

**RSPO PRINCIPLE AND CRITERIA
–ANNUAL SURVEILLANCE ASSESSMENT 1.1
Public Summary Report**

PT. Inti Indosawit Subur
Client company Address: Jl. M.H. Thamrin No.31 Jakarta 10230 Indonesia
Certification Unit: Buatan II Palm Oil Mill Location of Certification Unit: Siak Regency and Pelalawan Regency, Riau Province, Indonesia

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Section 1: Scope of the Certification Assessment

1. Company Details			
RSPO Membership Number	1-0022-06-000-00	Date	6 th February 2006
Company Name	PT. Inti Indosawit Subur – Buatan II Palm Oil Mill		
Address	Jl. M.H Thamrin No.31, Jakarta – 10230, Indonesia		
Subsidiary of (if applicable)	PT. Inti Indosawit Subur		
Contact Name	Mrs. Asrini Subrata		
Website	www.asiangagri.com	E-mail	asrini_subrata@asiangagri.com
Telephone	+62 21 230 1119	Facsimile	+62 21 230 1120

2. Certification Information			
Certificate Number	RSPO 638947	Date	16/09/2010
Scope of Certification	Production of CPO and PK in Buatan II palm oil mill with one (1) company-owned plantation and nine (9) cooperatives of scheme smallholders.		
Other Certifications			
Certificate Number	Standard(s)	Certificate Issued by	Expiry Date
ID05/65250	ISO 14001:2004	SGS	10 th June 2017
EU-ISCC-Cert-DE100-20162835	ISCC EU	SGS	2 nd February 2017

3. Location(s) of Mill & Supply Bases			
Name (Mill / Supply Base)	Location [Map Reference #]	GPS	
		Easting	Northing
Buatan II Palm Oil Mill	Delik Village and Pangkalan Kerinci Village, Bunut Langgam District, Pelalawan Regency, Riau Province	101° 52' 08" E	0° 27' 24" N
Buatan Estate	Delik Village and Pangkalan Kerinci Village, Bunut Langgam District, Pelalawan Regency, Riau Province	101° 49' 06" E - 101° 53' 05" E	0° 25' 46" N - 0° 30' 37" N
KUD Mulus Rahayu	Delima Jaya Village, Kerinci Kanan District, Siak Regency, Riau Province	101° 49' 27.4" E	00° 30' 37.6" S
KUD Bhirawa Bhakti	Buana Bhakti Village, Kerinci Kanan District, Siak Regency, Riau Province	101° 47' 24.7" E	00° 31' 20.1" S
KUD Tani Rukun	Simpang Perak Jaya Village, Kerinci Kanan District, Siak Regency, Riau Province	101° 54' 03.2 E	00° 27' 03.2" S

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KUD Kebun Sawit Harapan	Gabung Makmur Village, Kerinci Kanan District, Siak Regency, Riau Province	101° 54' 36.7" E	00° 29' 10.9" S
KUD Buatan Jaya	Jatimulya Village, Kerinci Kanan District, Siak Regency, Riau Province	101° 53' 53" E	00° 31' 06.8" S
KUD Mitra Usaha	Buatan Baru Village, Kerinci Kanan District, Siak Regency, Riau Province	101° 52' 56.1" E	00° 32' 02.1" S
KUD Makarti Sawit	Buana Makmur Village, Kerinci Kanan District, Siak Regency, Riau Province	101° 51' 56.6" E	00° 37' 13.7" S
KUD Bina Mulia	Suka Mulia Village, Kerinci Kanan District, Siak Regency, Riau Province	101° 55' 25.6" E	00° 35' 08.0" S

4. Description of Supply Base						
Estate	Mature (ha)	Immature (ha)	Infrastructure & Other (ha)	Total Planted (ha)	Total Hectarage	% of Planned
Buatan Estate*	3,128	378	189.56	3,506	3,640	96.32
KUD Mulus Rahayu	392	310	0	702	702	100
KUD Bhirawa Bhakti	984	0	0	984	984	100
KUD Tani Rukun	962	0	0	962	962	100
KUD Kebun Sawit Harapan	800	0	0	800	800	100
KUD Buatan Jaya	860	0	0	860	860	100
KUD Mitra Usaha	1,200	0	0	1,200	1,200	100
KUD Makarti Sawit	800	0	0	800	800	100
KUD Bina Mulia	872	0	0	872	872	100
KUD Delima Sakti	1,490	0	0	1,490	1,490	100
TOTAL	11,488	688	189.56	12,176	12,310	98.91

*) Only Buatan Estate, Division IV, V, VI was supplying to Buatan II Palm Oil Mill.

5. Plantings & Cycle								
Estate	Age (Years)					Tonnage / Year		
	0 - 3	4 - 10	11 - 20	21 - 25	26 - 30	Estimated (Sept 2015 -Aug 2016)	Actual (Sept 2015 -Aug 2016)	Forecast (Sept 2016 -Aug 2017)
Buatan Estate*	378	0	0	2,112	1,016	75,506	52,332	58,498
KUD Mulus Rahayu	310	0	0	4	388	6,749	4,645	5,678
KUD Bhirawa Bhakti	0	0	0	176	808	21,346	14,691	17,035
KUD Tani Rukun	0	0	0	962		20,690	14,240	22,711

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KUD Kebun Sawit Harapan	0	0	0	800		17,243	11,867	18,925
KUD Buatan Jaya	0	0	0	860		18,548	12,765	20,825
KUD Mitra Usaha	0	0	0	560	640	26,215	18,042	30,420
KUD Makarti Sawit	0	0	0	800		17,253	11,874	17,591
KUD Bina Mulia	0	0	0	872		18,779	12,924	19,441
KUD Delima Sakti	0	0	1,373	107		24,605	21,679	28,924
TOTAL	688	0	1,373	7,253	2,852	246,934	175,060	240,050

*) Only Buatan Estate, Division IV, V, VI was supplying to Buatan II Palm Oil Mill.

6. Certified Tonnage

Mill	Estimated (Sept 2015 – Aug 2016)			Actual (Sept 2015 – Aug 2016)			Forecast (Sept 2016 – Aug 2017)		
	FFB	CPO	PK	FFB	CPO	PK	FFB	CPO	PK
	Buatan II POM	246,934	50,594	12,347	175,060	34,772	8,781	240,050	49,132
Total	246,934	50,594	12,347	175,060	34,772	8,781	240,050	49,132	12,211

7. Non-Certified Tonnage of FFB (outside supplier – excluded from certificate)

Independent FFB Supplier	Tonnage / year		
	Estimated (Sept 2015 – Aug 2016)	Actual (Sept 2015 – Aug 2016)	Forecast (Sept 2016 – Aug 2017)
	FFB collectors and middlemen	100,000	164,990
Total	100,000	164,990	100,000

Section 2: Assessment Process

Certification Body:

BSI Services Malaysia Sdn Bhd,
(ASI Accreditation Number: RSPO-ACC-19)
Unit 3, Level 10, Tower A
The Vertical Business Suites, Bangsar South
No. 8, Jalan Kerinchi
59200 Kuala Lumpur
Tel +603 2242 4211 Fax +603 2242 4218
Nicholas Cheong: Nicholas.Cheong@bsigroup.com
www.bsigroup.com

BSI is a leading global provider of management systems assessment and certification, with more than 60,000 certified locations and clients in over 100 countries. BSI Standards is the UK's National Standards Body. BSI provides independent, third-party certification of management systems. BSI is ASI Accredited (RSPO-ACC-19) to conduct RSPO assessment since 31/10/2014 with accredited office located at Kuala Lumpur, Malaysia and an office at Singapore, Jakarta, Bangkok and Australia which involve in RSPO Certification Program.

Assessment Methodology, Programme, Site Visits

The on-site initial assessment was conducted from 25-30th July 2016. The audit programme is included as Appendix D. The approach to the audit was to treat the mill and its supply base as an RSPO Certification Unit. Mill was audited together with the sample estates. A range of environmental and social factors were covered. This includes consideration of topography, palm age, proximity to areas with HCVs, declared conservation areas and local communities.

The methodology for collection of objective evidence included physical site inspections, observation of tasks and processes, interviews of staff, workers and their families and external stakeholders, review of documentation and monitoring data. RSPO P&C Generic 2013 and RSPO SCCS 2014 were used as Checklists and questionnaires were used to guide the collection of information to assess compliance. A reference to RSPO Scheme Smallholder 2009 was also made for guidance for scheme smallholder practices. The comments made by external stakeholders were also taken into account in the assessment.

Meetings were held with stakeholders to seek their views on the performance of the company with respect to the RSPO 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 Appendix E.

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All the previous nonconformities are remains closed. The assessment findings for the initial assessment are detailed in Section 3.3.

This report is structured to provide a summary of assessment finding as attached in the Appendix A. The assessment was based on random samples and therefore nonconformities may exist that have not been identified. The sample for smallholder member was based on formula $N = 0.8\sqrt{y}$. Audit team came up with 48 sampled smallholder, which further stratified and proportioned from three (3) cooperatives.

This annual surveillance assessment led by Haeruddin (qualified lead auditor) and report finalised by team member Pratama Sedayu (qualified lead auditor). This report was internally reviewed by internal reviewer prior to certification decision by BSI.

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

1. Assessment Program					
Name (Mill / Supply Base)	Year 1 (Certification)	Year 2 (ASA 1)	Year 3 (ASA 2)	Year 4 (ASA 4)	Year 5 (ASA 5)
Buatan II POM	x	x	x	x	x
Buatan Estate	x	x	x	x	x
KUD Mulus Rahayu	x			x	
KUD Bhirawa Bhakti		x		x	
KUD Tani Rukun			x		x
KUD Kebun Sawit Harapan		x			
KUD Buatan Jaya			x		
KUD Mitra Usaha			x		x
KUD Makarti Jaya	x			x	
KUD Bina Mulia		x			x
KUD Delima Sakti	x	x			

Tentative Date of Next Visit: July 24, 2017 - July 29, 2017

Total No. of Mandays: 18

BSI Assessment Team:

Haeruddin – Lead Assessor

He holds Bachelor Degree in Forest Management, graduated from Hasanuddin University on 1994. He has 16 years of work experience in forest concession, forestry industry and the latest is within Oil Palm Plantation in Indonesia. He experiences as auditor for several sustainability standard including FSC, UTZ, Organic Farming, 4C, ISPO and RSPO. He completed the ISO 9001 Lead Auditor Course; ISPO Lead Auditor endorsed Course, RSPO P&C and RSPO SCCS Lead Auditor endorsed Course, and also completed ISCC and RSPO RED course. He had been involved in

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RSPO auditing since November 2010 in more than various companies in Indonesia, Malaysia, Papua New Guinea, Solomon Islands, Thailand, and Gabon. During this assessment, he assessed on the aspects of legal, HCV, social and labour aspects, and smallholder audits. He is fluently speaking in English and Bahasa Indonesia.

Pratama Agung Sedayu – Team Member

He graduated from University of Jenderal Soedirman on 2008, majoring in Social Economic of Agriculture. He involved in RSPO certification since 2009 as a team member subsequently as a Lead Auditor, covering assessment against RSPO P&C in Indonesia, Malaysia, Thailand, Papua New Guinea, and Liberia. He completed the ISO 9001, ISO 14001, OHSAS 18001 Lead Auditor Course, HCV Identification and Management; ISPO Lead Auditor endorsed Course and RSPO P&C and RSPO SCCS Lead Auditor endorsed Courses. During this assessment, he assessed on the aspects of estate best practices, environment, OHS, and Smallholder audits. He is fluently speaking in English and Bahasa Indonesia.

Edy Widodo – Auditor (Team member)

Edy Widodo graduated as bachelor of the Faculty of Agriculture, Department of Agricultural Technology, University of Padjadjaran, Bandung. Earlier he worked as an Assistant Estates Manager in PT SMART Tbk. (1999 to 2005). He joined SAI Global in 2013 as a Lead Auditor for ISO 9001: 2008. He has working experience in the industrial sector and audit Plantation, and also the processing industry and agricultural mechanization. He is also the ISPO auditor who has obtained a certificate from the ISPO Commission, Ministry of Agriculture of Indonesia, on February 2013. He had got a certificate of training on Understanding ISO 14001: 2004 & Auditing ISO 14001: 2004 in 2013. He also had joined internal RSPO P&C training (2013).

Bukti Bagja – Auditor (Team member)

He graduated from Bogor Agriculture University on 2000, Forestry Faculty and a Master of Science degree from University of Indonesia majoring in Environmental Sains on 2011. He involved in RSPO certification since 2010 as a team member covering assessment against RSPO P&C in Indonesia and Malaysia. He completed the ISO 9001 Lead Auditor Course, ISPO Lead Auditor endorsed Course, RSPO Lead Auditor Course, AMDAL A and B Course. During this assessment, he assessed on the aspects of OHS and EMS as well as scheme smallholder assessments.

Imam Fakhrurozi – Auditor (Team member)

Imam holds degree in Agriculture Technology and graduated from Gadjah Mada University, Yogyakarta on 2011. He had 2 (two) years working experience related to oil palm industries i.e. as a sustainability and HSE in oil palm Plantation Company in Indonesia. Several relevant training he has completed include ISO 9001 and 14001 Lead Auditor, Lead Auditor of SMK3, RSPO P&C Lead auditor endorsed courses. Currently he works for BSI Group based in Jakarta office. He is one of the BSI qualified RSPO auditor. He had been involved in RSPO auditing since 2015. During this assessment, he assessed on the aspects of mill and estate best practices, environment and OHS.

Accompanying Persons: None

Section 3: Assessment Findings

3.1 Details of audit results are provided in the following Appendix:

- PT. Inti Indosawit SuburPT. Inti Indosawit SuburPT. Inti Indosawit Subur Time Bound Plan
- RSPO Group Certification Standard 2010 Checklist
- RSPO Independent smallholders INA-SWG 2010 Checklist
- RSPO P&C for Smallholders TH-WG 2012 Checklist
- RSPO P&C GN-NIWG 2010 Checklist
- RSPO P&C Generic 2013 Checklist
- RSPO P&C PNG-NIWG 2008 Checklist
- RSPO P&C SI-NIWG 2010 Checklist
- RSPO P&C TH-WG 2011 Checklist
- RSPO Scheme Smallholders INA-SWG 2009 Checklist
- RSPO Smallholders Guidance MY-NIWG 2010 Checklist
- RSPO Supply Chain Certification Checklist on November 2014
- RSPO P&C MYNI- 2014 endorsed by BOG on March 2015

3.2 Progress against Time Bound Plan

Time Bound Plan		
Requirement	Remarks	Compliance
Summary of the Time Bound Plan		
Does the plan include all subsidiaries, estates and mills?	PT. Inti Indosawit Subur has explained the certification plan for all of its subsidiaries; indicating all palm oil mills, company-owned estates and scheme smallholder as the supply base.	Comply
Is the time bound plan challenging? <ul style="list-style-type: none"> • Age of plantations. • Location. • POM development • Infrastructure. • Compliance with applicable law. 	The time bound plan is challenging. PT. Inti Indosawit Subur demonstrate progress overtime. The age of plantation was generally mature. All of plantation has been incorporated with palm oil mill to process the FFB produced. The location of plantation was covering three provinces in Sumatera Utara Province, Riau Province and Jambi Province – Indonesia.	Comply
Have there been any changes since the last audit? Are they justified?	No changes.	Comply
If there have been changes, what circumstances have	No changes.	Comply

occurred?		
Have there been any stakeholder comments?	Yes, there was a report related to company's supply chain. Company has released official response. BSI was notified and provided response to this matter. BSI has also provided response to this matter.	Comply
Have there been any newly acquired subsidiaries?	There are no newly acquired subsidiaries.	Comply
Have there been any isolated lapses in implementation of the plan?	No isolated lapses. Company managed to demonstrate commitment to certify all of palm oil mill and supply base.	Comply
Un-Certified Units or Holdings		
Did the company conduct an internal audit? If so, has a positive assurance statement been produced?	Yes. PT. Inti Indosawit Subur – Buatan II POM conducted internal audit.	Comply
No replacement after dates defined in NIs Criterion 7.3: <ul style="list-style-type: none"> • Primary forest. • Any area identified as containing High Conservation Values (HCVs). • Any area required to maintain or enhance HCVs in accordance with RSPO criterion 7.3. 	In area where BSI conducted audit, there are no replacement/conversion of primary forest after November 2005.	Comply
Any new plantings since January 1 st 2010 must comply with the RSPO New Plantings Procedure.	There is no new planting after January 1 st , 2010.	Comply
Any Land conflicts are being resolved through a mutually agreed process, e.g. RSPO Grievance procedure or Dispute Settlement Facility, in accordance with RSPO criteria 6.4, 7.5 and 7.6.	No more land compensation.	Comply
Any Labor disputes are being resolved through a mutually agreed process, in accordance with RSPO criterion 6.3.	No labor dispute noted. This was based on stakeholder interview with worker union in each company. In addition, audit team found the same based on stakeholder interview with "Dinas Tenaga Kerja" on each regency audited.	Comply
Did the company conduct an internal audit? If so, has a positive assurance statement been produced?	Yes. PT. Inti Indosawit Subur – Buatan II POM conducted internal audit.	Comply
Any Legal non- compliance is being resolved in	PT. Inti Indosawit Subur – Buatan II POM having its supply base, KKPA Buatan, in process to obtain the	Comply

accordance with the legal requirements, with reference to RSPO criteria 2.1 and 2.2.	land title.	
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3.3 Details of findings

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

During the Certification Assessment there were five (5) Major & seven (7) Minor nonconformities raised. The PT. Inti Indosawit Subur – Buatan II Palm Oil Mill Certification unit submitted Corrective Action Plans for the nonconformity. Corrective action plans with respect to the nonconformity was reviewed by the BSI audit team and accepted. The implementation of the corrective action plans to address the minor nonconformity will be followed up during the next surveillance assessment.

Non-Conformity		
NCR #	Description	Category (Major / Minor)
1	<p>Requirements 1357970M1 RSPO P&C Generic 2013 indicator 4.6.5 Pesticides shall only be handled, used or applied by persons who have completed the necessary training and shall always be applied in accordance with the product label. Appropriate safety and application equipment shall be provided and used. All precautions attached to the products shall be properly observed, applied, and understood by workers (see Criterion 4.7).</p> <p>Evidence of Nonconformity According to action plan of Smallholder Office, chemical spraying for all scheme smallholder under Buatan II POM will be handled by PT. Inti Indosawit Subur through company's spraying team. However, observed in field visit at KUD Bhirawa Bhakti, KT 19, the smallholder farmer who conducted spraying by themselves. There was no evidence of consideration regarding safety aspect, appropriate dosage for spraying activities, as well as appropriate control on ex-chemical container. The worker admitted he only used masker to cover the nose as protective equipment - and nothing else.</p> <p>Statement of Nonconformity During this annual surveillance assessment, audit team found some of the smallholder performed weed control/spraying themselves. Based on interview with the smallholder farmer, they cannot demonstrate sufficient evidence being provided with adequate training, using appropriate safety and application equipment when performing spraying with gramoxone (active ingredient: paraquat).</p>	Major

	<p>Corrective Action</p> <p>Smallholder Manager was able to demonstrate:</p> <ul style="list-style-type: none"> - Buatan II POM and the scheme smallholder management has identified smallholder member that performing spraying themselves in each "Kelompok Tani"/smallholder group; - Buatan II POM and the scheme smallholder management has conducting socialization to smallholder member, including those who had performing spraying themselves; with regards to pest and disease in oil palm plantation, integrated pest management, risk and hazard in application of agrochemical, the use of herbicide for weed control, health and safety concerns during application of herbicide, environmental concerns during application of herbicide, etc. - Buatan II POM and the scheme smallholder management has asked and persuaded the smallholder performing spraying themselves to join PT. Inti Indosawit Subur's plan to use spraying team for the purpose of control on dosage of chemical used, control of equipment used, control of affected target species and weed management program, control the health, safety and environmental aspect during herbicide application. The smallholder management was also explaining the benefit from using company's service such as: proper dosage, concern on health and safety, consideration to environment, safe handling of empty herbicide container. - Buatan II POM and the scheme smallholder management has prepared schedule for "Tim Unit Semprot"/spraying team with weed management program for all smallholder member; - Buatan II POM and the scheme smallholder management has prepared a monitoring plan to control the spraying activities in each "kelompok tani"/smallholder group; <p>NCR Close Out Visit on September 6, 2016</p> <p>Based on the filed visit in KUD Bhirawa Bhakti (KT 25), KUD Bina Mulia (KT 223) and KUD Kebun Sawit Harapan (KT 132):</p> <ul style="list-style-type: none"> - Interviews with land owners in KUD Bhirawa Bhakti (KT 25, namely Mr S), KUD Bina Mulia (KT 223, namely MrR M) and KUD Kebun Sawit Harapan (KT 132, namely Mr W), there did not conduct spraying themselves. Last spray application in May 2016 - Foremans KUD Bhirawa Bhakti (namely Mr TM), KUD Bina Mulia (namely Mr K) and KUD Kebun Sawit Harapan (namely Mr S) has carried out inspections and daily supervision to ensure the land is not done spraying themselves. If the condition is found land spraying themselves will be recorded on the "Report of Spray Program & Realization". Based on the verification of the monitoring report, there were no reports of farmers who have land do spraying themselves. <ul style="list-style-type: none"> - Sample Evidence has been collected: "Berita Acara Kesepakatan Bersama Pemakaian TUS dan Pupuk Rekomendasi" "Laporan Program & Realisasi Semprot Gawangan" 	
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	"Laporan Program & Realisasi Semprot Piringan" "Notulen Penyuluhan Semprot (TUS) Dan Pemupukan Tahap II"	
	Status Major NC was closed on 06/09/2016	
Non-Conformity		
NCR #	Description	Category (Major / Minor)
2	<p>Requirements 1357970M2 RSPO P&C Generic 2013 indicator 4.7.1 A health and safety policy shall be in place. A health and safety plan covering all activities shall be documented and implemented, and its effectiveness monitored.</p> <p>Evidence of Nonconformity Program, Objective and Target for Health and Safety for Buatan Estate was made available. However: - Company's health and safety program for plantation did not consider risk assessment result to improve condition on high risk level activity such as: Fresh Fruit Bunches loading and fertilizer application. - Health and safety program was not reflecting compliance evaluation against the health and safety regulations as lined out in the health and safety policy. Company policy point 3 stated "Committed to implement and maintain occupational health and safety management system in compliance with national and international applicable regulation". Health and safety program was not included relevant health and safety regulation update and review.</p> <p>Statement of Nonconformity Buatan Estate was not able to demonstrate sufficient evidence implementation of appropriate health and safety program.</p> <p>Corrective Action - Buatan Estate has reviewed and revise the risk assessment; - Buatan Estate has reviewed and revise the health and safety program, as in the "Program P2K3 Buatan Estate"; - Buatan Estate has reviewed the list of health and safety regulation; - As a corrective action plan, Buatan Estate will perform monitoring through regular health and safety meeting.</p> <p>NCR Close Out Visit on September 6, 2016 P2K3 has prepared a program for the identification and evaluation of regulatory compliance related to HSE, are recorded in "Evaluasi Kepatuhan Hukum IIS KBN, Up dated August 2016. Such as in meeting of P2K3 on August 15, 2016 as held discussions related "Permenaker Nomor 9 Tahun 2016 Tentang Keselamatan dan Kesehatan Kerja dalam Pekerjaan pada Ketinggian". Evaluation: has done.</p>	Major

	<p>Sample evidence has been collected: "Analisa Resiko Buatan Rev 1 - to date 31 Des 2016" "Evaluasi Kepatuhan Hukum IIS KBN 2016" "Notulen Rapat P2K3, 15 Agustus 2016" "Program Management K3- Kebun Buatan 2016"</p> <p>Status Closed on September 6th, 2016.</p>	
NCR #	Description	Category (Major / Minor)
3	<p>Requirements 1224659N3 RSPO P&C Generic 2013 indicator 5.1.2 Where the identification of impacts requires changes in current practices, in order to mitigate negative effects, a timetable for change shall be developed and implemented within a comprehensive management plan. The management plan shall identify the responsible person/persons.</p> <p>Evidence of Nonconformity Review of "Laporan UKL-UPL" for KKPA scheme smallholder area found some parameter identified in the plan have not been implemented and reported, i.e.: - Medical check for local community from the impact of KKPA scheme development. - Dust sampler test every 6 month from impact of FFB transport within KKPA scheme area - Water quality test every 6 month from surface water near store area</p> <p>Based on review of RKL RPL report period July – December 2015, it was found that there is no progress to monitored the environmental and social impact and reported in RKL – RPL, i.e.: - Medical check for local community from the impact of KKPA scheme development. - Dust sampler test every 6 month from impact of FFB transport within KKPA scheme area - Water quality test every 6 month from surface water near store area</p> <p>The company has explained that medical check up for local community and dust sampler is not monitored with reason that there is improvement of road condition (Dirt road/jalan tanah become pavement/jalan aspal), so that dust become 'Not significant' impact, however there is no progress to implement monitoring of those impacts as evidence that 'dust' become "not significant impact". Upgraded Minor NC from previous assessment into Major NC during this surveillance assessment.</p>	Major

	<p>Statement of Nonconformity Some environmental plan of management and monitoring in KKPA scheme smallholder area were not implemented and reported.</p>	
	<p>Corrective Action Buatan II POM management has demonstrated effort, contacting inspection laboratory to conduct dust sampling test and water quality analysis. However, Buatan II POM management has not completed: - The monitoring of public health status through medical check for local community, from the impact of KKPA scheme development; - The dust sampling test to monitor the impact of FFB transport within KKPA area; - The water quality check from surface water near store area;</p> <p>NCR close out visit on September 6, 2016 - The company has conducted the monitoring of public health status through medical check for local community, performed by a doctor (dr. MZU) of the Foundation for Artificial Healthy Asian Agri, conducted on August 20, 2016. Examples of health checks for Mr M (Cempedak street address, Kerinci Kanan), conclusion: Healthy. Health checks Mr AS (address SP7), conclusion: Healthy. - The company has conducted dust sampling test to monitor the impact of FFB transport within KKPA area. These measurements have been conducted by PT Sucofindo dated August 22, 2016. There are still awaiting the results of measurements. - The Company has conducted water quality check from surface water near the store area. These measurements have been conducted by F-MIPA of RIAU University dated August 22, 2016. There are still awaiting the results of measurements. - Sample Evidence has been collected: "Bukti berita acara pengujian Debu di KKPA Buatan" "Bukti Tanda Terima pengujian air di KKPA Buatan ke Lab UNRI" "Jadwal pemantauan lingkungan di KKPA Buatan" "Result of Medical Check up for local community in KKPA area" "Quisioner ke masyarakat di sekitar KKPA"</p>	
	<p>Status Major NC closed on September 6th, 2016.</p>	
Non-Conformity		
NCR #	Description	Category (Major / Minor)
4	<p>Requirements 1357970M3 RSPO P&C Generic 2013 indicator 6.5.3 Labour laws, union agreements or direct contracts of employment detailing payments and conditions of employment (e.g. working hours, deductions, overtime, sickness, holiday entitlement, maternity leave, reasons for</p>	Major

	<p>dismissal, period of notice, etc.) shall be available in the languages understood by the workers or explained carefully to them by a management official.</p> <p>Evidence of Nonconformity Sighted in work contract of temporary workers in Buatan II POM compared to payment database system of Buatan II POM that calculation formula for overtime payment: daily salary divided by working hour (Rp.13.286/hour). According to applicable law, the calculation of overtime shall follow the formula: daily wage x 25 / 173 for 6 working days (resulted in Rp.13.439/hour).</p> <p>Statement of Nonconformity Calculation of overtime for non-permanent worker at Buatan II POM does not meet applicable regulation, "Keputusan Menteri Tenaga Kerja No.102 tahun 2004".</p> <p>Corrective Action - Management of PT. Inti Indosawit Subur has reviewed the calculation of overtime payment, to conform with "Keputusan Menteri Tenaga Kerja No.102 tahun 2004". - Management of PT. Inti Indosawit Subur has changed the calculation of overtime in the payment software into the formula of daily wage x 25 / 173 for 6 working days. - Buatan II POM has been able to demonstrate the latest overtime calculation, based on new formula. Sample seen for 5 non-permanent workers: Mr. Swl, Mr. Adr, Mr. Agt, Mr. Hrm, Mr. LS for overtime payment period 01/08/2016 - 12/08/2016.</p> <p>Status Major non-conformity closed on 20/08/2016.</p>	
Non-Conformity		
NCR #	Description	Category (Major / Minor)
5	<p>Requirements 1357970M4 RSPO Supply Chain Standard for Palm Oil - Module E: Mass Balance E.4.1 The site shall verify and document the volumes of certified and non-certified FFBS received.</p> <p>Evidence of Nonconformity Based on document review and electronic system checking at weighbridge ticket, audit team found irregularities:</p> <ul style="list-style-type: none"> - "Surat Pengantar Buah" from KUD Mitra Usaha; from KT 160, planting year 1991/1992; for 425 bunches; date of harvest 24/07/2016; date of received 25/07/2016. The delivery note of FFB stated the certificate number CU 820494. The certificate code was invalid. - Weighbridge ticket No.PBDA216105310; commodity FFB certified plasma; 425 bunches; nett weigh 9,212 kg; RSPO certificate number 	Major

	<p>CU 820494. The certificate code was invalid.</p> <ul style="list-style-type: none"> - Buatan II POM was not able to demonstrate verification of certified FFB information. The certificate code used in the FFB delivery note and subsequently recorded in weighbridge ticket was found invalid. 	
	<p>Statement of Nonconformity Buatan II POM was failed to perform verification of certified FFB identity, on certified and non-certified FFB received.</p>	
	<p>Corrective Action Buatan II POM and scheme smallholder management has reviewed the incorrect RSPO certificate code in FFB delivery docket from cooperatives.</p> <ul style="list-style-type: none"> - Smallholder management has circulated a new stamp, indicating certificate number "RSPO 638947" to all cooperatives. Hand over minutes for each cooperatives sighted as in "Berita Acara Penggantian stempel pada Surat Timbangan Buah"; - Buatan II POM has changed the RSPO certificate code in the weighbridge system into certificate number "RSPO 638947". This is supported with minutes of changes, by IT department, acknowledge by Buatan II POM as in "Berita Acara Revisi RSPO Certificate Tiket Timbangan" dated 26/07/2016; - Audit team sighted the revision on weighbridge ticket. Latest weighbridge ticket indicated RSPO 638947. - PT. Inti Indosawit Subur - Buatan group has conducted a Mass Balance training for all staff, relevant to supply chain system implementation in Buatan II POM, dated 12/08/2016 and attended by 7 staffs. - Buatan II POM conducted internal audit to monitor the consistency of verification of certified FFB information on 26/08/2016. The internal audit result indicated verification of certified FFB information was consistent since 26/07/2016 up to 26/08/2016. 	
	<p>Status Major non-conformity closed out in 29/08/2016.</p>	

NCR #	Description	Category (Major / Minor)
6	<p>Requirements 1357970M5 RSPO Supply Chain Standard for Palm Oil - Module E: Mass Balance E.5.1 a The site shall record and balance all receipts of RSPO certified FFB and deliveries of RSPO certified CPO and PK on a three-monthly basis.</p> <p>Evidence of Nonconformity Buatan II POM was not able to demonstrate a balanced certified CPO that has been claimed by the end of three month period. The three-monthly book keeping record for period January – March 2016 stated RSPO certified CPO delivery 881,17 tons – while etrace transaction record for same period shows delivery of 2,834.97 tons RSPO certified CPO. Buatan II POM was</p>	Major

	<p>not able to demonstrate balanced the discrepancy of 1,953.8 tons of CPO by the end of three-monthly period (January – March 2016). Furthermore, for period April – June 2016, Buatan II POM book keeping stated RSPO certified CPO delivered 3,959 tons – while etrace transaction record for same period shows delivery of 5,012.89 tons RSPO certified CPO. Buatan II POM was not able to demonstrate balanced the discrepancy of 1,053.8 tons of CPO by the end of three-monthly period (April – June 2016).</p>	
	<p>Statement of Nonconformity Buatan II POM failed to balance all deliveries of RSPO certified CPO on a three-monthly basis.</p>	
	<p>Corrective Action</p> <ul style="list-style-type: none"> - PT. Inti Indosawit Subur conducted a meeting between sustainability, marketing and palm oil mills dated 04/08/2016, with agenda: tracking and investigation of “Laporan Hasil Produksi” against RSPO etrace; investigation on production and delivery deficit against input in RSPO etrace. The result of the meeting was to established a team consist of logistic and sustainability to monitor mass balance in palm oil mill; the team responsible to prepare additional paper trail – connecting Delivery Order, Contract, RSPO CPO dispatch ticket (and other documentation) with etrace input; team responsible to monitor the actual balance against RSPO etrace; team provide warning for palm oil mill plan in case of oversold RSPO CPO identified; to cease the production of non-certified CPO, in order to fulfil the deficit RSPO CPO. - PT. Inti Indosawit Subur took action by conducting refreshment training to Marketing Department. The training titled “Training RSPO eTrace and Mass Balance” dated 30/07/2016, led by Sustainable officer and attended by 7 marketing staff in Marketing Department. - Buatan II POM has conducted investigation on mass balance report compared against trading document. The process was taking into consideration etrace document, etrace invoice, Bill of Lading document, Buatan II Palm Oil Mill Delivery Order, weighbridge ticket for RSPO CPO dispatch, daily production report (initial stock, material received, production of CPO, dispatch and balanced stock) and Mass Balance – book keeping report. - Buatan II POM was able to demonstrate all relevant supporting evidence: Bill of Lading, detailed Delivery order, summary of CPO dispatch weighbridge ticket relevant to each delivery order, and Mass Balance – Book Keeping report. It was known that no difference in physical delivery of CPO and claim in etrace. - Buatan II POM conducted internal audit to monitor the consistency of certified FFB information on 26/08/2016. The internal audit result indicated trading of certified FFB information was consistent. 	
	<p>Status Major non-conformity closed out in 29/08/2016.</p>	
Non-Conformity		

NCR #	Description	Category (Major / Minor)
1	<p>Requirements 1357970N1 RSPO P&C Generic 2013 indicator 2.1.3 A mechanism for ensuring compliance shall be implemented.</p> <p>Evidence of Nonconformity Company has not identified and evaluated a number of relevant regulations, among others: - Undang-undang No.39 tahun 2014 tentang Perkebunan; - Peraturan Pemerintah No.101 tahun 2014 tentang Pengelolaan Limbah B3;</p> <p>Statement of Nonconformity A number of laws and regulation have not been included and evaluated in the list of relevant regulations.</p> <p>Corrective Action PT. Inti Indosawit Subur – Buatan II POM has submitted corrective action plan, and accepted by audit team. Audit team will review the effectiveness during subsequent assessment visit.</p> <p>Status Open.</p>	Minor

Non-Conformity

NCR #	Description	Category (Major / Minor)
2	<p>Requirements 1357970N2 RSPO P&C Generic 2013 indicator 4.6.4 Pesticides that are categorised as World Health Organisation Class 1A or 1B, or that are listed by the Stockholm or Rotterdam Conventions, and paraquat, are not used, except in specific situations identified in national Best Practice guidelines. The use of such pesticides shall be minimised and eliminated as part of a plan, and shall only be used in exceptional circumstances.</p> <p>Evidence of Nonconformity From data shown that paraquat use was increase over time. The data of applied paraquat shows 2015: 383 liters; (June) 2016: 515 liters. Explanation from management, related to increase of immature area. There was no plan to minimize or eliminating paraquat use as the budget for the use of paraquat for the whole Buatan Estate also indicating exponential increase from 2015 to 2016; data shows 2014: 456 liters, 2015: 215 liters, 2016: 1,500 liters.</p> <p>Statement of Nonconformity From estate data shown, the use of paraquat was increase over time in Buatan Estate (Division IV, V and VI, etc.).</p>	Minor

	<p>Corrective Action PT. Inti Indosawit Subur – Buatan II POM has submitted corrective action plan, and accepted by audit team. Audit team will review the effectiveness during subsequent assessment visit.</p> <p>Status Open.</p>	
Non-Conformity		
NCR #	Description	Category (Major / Minor)
3	<p>Requirements 1357970N3 RSPO P&C Generic 2013 indicator 4.6.9 Maintenance of employee and associated smallholder knowledge and skills on pesticide handling shall be demonstrated; including provision of appropriate information materials (see Criterion 4.8).</p> <p>Evidence of Nonconformity KKPA Estate conducted weed control through paraquat spraying. Company was not able to demonstrates all herbicide sprayers for KKPA Estate, provided with limited pesticide use training, "Pelatihan Pestisida Terbatas". Spraying team in KKPA Estate comprise of thirteen (13) workers; only four (4) sprayer team has been provided with limited pesticide training "Pelatihan Pestisida Terbatas".</p> <p>Statement of Nonconformity Company was not able to demonstrates all herbicide sprayers for KKPA Estate provided with limited pesticide use training "Pelatihan Pestisida Terbatas".</p> <p>Corrective Action PT. Inti Indosawit Subur – Buatan II POM has submitted corrective action plan, and accepted by audit team. Audit team will review the effectiveness during subsequent assessment visit.</p> <p>Status Open.</p>	Minor
Non-Conformity		
NCR #	Description	Category (Major / Minor)
4	<p>Requirements 1357970N4 RSPO P&C Generic 2013 indicator 4.6.10 Proper disposal of waste material, according to procedures that are fully understood by workers and managers shall be demonstrated (see Criterion 5.3).</p> <p>Evidence of Nonconformity According to interview with representatives of cooperatives in Buatan Plasma and management of PT. Inti Indosawit Subur, chemical spraying for</p>	Minor

	<p>all scheme smallholders in Buatan II POM will be handled by PT. Inti Indosawit Subur through “the TUS team”.</p> <p>However, field visit at KT 46 of KUD Bhirawa Bhakti and interview with the farmer group members found that some smallholder farmer who conducted spraying by themselves. There was no evidence of clarity on appropriate control on ex-chemical container, as well as safety aspect of spraying activities.</p> <p>Statement of Nonconformity Lack of demonstrated evidence that implementation of chemical container disposal in scheme smallholder oil palm block have meet applicable requirement to avoid or reduce pollution.</p> <p>Corrective Action PT. Inti Indosawit Subur – Buatan II POM has submitted corrective action plan, and accepted by audit team. Audit team will review the effectiveness during subsequent assessment visit.</p> <p>Status Open.</p>	
Non-Conformity		
NCR #	Description	Category (Major / Minor)
5	<p>Requirements 1357970N5 RSPO P&C Generic 2013 indicator 5.1.3 This plan shall incorporate a monitoring protocol, adaptive to operational changes, which shall be implemented to monitor the effectiveness of the mitigation measures. The plan shall be reviewed as a minimum every two years to reflect the results of monitoring and where there are operational changes that may have positive and negative environmental impacts.</p> <p>Evidence of Nonconformity PT. Inti Indosawit Subur - Buatan has reporting the implementation of environmental management and monitoring plan (Laporan Pelaksanaan Rencana Pengelolaan Lingkungan-Rencana Pemantauan Lingkungan/RKL/RPL) to relevant authorities. Based on document review upon report of the implementation of environmental management and monitoring plan (Laporan Pelaksanaan Rencana Pengelolaan Lingkungan-Rencana Pemantauan Lingkungan/RKL/RPL) period of second half 2015. There was not sufficient evidence the implementation report have collected information, reviewed and reported the following impact: <ul style="list-style-type: none"> - Social aspects (perception, jealousy, etc) that should be monitored through participatory ways; - Community’s health in village surrounding the estate; - Appropriate evidence of management plan for aquatic biota; </p> <p>Statement of Nonconformity There was not sufficient evidence the implementation of environmental</p>	Minor

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	<p>management and monitoring report (Laporan Pelaksanaan Rencana Pengelolaan Lingkungan-Rencana Pemantauan Lingkungan/RKL/RPL) has collected information, reviewed and reported the social and environmental impact as required in the environmental management and monitoring matrix plan.</p> <p>Corrective Action PT. Inti Indosawit Subur – Buatan II POM has submitted corrective action plan, and accepted by audit team. Audit team will review the effectiveness during subsequent assessment visit.</p> <p>Status Open.</p>	
Non-Conformity		
NCR #	Description	Category (Major / Minor)
6	<p>Requirements 1357970N6 RSPO P&C Generic 2013 indicator 5.6.3 A monitoring system shall be in place, with regular reporting on progress for these significant pollutants and emissions from estate and mill operations, using appropriate tools.</p> <p>Evidence of Nonconformity The company cannot demonstrate monitoring of GHG based on reporting using appropriate tools (Palm GHG).</p> <p>Statement of Nonconformity The company cannot demonstrate monitoring of GHG based on reporting using appropriate tools (Palm GHG).</p> <p>Corrective Action PT. Inti Indosawit Subur – Buatan II POM has submitted corrective action plan, and accepted by audit team. Audit team will review the effectiveness during subsequent assessment visit.</p> <p>Status Open.</p>	Minor
Non-Conformity		
NCR #	Description	Category (Major / Minor)
7	<p>Requirements 1357970N7 RSPO P&C Generic 2013 indicator 6.10.3 Evidence shall be available that all parties understand the contractual agreements they enter into, and that contracts are fair, legal and transparent.</p> <p>Evidence of Nonconformity According to SOP for Fresh Fruit Bunches purchasing from FFB contractors (buah luar) number xxxx, FFB supplier should prepare Request for FFB</p>	Minor

	<p>supply attached by Statement and Guarantee from supplier to comply with all applicable regulation. However, sighted in sample of Request for FFB Supply and Statement and Guarantee from CV. PKS dated 18/01/2016 that the written agreement does not contains clear arrangement on fair trading such as: payment time, dispute settlement, price determination and obligation of buyer.</p>	
	<p>Statement of Nonconformity Supply agreement for outgrower (buah luar) has not contains clear arrangement on fair and transparent trading such as: clarity on payment timeframe, dispute settlement, price determination and obligation of buyer.</p>	
	<p>Corrective Action PT. Inti Indosawit Subur – Buatan II POM has submitted corrective action plan, and accepted by audit team. Audit team will review the effectiveness during subsequent assessment visit.</p>	
	<p>Status Open.</p>	

Observation	
OBS #	Description
1	<p>RSPO P&C Generic 2013 indicator 4.3.4 KKPA Estate has a peat area with type Haplosaprist. The Estate has measured and monitor the subsidence. Soil subsidence: 2015 <ul style="list-style-type: none"> - 06/2015 in block H03e: 5 cm; in block H03m: 3 cm - 12/2015 in block G00a: 0,3 cm; in block G01h: 0.3 cm; in block G03d: 1.5 cm; in block H03e: 9 cm; H03m: 4 cm and in block H03j: 0.2 cm 2016 <ul style="list-style-type: none"> - 06/2016 in block G00a: 3 cm; in block G01h: 3 cm; in block G03d: 4 cm; in block H03e: 4 cm; and in block H03m: 3 cm. Observation: <ul style="list-style-type: none"> - Consideration to obtain data from all subsidence measuring point/ made conclusions annually. - Need to document action plan prepared to difference water level scenario (above and below standard). </p>
2	<p>RSPO P&C Generic 2013 indicator 4.7.2 Risk assessment for plantation operation in Buatan Estate have been reviewed and updated. The latest review and revision on HIRADC dated 31/12/2015. Risk assessment has identified hazard and risk from office activities, infrastructure construction activities, warehouse and workshop related activities, harvesting and FFB loading activities, fertilizer and spraying activities. <ul style="list-style-type: none"> - Subsequent risk assessment review for Buatan Estate includes hazard and risk from activity such as replanting activities, boundary poles monitoring, HCV monitoring and land application maintenance; - To improve the accuracy of risk level calculation for KKPA Estate; </p>

<p>3</p>	<p>RSPO P&C Generic 2013 indicator 4.7.5 Based on field visit in worker housing, EKO I Buatan II POM housing compound, it would be nice to consider:</p> <ul style="list-style-type: none"> - maintenance as per inspection checklist for fire extinguisher near diesel oil tank; - conducting emergency drill in worker housing EKO I Buatan II POM housing compound.
<p>4</p>	<p>RSPO P&C Generic 2013 indicator 5.3.3 It would be nice to consider a calculation of landfill capacity to accommodate domestic waste volume from EKO I, KKPA Estate Division VII. It would be nice to consider one month period for placement of medical waste in clinic.</p>

<p style="text-align: center;">Positive Findings</p>	
<p>PF #</p>	<p>Description</p>
<p>1</p>	<p>PT. Inti Indosawit Subur – Buatan demonstrated commitment to prevent and (if necessary) tackle incident related to land and forest fire. Company equipped the fire fighting team with system and fire fighting equipment for land and forest fire.</p>

<p style="text-align: center;">Issues raised by Stakeholders</p>	
<p>Stakeholder consultation involved internal and external stakeholders. External stakeholders were contacted by telephone to arrange meetings at a location convenient to them to discuss PT. Inti Indosawit Subur – Buatan II Palm Oil Mill Certification Unit’s environmental and social performance, legal and any known dispute issues.</p>	
<p>Meetings were conducted with stakeholders to seek their views on the performance of the company with respect to the RSPO 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 later was verified with the management team. These have been incorporated into the assessment findings.</p>	
<p>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 Appendix E.</p>	
<p>IS #</p>	<p>Description</p>
<p>1</p>	<p>Issues Gender Committee PT. Inti Indosawit Subur – Buatan Group</p> <ul style="list-style-type: none"> - All female worker in sprayer team and fertilizer team shall join pregnancy test in company clinic, once a month. - Regular gender committee meeting on 3-monthly basis with focus to communicating roles and responsibilities for gender committee, understanding the definition of sexual harassment in work place. Communicating specific grievance mechanism to handle and resolve sexual harassment case. - There has been no report logged in to committee related to sexual harassment and/or violence. - There is no indication that company practising sexual harassment, no indication of gender discrimination, no indication of human right violation, and forced labour. - Company has implemented the policy related to protection reproductive right; such as not hiring female for work activity with high risk; monthly pregnancy test for sprayer and fertilizer applicator; 6-monthly check up for sprayer and fertilizer applicator. - The status of all female sprayer and fertilizer applicator are permanent worker. - The status for some of manual maintenance worker (majority female) is temporary worker.

	<p>Management Responses</p> <ul style="list-style-type: none"> - Management will strive to continue and improve the positive practices in implementing company commitment towards health and safety, and upholding the human rights. - Management acknowledged the status of temporary worker, and does not implicate in violation of the law. There has been proposal to upgrade the status into permanent worker. Company already conducted assessment and performance evaluation onto temporary workers so that they can be permanent worker. This was done in accordance to company regulation. <p>Audit Team Findings</p> <p>Audit team appreciates the positive feedback from gender committee/workers and will continuously review company performance and commitment with regards to health and safety, human rights and industrial relationship.</p>
<p>2</p>	<p>Issues</p> <p>Serikat Pekerja PT. Inti Indosawit Subur – Buatan Group (Worker Union)</p> <ul style="list-style-type: none"> - Worker salary has followed minimum wage as lined out by Riau Province government for year 2016. - There is a collective working agreement between company and employee. - Company has provided all normative rights for employee, such as salary as lined out in minimum wage for province level, leave entitlement, employees registered with social insurance for worker (BPJS), benefit for religious festival, provision of facilities (housing, electricity, clean water, medical clinic, school/school bus, worship house, personal protective equipment, working tools, etc.). - Company has provided regular medical check up for workers in high risk such as sprayer team, fertilizer applicator, workshop worker and mill operators. - Company and employee has agreed to established bi-partite organization to resolve issues related to industrial relationship; the organization has been registered to “Dinas Tenaga Kerja Kabupaten Pelalawan”. Meeting between company and employee conducted whenever issues occurred and requires discussion. - All operators whose working in specific station has been trained and provided with operator license, such as welding operator, generator set operator, boiler operator, heavy machinery operator, etc. - Company has provided health and safety training and provided first aid kit to field supervisor/mandor. - Company has a policy to prohibit the recruitment of employee under 18 years old, including family worker in all operation. - Company has a policy to protect human rights and prohibit all kind of discrimination of gender. So far there is no report from employee related to discrimination or human right violation. - Company has a policy to protect flora and fauna. - Company does not use migrant worker and prohibit force labour. - Company using worker with temporary status for manual maintenance and nursery. <p>Management Responses</p> <ul style="list-style-type: none"> - Management will strive to continue and improve the positive practices in implementing company commitment towards health and safety, and upholding the human rights. - Management acknowledged the status of temporary worker for manual road maintenance, beneficial plant maintenance, and Buatan Estate’s nursery. This practice does not implicate in violation of the law as the nature of the work is periodic need. This hiring practice was done in accordance to company and government regulation. <p>Audit Team Findings</p> <p>Audit team appreciates the positive feedback from worker union/representative and samples of worker and will continuously review company performance and commitment with regards to health and safety, best management practices, human rights and industrial relationship.</p>
<p>3</p>	<p>Issues</p> <p>Local contractors</p> <ul style="list-style-type: none"> - Local contractors have a working agreement with 3 months time-frame, while the other contractor has a work agreement since November 2015.

