved maintenance worker during perform his duty slashing woodies in the field. The accident investigation report is available for verification during audit, number of lost days stated was 8 days. The JKKP 8 form has been submitted to DOSH for the year ending 2022 on 07/01/2023 (Ref No: JKKP8/139745/20222) and documents available for verification. 	
<p>Criterion 4.4.5: Employment conditions</p>		

MSPO Public Summary Report
Revision 2 (Nov 2021)

Criterion / Indicator		Assessment Findings	Compliance						
4.4.5.1	<p>The management shall establish policy on good social practices regarding human rights in respect of industrial harmony. The policy shall be signed by the top management and effectively communicated to the employees.</p> <p>- Major compliance -</p>	<p>The management has established a Human Rights Policy as part of the Group Sustainability Policy, dated 17/11/2020, which was subsequently signed and approved by the Board of Directors. Please refer to FGV/SED/POL/001 Revision: 4.0, dated 17/11/2020, section 5.0 (B) for further details on respecting human rights.</p> <p>The management is fully committed to and supports human rights. Communication to employees was conducted through various channels, including briefings during morning muster, displays on notice boards at workers' hostels, and training sessions. Sighted the evidence:</p> <p>Details information training related on human right to employee:</p> <table border="1"> <tr> <td>Document 1</td> <td>Record Training for Policy at 06/03/2023</td> </tr> <tr> <td>Document 2</td> <td>Record Training for Sexual Harassment at 14/03/2023</td> </tr> <tr> <td>Document 3</td> <td>Record training for Human Right at 18/01/2023</td> </tr> </table>	Document 1	Record Training for Policy at 06/03/2023	Document 2	Record Training for Sexual Harassment at 14/03/2023	Document 3	Record training for Human Right at 18/01/2023	Complied
Document 1	Record Training for Policy at 06/03/2023								
Document 2	Record Training for Sexual Harassment at 14/03/2023								
Document 3	Record training for Human Right at 18/01/2023								
4.4.5.2	<p>The management shall not engage in or support discriminatory practices and shall provide equal opportunity and treatment regardless of race, colour, sex, religion, political opinion, nationality, social origin or any other distinguishing characteristics.</p> <p>- Major compliance -</p>	<p>The management has implemented an Equal Opportunity Policy in line with the Group Sustainability Policy dated 17/11/2020, which has been endorsed and approved by the Board of Directors. Refer to FGV/SED/POL/001 Revision: 4.0, dated 17/11/2020, section 5.2.1 on Equality and Non-Discrimination.</p> <p>The company is dedicated to ensuring that all employees are treated with equality, irrespective of their race, nationality, religion, gender, age, and other political opinions.</p>	Complied						
4.4.5.3	<p>Management shall ensure that employees' pay and conditions meet legal or industry minimum standards and as per agreed Collective Agreements. The living wage should be sufficient to meet basic needs and provide some discretionary income based on minimum</p>	<p>The management is responsible for ensuring that employees' wages and conditions adhere to both legal and industry-established minimum standards, as well as the terms agreed upon in Collective Agreements. This is outlined in the contract agreement between the</p>	Complied						

Criterion / Indicator		Assessment Findings	Compliance				
	wage. - Major compliance -	<p>employer and employee, where the basic salary is explicitly stated. Sighted the evidence:</p> <p>Details information of salary & collective agreement of employee:</p> <table border="1"> <tr> <td>ID: FW0668XXXX Harvester</td> <td>Contract Agreement on 29/11/2022 Both of employer & employer signed. Basic Salary: RM15XX/Month Total Salary: RM18XX.XX – Aug 2023 Total Salary: RM22XX.XX – Sep 2023 Total Salary: RM20XX.XX – Oct 2023</td> </tr> <tr> <td>ID: FW0668XXXX General Worker</td> <td>Contract Agreement on 09/08/2022 Both of employer & employer signed. Basic Salary: RM15XX/Month Total Salary: RM16XX.XX – Aug 2023 Total Salary: RM17XX.XX – Sep 2023 Total Salary: RM17XX.XX – Oct 2023</td> </tr> </table>	ID: FW0668XXXX Harvester	Contract Agreement on 29/11/2022 Both of employer & employer signed. Basic Salary: RM15XX/Month Total Salary: RM18XX.XX – Aug 2023 Total Salary: RM22XX.XX – Sep 2023 Total Salary: RM20XX.XX – Oct 2023	ID: FW0668XXXX General Worker	Contract Agreement on 09/08/2022 Both of employer & employer signed. Basic Salary: RM15XX/Month Total Salary: RM16XX.XX – Aug 2023 Total Salary: RM17XX.XX – Sep 2023 Total Salary: RM17XX.XX – Oct 2023	
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4.4.5.4	<p>Management should ensure employees of contractors are paid based on legal or industry minimum standards according to the employment contract agreed between the contractor and his employee.</p> <p>- Minor compliance -</p>	<p>The management is responsible for ensuring that wages of employee contractor are meet legal and industry-established minimum standards, as well as the terms agreed upon in Collective Agreements. This is outlined in the contract agreement between the contractor and his employee, where the basic salary is explicitly stated. Sighted the evidence:</p> <p>Details information of salary & agreement employee contractor:</p> <table border="1"> <tr> <td>Contractor</td> <td>Tixxx Chxx Sixx Trading</td> </tr> <tr> <td>Md Fadil Mosman Worker</td> <td>Total Salary: RM18XX.XX – Oct 2023 KWSP: RM16X.XX Socso: RM7.XX EIS: RM2.XX</td> </tr> </table>	Contractor	Tixxx Chxx Sixx Trading	Md Fadil Mosman Worker	Total Salary: RM18XX.XX – Oct 2023 KWSP: RM16X.XX Socso: RM7.XX EIS: RM2.XX	Complied
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MSPO Public Summary Report
Revision 2 (Nov 2021)

Criterion / Indicator		Assessment Findings		Compliance
		Contractor Safei A Rahman Worker	Pernixxxx Saxxx & Sahxxx Total Salary: RM26XX.XX – Sep 2023 KWSP: RM6X.XX Socso: RM8.XX EIS: RM5.XX	
4.4.5.5	The management shall establish records that provide an accurate account of all employees (including seasonal workers and subcontracted workers on the premises). The records should contain full names, gender, date of birth, date of entry, a job description, wage and the period of employment. - Major compliance -	The management has diligently maintained records that offer a comprehensive account of all employees on the premises. These records encompass essential details such as full names, gender, date of birth, date of entry, job descriptions, wages, and the duration of employment. All workers have enrolled in E-Rangkaian Maklumat Ladang (E-RML) which functions as a checkroll system for inputting data on productivity, overtime, working hours, and incentives.		Complied
4.4.5.6	All employees shall be provided with fair contracts that have been signed by both employee and employer. A copy of employment contract is available for each and every employee indicated in the employment records. - Major compliance -	All employees have been furnished with equitable contracts, which have been mutually signed by both the employee and employer. A copy of the employment contract is accessible for each and every employee. Details information of collective agreement of employee:		Complied
		ID: FW066802XX Harvester	Contract Agreement on 29/11/2022 Both of employer & employer signed. Basic Salary: RM15XX/Month Copy of agreement are available	
		ID: FW066801XX General Worker	Contract Agreement on 09/08/2022 Both of employer & employer signed. Basic Salary: RM15XX/Month Copy of agreement are available	
		ID: FW066801XX General Worker	Contract Agreement on 09/08/2022 Both of employer & employer signed.	

MSPO Public Summary Report
Revision 2 (Nov 2021)

Criterion / Indicator		Assessment Findings		Compliance				
			Basic Salary: RM15XX/Month Copy of agreement are available					
4.4.5.7	The management shall establish a time recording system that makes working hours and overtime transparent for both employees and employer. - Major compliance -	<p>The management has diligently maintained records that offer a comprehensive account of all employees on the premises. These records encompass essential details such as full names, gender, date of birth, date of entry, job descriptions, wages, and the duration of employment.</p> <p>All workers have enrolled in E-Rangkaian Maklumat Ladang (E-RML) which functions as a checkroll system for inputting data on productivity, overtime, working hours, and incentives.</p>		Complied				
4.4.5.8	The working hours and breaks of each individual employee as indicated in the time records shall comply with legal regulations and collective agreements. Overtime shall be mutually agreed and shall always be compensated at the rate applicable and shall meet the applicable legal requirement. - Major compliance -	<p>Records reviewed on the Check roll book of sampled workers found that the enter time and exit time was clearly stated in the timecard. The sampled workers above have recorded overtime not exceeding 104 hours per month. Sighted the evidence:</p> <p>Details information of collective agreement of employee:</p> <table border="1"> <tr> <td>ID: FW066802XX Harvester</td> <td>Document: Payslip - Oct 2023 Working Day: 24 Days Working Hour: 7:00am – 04:30pm Rest Hour: 2:00 Hours Overtime: 00</td> </tr> <tr> <td>ID: FW066801XX General Worker</td> <td>Document: Payslip - Oct 2023 Working Day: 24 Days Working Hour: 7:00am – 04:30pm Rest Hour: 2:00 Hours Overtime: 00</td> </tr> </table>		ID: FW066802XX Harvester	Document: Payslip - Oct 2023 Working Day: 24 Days Working Hour: 7:00am – 04:30pm Rest Hour: 2:00 Hours Overtime: 00	ID: FW066801XX General Worker	Document: Payslip - Oct 2023 Working Day: 24 Days Working Hour: 7:00am – 04:30pm Rest Hour: 2:00 Hours Overtime: 00	Complied
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MSPO Public Summary Report
Revision 2 (Nov 2021)

Criterion / Indicator		Assessment Findings	Compliance				
4.4.5.9	<p>Wages and overtime payment documented on the pay slips shall be in line with legal regulations and collective agreements.</p> <p>- Major compliance -</p>	<p>The management is responsible for ensuring that employees' wages and conditions adhere to both legal and industry-established minimum standards, as well as the terms agreed upon in Collective Agreements. This is outlined in the contract agreement between the employer and employee, where the basic salary is explicitly stated. Sighted the evidence:</p> <p>Details information of salary & collective agreement of employee:</p> <table border="1"> <tr> <td>ID: FW0668XXXX Harvester</td> <td>Contract Agreement on 29/11/2022 Both of employer & employer signed. Basic Salary: RM15XX/Month Total Salary: RM18XX.XX – Aug 2023 Total Salary: RM22XX.XX – Sep 2023 Total Salary: RM20XX.XX – Oct 2023</td> </tr> <tr> <td>ID: FW0668XXXX General Worker</td> <td>Contract Agreement on 09/08/2022 Both of employer & employer signed. Basic Salary: RM15XX/Month Total Salary: RM16XX.XX – Aug 2023 Total Salary: RM17XX.XX – Sep 2023 Total Salary: RM17XX.XX – Oct 2023</td> </tr> </table>	ID: FW0668XXXX Harvester	Contract Agreement on 29/11/2022 Both of employer & employer signed. Basic Salary: RM15XX/Month Total Salary: RM18XX.XX – Aug 2023 Total Salary: RM22XX.XX – Sep 2023 Total Salary: RM20XX.XX – Oct 2023	ID: FW0668XXXX General Worker	Contract Agreement on 09/08/2022 Both of employer & employer signed. Basic Salary: RM15XX/Month Total Salary: RM16XX.XX – Aug 2023 Total Salary: RM17XX.XX – Sep 2023 Total Salary: RM17XX.XX – Oct 2023	Complied
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4.4.5.10	<p>Other forms of social benefits should be offered by the employer to employees, their families or the community such as incentives for good work performance, bonus payment, professional development, medical care and health provisions.</p> <p>- Minor compliance -</p>	<p>The management has provided facilities such as mosque, recreational facilities such as futsal field, badminton court and volleyball court to the workers and dependents. Government clinic was available in the complex. The workers will be awarded with bonus once a year based on performance. Various incentive and allowance were also given to the workers. Sighted the evidence:</p> <p>Details information of incentive or allowance employee received:</p> <table border="1"> <tr> <td>ID: FW066802XX Harvester</td> <td>Document: Pay Slip – Oct 2023 Incentive Productivity: RM8X.XX</td> </tr> </table>	ID: FW066802XX Harvester	Document: Pay Slip – Oct 2023 Incentive Productivity: RM8X.XX	Complied		
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MSPO Public Summary Report
Revision 2 (Nov 2021)

Criterion / Indicator		Assessment Findings		Compliance						
			Document: Pay Slip – Sep 2023 Incentive Productivity: RM16X.XX							
		ID: FW066801XX Harvester	Document: Pay Slip – Oct 2023 Incentive Productivity: RM12X.XX Document: Pay Slip – Sep 2023 Incentive Productivity: RM16X.XX							
4.4.5.11	In cases where on-site living quarters are provided, these quarters shall be habitable and have basic amenities and facilities in compliance with the Workers' Minimum Standards Housing and Amenities Act 1990 (Act 446) or any other applicable legislation. - Major compliance -	<p>The management has provided habitable housing quarters for employees, which is also include subsidies for electricity and water consumption. Additionally, there is a scheduled program for inspecting the housing conditions and the surrounding area. Sighted the evidence:</p> <p>Details information of inspection workers housing area:</p> <table border="1"> <tr> <td>Document</td> <td>Housing Inspection Checklist</td> </tr> <tr> <td>Month</td> <td>October 2023</td> </tr> <tr> <td>Inspection Period</td> <td>Week 1: Done Week 2: Done Week 3: Done Week 4: Done</td> </tr> </table>		Document	Housing Inspection Checklist	Month	October 2023	Inspection Period	Week 1: Done Week 2: Done Week 3: Done Week 4: Done	Complied
Document	Housing Inspection Checklist									
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4.4.5.12	The management shall establish a policy and provide guidelines to prevent all forms of sexual harassment and violence at the workplace. - Major compliance -	<p>FGV Holdings Berhad has developed Human Rights Policy under Group Sustainability Policy dated 17/11/2020 and signed and Approved by Board of Directors. Refer FGV/SED/POL/001 Revision: 4.0 dated 17/11/2020 section 5.2.5 Preventing Harassment and Abuse.</p> <p>The company is committed to protect the rights of women on the reproductive and family planning. Gender Committee was developed, and it was to provide a system to channel the complaint regarding sexual harassment and violence. There was no issue regarding sexual harassment and violence reported. The last meeting was conducted</p>		Complied						

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

Criterion / Indicator		Assessment Findings	Compliance						
		<p>and discussion regarding human right, activities and training. Sighted the evidence: Details information of Gender Committee meeting:</p> <table border="1"> <tr> <td>Gender Committee Meeting No 1</td> <td>Minutes of meeting on 11/02/2023 Meeting was held at Meeting Room Meeting conduct at 4:00 – 5:00pm</td> </tr> <tr> <td>Gender Committee Meeting No 2</td> <td>Minutes of meeting on 24/05/2023 Meeting was held at Meeting Room Meeting conduct at 3:00 – 5:00pm</td> </tr> <tr> <td>Gender Committee Meeting No 3</td> <td>Minutes of meeting on 26/09/2023 Meeting was held at Meeting Room Meeting conduct at 3:00 – 5:00pm</td> </tr> </table>	Gender Committee Meeting No 1	Minutes of meeting on 11/02/2023 Meeting was held at Meeting Room Meeting conduct at 4:00 – 5:00pm	Gender Committee Meeting No 2	Minutes of meeting on 24/05/2023 Meeting was held at Meeting Room Meeting conduct at 3:00 – 5:00pm	Gender Committee Meeting No 3	Minutes of meeting on 26/09/2023 Meeting was held at Meeting Room Meeting conduct at 3:00 – 5:00pm	
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Gender Committee Meeting No 3	Minutes of meeting on 26/09/2023 Meeting was held at Meeting Room Meeting conduct at 3:00 – 5:00pm								
4.4.5.13	<p>The management shall respect the right of all employees to form or join trade union and allow workers own representative(s) to facilitate collective bargaining in accordance with applicable laws and regulations. Employees shall be given the freedom to join a trade union relevant to the industry or to organize themselves for collective bargaining. Employees shall have the right to organize and negotiate their work conditions. Employees exercising this right should not be discriminated against or suffer repercussions.</p> <p>- Major compliance -</p>	<p>FGV Holdings Berhad has developed Human Rights Policy under Group Sustainability Policy dated 17/11/2020 and signed and Approved by Board of Directors. Refer FGV/SED/POL/001 Revision: 4.0 dated 17/11/2020 section 5.2.2 Upholding Labour Standard. The company allows the employees to join any legal association and get approval from the management. Verified through Interview found that workers aware on no restriction to form and join union.</p> <p>Details information of trade union meeting for the employee:</p> <table border="1"> <tr> <td>Jawatankuasa Komunikasi Harmoni</td> <td>Minutes of meeting on 26/10/2023 Meeting was held at Meeting Room Meeting conduct at 4:00 – 5:00 pm</td> </tr> <tr> <td>Kesatuan Pekerja FGV Plantations</td> <td>Minutes of meeting on 19/09/2023 Meeting was held at Meeting Room Meeting conduct at 8:30 – 04:30 pm</td> </tr> </table>	Jawatankuasa Komunikasi Harmoni	Minutes of meeting on 26/10/2023 Meeting was held at Meeting Room Meeting conduct at 4:00 – 5:00 pm	Kesatuan Pekerja FGV Plantations	Minutes of meeting on 19/09/2023 Meeting was held at Meeting Room Meeting conduct at 8:30 – 04:30 pm	Complied		
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Kesatuan Pekerja FGV Plantations	Minutes of meeting on 19/09/2023 Meeting was held at Meeting Room Meeting conduct at 8:30 – 04:30 pm								
4.4.5.14	Children and young persons shall not be employed or exploited.	FGV Holdings Berhad has developed Human Rights Policy under	Complied						

MSPO Public Summary Report
Revision 2 (Nov 2021)

