

**RSPO PRINCIPLE AND CRITERIA –  
INITIAL ASSESSMENT  
Public Summary Report**

<b>FELDA Global Ventures Holdings Berhad</b>
<b>Client company Address:</b> Level 20, Menara FELDA Platinum Park No. 11 Persiaran KLCC 50088 Kuala Lumpur, Malaysia
<b>Certification Unit:</b> FELDA Global Ventures Plantations (M) Sdn Bhd – Besout Palm Oil Mill  <b>Location of Certification Unit:</b> <b>Besout Palm Oil Mill</b> 35600 Sungkai, Perak Malaysia

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## Section 1: Scope of the Certification Assessment

1. Company Details			
<b>RSPO Membership Number</b>	1-0225-16-000-00	<b>Membership Approval Date</b>	27/12/2016
<b>Parent Company Name</b>	FELDA Global Ventures Holdings Berhad		
<b>Address</b>	Level 20 Menara FELDA, Platinum Park No 11, Persiaran KLCC, 50088 Kuala Lumpur, Malaysia		
<b>Subsidiary (Certification Unit Name)</b>	Felda Global Ventures Plantations (M) Sdn Bhd Besout Palm Oil Mill		
<b>Address</b>	Head office : Level 20 Menara FELDA, Platinum Park No 11, Persiaran KLCC, 50088 Kuala Lumpur, Malaysia Certification unit : Besout Palm Oil Mill, 35600, Sungkai, Perak, Malaysia		
<b>Contact Name</b>	Mr. Norazam Abdul Hameed En Ghazali Bin Abdul Rahman		
<b>Website</b>	www.feldaglobal.com	<b>E-mail</b>	<a href="mailto:norazam.ah@feldaglobal.com">norazam.ah@feldaglobal.com</a> kk.besout@feldaglobal.com
<b>Telephone</b>	+603 2859 1995 +605 4311 781	<b>Facsimile</b>	+603 2859 1311

2. Certification Information			
<b>Certificate Number</b>	RSPO 682927	<b>Date of First Certification</b>	30/04/2018
		<b>Certificate Start Date</b>	30/04/2018
		<b>Certificate Expiry Date</b>	29/04/2023
<b>Scope of Certification</b>	Palm Oil and Palm Kernel Production from Besout Palm Oil Mill and Supply Base (FGVPM Besout 6 & FGVPM Besout 7 Estate)		
<b>Applicable Standards</b>	RSPO P&C 2013 (MYNI-2014) and RSPO Supply Chain Certification Standard 2017 (CPO Mill – Module E)		

3. Other Certifications			
Certificate Number	Standard(s)	Certificate Issued by	Expiry Date
QMS 03093	ISO 9001	SIRIM QAS International Sdn Bhd	11/08/2019
EMS 00769	ISO 140001	SIRIM QAS International Sdn Bhd	14/09/2018
OHS 00691	OHSAS 18001	SIRIM QAS International Sdn Bhd	23/02/2020
	MSOSH Award Ladang Besout	NIOSH	Audit date : 05/07/2017

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4. Location(s) of Mill & Supply Bases			
Name (Mill / Supply Base)	Location [Map Reference #]	GPS Coordinates	
		Latitude	Longitude
Besout Palm Oil Mill	35600, Sungkai, Perak, Malaysia	3° 52' 48" N	101° 16' 34" E
Besout 6 Estate	35600 Sungkai, Perak, Malaysia	3° 46' 40"N	101°16' 39" E
Besout 7 Estate	35600 Sungkai, Perak, Malaysia	3° 50' 35"N	101°17' 35" E

5. Description of Supply Base					
Estate	Total Planted (Mature + Immature) (ha)	HCV (ha)	Infrastructure & Other (ha)	Total Area (ha)	% of Planted
Besout 6 Estate	2,151.21	0	233.69	2,384.90	90.2
Besout 7 Estate	2,423.87	0	375.76	2,799.63	86.6
<b>Total</b>	<b>4,575.08</b>	<b>0</b>	<b>609.45</b>	<b>5,184.53</b>	<b>88.2</b>