	<ul style="list-style-type: none"> - There is no bribery in contractor activities. - The payment upon work made by PT. Inti Indosawit Subur is in accordance with working agreement. - Local contractor has understood the content of the contract, which regulates right and obligation for each party. A number of detail has also followed: age of worker, social insurance for contractor worker (BPJS), tax payment, and health and safety requirement. - Contractor said there has never been a meeting between local contractor and company in order to increase/capacity building for contractors. <p>Management Responses</p> <ul style="list-style-type: none"> - Company will consider the input and continue to achieve positive output, in cooperation with local contractors. - Company appreciate the contractor feedback with regards to code of conduct in business practices. <p>Audit Team Findings</p> <p>Audit team appreciates the positive feedback from local contractors. Audit team will continuously review company performance and commitment with regards to local and community development.</p>
<p>4</p>	<p>Issues NGO Laskar Anti Korupsi Indonesia (local)</p> <ul style="list-style-type: none"> - Company has fairly good communication with stakeholders. - There has been no report/complaint logged in related to negative impact from company operation: pollution, human right violation, including negative impact from replanting activity. <p>Management Responses</p> <p>Company acknowledge the comment and always receive input from related stakeholders.</p> <p>Audit Team Findings</p> <p>Audit team acknowledge the feedback from NGO.</p>
<p>5</p>	<p>Issues Dinas Perkebunan Kabupaten Pelalawan – Plantation Agency Pelalawan District</p> <ul style="list-style-type: none"> - Company was late in submitting the plantation report (Laporan Perkembangan Usaha Perkebunan/LPUP) period first semester 2016. - There was issue related to request from community for company to release cemetery land and request for company to release land for marketplace development. - In general the way company communicating with plantation agency is fairly good – need to improve. <p>Management Responses</p> <ul style="list-style-type: none"> - Company admitted there was delay in preparing and filling the database for “Laporan Perkembangan Usaha Perkebunan” for first semester 2016. However, company actioned the case to immediately submit the report to Dinas Perkebunan Pelalawan. - Company has never received any information with regards to cemetery land. Company will follow up. - Most of deceased family member was brought back to their home town. <p>Audit Team Findings</p> <ul style="list-style-type: none"> - Audit team will continuously review company performance and commitment with regards to fulfillment of report obligation. - Audit team cross-checking with local communities and no information on the matter. Audit team will follow up information related to cemetery during subsequent assessment.
<p>6</p>	<p>Issues Dinas Tenaga Kerja Kabupaten Pelalawan – Manpower Agency Pelalawan District</p> <ul style="list-style-type: none"> - Company has provided all normative rights for employee, such as salary as lined out in minimum wage for province level, leave entitlement, employees registered with social insurane for worker (BPJS), benefit for religious festival, provision of facilities (housing, electricity, clean water, medical clinic, school/school bus, worship house, personal protective equipment, working tools, etc.). - There was no report/complaint logged in related to discriminative action by company. There was no report/complaint logged in related to the use of child worker/under age worker.

	<ul style="list-style-type: none"> - Company has submitted health and safety performance report regularly to the manpower agency. - Company has conducted machinery test in regular basis as per relevant regulation. - Machinery operators have been trained and issued with operator license (SURat Izin Operator/SIO), however, never reporting “Buku Kerja Operator” to manpower agency. - Complaint received from worker union related to medical service provided by “BPJS Kesehatan”, in particular medical treatment service from hospital/clinic where no cooperation with BPJS. - There was still an issue related to the use of informal worker (without direct work agreement) for loose fruit collector. - There was once industrial dispute related to employee mutation, which considered as intimidation from company to employee. <p>Management Responses</p> <ul style="list-style-type: none"> - Company has cooperation with a number of clinic and hospital, using the platform of BPJS such as Efarina Hospital. - Company acknowledged there was family member requested by the husband (worker) to help in collecting loose fruit. However, company has communicating the policy to the workers that this practices was not recommended. - Mutation of workers has been regulated in Collective work agreement, based on manpower requirement and operational requirement. <p>Audit Team Findings</p> <ul style="list-style-type: none"> - Audit team will continuously review company performance and commitment with regards to fulfillment of social insurance obligation. - Audit team has reviewed the case and the collective work agreement. Audit team will continuously review commpany's performance in industrial relationship and hiring practice.
<p>7</p>	<p>Issues Dinas Koperasi Kabupaten Pelalawan – Cooperative Agency Pelalawan District</p> <ul style="list-style-type: none"> - Dinas Koperasi is responsible to the organizational and administrative status of cooperatives under its territory. - KUDs does have a good organizational structure and administration, as per “Undang-undang No.25 tahun 1992.” - The authority related to KKPA is lies within Dinas Perkebunan (Izin Prinsip, Izin Lokasi, Daftar Calon petani dan Calon Lahan). <p>Management Responses Company acknowledge the comment from Cooperative Agency.</p> <p>Audit Team Findings Audit team acknowledge the feedback from Cooperative Agency and continue to monitor cooperative/smallholder performance.</p>
<p>8</p>	<p>Issues Badan Lingkungan Hidup Kabupaten Pelalawan – Environmental Body Pelalawan District</p> <ul style="list-style-type: none"> - Company has revised the AMDAL document. - Company has an environmental document related to development of biogas plant and kernel crushing plant. - Replanting activity has been covered in environmental management and monitoring plan. - Company has consistently reporting the environmental management: Laporan RKL-RPL, Laporan Pengelolaan Limbah B3, Laporan Pemanfaatan Limbah Cair. - Inner plastic bag of fertilizer categorised as hazardous waste, because issued with MSDS. <p>Management Responses Company acknowledge the comment and always monitoring in environment</p> <p>Audit Team Findings</p>

	Audit team acknowledge the comments and will monitor company performance, with regards to handling of inner plastic bag of fertilizer.
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3.3.1 Status of Nonconformities Previously Identified and Observations

Non-Conformity		
NCR #	Description	Category (Major / Minor)
1	Requirements 1224659N1 RSP0 P&C Generic 2013 indicator 2.2.2 Legal boundaries shall be clearly demarcated and visibly maintained.	Minor
	Evidence of Nonconformity Field inspection to KKPA scheme smallholder borders of block H03i, H03a, G01f, and G01m found there was no boundary pegs visible and maintained. Plan for boundary pegs maintenance has not been prepared.	
	Statement of Nonconformity Legal boundaries within KKPA scheme smallholder areas were not visibly maintained.	
	Corrective Action: Not checked during NCR Closure. However, company has submitted corrective action plan (CAP) to auditor. The CAP had been reviewed and accepted. There was a program for boundary pegs maintenance as documented in "Program dan Realisasi Pemeliharaan patok KKPA Buatan Tahun 2016". The company has conducted boundary pegs regularly every 6 (six) months based on procedure. The last monitoring was conducted on June 2016. Based on the report seen that all boundary pegs are visibly maintained and good condition. The boundary pegs has been erected, there are 15 boundary pegs along KKPA borders, during field visit, it was seen in good condition and visibly maintained, e.g. sample taken boundary pegs No.1, 2 and 4.	
	Status: Closed	
Non-Conformity		
NCR #	Description	Category (Major / Minor)
2	Requirements 1224659N2 RSP0 P&C Generic 2013 indicator 4.8.2 Records of training for each employee shall be maintained.	Minor
	Evidence of Nonconformity Field inspection to KKPA scheme smallholder borders of block H03i, H03a, G01f, and G01m found there was no boundary pegs visible and maintained.	

	<p>Plan for boundary pegs maintenance has not been prepared.</p> <hr/> <p>Statement of Nonconformity Review on Training Record 2015 for Mill and Estate.</p> <hr/> <p>Corrective Action: Not checked during NCR Closure. However, company has submitted corrective action plan (CAP) to auditor. The CAP had been reviewed and accepted. Buatan Estate: Record training for each employees is recorded in "Personal Data Training", e.g. Mr.Sahidan (operator Alat Berat) was attended "Sertifikasi Operator Pesawat Angkut dan Angkat" in 04/02/2016 by vendor "Jesindo Mandiri"; Mr.Afriando Flora Kirnando (Asisten Afdeling III) has attended 4 trainings: Habit & Behaviour Planter dated 03/02/2015; Training "Refreshing Hama Penyakit" on 29/04/2015; Hatch & Carry on 01/10/2015; "Refresh Pemupukan" on 15/12/2015.</p> <p>Buatan II POM: Sampled worker training record: - Albert N Malau, workshop assistant: Training sustainability awareness on 23/02/2016; training health and safety on 11/07/2016; - Ivanali Ginting, weighbridge operator: Training sustainability awareness on 25/11/2013; - M.Yusni, tractor operator: Total Productive Maintenance training on 27/03/2015; Competence Certification for Tractor training 06-08/02/2014 - Sumali, Boiler Operator's helper: Basic fire training 23/10/2012; Health and safety training 20/07/2016;</p> <hr/> <p>Status: Closed</p>	
Non-Conformity		
NCR #	Description	Category (Major / Minor)
3	<p>Requirements 1224659N3 RSPO P&C Generic 2013 indicator 5.1.2 Where the identification of impacts requires changes in current practices, in order to mitigate negative effects, a timetable for change shall be developed and implemented within a comprehensive management plan. The management plan shall identify the responsible person/persons.</p> <hr/> <p>Evidence of Nonconformity Field inspection to KKPA scheme smallholder borders of block H03i, H03a, G01f, and G01m found there was no boundary pegs visible and maintained. Plan for boundary pegs maintenance has not been prepared.</p>	Minor

	<p>Statement of Nonconformity Review of "Laporan UKL-UPL" for KKPA scheme smallholder area found some parameter identified in the plan have not been implemented and reported, i.e.:</p> <ul style="list-style-type: none"> - Medical check for local community from the impact of KKPA scheme development. - Dust sampler test every 6 month from impact of FFB transport within KKPA scheme area - Water quality test every 6 month from surface water near store area. 	
	<p>Corrective Action: Based on review of RKL RPL report period July – December 2015, it was found that there is no progress to monitored the environmental and social impact and reported in RKL – RPL, i.e.:</p> <ul style="list-style-type: none"> - Medical check for local community from the impact of KKPA scheme development. - Dust sampler test every 6 month from impact of FFB transport within KKPA scheme area. - Water quality test every 6 month from surface water near store area <p>The company has explained that medical check up for local community and dust sampler is not monitored with reason that there is improvement of road condition (Dirt road/jalan tanah become pavement/jalan aspal), so that dust become 'Not significant' impact, however there is no progress to implement monitoring of those impacts as evidence that 'dust' become "not significant impact".</p>	
	<p>Status: Escalated in Major NC.</p>	

Observation	
OBS #	Description
1	<p>RSP0 P&C Generic 2013 Indicator 1.2.1 Regular Report for Environmental Management and Monitoring to be sent to Environmental Agency of Siak District as well as per requirements stated in "Dokumen Pengelolaan dan Pemantauan Lingkungan", approved 2009.</p> <p>Action taken: PT. Inti Indosawit Subur – Buatan Group has prepared the environmental management and monitoring document to be sent to "Badan Lingkungan Hidup" of Siak District</p>
2	<p>RSP0 P&C Generic 2013 Indicator 2.1.3 Company should ensure a mechanism to check legal compliance through internal audit is effectively implemented, for instance checking on First Aid box in the mill were not fully complied with relevant regulation.</p> <p>Action taken: Actioned into NC Minor. See NC 1357970N1 for RSP0 P&C Indicator 2.1.3</p>
3	<p>RSP0 P&C Generic 2013 Indicator 2.2.1. Coordination should be taken with local government in District level on the clarity of administrative boundaries within estate and scheme smallholder area.</p> <p>Action taken: PT. Inti Indosawit Subur – Buatan Group has demonstrated effort to discuss the administrative</p>

	boundaries between Siak District and Pelalawan District, on a number of occasions.
4	<p>RSPO P&C Generic 2013 Indicator 2.2.2. Care should be taken on the consistently implementation of the plan for provision and maintenance of legal boundary within Plasma scheme smallholder plots. Action taken: The scheme smallholder of PT. Inti Indosawit Subur – Buatan Group has improved. Boundaries of each smallholder farmers was clearly demarcated and visibly maintained.</p>
5	<p>RSPO P&C Generic 2013 Indicator 4.5.1 Scheme smallholder management should monitor closely the handling of Ganoderma, as identified in the “Formulir Sensus Hama dan Penyakit” – June 2015, to ensure the palm sanitation not more than 3 months after census; as per procedure for pest and disease AA-APM-OP-1100.10-R2. Action taken: Based on the result of interview with management of KUD Bakti Subur and document veification of “Formulir Sensus Hama and Penyakit Tanaman” –Desember 2015 in KT No.227 KUD Bakti Subur there are not found ganoderma attack.</p>
6	<p>RSPO P&C Generic 2013 Indicator 4.7.5 The emergency procedure (i.e. emergency shower and eye wash) for chemical handling at Mill lubricant and chemical storages should be improved. Estate health and safety management program could improve by putting the plan for licensed first aid officer, annual medical check-up as part of program. Safety officer should closely monitor the implementation of annual medical check-up plan for all workers at estate. Action taken: Mill The emergency procedure and infrastructure, in terms of emergency shower and eye wash; for chemical handling at Mill lubricant and chemical storages Buatan II POM has been improved. Estate Based on field visit in works housing, in water pump housing there was available PPE for water pump personnel e.g ear muff, ear plug, safety shoes, pollen to handling the oil spill and APAR. Buatan II has demonstrated training programme in document “Program Pelatihan Environmental and Sustainability, year 2016” PT Inti Indosawit Sebur – Kebun Buatan”, such as: training program for HCV awareness, Basic fire – fire danger rating (FDR) training, first aid training, etc. The company has programme of medical checkup for all employees once a year and special MCU for chemical handling personnel/applicator twice years. Based on document review of MCU result of PT Inti Indosawit Subur KBN dated March 3, 2016 covering 131 employees i.e: fertilizer worker, chemist applicator, chemist warehouse personnel. MCU was conducted by Focus Clinical Laboratory.</p>
7	<p>RSPO P&C Generic 2013 Indicator 6.8.3. Company should consistently implement Recruitment and Hiring employee procedure in all units. Action taken: The hiriing practice in Buatan Group has improved.</p>

3.3.2 Summary of the Nonconformities and Status

CAR Ref.	CLASS	ISSUED	STATUS
1224659M1	Major	07/08/2015	Closed 01/12/2015
1224659M2	Major	07/08/2015	Closed 01/09/2015
1224659N1	Minor	07/08/2015	Closed 30/07/2016
1224659N2	Minor	07/08/2015	Closed 30/07/2016
1224659N3	Minor/Major	07/08/2015	Escalated into Major NC. Closed
1357970M1	Major	30/07/2016	Closed
1357970M2	Major	30/07/2016	Closed

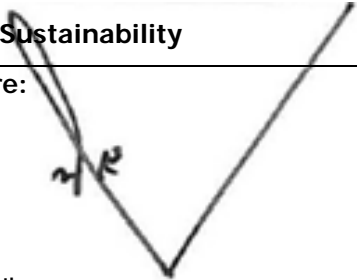

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1357970M3	Major	30/07/2016	Closed
1357970M4	Major	30/07/2016	Closed 20/08/2016
1357970M5	Major	30/07/2016	Closed 29/08/2016
1357970M6	Major	30/07/2016	Closed 29/08/2016
1357970N1	Minor	30/07/2016	Open
1357970N2	Minor	30/07/2016	Open
1357970N3	Minor	30/07/2016	Open
1357970N4	Minor	30/07/2016	Open
1357970N5	Minor	30/07/2016	Open
1357970N6	Minor	30/07/2016	Open
1357970N7	Minor	30/07/2016	Open

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Assessment Conclusion and Recommendation:

Based on the findings during the assessment PT. Inti Indosawit Subur – Buatan II Palm Oil Mill Certification Unit and supply base complies with the RSPO P&C 2013, and the RSPO Supply Chain Certification Standard (Nov 2014) for CPO Mill. It is recommended that the certification of PT. Inti Indosawit Subur – Buatan II Palm Oil Mill Certification Unit is approved and continued.

Acknowledgement of Assessment Findings	Report Prepared by
Name: Ir. Welly Pardede	Name: Haerudddin (finalised by Pratama Agung Sedayu)
Company name: PT. Inti Indosawit Subur	Company name: PT. BSI Group Indonesia
Title: Head of Sustainability	Title: Lead Auditor
Signature:  Date: 10 th October 2016	Signature:  Date: 10 th October 2016

Appendix A: Summary of Findings

Criterion / Indicator	Assessment Findings	Compliance
Principle 1: Commitment to Transparency		
<p>Criterion 1.1: Growers and millers provide adequate information to relevant stakeholders on environmental, social and legal issues relevant to RSP0 Criteria, in appropriate languages and forms to allow for effective participation in decision making.</p>		

Criterion / Indicator	Assessment Findings	Compliance
<p>1.1.1</p> <p>There shall be evidence that growers and millers provide adequate information on (environmental, social and/or legal) issues relevant to RSPO Criteria to relevant stakeholders for effective participation in decision making.</p> <p>- Minor compliance -</p>	<p>Estate and KKPA: The company has made a mechanism for request information No.AA-GL-5008.1-R1 dated on 22nd August 2011. The company has owned some policies for documents created by the public relations department in the company and acknowledged by plantation manager that can be accessed by public dated 12th September 2014 that covered:</p> <ul style="list-style-type: none"> a. Legal Documents <ul style="list-style-type: none"> 1. a copy of SK HGU (Land Title) 2. a copy of AMDAL (Social and Environmental Impact Assessment) b. Environment Documents <ul style="list-style-type: none"> 1. Waste management plans 2. Report of waste water 3. Report of water management 4. Report of river water quality 5. Report of air quality. 6. Report of RKL (Environmental Management Plan) – RPL (Environmental Monitoring Plan). 7. Report of Hazardous Waste c. Social Activity Documents d. Employment Documents <ul style="list-style-type: none"> 1. Jamsostek <p>HSE management programmes</p> <p>Buatan II POM: Company has a mechanism under Standard Operating Procedure Penanganan Permintaan Informasi Stakeholder No.SOP AA-GL-5008.1-R1. The procedure lines out that initial response will be given within 14 working days. Information request will then recorded into logbook by public relation officer. After fulfilment the records of information request will be kept for 3 years.</p> <p>Scheme Smallholders: Scheme Manager cooperated with scheme smallholders has provide list of documents able to acces by their stakeholders, such as: copy of land rights, "Akte Pendirian Koperasi", Tanda Daftar Perusahaan/TDP (<i>Registered KUDs permit</i>), Rencana Kerja KUD (KUDs budget) consist of projection FFB and operational cost), monitoring of IPM, fertilizing and harvesting), accident record, OHS Manual. Scheme Smallholders also has procedure for communication, complaint and dispute as documented in "Mekanisme Komunikasi dan Komplain"</p>	<p>Comply</p>

Criterion / Indicator	Assessment Findings	Compliance
<p>1.1.2 Records of requests for information and responses shall be maintained.</p> <p>-Major compliance</p>	<p>Buatan Estate and KKPA: Request Information and response from Stakeholder is documented into a log book</p> <ul style="list-style-type: none"> - "Permintaan Informasi - Buatan", there were noted 23 request information based on regulation have been reported to the government. - "Laporan permintaan Informasi Lain – Group Buatan" there were noted 16 request information up to may 2016 from Stakeholder, e.g. from BPPD Kab. Pelawan tentang permintaan informasi Rencana CSR tahun 2016 (request information regarding CSR Program PT. IIS – Buatan in 2016) on 3rd June 2016, Badan Pusat Statistik (Nastional Statistic Body) on 29th April 2016 related Economic census – 2016. <p>Buatan II POM: There are four (4) letters received by Buatan II POM. Sample seen: Letter from SPSI NIBA, dated 13th July 2016 related to request to use land for post. Received and responded by Mill Manager on 13th July 2016, with initial response: mill manager will seek advice from GM and Technical Controller.</p> <p>Scheme Smallholders: Request Information and response from Stakeholder is documented into a log book "Kebun Plasma Buatan", there was 14 information request noted in Plasma smallholder Division, mostly request EFB for fertilizer in Plasma Area.</p> <p>KUD Bhirawa Bhakti: Request Information and response from Stakeholder is documented into a log book "Format Permintaan/Tanggapan permintaan Informasi – Tahun 2016", there was 10 information requests noted in 2015 up to 2016, e.g. information request from "Dinas Koperasi Kabupaten Siak on 29th May 2016, request information of "Pembinaan Koperasi".</p> <p>KUD Kebun Sawit Harapan: Request Information and response from Stakeholder is documented into a log book "Format Permintaan / Tanggapan permintaan Informasi – Tahun 2016", there was 5 information requests in 2015 and 6 information requests up to July 2016, e.g. request information from "Dinas Koperasi Kabupaten Siak on 5th January 2016 related RAT (Annual Member meeting) 2016.</p> <p>KUD Bina Mulia: Request Information and response from Stakeholder is documented into a log book "Format Permintaan/Tanggapan permintaan Informasi – Tahun 2016", there was 2 information requests in 2016, e.g. request information from "Bank Riau" on 25th June 2016 related "Buka Bersama".</p> <p>Based on review log book "permintaan informasi", it was seen request information have been response timely manner.</p>	<p>Comply</p>

Criterion / Indicator	Assessment Findings	Compliance
<p>Criterion 1.2: Management documents are 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>1.2.1</p>	<p>Publicly available documents shall include, but are not necessary limited to: Land titles/user rights (Criterion 2.2); • Occupational health and safety plans (Criterion 4.7); • Plans and impact assessments relating to environmental and social impacts (Criteria 5.1, 6.1, 7.1 and 7.8); • HCV documentation (Criteria 5.2 and 7.3); • Pollution prevention and reduction plans (Criterion 5.6); • Details of complaints and grievances (Criterion 6.3); • Negotiation procedures (Criterion 6.4); • Continual improvement plans (Criterion 8.1); • Public summary of certification assessment report; • Human Rights Policy (Criterion 6.13). - Major compliance -</p> <p>Estate and KKPA: The company has list of documents can access by public, such as: legal permits, SEIA (AMDAL), RKL / RPL (Management and Monitoring Plan), water management plan, waste management plan, water and air monitoring, OHS, hazardous waste management plan, CSR, employment documents, etc. All documents refer to the ratified International Regulation, National Regulation and local regulation, e.g. OHS documents refer to the Act 1, year 1970. Scheme Smallholders: The KUDs has list of documents can access by public, such as: legal permits (akte pendirian Koperasi, SHM, NPWP, SIUP and SITU), Operasional keuangan, HCV, SOP/GAP/SEIA (Amdal) and Social documents.</p>	<p>Comply</p>

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Criterion / Indicator	Assessment Findings	Compliance
	<p>Buatan II POM: Buatan II POM have prepared a list of document and information which available for public. It listed 32 types of document, and availability of each document for government/authorities, communities, NGO and cooperatives. The document listed comprise of: AMDAL; Laporan RKL/RPL (Implementation report for Environmental Management and Monitoring Plan); Social Impact Assessment; HCV Identification; Legality of the Land (Location permit, Principle permit, IPKH, HGU certificate); IMB (permit to use the building), Perizinan Lingkungan; Perizinan Mesin-mesin pabrik (Mill machinery permits); Laporan Pelaksanaan P2K3 (safety committee performance report); Laporan Perkembangan Usaha Perkebunan (Plantation Performance report); Laporan Conservation Management Plan; Program Management Lingkungan (Environmental Management Plan); CSR document; FFB price; LKPM; Laporan Kebakaran Hutan dan Lahan (Land and Forest fire report); Laporan Air Bawah Tanah (underground water usage report); Pajak dan Retribusi (tax and retribution); Perijinan Badan usaha (Plantation Business Permit); Ijin Stasiun Radio (Radio station permit); Kebijakan Perusahaan (Company Policy); Continuous Improvement Program; Social procedures (Information handling, grievance, land conflict, etc.); Laporan Limbah B3 (hazardous waste management report); Laporan Penggunaan Air Permukaan (Surface water usage report); Laporan Land Application; Wajib Lapo Ketenagakerjaan (manpower use report); HCV report; Worker's medical check up report; Analisa Fisik dan Kimia air Sungai (physical and chemical analysis of river water); Rekaman Proses Musyawarah dan Hasil Kompensasi Ganti Rugi Lahan (negotiation process record and compensation for land); Public Summary report from certification holder).</p>	
<p>Criteria 1.3: Growers and millers commit to ethical conduct in all business operations and transactions.</p>		

Criterion / Indicator		Assessment Findings	Compliance
1.3.1	<p>There shall be a written policy committing to a code of ethical conduct and integrity in all operations and transactions, which shall be documented and communicated to all levels of the workforce and operations.</p> <p>-Minor compliance</p>	<p>The company has Code of ethical conduct and integrity in all operation and transaction, dated 1st December 2014 which stated: "Poin 2 Berkomitmen berperilaku etis pada seluruh transaksi dan operasi bisnis, pelarangan seluruh bentuk korupsi, penyuapan dan penipuan dalam penggunaan dana dan sumber daya" - company committed to perform ethical conduct in all business transaction and business operation, prohibit all form of corruption, bribery and fraud in the use of financial and natural resources.</p> <p>The company also has erected this policy in public areas in Mill and estate.</p> <p>The company able demonstrate that policy has been communicated effectively to all level operation of workforce and based on interview with workers, it was found that they understand and aware the company policy.</p> <p>Buatan Estate: the company has communicated this policy by Sosialization to the worker, e.g. on 22nd January 2016, attended 35 workers in Buatan Group Estate.</p> <p>Buatan II POM: Company has communicated this policy by dissemination to the worker, e.g. on 2nd January 2016, attended 50 workers in Buatan II POM. The company also has erected this policy in public areas in Mill and estate. The company able demonstrate that policy has been communicated effectively to all level operation of workforce and based on interview with workers, it was found that they understand and aware the company policy.</p> <p>Scheme Smallholders: The company has Code of ethical conduct and integrity in all operation and transaction, dated 1st August 2013 which stated: "Berkomitmen berperilaku pada seluruh transaksi dan operasi bisnis, pelarangan seluruh bentuk korupsi, penyuapan dan penipuan dalam penggunaan dana dan sumber daya". This policy has been communicated to the members, e.g. 23rd September 2015, attended 27 KUD Bina Mulia members. Based on interview with members that they aware and uderstand this policy.</p>	Comply
Principle 2: Compliance with applicable laws and regulations			
Criterion 2.1:			
There is compliance with all applicable local, national and ratified international laws and regulations.			

Criterion / Indicator	Assessment Findings	Compliance
2.1.1 Evidence of compliance with relevant legal requirements shall be available. - Major compliance -	Estate: The company has master legal list document with must comply with it as documented in "Master List Perizinan", the master list consist of: <ol style="list-style-type: none"> 1. Ijin Prinsip (Principle permit) No.KB. 320/859/mentan/XI/1983 dated 7th November 1983 from Agriculture minister (65,000 Ha). 2. Ijin lokasi (Location Permit) No.KPTS.57/II/1987, dated 4th February 1987 for 32,000 Ha. 3. Ijin Pelepasan kawasan from Forestry Ministry (Release forest permit) No.664/Kpts-II/89, dated 31st October 1989. 4. Ijin pembukaan lahan (land clearing permit) No.1536/II/KW-6/1988, dated 2nd November 1988 from Forestry Ministry Region Riau Province. 5. Surat Keterangan Pendaftaran Tanah (Land register) from land authority of Pelalawan District No.15/SKPT/X/2004, dated 30th September 2004. 6. Surat Pendaftaran Usaha perkebunan (SPUP) from Forestry and Plantation Ministry, No.185/Mentanhut/VII/2000, dated 3rd November 2000. 7. SK. HGU (Land Title), approved by Menteri negara Agraria/Kepala BPN No.10/HGU/1993, tentang Pemberian HGU atas nama PT. IIS, atas tanah di kabupaten Kampar seluas 5,781.47 Ha" dated 13th May 1993. 8. HGU (Land titles) No.01, 1993, dated 19th June 1993, for Buatan Estate (5,781 Ha) 9. Renewal land title No.145/HGU/BPN/2004, dated 3rd November 2004. Expired until 2058 from Head of BPN (5,781 Ha) 10. IMB (Building licences), there 6 permit, such as; No.106/2009, 71/2009, 09/2009, 11/1992, 56/2009, 117/1997. 11. AMDAL (Environmental and Social impact assessment), SEIA No.013/ANDAL/BA/V/95, dated 3rd May 1995, by Agriculture Ministry. 12. Revised AMDAL (Dokumen Pengelolaan dan Pemantauan lingkungan) approved by Governor of Riau No.KPTS 975/X/2009, dated 28th October 2009. 13 Temporary hazardous waste store permit No.KPTS.503/BPMP2T-PLY/14/2016 from Badan Penanaman Modal dan Pelayanan perijinan Terpadu, Kabupaten Pelalawan, dated 18th March 2016, valid until 17th March 2021. 	Comply

Criterion / Indicator	Assessment Findings	Compliance
	<p>Koperasi Kredit Primer untuk Anggota (KKPA):</p> <ol style="list-style-type: none"> 1. Badan Hukum (Cooperative entity permit) No.25/BH/K.WK 4/5.1/III/1996, dated 6th March 1996. 2. Renewal of Badan Hukum No.25/PAD/BH/KDK, dated 25th June 2011. 3. Tanda Daftar Perusahaan (TDP) – Registration No.04162412000002, dated 16th April 2012, valid until 7th March 2017. 4. SITU (Site Business permit) No.137/KPPT/SITU/2011/398, dated 12th December 2011, valid until 11th December 2016. 5. NPWP (Tax number): 01.894.557.4-222-000. 6. UKL/UPL (Environmental Management and Monitoring Effort) No.660/BLH-AM/2012/181, dated 22nd February 2012 by “Kepala Badan Lingkungan Hidup Kabupaten Pelalawan” (Environmental Department of Pelalawan District). 7. Recommendation from Head of district “Surat Rekomendasi Bupati Daerah Tingkat II Kampar No.593/TP/1671/1996, tentang Rekomendasi Pencadangan Lahan Untuk kemitraan PT. IIS dengan KUD Delima Sakti di Desa Delik Kecamatan Bunut seluas 3,500 Ha”, dated 28th February 1996. The letter stated: “Persetujuan rekomendasi pencadangan lahan ini diberikan hanya untuk pola kemitraan dengan komoditas perkebunan kelapa sawit” – approval for land gazetted for oil palm plantation with partnership module. 8. Memorandum Of Understanding (MoU) between KUD Delima Sakti and PT. Inti Indosawit Subur No.160/IIS-Pbr/Ext/III/96–04/KUD-DS/III/1996, dated 29th March 1996 for developing Scheme Smallholders (KKPA) for developing oil palm plantation 1,500 Ha (750 KK), approved by Bupati Kabupaten Kampar. 9. “Surat Bupati Kampar kepada Gubernur Riau No.520/TP/2207, tentang Pengembangan perkebunan Pola Kemitraan PT. IIS dengan KUD Delima sakti, Desa Delik, Kecamatan Bunut, Kabupaten Kampar”, dated 22nd July 1996; stated the land was for developing developing oil palm plantation with PIR-KKPA. 10. “Surat Keputusan Bupati Kampar No.525/TP/VII/1250/1996 tentang Pengembangan Perkebunan Pola Kemitraan PT. IIS dengan KUD Delima Sakti Desa Delik, Kecamatan Bunut, Kabupaten Kampar”, dated 29th July 1996. Stating oil palm plantation development with partnership scheme between KKPA KUD Delima Sakti and PT. Inti Indosawit Subur for 3,000 Ha own and managed by local communities and 1,400 Ha in “Hutan Produksi Tetap”. <p>---</p>	

Criterion / Indicator	Assessment Findings	Compliance
	<p>11. "Surat Keputusan Bupati Kampar No.525/TP/97/3042 tentang Pencadangan lahan untuk perkebunan secara kemitraan antara KUD Delima sakti dengan PT. IIS", dated 25th January 1997. Letter for development of 2,000 Ha land for oil palm plantation.</p> <p>12. "Surat Keputusan Bupati Kampar No.593/TP/1671/1996, tentang Rekomendasi Pencadangan Lahan untuk kemitraan PT. Inti Indosawit Subur dengan KUD Delima Sakti di Desa Delik, Kecamatan Bunut seluas 3,500 Ha" dated 28th February 1996 with dtails 2,000 Ha for nucleus dan 1,500 Ha for KKPA.</p> <p>13. "Pertimbangan teknis from Kantor Wilayah Departemen Kehutanan No.5000/Kwl-6/1997", dated 1st February 1997. Technical Review from forestry service stated that proposed area 4,200 Ha, consist of:</p> <ul style="list-style-type: none"> - Based on Peta Kawasan Hutan: 1,000 Ha falls under Pengembangan Kehutanan (forest development area) and 3,200 Ha falls under Areal Pengembangan Perkebunan (plantation development area); - Based on existing permit: 1,000 Ha for forest development area; 1,500 Ha PT. Langgam Inti Hibrido and 1,700 Ha PT. Adhiguna Sawit Mandiri. <p>14. Review "Telaah Staf BPN Propinsi Riau No.378/050/1997, tentang Permohonan KUD Delima Sakti untuk mendapatkan pencadangan lahan perkebunan di desa Delik, Kecamatan Bunut, Kabupaten Kampar melalui sistem kemitraan dengan PT. Inti Indosawit Subur", dated 28th February 1997. The review stated that those area has been checked, no any overlapping with other party.</p> <p>15. Persetujuan pencadangan lahan (Approval Developing Land) from Governor of Riau No.525/Ek/3304, dated 8th November 1997 for KKPA Delima Sakti (+3,500 Ha) with KKPA Scheme.</p> <p>16. Nota Kesepakatan (MOU) between Plantation Timber company and PT. Inti Indosawit Subur, dated 1st August 1998 for managing KKPA KUD. Delima Sakti located in Delik Village, Bunut District, Kampar Regency, Riau Province.</p> <p>---</p>	

Criterion / Indicator	Assessment Findings	Compliance
	<p>17. Partnership Agreement between PT. Inti Indosawit Subur with KKPA KUD Delima Sakti dated 13th August 1998 for developing oil palm plantation for KKPA KUD Delima Sakti which located in Delik Village, Bunut District, Kampar Regency, Riau Province as regulated in "Surat Keputusan Gubernur Riau No.525/Ek/3304", dated 8th November 1997. This agreement approved by both of parties and witnessed Kepala Dinas Koperasi & PPK Kabupaten Kampar (Cooperative Department of Kampar District), Plantation Department of Kampar District, Region Secretary of Riau Province and Regent of Kampar (Bupati).</p> <p>18. Izin Lokasi (Location permit) from Bupati Kepala Daerah Tingkat II Kampar No.526/IP/PS/98/1998, dated 28th September 1998 tentang "Izin Pembukaan Lahan Kebun Kelapa Sawit Pola PIR-KKPA KUD Delima Sakti di Desa Delik, Kecamatan Bunut, Kabupaten Kampar".</p> <p>19. Permohonan Dispensasi Pembukaan Lahan Seluas ±1,700 Ha from "Kantor Wilayah Propinsi Riau" No.4322/Kwl-6/1998, dated 20th October 1998. This was dispensation letter for developing oil palm plantation for KKPA KUD Delima Sakti from Kepala Kantor Wilayah Kehutanan dan Perkebunan Provinsi Riau (Forestry and Plantation Department of Riau Province) for areas ±1,700 Ha, stated that KUD Delima Sakti has obtained technical review and no objection.</p> <p>20. Renewal Partnership Agreement between PT. Inti Indosawit Subur and KKPA KUD Delima Sakti No.22/P.kemitraan/DS/KE/2005 – No.06/KUD-DS/VII/2005, dated 30th July 2005 for developing oil palm plantation for KKPA KUD Delima Sakti with approved by Regent of Pelalawan.</p> <p>21. "Surat Persetujuan Pembukaan Lahan dari Dinas Perkebunan Provinsi Riau No.525.26.D.1151, tentang Persetujuan Rencana Pembukaan Areal an. KUD Delima Sakti" dated 21st October 1999. The approval for land clearing for ±1,000 Ha (planting 1999/2000).</p> <p>---</p>	

Criterion / Indicator	Assessment Findings	Compliance
	<p>22. "Izin Bupati Pelalawan No.KPTS. 525.26/PEM/XI/166/2005, tentang Pemberian Izin Pembukaan Kelapa Sawit dan Penetapan Nama Nama Anggota KUD Delima Sakti peserta program pembangunan perkebunan kelapa sawit Pola Kemitraan di Desa Lalang Kabung, Kecamatan Pelalawan, Kabupaten Pelalawan, Provinsi Riau dengan luasan 1,500 Ha (750 KK). List of KKPA members (Calon Petani Calon Lahan – CPCL), dated 30th November 2005. Renewal approval permit from Regent of Pelalawan, consist of 30 sub group members, each group consist 25 members, each member: 2 Ha.</p> <p>23. Perjanjian Kredit (Credit Agreement for developing KKPA) between PT. IIS and KKPA KUD. Delima Sakti as regulated in "Akte Notaris" No.37, dated 25th April 2007 by notary Nusyirwan Koto, SH, M,KM.</p> <p>24. The land titles of KKPA documented in "Daftar sertifikat Hak Milik Delima Sakti cooperative" 426 certicate has been issued by the land authority and 324 certificate on-oing process.</p> <p>25. Letter of KUD Delima Sakti No.022/KUD-DS/IV/2010, dated 19th March 2010 and No.023/KUD-DS/IV/2010, dated 5th June 2010 to Plantation Timber Company for releasing areas to proceed land title (SHM) in the National land Authority (BPN RI).</p> <p>26. Response from the timber company No.071/XI/2011, dated 16th November 2011 stated that the local communities areas which planted oil palm has existed prior the company obtained the permit from Government.</p> <p>The company with KKPA KUD Delima Sakti has created time-plan to proceed the rest of land title (SHM) for 324 members (instead 750 members) with time-plan up to December 2016. The first step, the company and KUD. Delima Sakti has conducted meeting on 13th October 2015 and agreed follow up meeting with others parties who are has authority in land titles (SHM), the progress dealing with land title of rest members will be follow-up in the next surveillance. Follow up rest land title: The KKPA (KUD Delima Sakti sent letter to the Kepala Badan pertanahan Nasional (BPN) Kab. Pelalawan No.032/KUD D-S/IX/2015, dated 2nd September 2015. The company and KUD. Delima Sakti has conducted meeting on 13th October 2015 and agreed follow up meeting with others parties who are has authority in land titles (SHM). The company (PT. IIS) as fasilitator and mediator) also sent letter to the timber company No.035/ES-KBN/KBN/EXT/10/2015, dated 23rd October 2015.</p>	

Criterion / Indicator	Assessment Findings	Compliance
	<p>Buatan II POM: Evaluasi Kepatuhan Hukum PT. Inti Indosawit Subur-Buatan II POM. Latest revision dated 30/12/2015. Public Relation officer is responsible to update and review the relevant regulations. Copy of relevant regulations are available. Buatan II POM: Mill machineries permit and inspection: "Akte Izin Bejana Uap (BPV) dari Dinas Tenaga Kerja Kabupaten Pelalawan" dated 30th October 2003 for back pressure vessel S/N GM208/1996 dated 30th October 2003. Latest inspection report No.LPI/JM/V/377/2015 dated 25th May 2015 with next inspection due 22nd May 2017. Report stated the steam vessel, safety valve, steam trap, valve, isolation, temperature measurement tool, welding , corrosion, temperature control are in good condition. "Akte Izin Bejana Uap (Sterilizer) Kepala Dinas Tenaga Kerja Kabupaten Pelalawan No.027/BU/PL/2005" dated 21st July 2005 for Sterilizer No.1. Latest inspection report No.LPJ/JM/V/374/2015 dated 25th May 2015, next inspection due 22nd May 2017. "Akte Izin Bejana Uap (Sterilizer) Kepala Dinas Tenaga Kerja Kabupaten Pelalawan No.029/BU/PL/2005" dated 21st July 2005 for Sterilizer No.3. Latest inspection report No.LPI/JM/XI/158/2014 dated 7th November 2014, next inspection due 5th November 2016. "Izin Pengesahan Pemakaian Motor Diesel Dinas Tenaga Kerja Kabupaten Pelalawan No.064/M-MD/PLLWN/2003" dated 7th August 2003 for Motor Diesel No.1. Latest inspection report under "Laporan Hasil Pemeriksaan & Pengujian Pesawat Tenaga dan Produksi No.LHPP/JM/XI/517/2015, dated 20th November 2015 due for 18th November 2016. "Izin Pengesahan Pemakaian Instalasi Listrik Dinas Tenaga Kerja Kabupaten Pelalawan No.027/IL-L/PL/2005", dated 21st July 2005. Inspection report No.LHPP/JM/XI/516/2015, dated 20th November 2015 and next inspection due for 18th November 2016. "Akte Izin Turbin Uap Pengesahan Dinas Tenaga Kerja Kabupaten Pelalawan No.085/M-TU/PLL/2005" dated 7th August 2003 for Steam turbine Shinko Kin 1560 hp, with S/N RB4-99984. Latest inspection report No.LHPP/JM/XI/515/2015 dated 20th November 2015, next inspection due 18th November 2016. Based on report, the steam turbine was in good condition. "Izin Pengesahan Pemakaian Instalasi Penyalur Petir No.032/IP-P/PL/2005" dated 21st July 2005 for lightning arrester. Last inspection reported under Laporan Hasil Pemeriksaan dan Pengujian Instalasi Penyalur Petir No.LHPP/JM/XI/514/2015, dated 20th November 2015, next inspection due 18th November 2016.</p>	

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Criterion / Indicator	Assessment Findings	Compliance
	<p>Scheme Smallholders:</p> <p>KUD Bhirawa Bhakti:</p> <ol style="list-style-type: none"> 1. Akte Pendirian Perusahaan No.1661/BH/XIII, dated 19th May 1992. 2. Surat Izin Usaha Perdagangan (SIUP) No.0834/04.12/PM/II/2016, dated 10th February 2016, valid until 10th February 2021. 3. Tanda Daftar Perusahaan (TDP) No.04.12.264.00.00100, dated 10th February 2016 valid until 17th September 2019. 4. Surat Izin Tempat Usaha (SITU) No.523.33/SITU/I/2016/06, dated 25th January 2016 (valid 25th January 2021). 5. Rapat Anggota Tahunan/RAT (Annual Members Meeting) for 2014 was conducted on 23rd March 2015 and RAT 2015 will be planned in August 2016. Minutes meeting of RAT, attended 441 members. <p>KUD Kebun Sawit Harapan:</p> <ol style="list-style-type: none"> 1. Akte Pendirian Perusahaan No.51-BH/KDK2.2/XI/1998, dated 11th November 1998; 2. Surat Izin Usaha Perdagangan (SIUP) No.0742/04.12/PM/V/2016, dated 26th May 2015 (valid until 25th May 2020); 3. Tanda Daftar Perusahaan (TDP) No.04.12.247.00.0002, dated 26th May 2015 (valid until 12th August 2018); 4. Surat Izin Tempat Usaha (SITU) No.523.33/SITU/IV/2016/06, dated 15th April 2015 (valid 15th April 2020); 5. Rapat Anggota Tahunan/RAT (Annual Members Meeting) for 2015 was conducted on 25th February 2016. <p>KUD Bina Mulia:</p> <ol style="list-style-type: none"> 1. Renewal Akte Pendirian Perusahaan No.PAD-BH/IV.8/V/2010/04, dated 24th Mei 2010; 2. Surat Izin Usaha Perdagangan (SIUP) No.0269/04.12/PK/VI/2010, dated 28th June 2010 (valid until 28th June 2015), renewal in progress now with Surat Permohonan Perpanjangan SIUP, dated 27th July 2016. 3. Tanda Daftar Perusahaan (TDP) No.04.12.265.00.0013, dated 28th June 2010 (valid until 28th June 2015), renewal in progress now with "Surat Permohonan Perpanjangan TDP" on 27th Juli 2016. 4. Annual Members Meeting) for 2015 was conducted in May 2016. 	