Criterion / Indicator		Assessment Findings	Compliance																														
	<p>The minimum age shall comply with local, state and national legislation. Work by children is acceptable on family farms, under adult supervision, and when not interfering with their education programmes. Children shall not exposed to hazardous working conditions.</p> <p>- Major compliance -</p>	<p>Group Sustainability Policy dated 17/11/2020 and signed and Approved by Board of Directors. Refer FGV/SED/POL/001 Revision: 4.0 dated 17/11/2020 section 5.2.2 Upholding Labour Standard where the company will not recruit any individual who less than 18 years old to work in plantations. Document reviewed on the list of workers confirmed that all the employees were above 18 years old.</p> <p>Details information listing of employee:</p> <table border="1"> <tr> <td>Document</td> <td>List of Workers</td> </tr> <tr> <td>Year</td> <td>2023</td> </tr> <tr> <td>Observation</td> <td>All workers are above 25 years of age</td> </tr> </table>	Document	List of Workers	Year	2023	Observation	All workers are above 25 years of age																									
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Criterion 4.4.6: Training and competency																																	
4.4.6.1	<p>All employees, contractors and relevant smallholders are appropriately trained. A training programme (appropriate to the scale of the organization) that includes regular assessment of training needs and documentation, including records of training shall be kept.</p> <p>- Major compliance -</p>	<p>The management established a training program for all workers based on the training need analysis conducted on a yearly basis. Records of trainings were maintained by the estates as below:</p> <table border="1"> <thead> <tr> <th>Training</th> <th>Program</th> <th>Actual</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>RSPO & MSPO Awareness Training</td> <td>Jan 02/01/2023</td> </tr> <tr> <td>2</td> <td>HIRARC training (Sprayer)</td> <td>Feb 13/02/2023</td> </tr> <tr> <td>3</td> <td>Training sexual harassment</td> <td>Feb 14/03/2023</td> </tr> <tr> <td>4</td> <td>Procedure Complaint & Grievance training</td> <td>Feb 26/04/2023</td> </tr> <tr> <td>5</td> <td>Chemical Handling Training</td> <td>March 07/06/2023</td> </tr> <tr> <td>6</td> <td>HCV Training</td> <td>April 18/07/2023</td> </tr> <tr> <td>7</td> <td>First Aid & ERP Training</td> <td>May 27/02/2023</td> </tr> <tr> <td>8</td> <td>OSH Awareness Training</td> <td>Jan 19/01/2023</td> </tr> <tr> <td>9</td> <td>Fire Drill & ERP Training</td> <td>Jan 09/01/2023</td> </tr> </tbody> </table>	Training	Program	Actual	1	RSPO & MSPO Awareness Training	Jan 02/01/2023	2	HIRARC training (Sprayer)	Feb 13/02/2023	3	Training sexual harassment	Feb 14/03/2023	4	Procedure Complaint & Grievance training	Feb 26/04/2023	5	Chemical Handling Training	March 07/06/2023	6	HCV Training	April 18/07/2023	7	First Aid & ERP Training	May 27/02/2023	8	OSH Awareness Training	Jan 19/01/2023	9	Fire Drill & ERP Training	Jan 09/01/2023	Complied
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4.4.6.2	<p>Training needs of individual employees shall be identified prior to the planning and implementation of the training programmes in</p>	<p>Sighted a Training Needs Analysis FY 2023 covering topics under Environment, Social Aspects, OSH Aspects, Safe Work Practices and</p>	Complied																														

MSPO Public Summary Report
Revision 2 (Nov 2021)

Criterion / Indicator		Assessment Findings	Compliance
	order to provide the specific skill and competency required to all employees based on their job description. - Major compliance -	Good Agricultural Practices for all level of workers from Estate Managers, Assistant, Clerks, Certification Assistant, Mandore/Supervisor, Harvesters, Sprayers, Manurers, Drivers, New Workers, SHO, First Aider, SHC, Fire Fighting team, Contractor and Stakeholder.	
4.4.6.3	A continuous training programme should be planned and implemented to ensure that all employees are well trained in their job function and responsibility, in accordance to the documented training procedure. - Minor compliance -	The management has established Annual Training Plan for FY 2023. As part of continual training to ensure that all employee is well trained in their job function and responsibility, in accordance to the documented training procedure covering SOP such as chemical handling, harvesting, manuring, spraying.	Complied
4.5 Principle 5: Environment, natural resources, biodiversity and ecosystem services			
Criterion 4.5.1: Environmental Management Plan			
4.5.1.1	An environmental policy and management plan in compliance with the relevant country and state environmental laws shall be developed, effectively communicated and implemented. - Major compliance -	FGV Holdings Berhad has documented Environmental policy in the Group Sustainability Policy under section 5.3: Protecting the Environment. The Group Sustainability Policy was signed by the CEO on 17/11/2020. Refer doc. no FGV/SED/POL/001 rev. 4(BI). The policy was communicated through training, briefing and displayed on notice board at several placed in the estate.	Complied
4.5.1.2	The environmental management plan shall cover the following: a) An environmental policy and objectives; b) The aspects and impacts analysis of all operations. - Major compliance -	Environmental Aspects and Impacts Analysis [EAIA] being established under Pengenalpastian Aspek dan Penilaian Impak, No Borang: FGV/FGVPM/IV/IMS/15/1.6 Pind 1. The EAIA covering 44 activities for instance: 1. Spraying 2. Pre-mix at Store	Complied

MSPO Public Summary Report
Revision 2 (Nov 2021)

Criterion / Indicator		Assessment Findings	Compliance																				
		3. Storage of Chemical 4. FFB evacuation to mill 5. Manuring 6. Landfill The document of EAIA has been reviewed on 01/03/2023 at FGVPM Bukit Aping Selatan Estate.																					
4.5.1.3	An environmental improvement plan to mitigate the negative impacts and to promote the positive ones, shall be developed, effectively implemented and monitored. - Major compliance -	Sighted the Identification of Environmental Aspects and Evaluation of Significance Form for the year 2023 developed to mitigate the negative impacts and to promote the positive one and effectively implemented and monitored. Sample taken as follows: <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th>Activity</th> <th>Aspect</th> <th>Impact</th> <th>Management Control</th> </tr> </thead> <tbody> <tr> <td>Triple rinsing</td> <td>Empty chemical container & Chemical spillage</td> <td>Soil Pollution</td> <td>Supervisor/ chemical storekeeper</td> </tr> <tr> <td>Agriculture tractor</td> <td>Oil spillage</td> <td>Soil & water pollution</td> <td>Supervisor/ tractor Driver</td> </tr> <tr> <td>Diesel-receive, storage & Issue</td> <td>Diesel spillage</td> <td>Soil & water pollution</td> <td>Store Clark & Tractor driver</td> </tr> <tr> <td>Chemical Spraying</td> <td>Spraying close to water sources</td> <td>Leaching/ water/ soil pollution/</td> <td>Spraying Supervisor/ spraying worker</td> </tr> </tbody> </table> The status of implementation of the environment improvement plan	Activity	Aspect	Impact	Management Control	Triple rinsing	Empty chemical container & Chemical spillage	Soil Pollution	Supervisor/ chemical storekeeper	Agriculture tractor	Oil spillage	Soil & water pollution	Supervisor/ tractor Driver	Diesel-receive, storage & Issue	Diesel spillage	Soil & water pollution	Store Clark & Tractor driver	Chemical Spraying	Spraying close to water sources	Leaching/ water/ soil pollution/	Spraying Supervisor/ spraying worker	Complied
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MSPO Public Summary Report
Revision 2 (Nov 2021)

Criterion / Indicator		Assessment Findings	Compliance																				
		stated continuous monitoring.																					
4.5.1.4	A programme to promote the positive impacts should be included in the continual improvement plan. - Minor compliance -	Sighted the programed to promote the positive impacts being documented in the Continual Improvement Plan. As for Bukit Aping Selatan Estate the Continuous Improvement Plan as below: 1. Planting of beneficiary plant 2. Effective use of paper 3. Management of empty chemical container	Complied																				
4.5.1.5	An awareness and training programme shall be established and implemented to ensure that all employees understand the policy and objectives of the environmental management and improvement plans and are working towards achieving the objectives. - Major compliance -	The management have established training program for environmental management and improvement plan. Sighted the Environmental Training Program for the year 2023 as below: <table border="1" data-bbox="1070 821 1888 991"> <thead> <tr> <th>No</th> <th>Description</th> <th>Program</th> <th>Actual</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>Schedule Waste Training</td> <td>April</td> <td>14/08/2023</td> </tr> <tr> <td>2</td> <td>Biodiversity & HCV Training</td> <td>June</td> <td>18/07/2023</td> </tr> <tr> <td>3</td> <td>Danger Species & RTE Training</td> <td>April</td> <td>18/07/2023</td> </tr> <tr> <td>4</td> <td>Buffer Zone rinsing</td> <td>May</td> <td>05/07/2023</td> </tr> </tbody> </table>	No	Description	Program	Actual	1	Schedule Waste Training	April	14/08/2023	2	Biodiversity & HCV Training	June	18/07/2023	3	Danger Species & RTE Training	April	18/07/2023	4	Buffer Zone rinsing	May	05/07/2023	Complied
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3	Danger Species & RTE Training	April	18/07/2023																				
4	Buffer Zone rinsing	May	05/07/2023																				
4.5.1.6	Management shall organize regular meetings with employees where their concerns about environmental quality are discussed. - Major compliance -	Regular two-way communication being conducted through environmental committee meeting, training and daily muster call. The minutes of latest environment committee meeting is available for auditor's verification which the meeting was conducted on 02/08/2023.	Complied																				
Criterion 4.5.2: Efficiency of energy use and use of renewable energy																							
4.5.2.1	Consumption of non-renewable energy shall be optimized and closely monitored by establishing baseline values and trends shall be observed within an appropriate timeframe. There should be a plan to assess the usage of non-renewable energy including fossil	The monthly record on monitoring the usage of Diesel consumption of the Estates were kept and documented. It is monitored to optimize use of renewable energy and the consumption is monitor monthly. Sample taken on diesel consumption as follows:	Complied																				

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

Criterion / Indicator		Assessment Findings					Compliance
	fuel, electricity and energy efficiency in the operations over the base period. - Major compliance -	Month	Diesel Baseline (lt)	Diesel Act Usage (lt)	Electricity Baseline (kWh)	Electricity Act Usage (kWh)	
		Jan	3,100	3,004	2050	1974	
		Feb	3,100	3,384	2050	1895	
		Mac	3,100	3319	2050	2051	
		Apr	3,100	2899	2050	2183	
		May	3,100	3649	2050	2283	
		Jun	3,100	3445	2050	2238	
		Jul	3,100	3660	2050	2077	
		Aug	3,100	3310	2050	2026	
		Sep	3,100	3803	2050	2083	
		Oct	3,100	4277	2050	2013	
		The management established and maintained the records of non-renewable energy in spreadsheet include the actual usage, estimate, baseline value and the bar chart to show the trend of non-renewable energy consumption.					
4.5.2.2	The oil palm premises shall estimate the direct usage of non-renewable energy for their operations, including fossil fuel, and electricity to determine energy efficiency of their operations. This shall include fuel use by contractors, including all transport and machinery operations. - Major compliance -	Noticed that the management had incorporated the estimate usage of diesel (including usage by the estate contractor) and electricity in the estate budget to determine energy efficiency of their operations inclusive of fuel use by contractors, including all transport and machinery operations was available in the respective estate yearly budgets.					Complied
4.5.2.3	The use of renewable energy should be applied where possible. - Minor compliance -	At the moment, there is no renewable energy been practiced in estate.					Complied
Criterion 4.5.3: Waste management and disposal							

Criterion / Indicator		Assessment Findings				Compliance																	
4.5.3.1	<p>All waste products and sources of pollution shall be identified and documented.</p> <p>- Major compliance -</p>	<p>Estate has identified all waste products and source of pollutions and documented in Identification of Source and Type of Waste. The waste identified as follows:</p> <p><u>Scheduled Waste</u></p> <ol style="list-style-type: none"> 1. Estate Operation – Used PPE, Empty pesticides/ chemical container, paint container, used lubricant, used hydraulic oil, oil filter. 2. Office and housing – Lamp, Electronic device 3. Vehicle and mill – Battery <p><u>Non-schedule waste</u></p> <ol style="list-style-type: none"> 1. Estate operation – Used tyre, scrap iron, empty fertilizer bags 2. Office and housing – Paper, Plastic, domestic waste 3. Mill/Estate by-product a. Frond, chipped palm trunks (replanting), EFB, Shell and Fiber 				Complied																	
4.5.3.2	<p>A waste management plan to avoid or reduce pollution shall be developed and implemented. The waste management plan should include measures for:</p> <ol style="list-style-type: none"> a) Identifying and monitoring sources of waste and pollution b) Improving the efficiency of resource utilization and recycling of potential wastes as nutrients or converting them into value-added by-products <p>- Major compliance -</p>	<p>All source of waste and pollution are identified and documented in the Identification of Source and Type of Waste Format. Details of the management plan as described below:</p> <table border="1"> <thead> <tr> <th rowspan="2">No</th> <th rowspan="2">Type of Waste</th> <th rowspan="2">Aspect & Impact to environment</th> <th colspan="2">Action Plan</th> </tr> <tr> <th>Reuse/ Recycle</th> <th>Dispose</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>Fertilizer bag</td> <td>Soil/ water pollution</td> <td>Reuse wherever applicable</td> <td>Collect and dispose to license contractor</td> </tr> <tr> <td>2</td> <td>Paper</td> <td>Reduce in</td> <td>Reuse</td> <td>Collect and</td> </tr> </tbody> </table>				No	Type of Waste	Aspect & Impact to environment	Action Plan		Reuse/ Recycle	Dispose	1	Fertilizer bag	Soil/ water pollution	Reuse wherever applicable	Collect and dispose to license contractor	2	Paper	Reduce in	Reuse	Collect and	Complied
No	Type of Waste	Aspect & Impact to environment	Action Plan																				
			Reuse/ Recycle	Dispose																			
1	Fertilizer bag	Soil/ water pollution	Reuse wherever applicable	Collect and dispose to license contractor																			
2	Paper	Reduce in	Reuse	Collect and																			

Criterion / Indicator		Assessment Findings					Compliance
				natural resource	wherever applicable	dispose to license contractor	
		3	Empty Chemical Container	Water & land	Reuse wherever applicable	Collect and dispose to license contractor	
		4	Tyre	Air, land & water	Reuse wherever applicable	Collect and dispose to license contractor	
		<p>The site visit to the schedule waste store found that the schedule waste items was stored properly complete with labelling and put it on the pallet. Verified the schedule waste record show the proper records of in and out of the items.</p> <p>Bukit Aping Selatan has been registered under the administration of Pusat Pengupulan Bahan Buangan Terjadual Ladang (PPBT) Tengaruh 13, Mersing Johor. Ref; Jabatan Alam Sekitar JAS. 600-3/5/26 Jld. 3 (32). 2.5 "Peraturan-Peraturan Kualiti Alam Sekeliling (Buangan Terjadual) 2005", where as a Pusat Pengumpulan Ladang Tengaruh 13 will responsible:</p> <ol style="list-style-type: none"> 1. PPBT is a waste producer and needs to carry out its responsibilities in accordance with the requirements of the "Environmental Quality Regulations (Scheduled Waste) 2005. 2. PPBT must keep complete records of scheduled waste received from all estates under FGV Plantations Sdn Bhd. 					
4.5.3.3	The management shall establish Standard Operating Procedure for handling of used chemicals that are classified under	Sighted, Standard Operating Procedure for handling of used chemicals being established by Plantation Sustainability & Quality					Complied

MSPO Public Summary Report
Revision 2 (Nov 2021)

Criterion / Indicator	Assessment Findings	Compliance										
<p>Environment Quality Regulations (Scheduled Waste) 2005, Environmental Quality Act, 1974 to ensure proper and safe handling, storage and disposal.</p> <p>- Major compliance -</p>	<p>Management Department, Felda Global Ventures Plantations (M) Sdn Bhd under Document Number ML-1A/L2-Pr9[0] Revision 0 dated 01/06/2016 for "Pengendalian dan Kawalan Racun".</p> <p>For vehicle maintenance, Bukit Aping Selatan Estate has appointed an authorized contractor Mxx Exxxxxxxx (Jabatan Alam Sekitar license No: 004654) to conduct the machinery (Tractor & Lorry) services. The waste generated from the activity were collected and disposed by the contractors. Seen, the approval granted by DOE under 2nd Schedule for SW 305 under file reference No: AS[B]J95/130/100/536.</p> <p>Observed the inventory of the schedule waste SW409 & 410 is properly maintain was reflect the actual quantity with physical stock in schedule waste store.</p>											
<p>4.5.3.4 Empty pesticide containers shall be punctured and disposed in an environmentally and socially responsible way, such that there is no risk of contamination of water sources or to human health. The disposal instructions on manufacturer's labels should be adhered to. Reference should be made to the national programme on recycling of used HDPE pesticide containers.</p> <p>- Major compliance -</p>	<p>Empty Chemical Containers (triple rinsing) were sold to recycle vendors (Pxxxx Cxxx Exxxxxxxx), Bandar Ulu Tiram, Johor) and the record being documented in Borang Pemulangan, Kitar Semula dan Bilasan 3 kali Bekas Racun Perosak. Latest disposal was on 30/10/2023 for the following items:</p> <table border="1" data-bbox="1070 1054 1888 1189"> <thead> <tr> <th>Description</th> <th>Date Generated</th> <th>Quantity</th> </tr> </thead> <tbody> <tr> <td rowspan="3">Empty chemical container (pesticide)</td> <td>Aug</td> <td>49</td> </tr> <tr> <td>Sep</td> <td>28</td> </tr> <tr> <td>Oct</td> <td>54</td> </tr> </tbody> </table>	Description	Date Generated	Quantity	Empty chemical container (pesticide)	Aug	49	Sep	28	Oct	54	Complied
Description	Date Generated	Quantity										
Empty chemical container (pesticide)	Aug	49										
	Sep	28										
	Oct	54										
<p>4.5.3.5 Domestic waste should be disposed as such to minimize the risk of contamination of the environment and watercourses.</p> <p>- Minor compliance -</p>	<p>The management engaged a domestic waste contractor (Pxxxxxxx Zxxxxxxx) to collect and dispose of it at a municipal landfill twice a week. Collection twice a week as stated in the Waste Management Plan as sampled. Disposed at the "Tapak Pelupusan Sampah Bukit Tuata, Sungai Rengit, Pengerang, Johor under the management of Majlis Daerah Pengerang.</p>	Complied										

Criterion / Indicator		Assessment Findings	Compliance
Criterion 4.5.4: Reduction of pollution and emission			
4.5.4.1	An assessment of all polluting activities shall be conducted, including greenhouse gas emissions, scheduled wastes, solid wastes and effluent. - Major compliance -	The polluting activities has been assessed during environmental aspect and impact assessment. The EAIA assessment findings including list of polluting sources are recorded in document titled "Environmental Aspect & Impact Assessment (EAIA) & Environmental Management Plan (EMP) & Waste Management plan (WMP). Identification of significant pollutants and greenhouse gas (GHG) emissions also be monitored through Approved GHG calculator, Palm GHG on Land conversion, Emissions from Fertilizer, Emissions from peat, Fuel Consumption, and crop sequestration.	Complied
4.5.4.2	An action plan to reduce identified significant pollutants and emissions shall be established and implemented. - Major compliance -	The polluting activities has been assessed during environmental aspect and impact assessment. The EAIA assessment findings including list of polluting sources are recorded in document titled "Environmental Aspect & Impact Assessment (EAIA) & Environmental Management Plan (EMP) & Waste Management plan (WMP). Identification of significant pollutants and greenhouse gas (GHG) emissions also be monitored through Approved GHG calculator, Palm GHG on Land conversion, Emissions from Fertilizer, Emissions from peat, Fuel Consumption, and crop sequestration.	Complied
Criterion 4.5.5: Natural water resources			
4.5.5.1	The management shall establish a water management plan to maintain the quality and availability of natural water resources (surface and ground water). The water management plan may include: a. Assessment of water usage and sources of supply.	The management has established the Water Management Plan. The plan focusing on water shortage, fire incidence and flood. In the plan stated the root cause, mitigation plan and Person in Charge for each plan. The details as per below: a) The estate obtained the domestic consumption water supply from	Complied