6. Plantings & Cycle							
Estate	Age (Years)					Mature	Immature
	0 - 3	4 - 10	11 - 20	21 - 25	26 - 30		
Besout 6 Estate	1,036.88	601.47	512.86	0.00	0.00	1,114.33	1,036.88
Besout 7 Estate	1,517.96	905.91	0.00	0.00	0.00	905.91	1,517.96
<b>Total (ha)</b>	<b>2,554.84</b>	<b>1,507.38</b>	<b>512.86</b>	<b>0.00</b>	<b>0.00</b>	<b>2,020.24</b>	<b>2,554.84</b>

7. Certified Tonnage of FFB (Own Certified Scope)			
Estate	Tonnage / year		
	Estimated (Feb 2017–Jan 2018)	Actual (Feb 2017–Jan 2018)	Forecast (Feb 2018 – Jan 2019)
Besout 6 Estate	-	-	29,674.00
Besout 7 Estate	-	-	17,213.00
<b>Total</b>	-	-	<b>46,887.00</b>

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<b>8. Certified Tonnage of FFB (from other certified unit(s)) if applicable *</b>			
Estate	Tonnage / year		
	Estimated (Feb 2017–Jan 2018)	Actual (Feb 2017–Jan 2018)	Forecast (Feb 2018 – Jan 2019)
	N/A		N/A
<b>Total</b>			

<b>9. Non-Certified Tonnage of FFB (outside supplier – excluded from certificate) if applicable</b>			
Independent FFB Supplier	Tonnage / year		
	Estimated (Feb 2017 – Jan 2018)	Actual (Feb 2017 – Jan 2018)	Forecast (Feb 2018 – Jan 2019)
FELDA Besout 1	13,000	12,788.29	15,000
FTP Besout 1	30,000	29,848.11	30,000
FELDA Besout 2	17,000	14,443.70	20,000
FTP Besout 2,3,4	32,230	34,272.13	34,970
FELDA Besout 3	20,000	19,061.92	20,000
FELDA Besout 4	10,000	9,078.28	10,000
FELDA Besout 5	12,190	11,070.62	15,570
Kim Ma Trading	45,000	41,411.32	45,000
Koperasi Erong	5,000	4,388.17	5,000
Bakti Mas	35,000	33,872.46	35,000
Eng Huat	8,000	7,569.94	8,000
Lain-lain	37,580	10,135.72	37,580
<b>Total</b>	265,000	227,940.66	276,120

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<b>10. Certified Tonnage</b>			
	<b>Estimated</b>	<b>Actual</b>	<b>Forecast (Feb 2018 – Jan 2019)</b>
<b>Mill Capacity: 54 MT/hr</b>	<b>FFB</b>	<b>FFB</b>	<b>FFB</b>
	-	-	46,887.00
<b>SCC Model: MB</b>	<b>CPO (OER:%)</b>	<b>CPO (OER:%)</b>	<b>CPO (OER: 19.50 %)</b>
	-	-	9,189.85
	<b>PK (KER:%)</b>	<b>PK (KER: %)</b>	<b>PK (KER: 5.70 %)</b>
-	-	2,672.56	

<b>11. Actual Sold Volume (CPO)</b>					
	<b>RSPO Certified</b>	<b>Other Schemes Certified</b>		<b>Conventional</b>	<b>Total</b>
		<b>ISCC</b>	<b>RSB</b>		
<b>CPO (MT)</b>	n/a	n/a	n/a	n/a	n/a

<b>12. Actual Sold Volume (PK)</b>					
	<b>RSPO Certified</b>	<b>Other Schemes Certified</b>		<b>Conventional</b>	<b>Total</b>
		<b>ISCC</b>	<b>RSB</b>		
<b>PK (MT)</b>	n/a	n/a	n/a	n/a	n/a

<b>13. Actual Group certification Claims</b>		
	<b>Credit</b>	<b>Physical Volume (MT)</b>
<b>IS-CSPO</b>	n/a	n/a
<b>IS-CSPKO</b>	n/a	n/a
<b>IS-CSPKE</b>	n/a	n/a

## 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  
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[www.bsigroup.com](http://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.

### 2.1 Assessment Methodology, Programme, Site Visits

The on-site initial assessment was conducted from **6-8 February 2018**. 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 Major NC close out on-site assessment was conducted on **14 March 2018**. The audit programmes are included in Section 2.3.