Criterion / Indicator		Assessment Findings	Compliance
2.1.2	<p>A documented system, which includes written information on legal requirements, shall be maintained.</p> <p>- Minor compliance -</p>	<p>Buatan Estate and KKPA: The company has list comprehensive list of regulation which prepared by Humas Department as documented in "Evaluasi Kepatuhan Hukum PT. Inti Indosawit Subur – Buatan, The list is updated regularly, the last updated on 06th June 2016, the list consist of legal requirement, evaluation, evidence of compliance, and update.</p> <p>Scheme Smallholders: KUD Bhirawa Bhakti: Summary of permits and licenses checked and recorded in regulation record book - "Checklist Perizinan di KUD". The KUD has list comprehensive list of regulation which prepared by KUD assist by Scheme manager as recorded in "Status Evaluasi Kepatuhan Hukum", updated June 2016, the list consist of legal requirement, evaluation, evidence of compliance, and update, e.g evaluation of "Keputusan Gubernur Riau No.Kpts.15/2016" regarding minimum wages.</p> <p>KUD Kebun Sawit Harapan and KUD Bina Mulia: The KUD has list comprehensive list of regulation which prepared by KUD assist by Scheme manager as recorded in "Status Evaluasi Kepatuhan Hukum", updated June 2016, the list consist of legal requirement, evaluation, evidence of compliance, and update, e.g evaluation of "Keputusan Gubernur Riau No.Kpts.15/2016" regarding minimum wages, "Permentan No.14//Permentan/O.T.140/2/2013 tentang Harga Pembelian TBS produksi pekebun", "Peraturan Menteri Koperasi dan UKM No.02/Per/M.KUKM/V/2012 tentang Penggunaan Lambang Koperasi Indonesia", "Peraturan Menteri Koperasi dan UKM No.01/Per/M.KUKM/II/2015 tentang Perubahan Lambang/Logo Gerakan Koperasi Indonesia".</p>	Comply
2.1.3	<p>A mechanism for ensuring compliance shall be implemented.</p> <p>- Minor compliance -</p>	<p>Internal checking on legal compliance conducted once a year through Internal Audit Sustainability for RSPO-ISCC-SMK3-ISPO schemes. Latest internal audit for Mill and Estate/KKPA was on 17 – 18th June 2015.</p> <p>NC Minor: A number of laws and regulation have not been included and evaluated in the list of relevant regulations.</p> <p>Objective Evidence: Company has not identified and evaluated a number of relevant regulations, among others: - Undang-undang No.39 tahun 2014 tentang Perkebunan; - Peraturan Pemerintah No.101 tahun 2014 tentang Pengelolaan Limbah B3;</p>	NC Minor

Criterion / Indicator		Assessment Findings	Compliance
2.1.4	<p>A system for tracking any changes in the law shall be implemented.</p> <p>- Minor compliance -</p>	<p>Estate, Mill and KKPA: A system for tracking any changes of regulation conducted by Public Relation officer through searching in internet and/or communication with local government. This has been explained in SOP AA-GL-5001.1-R0 "Pemenuhan Peraturan Perundang-Undangan dan Perubahannya", approved on 5th November 2009.</p> <p>Scheme Smallholders: Scheme manager will inform the scheme smallholders (cooperative) if there is any a change or amendment in laws and regulations. Scheme manager conduct meetings with the cooperative members to ensure compliance.</p>	Comply
<p>Criterion 2.2: The right to use the land is demonstrated, and is not legitimately contested by local people who can demonstrate that they have legal, customary or user rights.</p>			

Criterion / Indicator	Assessment Findings	Compliance
<p>2.2.1</p> <p>Documents showing legal ownership or lease, history of land tenure and the actual legal use of the land shall be available.</p> <p>- Major compliance -</p>	<p>Buatan Estate: PT. Inti Indosawit Subur – Buatan demonstrate a valid land ownership covering: 1. “Surat Keputusan Hak Guna Usaha” (Land Title), approved by “Menteri Negara Agraria/Kepala BPN No.10/HGU/1993 tentang Pemberian HGU atas nama PT. IIS, atas tanah di Kabupaten Kampar seluas 5,781.47 Ha”, dated 13th May 1993. 2. HGU (Land titles) No.01, 1993, dated 19th June 1993. for Buatan Estate (5,781 Ha). 3. Renewal land title No. 145/HGU/BPN/2004, dated 3rd November 2004. Expired until 2058 from Head of BPN (5,781 Ha).</p> <p>Scheme Smallholders: KUD Bhirawa Bhakti, sampled certificate: Buku Tanah No.572; Certificate under name 368 Dekar Mutu/Samidi Citro Sentono, No.05.02.01.02.1.00572 for 20,000 m² dated 26th October 1993; based on “Surat Keputusan Kepala Kantor Wilayah BPN Provinsi Riau, No.SK.05/PIR/KW.24-Bks/93 81” dated 24th September 1993; as per measurement map No.2299/1993 dated 26th October 1993. Complemented with map of scale 1:2,000. Buku Tanah No.583; Certificate under name 441 Tarnano, No.05.02.01.02.1.00583 for 20,000 m² dated 26th October 1993; based on “Surat Keputusan Kepala Kantor Wilayah BPN Provinsi Riau, No.SK.05/PIR/KW.24-Bks/93 92” dated 24th September 1993; as per measurement map No.2310/1993 dated 26th October 1993. Complemented with map of scale 1:2,000. Buku Tanah No.589; Certificate under name 442 Warsito, No.05.02.01.02.1.00589 for 20,000 m² dated 26th October 1993; based on “Surat Keputusan Kepala Kantor Wilayah BPN Provinsi Riau, No.SK.05/PIR/KW.24-Bks/93 98” dated 24th September 1993; as per measurement map No.2316/1993 dated 26th October 1993. Complemented with map of scale 1:2,000. Buku Tanah No.679; Certificate under name 417 Sabil bin Sarnita/D. Hartati, No.05.11.06.01.1.00679 for 20,000m² dated 26th October 1993; based on “Surat Keputusan Kepala Kantor Wilayah BPN Provinsi Riau, No.SK.05/PIR/KW.24-Bks/93 188” dated 24th September 1993; as per measurement map No.2406/1993 dated 26th October 1993. Complemented with map of scale 1:2,000. Cooperative record the land owner under name D. Hartati.</p>	<p>Comply</p>

Criterion / Indicator		Assessment Findings	Compliance
		<p>Scheme smallholders: KUD Kebun Sawit Harapan, sampled: Sertipikat/Buku Tanah No.471; Certificate under name 3794 Zakirudin, No.05.16.71.86.1.00471 for 20,000 m² dated 23rd October 1995; based on "Surat Keputusan Kepala Kantor Wilayah BPN Provinsi Riau, No.SK.09/PIR/KW.24-KR/1995 1129 dated 19th October 1995; as per measurement map No.9744/1995 dated 20th October 1995. Complemented with map of scale 1:2,000.</p> <p>Sertipikat/Buku Tanah No.1249; Certificate under name 3748 Enang/Sutarman, No.05.16.09.08.1.01249 for 20,000 m² dated 6th October 1998; based on "Surat Keputusan Kepala Kantor Wilayah BPN Provinsi Riau, No.SK.09/PIR/KW.24-PR/1995 dated 18th october 1995; as per measurement map No.9744/1995 dated 26th October 1993. Complemented with map of scale 1:2,000. Cooperative recorded the current land owner Mr.Sutarman.</p>	
2.2.2	<p>Legal boundaries shall be clearly demarcated and visibly maintained.</p> <p>- Minor compliance -</p>	<p>Buatan Estate:</p> <p>KKPA: There is a program for boundary pegs program is documented in "Program dan Realisasi Pemeliharaan patok KKPA Buatan Tahun 2016". The company has conducted boundary pegs regularly every 6 (six) months based on procedure, the last monitoring was ocnducted on in June 2016, based on the report was seen that all boundary pegs is clear visibly and maintained and good condition.</p> <p>Scheme smallholders: based on field visit, it was found that existing and re-install boundary pegs is available, visible clearly and maintained. The scheme manager also has re-delineation with GPS Position for preparing replanting program and continuing progress for all smallholder member.</p>	Comply
2.2.3	<p>Where there are or have been disputes, additional proof of legal acquisition of title and evidence that fair compensation has been made to previous owners and occupants shall be available, and that these have been accepted with free, prior and informed consent (FPIC).</p> <p>- Minor compliance -</p>	<p>Buatan Estate and Scheme smallholders: Based on documents review and interview with local government and local communities surrounding the company, it was noted that no customary land or legal rigths within the company and scheme smallholders areas.</p> <p>All company plantation and scheme smallholder area have been issued with valid "Hak Guna Usaha/HGU" – land title.</p>	Comply

Criterion / Indicator		Assessment Findings	Compliance
2.2.4	<p>There shall be an absence of significant land conflict, unless requirements for acceptable conflict resolution processes (see Criteria 6.3 and 6.4) are implemented and accepted by the parties involved.</p> <p>-Major compliance</p>	<p>Buatan Estate and Scheme smallholders: Based on documents review and interview with local government and local communities surrounding the company, it was noted that no customary land or legal rights within the company and scheme smallholders areas.</p>	Comply
2.2.5	<p>For any conflict or dispute over the land, the extent of the disputed area shall be mapped out in a participatory way with involvement of affected parties (including neighbouring communities where applicable).</p> <p>-Minor compliance</p>	<p>Buatan Estate and Scheme Smallholders: Based on documents review and interview with local government and local communities surrounding the company, it was noted that no land dispute was noted.</p>	Comply
2.2.6	<p>To avoid escalation of conflict, there shall be no evidence that palm oil operations have instigated violence in maintaining peace and order in their current and planned operations.</p> <p>-Major compliance</p>	<p>Buatan Estate and Scheme Smallholders: Based on documents review and interview with local government and local communities surrounding the company, it was noted that no land dispute was noted. Furthermore, from interview also noted company never using violence when resolving problems/issue with community.</p>	Comply
<p>Criterion 2.3: Use of the land for oil palm does not diminish the legal rights, customary or user right of other users without their free, prior and informed consent.</p>			
2.3.1	<p>Maps of an appropriate scale showing the extent of recognized legal, customary or user rights (Criteria 2.2, 7.5 and 7.6) shall be developed through participatory mapping involving affected parties (including neighbouring communities where applicable, and relevant authorities)..</p> <p>- Major compliance -</p>	<p>Estate and Scheme Smallholders: The Company and scheme smallholders has "Hak Guna Usaha (HGU)/"Sertifikat Hak Milik (SHM)" Land title for smallholders. There are no customary land or legal rights within the company and scheme smallholdres area as the land originally was allocated as part of transmigration program. Based on documents review and interview with local government and local communities surrounding the company, it was noted there was no area/land that is under dispute.</p>	

Criterion / Indicator	Assessment Findings	Compliance
<p>2.3.2 Copies of negotiated agreements detailing the process of free, prior and informed consent (FPIC) (Criteria 2.2, 7.5 and 7.6) shall be available and shall include:</p> <p>a) Evidence that a plan has been developed through consultation and discussion with all affected groups in the communities, and that information has been provided to all affected groups, including information on the steps that shall be taken to involve them in decision making;</p> <p>b) Evidence that the company has respected communities' decisions to give or withhold their consent to the operation at the time that this decision was taken;</p> <p>c) Evidence that the legal, economic, environmental and social implications for permitting operations on their land have been understood and accepted by affected communities, including the implications for the legal status of their land at the expiry of the company's title, concession or lease on the land.</p> <p>- Minor compliance -</p>	<p>Buatan Estate and Scheme Smallholder: Based on documents review and interview with local government and local communities surrounding the company, it was noted that no customary land or other legal rights within the company areas and in smallholder plantation.</p>	<p>Comply</p>
<p>2.3.3 All relevant information shall be available in appropriate forms and languages, including assessments of impacts, proposed benefit sharing, and legal arrangements.</p> <p>-Minor compliance</p>	<p>Buatan Estate and Scheme Smallholder: Based on documents review and interview with local government and local communities surrounding the company, it was noted that no customary land or other legal rights within the company areas and in smallholder plantation.</p>	<p>Comply</p>

Criterion / Indicator		Assessment Findings	Compliance
2.3.4	<p>Evidence shall be available to show that communities are represented through institutions or representatives of their own choosing, including legal counsel.</p> <p>-Major compliance</p>	<p>Buatan Estate and Scheme Smallholder: Based on documents review and interview with local government and local communities surrounding the company, it was noted that no customary land or other legal rights within the company areas and in smallholder plantation.</p>	Comply
<p>Principle 3: Commitment to long-term economic and financial viability</p>			
<p>Criterion 3.1: There is an implemented management plan that aims to achieve long-term economic and financial viability.</p>			

Criterion / Indicator		Assessment Findings	Compliance																																				
<p>3.1.1</p>	<p>A business or management plan (minimum three years) shall be documented that includes, where appropriate, a business case for scheme smallholders.</p> <p>- Major compliance -</p>	<p>Buatan Estate and Mill: PT. Inti Indosawit Subur – Buatan maintained a 3 Year working plan for Productivity per planting year of the estate and scheme smallholders, under “Rencana Kerja produksi dan Biaya 5 tahunan”. The plan indicates the target for 2016, 2017, 2018, 2019 and 2020. The estimation based on actual production realization from 2011, 2012, 2013, 2014, and 2015. The estimation including OER average, KER average, Production cost (Rupiah/tonne CPO) divided between estate cost and mill cost.</p> <p>The costs comprise of upkeep activities (such as weed control, fertilizer application, pest and disease management, pruning and castration, oil palm census and thinning out, ditch/terrace/platform maintenance, road and bridge maintenance, survey and maintenance of boundary poles) and Harvesting cost (harvesting, transport and weighing).</p> <p>KKPA: PT IIS's – KKPA maintained a 3 Year working plan for Productivity per planting year of the estate and scheme smallholders, under “Rencana Kerja produksi 3 Tahun”. The plan indicates the target for 2016 – 2018. The estimation based on actual production realization from 2013, 2014, and 2015. The estimation FFB production, cost production, and OER, KER, etc.</p> <table border="1"> <thead> <tr> <th>Year</th> <th>FFB Production</th> <th>CPO Produced</th> <th>Cost FFB Production (in Millions)</th> </tr> </thead> <tbody> <tr> <td>Actual</td> <td></td> <td></td> <td></td> </tr> <tr> <td>2013</td> <td>24,030</td> <td>5,364</td> <td>xx,074</td> </tr> <tr> <td>2014</td> <td>23,120</td> <td>4,619</td> <td>xx,381</td> </tr> <tr> <td>2015</td> <td>24,605</td> <td>4,923</td> <td>xx,109</td> </tr> <tr> <td>Projection</td> <td></td> <td></td> <td></td> </tr> <tr> <td>2016</td> <td>28,924</td> <td>5,788</td> <td>xx,283</td> </tr> <tr> <td>2017</td> <td>26,553</td> <td>5,417</td> <td>xx,865</td> </tr> <tr> <td>2018</td> <td>27,084</td> <td>5,311</td> <td>xx,658</td> </tr> </tbody> </table>	Year	FFB Production	CPO Produced	Cost FFB Production (in Millions)	Actual				2013	24,030	5,364	xx,074	2014	23,120	4,619	xx,381	2015	24,605	4,923	xx,109	Projection				2016	28,924	5,788	xx,283	2017	26,553	5,417	xx,865	2018	27,084	5,311	xx,658	<p>Comply</p>
Year	FFB Production	CPO Produced	Cost FFB Production (in Millions)																																				
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	<p>Scheme Smallholders: Scheme smallholders has 4 year program (2016 – 2019), this program covering, projection of FFB production, cost (spraying, fertilizer, harvesting, transport, and general cost), Projection income and income per each member. This projection is based on actual production in last 3 year (2012, 2013, 2014 and 2015).</p> <p>KUD Bhirawa Bhakti:</p> <table border="1" data-bbox="659 689 1171 801"> <thead> <tr> <th rowspan="2">Description</th> <th colspan="4">Projection</th> </tr> <tr> <th>2016</th> <th>2017</th> <th>2018</th> <th>2019</th> </tr> </thead> <tbody> <tr> <td>Production</td> <td>20,756</td> <td>9,086</td> <td>0.00</td> <td>0.00</td> </tr> <tr> <td>Tonnes/Ha</td> <td>21.09</td> <td>20.47</td> <td>0.00</td> <td>0.00</td> </tr> </tbody> </table> <p>Note: Replanting will be started in 2016 (phase 1) and 2018 (phase 2).</p> <p>KUD Kebun Sawit Harapan:</p> <table border="1" data-bbox="659 920 1187 1032"> <thead> <tr> <th rowspan="2">Description</th> <th colspan="4">Projection</th> </tr> <tr> <th>2016</th> <th>2017</th> <th>2018</th> <th>2019</th> </tr> </thead> <tbody> <tr> <td>Production</td> <td>18,362</td> <td>17,627</td> <td>16,819</td> <td>15,810</td> </tr> <tr> <td>Tonnes/Ha</td> <td>22.95</td> <td>22.03</td> <td>21.15</td> <td>21.05</td> </tr> </tbody> </table> <p>KUD Bina Mulia:</p> <table border="1" data-bbox="659 1099 1187 1211"> <thead> <tr> <th rowspan="2">Description</th> <th colspan="4">Projection</th> </tr> <tr> <th>2016</th> <th>2017</th> <th>2018</th> <th>2019</th> </tr> </thead> <tbody> <tr> <td>Prod.</td> <td>19,440</td> <td>19,064</td> <td>18,628</td> <td>17,876</td> </tr> <tr> <td>Tonnes/Ha</td> <td>22.29</td> <td>21.86</td> <td>20.50</td> <td>20.00</td> </tr> </tbody> </table> <p>Projection cost data consist of: acreage (ha), number of member, projection FFB production, Average of FFB pricing, income projection a year, cost estimation a year (weeding, tunasan, harvesting, transport), income a year, income per each member.</p> <p>Buatan II POM: The POM budget reviewed on 18th December 2015. The latest budget approved on 02/01/2016. Breakdown of FFB process for 2016: FFB from company-owned plantation 58,498 tons; FFB from KKPA plantation 28,924 tons; FFB from scheme smallholder 152,628 tons; FFB from third party contractors 100,000 tons. The business or management plan for minimum three years:</p> <table border="1" data-bbox="659 1727 1225 1939"> <thead> <tr> <th>Year</th> <th>FFB process (Tons)</th> <th>CPO production (Tons)</th> <th>Kernel production (Tons)</th> <th>OER (%)</th> <th>KER (%)</th> </tr> </thead> <tbody> <tr> <td>2015</td> <td>352,919</td> <td>69,561</td> <td>16,976</td> <td>19.71</td> <td>4.81</td> </tr> <tr> <td>2016</td> <td>340,050</td> <td>64,269</td> <td>17,131</td> <td>18.90</td> <td>5.04</td> </tr> <tr> <td>2017</td> <td>323,047</td> <td>64,448</td> <td>16,274</td> <td>19.95</td> <td>5.04</td> </tr> <tr> <td>2018</td> <td>327,893</td> <td>65,480</td> <td>16,518</td> <td>19.97</td> <td>5.04</td> </tr> <tr> <td>2019</td> <td>332,812</td> <td>66,496</td> <td>16,766</td> <td>19.98</td> <td>5.04</td> </tr> </tbody> </table>	Description	Projection				2016	2017	2018	2019	Production	20,756	9,086	0.00	0.00	Tonnes/Ha	21.09	20.47	0.00	0.00	Description	Projection				2016	2017	2018	2019	Production	18,362	17,627	16,819	15,810	Tonnes/Ha	22.95	22.03	21.15	21.05	Description	Projection				2016	2017	2018	2019	Prod.	19,440	19,064	18,628	17,876	Tonnes/Ha	22.29	21.86	20.50	20.00	Year	FFB process (Tons)	CPO production (Tons)	Kernel production (Tons)	OER (%)	KER (%)	2015	352,919	69,561	16,976	19.71	4.81	2016	340,050	64,269	17,131	18.90	5.04	2017	323,047	64,448	16,274	19.95	5.04	2018	327,893	65,480	16,518	19.97	5.04	2019	332,812	66,496	16,766	19.98	5.04	
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<p>3.1.2</p>	<p>An annual replanting programme projected for a minimum of five years (but longer where necessary to reflect the management of fragile soils, see Criterion 4.3), with yearly review, shall be available.</p> <p>- Minor compliance -</p>	<p>Buatan Estate: Buatan Estate was dividing the division which supplying to Buatan II POM into Division IV, V, VI, and the latest VII. Replanting program is documented in the budget plan. Buatan Estate shows a series of correspondence and meeting result related to review on replanting plan. The latest replanting plan as follow, supply base to Buatan II POM, Buatan Estate (Division IV, V, VI and VII):</p> <table border="1"> <thead> <tr> <th>Replanting Plan</th> <th>Block</th> <th>Hectare</th> </tr> </thead> <tbody> <tr> <td>2015</td> <td>F88a, F88b, F88c, F88d, F89b,</td> <td>376 Ha</td> </tr> <tr> <td>2016</td> <td>D88a, D88b, D89a, D89b, D90a, D90b, D90c</td> <td>417 Ha</td> </tr> <tr> <td>2017</td> <td>E90a, E90b, E90c, F88g, F89c, F89d</td> <td>551 Ha</td> </tr> <tr> <td>2018</td> <td>F88e, F88f, F88g, F88h, F88i, F89a, F90a</td> <td>344 Ha</td> </tr> <tr> <td>2019</td> <td>D90c, D90d, D91a, D91b, D91d, D91e, D91f</td> <td>603 Ha</td> </tr> <tr> <td>2021</td> <td>E90c, E91a, E91b, E91c, E91d, E91e, E91f</td> <td>600 Ha</td> </tr> <tr> <td>2022</td> <td>D90a</td> <td>4 Ha</td> </tr> <tr> <td>2023</td> <td>D88b, D91c, F88h</td> <td>90 Ha</td> </tr> </tbody> </table> <p>Company shows email correspondence explaining the result of replanting on hilly area, dated 30th March 2016. The correspondence reviewed by Head of Plantation and Services on 1st April 2016. Program dan Realisasi Harian Replanting PT. Inti Indosawit Subur, Kebun Buatan, dated July 2016. The estate demonstrated felling and chipping March 2016 felled and chipped 60 Ha - 7,506 palms; April 2016 felled and chipped 208 Ha - 26,207 palms; May 2016 felled and chipped 212 Ha - 26,764 palms; June 2016 felled and chipped 97 Ha - 14,260 palms; Stacking in March 2016 for 101 Ha, April 2016 for 139 Ha, May 2016 for 168 Ha, June 2016 for 195 Ha.</p> <p>KKPA: Not applicable as no replanting plan in the near future. Audit team noted the planting years 2000, 2001 and 2003.</p> <p>Scheme smallholders: The replanting progress in scheme smallholder blocks has been reviewed on 16th July 2016 resulted in changes of hectare of replanting area for each cooperative.</p>	Replanting Plan	Block	Hectare	2015	F88a, F88b, F88c, F88d, F89b,	376 Ha	2016	D88a, D88b, D89a, D89b, D90a, D90b, D90c	417 Ha	2017	E90a, E90b, E90c, F88g, F89c, F89d	551 Ha	2018	F88e, F88f, F88g, F88h, F88i, F89a, F90a	344 Ha	2019	D90c, D90d, D91a, D91b, D91d, D91e, D91f	603 Ha	2021	E90c, E91a, E91b, E91c, E91d, E91e, E91f	600 Ha	2022	D90a	4 Ha	2023	D88b, D91c, F88h	90 Ha	<p>Comply</p>
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Criterion 4.1: Operating procedures are appropriately documented, consistently implemented and monitored.																																																															

Criterion / Indicator		Assessment Findings	Compliance
4.1.1	<p>Standard Operating Procedures (SOPs) for estates and mills are documented</p> <p>- Major compliance -</p>	<p>Buatan Estate:</p> <p>The company has procedures from land preparation up to harvest, such as:</p> <p>SOP AA-APM-OP-1100.01-R2, 10th June 2015 Pembibitan, for Seedling preparation;</p> <p>SOP AA-APM-OP-1100.02-R3, 10th June 2015 Penanaman Areal Baru, for new planting;</p> <p>SOP AA-APM-OP-1100.03-R2, 24th July 2015 Pembuatan dan Perawatan Jalan dan Jembatan, explains road and bridge construction and maintenance;</p> <p>SOP AA-APM-OP-1100.04-R3, 7th December 2015 Pembuatan dan Pemeliharaan Parit explains culvert/drainage construction and maintenance;</p> <p>SOP AA-APM-OP-1100.05-R2, 24th July 2015 Konservasi Tanah dan Air explains Soil & Water Conservation;</p> <p>SOP AA-APM-OP-1100.06-R4, 4th March 2016 Menanam kacang related to Planting cover crops;</p> <p>SOP AA-APM-OP-1100.07-R4, 7th December 2015 Menanam Kelapa Sawit related to Planting;</p> <p>SOP AA-APM-OP-1100.08-R5, 7th December 2015 Pengendalian Gulma, for weed control;</p> <p>SOP AA-APM-OP-1100.09-R3, 20th April 2015 Pemupukan, related to Fertilizer application;</p> <p>SOP AA-APM-OP-1100.10-R5, 11th January 2016 Pengendalian Hama dan Penyakit, explains Pests & Disease Control;</p> <p>SOP AA-APM-OP-1100.11-R1, 1st February 2009 Pestisida, dan Pengolaannya for pesticide handling;</p> <p>SOP AA-APM-OP-1100.12-R2, 10th June 2015 Kastrasi, explains castration (cutting all generative product (male flower, female flower, all fruit, to support vegetative growth) – done 5-6 months before being harvested);</p> <p>SOP AA-APM-OP-1100.13-R3, 4th March 2016 Tunas Pokok, for pruning;</p> <p>SOP AA-APM-OP-1100.14-R2, 2nd December 2013 Sensus dan Identifikasi Pokok, explains census and palm identification;</p> <p>SOP AA-APM-OP-1100.15-R2, 1st October 2010 Sensus Produksi related to production census;</p> <p>SOP AA-APM-OP-1100.16-R1, 1st February 2009 Konsolidasi Pohon Tumbang, explains provision of support to fallen palm;</p> <p>SOP AA-APM-OP-1100.17-R1, 23rd October 2014 Pengelolaan Air, related to water management;</p> <p>SOP AA-APM-OP-1100.18-R3, 20th April 2015, Potong Buah, related to harvesting;</p> <p>SOP AA-APM-OP-1100.19-R1, 1st February 2009 Pengelolaan Transport, explains FFB Transport;</p> <p>SOP AA-APM-OP-1100.20-R5, 4th March 2016 Replanting;</p>	Comply

Criterion / Indicator	Assessment Findings	Compliance
	<p>Buatan II POM: The mill operational procedures explains the flow process, specification of material and process, machinery and tools required, step-by-step process, control, monitoring and measurement and health and safety requirements. Buatan II POM:</p> <ol style="list-style-type: none"> 1. SOP AA-MPM-OP-1400.02.R2, 1st September 2011, Stasiun Penerimaan for FFB receiving station; 2. SOP AA-MPM-OP-1400.03.R1, 1st February 2009, Stasiun Rebusan for sterilizer; 3. SOP AA-MPM-OP-1400.04.R1, 1st February 2009, Stasiun Pemisahan Berondolan for loose fruit separation; 4. SOP AA-MPM-OP-1400.05-R1, 1st February 2009, Stasiun pengadukan dan pengempaan for pressing station; 5. SOP AA-MPM-OP-1400.06-R1, 1st February 2009, Stasiun pemurnian for clarification; 6. SOP AA-MPM-OP-1400.07-R1, 1st February 2009, Stasiun pemisahan nut dan fiber for nut and fiber separation; 7. SOP AA-MPM-OP-1400.08-R1, 1st February 2009, Stasiun kernel for kernel station; 8. SOP AA-MPM-OP-1400.09-R1, 1st February 2009, Stasiun boiler; 9. SOP AA-MPM-OP-1400.10-R1, 1st February 2009, Stasiun engine room; 10. SOP AA-MPM-OP-1400.11-R1, 1st February 2009, Stasiun water treatment; 11. SOP AA-MPM-OP-1400.12-R1, 1st February 2009, Laboratorium; 12. SOP AA-MPM-OP-1400.13-R1, 1st February 2009, Stasiun pengelolaan limbah for palm oil mill effluent treatment; 13. SOP AA-MPM-OP-1400.14-R2, 1st September 2011, Stasiun penimbunan dan pengiriman CPO dan kernel for CPO and PK bulking and despatch operation; 14. SOP AA-MPM-OP-1400.15-R1, 1st February 2009, Perawatan for preventive maintenance and repair; 	

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Criterion / Indicator	Assessment Findings	Compliance
	<p>Scheme smallholders: KUD/cooperative refers to Agricultural Policy Manual issued by PT IIS – Buatan dated 1st February 2013. The manual comprise of seedling preparation, pest and disease control, fertilizer application, spraying, pest control, IPM, harvesting, pruning, road maintenance and transport, and FFB harvesting. SOP AA-PLASMA-PP-KS-01 Panduan Pelaksanaan Pembibitan for Seedling preparation; SOP AA-PLASMA-PP-KS-02 Pengendalian Hama dan Penyakit for Control of Pest and disease; SOP AA-PLASMA-PP-KS-03 Pemupukan for fertilizer application; SOP AA-PLASMA-PP-KS-04 Potong Buah for Harvesting (tools, harvesting quality and FFB quality).</p>	

Criterion / Indicator		Assessment Findings	Compliance
4.1.2	<p>A mechanism to check consistent implementation of procedures shall be in place.</p> <p>- Minor compliance -</p>	<p>Buatan Estate: PT. Inti Indosawit Subur follows procedure for internal audit under Standard Operating Procedures AA-SOP-ES-6001-R1 1st March 2013. The procedure stating internal audit of minimum once a year. Upon finding, management unit shall prepare review on audit finding and prepare root cause analysis, prepare corrective action – with person in charge and completion target. The latest RSPO internal audit was done in 15-16th April 2016 for Buatan Estate. 18 findings have been actioned upon, sample: HGU boundary poles has not been completed with boundary check documentation period September 2015 and March 2016 – completed on 29th April 2016. Visiting Agent Report No.KBN/VA/FULL01-16 by Ngu Heng Shiow, dated 22-26th February 2016. A number of comments were made related to spraying of media for fertilizer application has resulted in rather bare field conditions and this drastic change in conditions will potentially result in leaf pest attacks; action plan with weed control on interrow area for first and second rotation – implemented 314 ha in February 2016. Application of EFB and POME in the field is inconsistent and problematic lacking proper supervision, action plan EFB application on ravine area block-by-block basis 146 Ha in February 2016, flatbed cleaning 33 Ha in February 2016.</p> <p>Buatan II POM: PT. Inti Indosawit Subur follows procedure for internal audit under Standard Operating Procedures AA-SOP-ES-6001-R1 1st March 2013. The procedure stating internal audit of minimum once a year. Upon finding, management unit shall prepare review on audit finding and prepare root cause analysis, prepare corrective action – with person in charge and completion target. Internal audit RSPO conducted on 13-14th April 2016, a number of findings have been followed up. Visit Engineer by TCJ Thomas on 26-28th August 2015. The issues highlighted by visiting engineer related to new FFB hopper condition, boiler furnace condition full of clinkers, pressure water filter corroded and leaking.</p> <p>---</p>	Comply

Criterion / Indicator	Assessment Findings	Compliance
	<p>Buatan II POM: Daily, Weekly and Monthly Preventive Maintenance prepared and recorded in "Preventive Maintenance Bengkel PBD" period January-June 2016. Sample seen, month 05/2016, preventive maintenance for press and digester station. The preventive maintenance checks on Digester No.1,2,3,4 – checks V-belt, replace packing; Screw press No.1,2,3,4,5 – checks and adjust V-belt, grease lightening shaft, check clearance screw, checks perforated feed screw and vibrating screens – checks center tie down, checks clamp, checks ring rubber, etc. Preventive maintenance for Digester No.3, dated 1st May 2016 identified thin bottom plate. Scheduled major maintenance 2016, for Sterilizer, replace liner plate and railing bar – February 2016. The actual major repair completed on 29th February 2016.</p> <p>KKPA Visiting Agent Mr. Ngu Heng Shioh, dated 22-26th February 2016. A number of comments were made:</p> <ul style="list-style-type: none"> - Attacks mice and Oryctes, so need monitoring every month. - The water level in the ditch already reduced collection, monitoring water level should be intensified - Path area is still in the slash and sprayed too wide, calibration of spray equipment is conducted every month and is monitored by assitant. - Action plan has been created and implemented in May 2016 and is also monitored by KKPA Manager. <p>Scheme smallholders KUD Bhirawa Bhakti: Monitoring of the implementation of best practice in accordance with the procedures in KUD Bhirawa Bhakti and KUD Kebun Sawit Harapan has been effectively done, ie:</p> <p>Visits Internal audit RSPO dated 17th May 2016 to KUD Bhirawa Bhakti and on 19th May 2016 onto KUD Kebun Sawit Harapan, with some of the findings that have been followed up on 5th June 2016, as follows:</p> <ul style="list-style-type: none"> - Census rats - Control of palm leaf-eating caterpillars - Recording spray TUS - Penerapan APD pada pemanen <p>Scheme Manager conducts monitoring of implementation of SOP monthly by taken sample of KUD, the last Scheme Manager visit on February 29, 2016 and has been followed up on 12th April 2016 with the findings related to sortation of FFB.</p>	

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Criterion / Indicator	Assessment Findings	Compliance
<p>4.1.3 Records of monitoring and any actions taken shall be maintained and available, as appropriate.</p> <p>- Minor compliance -</p>	<p>It is a routine that the estate management prepare monthly reports and send to the company's head office for monitoring purpose as well. All field inspection results are recorded in Monthly Report.</p> <p>Buatan II POM: Visit Engineer by TCJ Thomas on 26-28th August 2015. The issues highlighted by visiting engineer related to new FFB hopper condition, boiler furnace condition full of clinkers, pressure water filter corroded and leaking. The action plan to follow up visiting engineer; loading ramp has been repaired on 31st October 2015; boiler No.1 has been cleaned and repaired on 29th October 2015; sand filter repaired by placing plate on corroded and leaking are on 13th October 2015.</p> <p>Daily, Weekly and Monthly Preventive Maintenance prepared and recorded in "Preventive Maintenance Bengkel PBD" period January-June 2016. Sample seen, month 05/2016, preventive maintenance for press and digester station. The preventive maintenance checks on Digester No.1,2,3,4 – checks V-belt, replace packing; Screw press No.1,2,3,4,5 – checks and adjust V-belt, grease lightening shaft, check clearance screw, checks perforated feed screw and vibrating screens – checks center tie down, checks clamp, checks ring rubber, etc. Preventive maintenance for Digester No.3, dated 1st May 2016 identified thin bottom plate. As correction, Workshop mechanic performed repair on 1st May 2016 replace bottom plate, replace stirring arm long and short, replacing expeller arms on same day.</p> <p>Buatan Estate: Visiting Agent Report No.KBN/VA/FULL01-16 by Ngu Heng Shioh, dated 22-26th February 2016. A number of comments were made related to spraying od media for fertilizer application has resulted in rather bare field conditions and this drastic change in conditions will potentially result in leaf pest attacks; application of EFB and POME in the field is inconsistent and problematic lacking proper supervision. Overgrown Asystasia noted, action plan with initiating specific program to spraying Aystasia in blocks with rapid weed growth – 4 rotation per annum; spraying done 1,151 Ha in February 2016.</p> <p>Estates activities are programmed in Division Work Program annually called Estate Budget. Activities program are such as pest and diseases detection and census, weed controlling, maintenance of beneficial plant, fertilising, spraying and road maintenance. Activities have been performed at defined interval and records of activities were sighted (such as: BKM (Buku Kerja Mandor),</p> <p>---</p>	<p>Comply</p>

Criterion / Indicator	Assessment Findings	Compliance
	<p>daily activity plan (Rencana Kerja harian), upkeep report (weeding, spraying etc.), monitoring of pest and disease (including monitoring of barn owls) and books of harvest FFB (Buku Potong Buah), including FFB delivery form (Formulir pengiriman TBS).</p> <p>Site observation was performed during audit to some activities:</p> <ul style="list-style-type: none"> - Activities spray weeds in path: block D88B/A, afdeling IV using herbicide glyphosat dose 0.25 ltr/Ha and methyl metsulfuron dose of 0.3 liters/ha. All employees have been using the PPE according to established procedures, ie: masks, goggles, boots, apron and gloves cloth and plastic) - Harvest activities in blocks D91C, afdeling V, All harvesters have been using PPE in accordance with established procedures, ie: goggles, boots and protective gear tools (gloves, palm sickle and axe). <p>Scheme smallholders: Action Plan Kualitas TBS dan Produksi dated 29th February 2016, highlight related to FFB from scheme smallholder to independent mills. The action plan taken related to coordination with cooperatives, reward and punishment, consistent monitoring with mill management.</p> <p>KUD Bhirawa Bhakti: Production estimate:</p> <ul style="list-style-type: none"> - Year 2016: 21,09 ton/Ha, up to June 2016: 6,99 Ton/Ha; - Year 2017: 20,47 ton/Ha - Year 2018 and 2019: Replanting <p>Harvesting activity was done with 3 rounds per month. Harvesting performance reported as in "Laporan Kualitas panen/Sortasi TBS KT 93 (Suka menanti) - Monitoring Sortasi dan Timbang TPH", As of 15th June 2016, FFB: 17,930 Kg, loose fruit: 1,155 kg. Unripe FFB: 31 bunches. Spraying regime as reported in "Laporan Program dan realisasi Semprot piringan, pasar pikul dan TPH tahun 2016": total applied 984 Ha, using chemical Elang: 344 liters, Garlon: 65.5 liters.</p> <p>KUD Kebun Sawit Harapan: Production estimate:</p> <ul style="list-style-type: none"> - Year 2016: 22.95 ton/Ha, real performance up to June 2016: 7.24 Ton/Ha; - Year 2017: 22.03 ton/Ha - Year 2018: 21.15 ton/Ha - Year 2018: 19.88 ton/Ha <p>Report in "Monitoring Sortasi dan Timbang TPH", dated 24th July 2016, FFB: 26,740 kg; loose fruit: 730 kg; normal bunch: 1,212 bunches; Unripe bunch: 46 bunches.</p>	

Criterion / Indicator	Assessment Findings	Compliance
<p>4.1.4</p> <p>The mill shall record the origins of all third-party sourced Fresh Fruit Bunches (FFB).</p> <p>- Major compliance -</p>	<p>Buatan II POM:</p> <p>PT. Inti Indosawit Subur-Buatan has a policy related to purchase of non-certified FFB under “Kebijakan Perusahaan”. Point 17 stated “Melakukan komunikasi dan evaluasi kepada pihak ketiga terkait asal penerimaan TBS dari lahan yang legalitasnya dapat dibuktikan, tidak ada pembakaran untuk pembukaan areal baru maupun peremajaan (replanting), tidak melakukan pembukaan areal gambut setelah September 2014, tidak terdapat konflik lahan dan tidak mempekerjakan anak-anak dalam pengelolaannya” – To communicate and evaluate third party related to purchase of FFB from legally demonstrable area, no burning for new development or replanting, no new development in peat area after September 2014, no land conflict and not employing children in the process”.</p> <p>There are two (2) listed third party FFB suppliers, CV Putra Kembar Sentosa and CV Karya Bersama. Buatan II POM keeps record of FFB received from third party supplier:</p> <p>CV Karya Bersama: in 01/2016 supplied 9,903,309 kg FFB;</p> <p>CV Putra Kembar: in 02/2016 supplied 6,732,801 kg FFB; 03/2016 supplied 5,445,475 kg FFB; 04/2016 supplied 571,833 kg FFB; 07/2016 supplied 1,559,915 kg FFB. Total third party FFB received in Buatan II POM was 29,294,086 kg FFB.</p> <p>Document seen:</p> <p>PT. Inti Indosawit Subur – Buatan II POM shows SOP to communicate and evaluate the source of third party FFB (non-certified). SOP Pengawasan Sumber Pembelian TBS Luar AA-MM-506.2-R0, dated 1st January 2014. The procedure for monitoring and evaluation of source of FFB. Purpose to ensure third party FFB sourced from non-forest area, completed with legal use of the land. The procedure: check supporting document from supplier (delivery order, Surat pernyataan, plantation block maps); compare the plantation location map/coordinate against the legal documents; team will compare the plantation location map against the RTRWP; conduct field verification to the source of FFB (oil palm plantation belong to farmer), randomly selected; team prepares database, listing the complying suppliers. Supply of FFB from area which legally contested or coming from protected forest, plantation forest, conservation area – will be rejected.</p> <p>---</p>	<p>Comply</p>

Criterion / Indicator		Assessment Findings	Compliance
		<p>SOP Traceability – FFB Purchase AA-SOP-MM-506.3-R0, dated 1st January 2015. The procedure stated all supplier shall fulfill legal requirement, not limited to: legal ownership/legal use of the land, hectarage, planting year, production, type of soil, type of seedling, distance from palm oil mill, etc. All supplier shall completed with coordinate points, listed in weighbridge system. While grading and sortation follows SOP for FFB receiving.</p> <p>Verification process up to audit: 125 FFB sources, totalling 12,465 Ha. The verification database completed with name of land owner, planting year, hectare per plantation block and GPS coordinates.</p> <p>Sample taken: R*****, address in Jl.Sunggal Pasar I No.5 Medan Sunggal, Kota Medan. Letter “Permohonan Penerimaan TBS” dated 18th January 2016, under name Rudyman, FFB from garden area of 1,000 Ha in Buatan - Pelalawan, planting year 2001/2002 – located 130 km from Buatan II POM. “Pernyataan dan Jaminan”, stated the guarantee from the supplier that the FFB is coming from their own property, the plantation does not falls under protected forest, plantation forest, production forest, conservation area status; not a stolen FFB; FFB not coming from new plantation, converted from forest after September 2014; FFB not coming from new plantation, or plantation converted from peat area after September 2014 – signed on 18th January 2016. Pricing is determined by meknisme market FFB and set every day and recorded in the pricing document “Mekanisme Penetapan harga TBS Buatan II Mill”.</p>	
<p>Criterion 4.2:</p> <p>Practices maintain soil fertility at, or where possible improve soil fertility to, a level that ensures optimal and sustained yield.</p>			
4.2.1	<p>There shall be evidence that good agriculture practices, as contained in Standard Operating Procedures (SOPs), are followed to manage soil fertility to a level that ensures optimal and sustained yield, where possible.</p> <p>- Minor compliance -</p>	<p>PT. Inti Indosawit Subur – Buatan has a procedure related to fertilizer application, in order to manage soil fertility and ensure sustainable yield. Company has “SOP AA-APM-OP-1100.09-R3 - Pemupukan” 20th April 2015, related to Fertilizer application.</p> <p>Fronst stakcing using “L” shape for mature palm, application of empty fruit bunch, planting of legume cover crop (for nitrogen fixation, maintained microclimate, and as weed control) has also been implemented.</p>	Comply

Criterion / Indicator	Assessment Findings	Compliance
<p>4.2.2 Records of fertiliser inputs shall be maintained.</p> <p>- Minor compliance -</p>	<p>Buatan Estate: Fertilizer recommendation and actual implementation is recorded under "Rekomendasi Pemupukan Kebun Buatan tahun 2016". The fertilizer recommendation defines the fertilizer recommendation per division, type of fertilizer, dosage per palm, total tonnage and month of application. Division V, block D91d, planting year 1991, 34 Ha, mineral soil, swamp area. Recommendation ZA 1.25 kg/palm – total 4,970 kg in February 2016; total applied 4,970 kg in February 2016. Recommendation to apply MOP 0.5 kg/palm – total 1,988 kg in April 2016; total applied 1,988 kg in April 2016. There has been decrease in ZA dosage by 0.25 kg/palm due to replanting preparation in 2019. Recommendation for EFB input in Division V, block D91a, planting year 1991, 39 Ha, mineral soil, swamp area. FFB recommendation 250 kg/palm – total 1,255,250 kg; total application 16,030 kg for 0.3 Ha in February and 23,250 kg in April 2016.</p> <p>KKPA Fertilizer recommendation and actual implementation is recorded under "Rekomendasi Pemupukan Kebun Buatan tahun 2016". The fertilizer recommendation defines the fertilizer recommendation per division, type of fertilizer, dosage per palm, total tonnage and month of application (3 times applications/per kuartal). Afdeling VII: Block G00d, planting year 2001, 9 Ha, peat soil. Recommendation ZA 1.5 kg/palm – total 7,959 kg in February 2016; and total applied 7,959 kg in February 2016. Recommendation to apply MOP 2.0 kg/palm – total 2,556 kg in February 2016; total applied 2,556 kg in February 2016. Blok G00c, planting year 2000, peat soil. Recommendation Cu-EDTA 0.04 kg/palm – total 212 kg in May 2016; and total applied 212 kg in May 2016. Afdeling VIII Block H03e, planting year 2003, 31 Ha, peat soil. Recommendation ZA 1.5 kg/palm – total 6000 kg in February 2016; and total applied 6,000 kg in February 2016. Recommendation to apply MOP 1.5 kg/palm – total 6,000 kg in February 2016; total applied 6,000 kg in February 2016. Recommendation Dolomit 2.0 kg/palm – total 8,000 kg in April 2016; and total applied 8,000 kg in April 2016. Recommendation Zn-EDTA 0.04 kg/palm – total 160 kg in May 2016; and total applied 160 kg in May 2016. In general realization of fertilizer application has been applied 100% in Semester I/2016.</p> <p>---</p>	<p>Comply</p>

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Criterion / Indicator	Assessment Findings	Compliance
	<p>Scheme smallholders: KUD Bhirawa Bhakti: No fertilizer recommendation due to replanting plan;</p> <p>KUD Kebun Sawit Harapan: Total 800 Ha, 102,400 palms. The program for ZA is 230,400 kg in February and 217,728 kg in August 2016. Program for Rock phosphate is 105,344 kg in June 2016. Program for MOP is 169,344 kg in February and 145,152 kg MOP in August 2016. Kieserite 31,488 kg in March 2016. HGFB 9,397 kg in April 2016;</p> <p>KUD Bina Mulia: Total 872 Ha, 111,616 palms. The program for ZA is 248,000 kg in February and 226,304 kg in August 2016. Program for Rock phosphate is 111,616 kg in June 2016. Program for MOP is 159,616 kg in February and 139,520 kg MOP in August 2016. Dolomite 25,088 kg in March 2016. HGFB 9,933 kg in April 2016;</p>	

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Criterion / Indicator		Assessment Findings	Compliance																								
4.2.3	<p>There shall be evidence of periodic tissue and soil sampling to monitor changes in nutrient status.</p> <p>- Minor compliance -</p>	<p>Buatan Estate: Foliar Analysis Report by PT. Nusa Pusaka Kencana Analytical and QC Laboratory. Sample: Analysis report No.112/INT/R&D/JUL/L/15 dated 21st July 2015 analysis of 19 samples from oil palm tissue and oil palm rachis from Division VI, block F88e, F88f, F88g, F88h, F88i, F89a, F90a, etc. The date of sampling taken 02/05/2015. Analysis report No.077/INT/R&D/JUN/L/16 dated 30th June 2016 analysis of 33 samples from oil palm tissue and oil palm rachis from Division VII, block G00a, G00b, G00c, G00d, G01d, G01e, G01f, G01g, etc. The date of sampling taken 6th June 2016.</p> <p>The foliar sampled for analyzing the major element such as N, P, K, Mg and Ca; and micro element such as Br, Cu, Zn and Fe. The foliar analysis being consideration for Nusa Pusaka Kencana to monitor the dynamics in nutrient status, in order to prepare fertilizer recommendation subsequent year.</p> <p>Soil analysis was done in 09/2015 for Buatan Estate. The soil sample taken known soil classification as typic haplosaprists, typic dystrodepts, typic endoaquents, typic endoaquepts, typic endoaquults, typic kandiuults. Soil sample taken from division V, block E91a, planting year 1991, topography slope 23%, soil classification falls under Typic kandiuults, source material from sandstone, texture sandy loamy clay.</p> <p>Soil survey carried out in December 2008. Reported under "Laporan Survey Tanah Semidetil Area Perkebunan Kelapa Sawit PT. Inti Indosawit Subur Kebun Buatan". Based on the report, the physiographic location in plain with felsic sedimentary rock. Lithology parent material is clay and sand. Topographic of the area is rolling to hilly. Natural fertility is low to medium.</p> <p>The predominant soil type identified in Division IV, V and VI Buatan Estate composed of Typic dystrodepts (dominant), Typic kandiuults, Typic Endoaquults, Typic endoaquepts.</p> <p>The soil type based on soil taxonomy USDA 2006 is:</p> <table border="1"> <thead> <tr> <th>Type</th> <th>Area</th> <th>Percentage</th> </tr> </thead> <tbody> <tr> <td>Typic dystrodepts</td> <td>4,040 Ha</td> <td>71.6%</td> </tr> <tr> <td>Typic kandiuults</td> <td>621 Ha</td> <td>11.1%</td> </tr> <tr> <td>Typic endoaquepts</td> <td>430 Ha</td> <td>7.6%</td> </tr> <tr> <td>Typic endoaquults</td> <td>290 Ha</td> <td>5.2%</td> </tr> <tr> <td>Typic endoaquents</td> <td>140 Ha</td> <td>2.5%</td> </tr> <tr> <td>Typic haplosaprist</td> <td>85 Ha</td> <td>1.5%</td> </tr> <tr> <td>Typic udipsaments</td> <td>25 Ha</td> <td>0.5%</td> </tr> </tbody> </table>	Type	Area	Percentage	Typic dystrodepts	4,040 Ha	71.6%	Typic kandiuults	621 Ha	11.1%	Typic endoaquepts	430 Ha	7.6%	Typic endoaquults	290 Ha	5.2%	Typic endoaquents	140 Ha	2.5%	Typic haplosaprist	85 Ha	1.5%	Typic udipsaments	25 Ha	0.5%	Comply
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Criterion / Indicator		Assessment Findings	Compliance
		<p>KKPA: Analysis report No.093/INT/R&D/JUL/L/15 dated 7/07/2015 analysis of 20 samples from oil palm tissue and oil palm rachis from Division VII, block G00a, G00b, G01d, G01e, G01f, G03e, G03f, etc. The date of sampling taken 03/06/2015. Sampling for foliar analysis for 2016 has been performed on May 2016, however the report not yet send by R&D.</p> <p>The foliar sampled for analyzing the major element such as N, P, K, Mg and Ca; and micro element such as Br, Cu, Zn and Fe. The foliar analysis being consideration for Nusa Pusaka Kencana to monitor the dynamics in nutrient status, in order to prepare fertilizer recommendation subsequent year.</p> <p>Soil map scale 1:20,000 available, from semi-detailed soil survey 2008 by R&D Asian Agri. Based on the land and soil suitability map of "PT. Inti Indosawit Subur - Kebun KKPA Buatan Tahun 2008 (Laporan Survey Tanah Semidetil)", the area was identified with typic haplohemist (peat) with 1-3 meters depth on 1,500 Ha.</p> <p>Soil survey carried out in 17th July 2012. Reported under "Laporan Survey Tanah Semidetil Area Perkebunan Kelapa Sawit PT Inti Indosawit Subur Kebun KKPA Buatan". Based on the report, KKPA area classified into Typic Haplohemists, isohipertermik with material from physiographic organic, topographic flat (0-8%).</p>	
4.2.4	A nutrient recycling strategy	The Agricultural policy manual lines out the EFB application recommended at 250 kg/palm – equals	Comply