Criterion / Indicator	Assessment Findings	Compliance
<p>b. Monitoring of outgoing water which may have negative impacts into the natural waterways at a frequency that reflects the estate’s current activities.</p> <p>c. Ways to optimize water and nutrient usage to reduce wastage (e.g. having in place systems for re-use, night application, maintenance of equipment to reduce leakage, collection of rainwater, etc.).</p> <p>d. Protection of water courses and wetlands, including maintaining and restoring appropriate riparian buffer zones at or before planting or replanting, along all natural waterways within the estate.</p> <p>e. Where natural vegetation in riparian areas has been removed, a plan with a timetable for restoration shall be established and implemented.</p> <p>f. Where bore well is being use for water supply, the level of the ground water table should be measured at least annually.</p> <p>- Major compliance -</p>	<p>Syarikat Air Johor. The estate monitors the water consumption by implement the water meter for every unit house.</p> <p>b) The site visit confirmed that there is a river passing through the estate, namely Sungai Bahan at Bukit Aping Selatan Estate. The water quality of the incoming & outgoing water is monitored by conducting the water sampling analysis at upstream and downstream of river. The site visit to the water analysis collection point found that it has marked with the permanence wood marker complete with labeling. The water analysis result from FGV Agri Services Sdn. Bhd. Laboratory are available for auditor verification.</p> <p>c) The water analysis result confirmed that the water quality is good with all indicators are giving scores below trash hold value.</p> <p>d) Estate have monitored their water management plan in order to optimize their water usage and reduce wastage.</p> <p>e) Protection of water course is guided by its established procedure [Ref.: Pengenalpastian Kawasan Cerun dan Rizab Sungai [ML-1A/L2- Pr8(0), Revision 0, 01/06/2016)]. Sighted the buffer zone visited were demarcated with blue/white color on the palm trunk and/or using wooden pole. Signboard on prohibition of chemical application were erected at the buffer zone area and no trace of agrochemical usage was observed.</p> <p>f) The site visit observation and interview with employee found that no utilization of tube well/bore well in the estate.</p>	
<p>4.5.5.2 No construction of bunds, weirs and dams across main rivers or waterways passing through an estate.</p> <p>- Minor compliance -</p>	<p>During the site visit confirmed that no construction of bunds, weirs and dams across at Sungai Bahan in Bukit Aping Selatan Estate.</p>	<p>Complied</p>

MSPO Public Summary Report
Revision 2 (Nov 2021)

Criterion / Indicator		Assessment Findings	Compliance
4.5.5.3	<p>Water harvesting practices should be implemented (e.g. water from road-side drains can be directed and stored in conservation terraces and various natural receptacles).</p> <p>- Minor compliance -</p>	<p>The estate has practice water harvesting incorporated in the estate infra development and in their Good Agriculture Practices (GAP). Observed that the field road has developed with cambering and road side drain in both side to channel in the rain water into palm planting row. In slop area palm were planted on the planting terrace with sufficient terrace back drop to retain water. The cut frond was stacked on at palm row in every 2 palm rows in flat area and broadly stacked at the edge of planting terrace to conserve the rainwater run-off.</p>	Complied
Criterion 4.5.6: Status of rare, threatened, or endangered species and high biodiversity value			
4.5.6.1	<p>Information shall be collated that includes both the planted area itself and relevant wider landscape-level considerations (such as wildlife corridors). This information should cover:</p> <p>a) Identification of high biodiversity value habitats, such as rare and threatened ecosystems, that could be significantly affected by the grower(s) activities.</p> <p>b) Conservation status (e.g. The International Union on Conservation of Nature and Natural Resources (IUCN) status on legal protection, population status and habitat requirements of rare, threatened, or endangered species), that could be significantly affected by the grower(s) activities.</p> <p>- Major compliance -</p>	<p>The biodiversity report for Bukit Aping Selatan Estate is available for auditor verification. The biodiversity report dated 20/12/2018 has identify that the estate was surrounded by the ladang Peneroka Felda Simpang Waha, Kilang Sawit Wa Ha, Felda Bukit Ester, Ladang Mados Sedili 2, Tanah Persendirian and Hutan Sedili was stated that there is no HCV (HGV area) found in the estate.</p> <p>Based on the HCV Assessment report, there are Rare, Threatened and Endangered species identified in the plantation. Appropriate measure such as setting up electric fencing at the estate’s boundary to prevent encroachment of elephant was applied at Bukit Aping Selatan Estate.</p>	Complied
4.5.6.2	<p>If rare, threatened or endangered species, or high biodiversity value, are present, appropriate measures for management planning and operations should include:</p> <p>a. Ensuring that any legal requirements relating to the protection</p>	<p>The site visit observed that the prohibiting hunting and fishing to discourage illegal activities at estate entrance and estate boundary. Evidence awareness training on biodiversity to workers & external stakeholders is conducted from time to time to discourage such</p>	Complied

MSPO Public Summary Report
Revision 2 (Nov 2021)

Criterion / Indicator		Assessment Findings	Compliance
	<p>of the species are met.</p> <p>b. Discouraging any illegal or inappropriate hunting, fishing, or collecting activities; and developing responsible measures to resolve human-wildlife conflicts.</p> <p>- Major compliance -</p>	<p>activities and to prohibit trespassing to conserved areas.</p>	
4.5.6.3	<p>A management plan to comply with Indicator 1 shall be established and effectively implemented, if required.</p> <p>- Major compliance -</p>	<p>The Management plan was established with implementation of monitoring/observation of buffer zone and wildlife. The monitoring records is maintained:</p> <ol style="list-style-type: none"> 1. Monitoring of Wildlife record 2. Monitoring of Buffer Zone record <p>The latest appearance of endangered species recorded in the wildlife record Bukit Aping Selatan Estate was an elephant dated 05/11/2023 in Block PM04J/6.</p>	Complied
Criterion 4.5.7: Zero burning practices			
4.5.7.1	<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>- Major compliance -</p>	<p>The Zero Open Burning policy sighted under Group Sustainability Policy [FGV/SED/POL/001, rev. 3, 29/5/2019 under 5.3.6 No open burning or use of fire in all FGV Group. Management complying with the Malaysian environmental law EQA and Regulations 1974.</p>	Complied
4.5.7.2	<p>A special approval from the relevant authorities shall be sought in areas where the previous crop is highly diseased and where there is a significant risk of disease spread or continuation into the next crop.</p> <p>- Major compliance -</p>	<p>The site visit and interview with worker & estate staffs confirmed that there is no replanting undergo in Bukit Aping Selatan Estate.</p> <p>No special approval from the relevant authorities has been made to date. As mentioned by the company's representative should controlled burning be required, an official letter of approval shall be obtained.</p>	N/A

MSPO Public Summary Report
Revision 2 (Nov 2021)

Criterion / Indicator		Assessment Findings	Compliance
4.5.7.3	Where controlled burning is allowed, it shall be carried out as prescribed by the Environmental Quality (Declared Activities) (Open Burning) Order 2003 or other applicable laws. - Major compliance -	No controlled burning is allowed. Hence this requirement is not applicable.	N/A
4.5.7.4	Previous crops should be felled or mowed down, chipped and shredded, windrowed or pulverized or ploughed and mulched. - Minor compliance -	Previous crops has been felled or mowed down, chipped and shredded, windrowed or pulverized or ploughed and mulched as per SOP.	Complied
4.6 Principle 6: Best Practices			
Criterion 4.6.1: Site Management			
4.6.1.1	Standard operating procedures shall be appropriately documented and consistently implemented and monitored. - Major compliance -	<p>FGV Holdings Berhad has established a mechanism to monitor the implementation of their procedure by Mill/Plantation Advisor Visit, Agronomist Visit, Mill Quality Control Unit, and Audit on compliance to SOP (P&D). The visit is conducted on an annual basis. FGV Plantations Sdn Bhd has established various SOPs such as found in the Master list below:</p> <ol style="list-style-type: none"> 1. Integrated Management System 2. FGV/FGVPM/I/IMS/15/001 – 15/0024 3. Environmental Procedure 4. FGVPM/L2/PAS-01 till FGVPM/L2/PAS-09 5. Safety Guidelines 6. FGVPM/L3/GPK-001 till FGVPM/L3/GPK-036 7. Sustainability Procedure 8. FGV/ML-1A/L2-Pr10, Pr12, Pr14, Pr17, Pr22 	Complied

MSPO Public Summary Report
Revision 2 (Nov 2021)

Criterion / Indicator		Assessment Findings	Compliance
		During the site visit observed evidence that the estate has implemented the Good Agriculture Practice (GAP) in its daily estate operation. Generally, the field condition is in good condition, the field maintains the palm circle clean and hardly notices the noxious weeds left unattended in the field. The maintaining soft grasses at palm rows were observed throughout the field. The pruning work is in progress, observed only a few sports where the palm bore an excessive number of fronds, especially in low-lying & flood-prone areas.	
4.6.1.2	Where oil palm is grown within permitted levels on sloping land, appropriate soil conservation measures shall be implemented to prevent both soil erosion as well as siltation of drains and waterways. Measures shall be put in place to prevent contamination of surface and groundwater through runoff of either soil, nutrients or chemicals. - Major compliance -	The SOP states that a slope of more than 25 degrees must be excluded from any new plantation development and replanting program and the area with a slope of 6° to 25° planting terrace has to be constructed. All the existing crops and vegetation shall be maintained accordingly. The site visit found that all estates had complied with this policy to not plant on slopes above 25° and Buffer Zone. Bukit Aping Selatan Estate has flat and undulating topography with topography is flat and undulating. The field visit to the sample block confirmed that no palm planting on the area slopes above 25°. In the slope area palm oil trees were planted on a planting terrace with sufficient terrace backdrop to retain rainwater and minimize soil erosions.	Complied
4.6.1.3	A visual identification or reference system shall be established for each field. - Major compliance -	The management had a visual identification/reference system for each established field/block as per the company's SOP. Field numbers, year of planting, and hectare were marked on palms and in some areas on signboards as sighted in the fields. The sample field boundary identification: <ul style="list-style-type: none">• Field No: PM08N/16	Complied

MSPO Public Summary Report
Revision 2 (Nov 2021)

Criterion / Indicator		Assessment Findings	Compliance														
		• Hectare: 13.81Ha															
Criterion 4.6.2: Economic and financial viability plan																	
4.6.2.1	A documented business or management plan shall be established to demonstrate attention to economic and financial viability through long-term management planning. - Major compliance -	Business planning to ensure long-term economic and financial viability was evident. The annual budgets for the period 2023 to 2027 were sighted. The budget provisions covered activities for upkeep, cultivation, harvesting & evacuation, welfare, capital expenditure, RSPO/MSPO compliance, etc. The budgets included projections on yield/ha, and total cost of production per MT & per ha. CAPEX – capital expenditure mainly for buildings, furniture, and other asset related expenses.	Complied														
4.6.2.2	Where applicable, an annual replanting programme shall be established. Long term replanting programme should be established and review annually, where applicable every 3-5 years. - Major compliance -	All estates established a replanting program spanned over a 5-year period till 2027. All programs were available for verification: <table border="1" data-bbox="1070 898 1888 1002"> <thead> <tr> <th>Field No</th> <th>Felling Date</th> <th>2023</th> <th>2024</th> <th>2025</th> <th>2026</th> <th>2027</th> </tr> </thead> <tbody> <tr> <td>PM00H</td> <td>2026</td> <td>0.00</td> <td>0.00</td> <td>0.00</td> <td>104.35</td> <td>0.00</td> </tr> </tbody> </table>	Field No	Felling Date	2023	2024	2025	2026	2027	PM00H	2026	0.00	0.00	0.00	104.35	0.00	Complied
Field No	Felling Date	2023	2024	2025	2026	2027											
PM00H	2026	0.00	0.00	0.00	104.35	0.00											
4.6.2.3	The business or management plan may contain: a) Attention to quality of planting materials and FFB b) Crop projection: site yield potential, age profile, FFB yield trends c) Cost of production: cost per tonne of FFB d) Price forecast e) Financial indicators: cost benefit, discounted cash flow, return on investment - Major compliance -	The Estate Budget/Projection 2023 contained the fiscal outlay essential to finance the estate's operational expenditure such as maintenance upkeep and it also contained crop projections to monitor its cost-benefit and sustainability. a) The record of planting material provides detailed information on planting material block by block including the year of planting. b) The yield budget was prepared block by block based on the field profile and FFB production budget for the year 2023. c) The Budgeted cost statement captures the information on estate expenditure including the Mature Upkeep, Matu, Mature Harvesting & Collection, and Transport. The total Mature cost for	Complied														

MSPO Public Summary Report
Revision 2 (Nov 2021)

Criterion / Indicator		Assessment Findings	Compliance
		<p>the year 2023 budgeted Bukit Aping Selatan Estate RMX, XX5.01/Ha. The Estate Fix Cost consists of Administration, Road & Bridges, and Labour Overhead.</p> <p>d) Bukit Aping Selatan Estate sends their crop to own mill Wa Ha POM. Thus, the FFB price charge to both estates are FFB transfer price by the head Office. The estate's P & L statement that stated the FFB transfer price is available for audit verification. The FFB transfer price for September 2023 is RMXX5.00 per metric ton.</p>	
4.6.2.4	<p>The management plan shall be effectively implemented and the achievement of the goals and objectives shall be regularly monitored, periodically reviewed and documented.</p> <p>- Major compliance -</p>	<p>The management conducts the Monthly Account Review meeting involving all estate personnel to review monthly the effectiveness of implementation and monthly achievement of the goals and objectives. Any variation of actual against budget in FFB production will be discussed to identify the root cause and the solution. The overspending expenditure will be analyzed and the variation order may request if necessary for head office approval.</p>	Complied
Criterion 4.6.3: Transparent and fair price dealing			
4.6.3.1	<p>Pricing mechanisms for the products and other services shall be documented and effectively implemented.</p> <p>- Major compliance -</p>	<p>Bukit Aping Selatan Estate sends their crop to their own mill Wa Ha POM. Sighted the FFB Sales & Purchase Agreement between FGV Plantation (Malaysia) Sdn Bhd and FGV Trading Sdn Bhd dated 19/08/2021. The FFB price is based on the MPOB Average Price. The price rate will determine by the OER where the FFB quality is included.</p> <p>Also Reviewed during the audit the contract agreement between the estate and the FFB transportation contractor observed that the pricing mechanisms were clearly stipulated in the contractor agreement between Bukit Aping Selatan Estate with machinery hire Contractor MRSXXXX; Ref Contract No: SPK 5300010542 dated</p>	Complied

MSPO Public Summary Report
Revision 2 (Nov 2021)

Criterion / Indicator		Assessment Findings	Compliance				
		14/07/2023, where the quantity, price per unit and the total value of the contract is stated in the contract agreement.					
4.6.3.2	All contracts shall be fair, legal and transparent and agreed payments shall be made in timely manner. - Major compliance -	Noticed that the contract agreement was prepared fairly with legal standing, and transparent with agreed payment. Evidence of the monthly payment invoice evidence on the timely payment to the contractor by Bukit Aping Selatan Estate, Ref Invoice No: XXXXXX19 dated 09/10/2023, Ref Invoice No: KZXXXXXX892 shows that the timely manner payment being made by the estate the contractors.	Complied				
Criterion 4.6.4: Contractor							
4.6.4.1	Where contractors are engaged, they shall understand the MSPO requirements and shall provide the required documentation and information. - Major compliance -	The management has provided the contract agreement to the contractor regarding the code of conduct in FGV. All contractors are aware of and acknowledge the requirements, rules, and guidelines in FGV, which primarily focus on safety, environment, sustainability, anti-bribery, financial integrity, business ethics, and anti-money laundering. The contractor has received thorough explanation and training before entering the facilities. Sighted the evidence: Details information contractor has explained on rule & requirement: <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%; padding: 5px;">Pexxxxxxx Shxxxxx & Shxxxxx</td> <td style="width: 50%; padding: 5px;">Signed agreement Code of Conduct FGV Signed agreement Surat Perintah Kerja Date signed on 01/07/2023 Scope work as FFB Transporter</td> </tr> <tr> <td style="padding: 5px;">Tixxx Chxx Sxxx Trxxxx</td> <td style="padding: 5px;">Signed agreement Code of Conduct FGV Signed agreement Surat Perintah Kerja Date signed on 15/07/2023 Scope work as FFB Transporter</td> </tr> </table>	Pexxxxxxx Shxxxxx & Shxxxxx	Signed agreement Code of Conduct FGV Signed agreement Surat Perintah Kerja Date signed on 01/07/2023 Scope work as FFB Transporter	Tixxx Chxx Sxxx Trxxxx	Signed agreement Code of Conduct FGV Signed agreement Surat Perintah Kerja Date signed on 15/07/2023 Scope work as FFB Transporter	Complied
Pexxxxxxx Shxxxxx & Shxxxxx	Signed agreement Code of Conduct FGV Signed agreement Surat Perintah Kerja Date signed on 01/07/2023 Scope work as FFB Transporter						
Tixxx Chxx Sxxx Trxxxx	Signed agreement Code of Conduct FGV Signed agreement Surat Perintah Kerja Date signed on 15/07/2023 Scope work as FFB Transporter						
4.6.4.2	The management shall provide evidence of agreed contracts with	The management has provided an agreement between estate and	Complied				

Criterion / Indicator		Assessment Findings	Compliance						
	the contractor. - Major compliance -	contractor. This is understanding and clear information on the scope of work, term and condition. Details information contractor has explained on rule & requirement: <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 20%;">Pexxxxxx & Shxxxxx</td> <td style="width: 20%;">Shxxxxx</td> <td>Signed agreement Code of Conduct FGV Signed agreement Surat Perintah Kerja Date signed on 01/07/2023 Scope work as FFB Transporter</td> </tr> <tr> <td>Tixxx Trxxxx</td> <td>Chxx Sxxx</td> <td>Signed agreement Code of Conduct FGV Signed agreement Surat Perintah Kerja Date signed on 15/07/2023 Scope work as FFB Transporter</td> </tr> </table>	Pexxxxxx & Shxxxxx	Shxxxxx	Signed agreement Code of Conduct FGV Signed agreement Surat Perintah Kerja Date signed on 01/07/2023 Scope work as FFB Transporter	Tixxx Trxxxx	Chxx Sxxx	Signed agreement Code of Conduct FGV Signed agreement Surat Perintah Kerja Date signed on 15/07/2023 Scope work as FFB Transporter	
Pexxxxxx & Shxxxxx	Shxxxxx	Signed agreement Code of Conduct FGV Signed agreement Surat Perintah Kerja Date signed on 01/07/2023 Scope work as FFB Transporter							
Tixxx Trxxxx	Chxx Sxxx	Signed agreement Code of Conduct FGV Signed agreement Surat Perintah Kerja Date signed on 15/07/2023 Scope work as FFB Transporter							
4.6.4.3	The management shall accept MSPO approved auditors to verify assessments through a physical inspection if required. - Minor compliance -	The management has agreed for BSI auditors to verify the assessment through a physical inspection if required.	Complied						
4.6.4.4	The management shall be responsible for the observance of the control points applicable to the tasks performed by the contractor, by checking and signing the assessment of the contractor for each task and season contracted. - Major compliance -	The management has observed the performance of contractor before proceeding the payment. It was implemented the checking on the work and assessment of contractor.	Complied						
4.7 Principle 7: Development of new planting									
Criterion 4.7.1: High biodiversity value									
4.7.1.1	Oil palm shall not be planted on land with high biodiversity value unless it is carried out in compliance with the National and/or State Biodiversity Legislation.	There is no development of new planting at visited estate.	N/A						

MSP0 Public Summary Report
Revision 2 (Nov 2021)