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 Principles & Criteria 2013 (MYNI-2014) and RSPO Supply Chain Certification Standard 2017 were used to guide the collection of information to assess compliance. The comments made by external stakeholders were also taken into account in the assessment where the stakeholder notification was made on 27 December 2017 through BSI and RSPO website as per following link: [https://www.rspo.org/uploads/default/pnc/Public\\_Notification\\_Initial\\_Assessment\\_FELDA\\_Besout\\_POM\\_-\\_English.pdf](https://www.rspo.org/uploads/default/pnc/Public_Notification_Initial_Assessment_FELDA_Besout_POM_-_English.pdf)

The approach to the audit was to treat the mill and its supply base as an RSPO Certification Unit. The mill was audited together with the estates (or smallholders) of its supply base.

- The estates sample were determined based on formula  $N = 0.8\sqrt{y}$  where  $y$  is the number of estates
- As for the smallholders, the sample were determined following the RSPO Management System Requirements and Guidance for Group Certification of FFB Production (2016). The sampling of smallholders were based on the formula  $(0.8\sqrt{y}) \times (z)$ ; where  $y$  is total number of independent group member and where  $z$  is the multiplier defined by the risk assessment. The sampled smallholder listed in Appendix I.



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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 Section 3.5.

All the previous nonconformities are remains closed. The assessment findings for the initial assessment/annual surveillance assessment are detailed in Section 3.4.

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.

For Initial and Re-certification assessment, the report was externally reviewed by RSPO approved Certification 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**

<b>Assessment Program</b>					
<b>Name (Mill / Supply Base)</b>	<b>Year 1 (Certification)</b>	<b>Year 2 (ASA 1)</b>	<b>Year 3 (ASA 2)</b>	<b>Year 4 (ASA 3)</b>	<b>Year 5 (ASA 4)</b>
Besout Palm Oil Mill	√	√	√	√	√
Besout 6 estate	√	√	√	√	√
Besout 7 estate	√	√	√	√	√

**Tentative Date of Next Visit:** January 8, 2019 – January 10, 2019

**Total No. of Mandays:** 9.0 mandays

**2.2 BSI Assessment Team:**

Team Member Name	Role	Qualifications <i>(Short description of the team members)</i>
Mohd Hafiz Mat Hussain	Lead auditor	He holds Bachelor Degree in Plantation Technology and Management, graduated from University Technology Mara (UiTM) on 2009. He has 4 years working experience in oil palm plantation industry. He also has the experiences as an auditor for several standards including ISO 9001, ISO 14001, OHSAS 18001, MSPO and RSPO in his previous certification body. He completed the ISO 9001 Lead Auditor Course, ISO 14001 Lead Auditor Course and OHSAS 18001 Lead Auditor Course in 2013, Endorsed RSPO P&C Lead Auditor Course in 2014 and MSPO Awareness Training in 2014. He had been involved in RSPO auditing since May 2013 in more than various companies in Malaysia. During this assessment, he assessed on the aspects of legal, mill best practices, SCC for CPO mill, estate best practices, safety and health, environmental and workers and stakeholders consultation.
Hafriazhar Mohd Mokhtar	Team member	Hafriazhar Mohd. Mokhtar is a Chemical Engineer by qualification. He has more than five years of direct work experience in the upstream processes of palm oil within the plantation industry. He is a qualified Lead Auditor for CDM, ISO 14001, ISO 50001 and ISO 9001 and has accumulated more than 500 audit days throughout his current career as the auditor for multiple disciplines covering Malaysia, Indonesia and Thailand. He has been trained in the RSPO P&C and SCCS standards and recently completed his RSPO P&C Lead Assessor training and has been involved in RSPO audits within Malaysia, Papua New Guinea and Solomon Islands. During assessment, he covered the mill and estate best practices, legal issues, social issues, workers consultation, stakeholder consultation, environmental and occupational safety & health. He is fluent in Bahasa Malaysia and English languages.
Amir Bahari	Team member	He obtained qualification in B.Sc. (Hons) Chemistry USM 1985 & Diploma in Palm Oil Milling Tech/Management MPOB 1996. He has been in the plantations industry for 30 years, among others managing rubber factories, palm oil mills and estates. During the tenure of employment he has been trained as an auditor in ISO 9001, ISO 14001, OHSAS 18001 & also RSPO. He has accumulated