Criterion / Indicator	Assessment Findings	Compliance
<p>shall be in place, and may include use of Empty Fruit Bunches (EFB), Palm Oil Mill Effluent (POME), and palm residues after replanting.</p> <p>- Minor compliance -</p>	<p>to 35 tons/Ha up to 370 kg/palm – equals to 50 tons/Ha. The area selected for EFB application prioritize for terrace/slope, sandy soil.</p> <p>The Agricultural policy manual lines out the POME application recommended at 840 m³/Ha/annum for flat-undulating area; and at rate of 710 m³/Ha for rolling to hilly area, 250 kg/palm – equals to 35 tons/Ha up to 370 kg/palm – equals to 50 tons/Ha. The area selected for EFB application prioritize for terrace/slope, sandy soil.</p> <p>Buatan Estate: Recommendation for EFB input in Division III, block C88c, planting year 1988, 31 Ha, mineral soil, rolling/hilly area. EFB application was recommended at 250 kg/palm – total 977,750 kg; total EFB applied 923,120 kg for 12 Ha in February June 2016.</p> <p>The application of POME in Division II, block C89a XIIB, 4.4 Ha, with 400 flatbeds, length 2,155 meters, total capacity 1,293 m³; flowed with 422 m³ POME in February and May 2016.</p> <p>The application of POME in Division II, block B89a XIA, 5.4 Ha, with 419 flatbeds, length 2,095 meters, total capacity 1,257 m³; flowed with 380 m³ POME in January and April 2016.</p>	
<p>Criterion 4.3: Practices minimise and control erosion and degradation of soils.</p>		

Criterion / Indicator		Assessment Findings	Compliance																																										
4.3.1	<p>Maps of any fragile soils shall be available.</p> <p>- Major compliance -</p>	<p>Buatan Estate:</p> <p>Soil map scale 1:20,000 available, from semi-detailed soil survey 2008 by R&D Asian Agri. The predominant soil type identified in Division IV, V and VI Buatan Estate composed of Typic dystrodepts (dominant), Typic kandiodults, Typic Endoaquults, Typic endoaquepts.</p> <p>Topographic map scale 1:20,000 available, from semi-detailed soil survey the slope between 0-8%, 8-15%, 15-30% and >30%. The data and field information from semi-detailed soil survey 2008 by R&D Asian Agri.</p> <p>Soil suitability: S2 2,656 Ha (47.2%) with limiting factor of low natural fertility; S3 2,050 Ha (36.4%) with limiting factor of topographic condition; N1 (not suitable) 925 Ha (16.4%) with limiting factor of slope more than 30% and sandy soil with rapid drainage.</p> <table border="1"> <thead> <tr> <th>Slope class</th> <th>Hectarage</th> <th>Percentage</th> </tr> </thead> <tbody> <tr> <td>0-8%</td> <td>2,165 Ha</td> <td>38.5%</td> </tr> <tr> <td>8-15%</td> <td>1,388 Ha</td> <td>24.6%</td> </tr> <tr> <td>15-30%</td> <td>1,188 Ha</td> <td>21.1%</td> </tr> <tr> <td>>30%</td> <td>890 Ha</td> <td>15.8%</td> </tr> <tr> <td></td> <td>5,631 Ha</td> <td>100%</td> </tr> </tbody> </table> <p>KKPA:</p> <p>Soil map scale 1:20,000 available, from semi-detailed soil survey 2008 by R&D Asian Agri. The predominant soil type identified in KKPA composed of Typic Haplohemists. The maturity of the organic matter is hemic (medium), natural fertility low, soil drainage poor and tends to soaked in water for long period of time.</p> <p>Topographic map scale 1:20,000 available, from semi-detailed soil survey the slope between 0-8%. The data and field information from semi-detailed soil survey 2008 by R&D Asian Agri. Soil suitability: N1 – not suitable with recommendation 1,500 Ha (100%).</p> <p>Scheme Smallholders:</p> <p>PT Inti Indosawit Subur – Buatan prepared map of soil type:</p> <table border="1"> <thead> <tr> <th>Soil Type</th> <th>Hectarage</th> <th>Percentage</th> </tr> </thead> <tbody> <tr> <td>Typic dystrodepts</td> <td>6,369Ha</td> <td>58.15%</td> </tr> <tr> <td>Typic endoaquents</td> <td>554Ha</td> <td>5.00%</td> </tr> <tr> <td>Typic endoaquepts</td> <td>739Ha</td> <td>6.70%</td> </tr> <tr> <td>Typic endoaquults</td> <td>24Ha</td> <td>0.20%</td> </tr> <tr> <td>Typic haplosaprist</td> <td>167Ha</td> <td>1.50%</td> </tr> <tr> <td>Typic haplohemist</td> <td>733Ha</td> <td>6.70%</td> </tr> <tr> <td>Typic kandiodults</td> <td>2,370Ha</td> <td>21.63%</td> </tr> </tbody> </table> <p>Each smallholder group/kelompok tani prepared a simple map indicating area with slope, low land and flat. Map seen: KT 138, KT 136, KT 178, KT 213.</p>	Slope class	Hectarage	Percentage	0-8%	2,165 Ha	38.5%	8-15%	1,388 Ha	24.6%	15-30%	1,188 Ha	21.1%	>30%	890 Ha	15.8%		5,631 Ha	100%	Soil Type	Hectarage	Percentage	Typic dystrodepts	6,369Ha	58.15%	Typic endoaquents	554Ha	5.00%	Typic endoaquepts	739Ha	6.70%	Typic endoaquults	24Ha	0.20%	Typic haplosaprist	167Ha	1.50%	Typic haplohemist	733Ha	6.70%	Typic kandiodults	2,370Ha	21.63%	Comply
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Criterion / Indicator	Assessment Findings	Compliance
<p>4.3.2</p> <p>A management strategy shall be in place for plantings on slopes above a certain limit (this needs to be soil and climate specific).</p> <p>- Minor compliance -</p>	<p>Buatan Estate: The recommendation from soil survey is to have fertilizer application, on time, with correct dosage, with correct type; terrace and silt pit as soil conservation; application of EFB and; drain maintenance.</p> <p>Continuous Improvement Plan Kebun Buatan is to have continuous terrace, road drainage, drain maintenance. "Program dan Realisasi Harian Replanting PT Inti Indosawit Subur Kebun Buatan", dated July 2016.</p> <p>The estate demonstrated felling and chipping March 2016 felled and chipped 60 Ha - 7,506 palms; April 2016 felled and chipped 208 Ha - 26,207 palms; May 2016 felled and chipped 212 Ha - 26,764 palms; June 2016 felled and chipped 97 Ha - 14,260 palms;</p> <p>Stacking in March 2016 for 101 Ha, April 2016 for 139 Ha, May 2016 for 168 Ha, June 2016 for 195 Ha.</p> <p>Terracing in June 2016 for 14,478 meters, July 2016 for 16,632 meters</p> <p>Drainage in June 2016 for 5,220 meters;</p> <p>Planting cover crop 39 Ha in June 2016;</p> <p>Scheme smallholders: Cooperatives followed PT. Inti Indosawit Subur's procedure for land clearing stated that no land clearing should performed on area with slope >40%. The strategy implemented by cooperatives is frond stacking and maintain natural vegetation as cover crop. Specific for low-laying area, the strategy is to maintain cover crop, drainage ditch and frond stacking.</p> <p>Based on semi-detail soil survey map and field visit – there is 2,854 Ha area with limiting factors of topography and poor drainage.</p>	<p>Comply</p>

Criterion / Indicator		Assessment Findings	Compliance
4.3.3	<p>A road maintenance programme shall be in place.</p> <p>- Minor compliance -</p>	<p>Buatan Estate: Buatan Estate prepared a yearly budget for road maintenance program. The road maintenance program available under document "Master Plan Continuous Improvement Kebun Buatan 2016". The road maintenance consist of mechanical road maintenance (with heavy machinery: grader and compactor) and improvement on road material (with additional sand and stone aggregate). The planning for Division III: Mechanical maintenance: 50,733 meters, material (sand and stone): 909 m³ for 3,636 meters. The planning for Division IV: Mechanical maintenance: 47,406 meters, material (sand and stone): 953 m³ for 3,900 meters. The planning for Division VI: Mechanical maintenance: 44,552 meters, material (sand and stone): 775 m³ for 3,100 meters. The planning for Division VI: Mechanical maintenance: 47,406 meters, material (sand and stone): 953 m³ for 3,900 meters.</p> <p>KKPA: KKPA Estate prepared a yearly budget for road maintenance program. The road maintenance program available under document "Rencana dan Realisasi Jalan Manual dan Mekanis 2016". The road maintenance consist of mechanical road maintenance (with heavy machinery: grader and compactor) and manual. The planning for Division VII (Blok G00a in June 2016 1,545 metres and mechanis in Block G01j: 256 metres.</p> <p>Scheme Smallholders: KUD Bhirawa Bhakti: Road maintenance/repair program under "Rencana Perbaikan Jalan Manual Tahun 2016". The program indicated total road length in KUD Bhirawa Bhakti recorded 56,715 meters. The road in KUD Bhirawa Bhakti has been mapped. Road length in KT 19 recorded 2,767 meters. The road maintenance plan in KT 19, year 2016 was to manual repair 231 meters per month. Road maintenance progress recorded under "Realisasi Perbaikan Jalan Manual Tahun 2016". The record for KT19 stated road maintained 230 meters in 01/2016, 220 meters in 02/2016, 230 meters in 03/2016, 250 meters in 04/2016, 220 meters in 05/2016, 230 meters in 06/2016.</p> <p>---</p>	Comply

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Criterion / Indicator	Assessment Findings	Compliance
	<p>Scheme smallholders: KUD Kebun Sawit Harapan: Road maintenance/repair program under "Rencana Perbaikan Jalan Manual Tahun 2016". The program indicated total road length in KUD Kebun Sawit Harapan planned for 46,088 meters. Road length in KT 136 planned 2,650 meters. The road maintenance plan in KT 136, year 2016 was to manual repair 221 meters per month. Road length in KT 178 planned for 3,111 meters. The road maintenance plan in KT 178, year 2016 was to manual repair 259 meters per month. Road maintenance report under "Kas Bulanan Kerani Jalan KSH 05/2016" road watering 11 mandays, road re-surface, grading and compaction 11 mandays, 2 trucks of stone and sand aggregate for KT 173 and KT 213. Road maintenance completed on 30th May 2016.</p> <p>KUD Bina Mulia: KUD has shown document of "Rencana dan Realisasi Perbaikan Jalan KUD Bina Mulia tahun 2016", total an area 872 Ha, road length 38,917 meter. Road maintenance programme has created every month. Eg: in January 2016 (plan 12,945 meter – realization 12,150 meter), May 2016 (plan 2,800 meter – realization 5,032 meter), June 2016 (plan 2,200 metr – realization 1,917 meter).</p>	

Criterion / Indicator	Assessment Findings	Compliance
<p>4.3.4 Subsidence of peat soils shall be minimised and monitored. A documented water and ground cover management programme shall be in place.</p> <p>- Minor compliance -</p>	<p>Buatan Estate: Based on semi-detailed soil survey, there is 85 ha of typic haplosaprist soil type in Buatan estate. The soil is shallow organic soil (52 cm) with mature organic matter, with high pH; lower layer is mineral soil. Management implemented drainage to control water.</p> <p>Scheme smallholders: Based on soil map, there is no peat soil in the area of KUD Bhirawa Bhakti, KUD Kebun Sawit Harapan and KUD Bina Mulia. Each smallholder group/kelompok tani prepared a simple map indicating area with slope, low land and flat. Map seen: KT 138, KT 136, KT 178, KT 213.</p> <p>KUD Bhirawa Bhakti: Based on soil map, there is no peat soil in the area of KUD Bhirawa Bhakti. Based on field visit, there is no peat soil. All mineral soil, with topography rolling to undulating.</p> <p>KUD Kebun Sawit Harapan: Soil map indicating there is no peat soil in the area of KUD Kebun Sawit Harapan. Based on field visit, there is no peat soil. All mineral soil, with topography rolling to undulating.</p> <p>KUD Bina Mulia: Peat Land management procedure in "Pengelolaan Air/Water Management" No.AA-APM-OP-1100.17.R1. Based on soil map, "Peta Satuan/Seri Tanah", consist of 2 type: Typic Haplomist (733 Ha in KUD Makarti Sawit and KUD Bina Mulia and Typic Dystrudepts" (1,926 Ha in KUD Bina Mulia and other cooperative). The Scheme Manager assist the KUD Bina Mulia to identified / delineate peat land area and mineral soil, 275 Ha peat area and 597 mineral soil. Identification soil map is available in "Peta Areal".</p> <p>The smallholder cooperative has installed water level and peat subsidence point, there are 4 subsidence peat point and two (2) water gate and water level stick. The KUD monitoring peat subsidence every six month and water level weekly. The last monitoring of peat subsidence in June 2016 (first measurement), recorded in "Pengukuran Level Subsiden Lahan and water level is recorded in "Water level Monitoring Form", e.g. peat subsidence in KT. 231 (June 2016: 2 cm), decreasing 2 cm since initial install in January 2016 and water level in KT. 229 (June 2016: 53 – 60 cm).</p>	<p>Comply</p>

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Criterion / Indicator	Assessment Findings	Compliance
	<p>KKPA Estate has measured and monitor the peat subsidene level on monthly basis. The record of measurement:</p> <p>2015</p> <ul style="list-style-type: none"> - 06/2015 in block H03e: 5 cm; in block H03m: 3 cm - 12/2015 in block G00a: 0,3 cm; in block G01h: 0.3 cm; in block G03d: 1.5 cm; in block H03e: 9 cm; H03m: 4 cm and in block H03j: 0.2 cm <p>2016</p> <ul style="list-style-type: none"> - 06/2016 in block G00a: 3 cm; in block G01h: 3 cm; in block G03d: 4 cm; in block H03e: 4 cm; and in block H03m: 3 cm. <p>The measurement was maintained at 50-70 cm level. 28th June 2016: Division VII: blok G00b: 70 cm, G01c: 70 cm and G03j: 45 cm. Division VIII: blok H03c: 80 cm, H03i: 85 cm and H03n: 60 cm.</p> <p>Observation: KKPA Estate has a peat area with type Haplosaprist. The Estate has measured and monitor the subsidence. Soil subsidence:</p> <p>2015</p> <ul style="list-style-type: none"> - 06/2015 in block H03e: 5 cm; in block H03m: 3 cm - 12/2015 in block G00a: 0,3 cm; in block G01h: 0.3 cm; in block G03d: 1.5 cm; in block H03e: 9 cm; H03m: 4 cm and in block H03j: 0.2 cm <p>2016</p> <ul style="list-style-type: none"> - 06/2016 in block G00a: 3 cm; in block G01h: 3 cm; in block G03d: 4 cm; in block H03e: 4 cm; and in block H03m: 3 cm. <p>Consideration to obtain data from all subsidence measuring point/ made conclusions annually. And the need to document action plan prepared to difference water level scenario (above and below standard).</p>	

Criterion / Indicator	Assessment Findings	Compliance
<p>4.3.5</p> <p>Drainability assessments shall be required prior to replanting on peat to determine the long-term viability of the necessary drainage for oil palm growing.</p> <p>- Minor compliance -</p>	<p>Buatan Estate: Based on semi-detailed soil survey, there is 85 ha of typic haplosaprist soil type in Buatan estate. The soil is shallow organic soil (52 cm) with mature organic matter, with high pH; lower layer is mineral soil. Management implemented drainage to control water. However, the area will be replanting in 2021.</p> <p>KKPA: Soil map scale 1:20,000 available, from semi-detailed soil survey 2008 by R&D Asian Agri. The predominant soil type identified in KKPA composed of Typic Haplohemists. The maturity of the organic matter is hemic (medium), natural fertility low, soil drainage poor and tends to soaked in water for long period of time. Topographic map scale 1:20,000 available, from semi-detailed soil survey the slope between 0-8%. The data and field information from semi-detailed soil survey 2008 by R&D Asian Agri. Soil suitability: N1 – not suitable with recommendation 1,500 Ha (100%).</p> <p>Scheme Smallholders: KUD Bhirawa Bhakti: Cooperative demonstrated “Peta Sebaran Seri Tanah”, indicating the soil type identified in each cooperative’s oil palm blocks. The predominant soil type identified in KUD Bhirawa Bhakti as Typic Dystrudepts seri Buatan, texture sandy loam to dusty loam. Topography map indicating the area of KUD Bhirawa Bhakti with slope 0-30%. Soil map indicating there is no peat soil in the area of KUD Bhirawa Bhakti. Based on field visit, there is no peat soil. All mineral soil, with topography rolling to undulating.</p> <p>KUD Kebun Sawit Harapan: Cooperative demonstrated “Peta Sebaran Seri Tanah”, indicating the soil type identified in each cooperative’s oil palm blocks. The predominant soil type identified in KUD Kebun Sawit Harapan as Typic Kandiodults seri Sei Kerinci, texture sandy clay loam. Topography map indicating the area of KUD Kebun Sawit Harapan with slope 15-30%. Soil map indicating there is no peat soil in the area of KUD Kebun Sawit Harapan. Based on field visit, there is no peat soil. All mineral soil, with topography rolling to undulating.</p>	<p>Comply</p>

Criterion / Indicator	Assessment Findings	Compliance
<p>4.3.6</p> <p>A management strategy shall be in place for other fragile and problem soils (e.g. sandy, low organic matter, acid sulphate soils).</p> <p>- Minor compliance -</p>	<p>Buatan Estate: Recommendation for area with steep slope (>30%) is not to open. Sandy soil treated with EFB application. Recommendation for area with steep slope (>30%) is not to open. Planning for terrace rehabilitation for 333,060 meters in Buatan Estate, as planned in "Master Plan Continuous Improvement Plan Kebun Buatan 2016". Progress seen in Division VI, block D89a. The other program was to apply EFB for sandy-textured soil. EFB application programmed for Division V: application to 514 Ha, with 18,713,851 kg EFB. Division VII: application for 450 Ha, with 12,262,630 kg EFB.</p> <p>KKPA: Water managemnet was implemented as per SOP Water management No.AA-APM-OP-1100.17-R1, tanggal 23 Oktober 2014 "Pengelolaan Air", consist of water gate construction, dam construction, drainage line and the monitoing. The construction of water gates, dam, inlet and outlet draingae; including installation of water level and peat subsidence level has been completely done in 2015.</p> <p>Clean water provision for employee has been done with 2 bore wells.</p> <p>Scheme Smallholders: Smallholder implemented minimum spraying (using spraying team service), frond stacking against contour line and maintain natural vegetation and beneficial plants. This best management practices implemented at a number of farmer plot of KUD Bhirawa Bhakti, where slope identified >25%.</p> <p>KUD Bhirawa Bhakti: The limitation according to soil suitability survey in form of steep slope. In order to minimize soil erosion, KUD Bhirawa Bhakti implemented minimum spraying (using spraying team service), frond stacking against contour line and maintain natural vegetation and beneficial plants.</p> <p>KUD Kebun Sawit Harapan: The limitation according to soil suitability survey in form of steep slope. In order to minimize soil erosion, KUD Kebun Sawit Harapan implemented minimum spraying (using spraying team service), frond stacking against contour line and maintain natural vegetation and beneficial plants.</p>	<p>Comply</p>

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Criterion / Indicator	Assessment Findings	Compliance
Criterion 4.4: Practices maintain the quality and availability of surface and ground water.		

Criterion / Indicator		Assessment Findings	Compliance																																
4.4.1	<p>An implemented water management plan shall be in place.</p> <p>- Minor compliance -</p>	<p>Buatan II POM: Water source from Sungai Laniago, water intake coordinate 00^o 27' 40" N – 101^o 52' 01.8" E, elevation 18 meters above sea level, debit 22.22 liters/second, pumping period 24 hours/day. Permit for water intake: "Keputusan Kepala Dinas Pertambangan dan Energi Kabupaten Pelalawan No.KPTS.540/DPE/GEO-MIGAS/2014/180 tentang Izin Perpanjangan Pengambilan Air yang Bersumber dari Air Permukaan atas nama PT. Inti Indosawit Subur", dated April 2014 and valid for 2 years. In process of renewal, as per "Format Surat Permohonan Rekomendasi Teknis untuk Permohonan Izin Pengusahaan Sumber Daya Air No.045/ES-KBN/EXT/04/16", submitted on 21st April 2016.</p> <p>Water efficiency, budget for water use: 1 m³/ton FFB processed. The result for 2016 shows:</p> <table border="1"> <thead> <tr> <th>Month</th> <th>FFB processed</th> <th>Water process</th> <th>Avg</th> </tr> </thead> <tbody> <tr> <td>Jan</td> <td>21,669</td> <td>28,502</td> <td>1.28</td> </tr> <tr> <td>Feb</td> <td>16,717</td> <td>18,217</td> <td>1.07</td> </tr> <tr> <td>Mar</td> <td>15,813</td> <td>19,883</td> <td>1.22</td> </tr> <tr> <td>Apr</td> <td>16,233</td> <td>21,060</td> <td>1.27</td> </tr> <tr> <td>May</td> <td>11,975</td> <td>15,846</td> <td>1.46</td> </tr> <tr> <td>Jun</td> <td>12,102</td> <td>17,715</td> <td>1.45</td> </tr> <tr> <td colspan="3">Average</td> <td>1.03</td> </tr> </tbody> </table> <p>Report of water analysis for drinking water in worker housing, analysis report No.2138-0948/LHU/LKL-PR/VI/2016 against "Peraturan Menteri Kesehatan No.492/Menkes/Per/IV/2010" dated 15th June 2016. The analysis result: TDS 70 mg/L; pH 7.10; hardness 70.80 mg/L; Report of water intake for mill consumption, analysis report No.1379/MT.1/05.17.161.459 dated 7th June 2016, from water sampled from Sungai Laniago taken on 17th May 2016 against "Peraturan Pemerintah No.82 Tahun 2001 tentang Pengolahan Kualitas Air dan Pengendalian Pencemaran Air". Result shows the water sampled: BOD 10.69 mg/L; COD 28.60 mg/L; DO 2.98 mg/L; pH 4.94; temperature 27^oC; TSS 22 mg/L - meet class III. There has been no root cause analysis. There has been no action plan prepared to solve efficient water use.</p> <p>Buatan Estate: A water drainage installation program was in place to response the poor drain soil characteristic. Buatan Estate planned in "Master Plan Continuous Improvement Plan Kebun Buatan 2016", to have 12 units of 80 cm diameter culvert and 25 units of 30 cm diameter culvert to be installed in division VI.</p>	Month	FFB processed	Water process	Avg	Jan	21,669	28,502	1.28	Feb	16,717	18,217	1.07	Mar	15,813	19,883	1.22	Apr	16,233	21,060	1.27	May	11,975	15,846	1.46	Jun	12,102	17,715	1.45	Average			1.03	Comply
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Criterion / Indicator	Assessment Findings	Compliance
<p>4.4.2</p> <p>Protection of water courses and wetlands, including maintaining and restoring appropriate riparian and other buffer zones (refer to national best practice and national guidelines) shall be demonstrated.</p> <p>- Major compliance -</p>	<p>Buatan Estate: Company has water source management: Identification of water source and wetland, as indicated in HCV report. The water source identified mill's water reservoir and river. Policy to prohibit chemical application in riparian zone. Policy to prohibit fish poisoning and prohibit wood cutting in area of company plantation. Estate has had program restoration and recorded on "Riparian Restoration Program Tahun 2016", such as planting of bamboo, waru and vetiver grass on riparian area of Kerinci and Laniago River with total seed as much 50 seeds. No chemical-related operation on riparian area. Riparian area was marked with radius 20 meters from both side of the river as per "Identifikasi dan analisis keberadaan HCV di Areal Kebun PT IIS Kebun Buatan oleh Fakultas Kehutanan IPB tahun 2009".</p> <p>Scheme Smallholders: KUD Bhirawa Bhakti: Cooperative implemented frond stacking in "U" shape. In KT 15, the planning for pruning and frond stacking 50 Ha, implemented in 01/2016 – pruning and frond stacking 10 Ha. In KT 19, planning for pruning and frond stacking 48 Ha – implemented 18 Ha in 03/2016. In KT 46, planning for pruning and frond stacking for 54 Ha, has not been implemented.</p> <p>KUD Kebun Sawit Harapan: Smallholder block implemented soil conservation in form of frond stacking "Susun pelepah sebagai sarana konservasi tanah dan air serta upaya pencegahan erosi". Sample seen: KT 136: Total 23 smallholder blocks, implemented frond stacking in 14 blocks (28 Ha); KT 138: Total 22 smallholder blocks, frond stacking implemented in 15 smallholder blocks (30 Ha). Implementation of individual platform to minimize erosion "Rencana dan Realisasi Tapak Kuda untuk Konservasi Tanah dan Air". Sample seen: KT 213: out of 34 palms identified with need to rehabilitate the platform, no implementation; KT 130: planning to rehabilitate 8 platforms in 14 Ha – implemented 8 platforms for 4 Ha; KT 133: planning to rehabilitate 12 platforms/palms in 6 Ha – implemented 12 platforms in 6 Ha; Maintain terrace: KT 136: 4 smallholder blocks; KT 138: 2 smallholder blocks;</p>	<p>Comply</p>

Criterion / Indicator	Assessment Findings	Compliance
<p>4.4.3</p> <p>Appropriate treatment of mill effluent to required levels and regular monitoring of discharge quality, especially Biochemical Oxygen Demand (BOD), shall be in compliance with national regulations (Criteria 2.1 and 5.6).</p> <p>- Minor compliance -</p>	<p>Buatan II POM:</p> <p>Buatan II POM has a procedure to manage the palm oil mill effluent, under AA-MPM-OP-1400.13-R1. The process from recovery tank into cooling pond, into acidification pond (anaerob bactery activation) into primary anaerob pond (decomposition), secondary anaerobic pond. The purpose was to reduce BOD <100 ppm.</p> <p>Based on field visit, Buatan II POM are using 6 ponds with 2 buffer ponds not used. Acid pond capacity: 1,800 m³; cooling pond capacity 1,800 m³; primary anaerobic pond I capacity 6,300 m³; primary anaerobic pond II capacity 6,300 m³; secondary anaerobic pond 22,500 m³; secondary anaerobic pond II capacity 22,500 m³; buffer ponds capacity each 17,500 m³.</p> <p>Mill has a work instruction for management of POME pond, under "Work Instruction Pengoperasian Kolam Limbah".</p> <p>The fresh palm oil mill effluent was processed in order to meet Keputusan Menteri Lingkungan Hidup No.Kep.51/MenLH/10/1995 which is pH 6-9; BOD 100 mg/L; COD 350 mg/L; TSS 250 mg/L; Oil and Fat 25 mg/L; NH3 50 mg/L.</p> <p>Mill effluent was utilized for land application, adding nutrient to oil palm plantation. The land application was based on "Keputusan Bupati Pelalawan No.KPTS.660/BLH/781/2014 tentang Izin Pemanfaatan Air Limbah Industri Kelapa Sawit pada Tanah Perkebunan Kelapa Sawit PT. Inti Indosawit Subur Buatan II" dated 10th September 2014 valid for 5 years. The permit regulates the application for 1,137 Ha, in block A91c,A91d, D90b, D91c, A90c, A91e, A91f, D91d, D91e, D91f, D91b, E91b. Max. BOD sets at 5,000 ppm.</p> <p>Reported to "Kelapa Badan Lingkungan Hidup Kabupaten Pelalawan" on monthly basis. Record seen: "Surat Laporan pelaksanaan Land Aplikasi January 2016 No.009/MI-PBD/EXT/II/2016 dated 9th February 2016.</p>	<p>Comply</p>

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		<p>POME quality monitoring, analysis was conducted by Dinas Bina Marga UPT Pengujian Material Provinsi Riau, against "Keputusan Menteri Lingkungan Hidup No.28 tahun 2003":</p> <table border="1"> <thead> <tr> <th>Parameter</th> <th>Jan</th> <th>Feb</th> <th>Mar</th> </tr> </thead> <tbody> <tr> <td>pH</td> <td>7.1</td> <td>7.6</td> <td>7.73</td> </tr> <tr> <td>BOD (mg/L)</td> <td>1,018</td> <td>2,446</td> <td>1,509</td> </tr> <tr> <td>COD (mg/L)</td> <td>3,551</td> <td>4,860</td> <td>7,211</td> </tr> <tr> <td>Oil & Grease (mg/L)</td> <td>110</td> <td>58</td> <td>37</td> </tr> <tr> <td>Pb (mg/L)</td> <td>0.088</td> <td><0.025</td> <td>0.047</td> </tr> <tr> <td>Cu (mg/L)</td> <td>0.122</td> <td>0.129</td> <td>0.073</td> </tr> <tr> <td>Cd (mg/L)</td> <td><0.001</td> <td><0.001</td> <td><0.001</td> </tr> <tr> <td>Zn (mg/L)</td> <td>0.564</td> <td>0.370</td> <td>0.335</td> </tr> <tr> <td>NH3 (mg/L)</td> <td>385</td> <td>455.9</td> <td>264.2</td> </tr> <tr> <td>TSS (mg/L)</td> <td>1,950</td> <td>1,540</td> <td>1,295</td> </tr> </tbody> </table> <table border="1"> <thead> <tr> <th>Parameter</th> <th>Apr</th> <th>May</th> <th>Jun</th> </tr> </thead> <tbody> <tr> <td>pH</td> <td>7.2</td> <td>7.5</td> <td>7.64</td> </tr> <tr> <td>BOD (mg/L)</td> <td>332.2</td> <td>981.5</td> <td>729.8</td> </tr> <tr> <td>COD (mg/L)</td> <td>1,915</td> <td>3,172</td> <td>3,590</td> </tr> <tr> <td>Oil & Grease (mg/L)</td> <td>112</td> <td>31</td> <td>28</td> </tr> <tr> <td>Pb (mg/L)</td> <td><0.025</td> <td><0.025</td> <td>0.064</td> </tr> <tr> <td>Cu (mg/L)</td> <td>0.081</td> <td>0.144</td> <td>0.189</td> </tr> <tr> <td>Cd (mg/L)</td> <td><0.001</td> <td>0.003</td> <td><0.001</td> </tr> <tr> <td>Zn (mg/L)</td> <td>0.183</td> <td>0.543</td> <td>0.569</td> </tr> <tr> <td>NH3 (mg/L)</td> <td>259</td> <td>233.1</td> <td>173.9</td> </tr> <tr> <td>TSS (mg/L)</td> <td>1,150</td> <td>1,225</td> <td>2,827</td> </tr> </tbody> </table>	Parameter	Jan	Feb	Mar	pH	7.1	7.6	7.73	BOD (mg/L)	1,018	2,446	1,509	COD (mg/L)	3,551	4,860	7,211	Oil & Grease (mg/L)	110	58	37	Pb (mg/L)	0.088	<0.025	0.047	Cu (mg/L)	0.122	0.129	0.073	Cd (mg/L)	<0.001	<0.001	<0.001	Zn (mg/L)	0.564	0.370	0.335	NH3 (mg/L)	385	455.9	264.2	TSS (mg/L)	1,950	1,540	1,295	Parameter	Apr	May	Jun	pH	7.2	7.5	7.64	BOD (mg/L)	332.2	981.5	729.8	COD (mg/L)	1,915	3,172	3,590	Oil & Grease (mg/L)	112	31	28	Pb (mg/L)	<0.025	<0.025	0.064	Cu (mg/L)	0.081	0.144	0.189	Cd (mg/L)	<0.001	0.003	<0.001	Zn (mg/L)	0.183	0.543	0.569	NH3 (mg/L)	259	233.1	173.9	TSS (mg/L)	1,150	1,225	2,827	
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BOD (mg/L)	332.2	981.5	729.8																																																																																								
COD (mg/L)	1,915	3,172	3,590																																																																																								
Oil & Grease (mg/L)	112	31	28																																																																																								
Pb (mg/L)	<0.025	<0.025	0.064																																																																																								
Cu (mg/L)	0.081	0.144	0.189																																																																																								
Cd (mg/L)	<0.001	0.003	<0.001																																																																																								
Zn (mg/L)	0.183	0.543	0.569																																																																																								
NH3 (mg/L)	259	233.1	173.9																																																																																								
TSS (mg/L)	1,150	1,225	2,827																																																																																								
4.4.4	<p>Mill water use per tonne of Fresh Fruit Bunches (FFB) (see Criterion 5.6) shall be monitored.</p> <p>- Minor compliance -</p>	<p>Buatan II POM: Water efficiency, budget for water use: 1 m³/ton FFB processed. The result for 2016 shows:</p> <table border="1"> <thead> <tr> <th>Month</th> <th>FFB processed</th> <th>Water process</th> <th>Mill water use/efficiency</th> </tr> </thead> <tbody> <tr> <td>Jan</td> <td>21,669</td> <td>28,502</td> <td>1.28</td> </tr> <tr> <td>Feb</td> <td>16,717</td> <td>18,217</td> <td>1.07</td> </tr> <tr> <td>Mar</td> <td>15,813</td> <td>19,883</td> <td>1.22</td> </tr> <tr> <td>Apr</td> <td>16,233</td> <td>21,060</td> <td>1.27</td> </tr> <tr> <td>May</td> <td>11,975</td> <td>15,846</td> <td>1.46</td> </tr> <tr> <td>Jun</td> <td>12,102</td> <td>17,715</td> <td>1.45</td> </tr> <tr> <td>Average</td> <td></td> <td></td> <td>1.03</td> </tr> </tbody> </table>	Month	FFB processed	Water process	Mill water use/efficiency	Jan	21,669	28,502	1.28	Feb	16,717	18,217	1.07	Mar	15,813	19,883	1.22	Apr	16,233	21,060	1.27	May	11,975	15,846	1.46	Jun	12,102	17,715	1.45	Average			1.03	Comply																																																								
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<p>Criterion 4.5: Pests, diseases, weeds and invasive introduced species are effectively managed using appropriate Integrated Pest Management techniques.</p>																																																																																											

Criterion / Indicator	Assessment Findings	Compliance
<p>4.5.1</p> <p>Implementation of Integrated Pest Management (IPM) plans shall be monitored.</p> <p>- Major compliance -</p>	<p>Buatan Estate: Integrated Pest Management including regular pest and disease census and maintenance of natural predators. "Master Plan Continuous Improvement Plan Kebun Buatan 2016" indicates: Barn Owl Boxes repair, Division IV: 8 barn owl boxes; Division V: 8 barn owl boxes; Division VI: 4 barn owl boxes.</p> <p>Estate also planning to plants beneficial plant such as <i>Cassia sp.</i>, <i>Antigonon</i> and <i>Hibiscus rosa-sinensis</i> for all division. Division IV: 11,510 meters <i>Cassia sp.</i>, 632 plants <i>Hibiscus</i>; 48 plants <i>Antigonon</i>. Division V: 32,860 meters <i>Cassia sp.</i>, 355 plants <i>Hibiscus</i> and 36 plants <i>Antigonon</i>. Division VI: 17,660 meters <i>Cassia sp.</i>, 650 plants <i>Hibiscus</i> and 40 plants <i>Antigonon</i>. Division VII: 17,660 meters <i>Cassia sp.</i>, 650 plants <i>Hibiscus</i> and 40 plants <i>Antigonon</i>.</p> <p>KKPA: Integrated Pest Management including regular pest and disease census and maintenance of natural predators. "Master Plan Continuous Improvement Plan Kebun KKPA Buatan 2016" indicates: Barn Owl Boxes repair, Afdeling VIII: 8 barn owl boxes. Reported inside "Laporan Hama Penyakit Kebun KKPA Buatan (KBN-K) Bulan Juni 2016":</p> <ul style="list-style-type: none"> - Pest Census of Nettle Caterpillar and Bagworm: date 22nd June 2016, block G01L, 22 Ha, result 0%. - Census of Nettle Caterpillar and Bagworm: dated 16th June 2016, block H03k, 30 Ha, result 3%. - Barn owl census, June 2016 in Division VII, 31 barn owl boxes in good condition, adult owl: 4 (four). - Rat attack census, dated 20th February 2016: Division VII block G03h, 9 Ha, result 8 palms are infested, from 138 palms (5.8%). Means of control through rat bait installation; Racumin On 1-12th April 2016 with 2,910 pieces. <p>Host plant program 2016; Division VII:</p> <ul style="list-style-type: none"> - <i>Cassia tora</i>; program: 2,300 seedling and implementation 2,553 seedling. - <i>Antigonon</i>; program: planned 697 seedlings and implemented 765 seedlings. - <i>Turnera</i>; program: 986 seedling and implemented 986 trees. 	<p>Comply</p>

Criterion / Indicator		Assessment Findings	Compliance
		<p>Scheme Smallholders: KUD Bhirawa Bhakti: Cooperative planning to plant Turnera and Cassia tora. Planning for KT 15, KT 19 and KT 46 is to plant Turnera and Cassia tora in 07-09/2016. The planning has not been implemented. KT 25 and KT 49 planted Turnera 190 trees in 01/2016 Plan for barn owl census planned for monthly basis. Record of barn owl box census dated 15/06/2016: KT 15, KT 19, KT 46 and KT 49 where 12 adult barn owls identified. Leaf eating caterpillar pest census planned for monthly basis. Record seen, leaf eating pest census from period 01-06/2016 shows no infestation exceed economic threshold.</p> <p>KUD Kebun Sawit Harapan: KUD Kebun Sawit planning to plant 200 seedlings of Turnera subulata in KT 129, KT 130, KT 132, KT 175, KT 177 and KT 213. Planned to plant 100 seedlings of Cassia tora in KT 177 and KT 213. Implementation: KT 213 planted 500 seedlings in 05/2016. Leaf eating caterpillar pest census planned for monthly basis. Record seen, leaf eating pest census from period 01-07/2016 shows no infestation exceed economic threshold in KT 136, KT 138, KT 176, KT 178, KT 213. Rat attack, tirathaba attack and ganoderma infestation are monitored on monthly basis for all smallholder blocks. The record seen for period 01-07/2016. Sample record seen: KT 213 rat attack on 7 smallholder blocks, census date 18th July 2016. Record seen also shows there are no new attack of ganoderma in all smallholder blocks.</p>	
4.5.2	<p>Training of those involved in IPM implementation shall be demonstrated.</p> <p>- Minor compliance -</p>	<p>Buatan Estate and KKPA: Training for workers involved with early warning system was carried out in 21st May 2015 for field supervisors in Buatan Estate. The company has demonstrated the training programme document in "Program Pelatihan Environmental dan Sustainability tahun 2016" of PT Inti Indosawit Subur - Kebun Buatan, such as: training programme for IPM as the Refresh training of SOP IPM with code (163), the training was conducted in Learning and Development Department. Based on document of training invitation letter and list attendance, has attended by 36 participants on May 25, 2016.</p> <p>Scheme Smallholders: The latest IPM training for KUD Bhirawa Bhakti, KUD Kebun Sawit Harapan and KUD Bina Mulia are recorded on 23th March 2016, attended by 23 members, representative from each KT.</p>	Comply

Criterion / Indicator	Assessment Findings	Compliance
<p>Criterion 4.6: Pesticides are used in ways that do not endanger health or the environment</p>		
<p>4.6.1</p>	<p>Justification of all pesticides used shall be demonstrated. The use of selective products that are specific to the target pest, weed or disease and which have minimal effect on non-target species shall be used where available.</p> <p>- Major compliance -</p> <p>Buatan Estate and KKPA: Inspection of records confirmed only chemicals that are registered and approved by the Department of Agriculture are used. Data on pesticides usage are recorded on the PT. Inti Indosawit Subur – Buatan Group Estate office. Justification for all pesticide used was recorded in “Rencana Kerja Kebun Buatan” 2016. There are specific target and activities used for selective products such as: - <i>Glyphosate, Fluoroxypyr, Methyl Metsulfuron</i> and <i>Paraquat</i> are used for circle spraying. - <i>Glyphosate</i> and <i>Fluoroxypyr</i> used for FFB collection point spraying - <i>Glyphosate, Trichlopyr, Methyl Metsulfuron</i> are used for wooden weeds - <i>Methyl Metsulfuron, Paraquat</i> are used for wooden fern - <i>2,4-Diamine</i> and <i>Glyphosate</i> are used for soft wooden grass (<i>Asystasia</i> sp).</p> <p>Scheme Smallholders: Document titled “Penggunaan Agrokimia Terdaftar” indicates the permitted pesticide (herbicide) allowed to be used on smallholder blocks. The herbicide listed: Elang brand, active ingredients: <i>Isopropil Amina Glifosat</i>, listed No.RI.01030119941170, valid until 9th January 2017; Garlon brand, active ingredients <i>Trichlopyr</i>, listed No.RI.0103011984695. These herbicide programmed for weed control on circle and path spraying only.</p>	<p>Comply</p>

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Criterion / Indicator	Assessment Findings	Compliance
<p>4.6.2 Records of pesticides use (including active ingredients used and their LD50, area treated, amount of active ingredients applied per ha and number of applications) shall be provided.</p> <p>- Major compliance -</p>	<p>KKPA: Recorded as of June 2016 was present:</p> <ul style="list-style-type: none"> - Paraquat: used 204 liters, active ingredients 41 gram/literst or 0.03 gram/Ha; - Metil metsulfuron: used 3,025 gram, active ingredients 605 gram/liters or 0.041 gram per Ha; - Triklopir: used 10 liters, active ingredients: 5 gram/liters or 0.00000505 gram per Ha. - Isopropil amina glyphosat: used 10 liters, active ingredients 5 gram/liters or 0.00000505 gram per Ha. <p>Scheme Smallholders: KUD Bhirawa Bhakti: Toxicity monitoring:</p> <ul style="list-style-type: none"> - Glyposat: hectarage 984 Ha, used 344 liters, active ingredients 123 gram/liter or 125 gram per ha. - Triklopir (Garlon): hectarage 592 Ha, used 65.5 liters, active ingredients 31.4 gram/liter or 53.11 gram per ha. <p>KUD Kebun Sawit Harapan: Toxicity monitoring</p> <ul style="list-style-type: none"> - Glyposat (Elang): hectarage 688 Ha, usage 190.1 liters, active ingredient 60 gram/liter or 88.51 gram per ha. - Triklopir (Garlon): hectare of application 380 Ha, usage 129.9 liters, active ingredients 62.352 gram/liter or 164.08 gram per Ha. 	<p>Comply</p>

Criterion / Indicator	Assessment Findings	Compliance
<p>4.6.3</p> <p>Any use of pesticides shall be minimised as part of a plan, and in accordance with Integrated Pest Management (IPM) plans. There shall be no prophylactic use of pesticides, except in specific situations identified in national Best Practice guidelines.</p> <p>- Major compliance -</p>	<p>Buatan Estate and Scheme Smallholders: PT. Inti Indosawit Subur - Buatan and scheme smallholder control weeds through identification to select appropriate control to be applied. Identification record of weeds comes under "Identifikasi Gulma Dominan". The record is identifying the target of weeds, the location, and active ingredient. Dosage used for herbicide application refers to Agricultural Policy Manual AA-APM-OP-1100.08-R1. There is no use of prophylactic use of pesticides.</p> <p>Scheme Smallholders: Scheme smallholders was using herbicide for weed control. No pesticide was being used. KUD Bhirawa Bhakti: Toxicity monitoring: - Glyphosat: hectarage 984 Ha, used 344 liters, active ingredients 123 gram/liter or 125 gram per ha. - Triklopir (Garlon): hectarage 592 Ha, used 65.5 liters, active ingredients 31.4 gram/liter or 53.11 gram per ha.</p> <p>KUD Kebun Sawit Harapan: Toxicity monitoring - Glyphosat (Elang): hectarage 688 Ha, usage 190.1 liters, active ingredient 60 gram/liter or 88.51 gram per ha. - Triklopir (Garlon): hectare of application 380 Ha, usage 129.9 liters, active ingredients 62.352 gram/liter or 164.08 gram per Ha.</p>	<p>Comply</p>

Criterion / Indicator		Assessment Findings						Compliance																				
<p>4.6.4</p>	<p>Pesticides that are categorised as World Health Organisation Class 1A or 1B, or that are listed by the Stockholm or Rotterdam Conventions, and paraquat, are not used, except in specific situations identified in national Best Practice guidelines. The use of such pesticides shall be minimised and eliminated as part of a plan, and shall only be used in exceptional circumstances.</p> <p>- Minor compliance -</p>	<p>Buatan Estate: Management has recorded the use of paraquat for Buatan Estate Division IV, V, VI, etc.:</p> <table border="1"> <thead> <tr> <th>Active Ingredients</th> <th>2015 (liters)</th> <th>Up to June 2016 (liters)</th> </tr> </thead> <tbody> <tr> <td>Paraquat</td> <td>383</td> <td>515</td> </tr> </tbody> </table> <p>KKPA: Penggunaan paraquat di KKPA:</p> <table border="1"> <thead> <tr> <th>Active Ingredients</th> <th>2011 (liters)</th> <th>2012 (liters)</th> <th>2013 (liters)</th> <th>2014 (liters)</th> <th>2015 (liters)</th> <th>June 2016 (liters)</th> </tr> </thead> <tbody> <tr> <td>Paraquat</td> <td>2051</td> <td>1948</td> <td>2082</td> <td>1680</td> <td>1741</td> <td>596</td> </tr> </tbody> </table> <p>NC Minor: From estate data shown, the use of paraquat was increase over time in Buatan Estate (Division IV, V and VI, etc.).</p> <p>Objective Evidence: From data shown that paraquat use was increase over time. The data of applied paraquat shows 2015: 383 liters; (June) 2016: 515 liters. Explanation from management, related to increase of immature area. There was no plan to minimize or eliminating paraquat use as the budget for the use of paraquat for the whole Buatan Estate also indicating exponential increase from 2015 to 2016; data shows 2014: 456 liters, 2015: 215 liters, 2016: 1,500 liters.</p>						Active Ingredients	2015 (liters)	Up to June 2016 (liters)	Paraquat	383	515	Active Ingredients	2011 (liters)	2012 (liters)	2013 (liters)	2014 (liters)	2015 (liters)	June 2016 (liters)	Paraquat	2051	1948	2082	1680	1741	596	<p>NC Minor</p>
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Criterion / Indicator		Assessment Findings	Compliance
4.6.5	<p>Pesticides shall only be handled, used or applied by persons who have completed the necessary training and shall always be applied in accordance with the product label. Appropriate safety and application equipment shall be provided and used. All precautions attached to the products shall be properly observed, applied, and understood by workers (see Criterion 4.7).</p> <p>- Major compliance -</p>	<p>Buatan Estate: Spraying team has been trained with pesticide handling training, agrochemical application training and limited pesticide training. Spraying team only handles herbicide to control the weed. Sprayers understood the type of chemical for each weed type, the hazard, the application and appropriate PPE to wear.</p> <p>Sprayers: Saliati Bulolo, Rohmawati Gulo, Desi boru Sinaga, Erita, Lotina Giawa, Odilina Dawolo, Meriani Dawolo, Oniwati, Magdalena Butar-Butar, Rohani Butar-Butar, Sugiani, Yunika Syahpitri, Kartini Meldawati limited pesticide training No.534/Set-KP3/1/2013, Saria Sihotang, Suryadi, Murniati Laia, Yuniati Lase, Misaati Halawa (Division VII) – 18 persons.</p> <p>KKPA: NC finding 13 members of spraying team in KKPA estate (Saliati, Meriani, Rohani, Dame, Suryadi/mandor, Murniati, Odilina, Lotina, rohmawati, Desi, Oniwati Erita dan Sugiani), 4 of them has joined training “Pelatihan Herbisida Terbatas”: Saliati, Meriani, Rohani dan Dame.</p>	Comply

Criterion / Indicator	Assessment Findings	Compliance
<p>4.6.6</p> <p>Storage of all pesticides shall be according to recognised best practices. All pesticide containers shall be properly disposed of and not used for other purposes (see Criterion 5.3).</p> <p>- Major compliance -</p>	<p>Buatan Estate:</p> <p>PT. Inti Indosawit Subur – Buatan Estate has a chemical storage including chemical containers washing and bathing places for the sprayers. Based on a field visit to the chemical storage, it was found that: The storage is in form of permanent building with good ventilation; Permanent floor was cemented, the floor of the mixing of pesticides using ceramics, and equipped with a "spillage trap"; The storage facility completed with eye wash shower, first aid box, PPE and Fire extinguisher at immediate premise.</p> <p>Estate has also perform operation control: MSDS are available for all types of existing chemical; The pesticide management and safety instructions are available; waste water from pesticides containers collected in "spillage trap"; The flow of waste water is channeled and stored so that it is not discharged into the environment; The water was re-used for its dilution.</p> <p>Handling of empty chemical: Empty pesticide containers were clean washed in a wash basin, then, it was dried in a provided place; Dried empty container were stored in temporary warehouse before being taken / sent by a third party who has a license.</p> <p>The company had a SOP of waste pesticide management which is SOP of hazardous waste management No.AA-KL-06-EFP. The company disposed their hazardous waste, included empty container pesticides to the licensed company.</p> <p>KKPA:</p> <p>Personnel protective equipment/PPE handed over to employee on 27th June 2016 to 12 sprayers.</p> <p>Scheme Smallholders:</p> <p>KUD Bhirawa Bhakti:</p> <p>Personnel protective equipment/PPE handed over to employee on 11th May 2016 to 77 harvesters consist of: helmet, goggles, rubber boot, and sickle cover. PPE monitoring on 6th June 2016.</p> <p>KUD Kebun Sawit Harapan:</p> <p>Personnel protective equipment/PPE handed over to employee on 7th March 2016 consist of: helmet, goggles, rubber boot, masker/respirators. PPE monitoring on 6th June 2016.</p>	<p>Comply</p>