Criterion / Indicator		Assessment Findings	Compliance
	- Major compliance -		
4.7.1.2	No conversion of Environmentally Sensitive Areas (ESAs) to oil palm as required under Peninsular Malaysia’s National Physical Plan (NPP) and the Sabah Forest Management Unit under the Sabah Forest Management License Agreement. For Sabah and Sarawak, new planting or replanting of an area 500ha or more requires an EIA. For areas below 500ha but above 100ha, a Proposal for Mitigation Measures (PMM) is required. - Major compliance -	There is no development of new planting at visited estate.	N/A
Criterion 4.7.2: Peat Land			
4.7.2.1	New planting and replanting may be developed and implemented on peat land as per MPOB guidelines on peat land development or industry best practice. - Major compliance -	There is no development of new planting at visited estate.	N/A
Criterion 4.7.3: Social and Environmental Impact Assessment (SEIA)			
4.7.3.1	A comprehensive and participatory social and environmental impact assessment shall be conducted prior to establishing new plantings or operations. - Major compliance -	There is no development of new planting at visited estate.	N/A
4.7.3.2	SEIAs shall include previous land use or history and involve independent consultation as per national and state regulations, via participatory methodology which includes external stakeholders. - Major compliance -	There is no development of new planting at visited estate.	N/A

Criterion / Indicator		Assessment Findings	Compliance
4.7.3.3	The results of the SEIA shall be incorporated into an appropriate management plan and operational procedures developed, implemented, monitored and reviewed. - Major compliance -	There is no development of new planting at visited estate.	N/A
4.7.3.4	Where the development includes smallholder schemes of above 500ha in total or small estates, the impacts and implications of how each scheme or small estate is to be managed should be documented and a plan to manage the impacts developed, implemented, monitored and reviewed. - Minor compliance -	There is no development of new planting at visited estate.	N/A
Criterion 4.7.4: Soil and topographic information			
4.7.4.1	Information on soil types shall be adequate to establish the long-term suitability of the land for oil palm cultivation. - Major compliance -	There is no development of new planting at visited estate.	N/A
4.7.4.2	Topographic information shall be adequate to guide the planning of planting programmes, drainage and irrigation systems, roads and other infrastructure. - Major compliance -	There is no development of new planting at visited estate.	N/A
Criterion 4.7.5: Planting on steep terrain, marginal and fragile soils			
4.7.5.1	Extensive planting on steep terrain, marginal and fragile soils shall be avoided unless permitted by local, state and national laws. - Major compliance -	There is no development of new planting at visited estate.	N/A
4.7.5.2	Where planting on fragile and marginal soils is proposed, plans	There is no development of new planting at visited estate.	N/A

Criterion / Indicator		Assessment Findings	Compliance
	shall be developed and implemented to protect them and to minimize adverse impacts (e.g. hydrological) or significantly increased risks (e.g. fire risk) in areas outside the plantation. - Major compliance -		
4.7.5.3	Marginal and fragile soils, including excessive gradients and peat soils, shall be identified prior to conversion. - Major compliance -	There is no development of new planting at visited estate.	N/A
Criterion 4.7.6: Customary land			
4.7.6.1	No new plantings are established on recognised customary land without the owners' free, prior and informed consent, dealt with through a documented system that enables indigenous peoples, local communities and other stakeholders to express their views through their own representative institutions. - Major compliance -	There is no development of new planting at visited estate.	N/A
4.7.6.2	Where new plantings on recognised customary lands are acceptable, management plans and operations should maintain sacred sites. - Minor compliance -	There is no development of new planting at visited estate.	N/A
4.7.6.3	Where recognized customary or legally owned lands have been taken-over, the documentary proof of the transfer of rights and of payment or provision of agreed compensation shall be made available. - Major compliance -	There is no development of new planting at visited estate.	N/A
4.7.6.4	The owner of recognised customary land shall be compensated for any agreed land acquisitions and relinquishment of rights,	There is no development of new planting at visited estate.	N/A

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

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

Criterion / Indicator		Assessment Findings	Compliance						
4.1 Principle 1: Management commitment & responsibility									
Criterion 4.1.1 – Malaysian Sustainable Palm Oil (MSPO) Policy									
4.1.1.1	Policy for the implementation of MSPO shall be established. - Major compliance -	Sighted Sustainability Policy (FGV/SED/POL/003) Rev.03 under FGV Holdings Berhad signed and approved by Mohd Nazrul Izam Mansor of Group CEO dated 26/01/2022.	Complied						
4.1.1.2	The policy shall also emphasize on the commitment to continual improvement with the objective of improving the milling operation. - Major compliance -	The Sustainability Policy mentioned above contained information and commitment to comply with policy, procedure, legal and other requirements. Also included commitment to sustainability or continual improvement.	Complied						
Criterion 4.1.2 – Internal Audit									
4.1.2.1	Internal audit shall be planned and conducted regularly to determine the strong and weak points and potential area for further improvement. - Major compliance -	The internal audit plan has been established and distributed to all operating units via email. The purpose of this internal audit is to assess both strengths and weaknesses. It is scheduled to be conducted at least once a year by the Sustainability Team. Sighted the evidence: Details information on the Internal Audit has conducted: <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td>Document</td> <td>Internal Audit Plan</td> </tr> <tr> <td>Date Audit Plan (email)</td> <td>26/07/2023</td> </tr> <tr> <td>Date of Internal Audit</td> <td>09 - 10/08/2023</td> </tr> </table>	Document	Internal Audit Plan	Date Audit Plan (email)	26/07/2023	Date of Internal Audit	09 - 10/08/2023	Complied
Document	Internal Audit Plan								
Date Audit Plan (email)	26/07/2023								
Date of Internal Audit	09 - 10/08/2023								
4.1.2.2	The internal audit procedures and audit results shall be documented and evaluated, followed by the identification of strengths and root causes of nonconformities, in order to	The management has established an Internal Audit Procedure to ensure the effective execution of system audits, conducted at least once a year. The primary goal of these audits is to assess both	Complied						

MSPO Public Summary Report
Revision 2 (Nov 2021)

Criterion / Indicator		Assessment Findings	Compliance								
	implement the necessary corrective action. - Major compliance -	<p>strengths and weaknesses. The recorded audit results include detailed information on nonconformities, their root causes, corrections, and the corresponding corrective action plans. Sighted the evidence.</p> <p>During the review of the document titled Internal Audit Procedure with reference number FGV/GSD-SCCD/SOP/06, dated 07/01/2021, it was observed that the document is at version 1.0.</p> <p>Details information on the Internal Audit has conducted:</p> <table border="1"> <tr> <td>Document</td> <td>Internal Audit Report</td> </tr> <tr> <td>Date Audit Plan (email)</td> <td>26/07/2023</td> </tr> <tr> <td>Date of Internal Audit</td> <td>09 - 10/08/2023</td> </tr> <tr> <td>Result Internal Audit</td> <td>Zero (0) NCR</td> </tr> </table>	Document	Internal Audit Report	Date Audit Plan (email)	26/07/2023	Date of Internal Audit	09 - 10/08/2023	Result Internal Audit	Zero (0) NCR	
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Date Audit Plan (email)	26/07/2023										
Date of Internal Audit	09 - 10/08/2023										
Result Internal Audit	Zero (0) NCR										
4.1.2.3	Reports shall be made available to the management for their review. - Major compliance -	<p>The internal audit report has been generated by the audit team leader, and the outcomes of the internal audit were subsequently reviewed by the management. Sighted the evidence:</p> <p>Details information on the Internal Audit has conducted:</p> <table border="1"> <tr> <td>Document</td> <td>Internal Audit Report</td> </tr> <tr> <td>Date Audit Plan (email)</td> <td>26/07/2023</td> </tr> <tr> <td>Date of Internal Audit</td> <td>09 – 10/08/2023</td> </tr> <tr> <td>Result Internal Audit</td> <td>Zero (0) NCR</td> </tr> </table>	Document	Internal Audit Report	Date Audit Plan (email)	26/07/2023	Date of Internal Audit	09 – 10/08/2023	Result Internal Audit	Zero (0) NCR	Complied
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Date of Internal Audit	09 – 10/08/2023										
Result Internal Audit	Zero (0) NCR										
Criterion 4.1.3 – Management Review											
4.1.3.1	The management shall periodically review the continuous suitability, adequacy and effectiveness of the requirements for effective implementation of MSPO and decide on any changes, improvement and modification. - Major compliance -	The management conducted a review meeting after the completion of the internal audit. The purpose was to assess the ongoing suitability, adequacy, and effectiveness of the requirements for the effective implementation of MSPO and to identify areas for improvement. Sighted the evidence:	Complied								

MSPO Public Summary Report
Revision 2 (Nov 2021)

Criterion / Indicator		Assessment Findings	Compliance								
		Details information Management Review Meeting has conducted: <table border="1"> <tr> <td>Document</td> <td>Minutes of Meeting MRM</td> </tr> <tr> <td>Date Meeting</td> <td>01/09/2023</td> </tr> <tr> <td>Time Meeting</td> <td>2:00 - 04:00 pm</td> </tr> <tr> <td>Agenda Meeting</td> <td> Result internal audit Production report Environment issue Social Issue Safety Issue Training programme Management Improvement Legal compliance </td> </tr> </table>	Document	Minutes of Meeting MRM	Date Meeting	01/09/2023	Time Meeting	2:00 - 04:00 pm	Agenda Meeting	Result internal audit Production report Environment issue Social Issue Safety Issue Training programme Management Improvement Legal compliance	
Document	Minutes of Meeting MRM										
Date Meeting	01/09/2023										
Time Meeting	2:00 - 04:00 pm										
Agenda Meeting	Result internal audit Production report Environment issue Social Issue Safety Issue Training programme Management Improvement Legal compliance										
Criterion 4.1.4 – Continual Improvement											
4.1.4.1	The action plan for continual improvement shall be based on a consideration of the main social and environmental impact and opportunities for the company. - Major compliance -	Continual improvement Plans (CIP) has established. It was cover on social, environmental, safety, health, and operational aspects demonstrates a proactive approach to responsible and sustainable business practices. Refer on the plans, it can have a positive impact on an organization's overall performance and reputation. Sighted the evidence: Details information on the Continue Improvement Plan: <table border="1"> <tr> <td>Document</td> <td> CIP on Social Year 2023 Date: 05/01/2023 To improve the facilities badminton, valley ball court To conduct communities programmed. To improve the financial economic of communities </td> </tr> <tr> <td>Document</td> <td>CIP on Environment Year 2023</td> </tr> </table>	Document	CIP on Social Year 2023 Date: 05/01/2023 To improve the facilities badminton, valley ball court To conduct communities programmed. To improve the financial economic of communities	Document	CIP on Environment Year 2023	Complied				
Document	CIP on Social Year 2023 Date: 05/01/2023 To improve the facilities badminton, valley ball court To conduct communities programmed. To improve the financial economic of communities										
Document	CIP on Environment Year 2023										

MSPO Public Summary Report
Revision 2 (Nov 2021)

Criterion / Indicator		Assessment Findings		Compliance
			Date: 05/01/2023 To control the black smoke of boiler To increase EFB sent to estate To monitor the parameter of POME	
4.1.4.2	The company should establish a system to improve practices in line with new information and techniques; and for disseminating this information throughout the workforce. - Major compliance -	System to improve practice in line with new information and techniques were carried out by the estate management through various programs as documented in the annual training program. The management on receiving this information is responsible to disseminate to all employees.		Complied
4.2 Principle 2: Transparency				
Criterion 4.2.1 – Transparency of information and documents relevant to MSPO requirements				
4.2.1.1	The management shall communicate adequate information to other stakeholder on environmental, social and legal issues relevant to sustainable practices in the relevant languages and forms. - Major compliance -	Adequate information addressing environmental, social, and legal concerns that are pertinent to stakeholders is disseminated to facilitate effective participation. The handbooks detailing RSPO Certification FGV Holdings Berhad have been distributed to all relevant stakeholders. These handbooks provide comprehensive explanations of RSPO, MSPO and all associated policies. Additionally, the handbook encompasses information on the process for lodging complaints and addressing grievances. This information is not only included in the handbook but is also prominently displayed on the main office notice board.		Complied
4.2.1.2	Management documents shall be publicly available, except where this is prevented by commercial confidentiality or where disclosure of information would result in negative environmental or social outcomes. - Major compliance -	The mill management has maintained copies of all the management documents that are required to be publicly accessible. The most recent communication was shared with all stakeholders concerning the availability of these documents. Sighted the evidence: Details information on the public notification:		Complied

MSPO Public Summary Report
Revision 2 (Nov 2021)

Criterion / Indicator		Assessment Findings		Compliance																
		Document	Memo Rujukan Umum																	
		Date	08/08/2023																	
		Observation	The document has distributed to all stakeholders																	
		Furthermore, all relevant information, including annual reports, sustainability updates, and policies, can be readily accessed on the company's website: www.fgvholdings.com .																		
Criterion 4.2.2 – Transparent method of communication and consultation																				
4.2.2.1	Procedures shall be established for consultation and communication with the relevant stakeholders. - Major compliance -	FGV Holdings Berhad has established a standard operating procedure (SOP) for communication. This procedure comprehensively outlines the information provided to stakeholders, encompassing policies, social impact assessments, and environmental considerations. Sighted the evidence: Details information of procedure communication: <table border="1" data-bbox="1070 935 1854 1070"> <tr> <td>Document</td> <td>Komunikasi, Penglibatan & Rundingan</td> </tr> <tr> <td>Reference</td> <td>FGV/FGVPM/II/IMS/15/006</td> </tr> <tr> <td>Date</td> <td>01/11/2021</td> </tr> <tr> <td>Version</td> <td>2.0</td> </tr> </table> Besides that, the management also has done meeting with stakeholder. The meeting was held at meeting and discussion related on company policies, sustainability matter, complaint and grievance. Sighted the evidence: Details information of communication between stakeholder: <table border="1" data-bbox="1070 1257 1865 1390"> <tr> <td>Document</td> <td>Minutes of Meeting Stakeholder</td> </tr> <tr> <td>Date</td> <td>27/11/2023</td> </tr> <tr> <td>Venue</td> <td>Meeting room - Ladang Bukit Aping Selatan</td> </tr> <tr> <td>Time</td> <td>10:00 - 12:30pm</td> </tr> </table>		Document	Komunikasi, Penglibatan & Rundingan	Reference	FGV/FGVPM/II/IMS/15/006	Date	01/11/2021	Version	2.0	Document	Minutes of Meeting Stakeholder	Date	27/11/2023	Venue	Meeting room - Ladang Bukit Aping Selatan	Time	10:00 - 12:30pm	Complied
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Criterion / Indicator		Assessment Findings	Compliance								
4.2.2.2	<p>The management shall nominate management officials at the operating unit responsible for issues related to <i>indicator 1</i>.</p> <p>- Minor compliance -</p>	<p>The management has designated a dedicated Person In-Charge specifically tasked with overseeing communication requirements, particularly for fostering effective communication among communities and stakeholders. This appointment demonstrates the organization's commitment to transparent communication practices with all their stakeholders. Sighted the evidence:</p> <p>Details information on the appointment letter of communication:</p> <table border="1"> <tr> <td>Document</td> <td>Appointment Letter</td> </tr> <tr> <td>Reference</td> <td>(12)4058/WH/84016</td> </tr> <tr> <td>Date</td> <td>01/08/2023</td> </tr> <tr> <td>PIC Name</td> <td>En Md Azren – Executive</td> </tr> </table>	Document	Appointment Letter	Reference	(12)4058/WH/84016	Date	01/08/2023	PIC Name	En Md Azren – Executive	Complied
Document	Appointment Letter										
Reference	(12)4058/WH/84016										
Date	01/08/2023										
PIC Name	En Md Azren – Executive										
4.2.2.3	<p>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.</p> <p>- Major compliance -</p>	<p>The management has compiled a comprehensive list of stakeholders, which includes essential information such as the company name, address, telephone number, and email address. This stakeholders list serves as a well-maintained record that encompasses a wide range of categories, including suppliers, contractors, government agencies, neighboring estates, smallholders, and local communities. This meticulous record ensures that effective communication and engagement can be upheld with each stakeholder group. Sighted the evidence:</p> <p>Details information on the list of stakeholders:</p> <table border="1"> <tr> <td>Document</td> <td>List of stakeholders</td> </tr> <tr> <td>Date Review</td> <td>09/10/2023</td> </tr> <tr> <td>List Stakeholder</td> <td>Supplier Contractor Government Bodies Neighbour Estate Neighbour School</td> </tr> </table>	Document	List of stakeholders	Date Review	09/10/2023	List Stakeholder	Supplier Contractor Government Bodies Neighbour Estate Neighbour School	Complied		
Document	List of stakeholders										
Date Review	09/10/2023										
List Stakeholder	Supplier Contractor Government Bodies Neighbour Estate Neighbour School										

MSPO Public Summary Report
Revision 2 (Nov 2021)

Criterion / Indicator		Assessment Findings		Compliance						
			Communities							
Criterion 4.2.3 – Traceability										
4.2.3.1	<p>The management shall commit itself to implement and maintain the requirements for the traceability and shall establish a standard operation procedure for traceability.</p> <p>- Major compliance -</p>	<p>The management has established a Standard Operating Procedure (SOP) for traceability, which has been thoroughly documented and it was implemented at the site. This including the process of traceability products from mill to the refinery for the CPO and PK. It was including with the product form the estate which is FFB delivery to mill. Sighted the evidence:</p> <table border="1"> <tr> <td>Document</td> <td>Procedure MSPO Supply Chain</td> </tr> <tr> <td>Reference</td> <td>FGV/GSD-SCCD/SOP06</td> </tr> <tr> <td>Date</td> <td>07/01/2021</td> </tr> </table>		Document	Procedure MSPO Supply Chain	Reference	FGV/GSD-SCCD/SOP06	Date	07/01/2021	Complied
Document	Procedure MSPO Supply Chain									
Reference	FGV/GSD-SCCD/SOP06									
Date	07/01/2021									
4.2.3.2	<p>The management shall conduct regular inspections on compliance with the established traceability system.</p> <p>- Major compliance -</p>	<p>Daily inspections were conducted to ensure compliance with the traceability system. The staff diligently entered all pertinent data into the system, which was subsequently verified by the executive at the close of each day. This verification process included through out of the weighbridge records for product of Crude Palm Oil (CPO) and Palm Kernel (PK) delivery to refinery. Sighted the evidence.</p> <p>Details information on the inspection of traceability Product:</p> <table border="1"> <tr> <td>Document</td> <td>Crude Palm Oil (CPO) Delivery Note: 03021287 Date: 06/11/2023 Weighbridge Ticket: H00001097 Date: 06/11/2023 Vehicle: WB 9571E Nett Weight: 42.54 Mt</td> </tr> <tr> <td>Document</td> <td>Palm Kernel (PK) Delivery Note: 04005443</td> </tr> </table>		Document	Crude Palm Oil (CPO) Delivery Note: 03021287 Date: 06/11/2023 Weighbridge Ticket: H00001097 Date: 06/11/2023 Vehicle: WB 9571E Nett Weight: 42.54 Mt	Document	Palm Kernel (PK) Delivery Note: 04005443	Complied		
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MSPO Public Summary Report
Revision 2 (Nov 2021)