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		<p>38 man-days in the auditing profession after ending career in the plantation industry. During the assessment he covered mills and estates best practices, workers consultation and occupational safety &amp; health. He is fluent in both verbal/written in Bahasa Malaysia and English.</p>
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**Accompanying Persons:**

<b>No.</b>	<b>Name</b>	<b>Role</b>
Nil		

### 2.3 Assessment Plan

The Assessment plan was sent to the client prior to the assessment

Date	Time	Subjects	Mohd Hafiz	Hafri	Amir Bahari
Tuesday 06/02/2018  <b>Besout Palm Oil Mill</b>	06:30 am	Audit team travel to Besout POM	√	√	√
	09:00 am - 12:30 am	Opening Meeting: <ul style="list-style-type: none"> <li>Opening Presentation by Audit team leader.</li> <li>Confirmation of assessment scope and finalize Audit plan.</li> <li>Presentation by Besout CU</li> </ul>	√	√	√
	10:30 am -12:30 pm	<b>Besout POM</b> Inspection: FFB receiving, warehouse, workshop, wastes management & Landfill, Effluent Ponds, OSH & ERP, Environment issues, POME application, water treatment, staff, workers and contractor interview, housing and facility inspection, clinic, meeting stakeholders etc.	√	√	√
		<b>RSPO Supply Chain</b> for CPO mill, weighbridge and storage area.	√		
	10:30 am – 12:30 pm	<b>Meeting with stakeholders</b> (Government, village rep,smallholders, Union Leader, contractor etc.)		√	
	12:30 pm – 01:30 pm	Lunch	√	√	√
	01:30 pm – 04:30 pm	Document Review P1 – P8: SOPs, Supply chain for CPO mill, Review on SEIA documents and records, wage records, employee data, training records, legal permits, mill inspection and internal monitoring records, CIP & implementation etc. Verify previous nonconformities.	√	√	√
		Interim Closing Briefing	√	√	√
Wednesday 07/02/2018  <b>FGVP Besout 6 Estate</b>	09:00 am – 12:30 pm	<b>FGVP Besout 06</b> Document review P1 – P8: (General Documentation e.g. Legal, Manual and Procedure, production & monitoring records, IPM & HCV records, SEIA documents & records, OSH records, review pay documents, records of communication with stakeholder/workers representatives, new planting, CIP and implementation etc).	√	√	√
	10:30 am – 12:30 pm	<b>Meeting with stakeholders</b> (Government, village rep,smallholders, Union Leader, contractor etc.)		√	
	12:30 pm – 01:00 pm	Lunch	√	√	√
	01:30 pm – 04:30 pm	Document review P1 – P8: (General Documentation e.g. Legal, Manual and Procedure, production & monitoring records, IPM & HCV records, SEIA documents & records, OSH records, review pay documents, records of communication with stakeholder/workers representatives, new planting, CIP and implementation etc).	√	√	√
	04:30 pm	Interim Closing Briefing	√	√	√
Thursday	09:00 am – 12:30 pm	<b>FGVP Besout 07</b>	√	√	√

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08/02/2018 <b>FGVP Besout 7 Estate</b>		Document review P1 – P8: (General Documentation e.g. Legal, Manual and Procedure, production & monitoring records, IPM & HCV records, SEIA documents & records, OSH records, review pay documents, records of communication with stakeholder/workers representatives, new planting, CIP and implementation etc).			
	10:30 am – 12:30 pm	<b>Meeting with stakeholders</b> (Government, village rep, smallholders, Union Leader, contractor etc.)		√	
	12:30 pm – 01:00 pm	Lunch	√	√	√
	01:00 pm – 03:30 pm	Document review P1 – P8: (General Documentation e.g. Legal, Manual and Procedure, production & monitoring records, IPM & HCV records, SEIA documents & records, OSH records, review pay documents, records of communication with stakeholder/workers representatives, new planting, CIP and implementation etc).	√	√	√
	03:30 pm	Verify any outstanding issues & Preparation for closing meeting	√	√	√
	04:30 pm	Closing meeting	√	√	√