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Criterion / Indicator		Assessment Findings	Compliance
4.6.7	<p>Application of pesticides shall be by proven methods that minimise risk and impacts.</p> <p>- Minor compliance -</p>	<p>Buatan Estate and Scheme smallholders: Agrochemical had been applied using the Best Management Practices that minimize risk and impacts. Sprayer team and chemical mixer are trained and provided with standard PPE (face shield, respiratory, rubber glove, apron and rubber boot). The acgrochemical storekeepers, supervisors and sprayers found to understand use of the correct pesticide type, dosage, nozzle, spray factor, spray quality and spray techniques. During audit, audit team interviewed the sprayers and checks on inquire for any skin rashes, breathing difficulties and nail problem. Auditors also check worker's nail colour. No sign of intoxication noted.</p> <p>Scheme Smallholders: KUD Bhirawa Bhakti, KUD Kebun Sawit Harapan and KUD Bina Mulia: KUD members are using "Team Unit Semprot/TUS" services in performing weed control/spraying. KUDs did not store any agrochemical.</p>	Comply
4.6.8	<p>Pesticides shall be applied aerially only where there is documented justification. Communities shall be informed of impending aerial pesticide applications with all relevant information within reasonable time prior to application.</p> <p>- Major compliance -</p>	<p>Buatan Estate and Scheme smallholders: There is no aerial application of pesticide in company-owned plantation and/or in smallholder plantation.</p>	Comply

Criterion / Indicator	Assessment Findings	Compliance
<p>4.6.9</p> <p>Maintenance of employee and associated smallholder knowledge and skills on pesticide handling shall be demonstrated, including provision of appropriate information materials (see Criterion 4.8).</p> <p>- Minor compliance -</p>	<p>Sprayer team has been trained with pesticide handling training, agrochemical application training and limited pesticide training.</p> <p>Spraying team only handles herbicide to control the weed. Sprayers understood the type of chemical for each weed type, the hazard, the application and appropriate PPE to wear.</p> <p>Saliati Bulolo, Rohmawati Gulo, Desi boru Sinaga, Erita, Lotina Giawa, Odilina Dawolo, Meriani Dawolo, Oniwati, Magdalena Butar-Butar, Rohani Butar-Butar, Sugiani, Yunika Syahpitri, Kartini Meldawati limited pesticide training No.534/Set-KP3/1/2013, Saria Sihotang, Suryadi, Murniati Laia, Yuniati Lase, Misaati Halawa (Division VII) – 18 persons.</p> <p>Not all sprayers has been trained with “Pelatihan Pestisida Terbatas”.</p> <p>Scheme Smallholders: Pesticides is handling by the estate (Team TUS), however, the company also conducted training for the KUD members, e.g. “Pelatihan pestisida terbatas” carried out on 16th October 2015. The training attended by members of KUD Bhirawa Bhakti, KUD Kebun Sawit Harapan, KUD Bina Mulia – together with other KUDs.</p> <p>NC Minor: Company was not able to demonstrates all herbicide sprayers for KKPA Estate provided with limited pesticide use training “Pelatihan Pestisida Terbatas”.</p> <p>Objective Evidence: KKPA Estate conducted weed control through paraquat spraying. Company was not able to demonstrates all herbicide sprayers for KKPA Estate, provided with limited pesticide use training, “Pelatihan Pestisida Terbatas”. Spraying team in KKPA Estate comprise of thirteen (13) workers; only four (4) sprayer team has been provided with limited pesticide training “Pelatihan Pestisida Terbatas”.</p>	<p>NC Minor</p>

Criterion / Indicator	Assessment Findings	Compliance
<p>4.6.10 Proper disposal of waste material, according to procedures that are fully understood by workers and managers shall be demonstrated (see Criterion 5.3).</p> <p>- Minor compliance -</p>	<p>Estate and KKPA: Laporan pemantauan Limbah B3 PT IIS – Buatan period January – March 2015 and April – June 2015; Neraca Limbah B3 – hazardous waste balance Buatan shows up to waste oil from April up to 15th June 2016 shows 550 empty chemical container, on 18th June 2016 disposed off through licensed contractor 600 empty container in 5 drums. Record shows the storage is not more than 90 days. Surat Jalan dated 18th June 2016 for disposal of 7 drums waste oil, 1 drums of waste filter, 9 pieces old batteries, 5 drums of empty chemical container, transported by PT. SRL to PT. Wastec.</p> <p>NC Minor: Lack of demonstrated evidence that implementation of chemical container disposal in scheme smallholder oil palm block have meet applicable requirement to avoid or reduce pollution.</p> <p>Objective Evidence: According to interview with representatives of cooperatives in Buatan Plasma and management of PT. Inti Indosawit Subur, chemical spraying for all scheme smallholders in Buatan II POM will be handled by PT. Inti Indosawit Subur through “the TUS team”. However, field visit at KT 46 of KUD Bhirawa Bhakti and interview with the farmer group members found that some smallholder farmer who conducted spraying by themselves. There was no evidence of clarity on appropriate control on ex-chemical container, as well as safety aspect of spraying activities.</p>	<p>NC Minor</p>

Criterion / Indicator	Assessment Findings	Compliance
<p>4.6.11 Specific annual medical surveillance for pesticide operators, and documented action to treat related health conditions, shall be demonstrated.</p> <p>- Major compliance -</p>	<p>Buatan Estate: PT. Inti Indosawit Subur-Buatan provides medical checkup to monitor intoxication level for all sprayers, comprise of blood test, urinal test, Rontgen and spirometry test. The medical check-up carried out on annual basis. Latest medical check-up carried out in 3rd May 2016. Sprayer: Saliati Bulolo, Rohmawati Gulo, Desi boru Sinaga, Erita, Lotina Giawa, Odilina Dawolo, Meriani Dawolo, Oniwati, Magdalena Butar-Butar, Rohani Butar-Butar, Sugiani, Yunika Syahpitri, Kartini Meldawati, Saria Sihotang, Suryadi, Murniati Laia, Yuniati Lase, Misaati Halawa (Division VII) – 18 persons. Fertilizer applicator: Pujiati, Purwati, Sabar boru Tarigan, Sariyah, Rahmayanti (Division I)</p> <p>Medical check-up results have been verified by company doctor, no signs of intoxication, all found to be fit for work.</p> <p>KKPA: The company has shown the report of MCU result for employees in KKPA-Buatan dated May 3, 2016, to fertilizer applicators and chemical spraying personnels. The special MCU held for 57 employees, conducted by Focus Clinical Laboratory. Sample taken: for fertilizer applicator; Saliati, Meriani, Rohani, Oniwati, Magdalena, Sugiani, Suryadi (foreman spray). routinely perform a pregnancy test every month at the clinic KBN-K performed by a midwife clinic. Pegnancy report in July 2016, the results of the examination is negative (-), e.g: Saliati, Meriani, Rohani</p> <p>Scheme smallholders: Company provided specific medical check up for all sprayers, comprise of blood test, urinal test, rontgen and spirometric test. The medical check up carried out on annual basis. Latest medical check up result dated 26th July 2015. Sample verified Mrs.Yanna, Mrs.Supriati, Mrs.Siti Muthmainah, Mrs.Junita.</p>	<p>Comply</p>

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Criterion / Indicator		Assessment Findings	Compliance
4.6.12	<p>No work with pesticides shall be undertaken by pregnant or breast-feeding women.</p> <p>- Major compliance -</p>	<p>Buatan Estate and KKPA: PT. Inti Indosawit Subur – Buatan Group prohibits pregnant or breast-feeding women to perform chemical spraying.</p> <p>There is no pregnant and/or breast-feeding female worker performing chemical work every 3 months. Estate management performed monthly verification and pregnancy test as mitigation.</p> <p>In order to mitigate, estate performed monthly pregnancy test. Record of pregnancy test was available for period April – June 2016 called “Daftar Tes Kehamilan Karyawan”.</p> <p>Scheme Smallholders: KUD Bhirawa Bhakti, KUD Kebun Sawit Harapan and KUD Bina Mulia: KUD members are using “Team Unit Semprot/TUS” service in performing weed control/spraying.</p>	Comply
<p>Criterion 4.7: An occupational health and safety plan is documented, effectively communicated and implemented. The health and safety plan shall cover the following:</p>			

Criterion / Indicator	Assessment Findings	Compliance
<p>4.7.1</p> <p>A health and safety policy shall be in place. A health and safety plan covering all activities shall be documented and implemented, and its effectiveness monitored.</p> <p>- Major compliance -</p>	<p>Buatan Estate:</p> <p>An Occupational Health and Safety Policy has been established and in place, issued and signed by the Managing Director dated 1st December 2014. Point 3. Committed to implement and maintain occupational health and safety management system in compliance with national and international applicable regulation. Point 5. Integrating social, environmental, food security, occupational health and safety issues into operational activities, adopting best technology available, and maintain trained manpower, with skills, and motivated to improve performance through continuous improvement program.</p> <p>Health and safety program for Kebun Buatan has been prepared since January 2016. The program consist of identifying new potential risk and review the risk analysis; to conduct basic safety and basic fire fighting training; to conduct PPE monitoring on daily basis; to conduct refreshment training on the use of limited pesticide; to distribute PPE for worker at high risk station (spraying and harvesting).</p> <p>KKPA:</p> <p>The health and safety policy is cited from “Kebijakan Perusahaan” signed by top management 1st December 2014 – written in Bahasa Indonesia. Chapter 4 mentioned “...to determine measurable objective and target to prevent accident and occupational disease for all worker and other interested parties, through continuous improvement.”</p> <p>Objective Target Programme is available, approved January 2016. OTP does not reflect the priority from HIRADC. HIRADC identify activity from filling palm shell into boiler risk in breathing damage, risk level at 5 (supposed to be fatality) – resulting in high risk (20). But the control for this activity does not included in the OTP.</p> <p>Buatan II POM:</p> <p>An Occupational Health and Safety Policy has been established in “Kebijakan Perusahaan”, written in Bahasa Indonesia, issued and signed by the Managing Director dated 1st December 2014. The policy related to health and safety - point 3. Committed to implement and maintain occupational health and safety management system in compliance with national and international applicable regulation.</p> <p>---</p>	<p>Comply</p>

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Criterion / Indicator	Assessment Findings	Compliance
	<p>Point 5. Integrating social, environmental, food security, occupational health and safety issues into operational activities, adopting best technology available, and maintain trained manpower, with skills, and motivated to improve performance through continuous improvement program.</p> <p>Health and safety program for Buatan II POM has been prepared since January 2016. The program consist of refreshment emergency response training, fire fighting training, basic safety training, ensure all measurement tools at all machineries, monitoring fire extinguisher equipment, conducting monthly health and safety meeting, provision of protective equipment, vaccination for worker's children.</p> <p>Monitoring of health and safety carried out after 6 months, 16th July 2016: refreshment emergency response training on 20/07/2016 participant Sumali and Reinhad;</p> <p>Fire fighting training on 19th April 2016 attended by Wawan W, Donal S, Marta Bahtiar and Risman Siregar;</p> <p>Basic safety training on monthly basis;</p> <p>monitoring fire extinguisher equipment, conducting monthly health and safety meeting, provision of protective equipment, vaccination for worker's children.</p> <p>Medical check up provided for all workers in Buatan Estate on 13th August 2015. 5 office workers, 42 workers from Division I, 21 workers from Division II, 66 workers from Division III, 32 workers from Division IV, 23 workers from Division V, 21 workers from Division VI, 8 workers from Nursery, 2 workers from warehouse, 13 workers from vehicle workshop, 56 workers from KKPA Estate.</p> <p>Scheme Smallholders: KUD Bhirawa Bhakti: KUD Bhirawa Bhakti is able to demonstrate "Kebijakan Koperasi" signed in 23th Sept 2015, where the document indicates the policy to prevent accident and occupational disease through use of PPE and attention on working premises. Company also provides H&S guidelines related to health and safety, first aid, basic fire fighting. Sosiali kebijakan koperasi dilakukan pada tanggal 2nd May 2016, attended by 21 participations. ---</p>	

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Criterion / Indicator	Assessment Findings	Compliance
	<p>KUD Kebun Sawit Harapan: KUD Kebun Sawit Harapan is able to demonstrate “Kebijakan Koperasi” signed in 1st August 2013, where the document indicates the policy to prevent accident and occupational disease through use of PPE and attention on working premises. Company also provides H&S guidelines related to health and safety, first aid, basic fire fighting. Sosialisasi kebijakan koperasi dilakukan pada tanggal 23rd September 2015, attended by 27 participants.</p> <p>KUD Bina Mulia: KUD Bina Mulia is able to demonstrate “Kebijakan Koperasi” signed in 1st August 2015, where the document indicates the policy to prevent accident and occupational disease through use of PPE and attention on working premises. Company also provides H&S guidelines related to health and safety, first aid, basic fire fighting. Sosialisasi kebijakan koperasi dilakukan pada tanggal 30th May 2016, attended by 30 participants.</p>	

Criterion / Indicator		Assessment Findings	Compliance
4.7.2	<p>All operations where health and safety is an issue shall be risk assessed, and procedures and actions shall be documented and implemented to address the identified issues. All precautions attached to products shall be properly observed and applied to the workers.</p> <p>- Major compliance -</p>	<p>Buatan Estate: Company has a procedure to identify and prepare a risk assessment register. The procedure including calculation of risk level considering the frequency and severity, as well as determining control for each risk level identified. Risk assessment for plantation operation in Buatan Estate have been reviewed and updated. The latest review and revision on HIRADC dated 31st December 2015. Risk assessment has identified hazard and risk from office activities, infrastructure construction activities, warehouse and workshop related activities, harvesting and FFB loading activities, fertilizer and spraying activities</p> <p>KKPA: The organization has shown the document of Risk Analysis / HIRAC year 2016. The risk level has stated, i.e: extreme, high risk, moderate, low risk and negligible. HIRAC has covering area e.g. office, warehouse, plantation activities, genset area, etc.</p> <p>Observation: Risk assessment for plantation operation in Buatan Estate have been reviewed and updated. The latest review and revision on HIRADC dated 31/12/2015. Risk assessment has identified hazard and risk from office activities, infrastructure construction activities, warehouse and workshop related activities, harvesting and FFB loading activities, fertilizer and spraying activities. - Subsequent risk assessment review for Buatan Estate includes hazard and risk from activity such as replanting activities, boundary poles monitoring, HCV monitoring and land application maintenance; - - To improve the accuracy of risk level calculation for KKPA Estate;</p>	Comply

Criterion / Indicator	Assessment Findings	Compliance
<p>4.7.3</p> <p>All workers involved in the operation shall be adequately trained in safe working practices (see Criterion 4.8). Adequate and appropriate protective equipment shall be available to all workers at the place of work to cover all potentially hazardous operations, such as pesticide application, machine operations, and land preparation, harvesting and, if it is used, burning.</p> <p>- Minor compliance -</p>	<p>Company provides training for all workers, related to the health and safety of the works to be performed.</p> <p>Buatan Estate: Saliati Bulolo, Rohmawati Gulo, Desi boru Sinaga, Erita, Lotina Giawa, Odilina Dawolo, Meriani Dawolo, Oniwati, Magdalena Butar-Butar, Rohani Butar-Butar, Sugiani, Yunika Syahpitri, Kartini Meldawati limited pesticide training No.534/Set-KP3/1/2013, Saria Sihotang, Suryadi, Murniati Laia, Yuniati Lase, Misaati Halawa (Division VII) – 18 persons. Not all sprayers has been trained with “Pelatihan Pestisida Terbatas”.</p> <p>Heavy machinery operators: Mr.Sahidan Nasution, excavator operator trained with “Pembinaan Teknik Keselamatan dan Kesehatan Kerja Pesawat Angkat dan Angkut” certified and licensed No.Ser.1761/OPK3/PAA/IIII/2014 dated 7th March 2014. License No.14.32827-OPK3-PAA/IIII/2014 valid until 7th March 2019. Mr.Ahmad Fauzi, Motor Grader operator trained with “Operator Pesawat Angkat dan Angkut” certified No.09.2076/OPF/KK/IV/2009. He holds license No.P14.2076-OPK3-PAA/VIIII/2014, valid until 8th August 2019. Mr.Murdiono Sinaga, bulldozer operator trained with with “Pembinaan Teknik Keselamatan dan Kesehatan Kerja Pesawat Angkat dan Angkut” certified and holds licensed No.Ser.11.10019-OPK3-PAA/VII/2011 valid until 29th July 2016.</p> <p>KKPA: Based on field visit, all workers involved in operation is provided training and PPE appropriately. Record seen: - Training on hazardous waste handling and chemical code (007) conducted on 1st March 2016 attended by 8 employees; - Training basic fire code (005) on 9th February 2016 attended by 23 employees, - Training on Fertilizer SOP code (054) dated 10th February 2016, attended by 10 employees, Personnel protective equipment/PPE handed over to employee on 27th June 2016 to 12 sprayers. ---</p>	<p>Comply</p>

Criterion / Indicator	Assessment Findings	Compliance
	<p>Buatan II POM:</p> <p>Training: Company provided a number of training program, for activities related to health and safety. Record of training seen:</p> <p>Emergency Response Drill for fire and earthquake, dated 20th November 2015 for 20 workers in Buatan II POM. Emergency drill has been evaluated.</p> <p>Hazardous Waste handling and management of chemical planned on 16th February 2016.</p> <p>Basic Safety Training initial planning on 23rd June 2016, actual implementation on 11th July 2016 attended by 29 workers, including manager.</p> <p>Basic Fire Training, on 19th April 2016 and attended by 25 workers.</p> <p>Competence training/certification provided for operators: Steam vessel operator: Mr.Suranta Sembiring, steam vessel operator, has been trained "Operator Pesawat Uap Kelas I" dated 5th June 2009, certificate No.09.396/PNK3-PUBT/OB-I/VI/09; holds license steam vessel operator No.11.P.09.396-OPK3-PUBT-B.I/XI/2011 valid until 28th October 2016.</p> <p>Mr.Hilal, welder, trained with "Juru Las Kelas II" dated 20th June 2014; certificate No.S.212/JL/PNK3/VI/2014.</p> <p>PPE provision: Safety shoes provided for 10 workers in office compound; safety shoes provided for 12 workers in laboratory, including sample boy; 25 safety shoes provided for mechanic and helper in workshop; 30 safety shoes provided for operators, member of processing crew 1st shift; 31 safety shoes provided for operators, member of processing crew 1st shift; 8 hand gloves provided for 8 process crew on 10th June 2016.</p> <p>On 11th February 2016 6 sets of earplug provided for 6 boiler station operators.</p> <p>On 16th March 2016, Buatan II POM provided 4 sets of earplug for 4 workshop operators. On 9th May 2016 Buatan POM provided 13 helmets for 13 workers in sortation ramp, workshop and kernel station.</p> <p>PPE Inspection period 07/2016, Mr.Hilal, Mr.Sumadi, process operators are using helmet, safety shoes, masker, hand glove on daily basis.</p> <p>Buatan II POM provides medical check up for workers, including blood test, urine check, liver function, kidney function. Specific examination provided for workers at high risk station. The latest medical check up conducted on 4th June 2016, the result communicated to workers on 18th June 2016. Sample seen: Mr.Didik S, Laboratory analyst; Mr.Sumali, boiler operator; Mr.Bambang Hermanto, effluent pond officer; Mr.Suprpto, sterilizer operator. The result verified by company doctor, and concluded as fit for work.</p>	

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Criterion / Indicator	Assessment Findings	Compliance
	<p>Scheme Smallholders: KUD Bhirawa Bhakti: Personnel protective equipment/PPE handed over to employee on 11th May 2016 to 77 harvesters consist of: helmet, goggles, rubber boot, and sickle cover. PPE monitoring on 6th June 2016.</p> <p>KUD Kebun Sawit Harapan: Personnel protective equipment/PPE handed over to employee on 7th March 2016 consist of: helmet, goggles, rubber boot, masker/respirators. PPE monitoring on 6th June 2016.</p>	

Criterion / Indicator	Assessment Findings	Compliance
<p>4.7.4</p> <p>The responsible person/persons shall be identified. There shall be records of regular meetings between the responsible person/s and workers. Concerns of all parties about health, safety and welfare shall be discussed at these meetings, and any issues raised shall be recorded.</p> <p>- Major compliance -</p>	<p>Buatan Estate:</p> <p>The responsible person for health and safety is Mr.Afriando Flora Kirnando, with certificate No.Ser.13.10233/AK3/U/XI/2014 dated 14th November 2014. The person was appointed through “Keputusan Menteri Tenaga Kerja dan Transmigrasi RI No.KEP.9262/M/DJPPK/XI/2014 tentang Penunjukan Ahli K3” dated 14th November 2014, valid for 3 years.</p> <p>The safety committee structure has been established, and approved by manpower office, “Keputusan Kepala Dinas Tenaga Kerja dan Transmigrasi Kabupaten Pelalawan No.KPTS.566/DTKT-WAS/2016/34 tentang Pengesahan Susunan Panitia Pembina Keselamatan dan Kesehatan Kerja (P2K3) Perusahaan PT. Inti Indosawit Subur Kebun Buatan, dated 10th May 2016. The safety committee structure is current.</p> <p>Safety committee meeting with worker: P2K3 meeting 15th March 2016, discussing safety talk effectiveness, PPE use monitoring, pregnancy test for female worker performing spraying and fertilizer application; attended by 10 workers. P2K3 meeting 16th May 2016, discussing safety talk effectiveness, PPE use monitoring, pregnancy test for female worker performing spraying and fertilizer application; attended by 10 workers.</p> <p>The safety committee has reported the health and safety performance to manpower office on regular basis. Confirmed with manpower office during stakeholder consultation, confirmed during document review: “Laporan P2K3” period of March-June 2016, reported on 20th June 2016.</p> <p>Buatan II POM:</p> <p>The responsible person for health and safety is Mr.Yakop Panjaitan, with training certificate No.Ser.13.10232/AK3/U/XI/2014 dated 14th November 2014. The person was appointed through “Keputusan Menteri Tenaga Kerja dan Transmigrasi RI No.KEP.9261/M/DJPPK/XI/2014 tentang Penunjukan Ahli K3 Umum” dated 14th November 2014, valid for 3 years.</p> <p>The safety committee structure has been established, and approved by manpower office, “Keputusan Kepala Dinas Tenaga Kerja dan Transmigrasi Kabupaten Pelalawan No.KPTS.566/DTKT-WAS/2016/43 tentang Pengesahan Susunan Panitia Pembina Keselamatan dan Kesehatan Kerja (P2K3) Perusahaan PT. Inti Indosawit Subur PMKS Buatan II”, dated 17th June 2016. The safety committee structure is current.</p> <p>---</p>	<p>Comply</p>

Criterion / Indicator	Assessment Findings	Compliance
	<p>Safety committee meeting with worker: P2K3 meeting 9th January 2016, discussing nearmiss, action plan for nearmiss, worker's complaint, PPE use, use of first aid kit – attended by 10 personnel. P2K3 meeting on 10th February 2016, discussing work instruction for each station, mill operational – attended on 10 personnel. P2K3 meeting on 23rd March 2016, attended by 8 personnel, discussing PPE as per SNI, refresh the health and safety, first aid, fire fighting team, nearmiss report, domestic waste management. The safety committee has reported the health and safety performance to manpower office on regular basis. Confirmed with manpower office during stakeholder consultation, confirmed during document review: "Laporan P2K3" period of January-March 2016, reported on 22nd July 2016. "Laporan P2K3" period of April-June 2016, reported on 22nd July 2016.</p> <p>Scheme Smallholders:</p> <p>KUD Bhirawa Bhakti: Person in charge for health and safety, as well as emergency situation is chairperson of KUD Bhirawa Bhakti. Meeting discussing health and safety issue planned for 3 monthly bases, e.g. the latest meeting in KUD Bhirawa Bhakti, dated 9th April 2016 attended by 25 KT chiefs.</p> <p>KUD Kebun Sawit Harapan: Person in charge for health and safety, as well as emergency situation is chairperson of KUD Kebun Sawit Harapan. Meeting discussing health and safety issue planned for 3 monthly bases, e.g. the latest meeting in KUD Bhirawa Bhakti, dated 2nd July 2016 attended by 29 KT chiefs.</p> <p>KUD Bina Mulia: Person in charge for health and safety, as well as emergency situation is chairperson of KUD Bina Mulia. Meeting discussing health and safety issue, the meeting in KUD Bina Mulia, dated 22nd September 2015, attended by 37 KT chiefs.</p>	

Criterion / Indicator	Assessment Findings	Compliance
<p>4.7.5</p> <p>Accident and emergency procedures shall exist and instructions shall be clearly understood by all workers. Accident procedures shall be available in the appropriate language of the workforce. Assigned operatives trained in First Aid should be present in both field and other operations, and first aid equipment shall be available at worksites. Records of all accidents shall be kept and periodically reviewed.</p> <p>- Minor compliance -</p>	<p>Buatan Estate: Licensed first aider under name Mrs.Dahlia Sari Agustina, as approved by “Dinas Tenaga Kerja dan Transmigrasi Kabupaten Pelalawan”, Lisensi No.566/DTKT-WAS/LC/P3K/101 valid from until 1st July 2018. First aid kits are available with field supervisor. Accidents are recorded under “Laporan Kecelakaan Kerja”. 2016 records shows up to June 2016, 19 work related accidents resulted in 38 lost working days. 10 cases related to fallen frond, 4 cases related to fallen debris from palm, etc. Accident investigations reported in form called “Rekaman Kecelakaan Kerja” are kept in estate office.</p> <p>Buatan II POM: Accident procedures attached into each SOP under Mill Processing Manual. For example: SOP Stasiun Pengelolaan Limbah AA-MPM-OP-1400.13-R1, section 4.4 Prosedur Keselamatan Kerja di Stasiun Pengelolaan Limbah” at palm oil mill effluent treatment. The section indicates accident handling through provision of first aid kit and first aider, install belting cover, to maintain access road on POME pipeline from mill into palm oil mill effluent. There are designated assembly points around Buatan II POM premise. “Penanganan Keadaan Darurat Kebakaran” – for fire fighting, “Penanganan Keadaan Darurat Tumpahan” – for spillage (oil >100 liters, chemical >25 kg/25 liters).</p> <p>Clinic Eko III Buatan II POM has granted with permit. First aider, under name Mrs.Murdha Ningsih has been trained with Hiperkes on 04-09/02/2013, certificate No.15.177/PM-VII/13 dated March 2013. Training in first aid treatment on 18-21st February 2015; certificate No.Ser.2403/PK3-P3K/VI/2015 dated 1st June 2015. First aid training provided for Mr.Rifyan Helmi, Sri Puspitawati, Siska Cahya, Surya Hadinata, P. Manurung, Azwar Anas, Selvi br. Silalahi, Sumali, Raihhard on 20th July 2016.</p> <p>Accidents are recorded under “Laporan Kecelakaan Kerja”. Year 2016 records shows up to June 2016, 1 work related accidents resulted in 58 lost working days. Accident investigations reported in form called “Rekaman Kecelakaan Kerja” are kept in mill office. Root cause analysis was not comply with filling guidance, thus corrective action plan was not relevant with cause of accident. Breaking rope – action plan: briefing and PPE; not related to monitoring of tools and equipment.</p> <p>---</p>	<p>Comply</p>

Criterion / Indicator	Assessment Findings	Compliance
	<p>Accident record 2015 shows 7 cases of lost time injury, causing 83 lost working days. Lost Time Injury Frequency Rate (LTIFR): 21.91; Total Recordable Injury Frequency Rate (TRIFR): 21.91; Lost Time Injury Incident Rate (LTIIR): 63.8; Average Time Lost Rate: 11.86.</p> <p>KKPA: The Company has appointed the first aider personnel, and have the training for first aider. Licensed first aider under name Mrs. Dahlia Sari Agustina, as approved by "Dinas Tenaga Kerja dan Transmigrasi Kabupaten Pelalawan", o.566/DTKT-WAS/LC/P3K/101 valid from 01/07/2015 until 01/07/2018.</p> <p>Scheme Smallholders: KUD Bhirawa Bhakti: First aid kit equipment in Cooperative found to be adequate – holds by the trained harvesting supervisor. First aid kit also available in KUD Bhirawa Bhakti office. Accident and emergency procedures available in "Rencana Tanggap Darurat". KUD also have Emergency Response Team in chief by the chairman of KUD, provided the phone number to call when an emergency. Cooperative is in cooperation with Puskesmas Desa Buana Bhakti (Medical center in village) to treat victim. Records of accident, acknowledge by Record Pengobatan Pekerja, there are no accidents occurred in 2016 until June.</p> <p>KUD Kebun Sawit Harapan: First aid kit equipment in Cooperative found to be adequate – holds by the trained harvesting supervisor. First aid kit also available in KUD Bhirawa Bhakti office. Accident and emergency procedures available in "Rencana Tanggap Darurat". KUD also have Emergency Response Team in chief by the chairman of KUD, provided the phone number to call when an emergency. Cooperative is in cooperation with Puskesmas Pembantu Gabung Makmur SP 8 (Medical center in village) to treat victim. Records of accident, acknowledge by Record Pengobatan Pekerja, there are no accidents occurred in 2016 until June.</p> <p>Observation: Based on field visit in worker housing, EKO I Buatan II POM housing compound, it would be nice to consider:</p> <ul style="list-style-type: none"> - Maintenance as per inspection checklist for fire extinguisher near diesel oil tank; - Conducting emergency drill in worker housing EKO I Buatan II POM housing compound. 	

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Criterion / Indicator		Assessment Findings	Compliance																							
<p>4.7.6</p> <p>All workers shall be provided with medical care, and covered by accident insurance.</p> <p>- Minor compliance -</p>	<p>Estate and Mill The company has provided clinic for all workers and it's covered also by Social Insurance, namely Jamsostek (BPJS). Record payment of BPJS Ketenagakerjaan/Kesehatan in "Bukti Transfer Bank".</p> <p>Payment BPJS Kesehatan in June 2016: Payment BPJS Kesehatan for Kebun Buatan Group in June 2016 is Rp. 107,248,500 for 1,046 employees, included PHL (Temporary workers) as list employees payment enclosed "Daftar Peserta BPJS Kesehatan KBN – PT. IIS Todate June 2016", the list consist of ID. Number, name, date of birth, employee ID number, date of joined, BPJS Kesehatan number, iuran (BPJS Kesehatan fee). Payment BPJS Ketenagakerjaan in June 2016:</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th>Unit</th> <th>Employee Status</th> <th>Payment (Rp.)</th> </tr> </thead> <tbody> <tr> <td rowspan="2">Buatan Estate</td> <td>SKU (permanent workers)</td> <td>104,807,964</td> </tr> <tr> <td>PHL (Temporary workers)</td> <td>63,254,880</td> </tr> <tr> <td rowspan="2">Plasma Buatan</td> <td>SKU (permanent workers)</td> <td>3,360,942</td> </tr> <tr> <td>PHL (Temporary workers)</td> <td>6,082,200</td> </tr> <tr> <td rowspan="2">Buatan I Mill</td> <td>SKU (permanent workers)</td> <td>25,459,928</td> </tr> <tr> <td>PHL (Temporary workers)</td> <td>5,286,353</td> </tr> <tr> <td rowspan="2">Buatan II Mill</td> <td>SKU (permanent workers)</td> <td>24,616,870</td> </tr> <tr> <td>PHL (Temporary workers)</td> <td>4,805,775</td> </tr> </tbody> </table> <p>Total employee Bulan June 2016 was 1,046 persons: PHL (590 employees), SKU – H (368 employees), SKU Bulanan (98 employees).</p> <p>KKPA: Company provided medical care for workers. If worker want to have medicine, company clinic is available inside the estate and mill area. Thus its helps workers to access the clinic. Furthermore, all mill and estate workers are covered by JAMSOSTEK/BPJS for accident insurance. Records of JAMSOSTEK/BPJS member list are available.</p> <p>Scheme Smallholders: KUD Bhirawa Bhakti: The KUDs provide medical benefit for their staff and members also provide medical to the clinic or hospital if any accident. IDR 20,000/month/farmer members.</p> <p>KUD Kebun Sawit Harapan: KUD is in cooperation with Puskesmas Pembantu Gabung Makmur SP 8 (Medical center in village) to treat victim</p>		Unit	Employee Status	Payment (Rp.)	Buatan Estate	SKU (permanent workers)	104,807,964	PHL (Temporary workers)	63,254,880	Plasma Buatan	SKU (permanent workers)	3,360,942	PHL (Temporary workers)	6,082,200	Buatan I Mill	SKU (permanent workers)	25,459,928	PHL (Temporary workers)	5,286,353	Buatan II Mill	SKU (permanent workers)	24,616,870	PHL (Temporary workers)	4,805,775	<p>Comply</p>
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Criterion / Indicator	Assessment Findings	Compliance
<p>4.7.7 Occupational injuries shall be recorded using Lost Time Accident (LTA) metrics</p> <p>- Minor compliance -</p>	<p>Estate: Buatan Estate demonstrating the Lost Time Accident database 2015 and 2016. In 2015: 8 cases of First aid, 90 cases of medical aid. 2016: 19 cases of medical aid, resulted in 38 lost working days. Lost Time Injury Frequency Rate (LTIFR) 2.924;</p> <p>Monitoring for accident is available in document of "Laporan Rekaman Kecelakaan Kerja (RKK)", in June 2016: fatality category (0), cacat (0), LTI (0), medical aid (6), kerusakan aset (0), kebakaran (0), near miss (0), potensi (0), tumpahan B3 (0), lost of working days (14), total of working days lost until June 2016 (38). Recording Accidents reported to BPJS employment - Trauma Centre, until June reported 19 cases.</p> <p>KKPA: Basend on Accident Monitoring document, up to June 2016 there is one incident of workplace accidents on May 31, 2016 which has been reported to BPJS Ketenaga Kerjaan. There are records for employee tracking reports Trauma Centre, Accident Report II (Form 3a BPJS Ketenagakerjaan), accident report I (form 3 KK 1). The report was submitted to the Office of BPJS Ketenagakerjaan Pekanbaru in Riau on June 16, 2016. Based on the summary document of work accident there are no cases both near miss and potential in 2016 and in June reported no working days lost due to accidents.</p> <p>Scheme Smallholders: KUD Bhirawa Bhakti: KUD is in cooperation with Puskesmas Pembantu Gabung Makmur SP 8 (Medical center in village) to treat victim. Records of accident, acknowledge by Record Pengobatan Pekerja states no accidents occurred in January until July 2016.</p> <p>KUD Kebun Sawit Harapan: KUD is in cooperation with Puskesmas Pembantu SP 8 (Medical center in village) to treat victim. Records of accident, acknowledge by Record Pengobatan Pekerja states no accidents occurred in January until July 2016.</p> <p>KUD Bina Mulia: KUD is in cooperation with Puskesmas Pembantu SP 12 (Medical center in village) to treat victim. Records of accident, acknowledge by Record Pengobatan Pekerja states no accidents occurred in January until July 2016.</p>	<p>Comply</p>

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Criterion / Indicator	Assessment Findings	Compliance
Criterion 4.8: All staff, workers, smallholders and contract workers are appropriately trained.		

Criterion / Indicator	Assessment Findings	Compliance
<p>4.8.1</p> <p>A formal training programme shall be in place that covers all aspects of the RSPO Principles and Criteria, and that includes regular assessments of training needs and documentation of the programme.</p> <p>- Major compliance -</p>	<p>Estate: Buatan II estate has been shown in the training program in the document "Environmental and Sustainability Training Programme year 2016" PT Inti Indosawti Subur – Buatan Estate" such as; HCV awareness training programme, Basic fire - fire danger rating (FDR), first aid training, handling of hazardous wastes and toxic chemicals, training HPT, fertilization SOP training, welder training etc. Realization of training given on documents of invitations letter and attendance list of participants of training, including: training of handling of hazardous wastes and Chemicals code (007) conducted on 1 March 2016, which was attended by 8 participants, training on basic fire code (005) dated 9 February 2016 attended by 23 participants, training for refresh of SOP fertilizers code (054) dated 10 February 2016 was attended by 10 participants, training for refresh of SOP HPT code (163) dated 25 May 2016 was attended by 36 participants, etc.</p> <p>KKPA: PT Inti Indosawit Subur KBN-K has been shown in the training program in the document "Environmental and Sustainability Training Programme year 2016" such as; HCV awareness training programme, Basic fire - fire danger rating (FDR), first aid training, handling of hazardous wastes and toxic chemicals, training HPT, fertilization SOP training etc. Realization of training was shown in document of invitation letter and training attendance list, such as: Training of handling of hazardous wastes and Chemicals code (007) conducted on 1 March 2016, which was attended by eight participants, training on basic fire code (005), dated 9 February 2016 attended by 23 participants, refresh training of SOP fertilizers code (054), dated 10 February 2016 attended by 10 participants, refresh training of SOP HPT code (163) dated 25 May 2016 was attended by 36 participants, etc.</p> <p>Scheme smallholder: PT. Inti Indosawit Subur – Buatan has prepared a training program for smallholder members in 12 cooperatives. Training matrix seen: Training on Sustainable Principle and Criteria: 11-13/08/2016, speaker from FASDA Riau, planned for 72 training participants. Training on basic safety and use of protective equipment 01/04/2016, planned for 60 training participants, located in Training Center Buatan Estate.</p>	<p>Comply</p>

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	<p>Buatan II POM: PT. Inti Indosawit Subur – Buatan has prepared a training program for smallholder members in 12 cooperatives. Training matrix seen: Traceability and Mass Balance training planned on 11th October 2016. Hazardous Waste handling and management of chemical planned on 16th February 2016. Sustainability Awareness Code training planned for 22nd March 2016 and carried out on 12th April 2016, attended by 28 workers in Buatan II POM. Basic Safety Training initial planning on 23rd June 2016, actual implementation on 11th July 2016 attended by 29 workers, including manager. First aid training provided for Mr.Rifyan Helmi, Sri Puspitawati, Siska Cahya, Surya Hadinata, P. Manurung, Azwar Anas, Selvi br. Silalahi, Sumali, Raihhard on 20th July 2016. Training on fire fighting and earthquake – “Pengujian dan Kesiapan Tanggap Darurat Kebakaran & Gempa Bumi”, participated by 20 workers. Basic Fire Training, on 19th April 2016 and attended by 25 workers.</p> <p>Scheme smallholder: PT. Inti Indosawit Subur – Buatan has prepared a training program for smallholder members in 12 cooperatives. Training matrix seen: Training on Sustainable Principle and Criteria: 11-13th August 2016, speaker from FASDA Riau, planned for 72 training participants. Training on basic safety and use of protective equipment 1st April 2016, planned for 60 training participants, located in Training Center Buatan Estate. Training on Emergency Response Procedure and First aid planned for 20th August 2016, speaker from PT. Inti Indosawit’s company doctor, 60 participants, located in Training Center Buatan Estate. Basic Fire Fighting Training planned for 10th September 2016, planned for 60 training participants. Limited Pesticide Training planned for 10th October 2016, speaker from “Komisi Pengawasan Peredaran Pestisida”, planned for 60 training participants. Training on Harvesting Technique and FFB quality planned in 20th September 2016, planned for 360 training participants, training location on each cooperative’s oil palm plantation.</p>	

Criterion / Indicator	Assessment Findings	Compliance
<p>4.8.2</p> <p>Records of training for each employee shall be maintained.</p> <p>- Minor compliance -</p>	<p>Buatan II POM:</p> <p>First aid training provided for Mr.Rifyan Helmi, Sri Puspitawati, Siska Cahya, Surya Hadinata, P. Manurung, Azwar Anas, Selvi br. Silalahi, Sumali, Raihhard on 20th July 2016.</p> <p>Training on fire fighting and earthquake – “Pengujian dan Kesiapan Tanggap Darurat Kebakaran & Gempa Bumi”, participated by 20 workers.</p> <p>Basic Fire Training – dated 19th April 2016 and attended by 25 workers.</p> <p>Sustainability Awareness Code training on 12th April 2016, attended by 28 workers in Buatan II POM.</p> <p>Basic Safety Training on 11th July 2016 attended by 29 workers, including manager.</p> <p>Sampled worker training record:</p> <ul style="list-style-type: none"> - Albert N Malau, workshop assistant: Training sustainability awareness on 23rd February 2016; training health and safety on 11th July 2016; - Ivanali Ginting, weighbridge operator: Training sustainability awareness on 25th November 2013; - M.Yusni, tractor operator: Total Productive Maintenance training on 27th March 2015; Competence Certification for Tractor training 6-8th February 2014. - Sumali, Boiler Operator’s helper: Basic fire training 23rd October 2012; health and safety training 20th July 2016; <p>Scheme Smallholders:</p> <p>KUD Bhirawa Bhakti:</p> <p>Representative from KUD Bhirawa Bhakti attended training related to AMDAL (Social Environmental Impact Assessment), HCV, soil and water conservation on 2nd June 2016. Training attendee from KUD Bhirawa Bhakti under name: Zainal Arifin, June, Bahari S, H. Nuryana, Jumri.</p> <p>Representative from KUD Bhirawa Bhakti attended training related to use of limited pesticide by Komisi Pengawasan Pestisida on 19th October 2015. Training participants from KUD Bhirawa Bhakti: Muklason.</p> <p>KUD Kebun Sawit Harapan:</p> <p>Representative from KUD Kebun Sawit Harapan attended training related to AMDAL (Social Environmental Impact Assessment), HCV, soil and water conservation on 2nd June 2016. Training attendee under name: Hadi Junaedi.</p> <p>Smallholder member from KUD Kebun Sawit Harapan attended training related to use of limited pesticide by Komisi Pengawasan Pestisida on 19th October 2015. Training participants from KUD Kebun Sawit Harapan: Bima Dwi and Iwan Susilo.</p> <p>---</p>	<p>Comply</p>

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Criterion / Indicator	Assessment Findings	Compliance
	KUD Bina Mulia: Smallholder member from KUD Bina Mulia attended training related to use of limited pesticide by Komisi Pengawasan Pestisida on 19 th October 2015. Training participants from KUD Bina Mulia: Sujud and Johan.	
Principle 5: Environmental responsibility and conservation of natural resources and biodiversity		
Criterion 5.1: Aspects of plantation and mill management, including replanting, that have environmental impacts are identified, and plans to mitigate the negative impacts and promote the positive ones are made, implemented and monitored, to demonstrate continual improvement.		