Criterion / Indicator		Assessment Findings		Compliance								
			Date: 06/11/2023 Weighbridge Ticket: L00000261 Date: 06/11/2023 Vehicle: VDK 985 Nett Weight: 45.54 Mt									
4.2.3.3	The management shall identify and assign suitable employees to implement and maintain the traceability system. - Minor compliance -	The management has designated a dedicated Person In-Charge specifically tasked with overseeing traceability requirements, with the purpose of monitoring and updating the traceability system and records for the data information of Fresh Fruit Bunches (FFB). This appointment underscores the organization's commitment to maintaining accurate and reliable traceability practices. Sighted the evidence: Details information on the appointment letter of traceability: <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td>Document</td> <td>Appointment Letter</td> </tr> <tr> <td>Reference</td> <td>(01)4058/MSPO/E6.2.1</td> </tr> <tr> <td>Date</td> <td>01/08/2023</td> </tr> <tr> <td>PIC Name</td> <td>Mohd Khairi Bin Mohammad</td> </tr> </table>		Document	Appointment Letter	Reference	(01)4058/MSPO/E6.2.1	Date	01/08/2023	PIC Name	Mohd Khairi Bin Mohammad	Complied
Document	Appointment Letter											
Reference	(01)4058/MSPO/E6.2.1											
Date	01/08/2023											
PIC Name	Mohd Khairi Bin Mohammad											
4.2.3.4	Records of storage, sales, delivery or transportation of crude palm oil and palm kernel shall be maintained. - Major compliance -	The management have successfully dispatched the Crude Palm Oil (CPO) and Palm Kernel (PK) to the Refinery. Furthermore, the management have diligently maintained records detailing the product dispatch the Crude Palm Oil (CPO) and Palm Kernel (PK) to the Refinery by demonstrating their commitment to effective monitoring and documentation. Upon reviewing the records of dispatch, the following observations have been made: Details information on the inspection of traceability Product: <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td>Document</td> <td>Crude Palm Oil (CPO) Delivery Note: L00000543 Date: 18/07/2023</td> </tr> </table>		Document	Crude Palm Oil (CPO) Delivery Note: L00000543 Date: 18/07/2023	Complied						
Document	Crude Palm Oil (CPO) Delivery Note: L00000543 Date: 18/07/2023											

MSPO Public Summary Report
Revision 2 (Nov 2021)

Criterion / Indicator		Assessment Findings		Compliance
			Weighbridge Ticket: 03019970 Date: 18/07/2023 Vehicle: WA 1567A Nett Weight: 41.95 Mt	
		Document	Palm Kernel (PK) Delivery Note: L00000075 Date: 28/04/2023 Weighbridge Ticket: 04005072 Date: 28/04/2023 Vehicle: VGV 4443 Nett Weight: 48.89 Mt	
4.3 Principle 3: Compliance to legal requirements				
Criterion 4.3.1 – Regulatory requirements				
4.3.1.1	All operations shall be in compliance with applicable local, state, national and ratified international laws and regulations. - Major compliance -	The management, the lists of permits/licenses which has to be monitored and updated periodically include: <ol style="list-style-type: none"> 1. MPOB License No. 500171704000. For sell and move, store and processing. Validity period from 01/04/2023 - 31/03/2024. 2. DOE's Compliance Schedule No: JAS.JHQ.600-3/1/5(SK04) Validity 01/07/2023 to 30/06/2024. 3. River Water Detour and Abstraction license No. 08/A/Klg/016. Validity period from 01/01/2023 - 31/12/2023. 4. Permit for Schedule Control Goods (Diesel and Petrol), permit no. PBKB/2023/P/J-000103. Validity period from 26/5/2023 – 25/5/2024 5. MSPO Certificate No. MSPO 693245 Validity period from 		Complied

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

Criterion / Indicator		Assessment Findings	Compliance
		<p>22/02/2019 – 21/02/2024</p> <p>6. Self-Installation Permit No: 50804 Validity from 31/12/2022-30/12/2023.</p> <p>All operations are in compliance with applicable local, state, national, and ratified international laws and regulations. The management has kept all machinery licenses valid. Verified that the following sample of machinery found valid:</p> <p>a) Pengandung Tekanan Tak Berapi - PMT JH/19071 - Expired date 04/03/2024</p> <p>b) Perakuan Kelayakan Mesin Angkat - PMA JH/19072 Expired date 04/03/024</p> <p>c) Perakuan Kelayakan Dandand - PMD 4561 - Expired date 10/09/2024</p>	
4.3.1.2	<p>The management shall list all relevant laws related to their operations in a legal requirements register.</p> <p>- Major compliance -</p>	<p>The applicable laws identified were listed in Register of Legal and Other Requirements (Daftar Perundangan dan Lain-lain Keperluan), document no. FGV/GSD-SR/LR0099. Latest review was conducted on 17/09/2023. The sample of Act and Legal as listed as follows:</p> <ol style="list-style-type: none"> 1. OSHA 1994 2. FMA 1967 3. Pesticide Act 1974 4. Electrical Supply (Amendment) Act 2015 5. Fire Services Act 6. Environmental Quality Act 7. Minimum Wages Order 2022 	Complied

MSPO Public Summary Report
Revision 2 (Nov 2021)

Criterion / Indicator		Assessment Findings	Compliance						
4.3.1.3	The legal requirements register shall be updated as and when there are any new amendments or any new regulations coming into force. - Major compliance -	FGV Holdings Berhad have centralised system for tracking any changes in the law as per "Panduan: Sistem Pengesanan Perubahan Undang-undang" dated 23/6/2015, Version:04. Any changes in the relevant regulations are through Plantation and Sustainability Department and the Manager, who are sole responsible.	Complied						
4.3.1.4	The management should assign a person responsible to monitor compliance and to track update the changes in regulatory requirements. - Minor compliance -	The management has been appointed as Legal Compliance and Monitoring Officer dated 15/10/2023 (Ref No: 09/4058/WH/RSPO/2023) undersigned by the Mill Manager. PIC responsible to monitor any changes on the LORR and update the register as and when necessary, as stated in the job functions as RSPO/MSPO/SCCS.	Complied						
Criterion 4.3.2 – Lands use rights									
4.3.2.1	The management shall ensure that their oil palm milling activities do not diminish the land use rights of other users. - Major compliance -	The management has supplied documents substantiating their legal ownership or lease and has taken measures to ensure that all operation or activities do not impede upon the rights of other users. Additionally, the management has entered into a leasing agreement with FELDA Sighted the evidence: Details information on the contract agreement: <table border="1" style="margin-left: 20px;"> <tr> <td>Document</td> <td>Agreement Letter FGVPI and FELDA</td> </tr> <tr> <td>Date</td> <td>25/11/1996</td> </tr> <tr> <td>Total Hectarage</td> <td>39.02 Ha</td> </tr> </table>	Document	Agreement Letter FGVPI and FELDA	Date	25/11/1996	Total Hectarage	39.02 Ha	Complied
Document	Agreement Letter FGVPI and FELDA								
Date	25/11/1996								
Total Hectarage	39.02 Ha								
4.3.2.2	The management shall provide documents showing legal ownership or lease, history of land tenure and the actual legal use of the land. - Major compliance -	The management has supplied documents substantiating their legal ownership or lease and has taken measures to ensure that all milling activities do not impede upon the rights of other users. Additionally, the mill has entered into a leasing agreement with FELDA Sighted the evidence:	Complied						

Criterion / Indicator		Assessment Findings	Compliance								
		Details information on the contract agreement: <table border="1"> <tr> <td>Document</td> <td>Agreement Letter FGVPI and FELDA</td> </tr> <tr> <td>Date</td> <td>25/11/1996</td> </tr> <tr> <td>Total Hectarage</td> <td>30.76 Ha</td> </tr> <tr> <td>Expiry Date</td> <td>31/12/2024</td> </tr> </table>	Document	Agreement Letter FGVPI and FELDA	Date	25/11/1996	Total Hectarage	30.76 Ha	Expiry Date	31/12/2024	
Document	Agreement Letter FGVPI and FELDA										
Date	25/11/1996										
Total Hectarage	30.76 Ha										
Expiry Date	31/12/2024										
4.3.2.3	Legal parameter boundary markers should be clearly demarcated and visibly maintained on the ground where practicable. - Major compliance -	The management has established the boundary makers purposely to show their area of ownership of land. It was maintained on the ground and visibly during site visit. Sighted the evidence: Details information on the monitoring the boundary stone: <table border="1"> <tr> <td>Document</td> <td>Boundary Map</td> </tr> <tr> <td>Parameter</td> <td>Drainage & Mill Fencing</td> </tr> </table>	Document	Boundary Map	Parameter	Drainage & Mill Fencing	Complied				
Document	Boundary Map										
Parameter	Drainage & Mill Fencing										
4.3.2.4	Where there are, or haven been disputes, documented proof of legal acquisition of land and fair compensation that have been or are being made to previous owners and occupants; shall made available and that these should have been accepted with free prior informed consent (FPIC). - Minor compliance -	There is no land dispute in this Certification Unit at the time of audit. The lands are belonged to Lembaga Kemajuan Tanah Persekutuan via verified with the land titles. Interview with the stakeholders confirmed that no encroachment of land by certification unit.	N/A								
Criterion 4.3.3 – Customary rights											
4.3.3.1	Where lands are encumbered by customary rights, the company shall demonstrate that these rights are understood and are not being threatened or reduced. - Major compliance -	There is no land encumbered by customary rights under FGV Wa Ha certification unit.	N/A								
4.3.3.2	Maps of an appropriate scale showing extent of recognized customary rights shall be made available. - Minor compliance -	There is no land encumbered by customary rights under FGV Wa Ha certification unit.	N/A								

Criterion / Indicator		Assessment Findings	Compliance										
4.3.3.3	Negotiation and FPIC shall be recorded and copies of the relevant agreements should be made available. - Major compliance -	There is no land encumbered by customary rights FGV Wa Ha certification unit.	N/A										
4.4 Principle 4: Social responsibility, health, safety and employment condition													
Criterion 4.4.1: Social Impact Assessment (SIA)													
4.4.1.1	Social impacts should be identified and plans should be implemented to mitigate the negative impacts and promote the positive ones. - Minor compliance -	<p>As per the Social Impact Assessment (SIA) report, the methodology involved conducting interviews with members of the local community and estate workers. The assessment process encompassed several steps, including identifying stakeholders, considering social factors, analysing data, consulting stakeholders, developing a mitigation plan, implementing action plan, and continuously monitoring its progress. Supporting evidence for these activities has been documented.</p> <p>Details information on the monitoring the Social Impact Assessment:</p> <table border="1"> <tr> <td>Document</td> <td>Social Impact Assessment (SIA)</td> </tr> <tr> <td>Date</td> <td>01/01/2021</td> </tr> <tr> <td>Revision</td> <td>02</td> </tr> <tr> <td>Document</td> <td>Management Plan Social Impact 2022 – 2024</td> </tr> <tr> <td>Action Plan</td> <td> To conduct the maintenance at housing for water piping To conduct housing inspection at workers & staffs housing To inform smallholder regarding on group policy company To rearrange schedule of waste collection twice a week </td> </tr> </table>	Document	Social Impact Assessment (SIA)	Date	01/01/2021	Revision	02	Document	Management Plan Social Impact 2022 – 2024	Action Plan	To conduct the maintenance at housing for water piping To conduct housing inspection at workers & staffs housing To inform smallholder regarding on group policy company To rearrange schedule of waste collection twice a week	Complied
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MSPO Public Summary Report
Revision 2 (Nov 2021)

Criterion / Indicator		Assessment Findings	Compliance																
Criterion 4.4.2: Complaints and grievances																			
4.4.2.1	<p>A system for dealing with complaints and grievances shall be established and documented.</p> <p>- Major compliance -</p>	<p>The management has implemented a comprehensive system for addressing complaints and grievances, including the provision of complaint forms, complaint book and a designated box located at the front of the office, accessible at all times. This streamlined process allows individuals to submit their concerns by completing the provided complaint form. Additionally, the resolution of the grievance will be overseen by their immediate superior. Sighted the evidence:</p> <p>Details information on procedure of any complaint & grievance:</p> <table border="1"> <tr> <td>Document</td> <td>Procedure Complaint & Grievances</td> </tr> <tr> <td>Reference</td> <td>FGV/GSD-SCCD/SOP/010</td> </tr> <tr> <td>Date</td> <td>01/06/2022</td> </tr> <tr> <td>Revision</td> <td>3.0</td> </tr> </table> <p>Details information on the recording of any complaint & grievance:</p> <table border="1"> <tr> <td>Document</td> <td>Complaint Logbook</td> </tr> <tr> <td>Date Received</td> <td>20/09/2023</td> </tr> <tr> <td>Date Resolved</td> <td>25/09/2023</td> </tr> <tr> <td>Complaint Issue</td> <td>Stock CPO lately update in the system</td> </tr> </table>	Document	Procedure Complaint & Grievances	Reference	FGV/GSD-SCCD/SOP/010	Date	01/06/2022	Revision	3.0	Document	Complaint Logbook	Date Received	20/09/2023	Date Resolved	25/09/2023	Complaint Issue	Stock CPO lately update in the system	Complied
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Date Received	20/09/2023																		
Date Resolved	25/09/2023																		
Complaint Issue	Stock CPO lately update in the system																		
4.4.2.2	<p>The system shall be able to resolve dispute in an effective, timely and appropriate manner, which is accepted by all parties.</p> <p>- Major compliance -</p>	<p>The management has established of a dispute resolution system that ensures effectiveness, timeliness, and appropriateness, and is accepted by all parties involved.</p> <p>Details information on the recording of any complaint & grievance:</p> <table border="1"> <tr> <td>Document</td> <td>Complaint Logbook</td> </tr> <tr> <td>Date Received</td> <td>20/09/2023</td> </tr> <tr> <td>Date Resolved</td> <td>25/09/2023</td> </tr> </table>	Document	Complaint Logbook	Date Received	20/09/2023	Date Resolved	25/09/2023	Complied										
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MSPO Public Summary Report
Revision 2 (Nov 2021)

Criterion / Indicator		Assessment Findings		Compliance								
		Complaint Issue	Stock CPO lately update in the system									
4.4.2.3	A complaint form should be made available at the premises, where employees and affected stakeholders can make complaints. - Minor compliance -	The management has implemented a dispute resolution system that guarantees effectiveness, timeliness, and appropriateness, and has gained unanimous acceptance from all parties involved. Additionally, the complaint form and complaint book are readily accessible on the premises, allowing both employees and affected stakeholders to file complaints.		Complied								
4.4.2.4	Employees and surrounding communities should be made aware of its existence and that complaints or suggestions may be made at any time. - Minor compliance -	Both employees and the surrounding communities have been informed that they are welcome to submit complaints or suggestions at any time. This has been confirmed by the management through the training of the complaint procedure for employees, ensuring they are knowledgeable about the process of making a complaint. Sighted the evidence: Details information on the training procedure to the employee: <table border="1" data-bbox="1070 928 1854 1066"> <tr> <td>Document</td> <td>Training complaint procedure for employee</td> </tr> <tr> <td>Date</td> <td>01/08/2023</td> </tr> <tr> <td>Time</td> <td>07:30 am</td> </tr> <tr> <td>Venue</td> <td>Assembly point</td> </tr> </table>		Document	Training complaint procedure for employee	Date	01/08/2023	Time	07:30 am	Venue	Assembly point	Complied
Document	Training complaint procedure for employee											
Date	01/08/2023											
Time	07:30 am											
Venue	Assembly point											
4.4.2.5	Complaints and solutions within the past 24 months shall be documented and be made available to affected stakeholders upon request. - Major compliance -	The management has utilized a complaint form and complaint book for any stakeholder or employee need to make compliant. Records of complaints from the past 24 months are still on hand for verification. Sighted the evidence: Details information on the recording of past 24 months: <table border="1" data-bbox="1070 1252 1854 1390"> <tr> <td>Document</td> <td>Complaint Logbook</td> </tr> <tr> <td>Date Received</td> <td>06/12/2020</td> </tr> <tr> <td>Date Resolved</td> <td>09/12/2020</td> </tr> <tr> <td>Complaint Issue</td> <td>Housekeeping at housing area</td> </tr> </table>		Document	Complaint Logbook	Date Received	06/12/2020	Date Resolved	09/12/2020	Complaint Issue	Housekeeping at housing area	Complied
Document	Complaint Logbook											
Date Received	06/12/2020											
Date Resolved	09/12/2020											
Complaint Issue	Housekeeping at housing area											

Criterion / Indicator		Assessment Findings	Compliance								
Criterion 4.4.3: Commitment to contribute to local sustainable development											
4.4.3.1	<p>Palm oil miller should contribute to local development in consultation with the local communities. Where the mill is an integral part of plantation, such contribution to local community development may be regarded as a joint effort by the mill and the plantation.</p> <p>- Minor compliance -</p>	<p>The management has actively engaged with local communities to contribute to local development. During audit times, records for the Corporate Social Responsibility (CSR) program are documented in consultation with the surrounding community. Sighted the evidence:</p> <p>Details information CSR Programmed to surrounding communities:</p> <table border="1"> <tr> <td>CSR 1</td> <td>Donation humus organic soil to SK Bandar Ester at 10/10/2023</td> </tr> <tr> <td>CSR 2</td> <td>Donation maulidur rasul for communities at 15/10/2023</td> </tr> <tr> <td>CSR 3</td> <td>Donation with DOE for E-Waste training at 07/10/2023</td> </tr> <tr> <td>CSR 4</td> <td>Involve programme with communities at 05/08/2023</td> </tr> </table>	CSR 1	Donation humus organic soil to SK Bandar Ester at 10/10/2023	CSR 2	Donation maulidur rasul for communities at 15/10/2023	CSR 3	Donation with DOE for E-Waste training at 07/10/2023	CSR 4	Involve programme with communities at 05/08/2023	Complied
CSR 1	Donation humus organic soil to SK Bandar Ester at 10/10/2023										
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CSR 3	Donation with DOE for E-Waste training at 07/10/2023										
CSR 4	Involve programme with communities at 05/08/2023										
Criterion 4.4.4: Employees safety and health											
4.4.4.1	<p>An occupational safety and health policy and plan which is in line with Occupational Safety and Health Act 1994 and Factories and Machinery Act 1967 (Act 139) shall be documented, effectively communicated and implemented.</p> <p>- Major compliance -</p>	<p>OSH Policy (FGV/GHR/HSEQ/POL/003) Rev. 5.0 for FGV Holdings Berhad documented, signed and approved by company's Group CEO dated 03/10/2023. The policy mentioned statement of commitment to enhance and established safe and healthy operation and workplace. Sighted also OSH Policy under FGV Palm Industries Sdn. Bhd which signed and approved by company's CEO dated 01/01/21.</p>	Complied								
4.4.4.2	<p>The occupational safety and health plan should cover the following:</p> <p>a) A safety and health policy, which is communicated and implemented.</p> <p>b) The risk 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 chemicals</p>	<p>The occupational safety and health plan cover the following:</p> <p>a) OSH Policy was communicated and displayed as observed at notice board in Office of Wa Ha POM, guard house & workers houses. Briefing of Policies conducted during morning muster. Safety and Policies Briefing was conducted on 06/02/2023.</p> <p>b) HIRADC (FGV/PUC-OSH/F1.2 rev: 0) was reviewed dated on 01/10/23 for all 36 of mill activities such as General Maintenance</p>	Complied								

MSPO Public Summary Report
Revision 2 (Nov 2021)