### Section 3: Assessment Findings

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

- FELDA Global Ventures Holdings Berhad Time Bound Plan
- RSPO Supply Chain Certification Checklist June 2017
- RSPO P&C MY-NIWG 2014 Checklist

#### 3.2 Progress against Time Bound Plan

Time Bound Plan		
Requirement	Remarks	Compliance
<b>Summary of the Time Bound Plan</b>		
Does the plan include all subsidiaries, estates and mills?	Yes, as per time bound plan 2018.	Complied
Have all the estates and mills certified within five years after obtaining RSPO membership?	9 Complexes have been certified in 2017/2018: POM Kemasul, Maokil, Krau, Keratong 9, Selancar 2b, Aringa, Bukit Sagu, Lepar Utara 6, Selendang	Complied
Is the time bound plan challenging?  • Age of plantations. • Location. • POM development • Infrastructure. • Compliance with applicable law.	Yes	Complied
Have there been any changes since the last audit? Are they justified?	N/A	N/A
If there have been changes, what circumstances have occurred?	N/A	N/A
Have there been any stakeholder comments?	No	Complied
Have there been any newly acquired subsidiaries?	No	Complied
If yes, have the newly acquisitions certified within a three-year timeframe?	N/A	N/A

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<p>Have there been any isolated lapses in implementation of the plan?</p>	<p>No</p>	<p>Complied</p>																								
<p><b>Un-Certified Units or Holdings</b></p>																										
<p>Did the company conduct an internal audit? If so, has a positive assurance statement been produced?</p>	<p><b>Company Group/Holding Statement:</b> Yes, there was an internal audit and has positive assurance statement.</p> <p><b>Auditor Verification:</b> Yes, at the current status only 23 complexes already have internal audit in year 2017/2018. Seen the internal audit done by Certification &amp; Due Diligence (CDD) Department. The NC during the audit still in progress to close. All certification bodies that will do the audit for FGV need to verify those NC. Others complex will do as per their time bound plan. Overall findings is positive as per before.</p>	<p>Complied</p>																								
<p>No replacement after dates defined in NIs Criterion 7.3:</p> <ul style="list-style-type: none"> <li>• Primary forest.</li> <li>• Any area required to maintain or enhance HCVs in accordance with RSPO P&amp;C criterion 7.3.</li> </ul>	<p><b>Auditor Verification:</b> As per this year audit, there has been no replacement of primary forest area. However, there is one issue reported by Chain Research Reaction regarding HCV clearance in Kalimantan.</p> <p>FGV already brief this issue to RSPO secretariat. All details summary as per below:</p> <table border="1" data-bbox="470 1227 1117 2038"> <thead> <tr> <th colspan="3">HCV clearance Kalimantan reported by Chain Research Reaction</th> </tr> <tr> <th>Issue</th> <th>Action Plan Progress</th> <th>Date Of Completion</th> </tr> </thead> <tbody> <tr> <td>HCV clearance at PT CNP and PT TAA</td> <td>Engaged independent consultant for ground investigation</td> <td>20 April - 4<sup>th</sup> May 2016</td> </tr> <tr> <td></td> <td>Investigation finding presentation to FGV management</td> <td>9<sup>th</sup> May 2016</td> </tr> <tr> <td></td> <td>Brief presentation to RSPO on the investigation findings</td> <td>10 May 2016</td> </tr> <tr> <td></td> <td>Letter to stop all operation in HCV area</td> <td>10 May 2016</td> </tr> <tr> <td></td> <td>1st Public statement on HCV clearance at PT CNP and PT TAA on FGV website</td> <td>22<sup>nd</sup> May</td> </tr> <tr> <td></td> <td>Discussion on Conservation and remediation plan with</td> <td>23 May 2016</td> </tr> </tbody> </table>	HCV clearance Kalimantan reported by Chain Research Reaction			Issue	Action Plan Progress	Date Of Completion	HCV clearance at PT CNP and PT TAA	Engaged independent consultant for ground investigation	20 April - 4 <sup>th</sup> May 2016		Investigation finding presentation to FGV management	9 <sup>th</sup> May 2016		Brief presentation to RSPO on the investigation findings	10 May 2016		Letter to stop all operation in HCV area	10 May 2016		1st Public statement on HCV clearance at PT CNP and PT TAA on FGV website	22 <sup>nd</sup> May		Discussion on Conservation and remediation plan with	23 May 2016	<p>Complied</p>
HCV clearance Kalimantan reported by Chain Research Reaction																										
Issue	Action Plan Progress	Date Of Completion																								
HCV clearance at PT CNP and PT TAA	Engaged independent consultant for ground investigation	20 April - 4 <sup>th</sup> May 2016																								
	Investigation finding presentation to FGV management	9 <sup>th</sup> May 2016																								
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	1st Public statement on HCV clearance at PT CNP and PT TAA on FGV website	22 <sup>nd</sup> May																								
	Discussion on Conservation and remediation plan with	23 May 2016																								