Criterion / Indicator		Assessment Findings	Compliance
5.1.1	<p>An environmental impact assessment (EIA) shall be documented.</p> <p>- Major compliance -</p>	<p>PT. Inti Indosawit Subur demonstrate Analisis Mengenai Dampak Lingkungan (AMDAL) consist of document ANDAL, RKL and RPL as approved through “Persetujuan Komisi Amdal Departemen Pertanian No. 013/ANDAL/BA/V/95, dated 3rd May 1995, tentang Studi Analisis Dampak Lingkungan (ANDAL) Perkebunan Kelapa Sawit Pola PIR-Transmigrasi dan Pabrik Minyak kelapa Sawit (PMKS) di Kab. Kampar, Indragiri Hulu dan Bengkalis, Propinsi Riau, mill capacity 30 tonnes FFB/hours.</p> <p>Subsequently, company has prepared “Dokumen Pengelolaan dan Pemantauan Lingkungan” – Environmental Management and Monitoring Document, back in 2009; as an evaluation for a number of operational activity covering new palm oil mill unit and the supporting function, and development of tissue culture in PT. Inti Indosawit Subur – Buatan Group. The document has been approved by Governor of Riau through “Surat Keputusan Gubernur Riau No.Kpts.975/X/2009 tentang Penetapan Dokumen Pengelolaan dan Pemantauan Lingkungan Penambahan Kapasitas Produksi Pabrik Minyak Kelapa Sawit PT. Inti Indosawit Subur dan Kegiatan Pendukungnya, Sentral Workshop Buatan dan Pembuatan Laboratorium Kultur Jaringan Berlokasi di Kecamatan Pangkalan Kerinci dan Kecamatan Pelalawan, Kabupaten Pelalawan; Kecamatan Kerinci Kanan dan Kecamatan Dayun, Kabupaten Siak, Provinsi Riau” – dated 28th September 2009.</p> <p>The document was explaining the review and evaluation upon impact from operational activity that has been performed and activity that was going to be performed, such as:</p> <p>Evaluation upon impact from ongoing activity:</p> <ul style="list-style-type: none"> - Impact from main activities in oil palm plantation (spraying activity, natural vegetation conservation); - Impact from main activities in palm oil mill (utilization of palm oil mill manpower, FFB processing, palm oil mill effluent management, land application of palm oil mill effluent, application of empty fruit bunch, transport of crude palm oil, palm kernel and logistics, provision and use of clean water). - Impact from supporting activities (energy source operation, central workshop operation, temporary hazardous waste storage, landfill operation); <p>Review and evaluation upon future activity:</p> <ul style="list-style-type: none"> - Activity in tissue culture laboratory; 	Comply

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Criterion / Indicator	Assessment Findings	Compliance
	<p>- Replanting activity; Within the replanting activity review, team has identified type of impact such as: change in micro climate, air quality decrease, increase of noise, dynamics in quantity and quality of surface water, erosion and sedimentation, decrease in terrestrial flora and fauna, disturbance in aquatic life, effect on community health.</p> <p>The document has also completed with environmental management and monitoring plan, gives description type of impact, source of impact, impact parameter, management objective, management/monitoring plan, period of management/monitoring, PIC for management/monitoring.</p> <p>The environmental impact assessment carried out by PT. Holistika Primagrahita with team consist of: Team leader: Ir.Nur Iskandar (Fisheries/AMDAL B); Physic/Chemical team: Azni Hamzah, S.Si (Chemical/AMDAL B); Biology team: Khairunnazmi, S.Pi (Aquatic biology/AMDAL B), Marualat Harahap (Agriculture/AMDAL B); Activity: Marualat Harahap (Agriculture/AMDAL B); Social team: Yandra Mufialdo, S.Sos (Social economy); Mapping: M.Irsyadul Anwar, S.Pi</p> <p>KKPA: UKL/UPL (Environmental Management and Monitoring Document) No.660/BLH-AM/2012/181, dated 22nd February 2012 approved by Kepala Badan Lingkungan Hidup Kabupaten Pelalawan (Environmental Department of Pelalawan District). UKL/UPL covering water management on peat. UKL/UPL management and monitoring, covering:</p> <ul style="list-style-type: none"> - Decrease in air quality - Noise level - Decrease in surface water quality - Decrease in surface water level - Decrease/subsidence of peat level; - Increase in hazardous waste - New job vacancy and business opportunity <p>---</p>	

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Criterion / Indicator	Assessment Findings	Compliance
	<p>Scheme smallholders: Cooperative holds a set of copy of latest AMDAL documents in the Cooperative office, similar to company. <i>KUD Bhirawa Bhakti, KUD Kebun Sawit Harapan and KUD Bina Mulia;</i> EIA of scheme small holder has been covered by the "Dokumen Pengelolaan dan Pemantauan Lingkungan", for mill with capacity 60 tonnes FFB/hour , Own Estate 5,781 hectares, and Plasma 12,000 hectares. The EIA (DPPL) has met the applicable requirement and has been approved on 2009 through Governor Decree number Kpts.975/X/2009 dated 28th October 2009. All significant impacts have been identified i.e. reduction of soil and water quality, reduction of air quality, impact to socioeconomic of local community, etc. Plan to monitor and manage of each identified environment impact have been provided and documented. The EIA document contained evidence of involvement of surrounding community during study and public consultation with relevant stakeholder.</p>	

Criterion / Indicator	Assessment Findings	Compliance
<p>5.1.2</p> <p>Where the identification of impacts requires changes in current practices, in order to mitigate negative effects, a timetable for change shall be developed and implemented within a comprehensive management plan. The management plan shall identify the responsible person/persons.</p> <p>- Minor compliance -</p>	<p>There is an environmental management and monitoring plan in term of “Rencana Pengelolaan dan Pemantauan Lingkungan” under Section IV of EIA document. Plan has covered all significant impacts with detail activities programme, relevant regulation, person in charge, and time table. Review of record and field inspection found all activities plan have been implemented and reported in “Laporan RKL RPL”, it was reported regularly to the government, e.g. RKL – RPL report semester II 2015 (period July – December 2015), the evidence of acceptance RKL RPL report by government is available in place., e.g. acceptance by BLH Prov. Riau on 13th April 2016. Summary of management plan for mills:</p> <ul style="list-style-type: none"> - Air quality and noise, to be managed by emission and transportation arrangement. Has been implemented through periodic maintenance of machinery, traffic sign, safety briefing to workers, etc. - Odor from waste, to be managed by good WWTP management. Has been implemented by WWTP construction, SOP of WWTP management. - Ground water quality, to be managed by WWTP and monitoring wells. Has been implemented by WWTP construction and monitoring wells construction. - Surface water quality, managed by good WWTP management, drainage, etc. Has been implemented. - Employment and bussines opportunities, managed by local manpower absorption and coordination. Has been implemented by employment for local people as seen in labor register. <p>Scheme smallholders: KUD Bhirawa Bakti and KUD Kebun Sawit Harapan: Environmental management plan of scheme smallholder available Section IV of EIA document. The plan has covered all significant impacts with detail activities programme, relevant regulation, person in charge, and time table. Summary of management plan are: Ground water quality, managed by Land Application and monitoring wells</p> <ul style="list-style-type: none"> - Surface water quality, managed by land application of POME, safe chemical use, integrated pest management, etc. - Erosion and sedimentation, managed by soil conservation procedures, river buffer zone and steep soil protection, etc. - Flora and fauna composition change, managed by conservation area, signboard of fauna protection, river buffer zone protection, <p>---</p>	<p>Comply</p>

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Criterion / Indicator	Assessment Findings	Compliance																					
	<p>Scheme smallholders: KUD Bhirawa Bhakti and KUD Kebun Sawit Harapan:</p> <ul style="list-style-type: none"> - Employment and bussines opportunities, managed by local manpower absorption and coordination - Social jealousy, managed by prioritizing local manpower and partisipatory - Community's health and hygiene - Soil quality changes, managed by natural vegetation conservation and Land Application <p>KKPA: Management and monitoring is reported to the government regularly (every 6 months), the last report seen in period July – December 2015.</p> <table border="1" data-bbox="659 857 1225 1563"> <thead> <tr> <th data-bbox="659 857 807 887">Impact</th> <th data-bbox="807 857 1035 887">Management</th> <th data-bbox="1035 857 1225 887">Monitoring</th> </tr> </thead> <tbody> <tr> <td data-bbox="659 887 807 1039">Air quality</td> <td data-bbox="807 887 1035 1039"> <ul style="list-style-type: none"> - Road maintenance; - Road spraying/watering; - Medical checkup for local communities caused dust </td> <td data-bbox="1035 887 1225 1039"> <ul style="list-style-type: none"> - Monitoring of air quality. - Dust sampler </td> </tr> <tr> <td data-bbox="659 1039 807 1120">Increasing noise level</td> <td data-bbox="807 1039 1035 1120"> <ul style="list-style-type: none"> - PPE (ear plug) - Planted forest tree </td> <td data-bbox="1035 1039 1225 1120"> <ul style="list-style-type: none"> - Monitoring noise level. </td> </tr> <tr> <td data-bbox="659 1120 807 1223">Water quality</td> <td data-bbox="807 1120 1035 1223"> <ul style="list-style-type: none"> - Contain water - Prevent chemical and oil leagake - Drain management </td> <td data-bbox="1035 1120 1225 1223"> <ul style="list-style-type: none"> - Monitoring water quality regularly </td> </tr> <tr> <td data-bbox="659 1223 807 1303">Water level on peat</td> <td data-bbox="807 1223 1035 1303"> <ul style="list-style-type: none"> - Main drain and block drain - Water level stick. </td> <td data-bbox="1035 1223 1225 1303"> <ul style="list-style-type: none"> - Water level management </td> </tr> <tr> <td data-bbox="659 1303 807 1406">Hazardous waste</td> <td data-bbox="807 1303 1035 1406"> <ul style="list-style-type: none"> - Hazardous waste storage - Disposed hazardous waste management </td> <td data-bbox="1035 1303 1225 1406"> <ul style="list-style-type: none"> - Visual monitoring. </td> </tr> <tr> <td data-bbox="659 1406 807 1563">Job vacancy and business opportunity</td> <td data-bbox="807 1406 1035 1563"> <ul style="list-style-type: none"> - Employeed local people - Local communities partnership - Training for local workers. </td> <td data-bbox="1035 1406 1225 1563"> <ul style="list-style-type: none"> - Interview with local people leader. - Observed CSR program </td> </tr> </tbody> </table> <p>Based on review of RKL – RPL period July – December 2015, the company has reported the management and monitoring based on the UKL/UPL.</p>	Impact	Management	Monitoring	Air quality	<ul style="list-style-type: none"> - Road maintenance; - Road spraying/watering; - Medical checkup for local communities caused dust 	<ul style="list-style-type: none"> - Monitoring of air quality. - Dust sampler 	Increasing noise level	<ul style="list-style-type: none"> - PPE (ear plug) - Planted forest tree 	<ul style="list-style-type: none"> - Monitoring noise level. 	Water quality	<ul style="list-style-type: none"> - Contain water - Prevent chemical and oil leagake - Drain management 	<ul style="list-style-type: none"> - Monitoring water quality regularly 	Water level on peat	<ul style="list-style-type: none"> - Main drain and block drain - Water level stick. 	<ul style="list-style-type: none"> - Water level management 	Hazardous waste	<ul style="list-style-type: none"> - Hazardous waste storage - Disposed hazardous waste management 	<ul style="list-style-type: none"> - Visual monitoring. 	Job vacancy and business opportunity	<ul style="list-style-type: none"> - Employeed local people - Local communities partnership - Training for local workers. 	<ul style="list-style-type: none"> - Interview with local people leader. - Observed CSR program 	
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Criterion / Indicator	Assessment Findings	Compliance
<p>5.1.3</p> <p>This plan shall incorporate a monitoring protocol, adaptive to operational changes, which shall be implemented to monitor the effectiveness of the mitigation measures. The plan shall be reviewed as a minimum every two years to reflect the results of monitoring and where there are operational changes that may have positive and negative environmental impacts.</p> <p>- Minor compliance -</p>	<p>In 2009, company has prepared a supplementation document, "Dokumen Pengelolaan dan Pemantauan Lingkungan (DPPL) as evaluation upon new activity, covering construction of new palm oil mill and supporting facilities, as well as construction of tissue culture laboratory in PT. Inti Indosawit Buatan Group. The environmental management and monitoring document has been approved through "Surat Keputusan Gubernur Riau No.Kpts.975/X/2009 tentang Penetapan Dokumen Pengelolaan dan Pemantauan Lingkungan (DPPL) Penambahan Kapasitas Produksi PMKS PT. Inti Indosawit Subur dan Kegiatan Pendukungnya, Sentral Workshop Buatan dan Pembuatan Kultur Jaringan berlokasi di Kecamatan Pangkalan Kerinci dan Kecamatan Pelalawan, Kabupaten Pelalawan; Kecamatan Kerinci Kanan dan Kecamatan Dayun, Kabupaten Siak, Provinsi Riau. The environmental document has explained evaluation upon operational activity, as well as the impact.</p> <p>Impact evaluation upon ongoing activities:</p> <ul style="list-style-type: none"> - Impact from main activities in oil palm plantation (spraying team operation, natural vegetation conservation; - Impact from main activities in palm oil mill: use of manpower within palm oil mill, material processing, palm oil mill effluent processing, land application, empty fruit bunch application, transportation of CPO, PK and logistic, clean water utilization; - Impact from supporting activities: operational of energy source, operation of central workshop, temporary storage of hazardous waste, activity related to waste disposal/landfill area; <p>Impact evaluation from upcoming activities:</p> <ul style="list-style-type: none"> - Tissue Culture Laboratory activities; - Replanting activities; <p>The impact assessment for replanting has identified impacts such as: changes in micro climate, a decrease in air quality, increase in noise level, quantity and quality of surface water, soil erosion and sedimentation, loss of flora and fauna, disturbance to aquatic biota, community health and surrounding environment health.</p> <p>The document has also completed with environmental management and monitoring plan. The plans were explaining type of impact, source of impact, impact parameter, management purpose, management and monitoring plan, management/monitoring location, management/monitoring timeframe, etc.</p> <p>---</p>	<p>NC Minor</p>

Criterion / Indicator	Assessment Findings	Compliance
	<p>KKPA: UKL UPL Management and monitoring plan is reviewed every 6 month and reported to the local government for next review, no any feedback from government was noted. It was noted there is no changes of environmental management and monitoring plan.</p> <p>NC Minor: There was not sufficient evidence the implementation of environmental management and monitoring report (Laporan Pelaksanaan Rencana Pengelolaan Lingkungan-Rencana Pemantauan Lingkungan/RKL/RPL) has collected information, reviewed and reported the social and environmental impact as required in the environmental management and monitoring matrix plan.</p> <p>Objective Evidence: PT. Inti Indosawit Subur - Buatan has reporting the implementation of environmental management and monitoring plan (Laporan Pelaksanaan Rencana Pengelolaan Lingkungan-Rencana Pemantauan Lingkungan/RKL/RPL) to relevant authorities. Based on document review upon report of the implementation of environmental management and monitoring plan (Laporan Pelaksanaan Rencana Pengelolaan Lingkungan-Rencana Pemantauan Lingkungan/RKL/RPL) period of second half 2015. There was not sufficient evidence the implementation report have collected information, reviewed and reported the following impact:</p> <ul style="list-style-type: none"> - Social aspects (perception, jealousy, etc) that should be monitored through participatory ways; - Community's health in village surrounding the estate; - Appropriate evidence of management plan for aquatic biota; 	
<p>Criterion 5.2: The status of rare, threatened or endangered species and other High Conservation Value habitats, if any, that exist in the plantation or that could be affected by plantation or mill management, shall be identified and and operations managed to best ensure that they are maintained and/or enhanced.</p>		

Criterion / Indicator	Assessment Findings	Compliance
<p>5.2.1</p> <p>Information shall be collated in a High Conservation Value (HCV) assessment that includes both the planted area itself and relevant wider landscape-level considerations (such as wildlife corridors).</p> <p>- Major compliance -</p>	<p>Estate/KKPA and Scheme Smallholders: HCV assessment was conducted by Bogor Agriculture University (IPB) in 2009 refer to the HCV Indonesian-Toolkit 2008 who have experience and approved by RSPO. Based on HCV identification in Division IV, V and VI, it was noted that:</p> <ul style="list-style-type: none"> - HCV 1.1, 1.2 and 4.1: Riparian zone Laniago river (4.50 Ha). - HCV 1.2 and HCV 6: Conservation forest for Manggeris trees – <i>Koompassia malacensis</i> Maing. Ex.Benth (Pohon Madu) and ancient graveyard: 35 Ha. <p>Based on HCV identification in scheme smallholder area, it was noted that:</p> <ul style="list-style-type: none"> - HCV 1.2 and HCV 6: Conservation forest for <i>Manggeris</i> trees – <i>Koompassia malacensis</i> Maing. Ex.Benth (Pohon Madu): 35 Ha in KUD Mitra Usaha; - HCV 6: ancient graveyard: 0.40 Ha in KUD Mitra Usaha; <p>HCV identification was consulted to the relevant stakeholder. All HCV areas was mapped and available in place.</p> <p>KKPA: No HCV identified in KKPA.</p> <p>Scheme smallholders: HCV assessment was conducted by Bogor Agriculture University (IPB) in 2009 refer to the HCV Indonesian-Toolkit 2008 who have experience and approved by RSPO also being used in scheme smallholder operation.</p> <p>KUD Bhirawa Bhakti and KUD Bina Mulia: Coopertive area have been covered in HCV was conducted by Bogor Agriculture University (IPB) in 2009 refer to the HCV Indonesian-Toolkit 2008. KUD Bhirawa Bhakti keeps a set of copy of HCV assessment report. Based on HCV assessment report, no HCV area was identified in area Cooperative.</p>	<p>Comply</p>

Criterion / Indicator	Assessment Findings	Compliance
<p>5.2.2</p> <p>Where rare, threatened or endangered (RTE) species, or HCVs, are present or are affected by plantation or mill operations, appropriate measures that are expected to maintain and/or enhance them shall be implemented through a management plan.</p> <p>- Major compliance -</p>	<p>Buatan Estate:</p> <p>Based on HCV Identification assessment, it was found that there are 8 mammals species and 10 birds species according to national regulation (PP No.7 tahun 1999, CITES and IUCN). It was found RTEs during HCV identification, such as:</p> <ul style="list-style-type: none"> - 8 mammals species: Rusa Sambar (<i>Cervus unicolor</i>), Kucing Hutan (<i>Felis bengalensis</i>), Owa (<i>Hylobates agilis</i>), Monyet Ekor Panjang (<i>Macaca fascicularis</i>), Trenggiling (<i>Manis javanica</i>), Musang luwak (<i>Paradoxurus hermaphrodites</i>), Lutung Dada Putih (<i>Presbytis femoralis</i>) and Kancil (<i>Tragulus javanica</i>); - 10 birds species: Burung Madu Sepah Raja (<i>Aethopyga siparaja</i>), Raja Udang Meninting (<i>Alcedo meninting</i>), Baza Hitam (<i>Alcedo leuphotes</i>), Rangkong Badak (<i>Buceros rhinoceros</i>), Tokhtor Sunda (<i>Carpococcyx radiceus</i>), Beo (<i>Gracula religiosa</i>), Cekakak Batu cina/belukar (<i>Halcyon pileata</i>), Cekakak Batu (<i>Alcedo pulchella</i>), Betet Ekor Panjang (<i>Psittacula langicauda</i>) and Elang Ular Bido (<i>Spilomis cheela</i>); <p>Based on field visit, PT. Inti Indosawit Subur – Buatan demonstrate efforts to protect rare species and its habitat through planting of wooden tree, HCV area patrol, flora and fauna monitoring. The Estates have maintained notice-boards at the entrance to the properties and next to buffer zones or worker housing to prohibit the capture or hunting of fauna and disturbance of vegetation.</p> <p>PT. Inti Indosawit Subur – Buatan created posters listing all protected flora and fauna, endangered and threatened species and placed on location accessible to public such as Estate offices, worker housing, village offices as well as entrance way to plantation area.</p> <p>The company conducted monitoring of HCV and RTEs regularly (every six month), the last monitoring was conducted in July 2015 for period January – June 2015.</p> <p>---</p>	<p>Comply</p>

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Criterion / Indicator	Assessment Findings	Compliance
	<p>Scheme Smallholders:</p> <p>KUD Bhirawa Bhakti: The scheme smallholders also have commitment to maintain HCV and protect RTEs as documented in “Kebijakan Koperasi”, dated 1st March 2015. The Scheme smallholders appointed personil responsible monitoring HCV areas and RTEs as regulated “Surat Keputusan Pengurus KUD Bhirawa Bhakti No.08/Kpts/KUD BM/VII/2014”, appointed Mr. Zainal. The HCV officer conducted RTEs monitoring every month, the last monitoring was conducted in June 2016. KUD also displayed RTEs in public areas within Plasma Areas with sign board. No HCV area was identified within scheme smallholder of KUD. Bhirawa Bhakti.</p> <p>KUD Kebun Sawit Harapan: The scheme smallholders also have commitment to maintain HCV and protect RTEs as documented in “Kebijakan Koperasi”, dated 1st March 2015. The Scheme smallholders appointed personnel responsible monitoring HCV areas and RTEs as regulated “Surat Keputusan Pengurus KUD Kebun Sawit Harapan no. 04/KOP-KSH/I/2016, dated 5th January 2016, appointed Mr. Amri Saputra. The HCV officer conducted RTEs monitoring every month, the last monitoring was conducted in June 2016, it was found 4 RTEs: cobra, hawk, monitor lizard and civet. The KUD has list of RTE as documented in “Daftar Satwa Yang dilindungi in KUD Kebun sawit Harapan”. Smallholder cooperative KUD also displayed RTEs in public areas within Plasma Areas with sign board. No HCV area was identified within scheme smallholder area of KUD Kebun Sawit Harapan.</p>	

Criterion / Indicator	Assessment Findings	Compliance
<p>5.2.3</p> <p>There shall be a programme to regularly educate the workforce about the status of these RTE species, and appropriate disciplinary measures shall be instigated in accordance with company rules and national law if any individual working for the company is found to capture, harm, collect or kill these species.</p> <p>- Minor compliance -</p>	<p>Buatan Estate: The company has established policy for protect RTEs in “Kebijakan Perusahaan”, dated 1st December 2014 which stated that: “Melakukan penilaian HCV sejalan dengan AMDAL dan resiko sosial terpadu, sbelum kegiatan dimulai di suatu kebun baru, untuk mengelola dampak dan meningkatkan nilai konservasi serat sosial budaya dimana kita beroperasi” - to conduct an HCV assessment in line with AMDAL and social impact assessment, prior to activity in new estate, to manage the impact and improve conservation, social and cultural value where company operating.</p> <p>The company has appointed HCV officer who is responsible to monitor HCV areas (Adi Surya Pradana) based on memorandum No.135/ES-KBN/MEMO/IV/2010, dated 21st April 2010.</p> <p>The company has communicated the HCV areas to the workforce and local communities regularly, e.g. HCV training awereness to the workers on 11 September 2014, attended 47 participants (Attendance list and training material is available) and HCV socialization to the local communities was conducted on 15th June 2015, attended 18 participants (Attendance list and socialization material is available).</p> <p>Scheme Smallholders: KUD Bhirawa Bhakti: The company has communicated the HCV areas to the Plasma members, e.g. HCV training awareness to the members on 2nd June 2016, attended 38 participants (Attendance list and training material is available) and through sign board in public area within plasma areas. HCV socialization to the local communities was conducted on 15th June 2015, attended 18 participants (Attendance list and socialization material is available).</p> <p>KUD Kebun Sawit Harapan: The company has communicated the HCV areas to the Plasma members, e.g. HCV training awareness to the members on 2nd June 2016, attended 38 participants (Attendance list and training material is available) and through sign board in public area within plasma areas. HCV socialization to the local communities was conducted on 15th June 2015, attended 18 participants (Attendance list and socialization material is available).</p>	<p>Comply</p>

Criterion / Indicator	Assessment Findings	Compliance
<p>5.2.4</p> <p>Where a management plan has been created there shall be ongoing monitoring:</p> <ul style="list-style-type: none"> • The status of HCV and RTE species that are affected by plantation or mill operations shall be documented and reported; • Outcomes of monitoring shall be fed back into the management plan. <p>- Minor compliance -</p>	<p>Buatan Estate: The company has established HCV management and monitoring plan as documented in "Conservation Management Plan (CMP) - Program Management and Monitoring 2015". HCV management and monitoring plan based on HCV recommendation and HCV Review. HCV review was conducted by experienced personnel on 19 – 20th November 2009.</p> <p>The company has conducted management and monitoring plan, monitoring of HCV is conducted monthly and reported per semester, the last report period January – June 2016 is available in place. The monitoring of HCV activities, such as: patrol, erected sign-board, socialization, planted natural trees, no any applied chemical along the river (50 metres along the river – left and right side), monitoring RTEs.</p> <p>Scheme smallholders: <i>KUD Bhirawa Bhakti and KUD Bina Mulia</i> A number of RTE species was identified in the area of KUD Bhirawa Bhakti. Periodic monitoring on wild life have been doing by HCV officer. Based on most recent monitoring data, several wildlifes that still exist by the time ASA-1.1. was held, are: <i>Phyton sp., Varanus salvator</i>, Eagle, Wild cat, <i>Manis javanica, Prionailurus</i>, etc.</p>	<p>Comply</p>
<p>5.2.5</p> <p>Where HCV set-asides with existing rights of local communities have been identified, there shall be evidence of a negotiated agreement that optimally safeguards both the HCVs and these rights.</p> <p>- Minor compliance -</p>	<p>There is no HCV status set aside in existing local communities and smallholder areas.</p>	<p>Comply</p>
<p>Criterion 5.3: Waste is reduced, recycled, re-used and disposed of in an environmentally and socially responsible manner.</p>		

Criterion / Indicator	Assessment Findings	Compliance
<p>5.3.1</p> <p>All waste products and sources of pollution shall be identified and documented.</p> <p>- Major compliance -</p>	<p>Buatan Estate and mill: Waste and pollution sources have been identified and documented, including used lubricant and filter, old battery, used laboratory chemical, clinical/medical waste, mill effluent, EFB, smoke, dust, fiber and shell, empty agrochemical container, boiler ash, scrap iron, used tires, waste water and domestic household refuse. Record of identification was presented in "Evaluasi Aspek Dampak Lingkungan" EMS-431-003-LT issued 1st January 2014.</p> <p>There is a mechanism "Mekanisme Penanganan Sampah Domestik" to segregate organic and an-organic waste, further to re-use or re-cycle an-organic domestic waste (such as plastic) and composting the organic domestic waste. Socialization of this mechanism takes place in 24th December 2012.</p> <p>Buatan II POM: List / register of waste and sources of pollution available in document:</p> <ol style="list-style-type: none"> 1. EIA / DPPL (year 2009) which lists the major waste product of mill and estate activities such as: POME, emission, solid waste, etc. 2. Identification of Environmental Aspect of Mill Activities as seen in "Evaluasi Aspek Dampak Lingkungan" EMS-431-003-LT issued 18th June 2015. Company also has ISO 14001 EMS – Environmental Aspect Impact register, latest update on 27 January 2015. <p>All polluting activities has been assessed including emission from boiler and generator, effluent from mill waste water, particulate from boiler stack, noise, used lubricant and filter, old battery, used laboratory chemical, clinical/medical waste, mill effluent, EFB, smoke, dust, fiber and shell, empty agrochemical container, boiler ash, scrap iron, used tires, waste water and domestic household refuse.</p> <p>KKPA: Waste and pollution sources have been identified and documented, including used old battery, clinical/medical waste, empty agrochemical container, waste water and domestic household refuse. Record of identification was presented in "Evaluasi Aspek Dampak Lingkungan" EMS-431-003-LT issued 18th June 2015.</p> <p>Scheme smallholder: <i>KUD Bhirawa Bhakti and KUD Kebun Sawit Harapan</i> Cooperative has followed company documentation to identify All waste products and sources of pollution and selected which activities are applicable for scheme smallholders.</p>	<p>Comply</p>

Criterion / Indicator	Assessment Findings	Compliance
<p>5.3.2</p> <p>All chemicals and their containers shall be disposed of responsibly.</p> <p>- Major compliance -</p>	<p>Buatan Estate:</p> <p>PT. Inti Indosawit Subur-Buatan collects all hazardous waste from estate and mill into temporary hazardous waste storage in central workshop compound. The temporary hazardous waste storage in Buatan Estate has valid permit, "Keputusan Kepala Badan Penanaman Modal dan Pelayanan Perizinan Terpadu Kabupaten Pelalawan No.KPTS.503/BPMP2T-PLY/14/2016 tentang Izin Pengelolaan Limbah Bahan Berbahaya dan Beracun untuk Kegiatan Penyimpanan Sementara Limbah Limbah Bahan Berbahaya dan Beracun (B3) kepada PT. Inti Indosawit Subur PMKS Buatan I" dated 18th March 2016, valid for 5 years. The hazardous waste with storage time 180 days: used battery, waste from laboratory containing hazardous waste, uncodified solvent, waste contaminated with hazardous waste, sulfic acid, other acid waste, used refrigerant, clinical waste with infectious characteristic, expired medicine, expired agrochemical, laboratory equipment contaminated with hazardous waste, medical equipment with heavy metal. Hazardous waste type with storage time 365 days: lead scrub, ex-hazardous waste packing, used lubricant, resin waste or ion exchanger, used filter, used rags. Temporary hazardous waste storage has been equipped with fire extinguisher, emergency shower and emergency eyewash, alarm, spill kit. The building also built with floor bund and sufficient ventilation.</p> <p>PT. Inti Indosawit Subur-Buatan has an agreement in transporting the hazardous waste with contractor: "Perjanjian Kerjasama antara PT. Inti Indosawit Subur dengan PT. Shali Riau Lestari No.060/SRL-PKU/MOU/II/2016 dated 23rd February 2016; valid up to 22nd February 2017. The type of hazardous waste to be transported: used oil, old battery, waste oil, old lamp bulb, used chemical container, used filter, used jerry can, medical waste, contaminated waste and used filter. The contractor, PT. Shali Riau Lestari holds valid permit: "Keputusan Menteri Negara Lingkungan Hidup No.237 tahun 2011 tentang Izin Pengumpulan Limbah Bahan Beracun PT Shali Riau Lestari" dated 8th November 2011 valid for 5 years; "Surat Kementerian Lingkungan Hidup No.B.14559/Dep.IV/LH/PDAL/12/2014 tentang Rekomendasi Pengangkutan Limbah Bahan Berbahaya dan Beracun kepada Direktorat Jenderal Perhubungan Darat Kementerian Perhubungan RI", valid for 5 years.</p>	<p>Comply</p>

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Criterion / Indicator	Assessment Findings	Compliance
	<p>Records of hazardous waste: “Lembar Neraca Limbah Bahan Berbahaya dan Beracun” period January-March 2016 and April-June 2016 for Buatan Estate is evident and updated; identifying incoming and outgoing hazardous waste in store. Seen: Used oil: balance from March 2016 was 3,538 liters; on 26th May 2016 incoming 75 liters - balance updated into 4,198 liters; and outgoing/transported 4,198 liters. Used filters: balance from March 2016 was 204 pieces, incoming 2 pieces on 3rd May 2016 – balance 258 pieces; and outgoing/transported 258 pieces on 25th June 2016. Used chemical container: balance from March 2016 was 2,064 pieces; incoming 905 pieces from chemical warehouse on 25th May 2016 – balance 4,004 pieces; outgoing/transported 4,004 pieces on 25th May 2016.</p> <p>The sampled manifest of transporting hazardous waste: “Bukti Pengiriman dan Surat Jalan Limbah B3 PT. Inti Indosawit Subur kepada PT Shali Riau Lestari” date 4th February 2016, hazardous waste store sent 21 drums used oil, 2.5 drums filters, 40 drums empty herbicide containers, 2 drums old jerry can, 0.2 drums medical waste, 0.2 drum contaminated rags, 16 pieces old battery; transported via PT Shali Riau Lestari.</p> <p>Manifest No.AAO0006856 for transport of 21 drums (4,198 liters) of waste oil on 26th May 2016, through PT Shali Riau. Manifest No.AAO0006982 for transport of 40 drums of used chemical container on 26th May 2016, through PT. Shali Riau Lestari to PT. Wastec Int'l. Manifest No.AAO0006981 for transport of 2 drums of old jerry cans on 26th May 2016, through PT. Shali Riau Lestari to PT. Wastec International. Manifest No.AAO0006980 for transport of 16 pieces (264 kg) of used battery on 26th May 2016, through PT. Shali Riau Lestari to PT. NonFerindo. Manifest No.AAO0006979 for transport of 0.2 drums of medical waste on 26th May 2016, through PT. Shali Riau Lestari to PT. Wastec International. Manifest No.AAO0006855 for transport of 2.5 drums of used batteries on 26th May 2016, through PT. Shali Riau Lestari to PT. Wastec International.</p> <p>PT. Inti Indosawit Subur reported the waste management to Kantor Badan Lingkungan Hidup Kabupaten Pelalawan, Propinsi Riau under “Laporan Pemantauan Limbah B3 Buatan Satu April-Juni No.088/ES-KBN/Ext/07/2016” dated 19th July 2016.</p> <p>---</p>	

Criterion / Indicator	Assessment Findings	Compliance
	<p>Buatan II POM: List of chemical material used by PBD mill available at material warehouse inventory. Identification of hardous waste refers to LB3 permit and to the applicable law. Permit for Hazardous Waste Temporary Storage (TPS – TB3) of PBD mill under Decree of “Badan Penanaman Modal dan Pelayanan Perizinan Terpadu, Kabupaten Pelalawan” number Kpts.503/BPMP2T-PLY/13/2015 dated December 23, 2015. Permit valid for 5 years until December 2020. SOP of LB3 handling available in SOP number AA-KL-03-EFP dated November 15, 2011, contains explanation of: signboard, PPE, first aid, emergency and spillage handling, temporary handling, disposal, etc. The SOP regulates that all materials are stored in the temporary storage and disposed by permitted third party. Contract with licensed third party available under document number 060/SRL-PKU/MOU/II/2016 dated February 9, 2016.</p> <p>Records of disposal available:</p> <ol style="list-style-type: none"> 1. Logbook of hazardous waste (LB3) for each category of waste. 2. Balance of LB3 for every three months. Sample for LB3 balance available for April – June 2016, covering: chemical bottle, medical waste, chemical can, Coustic soda container, LB3 drum, used rags/gloves, used battery, expired chemical material, ex thinner container, paint container, oil filter, used lubricant, used neon. 3. LB3 delivery notes (manifest) by PT. Shali Riau Lestari as authorized (licensed collector). The most recent LB3 delivery was Mei 25, 2016 for 12 items of LB3: gloves, medical waste, used lubricant, filter, chemical container, paint can, thinner, etc. <p>Balance and manifest of LB3 has been reported to local authorities everey three months (quarterly). Most recent report was sent on July 15, 2016 to BLH of Pelalawan District.</p> <p>KKPA Waste generated from works housing in KKPA diivision VII distinguished as organic waste, inorganic garbage and hazardous wastes. Organic and inorganic separation inTPS then transported to landfill in block A 90 B each twice a week, which is responsible for the transportation of this waste is unit of KBN Traction . For hazardous waste generated from ex chemical materials (spray), used oil from generator maintenance activity, medical waste and hazardous waste were all delivered to TPS licensed in Eko 1 Record of handover of medical waste e.g. on May 26, 2016, consisting of spuil 3cc (141), abocat (7), Waid (86), ampoule (97), vial (25), bisturi (16), lancef (5) , IV tubes (5), infusion bottles (10), a bottle of distilled water (1), test strip (32).</p>	

Criterion / Indicator	Assessment Findings	Compliance
<p>5.3.3</p> <p>A waste management and disposal plan to avoid or reduce pollution shall be documented and implemented.</p> <p>- Minor compliance -</p>	<p>Buatan Estate: Waste and pollution sources have been identified and documented in Buatan Estate. The identification of waste and pollution including used lubricant and filter, old battery, used laboratory chemical, clinical/medical waste, mill effluent, EFB, smoke, dust, fiber and shell, empty agrochemical container, boiler ash, scrap iron, used tires, waste water and domestic household refuse. Record of identification was documented in "Evaluasi Aspek Dampak Lingkungan" EMS-431-003-LT issued 11th June 2015.</p> <p>The company started at the beginning this year to re-cycle anorganic waste where the company built the waste storage. Based on field visit on works housing in Division VI, Buatan II estate has been handling domestic waste both organic and an organic such as providing temporary trash can, and provided a landfill in block A 90 B. Based on interviews with Division assistant, waste transportation schedule has been established and conducted by the traction.</p> <p>KKPA: Waste generated from works housing in KKPA diivision VII distinguished as organic waste, inorganic garbage and hazardous wastes. Organic and inorganic separation inTPS then transported to landfill in block A 90 B each twice a week, which is responsible for the transportation of this waste is unit of KBN Traction. For hazardous waste generated from ex chemical materials (spray), used oil from generator maintenance activity, medical waste and hazardous waste were all delivered to TPS licensed in Eko 1. Record of handover of medical waste e.g. on May 26, 2016, consisting of injection needle 3cc (141), ampoule (97), vial (25), bisturi (16), lancet (5) , IV tubes (5), infusion bottles (10), etc. There are also documents of handover of hazardous wastes from chemical warehouse on 7th April 2016 consists of metsulindo (301), poldydor (1), inteam (1) and thuricida HP (17).</p> <p>Scheme Smallholders: KUD Bhirawa Bhakti, KUD Kebun Sawit Harapan, KUD Bina Mulia: KUD Bhirawa has procedure of "Mekanisme Pengelolaan Sampah", explains the handling of organic to be composted and inorganic waste to be segregated and sold.</p> <p>Opportunity for Improvement: It would be nice to consider a calculation of landfill capacity to accommodate domestic waste volume from EKO I, KKPA Estate Division VII. And it would be nice to consider one month period for placement of medical waste in clinic.</p>	<p>Comply</p>

Criterion / Indicator	Assessment Findings	Compliance															
<p>Criterion 5.4: Efficiency of fossil fuel use and the use of renewable energy is optimised.</p>																	
<p>5.4.1</p> <p>A plan for improving efficiency of the use of fossil fuels and to optimise renewable energy shall be in place and monitored.</p> <p>- Minor compliance -</p>	<p>Fossil fuel usage in the plantation was recorded and documented by monthly for all equipment and machineries.</p> <p>Monitoring of fossil fuel usage/km to assess the efficiency of fuel usage of each vehicle/machineries sighted well implemented. The renewable energy sources monitored as part of the palm oil mill operation.</p> <p>All energy used in both mills is monitored and recorded under document of <i>"Pemakaian Energi 2015"</i>. Fossil fuel records are maintained and trends shown. Energy use records include accurate measurements of renewable energy use per tonne of FFB processed. Company already maximise the renewable energy use. All the shell and fibre is consumed internally as boiler fuel.</p> <p>Fossil fuel usage is recorded for operational purpose, including the efficiency analysis.</p> <p>Plan for improving efficiency of energy available in waste management plan. Monitoring of renewable energy use is available for period 2010, 2011, 2012, 2013, 2014, up to January – June 2015 (evidence record <i>"Pemakaian Energi PBS Tahun 2010 s/d 2015"</i>).</p> <p>Record of Renewable energy use monitoring on shows the use of fossil fuel for diesel generator has slowly reduced significantly since May, June and July 2015. Company has prepared a plan to optimize the biogas plant utilization with target to generate 1,200 KW of electricity from existing of 800 KW. The plan is provided in term of <i>"Rencana Optimalisasi Biogas Plant Pabrik Buatan Satu Tahun 2015"</i></p> <table border="1" data-bbox="644 1576 1235 1697"> <thead> <tr> <th>Year</th> <th>Shell (ton)</th> <th>Fiber</th> <th>Energy</th> <th>Energy / Ton CPO</th> </tr> </thead> <tbody> <tr> <td>2015</td> <td>8,451</td> <td>47,230</td> <td>7,328,300</td> <td>0.38</td> </tr> <tr> <td>2016</td> <td>2,844</td> <td>12,558</td> <td>2,112,750</td> <td>0,42</td> </tr> </tbody> </table>	Year	Shell (ton)	Fiber	Energy	Energy / Ton CPO	2015	8,451	47,230	7,328,300	0.38	2016	2,844	12,558	2,112,750	0,42	<p>Comply</p>
Year	Shell (ton)	Fiber	Energy	Energy / Ton CPO													
2015	8,451	47,230	7,328,300	0.38													
2016	2,844	12,558	2,112,750	0,42													
<p>Criterion 5.5: Use of fire for preparing land or replanting is avoided, except in specific situations as identified in the ASEAN guidelines or other regional best practice.</p>																	

Criterion / Indicator	Assessment Findings	Compliance
<p>5.5.1</p> <p>There shall be no land preparation by burning, other than in specific situations as identified in the 'Guidelines for the Implementation of the ASEAN Policy on Zero Burning' 2003, or comparable guidelines in other regions.</p> <p>- Major compliance -</p>	<p>Buatan Estate: Program dan Realisasi Harian Replanting PT. Inti Indosawit Subur Kebun Buatan, dated July 2016. The estate demonstrated felling and chipping March 2016 felled and chipped 60 Ha - 7,506 palms; April 2016 felled and chipped 208 Ha - 26,207 palms; May 2016 felled and chipped 212 Ha - 26,764 palms; June 2016 felled and chipped 97 Ha - 14,260 palms; Stacking in March 2016 for 101 Ha, April 2016 for 139 Ha, May 2016 for 168 Ha, June 2016 for 195 Ha. Terracing in June 2016 for 14,478 meters, July 2016 for 16,632 meters Drainage in June 2016 for 5,220 meters; Planting cover crop 39 ha in June 2016; No burning during replanting.</p> <p>Scheme Smallholders: KUD Bhirawa Bhakti, KUD Kebun Sawit Harapan and KUD Bina Mulia: No open burning was noted in the company and scheme smallholders during field visit and interviewed with local communities and workers. KUD also has a sets of tools for basic fire fighting, consist of knapsacks, portable water pumps, water hoses, hoes, machetes, etc.</p>	<p>Comply</p>
<p>5.5.2</p> <p>Where fire has been used for preparing land for replanting, there shall be evidence of prior approval of the controlled burning as specified in 'Guidelines for the Implementation of the ASEAN Policy on Zero Burning' 2003, or comparable guidelines in other regions.</p> <p>- Minor compliance -</p>	<p>Estate and KKPA: The company's policy dated 1st December 2014, points 17, that is: "Melakukan komunikasi dan evaluasi kepada pihak ketika terkait asal penerimaan TBS dari lahan yang legalitasnya dapat dibuktikan, tidak ada pembakaran untuk pembukaan areal baru maupun peremajaan (replanting), tidak melakukan pembukaan areal gambut setelah September 2014, tidak terdapat konflik lahan dan tidak mempekerjakan anak-anak dalam pengelolaannya".</p> <p>Field observation and Interview with internal and external stakeholders further reveal that fire was not used for land preparation.</p> <p>Scheme Smallholders: KUD Bhirawa Bhakti, KUD Kebun Sawit Harapan and KUD Bina Mulia: No any open burning was noted for land preparation. Replanting plan has been drawn up in the near future.</p>	<p>Comply</p>
<p>Criterion 5.6:</p> <p>Plans to reduce pollution and emissions, including greenhouse gases, are developed, implemented and monitored.</p>		

Criterion / Indicator	Assessment Findings	Compliance
<p>5.6.1</p> <p>An assessment of all polluting activities shall be conducted, including gaseous emissions, particulate/soot emissions and effluent (see Criterion 4.4).</p> <p>- Major compliance -</p>	<p>Buatan Estate and mill: Company has ISO 14001 EMS – Environmental Aspect Impact, latest update on 27th January 2015. All polluting activities has been assessed including emission from boiler and generator, effluent from mill waste water, particulate from boiler stack, noise, etc. The company has conducted assessment of polluting activities as documented in “Mitigasi GRK”.</p> <p>Smallholder: In addition to EIA document, assessment of polluting activities in smallholder</p> <ol style="list-style-type: none"> 1. Evaluation of environmental aspect (2011) KUD Bhirawa Bhakti, contains: aspect, impact, evaluation criteria, significance, operational control. The document covers all activites in plantation and pollution potency, e.g.: fertilizer leaching, fertilizer waste, pesticide and containers, emission form transportation, waste lubricant from tranportation, etc. 2. Identifikasi Sumber Polusi di Perkebunan Petani dan Rencana Pengurangan Polusi” dated January 7, 2016. 	<p>Comply</p>

Criterion / Indicator	Assessment Findings	Compliance
<p>5.6.2</p> <p>Significant pollutants and greenhouse gas (GHG) emissions shall be identified, and plans to reduce or minimise them implemented.</p> <p>- Major compliance</p>	<p>Buatan Estate and mill:</p> <p>Company has implemented and monitored a plan to reduce pollutant and emission. Emission, particulate, and noise from boiler and generator are tested and monitored every six month. Effluent is treated into Biogas plant to reduce green house emission.</p> <p>Records of all monitoring are kept and documented e.g. Laporan RKL-RPL, and PBD Biogas Plant Processing.</p> <p>Company has implemented and monitored a plan to reduce pollutant and emission. Emission, particulate, and noise from boiler and generator are tested and monitored every six month.</p> <p>Effluent is treated into Biogas plant to reduce green house emission. Records of all monitoring are kept and documented e.g. Laporan RKL-RPL, and PBS Biogas Plant Processing</p> <p>Recent test for second half of 2015 was held on November 2015 by Sucofindo (accredited laboratory) consist of the following:</p> <ol style="list-style-type: none"> 1. Boiler emission (3 units), covering the following parameters: particulate, opacity, NH3, SO2,NO2, HCl, Cl2, HF, Flow Gas. All parameters has met requirement according to Environmental Minister Decree 07/2007 2. Genset emission (2 units) , covering the following parameter: particulate, opacity, SO2, NO2CO, O2, CO2, Flow gas. All parameters has met requirement according to Environmental Minister Regulation 13/2009 3. Ambien air (four locations), covering: sulphur dioxide, NO2, TSP, O3, Hydrocarbon, CO, PM10, PM2,5, Pb, dB. All parameters has met requirement according to Govt Regulation 41/1999 4. Noise at 6 locations, three are exceeding 85 dB: Kernel, Engine Room, Sterilizer. 5. Odor at WWTP: H2S, NH3, Methil mercaptane, Methyl Sulfide, Styrene. All parameters has met requirement according to Environmental Minister Regulation 50/1995 <p>Scheme smallholders:</p> <p>KUD Bhirawa Bhakti, KUD Kebun Sawit Harapan and KUD Bina Mulua</p> <p>Plantation area of Bhirawa Bhakti Cooperatives has been covered in AMDAL. AMDAL study has covered identification of pollutant and greenhouse gas emission.</p> <p>PT. IIS has also assisted scheme smallholder to provide identification on sigicant pollutants from scheme smallholder acitivities was emission and diesel fuel usage from FFB transport (truck).</p>	<p>Comply</p>

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Criterion / Indicator		Assessment Findings	Compliance
5.6.3	<p>A monitoring system shall be in place, with regular reporting on progress for these significant pollutants and emissions from estate and mill operations, using appropriate tools.</p> <p>- Minor compliance -</p>	<p>Data to be input for green gas house emission calculation has been made ready. No calculation and monitoring in place.</p> <p>NC Minor: The company cannot demonstrate monitoring of GHG based on reporting using appropriate tools (Palm GHG).</p> <p>Objective Evidence: The company cannot demonstrate monitoring of GHG based on reporting using appropriate tools (Palm GHG).</p>	NC Minor
<p>Principle 6: Responsible consideration of employees and of individuals and communities affected by growers and millers</p>			
<p>Criterion 6.1:</p> <p>Aspects of plantation and mill management that have social impacts, including replanting, are identified in a participatory way, and plans to mitigate the negative impacts and promote the positive ones are made, implemented and monitored, to demonstrate continual improvement.</p>			

Criterion / Indicator		Assessment Findings	Compliance
6.1.1	<p>A social impact assessment (SIA) including records of meetings shall be documented.</p> <p>- Major compliance -</p>	<p>Company: PT. Inti Indosawit Subur – Buatan has prepared a social impact assessment with cooperation with Forestry Faculty - Institut Pertanian Bogor, in 2009. The impact assessment documented within “Identifikasi dan Analisis Sosial untuk menyusun Roadmap Kelestarian Sosial Perusahaan Perkebunan Kelapa Sawit PT. Inti Indosawit Subur Kabupaten Pelalawan, Provinsi Riau”. The document has covered social impact from nucleus estate (5,515 Ha) and scheme smallholder (11,000 Ha) as well as KKPA (1,500 Ha). The assessment was evaluating social impact from scheme smallholder and KKPA development by PT. Inti Indosawit Subur - Buatan. The review process has involving stratified random sampling (110 samples) with local community through primary data collection (interview) and secondary data collection. All parties such as transmigrate communities, local communities, original oil palm blocks, new owners, communities with private oil palm block, local contractors, cooperative committees, smallholder/farmer groups – as sampled respondents. The scope of assessment covering tenurial conflict, legality of the scheme-nucleus partnership, production, FFB sortation, road and bridge condition, palm oil mill capacity, environmental pollution, local community participation for plantation activity, CSR/Community development impact for local community, occupational health and safety, training provision for scheme smallholders.</p> <p>The document has also explained the positive and negative impacts from operation of PT. Inti Indosawit Subur, as well as the supply base: scheme smallholders and KKPA, in appendix 7.</p> <p>Scheme smallholder: A copy of the SIA document was made available in KUD Bhakti Mandiri.</p>	Comply
6.1.2	<p>There shall be evidence that the assessment has been done with the participation of affected parties.</p> <p>- Major compliance -</p>	<p>Buatan Estate, Scheme smallholders and mill: The process was involving various stakeholders including impact on scheme smallholder development. During the process for the document and social impact management actively involving community participation through interview and stakeholders meeting.</p> <p>The assessment process has involved community through primary data extraction (interview and questionnaire) and secondary data to community which cooperative member and non-cooperative member, local community, new community, community with private land, local contractors, cooperative staff, farmer group/kelompok tani, and KKPA, etc. The sampling method using stratified random sampling with 110 respondents.</p>	Comply

Criterion / Indicator	Assessment Findings	Compliance
<p>6.1.3</p> <p>Plans for avoidance or mitigation of negative impacts and promotion of the positive ones, and monitoring of impacts identified, shall be developed in consultation with the affected parties, documented and timetabled, including responsibilities for implementation.</p> <p>- Major compliance -</p>	<p>Buatan Estate, Mill and Scheme Smallholders:</p> <p>Within the SEIA document, the negative and positive impact of oil palm development has been explained. The environmental management and monitoring plan document has lined out effort that company should carry out in order to minimize negative impact and promote positive impact from oil palm development. The SEIA document has explained the recommendation that should be done by company to minimize negative impact and promote positive impact from social impact management.</p> <p>All process of extracting data or database processing has been shown in Social Impact Assessment Document: respondent list; respondent identity data; respondent's household economic data; respondent's legality and history of land ownership; condition of boundary between farmers; recapitulation data related to relation between respondents and PT. Inti Indosawit Subur – Buatan; data related to community perception on company performance. The SIA evaluation report has presenting recommendation on social management recommendation – based on evaluation result. This was available in Chapter IX, which consist of 5 types of recommendation that can be used by company. From the recommendation, translated into Corporate Social Responsibility plan, on annual basis. The annual program has explains time-frame and person in charge.</p>	<p>Comply</p>

Criterion / Indicator	Assessment Findings	Compliance
<p>6.1.4</p> <p>The plans shall be reviewed as a minimum once every two years and updated as necessary, in those cases where the review has concluded that changes should be made to current practices. There shall be evidence that the review includes the participation of affected parties.</p> <p>- Minor compliance -</p>	<p>Buatan Estate and mill:</p> <p>In 2009, company has prepared a supplementation document, "Dokumen Pengelolaan dan Pemantauan Lingkungan (DPPL) as evaluation upon new activity, covering construction of new palm oil mill and supporting facilities, as well as construction of tissue culture laboratory in PT. Inti Indosawit Buatan Group. The environmental management and monitoring document has been approved through "Surat Keputusan Gubernur Riau No.Kpts.975/X/2009 tentang Penetapan Dokumen Pengelolaan dan Pemantauan Lingkungan (DPPL) Penambahan Kapasitas Produksi PMKS PT. Inti Indosawit Subur dan Kegiatan Pendukungnya, Sentral Workshop Buatan dan Pembuatan Kultur Jaringan berlokasi di Kecamatan Pangkalan Kerinci dan Kecamatan Pelalawan, Kabupaten Pelalawan; Kecamatan Kerinci Kanan dan Kecamatan Dayun, Kabupaten Siak, Provinsi Riau. The environmental document has explained evaluation upon operational activity, as well as the impact.</p> <p>Impact evaluation upon ongoing activities:</p> <ul style="list-style-type: none"> - Impact from main activities in oil palm plantation (spraying team operation, natural vegetation conservation; - Impact from main activities in palm oil mill: use of manpower within palm oil mill, material processing, palm oil mill effluent processing, land application, empty fruit bunch application, transportation of CPO, PK and logistic, clean water utilization; - Impact from supporting activities: operational of energy source, operation of central workshop, temporary storage of hazardous waste, activity related to waste disposal/landfill area; <p>Impact evaluation from upcoming activities:</p> <ul style="list-style-type: none"> - Tissue Culture Laboratory activities; - Replanting activities <p>The impact assessment for replanting has identified impacts such as: changes in micro climate, a decrease in air quality, increase in noise level, quantity and quality of surface water, soil erosion and sedimentation, loss of flora and fauna, disturbance to aquatic biota, community health and surrounding environment health.</p> <p>The document has also completed with environmental management and monitoring plan. The plans were explaining type of impact, source of impact, impact parameter, management purpose, management and monitoring plan, management / monitoring location, management / monitoring timeframe, etc.</p> <p>---</p>	<p>Comply</p>