Criterion / Indicator	Assessment Findings	Compliance
<p>used at the palm oil mill:</p> <ul style="list-style-type: none"> i. All employees involved are adequately trained on safe working practices; ii. All precautions attached to products should be properly observed and applied; <p>d) The management shall provide the appropriate PPE at the place of work to cover all potentially hazardous operations as identified in the risk assessment and control such as Hazard Identification, Risk Assessment and Risk Control (HIRARC).</p> <p>e) The management shall establish Standard Operating Procedure for handling of chemicals to ensure proper and safe handling and storage in accordance to Occupational Safety Health (Classification Packaging and Labeling) Regulation 1997 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>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</p>	<p>Electricity, Installation Switchboard, Operation (Live Operation-Synchronizing) & Safety Control (Electrical Switchboard and others.</p> <ul style="list-style-type: none"> • Chemical Health Risk Assessment was conducted in compliance to the OSHA Act 1994 and the Use and Standard of Exposure of Chemicals Hazardous to Health (USECHH) Regulations 2000 to assess the risks associated to hazardous chemicals used in the Mill. The CHRA reports were available Report (Ref. Number: JKKP HQ/15/AAS/00/363) conducted by MZ Enviro Testing & Consulting Sdn Bhd (DOSH Registration: JK4100) 25/06/2019 by assessor: Nor Khairunnisa Liyana Ahmad. • Noise Risk Assessment Report (NRA) was conducted in compliance to Occupational Safety & Health (Noise Exposure) Regulations 2019 in the Mills. The NRA assessment conducted on 03/05/2023 by PAC Testing & consulting Sdn Bhd. The assessment report (Ref. No: HQ/18/PEB/00/00018-2023/30) was available for verification. The assessment for all station i.e unloading Ramp, Nut & Kernal Plant, Press & Threshing Station, Boiler Plant & Engine Room, Oil Clarification, Steriliser Station, Mechanical Workshop, Water Treatment Plant, Ramp & Background Noise. The recommendations has been made in accordance to the requirement OSH (Noise Exposure) Regulation 2019. • Audiometric Test was conducted by PAC Testing & Consulting Sdn Bhd on 01/08/2023 for 72 millworkers identified to be exposed to excessive noise in the Mill. The results is available for verification. <p>c) The Wa Ha POM have established a training program for</p>	

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

Criterion / Indicator	Assessment Findings	Compliance
<p>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>- Major compliance -</p>	<p>employees exposed to chemicals used at the palm oil Mill to ensure continuous awareness to the employees. The training was conducted by the Manager, Asst. Manager, and representative from the chemical suppliers to the supervisors and operators. Sighted the training records as follows:</p> <ul style="list-style-type: none"> • Fire Drill & First Aid Training: 01/03/2023 • HIRARC Training: 02/01/2023 • PPE Management Training: 09/06/2023 • Procedure safety work Training: 11/02/2023 • First Aid Training: 14-15/06/2023 • First Aid & CPR Training: 27/06/2023 <p>d) The management have provided appropriate PPE to all workers according to the job type and requirements. The PPE given as per HIRARC and Pictorial Safety Standard (PSS) Palm Oil Mills dated 17/03/2008. Sighted the PPE issuance records documented in 'PPE Issuance Record' logbook. The PPE issued recorded by workers and job designation.</p> <p>Standard (PSS) Palm Oil Mills dated 17/03/2008. Interviews with workers and staff during the site visit to mill found that they have a good awareness of the importance of having appropriate PPF at workplace.</p> <p>e) FGV Holdings Berhad has established SOP for Chemical Handling and documented in the Safety Operating Procedure, Chemical Handling. Refer doc no. FPI-PK-036, issue no. 3 dated 14/07/2010.</p> <p>f) Available Organization Chart for SHC 2023 where the composition is Mr xxx Mill Manager (Chairman), Mr xxx Assistant Manager</p>	

MSPO Public Summary Report
Revision 2 (Nov 2021)

Criterion / Indicator	Assessment Findings	Compliance
	<p>(Secretary), 8 Employees Representatives and 8 Employers Representatives. Available appointment Letter issued to Mr xxx (Asst Manager) as Secretary of SHC dated 01/10/2023, Mr xxx (Mill Manager) as Chairman of SHC dated 01/06/2023. Other member having Appointment Letter dated 01/06/2023.</p> <p>g) The management conducted regular OSH committee meetings on quarterly basis and when necessary due to accidents that occur. The meeting discussed issues on employees' safety, health and welfare such as operational risks and health achievement report, Mill security, safety compliance by contractors, workplace inspection, legal compliance, safety and health training. Sighted the OSH Meeting Minutes dated as follows:</p> <ul style="list-style-type: none"> • 16/02/2023 • 25/05/2022 • 25/08/2023 <p>h) Emergency & Respond Procedures (ERP) were available in the ESH Management System Manual; Emergency Preparedness & Response Guidelines and Procedures; Doc No: SD/SDP/SQM (ESH)/001-2-6; Revision: 0; Date 01/07/2012. The Mills have established Emergency Response Team lead by the Mill Managers. The ERT chart and Fire Extinguisher Map was also available and verified. Emergency Response Training was conducted at 01/03/2023.</p> <p>i) The first aider is Electric Chargeman. They attended training conducted by MMTC Asia 09/11/2021 Certificate no: G112XXXXX. The membership will be expired on 08/11/2024. The 1st Aid Box being placed in Office, FFB Ramp, Boiler, Workshop and Staff Office.</p>	

MSPO Public Summary Report
Revision 2 (Nov 2021)

Criterion / Indicator		Assessment Findings	Compliance						
		j) The management recorded all accidents reports and reported to HQ using the PSQM-ESH Monthly update form via online through GSQM ESH Portal. The accident occurred was reviewed on quarterly basis during OSH committee meeting. There was no accidents case (JKKP 6/7) occurred for the year 2023 reported in the Mill. The JKKP 8 form has been submitted to DOSH for the year ending 2022 on 26/01/2023 (Ref No: JKKP8/136850/2022) and documents available for verification.							
Criterion 4.4.5: Employment conditions									
4.4.5.1	The management shall establish a policy on good social practice regarding human rights in respect of industrial harmony. The policy shall be signed by the top management and communicated to the employees. - Major compliance -	<p>The management has established a Human Rights Policy as part of the Group Sustainability Policy, dated 17/11/2020, which was subsequently signed and approved by the Board of Directors. Please refer to FGV/SED/POL/001 Revision: 4.0, dated 17/11/2020, section 5.0 (B) for further details on respecting human rights.</p> <p>The management also has fully committed to and supports human rights. Communication to employees was conducted through various channels, including briefings during morning muster, displays on notice boards at workers' hostels, and training sessions. Sighted the evidence:</p> <p>Details information training related on human right to employee:</p> <table border="1"> <tr> <td>Document 1</td> <td>Record Training for Policy at 15/09/2023</td> </tr> <tr> <td>Document 2</td> <td>Record Training for Labour Force at 09/062023</td> </tr> <tr> <td>Document 3</td> <td>Record Training for complaint procedure at 02/10/2023</td> </tr> </table>	Document 1	Record Training for Policy at 15/09/2023	Document 2	Record Training for Labour Force at 09/062023	Document 3	Record Training for complaint procedure at 02/10/2023	Complied
Document 1	Record Training for Policy at 15/09/2023								
Document 2	Record Training for Labour Force at 09/062023								
Document 3	Record Training for complaint procedure at 02/10/2023								
4.4.5.2	The management shall not engage in or support discriminatory practices and shall provide equal opportunity and treatment regardless of race, colour, sex, religion, political opinion,	The management has implemented an Equal Opportunity Policy in line with the Group Sustainability Policy dated 17/11/2020, which has been endorsed and approved by the Board of Directors. Refer to	Complied						

MSPO Public Summary Report
Revision 2 (Nov 2021)

Criterion / Indicator		Assessment Findings	Compliance				
	nationality, social origin or any other distinguishing characteristics. - Major compliance -	FGV/SED/POL/001 Revision: 4.0, dated 17/11/2020, section 5.2.1 on Equality and Non-Discrimination. The company is dedicated to ensuring that all employees are treated with equality, irrespective of their race, nationality, religion, gender, age, and other political opinions.					
4.4.5.3	Management shall ensure that employees' pay and conditions meet legal or industry minimum standards as per Collective Agreements. The living wage should be sufficient to meet basic needs and provide some discretionary income based on minimum wage. - Major compliance -	The management is responsible for ensuring that employees' wages and conditions adhere to both legal and industry-established minimum standards, as well as the terms agreed upon in Collective Agreements. This is outlined in the contract agreement between the employer and employee, where the basic salary is explicitly stated. Sighted the evidence: Details information of salary & collective agreement of employee: <table border="1" data-bbox="1070 858 1883 1252"> <tbody> <tr> <td data-bbox="1070 858 1375 1054"> ID: 12XXXXX General Worker Laboratory Operator </td> <td data-bbox="1375 858 1883 1054"> Contract Agreement on 20/06/2023 Both of employer & employer signed. Basic Salary: RM15XX/Month Total Salary: RM15XX.XX – Aug 2023 Total Salary: RM18XX.XX – Sep 2023 Total Salary: RM20XX.XX – Oct 2023 </td> </tr> <tr> <td data-bbox="1070 1054 1375 1252"> ID: 12XXXXX General Worker Reception Operator </td> <td data-bbox="1375 1054 1883 1252"> Contract Agreement on 20/06/2023 Both of employer & employer signed. Basic Salary: RM15XX/Month Total Salary: RM17XX.XX – Jul 2023 Total Salary: RM19XX.XX – Aug 2023 Total Salary: RM20XX.XX – Sep 2023 </td> </tr> </tbody> </table>	ID: 12XXXXX General Worker Laboratory Operator	Contract Agreement on 20/06/2023 Both of employer & employer signed. Basic Salary: RM15XX/Month Total Salary: RM15XX.XX – Aug 2023 Total Salary: RM18XX.XX – Sep 2023 Total Salary: RM20XX.XX – Oct 2023	ID: 12XXXXX General Worker Reception Operator	Contract Agreement on 20/06/2023 Both of employer & employer signed. Basic Salary: RM15XX/Month Total Salary: RM17XX.XX – Jul 2023 Total Salary: RM19XX.XX – Aug 2023 Total Salary: RM20XX.XX – Sep 2023	Complied
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4.4.5.4	Management should ensure employees of contractors are paid based on legal or industry minimum standards according to the employment contract agreed between the contractor and his employee.	The management is responsible for ensuring that wages of employee contractor are meet legal and industry-established minimum standards, as well as the terms agreed upon in Collective Agreements. This is outlined in the contract agreement between the	Complied				

MSPO Public Summary Report
Revision 2 (Nov 2021)

Criterion / Indicator		Assessment Findings	Compliance						
	- Minor compliance -	<p>contractor and his employee, where the basic salary is explicitly stated. Sighted the evidence: Details information of salary & agreement employee contractor:</p> <table border="1"> <thead> <tr> <th>Contractor</th> <th>Jxx Mxx (M) Sxx Bxx</th> </tr> </thead> <tbody> <tr> <td>Worker 1</td> <td> Contract Agreement on 20/05/2023 Both of employer & employee signed Basic Salary RM15XX.XX Total Salary: RM15XX.XX – Sep 2023 Kwsp: RM1XX.XX Socso: RM7.XX EIS: RM2.XX </td> </tr> <tr> <td>Worker 2</td> <td> Contract Agreement on 20/05/2023 Both of employer & employee signed Basic Salary RM15XX.XX Total Salary: RM16XX.XX – Sep 2023 Kwsp: RM1XX.XX Socso: RM7.XX EIS: RM2.XX </td> </tr> </tbody> </table>	Contractor	Jxx Mxx (M) Sxx Bxx	Worker 1	Contract Agreement on 20/05/2023 Both of employer & employee signed Basic Salary RM15XX.XX Total Salary: RM15XX.XX – Sep 2023 Kwsp: RM1XX.XX Socso: RM7.XX EIS: RM2.XX	Worker 2	Contract Agreement on 20/05/2023 Both of employer & employee signed Basic Salary RM15XX.XX Total Salary: RM16XX.XX – Sep 2023 Kwsp: RM1XX.XX Socso: RM7.XX EIS: RM2.XX	
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4.4.5.5	<p>The management shall establish records that provide an accurate overview of all employees (including seasonal workers and subcontracted workers on the premises). The records should contain full names, gender, date of birth, date of entry, a job description, wage and the period of employment.</p> <p>- Major compliance -</p>	<p>The management has diligently maintained records that offer a comprehensive account of all employees on the premises. These records encompass essential details such as full names, gender, date of birth, date of entry, job descriptions, wages, and the duration of employment.</p> <p>All workers have enrolled in Human Resource Management System (HRMS) which functions as a check roll system for inputting data on productivity, overtime, working hours, and incentives.</p>	Complied						
4.4.5.6	All employees shall be provided with fair contracts that have been signed by both employee and employer. A copy of employment	All employees have been furnished with equitable contracts, which have been mutually signed by both the employee and employer. A	Complied						

MSPO Public Summary Report
Revision 2 (Nov 2021)

Criterion / Indicator		Assessment Findings		Compliance				
	<p>contract shall be made available for each and every employee indicated in the employment records.</p> <p>- Major compliance -</p>	<p>copy of the employment contract is accessible for each and every employee. Sighted the evidence:</p> <p>Details information of salary & collective agreement of employee:</p> <table border="1"> <tr> <td>ID: 12XXXXX General Worker Laboratory Operator</td> <td>Contract Agreement on 20/06/2023 Both of employer & employer signed. Basic Salary: RM15XX/Month Basic Salary: RM15XX/Month Copy of agreement are available</td> </tr> <tr> <td>ID: 12XXXXX General Worker Reception Operator</td> <td>Contract Agreement on 20/06/2023 Both of employer & employer signed. Basic Salary: RM15XX/Month Copy of agreement are available</td> </tr> </table>		ID: 12XXXXX General Worker Laboratory Operator	Contract Agreement on 20/06/2023 Both of employer & employer signed. Basic Salary: RM15XX/Month Basic Salary: RM15XX/Month Copy of agreement are available	ID: 12XXXXX General Worker Reception Operator	Contract Agreement on 20/06/2023 Both of employer & employer signed. Basic Salary: RM15XX/Month Copy of agreement are available	
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4.4.5.7	<p>The management shall establish a time recording system that makes working hours and overtime transparent for both the employees and employers.</p> <p>- Major compliance -</p>	<p>The management has diligently maintained records that offer a comprehensive account of all employees on the premises. These records encompass essential details such as full names, gender, date of birth, date of entry, job descriptions, wages, and the duration of employment.</p> <p>All workers have enrolled in Human Resource Management System (HRMS) which functions as a check roll system for inputting data on productivity, overtime, working hours, and incentives.</p>		Complied				
4.4.5.8	<p>The working hours and breaks of the individual worker indicated in the time records shall comply with legal regulations and collective agreements. Overtime shall be mutually agreed upon and shall meet the legal requirements applicable.</p> <p>- Major compliance -</p>	<p>Records reviewed on the Check roll Book of sampled workers found that the enter time and exit time was clearly stated in the timecard. The sampled workers above have recorded overtime not exceeding 104 hours per month. Sighted the evidence:</p> <p>Details information of collective agreement of employee:</p> <table border="1"> <tr> <td>ID: 12XXXXX General Worker</td> <td>Document: Payslip – Oct 2023 Working Day: 26 Days</td> </tr> </table>		ID: 12XXXXX General Worker	Document: Payslip – Oct 2023 Working Day: 26 Days	Complied		
ID: 12XXXXX General Worker	Document: Payslip – Oct 2023 Working Day: 26 Days							

MSPO Public Summary Report
Revision 2 (Nov 2021)

Criterion / Indicator		Assessment Findings		Compliance				
		Laboratory Operator	Working Hour: 8:00am – 04:00pm Rest Hour: 1:00 Hours Overtime: 00					
		ID: 12XXXXX General Worker Reception Operator	Document: Payslip – Oct 2023 Working Day: 23 Days Working Hour: 7:00am – 04:00pm Rest Hour: 1:00 Hours Overtime: 00					
4.4.5.9	Wages and overtime payment documented on the pay slips shall be in line with legal regulations and collective agreements. - Major compliance -	<p>The management is responsible for ensuring that employees' wages and conditions adhere to both legal and industry-established minimum standards, as well as the terms agreed upon in Collective Agreements. This is outlined in the contract agreement between the employer and employee, where the basic salary is explicitly stated. Sighted the evidence:</p> <p>Details information of collective agreement of employee:</p> <table border="1"> <tr> <td>ID: 12XXXXX General Worker Laboratory Operator</td> <td>Document: Payslip – Oct 2023 Salary: RM2,2XX.XX Overtime: RM36X.XX KWSP: RM18X.XX SOCISO: RM11.XX EIS: RM4.XX Working Day: 26 Days</td> </tr> <tr> <td>ID: 12XXXXX General Worker Reception Operator</td> <td>Document: Payslip – Sep 2023 Salary: RM20XX.XX Overtime: RM27X.XX KWSP: RM20X.XX SOCISO: RM10.XX EIS: RM4.XX Working Day: 23 Days</td> </tr> </table>		ID: 12XXXXX General Worker Laboratory Operator	Document: Payslip – Oct 2023 Salary: RM2,2XX.XX Overtime: RM36X.XX KWSP: RM18X.XX SOCISO: RM11.XX EIS: RM4.XX Working Day: 26 Days	ID: 12XXXXX General Worker Reception Operator	Document: Payslip – Sep 2023 Salary: RM20XX.XX Overtime: RM27X.XX KWSP: RM20X.XX SOCISO: RM10.XX EIS: RM4.XX Working Day: 23 Days	Complied
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MSPO Public Summary Report
Revision 2 (Nov 2021)