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	RSPO technical Director	
	2nd Public statement on HCV clearance at PT CNP and PT TAA on FGV website	25 May 2016
	Sent a letter to RSPO on action plan for PT CNP and PT TAA	27 <sup>th</sup> May 2016
	3rd Public statement on HCV clearance at PT CNP and PT TAA on FGV website	15 June 2016
	Develop the Conservation and Remediation plan and relevant SOP	1 <sup>st</sup> July 2016
	Appointment letter to engage independent external social mediator to handle negotiation with affected communities	1 <sup>st</sup> July 2016
	Conducted social mediation and engagement with affected communities	18 July to 30 July 2016
	Consultation with FGV legal department on local national regulation. Found that the area (PT CNP and PT TAA) were outside the Indonesia Peat Moratorium no. X (10)	30 July 2016
	4th Public statement on HCV clearance at PT CNP and PT TAA on FGV website	12 August 2016
	Sent the progress of action taken to RSPO using SRT V	19 August 2016
	Sent out the Conservation and remediation plan to PT CNP and PT TAA for implementation	7 Oct 2016
	Meeting with RSPO Technical Director and RSPO Complaint Coordinator on PT CNP and PT TAA issue	14 Oct 2016



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		Sent the progress of action taken to RSPO using SRT V	17 Oct 2016		
		5th Public Statement on HCV clearance at PT CNP and PT TAA on FGV website	5 Nov 2016		
		Meeting with RSPO secretariat on Compensation Panel feedback and our complaints on HCV updates in WSJ complaint update	25 Nov 2016		
		Received comment and recommendation from RSPO compensation Panel on PT CNP	1 Dec 2016		
		Meeting with the FGV Kalimantan at PT CNP office for further engagement with ELC/Aid environment and Aksenta	13 Dec 2016		
		Meeting on new revised Indonesia regulation PP57 and PP 71 with Badan Lingkungan Hidup dan Kehutanan as well as with Dinas Perkebunan Kalimantan Barat	14 Dec 2016		
		Meeting with ELC/AIDH and Aksenta on new proposal to include Aid environment proposal for our Landscape conservation plan	14 Dec 2016		
		Meeting with PERMADA (Persatuan Madura & Dayaks) on their request to develop the HCV area	15 Dec 2016		
		Site visit to PT CNP and PT TAA with Kalimantan team	15 Dec 2016		
		Finalizing the next action for conservation engagement with	16 Dec 2016		