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Criterion / Indicator	Assessment Findings	Compliance
	<p>Scheme smallholders: Company currently start conducting replanting for scheme smallholder. Prior to the replanting activity, company has conducted evaluation in 2015, which presented in "Laporan Studi KelayakanUsaha Revitalisasi Kebun Kelapa Sawit Plasma PT. Indosawit 2015". The evaluation document has explained the feasibility of replanting in scheme smallholder plantation, particular attention given to economic feasibility. However the evaluation document has also explaining positive and negative impact from environmental and social-economic point of view.</p> <p>The feasibility study was conducted and covering 12 Koperasi Unit Desa/KUD (smallholder cooperative) with total coverage of 10,838 Ha for replanting program in 2015 – 2021. The exercise was conducted between PT. Inti Indosawit Subur – Buatan and "Kantor Jasa Penilai Publik Samsul Hadi-Wahyono Hadi, Hendragunawan & Rekan (SAH & Rekan)".</p>	

Criterion / Indicator	Assessment Findings	Compliance
<p>6.1.5 Particular attention shall be paid to the impacts of smallholder schemes (where the plantation includes such a scheme).</p> <p>- Minor compliance -</p>	<p>The assessment was evaluating social impact from scheme smallholder and KKPA development by PT. Inti Indosawit Subur - Buatan. The review process has involving stratified random sampling (110 samples) with local community through primary data collection (interview) and secondary data collection. All parties such as transmigrate communities, local communities, original oil palm blocks, new owners, communities with private oil palm block, local contractors, cooperative committees, smallholder/farmer groups – as sampled respondents. The scope of assessment covering tenurial conflict, legality of the scheme-nucleus partnership, production, FFB sortation, road and bridge condition, palm oil mill capacity, environmental pollution, local community participation for plantation activity, CSR/Community development impact for local community, occupational health and safety, training provision for scheme smallholders.</p> <p>The document has also explained the positive and negative impacts from operation of PT. Inti Indosawit Subur, as well as the supply base: scheme smallholders and KKPA, in appendix 7.</p> <p>Company currently start conducting replanting for scheme smallholder. Prior to the replanting activity, company has conducted evaluation in 2015, which presented in “Laporan Studi KelayakanUsaha Revitalisasi Kebun Kelapa Sawit Plasma PT. Indosawit 2015”. The evaluation document has explained the feasibility of replanting in scheme smallholder plantation, particular attention given to economic feasibility. However the evaluation document has also explaining positive and negative impact from environmental and social-economic point of view.</p> <p>The feasibility study was conducted and covering 12 Koperasi Unit Desa/KUD (smallholder cooperative) with lotal coverage of 10,838 Ha for replanting program in 2015 – 2021. The exercise was conducted between PT. Inti Indosawit Subur – Buatan and “Kantor Jasa Penilai Publik Samsul Hadi-Wahyono Hadi, Hendragunawan & Rekan (SAH & Rekan)”.</p>	<p>Comply</p>
<p>Criterion 6.2:</p> <p>There are open and transparent methods for communication and consultation between growers and/or millers, local communities and other affected or interested parties.</p>		

Criterion / Indicator		Assessment Findings	Compliance
6.2.1	<p>Consultation and communication procedures shall be documented.</p> <p>- Major compliance -</p>	<p>Buatan Estate and mill: Company has developed a communication procedure under “Mekanisme Penanganan Permintaan Informasi Stakeholder “(No. SOP; AA-GL-5008.1-R1) dated 22nd August 2011, which explains the company responses against all information request sent by stakeholders including response time of 14 working days after information request accepted. In addition, record related to information request and company response kept and maintained for three (3) years. Based on public stakeholder consultation with KUD/cooperative chairman, local contractor, NGO and public official, it was revealed that company has communicating in good manner. Company also provide response to information request in accordance to authority and the communication SOP.</p> <p>Scheme smallholders: KUD Bina Mulia, Siak Regency has a consultation and communication procedures as documented in “Mekanisme Komunikasi, konsultasi dan keluhan, dated 3rd January 2011. The procedure covers mechanism to receive information request, receive complaint, request for consultation; handle information/consultation request and handle complaint; provide response to such requests in timely manner. The procedure also completed with flowchart for ease of use in farmer level.</p>	Comply

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Criterion / Indicator		Assessment Findings	Compliance
6.2.2	<p>A management official responsible for these issues shall be nominated.</p> <p>- Minor compliance -</p>	<p>Buatan Estate, KKPA and mill: The company has appointed officers responsible to carried out communication and consultation with local communities is Public Relations Department – Mr. Lindu Simatupang, the Public relation officer in PT. Inti Indosawit Subur – Buatan Group. The appointment was through “Memorandum Group Manager PT. Inti Indosawit Subur - Buatan No.388/ES-KBN/Memo/06/2015 perihal Tugas dan Tanggungjawab Humas Kebun Buatan” dated 1st June 2015. The letter explicitly mentioned the roles is to consulting and communicating with community and follow up the result of consultation and communication. The public relation officer is reporting directly to Estate Manager.</p> <p>Scheme Smallholders: KUD Bhirawa Bhakti: Smallholder cooperative has appointed responsible person, Mr. Siswadi to conduct communication and consultation to the stakeholders as regulated in KUD Letter No.10/KUD-BB/02/II/2012, dated 10th February 2012.</p> <p>KUD Kebun Sawit Harapan: Smallholder has appointed responsible person, Mr. Sapin to conduct communication and consultation to the stakeholders as regulated in KUD leader No.60/Kpts/KUD-KSH/VII/2016, dated 10th January 2016.</p>	Comply

Criterion / Indicator	Assessment Findings	Compliance
<p>6.2.3</p> <p>A list of stakeholders, records of all communication, including confirmation of receipt and that efforts are made to ensure understanding by affected parties, and records of actions taken in response to input from stakeholders, shall be maintained.</p> <p>- Minor compliance -</p>	<p>Buatan Estate and mill: Company has a list of stakeholder which update on annual basis in "Updated Daftar Stakeholders PT. Inti Indosawit Subur – Buatan Group", latest update 29th June 2016. From the document, it was known that company is consulting and communicating with 28 parties from government authorities: government in village-level, district-level, regency-level, and agencies such as Badan Pertanahan Nasional/BPN (national land body), Badan Konservasi Sumber Daya Alam/BKSDA (natural resources conservation agency); 28 parties from community-level: cooperative staff, community figures, mass media, etc.; 38 parties from contractors: outside FFB suppliers, FFB-collectors, school bus transport contractors, employee housing repair contractor, heavy machinery contractors, etc.; 3 Non-governmental Organizations: WWF, Laskar Anti Korupsi Indonesia (LAKI), Elang;</p> <p>Scheme Smallholders: KUD Bhirawa Bhakti: Smallholder cooperative has list of stakeholders as documented in "Daftar nama Stakeholders KUD – Bhirawa Bhakti tahun 2015/2016".</p> <p>KUD Kebun Sawit Harapan: Smallholder cooperative has list of stakeholders as documented in "Daftar nama Stakeholders KUD Kebun Sawit Harapan tahun 2016".</p> <p>KUD Bina Mulia: Smallholder cooperative has list of stakeholders as documented in "Daftar nama Stakeholders KUD Bina Mulia tahun 2016".</p>	<p>Comply</p>
<p>Criterion 6.3:</p> <p>There is a mutually agreed and documented system for dealing with complaints and grievances, which is implemented and accepted by all affected parties.</p>		

Criterion / Indicator	Assessment Findings	Compliance
<p>6.3.1</p> <p>The system, open to all affected parties, shall resolve disputes in an effective, timely and appropriate manner, ensuring anonymity of complainants and whistleblowers, where requested.</p> <p>- Major compliance -</p>	<p>Buatan Estate, KKPA and mill:</p> <p>The company has established a mechanism to handle complaint from external party, as written in “Mekanisme Penanganan Keluhan” – complaint handling mechanism (Doc.No.SOP AA-GL-5005-R0 01) while complaint from internal regulated under “Mekanisme Penyampaian Keluhan dan Penyelesaian Keluhan Karyawan” – Employee’ complaint and resolution mechanism (Doc.No.SOP-AA-HR-3008-R0 05). This procedure was supported with mechanism to protect the confidentiality ad anonymity of reporter and/or whistleblower – if requested.</p> <p>These mechanisms has been communicated to external parties and disseminated to PT. Inti Indosawit Subur employees. Based on interview with local communities, Gender committee leader and worker union leader; they understood the procedure and mechanism to communicating complaint and/or grievance to company.</p> <p>It was noted no any complaint or grievance from external was received in 2016, just from internal complaint which recorded in “Buku Keluhan Karyawan”. There were 16 complaint received from employees in 2015 in Afdeling II, e.g. from Mr. A**** on 22nd July 2016 complaint house roof is leakage. It was seen that all internal complaints have been responded in timely manner.</p> <p>Scheme Smallholders:</p> <p>The scheme smallholders have mechanism of consultation and communication in “Mekanisme Komunikasi, konsultasi dan keluhan”, dated 3rd January 2011.</p> <p>The mechanism flow chart: complain and grievance <input type="checkbox"/>recorded in KUD’s admin <input type="checkbox"/>KUD members <input type="checkbox"/>Yes <input type="checkbox"/> response to complainer, if no goes through to the local government.</p>	<p>Comply</p>

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Criterion / Indicator	Assessment Findings	Compliance
<p>6.3.2</p> <p>Documentation of both the process by which a dispute was resolved and the outcome shall be available.</p> <p>- Major compliance –</p>	<p>Buatan Estate, KKPA and mill: Company is recording each complaint and response provided in the Logbook “Buku Keluhan Karyawan (Internal) dan Buku Rekaman Proses Konsultasi Masyarakat Lokal”.</p> <p>Based on public consultation with worker union, gender committee, NGO, local contractor and relevant government offices/agencies; it was known that company has responded all type of information request, communication, or complaint. However, no complaint from external parties so far.</p> <p>Scheme Smallholders: KUD Bhirawa Bhakti: Complaint and grievance is recorded in “Keluhan, Komunikasi dan Aspirasi Anggota/Masyarakat, so far no noted complain and grievance in 2016.</p> <p>KUD Kebun Sawit Harapan: Complaint and grievance is recorded in “Komunikasi dan Aspirasi Anggota / Masyarakat, there were noted 6 communication and aspiration from meber in 2015 - 2016, e.g. from Sugianto (member) on 3rd April 2016, suggested to the KUD build “Minimarket-Building” in 2016.</p>	<p>Comply</p>
<p>Criterion 6.4:</p> <p>Any negotiations concerning compensation for loss of legal, customary or user rights are dealt with through a documented system that enables indigenous peoples, local communities and other stakeholders to express their views through their own representative institutions.</p>		

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Criterion / Indicator		Assessment Findings	Compliance
6.4.1	<p>A procedure for identifying legal, customary or user rights, and a procedure for identifying people entitled to compensation, shall be in place.</p> <p>- Major compliance -</p>	<p>Buatan Estate: Based on interview with government agencies: Badan Lingkungan Hidup/BLH (environmental agency), Dinas Perkebunan (plantation agency) dan Badan Pertanahan Nasional/BPN (national land body), stated there was no incoming report related to land conflict between PT. Inti Indosawit Subur – Buatan with other party. Company has prepared a mechanism to identify and calculate fair compensation or loss of legal or customary rights to land set out in the standard operating procedure (SOP) “Prosedur Penyelesaian Sengketa Lahan No. AA-GL-5003-1-R2”, dated 8th May 2015. The mechanism has taken into account FPIC Guide for RSPO Member 2015, whereby the procedure regulated information convey, negotiation, participative boundary measurement, involvement of other party and neighboring parties – in the boundary of the conflicted area (if any).</p> <p>There is no negotiation/compensation payment currently both estate and scheme smallholders, the land has settled now, no any complaint was received in the last few years. In Scheme smallholders area, it was settled sine the “PIR Project” started due to this project from Central Government, where the land status is “Clean and Clear”.</p> <p>Scheme smallholders: KUD Bhirawa Bhakti, KUD Kebun Sawit Harapan and KUD Bina Mulia: The scheme smallholder area of PT. Inti Indosawit Subur – Buatan falls in government program for “Perkebunan Inti Rakyat – Transmigrasi/PIR-Trans” as per “Keputusan menteri Transmigrasi No.Kep.90/MEN/1990 tentang Izin Pelaksanaan Transmigrasi PIR-Trans kepada PT. Inti Indosawit Subur I dengan Komoditas Kelapa Sawit di Lokasi Pangkalan Kuras, Kabupaten Kampar dan Pasir Penyau, Kabupaten Indragiri Hulu, Provinsi Riau” dated 29th July 1991. Based on this official letter, the whole smallholder plantation area of PT. Inti Indosawit Subur – Buatan was gazetted by government therefore no compensation to traditional land owner, because the land was state land, free from ownership right. Currently, all scheme smallholder member has been granted with “Sertifikat Hak Milik/SHM” (land title) from “Badan Pertanahan Nasional/BPN” (national land body) – See 2.2.1.</p>	Comply

Criterion / Indicator	Assessment Findings	Compliance
<p>6.4.2</p> <p>A procedure for calculating and distributing fair compensation (monetary or otherwise) shall be established and implemented, monitored and evaluated in a participatory way, and corrective actions taken as a result of this evaluation. This procedure shall take into account: gender differences in the power to claim rights, ownership and access to land; differences of transmigrants and long-established communities; and differences in ethnic groups' proof of legal versus communal ownership of land.</p> <p>- Minor compliance -</p>	<p>Buatan Estate, KKPA: PT. Inti Indosawit Subur – Buatan has prepared a mechanism to identify and calculate fair compensation or loss of legal or customary rights to land set out in the standard operating procedure (SOP) “Prosedur Penyelesaian Sengketa Lahan No.AA-GL-5003-1-R2”, dated 8th May 2015. The mechanism has taken into account FPIC Guide for RSP0 Member 2015, whereby the procedure regulated information convey, negotiation, participative boundary measurement, involvement of other party and neighboring parties – in the boundary of the conflicted area (if any).</p> <p>Scheme Smallholders: Based on interview, KUD Bhirawa Bhakti, KUD Kebun Sawit Harapan and KUD Bina Mulia, some sampled smallholder member and relevant authorities, Dinas Perkebunan Kabupaten Pelalawan (plantation agency); there was no case of land conflict between smallholder member and/or conflict with other party related to land status or boundary. Cooperatives has a condlict resolution mechanism in “Mekanisme Penanganan Konflik” dated 1st August 2014. The mechanism explaining flow process to resolution on land conflict, with involvement of company, village government and all related agencies.</p>	<p>Comply</p>
<p>6.4.3</p> <p>The process and outcome of any negotiated agreements and compensation claims shall be documented, with evidence of the participation of affected parties, and made publicly available.</p> <p>- Major compliance -</p>	<p>Buatan Estate, KKPA: Based on stakeholder consultation, audit team understand PT. Inti Indosawit Subur – Buatan no longer conduct plantation expansion for some year. There is no expansion plan in business plan. There is no land conflict between PT. Inti Indosawit Subur – Buatan with other party including with surrounding village.</p> <p>Scheme Smallholders: No land dispute in Scheme smallholders area, the Plasma is PIR – Trans Project from Central Governemnt at the end 1980s. The process of land title has been issued since 1988 – 1996 for Plasma areas, since the land title (SHM) issued, there was no noted land dispute.</p>	<p>Comply</p>
<p>Criterion 6.5:</p> <p>Pay and conditions for employees and for contract workers always meet at least legal or industry minimum standards and are sufficient to provide decent living wages.</p>		

Criterion / Indicator	Assessment Findings	Compliance
6.5.1 Documentation of pay and conditions shall be available. - Major compliance -	<p>Buatan Estate and mill: The company determines minimum wages based on the Government regulation every year, the minimum wages in 2016 as regulated in "Surat Keputusan Gubernur Riau No.KPTS.15/I/2016", dated 7th January 2016 is Rp. 2,176,480,-/month which effective from 1st January 2016 and "Kesepakatan Bersama-Badan Kerjasama Perusahaan Perkebunan Sumatera (BKS – PPS), dated 8th March 2016. Memorandum from company to all unit No.010/HR-AAS/MEMO/04/16, dated 25th April 2016: minimum wages for temporary workers is Rp.2,325,000/month (Rp.93,000/day), SKU Harian Rp.2,190,000 + Rice allowance. Basic Salary for permanent workers included rice allowance: 15 kg/employees, wife 9 kg, children 7.5 kg/each for 3 children (rice price; Rp. 8.350/kg in April 2016)</p> <p>Based on review of payments slip, there is no worker paid below minimum wages, e.g: "Daftar pembayaran upah bulan Mei 2016 afdeling 5" diantaranya: Mr. A***** Z**** received Rp.2,232,000 for 24 working days; Mr. W***** received Rp.2,046,000 for 22 working days and Mr.S***** received Rp.2,623,000 for 21 working days.</p> <p>KKPA Based on review of payments slip, there is no worker paid below minimum wages. Document seen and payslip sampled: "Daftar pembayaran upah bulan Juni 2016 KKPA", sample taken: Mr.A**** S***** L*** received Rp.2,139,000 for 23 working days; Mr.R***** S***** received Rp.2,325,000 for 25 working days and Mr.S**** G***** received Rp.2,190,000 for 25 working days.</p> <p>Scheme Smallholders: KUD Bhirawa Bhakti: The KUDs has paid salary for the workers more than minimum wages as regulated by in "Surat Keputusan" Governor of Riau No.KPTS.15/I/2016, dated 7th January 2016 is Rp.2,176,480,-/month which effective from 1st January 2016, e.g. in June 2016; Mr S Rp.2,500,000, Mr.ZA Rp.2,350,000 and Mr U Rp2,250,000</p> <p>KUD Kebun Sawit Harapan: The KUDs has paid salary for the workers more than minimum wages as regulated by in "Surat Keputusan" Governor of Riau No.KPTS.15/I/2016, dated 7th January 2016 is Rp.2,176,480,-/month which effective from 1st January 2016, e.g. in June 2016 for Mr.D of Rp.2,250,000; Mr. A Rp.2,250,000.</p>	Comply

Criterion / Indicator	Assessment Findings	Compliance
<p>6.5.2</p> <p>Labour laws, union agreements or direct contracts of employment detailing payments and conditions of employment (e.g. working hours, deductions, overtime, sickness, holiday entitlement, maternity leave, reasons for dismissal, period of notice, etc.) shall be available in the languages understood by the workers or explained carefully to them by a management official.</p> <p>- Major compliance -</p>	<p>Buatan Estate and mill:</p> <p>Observed that employment agreement of Buatan POM and Estate refers to Collective Labour Agreement (<i>Perjanjian Kerja Bersama</i>/PKB) between Cooperation Body of Plantation Company in Sumatera (BKS-PPS) with Federation of Plantation and Agriculture Labour Union and Indonesian Labour Union Federation (PP FSP.PP – SPSI) number 88/PHIJSK-PKKAD/PKB/VI/2015 effective since 21st April 2015 and valid until 20th April 2017. The abovementioned collective agreement regulates employment arrangement such as: working time (Chapter IV), salary (Chapter V), work contract (Chapter VI), leaves (Chapter VII & VIII), overtime (Chapter X), premi (XI), bonus and allowance (XII & XIII), Insurance (XIV), Work equipment, safety, and health (XV), Pension (XVI), etc.</p> <p>In addition, payment and employment condition for temporary daily has been regulated in work contract between worker an company. All contracts are prepared in Indonesia Language as understood language and signed by both parties. Employee keeps one copy of the contract.</p> <p>The Collective Work Agreement – “Perjanjian Kerja Bersama” (PKB) now under renewal process in “Dirjen Pembinaan Hubungan Industrial dan Jaminan Sosial Tenaga Kerja – Kementerian Tenaga Kerja dan Transmigrasi RI”.</p> <p>Scheme Smallholders:</p> <p>KUD Bhirawa Bhakti: Contract is available in place and signed between employees and Head of KUDs. Eg: Surat Perjanjian Kerja No 001/SPK/KUD-BB/XI/2015 dated 30th November 2015, No 003/SK/KUD-BB/XI/2015 dated 30th November 2015.</p> <p>KUD Kebun Sawit Harapan: Contract is available in place and signed between employees and Head of KUDs. Eg: Surat Perjanjian Kerja No 001/KOP-KSH/SPK/I/2016 dated 5th January 2016, Surat Perjanjian Kerja No 002/KOP-KSH/SPK/I/2016 dated 5th January 2016,.</p> <p>KUD Bina Mulia: KUD Bina Mulia has a computer administrator, name Mrs. Siti Ngatemi (25 years old), is obliged to work on 18th, 19th, 20th of each month with a salary of IDR 600 K/month.</p>	<p>Comply</p>

Criterion / Indicator	Assessment Findings	Compliance
<p>6.5.3</p> <p>Growers and millers shall provide adequate housing, water supplies, medical, educational and welfare amenities to national standards or above, where no such public facilities are available or accessible.</p> <p>- Minor compliance –</p>	<p>Estate: Based on field visit in works housing in EKO II, the company provides housing, water source (water treatment), a source of electricity, polyclinic, daycare, office division, bus school. Based on the document of "Laporan Unit Kebun bulan Maret 2016, the company providing facilities and infrastructure for the employees include: Housing staff (49 units), residential non-staff (678 units), residential complex of nurseries (51 units), office and housing for security officer (152 units), Polyclinic (2 units), Masjid (4 units), Church (2 units), Warehouse B3 (1 unit), Babysitting (3 units), security post (6 units), the office section (6 units) , estate agency (1 unit), fertilizer warehouse (4 units), warehouse materials (2 units), cooperatives (1 units), water tank (3 units).</p> <p>Buatan II POM: The company has prepared facilities for their workers, such as: Housing: Mess (1 unit), type B (4 units), Type D (17 units), Type D1 (20 units), Type D2 (24 units), Type E (486 units), polyclinic (2 units), mosque (2 units), church (1 unit), community hall (1 unit), sport facilities, school bus (5 units), kindergarden (1 units), electricity, water supply, etc</p> <p>KKPA: Based on the document of Laporan Unit Kebun bulan Juni 2016 KBN-K this information is available in the Sub-Chapter III, the company has provided facilities and infrastructure for the employees include: Housing staff (5 units), residential non-staff (169 units), Polyclinic aids (1 units), Masjid (1 units), Church (1 units), Babysitting (1 units), the office of estate (1 unit), fertilizer warehouse (1 units), warehouse materials (1 units), football field, breakfast place.</p>	<p>Comply</p>
<p>6.5.4</p> <p>Growers and millers shall make demonstrable efforts to monitor and improve workers' access to adequate, sufficient and affordable food.</p> <p>- Minor compliance –</p>	<p>Buatan Estate and mill, Scheme smallholders: The traditional market is available surrounding company and scheme smallholder area, the location was near small town.</p> <p>For smallholder cooperative that has a store business unit, it was located near the market.</p>	<p>Comply</p>
<p>Criterion 6.6:</p> <p>The employer respects the rights of all personnel to form and join trade unions of their choice and to bargain collectively. Where the right to freedom of association and collective bargaining are restricted under law, the employer facilitates parallel means of independent and free association and bargaining for all such personnel.</p>		

Criterion / Indicator	Assessment Findings	Compliance
<p>6.6.1</p> <p>A published statement in local languages recognising freedom of association shall be available.</p> <p>- Major compliance -</p>	<p>Freedom of association policy documented in “Kebijakan perusahaan, menyatakan: Menghormati hak setiap karyawan untuk membentuk atau menjadi anggota serikat pekerja sesuai dengan keinginannya dan untuk melakukan tawar menawar secara kolektif”. Policy dated 1st December 2014. The policy is written in Bahasa Indonesia as common language.</p> <p>This policy has been informed to all employees and being placed into notice board in public area, the recent was held on 12/04/2016, attended 28 workers in Buatan Group Estate.</p> <p>There is one labor association at PBD, namely PUK-SPPP SPSI PT. IIS PMKS II Buatan established on December 29,2011 and had been registered on January 9, 2012 at Labour Office of Pelalawan. The current structure was gazzeted on February 2014, headed by Mr. SSW, Secretary Mr. AST.</p> <p>The most recent meeting between association and management was on June 29, 2016 attended by representatives of management (3 persons) and association (5 persons). The meeting dicussed the finger print system, proposal of temporary worker promotion, and student transportation.</p> <p>This policy has been informed to all employees and being placed into notice board in public area, the last socialization was conducted 30/10/2015, attended 67 workers, on 07/02/2016, attended 61 workers in Buatan I mill and 22/01/2016, attended 35 workers in Buatan Group Estate. For KKPA was done in 3rd June 2015 for division VII and attended 14 employees; on 2nd July 2015, attended by 69 employees.</p> <p>Scheme Smallholders:</p> <p>KUD Bhirawa Bhakti: Freedom of association policy documented in “Kebijakan Koperasi” signed in 23th Sept 2015 “Memiliki kebebasan untuk berserikat sesuai UUD 1945 dan Pancasila”.</p> <p>KUD Kebun Sawit Harapan: Freedom of association policy documented in “Kebijakan Koperasi” signed in 1st August 2013 “Memiliki kebebasan untuk berserikat sesuai UUD 1945 dan Pancasila”.</p> <p>KUD Bina Mulia: Freedom of association policy documented in “Kebijakan Koperasi” signed in 1st August 2015 “Memiliki kebebasan untuk berserikat sesuai UUD 1945 dan Pancasila”.</p>	<p>Comply</p>

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Criterion / Indicator		Assessment Findings	Compliance
6.6.2	Minutes of meetings with main trade unions or workers representatives shall be documented. - Minor compliance -	The most recent meeting between association and management was on June 29, 2016 attended by representatives of management (3 persons) and association (5 persons). The meeting dicussed the finger print system, proposal of temporary worker promotion, and student transportation.	Comply
Criterion 6.7: Children are not employed or exploited.			

Criterion / Indicator		Assessment Findings	Compliance
6.7.1	<p>There shall be documentary evidence that minimum age requirements are met.</p> <p>- Major compliance -</p>	<p>The company has own policed signed by management on 01st December 2014 that stated that: It is not allowed all children to work in every activities/processes in company.</p> <p>Based on document review of list of workers "Data Karyawan" Kebun Buatan, update Desember 2015, interview with workers and obervation during field visit, it was no found workers hired under 18 years. Sample taken: Idam MP (00501) aged 39 years old, Andrianus Zega (00912) aged 27 years old; Fely Ayu Lestari (05624) 21 years olf.</p> <p>Buatan II POM: Review on employee database showed that all workers are above 18 years or born before year 1998 by the time audit was held. The younger worker at the momment is Mr. IFS (grading station) who was born on year 1997. Field observation and random interview at Buatan II mill found no workers under 18 years old.</p> <p>Scheme Smallholders: KUD Bhirawa Bhakti: Child labour policy is documented in "Kebijakan Koperasi" dated 23th Sept 2015 which state that: "Melarang anak anak bekerja dalam setiap kegiatan KUD" (<i>It is not allowed all children to work in every activities/processes in the KUD</i>). Eg: Sunarto (31 years old), Untung (54 years old) and Zainal A (54 years old).</p> <p>KUD Kebun Sawit Harapan: Child labour policy is documented in "Kebijakan Koperasi" dated 1 August 2013 which state that: "Melarang anak anak bekerja dalam setiap kegiatan KUD" (<i>It is not allowed all children to work in every activities/processes in the KUD</i>). Sampled: Desi Cipta Trisnaeni (21 years old), Aryani Susilowati (23 years old).</p> <p>KUD Bina Mulia: Child labour policy is documented in "Kebijakan Koperasi" dated 1 August 2015 which state that: "Melarang anak anak bekerja dalam setiap kegiatan KUD" (<i>It is not allowed all children to work in every activities/processes in the KUD</i>). Eg: Mukhlis (55 years old).</p>	Comply
<p>Criterion 6.8: Any form of discrimination based on race, caste, national origin, religion, disability, gender, sexual orientation, union membership, political affiliation, or age, is prohibited.</p>			

Criterion / Indicator	Assessment Findings	Compliance
<p>6.8.1</p> <p>A publicly available equal opportunities policy including identification of relevant/affected groups in the local environment shall be documented.</p> <p>- Major compliance -</p>	<p>Buatan Estate and mill:</p> <p>The company has Equal Opportunities policy as documented in “Kebijakan Perusahaan”, dated 1st December 2014: “Memperlakukan seluruh karyawan secara adil, baik dalam hal penerimaan, penilaian kondisi dan lingkungan kerja, serta keterwakilan tanpa memandang suku, kasta, asal Negara, agama/ kepercayaan, cacat, gender, orientasi seksual, keanggotaan serikat pekerja, afiliasi politik dan atau umur” - to treat all member of cooperative in fair manner, and respect human rights, and representative without any discrimination on tribe, race, caste, country of origin, religion/belief, disability, gender, sexual orientation, union affiliation, political affiliation or age.</p> <p>The company has communicated this policy, e.g., the last socialization was conducted 30th October 2015, attended 67 workers, another company policy dissemination on 7th February 2016, attended 61 workers in Buatan I POM; and in 22nd January 2016, attended 35 workers in Buatan Group Estate.</p> <p>Scheme smallholders:</p> <p>KUD Bhirawa Bhakti, KUD Kebun Sawit harapan, KUD Bina Mulia:</p> <p>Available in “Kebijakan Koperasi”, dated 1st August 2013 – to treat all member of cooperative in fair manner, and respect human rights, and representative without any discrimination on tribe, race, caste, country of origin, religion/belief, disability, gender, sexual orientation, union affiliation, political affiliation or age. The policy has been disseminated to smallholder members.</p>	<p>Comply</p>
<p>6.8.2</p> <p>Evidence shall be provided that employees and groups including local communities, women, and migrant workers have not been discriminated against.</p> <p>- Major compliance -</p>	<p>Buatan Estate, Scheme smallholders and mill:</p> <p>Based on stakeholder consultation with worker union, gender committee and relevant government agency, Dinas Tenaga Kerja Kabupaten Pelalawan; it was noted that no indication of discrimination practised by company towards its employees. Based on document review there is no migrant worker in PT. Inti Indosawit Subur – Buatan Group.</p> <p>Based on interviews with male and female workers confirmed that the company anti-discrimination policy was strictly enforced. They have not heard or reporting any cases of discrimination.</p>	<p>Comply</p>

Criterion / Indicator	Assessment Findings	Compliance
<p>6.8.3 It shall be demonstrated that recruitment selection, hiring and promotion are based on skills, capabilities, qualities, and medical fitness necessary for the jobs available.</p> <p>- Minor compliance -</p>	<p>The company has procedure hiring workers regulated that hiring and promotion of workers based on skill, work experiences, and job evaluation.</p> <p>In Buatan II POM: proposal of permanent staff recruitment of 6 temporary workers, from Mill Head to Regional Head Plantation – II (attn HRD manager RO 2) on April 2013. The proposal attached with result of evaluation on performance and personality by Mill Manager and Group Manager. According to interview with mill manager, there is plan of SKU recruitment on year 2016. Selection of temporary worker is undergoing.</p> <p>Audit team sampled a hiring memo in KKPA, e.g. “memorandum no.132/ES-KBN/MEMO03/14 tentang Pengangkatan SKU 2014 atas nama Martua dari PHL, Jabatan sebagai supir”. The memorandum was also prepared with performance evaluation, copy of birth certificate, etc.</p> <p>Scheme Smallholders: KUD Bhirawa Bhakti: Contract is available in place and signed between employees and Head of KUDs. Sample seen: “Surat Perjanjian Kerja No.001/SPK/KUD-BB/XI/2015” dated 30th November 2015, “No.002/SK/KUD-BB/XI/2015” dated 30th November 2015, and “Surat No.003/SK/KUD-BB/XI/2015” dated 30th November 2015.</p> <p>KUD Kebun Sawit Harapan: Contract is available in place and signed between employees and Head of KUDs. Eg: “Surat Perjanjian Kerja No.001/KOP-KSH/SPK/I/2016” dated 5th January 2016, “Surat Perjanjian Kerja No.002/KOP-KSH/SPK/I/2016” dated 5th January 2016.</p>	<p>Comply</p>
<p>Criterion 6.9: There is no harassment or abuse in the work place, and reproductive rights are protected.</p>		

Criterion / Indicator	Assessment Findings	Compliance
<p>6.9.1</p> <p>Policy to prevent sexual and all other forms of harassment and violence shall be implemented and communicated to all levels of the workforce.</p> <p>- Major compliance -</p>	<p>The company policy signed by Managing Director (Mr. Kelvin Tio) on 1st December 2014 and one of the policies stated that: "To prevent any sexual or physical abuses happen to women as well as to protect their reproductive rights".</p> <p>There is a gender committee actively meets and discussing general agenda and other issue related to handling sexual harassment, dissemination of sexual harassment prevention. Based on interview with Gender Committee, company has implemented the protection of women reproductive rights, in form of maternal leave, period leave, and regular pregnancy check for female sprayers and strictly prohibit pregnant and/or breastfeeding female worker applying pesticides.</p> <p>During the audit, there is no issue found regarding sexual harassment and violence to women.</p> <p>Scheme Smallholders:</p> <p>KUD Bhirawa Bhakti: Scheme smallholder is adopting company policy, in term of Cooperative Policy "Kebijakan Koperasi" dated 23th September 2015 has stated: Prevention of sexual harassment and other violence against women and to protect reproductive rights.</p> <p>KUD Kebun Sawit Harapan: Scheme smallholder is adopting company policy, in term of Cooperative Policy "Kebijakan Koperasi" dated 1st August 2013 has stated: Prevention of sexual harassment and other violence against women and to protect reproductive rights.</p> <p>KUD Bina Mulia: Scheme smallholder is adopting company policy, in term of Cooperative Policy "Kebijakan Koperasi" dated 1st August 2015 has stated: Prevention of sexual harassment and other violence against women and to protect reproductive rights.</p>	<p>Comply</p>

Criterion / Indicator	Assessment Findings	Compliance
<p>6.9.2</p> <p>A policy to protect the reproductive rights of all, especially of women, shall be implemented and communicated to all levels of the workforce.</p> <p>- Major compliance -</p>	<p>Buatan Estate and mill:</p> <p>As it is found in company policy that's signed by Managing Director, dated 1st December 2014: "To prevent any sexual or physical abuses happen to women as well as to protect their reproductive rights". The company has communicated this policy continously, the last socialization was conducted 30th October 2015, attended by 67 workers, on 7th February 2016, attended by 61 workers in Buatan I POM and on 22nd January 2016, attended by 35 workers in Buatan Group Estate.</p> <p>There is a gender committee actively meets and discussing general agenda and other issue related to handling sexual harassmt, dissemination of sexual harassmt prevention. Based on interview with Gender Committee, company has implemented the protection of women reproductive rights, in form of maternal leave, period leave, regular pregnancy check for female sprayers and strictly prohibit pregnant and/or breastfeeding female worker applying pesticides.</p> <p>Scheme Smallholders:</p> <p>KUD Bhirawa Bhakti, KUD Kebun Sawit Harapan, KUD Bina Mulia:</p> <p>The cooperative has policy to prevent sexual harassmt and violence against women in "Kebijakan KUD" dated 1st August 2013, Point 6 which stated – <i>prevent sexual harassmt and violence as well as protect reproductive rights for women</i>. The policy has been disseminated to smallholder members.</p>	<p>Comply</p>

Criterion / Indicator		Assessment Findings	Compliance
6.9.3	<p>A specific grievance mechanism which respects anonymity and protects complainants where requested shall be established, implemented, and communicated to all levels of the workforce.</p> <p>- Minor compliance -</p>	<p>Buatan Estate and mill: Standard Operating Procedure, No.SOP: XX-HR-308.5-RO; Revision: 0, dated 11th December 2009: Employees complaints: submission and settlement. Mechanism for complaints management where it needs to protect its confidentiality for complaint submitter was found in company policy's draft as in one of points of this policies stated that: "To provide appropriate information for those who inquiry it and to protect its confidentiality for whistleblower cases in accordance to law regarding environmental and social issue, food safety, health and safety work, so that it enables them to more participate to the decision making processes for improving company's performance..."</p> <p>Scheme Smallholders: KUD Sejahtera is adopting company policy on the grievance mechanism which respects anonymity and protects complainants, stated in the Cooperative's Communication, Consultation, and Grievance. During the audit, there is no issue found and has been confirmed during stakeholder consultation with local community and workers.</p>	Comply
<p>Criterion 6.10: Growers and mills deal fairly and transparently with smallholders and other local businesses.</p>			

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Criterion / Indicator		Assessment Findings	Compliance
<p>6.10.1</p>	<p>Current and past prices paid for Fresh Fruit Bunches (FFB) shall be publicly available.</p> <p>- Minor compliance -</p>	<p>FFB purchasing price from smallholder (plasma) refers to weekly FFB price determination by local plantation agency, through collective meeting with grower, cooperatives, and buyer. The formula is: $K ((CPO\ prc \times RCPO) + (HIS \times RIS))$</p> <p>e.g. price determinatfor 13-19 July 2016, available on 28/06/2016:</p> <ul style="list-style-type: none"> - age 10-20: Rp 1,806.53 / kg - age 21 : Rp 1,764.64 / kg - age 22 : Rp 722.08 / kg <p>FFB purchasing price from independent smallholder refers to price determination by management of PT. IIS (regional office). Mechanism are: e.g.</p> <p>Harga CPO = transport x OER CPO TBS luar = X Harga PK = transport x OER PK TBS luar = $\frac{Y}{+}$ Total X Y = X Y Processing cost = $\frac{YY (-)}{}$ Gross FFB price = XYYY By others = $\frac{YX}{}$ FFB prices = XYYYYX</p> <p>Smallholder: Interview with Representative of Cooperatives (KUD) at Buatan Plasma (Mr. MKH from SP12, Mr. MSD from SP8, and Mr. SNR from SP2) confirmed that price for FFB purchasing are publicly available refers to official price determination by Local Authorities once every week.</p>	<p>Comply</p>

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Criterion / Indicator	Assessment Findings	Compliance
<p>6.10.2</p> <p>Evidence shall be available that growers/millers have explained FFB pricing, and pricing mechanisms for FFB and inputs/services shall be documented (where these are under the control of the mill or plantation).</p> <p>- Major compliance -</p>	<p>The company has provided explanation of formula based on government FFB price determination. Interview with selected smallholders revealed they understood of FFB pricing mechanism and no complaint was noted regarding FFB price.</p> <p>Docuemnt of FFB price determination is public information which can be accessed by smallholder and company from local agency. The company has made FFB's price publishly available on the board and smallholders able to access the FFB price by phone and local media as well.</p> <p>KUD announced update FFB pricing in KUD's notice board for all members. The company extension officer updating FFB price to the farmer group leader by SMS or call phone. FFB pricing determined based on the government price which updated weekly.</p> <p>Scheme smallholders: <i>KUD Kebun Sawit Harapan (SP 8)</i> Observed from interview that management of PT. IIS (reprented by Plasma Buatan) has explained FFB pricing mechanisms to relevant stakeholder in each cooperatives. The mechanisme available in official price determination letter from Riau Plantation Agency. Copy of the official letter is distributed regularly by PT. IIS (hardocpy) every week on Wednesday. In addition, KUD also receives information in the form of sms from Plasma Buatan Management .</p>	<p>Comply</p>

Criterion / Indicator	Assessment Findings	Compliance
<p>6.10.3</p> <p>Evidence shall be available that all parties understand the contractual agreements they enter into, and that contracts are fair, legal and transparent.</p> <p>- Minor compliance -</p>	<p>The company has signed contract of supply FFB with all KUDs under management of PT. IIS, e.g. contract with KUD Jaya makmur no. 07/SPK-TBS/IIS-BT/XI/93, dated 17th October 1993. The contract is signed both of parties. The contract is covering technical supporting and manage plantation by PT. IIS, FFB transport, FFB supply and price, payment of FFB, document handling, force major, sanction, and dispute solving.</p> <p>The company also receive FFB from outside / independent smallholder, e.g. :</p> <ul style="list-style-type: none"> - Contract of FFB purchasing from independent smallholder Mr. DR dated on January 03, 2016, number 001/SPJB/IIS/CV. KB Buatan /I/2015 - Request for FFB supply from CV PKS dated 18 January, 2016 atached by Letter of Statement and Guarantee from supplier to comply with all regulation as the contractual agreement. <p>Smallholder: <i>KUD Kebun Sawit Harapan</i> Interview with cooperatives reveals that KUS and Farmer Groups (KT) understand the content of agreement between Cooperatives and PT. IIS. The contract is considered as fair, legal and transparent. Agreement for all Cooperatives and farmer group available under document: Perjanjian PIR Trans tahun 1995 number 595/BT-IIS/IX/1995 dated on 01/11/1995. The agreement contains arrangement of fair agreement such as: Maintenance of plantation (article 2), pricing mechanism (article 5), Payment procedure (article 6), Dispute settlement (article 10), etc. The agreement signed by both parties and registered at public notary.</p> <p>NC Minor: Supply agreement for outgrower (buah luar) has not contains clear arrangement on fair and transparent trading such as: clarity on payment timeframe, dispute settlement, price determination and obligation of buyer.</p> <p>Objective Evidence: According to SOP for Fresh Fruit Bunches purchasing from FFB contractors (buah luar) number xxxx, FFB supplier should prepare Request for FFB supply attached by Statement and Guarantee from supplier to comply with all applicable regulation. However, sighted in sample of Request for FFB Supply and Statement and Guarantee from CV. PKS dated 18/01/2016 that the written agreement does not contains clear arrangement on fair trading such as: payment time, dispute settlement, price determination and obligation of buyer.</p>	<p>NC Minor</p>

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Criterion / Indicator		Assessment Findings	Compliance
6.10.4	<p>Agreed payments shall be made in a timely manner.</p> <p>- Minor compliance -</p>	<p>Evidence of payment is reviewed and it was seen paid timely manner. Payment handled by regional office with coordination with PBD:</p> <ol style="list-style-type: none"> Berita Acara Pembayaran TBS / minutes of TBS payment contains: name of KT, number of member, name of receiver, amount of payment, signature of representative of receiver signed by Manager and KTU. e.g. June 2, 2016, KT 136 (Rawa Cantik), 23 member, 22,181,204 signed by Supriadi; June 2016, KT 138 (Sisipan), 22 member, 53,799,106 signed by Poniman, Receipt of FFB payment for each KT: detail payment for each KT, signed by manager, KTU, and representative of KT. <p>Payment of FFB from company to outgrower (CV. PKS) on May 3 2016 for FFB delivery 91.5 ton on May 2, 2016. Payment via Mandiri Bank to account CV PKS, account 108.000.811.xxxx.</p>	Comply
<p>Criterion 6.11: Growers and millers contribute to local sustainable development where appropriate.</p>			

Criterion / Indicator	Assessment Findings	Compliance
<p>6.11.1 Contributions to local development that are based on the results of consultation with local communities shall be demonstrated.</p> <p>- Minor compliance –</p>	<p>Buatan Estate and mill: Company has prepared Corporate Social Responsibility/CSr program on yearly basis. For example, Buatan Estate has 54 activities, categorized in 6 types, in 2015:</p> <ul style="list-style-type: none"> - Social (38 activities), such as donation for the poor and orphanage in Delima Jaya village, Buana Sakti village, Delik village, Lalang Kabung village; Donation for religious festivities in Simpang Perak Jaya village, Suka Mulia village, Lalang Kabung village; Donation for Lembaga Adat Melayu Riau (LAMR); - Economic (5 activities), such as comparative study of independent plantation for farmer in Kerinci Kanan village; Road maintenance for Kerinci Kanan village; Utility donation for KUD Kerinci Kanan; - Education (3 activities), donation for construction of musholla in SMP 2 Makmur; donation in form of air compressor for vocational school, SMK; material donation for Madrasah in Delik village; - Health (1 activity), in form of free medication/mobile clinic in Delik village; - Infrastructure (6 activities), Clean water infrastructure repair in Delik village and Mekar Jaya village, Repair of religious house in Delik village, Lalang Kabung village, Gabung Makmur village, Bukit Agung village, Bhakti Buana village; - Environmental (1 activity), donation of fire fighting equipment in Lalang Kabung village; <p>Based on interview with stakeholder, community felt that company has implemented CSR 2015 programme in good manner. For 2016, company has planned for 50 activities related to social, economic, education, and infrastructure – completed with timeframe and objective target. Aside from the above-mentioned program, company has indirect economic program such as use of local contractors for school bus transportation, EFB-transport, employee housing repair contractor, etc.</p> <p>Scheme smallholders: KUD Kebun Sawit Harapan: The cooperative helps the local community for mainly social activities:</p> <ul style="list-style-type: none"> - On 9th July 2016: New Al-Quran for mosque; - On 13th June 2016: Donation for reporter - On 16th May 2016: Religious festivities “Pengajian akbar” 	<p>Comply</p>

Criterion / Indicator	Assessment Findings	Compliance
<p>6.11.2 Where there are scheme smallholders, there shall be evidence that efforts and/or resources have been allocated to improve smallholder productivity.</p> <p>- Minor compliance –</p>	<p>Company and Scheme Smallholders: Scheme Manager assist the scheme smallholders, such as:</p> <ul style="list-style-type: none"> - Company has communicated and trained oil palm plantation, health and safety and soil and water conservation; - Company helps smallholder cooperative to conduct leaf analysis and soil analysis to prepare fertilizer recommendation; - Company provide and guarantees the fertilizer supplies for smallholder cooperatives; - Company supports the implementation of best management practices for weed control – in form of spraying team for smallholder plantation; - Technical support, such as training, cooperative management and provide permanent resources (Scheme Manager, Assistant and supervisor in each cooperative); - Road maintenance. etc 	<p>Comply</p>
<p>Criterion 6.12: No forms of forced or trafficked labour are used.</p>		
<p>6.12.1 There shall be evidence that no forms of forced or trafficked labour are used.</p> <p>- Major compliance -</p>	<p>Buatan Estate and mill: No form or trafficked labour was noted during assessment. Based on company database, all workers are registered as per their Identity Card/KTP.</p> <p>Scheme smallholders: KUD Bhirawa Bhakti, KUD Kebun Sawit Harapan, KUD Bina Mulia has a policy related to forced labour inside “Kebijakan Koperasi”. Based on document verification and interview with worker shows no forced labour and/or migrant worker used in cooperative.</p>	<p>Comply</p>
<p>6.12.2 Where applicable, it shall be demonstrated that no contract substitution has occurred.</p> <p>- Minor compliance –</p>	<p>Buatan Estate and mill: Based on document review and interview with workers and labour union, confirmed that no contract substitution was noted. All workers are entitled with work agreement, understood the content of work agreement.</p> <p>Scheme smallholders: KUD Bhirawa Bhakti, KUD Kebun Sawit Harapan, KUD Bina Mulia has a policy related to work agreement inside “Kebijakan Koperasi”. Based on document verification and interview with cooperative staff and worker, shows no contract substitution practised. See also 6.5.2.</p>	<p>Comply</p>

Criterion / Indicator	Assessment Findings	Compliance
<p>6.12.3</p> <p>Where temporary or migrant workers are employed, a special labour policy and procedures shall be established and implemented.</p> <p>- Major compliance -</p>	<p>No indication of trafficked labour nor forced labour in PT. IIS PBD Mill. Interview with sample of workers (Mr. SMD at Sterilizing, MR. SDKN at Engine Room, Mr. RSM at Loading Ramp, etc) and representative of worker union (Mr. SSW) revealed that no indication of trafficked labor and forced labor. All employment arrangement has met requirement and applicable regulation. (see indicator 6.5.2)</p> <p>Sighted in Employee Register document, that total employee of PT. Inti Indosawit Subur is as follows:</p> <ul style="list-style-type: none"> - 114 Permanent staffs (49 SKU B and 65 SKU H) - 16 Non permanent staff (PHL) 16 staffs at grading station. <p>There is no migrant worker and all workers are Indonesian with clear identity. All current temporary staffs work less than 21 days per month within last three months. Each worker has specific work contract prepared in Indonesia Language as common language and signed by both parties.</p>	<p>Comply</p>
<p>Criterion 6.13: Growers and millers respect human rights.</p>		

Criterion / Indicator	Assessment Findings	Compliance
6.13.1 A policy to respect human rights shall be documented and communicated to all levels of the workforce and operations (see Criteria 1.2 and 2.1). - Major compliance -	<p>The company has established human rights policy, dated 1st December 2014, it has been communicated to the workforce, e.g.</p> <ul style="list-style-type: none"> - Socialisation on 10th March 2015 for staff, attended 11 workers. - Socialisation on 2nd January 2015 for harvesters, attended 4 workers. - Socialisation on 5th March 2015 for staff, attended 6 workers, - Socialization on 3rd June 2015 for afdeling 7 KBN-K, attended by 14 workers. - Socialization on 2nd July 2015 for afdeling 8 KBN-K, attended by 69 workers. <p>No any human rights violation was noted during audit including in scheme smallholder area.</p> <p>Scheme Smallholders:</p> <p>KUD Bhirawa Bhakti: The cooperative is adopting Company policy on respect to human rights “Kebijakan koperasi” dated 23th Sept 2015. This policy has been communicated to smallholder member and made available in the notice board at the Cooperative office.</p> <p>KUD Kebun Sawit Harapan: The cooperative is adopting Company policy on respect to human rights “Kebijakan koperasi” dated 1st August 2013. This policy has been communicated to smallholder member and made available in the notice board at the Cooperative office.</p> <p>KUD Bina Mulia: The cooperative is adopting Company policy on respect to human rights “Kebijakan koperasi” dated 1st August 2015. This policy has been communicated to smallholder member and made available in the notice board at the Cooperative office.</p>	Comply
Principle 7: Responsible development of new plantings		
Criterion 7.1: A comprehensive and participatory independent social and environmental impact assessment is undertaken prior to establishing new plantings or operations, or expanding existing ones, and the results incorporated into planning, management and operations.		