Criterion / Indicator	Assessment Findings	Compliance						
<p>4.4.5.10 Other forms of social benefits should be offered by the employer to employees, their families or community such as incentives for good work performance, bonus payment, support of professional development, medical care provisions and improvement of social surroundings.</p> <p>- Minor compliance -</p>	<p>The management has provided facilities such as mosque, recreational facilities such as futsal field, badminton court and volleyball court to the workers and dependents. Government clinic was available in the complex. The workers will be awarded with bonus once a year based on performance. Various incentive and allowance were also given to the workers. Sighted the evidence:</p> <p>Details information of incentive or allowance employee received:</p> <table border="1" data-bbox="1070 683 1890 879"> <tr> <td data-bbox="1070 683 1397 746">ID: 12XXXXX Senior Operator</td> <td data-bbox="1397 683 1890 746">Allowance Shift: RM6X.XX/Month Allowance Project: RM1XX/Month</td> </tr> <tr> <td data-bbox="1070 746 1397 879">ID: 12XXXXX Boiler Supervisor</td> <td data-bbox="1397 746 1890 879">Allowance Shift: RM7X.XX/Month Allowance Project: RM1XX/Month Allowance Competency: RM1XX/Month Allowance Leader: RM6X.XX/Month</td> </tr> </table>	ID: 12XXXXX Senior Operator	Allowance Shift: RM6X.XX/Month Allowance Project: RM1XX/Month	ID: 12XXXXX Boiler Supervisor	Allowance Shift: RM7X.XX/Month Allowance Project: RM1XX/Month Allowance Competency: RM1XX/Month Allowance Leader: RM6X.XX/Month	<p>Complied</p>		
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<p>4.4.5.11 In cases where on-site living quarters are provided, these quarters shall be habitable and have basic amenities and facilities.</p> <p>- Major compliance -</p>	<p>The management has provided habitable housing quarters for employees, which is also include subsidies for electricity and water consumption. Additionally, there is a scheduled program for inspecting the housing conditions and the surrounding area. Sighted the evidence:</p> <p>Details information of inspection workers housing area:</p> <table border="1" data-bbox="1070 1098 1890 1297"> <tr> <td data-bbox="1070 1098 1397 1129">Document</td> <td data-bbox="1397 1098 1890 1129">Housing Inspection Checklist</td> </tr> <tr> <td data-bbox="1070 1129 1397 1161">Month</td> <td data-bbox="1397 1129 1890 1161">October 2023</td> </tr> <tr> <td data-bbox="1070 1161 1397 1297">Inspection Period</td> <td data-bbox="1397 1161 1890 1297">Week 1: Done Week 2: Done Week 3: Done Week 4: Done</td> </tr> </table>	Document	Housing Inspection Checklist	Month	October 2023	Inspection Period	Week 1: Done Week 2: Done Week 3: Done Week 4: Done	<p>Complied</p>
Document	Housing Inspection Checklist							
Month	October 2023							
Inspection Period	Week 1: Done Week 2: Done Week 3: Done Week 4: Done							
<p>4.4.5.12 The management shall establish a policy to prevent all forms of sexual harassment and violence at the workplace.</p>	<p>FGV Holdings Berhad has developed Human Rights Policy under Group Sustainability Policy dated 17/11/2020 and signed and</p>	<p>Complied</p>						

MSPO Public Summary Report
Revision 2 (Nov 2021)

Criterion / Indicator		Assessment Findings	Compliance				
	- Major compliance -	<p>Approved by Board of Directors. Refer FGV/SED/POL/001 Revision: 4.0 dated 17/11/2020 section 5.2.5 Preventing Harassment and Abuse.</p> <p>The company is committed to protect the rights of women on the reproductive and family planning. Gender Committee was developed and it was to provide a system to channel the complaint regarding sexual harassment and violence. There was no issue regarding sexual harassment and violence reported. The last meeting was conducted and discussion regarding human right, activities and training. Sighted the evidence:</p> <p>Details information of Gender Committee meeting:</p> <table border="1"> <tr> <td>Gender Committee Meeting No 1</td> <td>Minutes of meeting on 15/09/2023 Meeting was held at meeting room Meeting conduct at 3:00 – 5:00pm</td> </tr> <tr> <td>Discussion Meeting</td> <td>Explanation on human right Explanation on complaint procedure Discussion programme & activities</td> </tr> </table>	Gender Committee Meeting No 1	Minutes of meeting on 15/09/2023 Meeting was held at meeting room Meeting conduct at 3:00 – 5:00pm	Discussion Meeting	Explanation on human right Explanation on complaint procedure Discussion programme & activities	
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4.4.5.13	<p>The management shall respect the right of all employees to form and join trade union and allow workers’ own representative(s) to facilitate collective bargain in accordance with applicable laws and regulations. Employees shall be given freedom to join trade unions relevant to the industry or organize themselves for collective bargaining. Employees shall have the right to organize and negotiate their work conditions. Employees exercising this right should not be discriminated against or suffer repercussions.</p> <p>- Major compliance -</p>	<p>FGV Holdings Berhad has developed Human Rights Policy under Group Sustainability Policy dated 17/11/2020 and signed and Approved by Board of Directors. Refer FGV/SED/POL/001 Revision: 4.0 dated 17/11/2020 section 5.2.2 Upholding Labour Standard. The company allows the employees to join any legal association and get approval from the management. Verified through Interview found that workers aware on no restriction to form and join union.</p> <p>Details information of trade union meeting for the employee:</p> <table border="1"> <tr> <td>Gender Committee</td> <td>Minutes of meeting on 15/09/2023 Meeting was held at meeting room Meeting conduct at 3:00 – 5:00pm</td> </tr> </table>	Gender Committee	Minutes of meeting on 15/09/2023 Meeting was held at meeting room Meeting conduct at 3:00 – 5:00pm	Complied		
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MSPO Public Summary Report
Revision 2 (Nov 2021)

Criterion / Indicator		Assessment Findings		Compliance														
		Kesatuan Pekerja FGV Plantations	Minutes of meeting on 29/10/2023 Meeting was held at meeting room Meeting conduct at 2:00 – 4:00 pm															
4.4.5.14	Children and young persons shall not be employed or exploited. The minimum age shall comply with local, state and national legislation. - Major compliance -	<p>The management has developed Human Rights Policy under Group Sustainability Policy dated 17/11/2020 and signed and Approved by Board of Directors. Refer FGV/SED/POL/001 Revision: 4.0 dated 17/11/2020 section 5.2.2 Upholding Labour Standard where the company will not recruit any individual who less than 18 years old to work in plantations. Document reviewed on the list of workers confirmed that all the employees were above 18 years old.</p> <p>Details information listing of employee:</p> <table border="1"> <tr> <td>Document</td> <td>List of Workers</td> </tr> <tr> <td>Year</td> <td>2023</td> </tr> <tr> <td>Observation</td> <td>Majority workers are above 25 years of age & Not sighted young worker</td> </tr> </table>		Document	List of Workers	Year	2023	Observation	Majority workers are above 25 years of age & Not sighted young worker	Complied								
Document	List of Workers																	
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Criterion 4.4.6: Training and competency																		
4.4.6.1	All employees and contractors shall be appropriately trained. A training programme shall include regular assessment of training needs and documentation, including records of training. - Major compliance -	<p>The management established a training program for all workers based on the training need analysis conducted on a yearly basis. Records of trainings were maintained by the Mills as below:</p> <table border="1"> <thead> <tr> <th>Training</th> <th>Actual</th> </tr> </thead> <tbody> <tr> <td>1. Domestic Waste Training</td> <td>02/01/2023</td> </tr> <tr> <td>2. HIRARC Training</td> <td>02/01/2023</td> </tr> <tr> <td>3. Complaint & Grievance Training</td> <td>05/01/2023</td> </tr> <tr> <td>4. Fire Drill & First Training Training</td> <td>01/03/2023</td> </tr> <tr> <td>5. Safety work Training</td> <td>11/02/2023</td> </tr> <tr> <td>6. Whistle blower Training</td> <td>01/07/2023</td> </tr> </tbody> </table>		Training	Actual	1. Domestic Waste Training	02/01/2023	2. HIRARC Training	02/01/2023	3. Complaint & Grievance Training	05/01/2023	4. Fire Drill & First Training Training	01/03/2023	5. Safety work Training	11/02/2023	6. Whistle blower Training	01/07/2023	Complied
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MSPO Public Summary Report
Revision 2 (Nov 2021)

Criterion / Indicator		Assessment Findings		Compliance
		7. Law & Regulation Training	01/11/2023	
		8. OSH, First & CPR Training Training	26/06/2023	
		9. Schedule Waste Management	30/03/2023	
		10. Chemical Handling Training	21/08/2023	
		11. HCV & Biodiversity Training	15/08/2023	
4.4.6.2	Training needs of individual employees shall be identified prior to the planning and implementation of the training programmes in order to provide the specific skill and competency required to all employees based on their job description. - Major compliance -	Annual Training Plan 2023 in FGVPI Wa Ha POM, was created based on Training Needs Analysis for workers involved in the operations. Sighted the Training Need Analysis 2022 of all workers which are based on their competencies and job description under document 'Analisa Keperluan Latihan Petugas dan Pekerja'.		Complied
4.4.6.3	A continuous training programme shall be planned and implemented to ensure that all employees are well trained in their job function and responsibility in accordance to the documented training procedure. - Minor compliance -	The management has developed the training programme for the year 2023, and training matrix is available. Training procedure is available for verification.		Complied
4.5 Principle 5: Environment, natural resources, biodiversity and ecosystem services				
Criterion 4.5.1: Environmental Management Plan				
4.5.1.1	An environmental policy and management plan shall be in line with the relevant country and state environmental laws shall be established, effectively communicated and implemented. - Major compliance -	Environmental Policy (FGV/GHR/HSEQ/POL/004) Rev.00 for FGV Holdings Berhad was approved, signed by Group CEO dated 05/11/2021. Included a commitment to comply with applicable Environmental legal and other requirements. This was posted at notice board as seen near mill office and operation area.		Complied
4.5.1.2	The environmental management plan shall cover the following: a) An environmental policy and objectives;	Environmental aspect and impact assessment was conducted as sighted in Identification of Environmental Aspect and Evaluation of Significant Form (FPI/L4/QOHSE-1.7 Pind 0) dated 15/05/2023		Complied

MSPO Public Summary Report
Revision 2 (Nov 2021)

Criterion / Indicator		Assessment Findings	Compliance												
	b) The aspects and impacts analysis of all operations - Major compliance -	recorded by lab supervisor and checked by Assistant Manager. Covering all activities, product and services: Empty Bunch Conveyor 1. Outlet drains 2. Diesel Tank 3. Weight Bridge 4. Canteen 5. Store 6. Laboratory 7. Effluent pond													
4.5.1.3	An environmental improvement plan to mitigate the negative impacts and to promote the positive ones, shall be developed, implemented and monitored. - Major compliance -	As documented in Significant Environmental Aspect and Impact Register Form (FPI/L4/QOHSE-1.8 Pind 0) Year 2023 for FGVPI Wa Ha POM. In the form Impact Mitigation Method was mentioned such as stopping the mill operation.	Complied												
4.5.1.4	A programme to promote the positive impacts should be included in the continual improvement plan. - Minor compliance -	EFB/Fiber/Ash send to estate to be used as organic fertilizer as well sold to outside buyer to generate income to mill.	Complied												
4.5.1.5	An awareness and training programme shall be established and implemented to ensure that employees understand the policy, objectives and management plans and are working towards achieving objectives. - Major compliance -	Safety and Policies Briefing was conducted on 21/09/22 during Morning Assembly and attended by staff and workers as attendance list from Office. Verified the training record are as follow: <table border="1" data-bbox="1070 1219 1854 1359"> <thead> <tr> <th>Training</th> <th>Program</th> <th>Actual</th> </tr> </thead> <tbody> <tr> <td>1. Domestic Waste Training</td> <td>Jan</td> <td>02/01/2023</td> </tr> <tr> <td>2. Schedule Waste Training</td> <td>March</td> <td>03/03/2023</td> </tr> <tr> <td>3. HCV Management Training</td> <td>June</td> <td>15/08/2023</td> </tr> </tbody> </table>	Training	Program	Actual	1. Domestic Waste Training	Jan	02/01/2023	2. Schedule Waste Training	March	03/03/2023	3. HCV Management Training	June	15/08/2023	Complied
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MSPO Public Summary Report
Revision 2 (Nov 2021)

Criterion / Indicator		Assessment Findings	Compliance																																																							
4.5.1.6	The management shall organize regular meetings with workers where concerns of workers about the environmental quality are discussed. - Major compliance -	Environmental meeting was conducted as evidence from Minutes of Meeting of Environmental Performance Monitoring (EPMC) Bil 03/2023 conducted on 02/09/23 attended by 12 participants included Mill Manager, Assistant Manager, Foreman, CepSWAM. Discussion cover on issues such as environmental quality (discharge to air, water/effluent). Water sampling results, DOE officer visit and etc.	Complied																																																							
Criterion 4.5.2: Efficiency of energy use and use of renewable energy																																																										
4.5.2.1	Consumption of non-renewable energy shall be optimized and closely monitored by establishing baseline values and trends shall be observed within appropriate timeframe. There should be a plan to assess the usage of non-renewable energy including fossil fuel, electricity in the operations over the base period - Major compliance -	Available a record of monitoring of diesel consumption (Jan-Sept 2023) for auditor verification: <table border="1"> <thead> <tr> <th>Month (2023)</th> <th>FFB (mt)</th> <th>CPO (mt)</th> <th>Diesel (lt)</th> <th>Water (l)</th> </tr> </thead> <tbody> <tr><td>Jan</td><td>19,710</td><td>4,257.01</td><td>21,949</td><td>22,795</td></tr> <tr><td>Feb</td><td>18,980</td><td>3,839.30</td><td>16,868</td><td>21,025</td></tr> <tr><td>Mac</td><td>18,410</td><td>3,929.67</td><td>15,985</td><td>21,110</td></tr> <tr><td>Apr</td><td>14,200</td><td>3,186.78</td><td>16,454</td><td>14,200</td></tr> <tr><td>May</td><td>17,270</td><td>3,885.03</td><td>17,429</td><td>17,866</td></tr> <tr><td>Jun</td><td>18,910</td><td>3,973.25</td><td>20,252</td><td>22,074</td></tr> <tr><td>Jul</td><td>20,910</td><td>4,393.56</td><td>15,154</td><td>26,036</td></tr> <tr><td>Aug</td><td>23,600</td><td>5,029.72</td><td>14,491</td><td>28,491</td></tr> <tr><td>Sep</td><td>25,530</td><td>5,438.85</td><td>17,664</td><td>31,142</td></tr> <tr><td>Oct</td><td>27,270</td><td>6,174.89</td><td>21,290</td><td>32,978</td></tr> </tbody> </table> <p>The management maintained the monthly records non-renewable energy include actual usage, estimate usage and baseline value. The bar chart is also established to show the non-renewable usage trend.</p>	Month (2023)	FFB (mt)	CPO (mt)	Diesel (lt)	Water (l)	Jan	19,710	4,257.01	21,949	22,795	Feb	18,980	3,839.30	16,868	21,025	Mac	18,410	3,929.67	15,985	21,110	Apr	14,200	3,186.78	16,454	14,200	May	17,270	3,885.03	17,429	17,866	Jun	18,910	3,973.25	20,252	22,074	Jul	20,910	4,393.56	15,154	26,036	Aug	23,600	5,029.72	14,491	28,491	Sep	25,530	5,438.85	17,664	31,142	Oct	27,270	6,174.89	21,290	32,978	Complied
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Oct	27,270	6,174.89	21,290	32,978																																																						
4.5.2.2	Palm oil millers shall estimate the direct usage of non-renewable	Available estimation of diesel and electricity usage as documented.	Complied																																																							

MSPO Public Summary Report
Revision 2 (Nov 2021)

Criterion / Indicator		Assessment Findings	Compliance
	energy for their operations, including fossil fuel, and electricity to determine energy efficiency of their operations. - Major compliance -	The estimate for the direct usage of non-renewable energy for their operations, including fossil fuel to determine energy efficiency of their operations inclusive of fuel use by contractors, including all transport and machinery operations was available in the respective Mill yearly budgets.	
4.5.2.3	The use of renewable energy should be applied where possible. - Minor compliance -	The management makes use of the mill's FFB by-product for power generation; fibre, shredded fibre, and palm shell are used in the boiler. Noticed that there is 3 units renewable energy (solar panel) for street lighting at security post, water treatment plant, and mill compound.	Complied
Criterion 4.5.3: Waste management and disposal			
4.5.3.1	All waste products and sources of pollution shall be identified and documented. - Major compliance -	The Wa Ha POM has established and documented Identification of Waste (FAS-RSPOL1/K5.3/5.3.1). The waste has been identified as follows: 1. Domestic Waste – Household waste, Organic Waste, Sewage 2. Industrial Waste – Scrap Metal, Tyre 3. Scheduled Waste from Mill Operation – Used Hydraulic, Lubricant, Use chemical Containers, Electric Waste, used chemical Waste, cotton Rag from workshop and process. 4. Recyclable Waste – POME Records on the usage and disposal were well recorded and documented. Appropriate secondary containment for the diesel skid tanks chemical and scheduled waste storage areas was verified to be well maintained.	Complied
4.5.3.2	A waste management plan shall be developed and implemented, to avoid or reduce pollution. The waste management plan should	Waste Management Plan was established for to identify the source of waste and improving the efficiency of potential and by product from	Complied

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

Criterion / Indicator	Assessment Findings	Compliance																			
<p>include measure for:</p> <p>a) Identifying and monitoring sources of waste and pollution.</p> <p>b) Improving the efficiency and recycling potential of mill by-products by converting them into value-added products.</p> <p>- Major compliance -</p>	<p>the mill. Waste management plan also has documented for FY 2023. Sighted the evidence:</p> <p>a. Waste</p> <table border="1" data-bbox="1070 544 1890 1034"> <thead> <tr> <th>Type</th> <th>Items</th> <th>Action</th> </tr> </thead> <tbody> <tr> <td>Schedule Waste</td> <td>Used Lubricant (SW305), Used Hydraulic Oil (SW410), Used PPE, Chemical container Used Batteries (SW102)</td> <td>Collect and store Dispose at disposal collection Center Felda Moakil 06</td> </tr> <tr> <td>Domestic Waste</td> <td>Rubbish (house hold), paper</td> <td>Collected twice a week and disposed of at disposal area Tapak Pelupusan Moakil, Labis) under the management Majlis Daerah Segamat</td> </tr> </tbody> </table> <p>b. Mill by-product</p> <table border="1" data-bbox="1070 1123 1890 1326"> <thead> <tr> <th>Type</th> <th>Items</th> <th>Action</th> </tr> </thead> <tbody> <tr> <td rowspan="3">Mill By-product</td> <td>EFB</td> <td>Burned into bunch and sale to buyer</td> </tr> <tr> <td>Decenter cake</td> <td>Collect & sold to buyer</td> </tr> <tr> <td>Kernel shell</td> <td>Stored & sold to supplier</td> </tr> </tbody> </table> <p>The site visit to EFB incinerator found no leachate from EFB stockyard. All EFB had been burned and bunch ash bags was neatly</p>	Type	Items	Action	Schedule Waste	Used Lubricant (SW305), Used Hydraulic Oil (SW410), Used PPE, Chemical container Used Batteries (SW102)	Collect and store Dispose at disposal collection Center Felda Moakil 06	Domestic Waste	Rubbish (house hold), paper	Collected twice a week and disposed of at disposal area Tapak Pelupusan Moakil, Labis) under the management Majlis Daerah Segamat	Type	Items	Action	Mill By-product	EFB	Burned into bunch and sale to buyer	Decenter cake	Collect & sold to buyer	Kernel shell	Stored & sold to supplier	
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MSPO Public Summary Report
Revision 2 (Nov 2021)