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	ELC/AIDH and Aidenvironment																																		
		Kalimantan operation to seek an area with local Bupati to replace the cleared HCV area	In progress																																
	REVIEW HCV ASSESSMENT	6 <sup>th</sup> Public Statement on HCV clearance at PT CNP and PT TAA on FGV website	10 Feb 2017																																
		PERSADA meeting with RSPO Jakarta	9th Mar 2017																																
<p>Any new plantings since January 1<sup>st</sup> 2010 shall comply with the RSPO New Plantings Procedure.</p>	<p><b>Company Group/ Holding Statement:</b> There is new planting after 1<sup>st</sup> January 2010.</p> <p><b>Auditor Verification:</b> NPP audit has been carried out for all FGVPM Estate and is currently under review. Data as per below:</p> <table border="1" data-bbox="469 974 1082 1989"> <thead> <tr> <th>Estate</th> <th>Hectarage Involves In NPP</th> <th>Status</th> </tr> </thead> <tbody> <tr> <td>FGVPM Chegar Perah 1</td> <td>59.32</td> <td rowspan="5">Still on going. Waiting consultant (Aksenta) to present the final report for HCV, SIA, LUCA &amp; HCS sssessment.</td> </tr> <tr> <td>FGVPM Bukit Sagu 8</td> <td>61.54</td> </tr> <tr> <td>FGVPM Tembangau 5</td> <td>86.58</td> </tr> <tr> <td>FGVPM Selendang 3</td> <td>97.59</td> </tr> <tr> <td>FGVPM Krau 2</td> <td>170.78</td> </tr> <tr> <td>FGVPM Krau 4</td> <td>80.28</td> <td rowspan="5">Waiting consultant (Aksenta) to start NPP assessment in February 2017.</td> </tr> <tr> <td>FGVPM Bukit Sagu 6</td> <td>72.87</td> </tr> <tr> <td>FGVPM Lepar Hilir 5</td> <td>253.62</td> </tr> <tr> <td>FGVPM Tembangau 6</td> <td>495.53</td> </tr> <tr> <td>FGVPM Aring 10</td> <td>518.52</td> </tr> <tr> <td>FGVPM Setiu 01</td> <td>130.72</td> <td></td> </tr> <tr> <td>Total</td> <td>1,722.32</td> <td></td> </tr> </tbody> </table>			Estate	Hectarage Involves In NPP	Status	FGVPM Chegar Perah 1	59.32	Still on going. Waiting consultant (Aksenta) to present the final report for HCV, SIA, LUCA & HCS sssessment.	FGVPM Bukit Sagu 8	61.54	FGVPM Tembangau 5	86.58	FGVPM Selendang 3	97.59	FGVPM Krau 2	170.78	FGVPM Krau 4	80.28	Waiting consultant (Aksenta) to start NPP assessment in February 2017.	FGVPM Bukit Sagu 6	72.87	FGVPM Lepar Hilir 5	253.62	FGVPM Tembangau 6	495.53	FGVPM Aring 10	518.52	FGVPM Setiu 01	130.72		Total	1,722.32		Complied
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Any Land conflicts are	<b>Auditor Verification:</b>			Complied																															