Criterion / Indicator		Assessment Findings	Compliance
7.1.1	An independent social and environmental impact assessment (SEIA), undertaken through a participatory methodology including the relevant affected stakeholders, shall be documented. - Major compliance -	Note that there was no new planting in Buatan Estate. All of the immature area was for replanting, for oil palm with planting year 1988, 1989, 1990, 1991. See 3.1.2	N/A
7.1.2	Appropriate management planning and operational procedures shall be developed and implemented to avoid or mitigate identified potential negative impacts. - Minor compliance -	Note that there was no new planting in Buatan Estate. All of the immature area was for replanting, for oil palm with planting year 1988, 1989, 1990, 1991. See 3.1.2	N/A
7.1.3	Where the development includes an outgrower scheme, the impacts of the scheme and the implications of the way it is managed shall be given particular attention. - Minor compliance -	Note that there was no new planting in Buatan Estate. All of the immature area was for replanting, for oil palm with planting year 1988, 1989, 1990, 1991. See 3.1.2	N/A
Criterion 7.2: Soil surveys and topographic information are used for site planning in the establishment of new plantings, and the results are incorporated into plans and operations.			
7.2.1	Soil suitability maps or soil surveys adequate to establish the long-term suitability of land for oil palm cultivation shall be available and taken into account in plans and operations. - Major compliance -	Note that there was no new planting in Buatan Estate. All of the immature area was for replanting, for oil palm with planting year 1988, 1989, 1990, 1991. See 3.1.2	N/A

Criterion / Indicator		Assessment Findings	Compliance
7.2.2	<p>Topographic information adequate to guide the planning of drainage and irrigation systems, roads and other infrastructure shall be available and taken into account in plans and operations.</p> <p>- Minor compliance -</p>	<p>Note that there was no new planting in Buatan Estate. All of the immature area was for replanting, for oil palm with planting year 1988, 1989, 1990, 1991. See 3.1.2</p>	N/A
<p>Criterion 7.3:</p> <p>New plantings since November 2005 have not replaced primary forest or any area required to maintain or enhance one or more High Conservation Values.</p>			
7.3.1	<p>There shall be evidence that no new plantings have replaced primary forest, or any area required to maintain or enhance one or more High Conservation Values (HCVs), since November 2005. New plantings shall be planned and managed to best ensure the HCVs identified are maintained and/or enhanced (see Criterion 5.2).</p> <p>- Major compliance -</p>	<p>Note that there was no new planting in Buatan Estate. All of the immature area was for replanting, for oil palm with planting year 1988, 1989, 1990, 1991. See 3.1.2</p>	N/A
7.3.2	<p>A comprehensive HCV assessment, including stakeholder consultation, shall be conducted prior to any conversion or new planting. This shall include a land use change analysis to determine changes to the vegetation since November 2005. This analysis shall be used, with proxies, to indicate changes to HCV status.</p> <p>- Major compliance -</p>	<p>Note that there was no new planting in Buatan Estate. All of the immature area was for replanting, for oil palm with planting year 1988, 1989, 1990, 1991. See 3.1.2</p>	N/A
7.3.3	<p>Dates of land preparation and commencement shall be recorded.</p> <p>- Minor compliance -</p>	<p>Note that there was no new planting in Buatan Estate. All of the immature area was for replanting, for oil palm with planting year 1988, 1989, 1990, 1991. See 3.1.2</p>	N/A

Criterion / Indicator		Assessment Findings	Compliance
7.3.4	An action plan shall be developed that describes operational actions consequent to the findings of the HCV assessment, and that references the grower's relevant operational procedures (see Criterion 5.2). - Major compliance -	Note that there was no new planting in Buatan Estate. All of the immature area was for replanting, for oil palm with planting year 1988, 1989, 1990, 1991. See 3.1.2	N/A
7.3.5	Areas required by affected communities to meet their basic needs, taking into account potential positive and negative changes in livelihood resulting from proposed operations, shall be identified in consultation with the communities and incorporated into HCV assessments and management plans (see Criterion 5.2). - Minor compliance -	Note that there was no new planting in Buatan Estate. All of the immature area was for replanting, for oil palm with planting year 1988, 1989, 1990, 1991. See 3.1.2	N/A
Criterion 7.4: Extensive planting on steep terrain, and/or marginal and fragile soils, including peat, is avoided.			
7.4.1	Maps identifying marginal and fragile soils, including excessive gradients and peat soils, shall be available and used to identify areas to be avoided - Minor compliance -	Note that there was no new planting in Buatan Estate. All of the immature area was for replanting, for oil palm with planting year 1988, 1989, 1990, 1991. See 3.1.2	N/A
7.4.2	Where limited planting on fragile and marginal soils, including peat, is proposed, plans shall be developed and implemented to protect them without incurring adverse impacts. - Major compliance -	Note that there was no new planting in Buatan Estate. All of the immature area was for replanting, for oil palm with planting year 1988, 1989, 1990, 1991. See 3.1.2	N/A

Criterion / Indicator	Assessment Findings	Compliance	
<p>Criterion 7.5:</p> <p>No new plantings are established on local peoples' land where it can be demonstrated that there are legal, customary or user rights, without their free, prior and informed consent. This is dealt with through a documented system that enables these and other stakeholders to express their views through their own representative institutions.</p>			
<p>7.5.1</p>	<p>Evidence shall be available that affected local peoples understand they have the right to say 'no' to operations planned on their lands before and during initial discussions, during the stage of information gathering and associated consultations, during negotiations, and up until an agreement with the grower/miller is signed and ratified by these local peoples.</p> <p>- Major compliance -</p>	<p>Note that there was no new planting in Buatan Estate. All of the immature area was for replanting, for oil palm with planting year 1988, 1989, 1990, 1991. See 3.1.2</p>	<p>N/A</p>
<p>Criterion 7.6:</p> <p>Where it can be demonstrated that local peoples have legal, customary or user rights, they are compensated for any agreed land acquisitions and relinquishment of rights, subject to their free, prior and informed consent and negotiated agreements.</p>			
<p>7.6.1</p>	<p>Documented identification and assessment of demonstrable legal, customary and user rights shall be available.</p> <p>- Major compliance -</p>	<p>Note that there was no new planting in Buatan Estate. All of the immature area was for replanting, for oil palm with planting year 1988, 1989, 1990, 1991. See 3.1.2</p>	<p>N/A</p>
<p>7.6.2</p>	<p>A system for identifying people entitled to compensation shall be in place.</p> <p>- Major compliance -</p>	<p>Note that there was no new planting in Buatan Estate. All of the immature area was for replanting, for oil palm with planting year 1988, 1989, 1990, 1991. See 3.1.2</p>	<p>N/A</p>
<p>7.6.3</p>	<p>A system for calculating and distributing fair compensation (monetary or otherwise) shall be in place.</p> <p>- Major compliance -</p>	<p>Note that there was no new planting in Buatan Estate. All of the immature area was for replanting, for oil palm with planting year 1988, 1989, 1990, 1991. See 3.1.2</p>	<p>N/A</p>

Criterion / Indicator		Assessment Findings	Compliance
7.6.4	Communities that have lost access and rights to land for plantation expansion shall be given opportunities to benefit from plantation development. - Minor compliance -	Note that there was no new planting in Buatan Estate. All of the immature area was for replanting, for oil palm with planting year 1988, 1989, 1990, 1991. See 3.1.2	N/A
7.6.5	The process and outcome of any compensation claims shall be documented and made publicly available. - Minor compliance -	Note that there was no new planting in Buatan Estate. All of the immature area was for replanting, for oil palm with planting year 1988, 1989, 1990, 1991. See 3.1.2	N/A
7.6.6	Evidence shall be available that the affected communities and rights holders have access to information and advice, that is independent of the project proponent, concerning the legal, economic, environmental and social implications of the proposed operations on their lands. - Minor compliance -	Note that there was no new planting in Buatan Estate. All of the immature area was for replanting, for oil palm with planting year 1988, 1989, 1990, 1991. See 3.1.2	N/A
Criterion 7.7:			
No use of fire in the preparation of new plantings other than in specific situations, as identified in the ASEAN guidelines or other regional best practice.			
7.7.1	There shall be no land preparation by burning, other than in specific situations, as identified in the 'Guidelines for the Implementation of the ASEAN Policy on Zero Burning' 2003, or comparable guidelines in other regions. - Major compliance -	Note that there was no new planting in Buatan Estate. All of the immature area was for replanting, for oil palm with planting year 1988, 1989, 1990, 1991. See 3.1.2	N/A

Criterion / Indicator		Assessment Findings	Compliance
7.7.2	In exceptional cases where fire has to be used for preparing land for planting, there shall be evidence of prior approval of the controlled burning as specified in 'Guidelines for the Implementation of the ASEAN Policy on Zero Burning' 2003, or comparable guidelines in other regions. - Minor compliance -	Note that there was no new planting in Buatan Estate. All of the immature area was for replanting, for oil palm with planting year 1988, 1989, 1990, 1991. See 3.1.2	N/A
Criterion 7.8: New plantation developments are designed to minimise net greenhouse gas emissions.			
7.8.1	The carbon stock of the proposed development area and major potential sources of emissions that may result directly from the development shall be identified and estimated. - Major compliance -	Note that there was no new planting in Buatan Estate. All of the immature area was for replanting, for oil palm with planting year 1988, 1989, 1990, 1991. See 3.1.2	N/A
7.8.2	There shall be a plan to minimise net GHG emissions which takes into account avoidance of land areas with high carbon stocks and/or sequestration options. - Minor compliance -	Note that there was no new planting in Buatan Estate. All of the immature area was for replanting, for oil palm with planting year 1988, 1989, 1990, 1991. See 3.1.2	N/A
Principle 8: Commitment to continual improvement in key areas of activity			
Criterion 8.1: Growers and millers regularly monitor and review their activities, and develop and implement action plans that allow demonstrable continual improvement in key operations.			

Criterion / Indicator	Assessment Findings	Compliance
<p>8.1.1 The action plan for continual improvement shall be implemented, based on a consideration of the main social and environmental impacts and opportunities of the grower/mill, and shall include a range of Indicators covered by these Principles and Criteria.</p> <p>As a minimum, these shall include, but are not necessarily be limited to:</p> <ul style="list-style-type: none"> • Reduction in use of pesticides(Criterion 4.6); • Environmental impacts (Criteria 4.3, 5.1 and 5.2); • Waste reduction (Criterion 5.3); • Pollution and greenhouse gas (GHG) emissions (Criteria 5.6 and 7.8); • Social impacts (Criterion 6.1); • Optimising the yield of the supply base. <p>- Major compliance -</p>	<p>A continuous improvement plan has been prepared and internal audit conducted to identify environmental and social activities, such as:</p> <ul style="list-style-type: none"> - Applied EFB ashes as fertilizer, fibre and shell are burned in boiler for electricity. - Planting beneficial plant for natural predator. - CSR program - Reserve HCV areas - etc. 	<p>Comply</p>

Appendix B: Approved Time Bound Plan

Name of Mill	Address	Time bound for certification	Status as of March 2015
Buatan I	Delik & Pangkalan Kerinci Village, Bunut Langgam District, Pelalawan Regency, Riau	2010	Certified on 16 th September 2010
Buatan II	Delik & Pangkalan Kerinci Village, Bunut Langgam District, Pelalawan Regency, Riau	2010	Certified on 16 th September 2010
Ukui I	Ukui Village, Ukui District, Pelalawan Regency, Riau	2010	Certified on 1 st March 2011
Ukui II	Ukui Village, Ukui District, Pelalawan Regency, Riau	2010	Certified on 1 st March 2011
Tungkal Ulu	Pulau Pauh / Penyabungan / Merlung Village, Tungkal Ulu District, Tanjung Jabung Regency, Jambi	2011	Certified on 15 th August 2012
Muara Bulian	Singoan / Bukit Sari / Bulian Jaya Village, Muara Bulian / Pemayung District, Batang Hari Regency, Jambi	2011	Certified on 28 th August 2012
Topaz	Petapahan Village, Tapung District, Kampar Regency, Riau	2013	Certified on 30 th March 2015
Taman Raja	Lubuk Bernai / Kampung Baru / Pelabuhan Dagang / Pematang Pauh Village, Tungkal Ulu District, Tanjung Jabung Regency, Jambi	2013	Certified on 20 th February 2015
Segati	Langkan / Penarikan / Tambak / Sotol Village, Langgam District, Pelalawan Regency, Riau	2014	Main Audit in December 2014.
Tanah Datar	Tanah Datar Petatal Village, Talawi District, Asahan Regency, North Sumatera	Brought Forward from 2015 to 2013	Certified on 18 th May 2015
Aek Nabara	S1-S3 / Sukadame Village, Bilah Hulu / Kota Pinang District, Labuhan Batu Regency, North Sumatera	Brought Forward from 2015 to 2013	Certified on 6 th March 2015
Teluk Panjie	Teluk Panjie Village, Kampung Rakyat District, Labuhan Batu Regency, North Sumatera	Brought Forward from 2015 to 2013	Certified on 21 st April 2015
Peranap	Simelinyang / Pauh Ranap / Sengkilo Village, Peranap District, Indragiri Hulu Regency, Riau	Brought Forward from 2016 to 2013	Certified on 7 th January 2015
Bungo Tebo	Tuo Sumai / Sungai Rambai Village, PWK Sumai / Tebo Ulu District, Bungo Tebo Regency, Jambi	2016	Certified on 3 rd December 2015
Tanjung Selamat	Kampung Padang Village, Bilah Hilir District, Labuhan Batu Regency, North Sumatera	2017	Certified on 26 th May 2015
Gunung Melayu I	Rahuning Village, Bandar Pulau District, Asahan Regency, North Sumatera	2017	Certified on 7 th September 2015
Gunung Melayu II	Gonting Mahala Village, Bandar Pulau District, Asahan Regency, North Sumatera	2017	Certified on 8 th July 2015
Negri Lama I	Negri Lama Seberang Village, Bilah Hilir District, Labuhan Batu Regency, North Sumatera	Brought Forward from 2018 to 2013	Certified on 6 th April 2015
Negri Lama II	Negri Lama Seberang Village, Bilah Hilir District, Labuhan Batu Regency, North Sumatera	2018	Certified on 3 rd December 2015
Buatan	Delik & Pangkalan Kerinci Village, Bunut Langgam District, Pelalawan Regency, Riau	2010	Certified on 16 th September 2010
Ukui & Soga	Ukui Village, Ukui District, Pelalawan Regency, Riau	2011	Certified on 1 st March 2011
Buatan (Plasma)	Kerinci Kanan, Pangkalan Kerinci, Dayun Village, Siak & Pelalawan Regency, Riau	2011	Certified on 13 th March 2012

Ukui (Plasma)	Ukui & Lubuk Batu Jaya District, Pelalawan & Inhu Regency, Riau	Brought forward from 2012 to 2011	Certified on 11 th June 2012
Tungkal Ulu	Pulau Pauh/Penyabungan/Merlung Village, Tungkal Ulu District, Tanjung Jabung Regency, Jambi	2011	Certified on 15 th August 2012
Muara Bulian	Singoan/Bukit Sari/ Bulian Jaya Village, Muara Bulian/Pemayung District, Batang Hari Regency, Jambi	2011	Certified on 28 th August 2012
Buatan (KKPA)	Kerinci Kanan, Pangkalan Kerinci, Dayun District, Siak & Pelalawan Regency, Riau	2012	Certified on 17 th January 2013
Tungkal Ulu (Plasma)	Renah Mendalo, Merlung, Muara Papalik District, Tanjung Jabung Barat Regency, Jambi	2012	Certified on 11 th July 2013
Muara Bulian (Plasma)	Maro Sebo Ilir District, Batanghari Regency, Jambi	2012	Certified on 12 th July 2013
Muara Bulian (KKPA)	Maro Sebo Ilir District, Batanghari Regency, Jambi	2012	Certified on 12 th July 2013
Topaz & Seed Garden	Petapahan Village, Tapung District, Kampar Regency, Riau	2013	Certified on 30 th March 2015
Taman Raja & Badang	Lubuk Bernai / Kampung Baru / Pelabuhan Dagang / Pematang Pauh Village, Tungkal Ulu District, Tanjung Jabung Regency, Jambi	2013	Certified on 20 th February 2015
Segati	Langkan / Penarikan / Tambak / Sotol Village, Langgam District, Pelalawan Regency, Riau	2014	Main Audit in December 2014
Penarikan & Gondai	Pangkalan Sarik / Baru Village, Langgam / Siak Hulu District, Pelalawan / Kampar Regency, Riau	2014	Main Audit in December 2014
Penarikan (KKPA)	Pangkalan Sarik / Baru Village, Langgam / Siak Hulu District, Pelalawan / Kampar Regency, Riau	2014	Moved to 2016
Gunung Sahilan (KKPA)	Gunung Sahilan Village, Lipat Kain District, Pelalawan Regency, Riau	2014	Moved to 2016
Bahilang	Bahilang Village, Tebing Tinggi District, Serdang Bedagai Regency, North Sumatra	Brought Forward from 2015 to 2013	Certified 18 th May 2015
Tanah Datar	Tanah Datar Petatal Village, Talawi District, Asahan Regency, North Sumatra	Brought Forward from 2015 to 2013	Certified 18 th May 2015
Aek Nabara	S1-S3 / Sukadame Village, Bilah Hulu / Kota Pinang District, Labuhan Batu Regency, North Sumatra	Brought Forward from 2015 to 2013	Certified on 6 th March 2015
Teluk Panjie	Teluk Panjie Village, Kampung Rakyat District, Labuhan Batu Regency, North Sumatra	Brought Forward from 2015 to 2013	Certified on 21 st April 2015
Peranap	Simelinyang / Pauh Ranap / Sengkilo Village, Peranap District, Indragiri Hulu Regency, Riau	Brought Forward from 2016 to 2013	Certified on 7 th January 2015
Bungo Tebo	Tuo Sumai / Sungai Rambai Village, PWK Sumai / Tebo Ulu District, Bungo Tebo Regency, Jambi	Brought Forward from 2016 to 2014	Certified 3 rd December 2015
Peranap (Plasma)	Simelinyang / Pauh Ranap / Sengkilo Village, Peranap District, Indragiri Hulu Regency, Riau	2016	Certified 19 th August 2016
Bungo Tebo (Plasma)	Tuo Sumai / Sungai Rambai Village, PWK Sumai / Tebo Ulu District, Bungo Tebo Regency, Jambi	2016	-
Tanjung Selamat	Kampung Padang Village, Bilah Hilir District, Labuhan Batu Regency, North Sumatra	Brought Forward from 2017 to 2014	Certified 26 th May 2015
Pangkatan	Sennah Village, Bilah Hilir District, Labuhan Batu Regency, North Sumatra	Brought Forward from 2017 to 2014	Certified 26 th May 2015

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Sentral & Batu Anam	Gonting Mahala Village, Bandar Pulau District, Asahan Regency, North Sumatra	Brought Forward from 2017 to 2014	Certified 8 th July 2015
Pulau Maria	Rahuning Village, Bandar Pulau District, Asahan Regency, North Sumatra	Brought Forward from 2017 to 2014	Certified 7 th September 2015
Negri Lama	Negri Lama Seberang Village, Bilah Hilir District, Labuhan Batu Regency, North Sumatra	Brought Forward from 2018 to 2013	Certified on 6 th April 2015
Aek Kuo	Aek Korsik Village, Aek Natas District, Labuhan Batu Regency, North Sumatra	Brought Forward from 2016 to 2013	Certified on 6 th April 2015

Appendix C: Certification Unit RSPO Certificate Details

PT. Inti Indosawit Subur
 Buatan II Palm Oil Mill
 Delik Village and Pangkalan Kerinci Village,
 Bunut Langgam District,
 Pelalawan Regency, Riau Province
 Indonesia

BSI RSPO Certificate No: RSPO 638947

Date of Initial Certificate Issued: 16/09/2010

Date of Expiry: 15/09/2020

RSPO membership number: 1-0022-06-000-00

Applicable Standards: *RSPO P&C Generic 2013*; *RSPO Supply Chain Certification Standard November 2014*
Module E - CPO Mills: Mass Balance

Buatan II Palm Oil Mill and Supply Base					
Location Address	Delik Village and Pangkalan Kerinci Village, Bunut Langgam District, Pelalawan Regency, Riau Province Indonesia				
GPS Location	101° 52' 08" E & 0° 27' 24" N				
CPO Tonnage Total	67,482 mt				
PK Tonnage Total	17,131 mt				
CPO Claimed for Certification*	49,132 mt				
PK Claimed for Certification *	12,211 mt				
Own estates FFB Tonnage	58,498 mt				
Scheme Smallholder FFB Tonnage	181,552 mt				
Estates	Production Area		Other use (ha)	Certified Area / Total land lease (ha)	Annual FFB Production (mt)
	Mature (ha)	Immature (ha)			
Buatan Estate	3,128	378	189.56	3,506	58,498
KUD Mulus Rahayu	392	310	0	702	5,678
KUD Bhirawa Bhakti	984	0	0	984	17,035
KUD Tani Rukun	962	0	0	962	22,711
KUD Kebun Sawit Harapan	800	0	0	800	18,925
KUD Buatan Jaya	860	0	0	860	20,825
KUD Mitra Usaha	1,200	0	0	1,200	30,420
KUD Makarti Sawit	800	0	0	800	17,591
KUD Bina Mulia	872	0	0	872	19,441
KUD Delima Sakti	1,490	0	0	1,490	28,924
TOTAL	11,488	688	189.56	12,176	240,048

*Certified Production

Appendix D: Assessment Plan

Date	Time	Subjects	Haeruddin	Pratama Sedayu	Edy Widodo	Bukti Bagja	Imam
			PRSP0 LA	PRSP0-OHS/EMS	PRSP0-SA	PRSP0-OHS/EMS	PRSP0 OHS
Sunday, 24/07/2016	10.25 – 12.10	Flight Jakarta – Pekanbaru by GA 174 for 2 (two) auditor: Edy Widodo and Imam Fakhrurozy			√		√
	13.00 – 16.00	Travelling Pekanbaru to Buatan for 2 (two) auditor			√		√
Monday, 25/07/2016	08.00 – 08.30	Opening Meeting: Presentation by PT. IIS – Buatan II Presentation by BSI Indonesia	√	√	√	√	
	08.30 – 12.00	Field Visit: Buatan Estate Buatan Estate (Afd. IV, V, VI) Landfill, housing complex, Storage, workshop, diesel tanks, clinic, facilities in line-site, (Tempat Penitipan Anak, school, school bus, etc), interview with labour union, Gender Committee, local contractors, NGO			√		
		Field Visit: Buatan Estate Buatan Estate (Afd. IV, V, VI) Herbicide application programmes, harvesting, fertilising operations, terracing, road maintenance, Barn owl, beneficial plant, (including interview with sprayer team and harvester).					√
		Field Visit: Buatan Estate Buatan Estate (Afd. IV, V, VI) Boundary stones, HCV areas, riparian zone, road maintenance, etc.	√				
		Document review: Buatan II Mill General information, time bound plan, partial certification verification, RSP0 P & C.				√	
		Document Review: Buatan II Mill RSP0 P & C.		√			
	12.00 – 14.00	Lunch					
14.00 – 17.00	Field Visit: Buatan Estate (Continued) and Document review: Buatan Estate Buatan Estate (Afd. IV, V, VI)	√				√	

Date	Time	Subjects	Haeruddin	Pratama Sedayu	Edy Widodo	Bukti Bagja	Imam
			PRSP0 LA	PRSP0-OHS/EMS	PRSP0-SA	PRSP0-OHS/EMS	PRSP0 OHS
		Stakeholder interview: Labour union, Gender committee, local contractors, NGO, etc (Continued)			√		
		Field Visit: Buatan II Mill PPE, safe working environment, walk ways, signs, EFB, POME treatment, emissions, diesel tanks, fire extinguishers, first aiders and boxes, workshop, storage, etc.				√	
		Field Visit: Buatan II Mill Clinic, housing complex, interview with mill's workers, etc		√			
Tuesday, 26/07/2016	08.00 – 12.00	Field Visit: KKPA Landfill, housing complex, Storage, workshop, diesel tanks, clinic, facilities in line-site, (Tempat Penitipan Anak, school, school bus, etc), interview with labour union, Gender Committee, local contractors, NGO			√		
		Field Visit: Field Visit: KKPA Herbicide application programmes, harvesting, fertilising operations, terracing, road maintenance, Barn owl, beneficial plant, (including interview with sprayer team and harvester).					√
		Field Visit: Field Visit: KKPA Boundary stones, HCV areas, riparian zone, road maintenance, water management on peat, etc.	√				
		Document review: Buatan II Mill RSPO P & C and RSPO SCCS		√		√	
		12.00 – 14.00	Lunch				
	14.00 – 17.00	Document review: Group Manager			√		√
		Document Review: KKPA	√		√		√
Wednesday, 27/07/2016	08.00 – 17.00	Field visit and Interview with members: KUD Bhirawa Bhakti (16 samples)	√	√	√	√	√
Thursday, 28/07/2016	08.00 – 12.00	Field visit and interview with members: KUD Kebun Sawit Harapan (16 samples)	√	√	√	√	√
Friday, 29/07/2016	08.00 – 17.00	Field visit and interview with members: KUD Bina Mulia (16 samples)	√	-	√	√	√

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Date	Time	Subjects	Haeruddin	Pratama Sedayu	Edy Widodo	Bukti Bagja	Imam
			PRSP0 LA	PRSP0-OHS/EMS	PRSP0-SA	PRSP0-OHS/EMS	PRSP0 OHS
Saturday, 30/07/2016	08.00 – 08.30	Preparing Closing Meeting	√	√	√	√	√
	08.30 – 09.00	Closing Meeting	√	√	√	√	√
	09.00 – 12.00	Travelling Buatan - Pekanbaru	√	√	√	√	√
	14.35 – 16.25	Flight Pekanbaru – Jakarta by GA 145	√	√	√	√	√

Appendix E: Stakeholders Contacted

<p>Internal Stakeholders</p> <p>Workers (sprayers, harvesters, mill operators);</p> <p>Gender committee;</p>	<p>Union/Contractors/Local Communities</p> <p>Serikat Pekerja PT. Inti Indosawit Subur – Buatan;</p> <p>Local contractor for electric installation;</p> <p>Local contractor for house repair;</p>
<p>Government Departments</p> <p>Dinas Perkebunan Kabupaten Pelalawan;</p> <p>Dinas Tenaga Kerja Kabupaten Pelalawan;</p> <p>Dinas Koperasi Kabupaten Pelalawan;</p> <p>Badan Lingkungan Hidup Kabupaten Pelalawan;</p>	<p>NGO</p> <p>Laskar Anti Korupsi Indonesia</p>

Appendix F: CPO Mill Supply Chain Assessment Report (Module E - CPO Mills: Mass Balance)

Requirements	Compliance
E.1 Definition	
<p>E.1.1 Certification for CPO mills is necessary to verify the volumes of certified and uncertified FFB entering the mill and volume sales of RSPO certified producers. A mill may be taking delivery of FFB from uncertified growers, in addition to those from its own certified land base. In that scenario, the mill can claim only the volume of oil palm products produced from processing of the certified FFB as MB.</p>	<p>PT Inti Indosawit Subur – Buatan II POM holds current RSPO P&C Certificate No.SPO 638947. In the current certificate, PT. Inti Indosawit Subur – Buatan II POM implemented Mass Balance supply chain system.</p> <p>PT. Inti Indosawit Subur only claimed the FFB proportion from certified supply bases which comprise of company-own estate, KKPA (smallholder under full company control) and scheme smallholder cooperatives. The other supply base, coming from third party contractors/collectors as non-certified FFB source.</p>
E.2 Explanation	
<p>E.2.1 The estimated tonnage of CPO and PK products that could potentially be produced by the certified mill must be recorded by the CB in the public summary of the P&C certification report. This figure represents the total volume of certified palm oil product (CPO and PK) that the certified mill is allowed to deliver in a year. The actual tonnage produced should then be recorded in each subsequent annual surveillance report.</p>	<p>Buatan II POM demonstrates the estimate of certified CPO and PK products. BSI verifies the estimate of CPO and PK products during each assessment.</p>
<p>E.2.2 The mill must also meet all registration and reporting requirements for the appropriate supply chain through the RSPO supply chain managing organization (RSPO IT platform or book and claim).</p>	<p>PT. Inti Indosawit Subur – Buatan II POM hold e-trace account.</p>
E.3 Documented procedures	
<p>E.3.1 The site shall have written procedures and/or work instructions to ensure the implementation of all the elements specified in these requirements. This shall include at minimum the following:</p> <p>a) Complete and up to date procedures covering the implementation of all the elements in these requirements;</p> <p>b) The name of the person having overall responsibility for and authority over the implementation of these requirements and compliance with all applicable requirements. This person shall be able to demonstrate awareness of the site procedures for the implementation of this standard.</p>	<p>Buatan II POM has a written documented procedure for the chain of custody with MB model covering certified and non-certified FFB. The company shows procedure “Mass Balance” No.AA-MPM-OP-1400.18 and procedure “Traceability” No.AA-MPM-OP-1400.17.R4, dated 25th February 2015.</p> <p>The marketing is responsible to create delivery order, identifying POM name and address, buyer name and address, contract number, product type, certified/non-certified status, date of shipping, product specification, supply chain model, etc.</p> <p>Mill managers have the responsibility to ensure implementation of supply chain procedure.</p>
<p>E.3.2 The site shall have documented procedures for receiving and processing certified and non-certified FFBs.</p>	<p>Buatan II POM has a documented procedure for the incoming FFB, processing and outgoing palm products (CPO and PK). Marking is made on the receiving documents to differentiate the certified and non-certified FFB received. Records: Procedure AA-MPM-OP-1400.17-R3 (traceability) and Procedure AA-MPM-OP-1400.18-R2 (Mass Balance).</p>

	<p>SOP Traceability shows the procedure traceability CPO & PK, Despatch of CPO & PK, LHP PMKS, Procedure Traceability CPKO – receiving of PK, despatch of CPKO and Laporan Harian Produksi KCP. (Procedure for Kernel Crushing Plant not applicable for Buatan II POM).</p>
<p>E.4 Purchasing and goods in</p>	
<p>E.4.1 The site shall verify and document the volumes of certified and non-certified FFBs received.</p>	<p>As procedure Traceability AA-MPM-OP-1400.17-R4, first point of verification will be the weighbridge. Weighbridge operator will responsible to verify and input data: certified or non-certified FFB. Delivery order for certified FFB shall completed with information: identity of plantation and block, planting year, harvesting According to relevant procedure as above (E.3.1 and E.3.2), daily records are prepared at the entry point at the weighbridge. Daily summary and monthly summary documented for all the certified and non-certified FFB. Records verified through internal and external audit.</p> <p>Record seen: Buatan Estate: Surat Pengantar TBS No.005745 dated 25th July 2016, marked with certified RSPO638947, 590 bunches, from KKPA certified block H03q, planting year 2003, transporting truck BM9832CT. Weighbridge ticket No.PBDA116105511, source from KKPA certified, block ID H03q, planting year 2003, harvest date 25th July 2016, weigh 8,030 kg, certificate ID SPO 638947, transporting truck BM9832CT, country of origin Indonesia, receiving mill Buatan II POM. KKPA Estate: Surat Pengantar TBS No.002060 dated 25th July 2016, marked with certified RSPO638947, 199 bunches, from Buatan Estate certified block E91a, planting year 1991, transporting truck BM9118TH. Weighbridge ticket No.PBDA116105513, source from Buatan Estate certified, block E91a, planting year 1991, harvest date 25th July 2016, weigh 5,610 kg, certificate ID SPO 638947, transporting truck BM9118TH, country of origin Indonesia, receiving mill Buatan II POM. Third Party FFB: Surat Pengantar TBS No.10 dated 25th July 2016, 569 bunches, from CV. Putra Kembar Sentosa PBD-C, transporting truck BM8062QU. Weighbridge ticket No.PBDA516103405, source from CV Putra Kembar Sentosa TBS-Luar, dated 25th July 2016, weigh 8,565 kg, transporting truck BM8062QU, country of origin Indonesia, receiving mill Buatan II POM – non-certified.</p>
<p>E.4.2 The site shall inform the CB immediately if there is a projected overproduction.</p>	<p>The marketing and sustainability officer will inform the CB should there is a projected overproduction of certified tonnage. Currently no projected overproduction for Buatan II POM.</p>
<p>E.5 Record keeping</p>	
<p>E.5.1 a) The site shall record and balance all receipts of RSPO certified FFB and deliveries of RSPO certified CPO and PK on a three-monthly basis. (b) All volumes of palm oil and palm kernel oil that are delivered are deducted from the material accounting system</p>	<p>According to Procedure AA-MPM-OP-1400.18.R2 (Mass Balance) All the inventory records are maintained and updated on three monthly reports. Mill and marketing office maintain the record and balance of CPO and PKO sold. Mill shows three-monthly base record (before upgrade into</p>

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<p>according to conversion ratios stated by RSPO.</p> <p>c) The site can only deliver Mass Balance sales from a positive stock. Positive stock can include product ordered for delivery within three months. However, a site is allowed to sell short.(ie product can be sold before it is in stock.)</p>	<p>Identity Preserved): January – March 2016, indicating the initial CPO and PK stock, FFB received (certified and non-certified), initial stock (certified and non-certified), CPO production (certified and non-certified), CPO despatch (ISCC, RSPO and non-certified), balance CPO; initial stock, PK production and despatch of PK.</p> <p>Computerized system in place with the delivery deducted accordingly.</p>
<p>E.5.2 In cases where a mill outsources activities to an independent palm kernel crush, the crush still falls under the responsibility of the mill and does not need to be separately certified. The mill has to ensure that the crush is covered through a signed and enforceable agreement</p>	<p>There is no outsourcing activities.</p>

Actual Tonnage Certified Palm Production - DD MM 20YY – DD MM 20YY (MA)

Mill	Capacity	CPO	PK
Buatan II Mill	60 tonnes FFB/hour	34,772	8,781

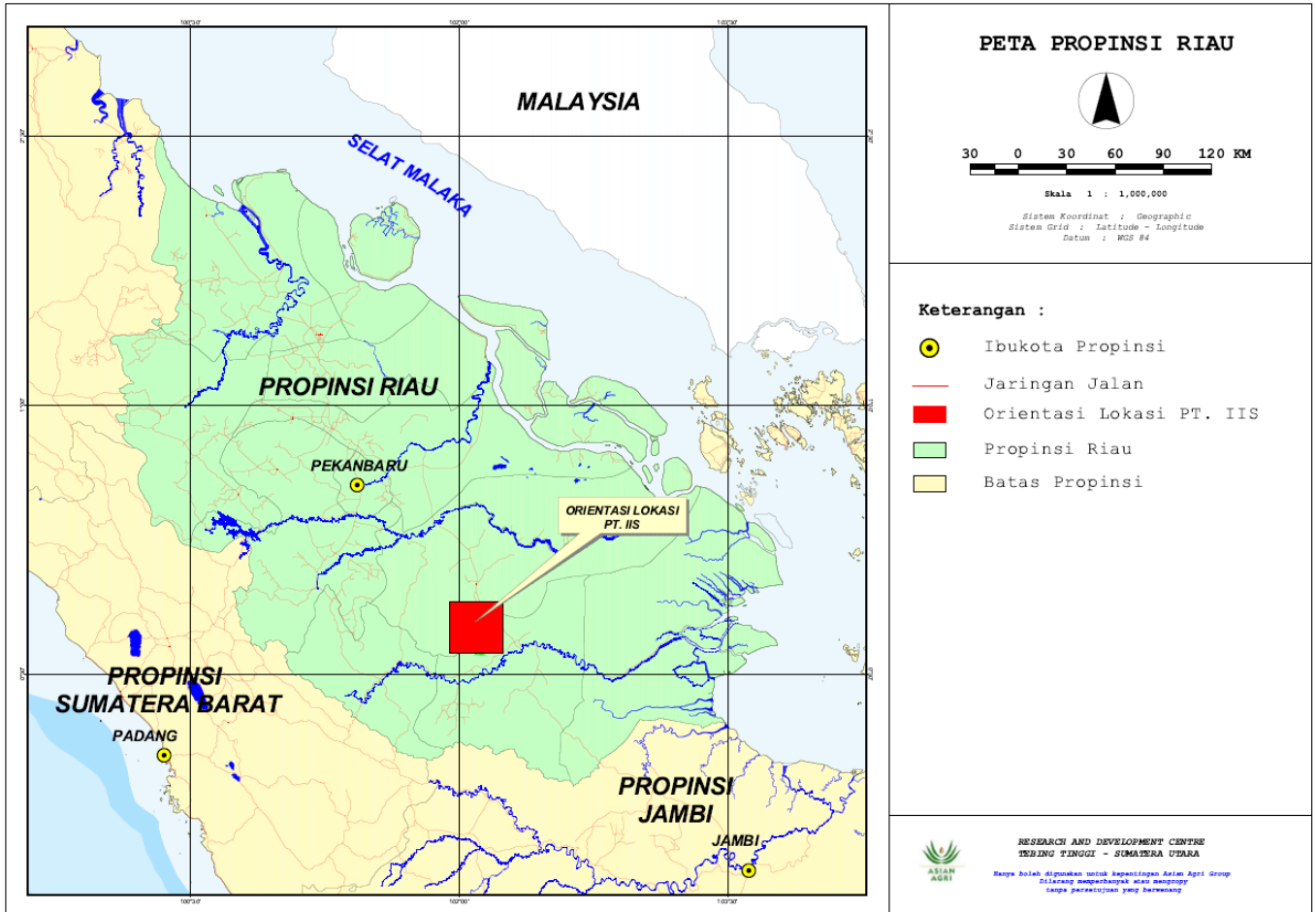
Actual Tonnage Sales of Certified Palm Products - DD MM 20YY – DD MM 20YY (MA)

Mill	Certified CPO Sales	Certified PK Sales	Remarks
Buatan II Palm Oil Mill	13,408.79	5,651.68	(some of announcement using stock 2015

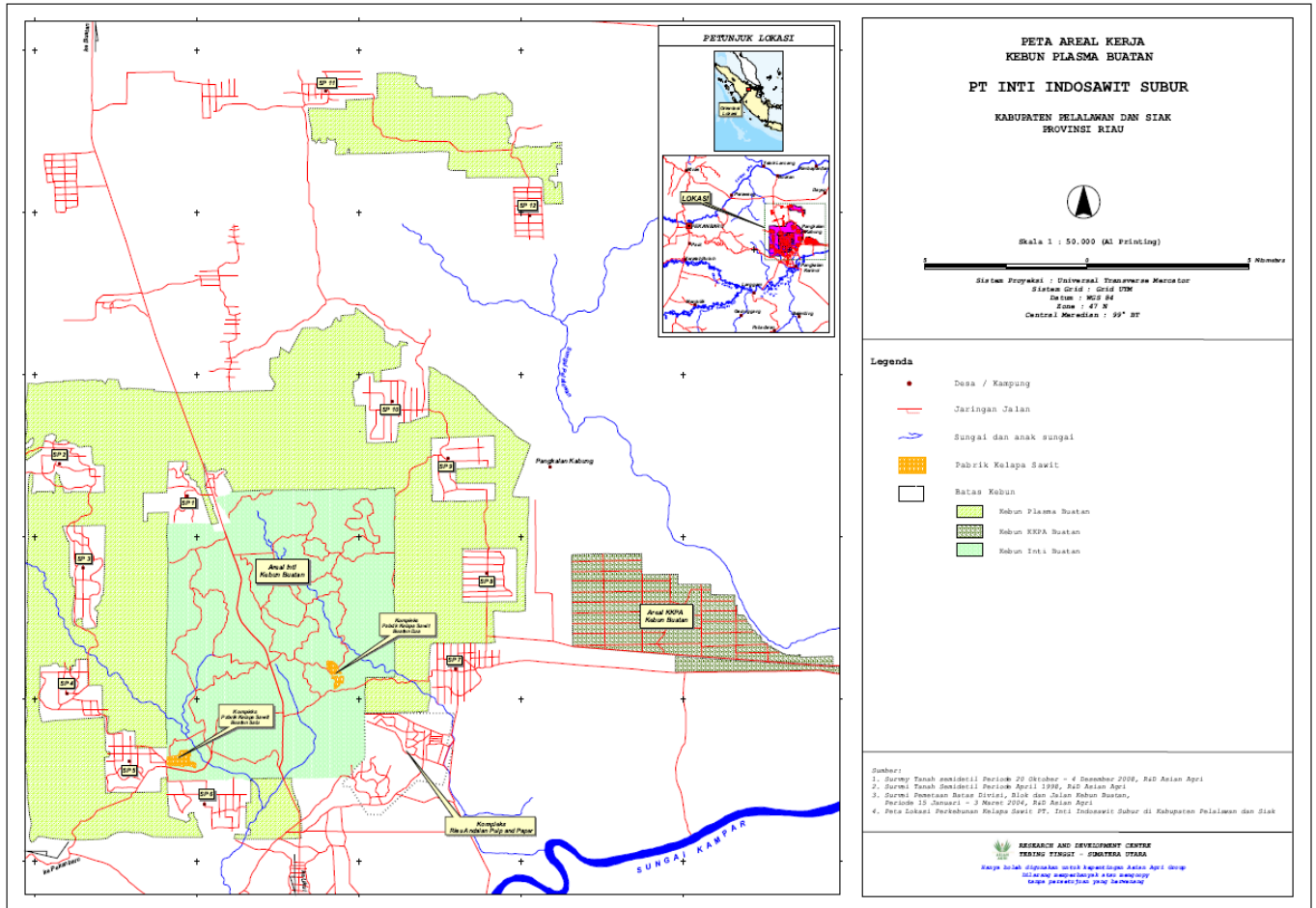
Month	Certified Supply Base (from own certificate scope) (mt)			Total FFB/Month (mt)
	Buatan Estate	Scheme smallholders	Buatan KKPA	
Sept 2015	7504	14361	2888	24753
Oct 2015	6992	14562	2533	24087
Nov 2015	6310	12685	1903	20898
Dec 2015	4876	7057	1715	13648
Jan 2016	3317	7330	1073	11720
Feb 2016	3040	5823	1042	9905
Mar 2016	3519	6062	847	10428
Apr 2016	3260	6945	893	11098
May 2016	3647	6502	1253	11402
Jun 2016	3161	6945	1948	12054
Jul 2016	3273	5831	2349	11453
Aug 2016	3433	6946	3235	13614
Total	52332	101049	21679	175060

Appendix G: Location Map of Certification Unit and Supply bases





Appendix H: Estate Field Map



Appendix I: List of Abbreviations Used

AN	Ammoniacal Nitrogen
BOD	Biological Oxygen Demand
CHRA	Chemical Health Risk Assessment
CPO	Crude Palm Oil
DGEPN	Environmental Protection Agency Gabon
DOSH	Department of Occupational Safety & Health
EFB	Empty Fruit Bunch
EMS	Environmental Management System
FFB	Fresh Fruit Bunch
GMP	Good Manufacturing Practice
HCV	High Conservation Value
HGU	Hak Guna Usaha
IAV	Initial Assessment Visit
IPM	Integrated Pest Management
IUP	Izin Usaha Perkebunan
ISCC	International Sustainable Carbon Certification
KKPA	Koperasi Kredit Primer untuk Anggota – Primary Credits Cooperative for the Members
MSDS	Material Safety Data Sheet
O&G	Oil and Grease
PK	Palm Kernel
PPE	Personal Protective Equipment
PSQM	Plantation Sustainability and Quality Management
PQR	Performance Quality Rating
RC	Re-Certification
RED	Renewable Energy Directive
RSPO P&C	Roundtable on Sustainable Palm Oil Principle & Criteria
SCCS	Supply Chain Certification Standard
SEIA	Social & Environmental Impact Assessment
SIA	Social Impact Assessment
SOP	Standard Operating Procedure
SOU	Strategic Operating Unit
SS	Suspended Solids
TN	Total Nitrogen
TS	Total Solids
VFA	Volatile Fatty Acids

Appendix J: List of Smallholders Sampled

Area	Smallholder Number	Smallholder Name
KUD Bhirawa Bhakti	1204	Mubasir
KUD Bhirawa Bhakti	1260	Solihin
KUD Bhirawa Bhakti	1184	Seman
KUD Bhirawa Bhakti	1156	Kayat
KUD Bhirawa Bhakti	1258	Suparman
KUD Bhirawa Bhakti	1214	Maman bin Engkos
KUD Bhirawa Bhakti	1221	H. Arnedi Abbas
KUD Bhirawa Bhakti	1247	Haris Nuryana
KUD Bhirawa Bhakti	1254	Bastono
KUD Bhirawa Bhakti	1257	Sena
KUD Bhirawa Bhakti	1258	Supardi/Suparman
KUD Bhirawa Bhakti	368	Samidi Citro Sentono
KUD Bhirawa Bhakti	417	D. Hartati
KUD Bhirawa Bhakti	441	Tarnano
KUD Bhirawa Bhakti	442	Warsito SP2
KUD Bhirawa Bhakti	299	Darti
KUD Kebun Sawit Harapan	3846	Suardi
KUD Kebun Sawit Harapan	3917	Teguh
KUD Kebun Sawit Harapan	3847	Suryono
KUD Kebun Sawit Harapan	3692	Supardi
KUD Kebun Sawit Harapan	3748	Suratman
KUD Kebun Sawit Harapan	3794	Wasiran
KUD Kebun Sawit Harapan	4028	Darso
KUD Kebun Sawit Harapan	4161	Warso
KUD Kebun Sawit Harapan	4164	Teguh
KUD Kebun Sawit Harapan	4249	Kunyo
KUD Kebun Sawit Harapan	4296	Sukarjo
KUD Kebun Sawit Harapan	4221	Teguh
KUD Kebun Sawit Harapan	3767	Ahmad Saibun
KUD Kebun Sawit Harapan	3773	Marno
KUD Kebun Sawit Harapan	3768	Anhar Harahap
KUD Kebun Sawit Harapan	3945	Yayasan Pesantren
KUD Bina Mulia	5521	H. Suhar
KUD Bina Mulia	5522	Sucipto
KUD Bina Mulia	5528	Habib
KUD Bina Mulia	5531	Aman
KUD Bina Mulia	5536	H. Asmudi
KUD Bina Mulia	5518	Rifai
KUD Bina Mulia	5316	Pramono
KUD Bina Mulia	5347	Murawan
KUD Bina Mulia	5353	H. Suhar
KUD Bina Mulia	5366	Sutrisno A
KUD Bina Mulia	5372	Misto
KUD Bina Mulia	4787	Anto
KUD Bina Mulia	4788	Paiman
KUD Bina Mulia	4827	Abdi
KUD Bina Mulia	4828	EI-Fatah
KUD Bina Mulia	4915	Goksan Butar-butar