Criterion / Indicator	Assessment Findings	Compliance
<p>4.5.3.3 The palm oil mill management shall establish Standard Operating Procedure for handling of used chemicals that are classified under Environmental Quality Regulations (Scheduled Waste) 2005, Environmental Quality Act, 1974 to ensure proper and safe handling, storage and disposal. Scheduled waste shall be disposed as per Environmental Quality Act 1974 (Scheduled Waste) Regulations, 2005</p> <p>- Major compliance -</p>	<p>arranged kept in the bunch ash store.</p> <p>The Procedure for Scheduled Waste Management was established Ref: FPI-PK-106 dated 04/04/2017 Rev: 0. Proper disposal of waste material is carried out as per the company procedures. The procedures are fully understood by workers staff and executives. The management also has a proper Scheduled Waste Store for storing scheduled waste until the time of disposal by DOE authorized waste disposal contractor.</p> <p>Stores for scheduled waste were inspected and disposal was done by a scheduled waste disposal company authorized and licensed by the Department of Environment. Observed during the interview with the storekeeper shows the understanding of the proper disposal of waste as all used lubricant and contaminated spill kits will be collected as Scheduled Waste and stored in a designated storage area prior to disposal. All the records were found adequate as per required by EQ (Scheduled Waste) Regulations 2005. Verified the latest scheduled waste disposal of SW305 (0.2100 mt of Spent lubricating oil) was on 16/05/2023 by Kualiti Alam Sdn Bhd ref. JAS No: XXXX96. Consignment No: 2023052117K6W8U5.</p>	<p>Complied</p>
<p>4.5.3.4 Domestic waste should be disposed as such to minimize the risk of contamination of the environment and watercourse.</p> <p>- Minor compliance -</p>	<p>The management has engaged a domestic waste contractor (Pernixxxx Zaxxxx) to collect and dispose of it at a municipal landfill twice a week. Collection twice a week as stated in the Waste Management Plan as sampled. Disposed at the "Tapak Pelupusan Sampah Bukit Tuata, Sungai Rengit, Pengerang, Johor under the management of Majlis Daerah Pengerang.</p>	<p>Complied</p>
<p>Criterion 4.5.4: Reduction of pollution and emission including greenhouse gas</p>		

MSPO Public Summary Report
Revision 2 (Nov 2021)

Criterion / Indicator		Assessment Findings	Compliance																																		
4.5.4.1	An assessment of all polluting activities shall be conducted, including greenhouse gas emissions, particulate and soot emissions, scheduled wastes, solid wastes and effluent. - Major compliance -	The management has implemented its GHG Calculator to calculate the following emissions parameter/source. Data calculated by using RSPO Calculator as verified. Identification and significant determination of environmental aspect has identified boiler and incinerator chimney as one of the sources of pollution. Monitoring was through stack monitoring of dust particulate and dark smoke observation.	Complied																																		
4.5.4.2	An action plan to reduce identified significant pollutants and emissions shall be established and implemented. - Major compliance -	The management has established an Action Plan to reduce GHG emission and polluting activities FY 2023. Among activities listed: 1. Reduce usage of diesel on mill daily operation 2. Monitoring emission of Dark Smoke Mill Stack - Installation of air pollution device and Inspection of Vehicle Conditions 3. Emission of Noise Boundary - parameter noise mapping data keeping 4. Monitoring and maintenance of Effluent discharge 5. Proper disposal of Scheduled waste and recycling of domestic waste.	Complied																																		
4.5.4.3	Palm oil mill effluent (POME) shall be treated to ensure compliance with standards as stipulated in the relevant Environmental Quality (Prescribed Premises) (Crude Palm Oil) Regulations 1977. POME discharge limits and method should be in accordance with the respective state and national policies and regulations. - Major compliance -	<p>POME discharge limits and method is in accordance with DOE at final discharge point sampled for month of May-October 2023 as below which was sampled and analyzed by Accredited lab FGV Palm Industries Sdn Bhd Makmal Analisa Bukit Besar, Kulai Johor as Analysis Certificates:</p> <table border="1"> <thead> <tr> <th rowspan="2">Parameters</th> <th colspan="6">Effluent Pond</th> </tr> <tr> <th>May</th> <th>Jun</th> <th>Jul</th> <th>Aug</th> <th>Sep</th> <th>Oct</th> </tr> </thead> <tbody> <tr> <td>pH at <45°C</td> <td>9.10</td> <td>8.8</td> <td>8.7</td> <td>9.0</td> <td>8.6</td> <td>8.6</td> </tr> <tr> <td>COD (mg/L)</td> <td>332</td> <td>327</td> <td>300</td> <td>326</td> <td>198</td> <td>310</td> </tr> <tr> <td>BOD (mg/L)</td> <td>24</td> <td>23</td> <td>23</td> <td>22</td> <td>22</td> <td>25</td> </tr> </tbody> </table>	Parameters	Effluent Pond						May	Jun	Jul	Aug	Sep	Oct	pH at <45°C	9.10	8.8	8.7	9.0	8.6	8.6	COD (mg/L)	332	327	300	326	198	310	BOD (mg/L)	24	23	23	22	22	25	Complied
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MSPO Public Summary Report
Revision 2 (Nov 2021)

Criterion / Indicator		Assessment Findings						Compliance	
		Sus. Solid (mg/L)	85	126	85	73	72	60	
		Amm-N (mg/L)	ND	12	5	ND	19	20	
		Tot N (mg/L)	16	28	15	17	26	33	
		Oil& Grease (mg/L)	5	6	5	4	5	4	
		Total Solid (mg/L)	2208	2612	2410	2148	1828	2000	
Criterion 4.5.5: Natural water resources									
4.5.5.1	<p>The management shall establish water management plans to maintain the quality and availability of natural water resources (surface and ground water). The water management plan may include:</p> <ul style="list-style-type: none"> a) Assessment of water usage and sources. b) Monitoring of outgoing water which may have negative impacts into the natural waterways at a frequency that reflects the mill's current activities. c) Ways to optimize water and nutrient usage and reduce wastage (<i>e.g.</i> having in place systems for re-use, night application, maintenance of equipment to reduce leakage, collection of rainwater, etc.). <p>- Major compliance -</p>	<p>The management has established the Water Management Plan. The plan focusing on water shortage, fire incidence and flood. In the plan stated the root cause, mitigation plan and Person in Charge for each plan. Management Plan state the follow:</p> <ul style="list-style-type: none"> a) The mill obtains the raw water from Sungai Bahan (pump into reservoir) to be processed and treated for the mill operation for purpose. The clean water supply for domestic consumption via Syarikat Air Johor. b) Water Analysis Test Report (MABB 2235/23) sampled on 05/10/2023 was available for verification. The results dated 11/10/2023 indicated that samples taken at 2 sampling points (Hulu – Sungai Bahan), (Hilir – Sungai Bahan), do conform to the Class IIA/IIB of NWQS for natural Waterways. Verified that the result analysis of the sample taken for Sungai Bahan Hulu & Hilir is below the trash hold in terms of pH, BOD level, COD level, SS, TN, AN, O&G, DO*, and P. c) The management has been designed in such way where the rain water from the monsoon drains from mill and office compound to be channelled into Sungai Bahan and pumped into the mill reservoir. 						Complied	
4.5.5.2	Where open discharge of POME into water course is practiced,	The POME is discharge through watercourse to Sungai Bahan. The						Complied	

MSPO Public Summary Report
Revision 2 (Nov 2021)

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	<p>mills should undertake to gradually phase it out in accordance to the applicable state or national regulations.</p> <p>- Major compliance -</p>	<p>BOD is below approved limit of 20mg/l by DOE and adhere to the Schedule of Compliance. Sighted detail laboratory result for water analysis for POME discharge point for month October 2023:</p> <table border="1"> <thead> <tr> <th>Parameters</th> <th>Point 1 (Hulu)</th> <th>Point 2 (Hilir)</th> <th>Trash Hold</th> </tr> </thead> <tbody> <tr> <td>pH at 25°C</td> <td>5.6</td> <td>6.0</td> <td>5.00-9.00</td> </tr> <tr> <td>COD (mg/L)</td> <td>12</td> <td>36</td> <td>-</td> </tr> <tr> <td>BOD (mg/L)</td> <td>2</td> <td>2</td> <td>20.00</td> </tr> <tr> <td>Sus. Solid (mg/L)</td> <td>23</td> <td>23</td> <td>200.00</td> </tr> <tr> <td>Amm-N (mg/L)</td> <td>ND (>5)</td> <td>ND (>5)</td> <td>20.00</td> </tr> <tr> <td>Tot N (mg/L)</td> <td>1</td> <td>1</td> <td>200.00</td> </tr> <tr> <td>Oil& Grease (mg/L)</td> <td>2</td> <td>5</td> <td>5.00</td> </tr> <tr> <td>Total Solid (mg/L)</td> <td>79</td> <td>57</td> <td>-</td> </tr> </tbody> </table>	Parameters	Point 1 (Hulu)	Point 2 (Hilir)	Trash Hold	pH at 25°C	5.6	6.0	5.00-9.00	COD (mg/L)	12	36	-	BOD (mg/L)	2	2	20.00	Sus. Solid (mg/L)	23	23	200.00	Amm-N (mg/L)	ND (>5)	ND (>5)	20.00	Tot N (mg/L)	1	1	200.00	Oil& Grease (mg/L)	2	5	5.00	Total Solid (mg/L)	79	57	-	
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4.6 Principle 6: Best Practices																																							
Criterion 4.6.1: Mill Management																																							
4.6.1.1	<p>Standard operating procedures shall be appropriately documented and consistently implemented and monitored.</p> <p>- Major compliance -</p>	<p>Sighted the Operational Manual documented, approved by GM PSQM of Felda Palm Industries Sdn. Bhd. These documents provide guidelines and standards for the mill operations. The Standard Operating procedure (SOP) described details from the reception, sterilization, threshing, pressing, clarification, depericarping (nut polishing) station, effluent, laboratory, workshop, dispatches etc. In addition, there are also manuals available within the industry and MPOB that are used as guidelines. It is also available Operational Manual List with 141 titles of operational manuals. Among the sampled included:</p> <ol style="list-style-type: none"> 1. Elevator Nut Operation (FPI/L3/08-05) Rev.01 	Complied																																				

MSPO Public Summary Report
Revision 2 (Nov 2021)

Criterion / Indicator		Assessment Findings	Compliance
		2. Security Control (FPI/L3/1-02) Rev.02 3. Handling EFB Hopper (FPI/L3/6-02) Rev.01 4. Oil Tank Operation (FPI/L3/10-2) Rev.00 5. Booster Pump Operation (FPI/L3/12-07) Rev.00 6. Boiler Operation (FPI/L3/12-17) Rev.00 FGV Holdings Berhad has established a mechanism to monitor the implementation of their procedure by the Mill Quality Control Unit and Audit compliance to SOP (P&D). The visit is conducted on an annual basis.	
4.6.1.2	All palm oil mills shall implement best practices. - Major compliance -	The management is operating in accordance with the Scheduled of Compliance [Jadual Pematuhan] – as a License of Crude Palm Oil operation under Jabatan Alam Sekitar Negeri Johor and all the Standard Operating Procedures. The mill is implementing a 5S system where visual display and good housekeeping arrangements are sighted particularly for filling and office layout.	Complied
Criterion 4.6.2: Economic and financial viability plan			
4.6.2.1	A documented business or management plan shall be established to demonstrate attention to economic and financial viability through long-term management planning. - Major compliance -	The annual business plan is available. The document is in the form of an annual budget and the projection for 5 years for budget year 2023/ PY2/ PY3/ PY4/ PY5 prepared as guidance for future planning. The business plan contains FFB processed, production of CPO & CPK. The component of operating expenditure includes process labor, maintenance external, maintenance parts, consumables, EVIT, admin cost, and labor overhead. Inclusive in the business plan is also Capital Expenditure (CAPEX) among others replacement/upgrading of building/machinery, and worker's amenities for the mill.	Complied

MSPO Public Summary Report
Revision 2 (Nov 2021)

Criterion / Indicator		Assessment Findings	Compliance
Criterion 4.6.3: Transparent and fair price dealing			
4.6.3.1	Pricing mechanisms for the products and other services shall be documented and effectively implemented. - Major compliance -	The pricing mechanism was conducted as per the contract agreement between FGV Trading Sdn Bhd and Wan Le Hin Sdn Bhd. Contract No: 0027-2023/2024 dated 06/04/2023 for the sales of Palm Kernel. The contract stated the volume of purchase, specifications, price, basis, delivery month, payment terms, and contract terms as stated in Schedule 1- schedule 7. The pricing mechanisms is clearly stated in schedule 4, 5, 6, & 7. Sighted the delivery weighbridge tickets, collection order & security, and quality check sheet of FFB grading.	Complied
4.6.3.2	All contracts shall be fair, legal and transparent and agreed payments shall be made in timely manner. - Major compliance -	Found contract Jxx Mxx (M) Sxx Bxx in the condition of fair, legal, transparent, and agreed payment made. Sighted: 1. Invoice No: FGV11/05/2023 2. Reference No: FGV11/05/2023 3. PO No: 3301611672 dated 02/10/2023 4. Term of Payment: 30 days Job Completion Certificate for Contract No. 3301611672 dated 31/08/2023, payment is done to the contractor is within the period stated in the contract agreement.	Complied
Criterion 4.6.4: Contractor			
4.6.4.1	In case of the engagement of contractors, they shall be made to understand the MSPO requirements and shall provide the required documentation and information. - Major compliance -	The management has provided the contract agreement to the contractor regarding the code of conduct in FGV. All contractors are aware of and acknowledge the requirements, rules, and guidelines in FGV, which primarily focus on safety, environment, sustainability, anti-bribery, financial integrity, business ethics, and anti-money	Complied

MSPO Public Summary Report
Revision 2 (Nov 2021)

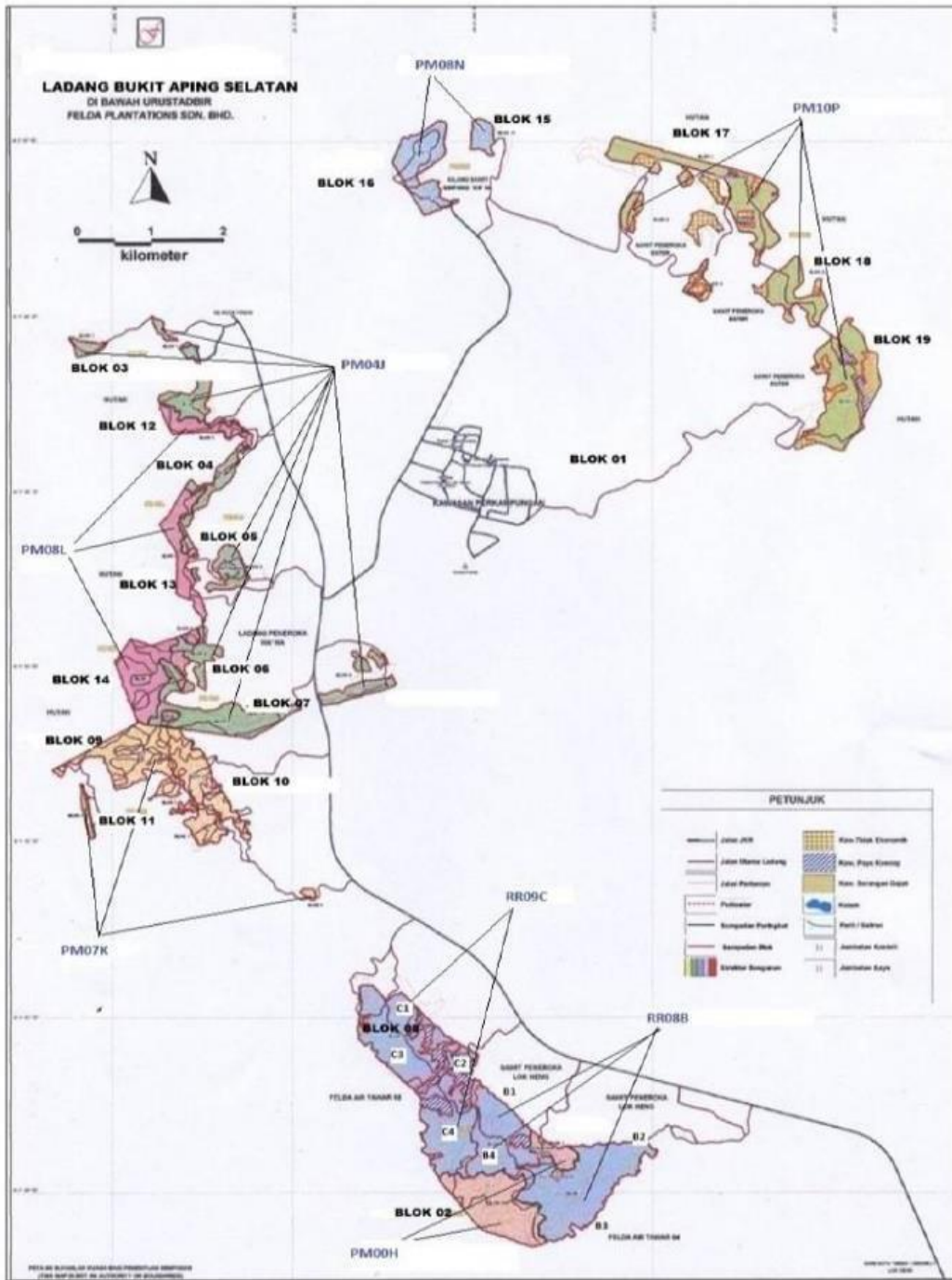
Criterion / Indicator		Assessment Findings	Compliance		
		<p>laundering. The contractor has received thorough explanation and training before entering the facilities. Sighted the evidence: Details information contractor has explained on rule & requirement:</p> <table border="1"> <tr> <td>Bxxxxx Cxxxxxxxx Exxxxxxxx Civil Work</td> <td>Signed agreement Code of Conduct Date signed: 17/10/2023 Scope work: Civil Engineering & Cleaning</td> </tr> </table>	Bxxxxx Cxxxxxxxx Exxxxxxxx Civil Work	Signed agreement Code of Conduct Date signed: 17/10/2023 Scope work: Civil Engineering & Cleaning	
Bxxxxx Cxxxxxxxx Exxxxxxxx Civil Work	Signed agreement Code of Conduct Date signed: 17/10/2023 Scope work: Civil Engineering & Cleaning				
4.6.4.2	<p>The management shall provide evidence of agreed contracts with the contractor. - Major compliance -</p>	<p>The management has provided an agreement between estate and contractor. This is understanding and clear information on the scope of work, term and condition. Details information contractor has explained on rule & requirement:</p> <table border="1"> <tr> <td>Bxxxxx Cxxxxxxxx Exxxxxxxx Civil Work</td> <td>Signed agreement Code of Conduct Date signed: 17/10/2023 Scope work: Civil Engineering & Cleaning</td> </tr> </table>	Bxxxxx Cxxxxxxxx Exxxxxxxx Civil Work	Signed agreement Code of Conduct Date signed: 17/10/2023 Scope work: Civil Engineering & Cleaning	Complied
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4.6.4.3	<p>The management shall accept MSPO approved auditors to verify the assessments through a physical inspection, if required. - Minor compliance -</p>	<p>The management has agreed for BSI auditors to verify the assessment through a physical inspection if required.</p>	Complied		

Appendix C: Location and Field Map

FGVPI Wa Ha Palm Oil Mill



FGVPM Bukit Aping Selatan Estate



Bukit Aping Selatan Estate

Appendix D: List of Abbreviations

BOD	Biochemical Oxygen Demand
CB	Certification Bodies
CHRA	Chemical Health Risk Assessment
COD	Chemical Oxygen Demand
CPO	Crude Palm Oil
EFB	Empty Fruit Bunch
EHS	Environmental, Health and Safety
EIA	Environmental Impact Assessment
EMS	Environmental Management System
FFB	Fresh Fruit Bunch
FPIC	Free, Prior, Informed and Consent
GAP	Good Agricultural Practice
GHG	Greenhouse Gas
GMP	Good Manufacturing Practice
GPS	Global Positioning System
HCV	High Conservation Value
IPM	Integrated Pest Management
ISCC	International Sustainable Carbon Certification
LD50	Lethal Dose for 50 sample
MSP0	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