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<p>being resolved through a mutually agreed process, such as RSPO Complaints System or Dispute Settlement Facility, in accordance with RSPO P&amp;C criteria 2.2, 6.4, 7.5 and 7.6.</p>	<p>There is issue on land conflict although it was captured on Felda Membership, but FGV also indirectly involved as part of the claim involve FGVPM Sahabat 55 The issue still in progress. Data as per below:</p> <p>Member : Lembaga Kemajuan Tanah Persekutuan (FELDA) /Orang Dusun Desa Begahak Date Filed : 16 February 2015 Complaint : Community of Desa Begahak Complaint : The company has breached the communities user rights to the land in breach of Principle 2.2</p> <p>Status : Box F – Action Plan</p> <p>Synopsis According to the Enquiry National Hak Tanah of Malaysia conducted by SUHAKAM, the state government had given 1260 acres of land to the Dusun Begahak community in 1981. At the same time, the same land was alienated to FELDA for development.</p> <p>The complainant raised the issue that FELDA has no right to develop their land and should return it to the community because the land originally belonged to the community. The complainant also stated that the cemetery area is being developed by FELDA.</p> <p>FELDA enclaved 916 acres of the said land and gave it back to the community on the 25th of May 1982. The community planted fruits and other crops on the land.</p> <p>We have received some evidence from both sides. The evidence needs to be scrutinised and investigated further.</p> <p>Remarks 2 July 2015 – It was agreed that the matter would be referred to the FELDA/FGV Sustainable Steering Committee on 7th July 2015.</p> <p>22 June 2015 – FELDA had another meeting with Robin Balud and the representatives of the community and agreed to exchange documents on the land claim. A site visit was also undertaken with the community members.</p> <p>4 June 2015 – FELDA met with Robin Balud again and agreed to do a joint mapping of the land.</p> <p>10 April 2015 – FELDA met the complainant, Robin Balud, in Kota Kinabalu Sabah, to discuss the complaint.</p>	
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	<p>9 April 2015 – FELDA met the community (Desa Begahak) members and discussed the issues from the complaint and the land claim.</p> <p>13 March 2015 – RSPO had a conference call meeting with the head of the Dusun Begahak community to understand the situation.</p> <p>16 March 2015 – RSPO had a conference call meeting with FELDA representatives to discuss the situation.</p> <p>17 March 2015 – The complaint was raised to the Complaint Panel for further discussion and action.</p> <p>4 June 2015 – FELDA met the complainant Robin Balud and discussed the main issues of the land claim and compensation.</p> <p>22 March 2016 – RSPO sent complaint notice to FELDA.</p> <p>1 April 2016 – State Land and Survey Department begin its mapping exercise.</p> <p>4 April 2016 – FELDA submits action plan to RSPO dated 27 March 2016.</p> <p>6 May 2016 – FELDA withdraws its RSPO Principle and Criterias certificates.</p> <p>26 July 2016 – Complainant send a formal letter to FELDA to settle the customary land dispute.</p> <p>19 August 2016 – Progress report submitted by Felda.</p> <p>20 September 2016 – Felda met with the community to discuss on how they will progress on the complaint, once the joint mapping report is received from the Sabah Land and Survey department</p> <p>20 October 2016 - Secretariat to wait for the report from Land and Survey Department of Sabah.</p> <p>22 February 2017 - Secretariat to wait for further information and to follow up with the company on the response from the Sabah Land Department.</p> <p>22 March 2017 - No response received from the Sabah Land and Survey Department. Secretariat to monitor status and updates of the case.</p>	
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	<p>19 April 2017 - Secretariat to determine if an attempt to contact Sabah Land and Survey Department should be sought.</p> <p>31 May 2017 - Secretariat is monitoring the case.</p> <p>21 July 2017-No further updates from Felda. 25 July 2017 (CP meeting) - Secretariat to officially communicate with the Sabah Land and Survey Department for updates.</p> <p>18 August 2017 - Letter has been sent to the Sabah Land and Survey Department. Awaiting confirmation of an appointment.</p> <p>24 August 2017 (CP meeting) - Secretariat to wait for the appointment date.</p> <p>12 September 2017 - FGV stated that they are still waiting for the SLSD to revert with updates.</p> <p>26 September 2017 (CP Meeting) - Sabah Land and Survey Department acknowledged they received the letter and will revert with updates.</p> <p>23 October 2017 - Following up with the Sabah Land and Survey Department</p> <p>21 November 2017 (CP Meeting)- Secretariat to find alternate avenues of getting in touch with the Sabah Land and Survey Department.</p> <p>21 December 2017 (CP Meeting) -To proceed with the meeting with the Director of SLSD.</p> <p>24th January 2018 (CP Meeting) -To follow up with the Jurisdictional Approach Regional Committee to ensure the Sabah Land and Survey Department speed up the process.</p> <p>Further details, please refer to <a href="https://www.rspo.org/members/complaints/status-of-complaints/view/79">https://www.rspo.org/members/complaints/status-of-complaints/view/79</a></p>	
<p>Any Labor disputes are being resolved through a mutually agreed process, in accordance with RSPO P&amp;C criterion 6.3.</p>	<p><b>Synopsis</b></p> <p>On the 26<sup>th</sup> of July 2015, WSJ ran an article by Syed Zain Al – Mahmood alleging that Felda has breached labour conditions in its plantations. The allegations mainly say that forced labour is being used and the workers are not paid minimum wages. Further, it is alleged that their health and working conditions is are neglected and also that their employers withheld their passports.</p> <p><b>Remarks</b></p>	<p>Complied</p>

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	<p>29 July 2015 - 12 NGOs urged the RSPO to conduct a transparent investigation into Wall Street Journal's findings of forced labour, human trafficking, and other human and labour rights violations especially on RSPO member FELDA's plantations.</p> <p>The Complaints Panel in its meeting on August 2015, decided that the member, Felda, be investigated on the issues raised by the WSJ article. The RSPO Secretariat will conduct an independent assessment to investigate the report on labour condition on all RSPO members. Malaysia would be the first country, where the assessment would be done.</p> <p>RSPO release the following statement on its website:  <a href="http://www.rspo.org/news-and-events/news/3rd-update-rspo-response-to-the-report-titled-palmoil-migrant-workers-tell-of-abuses-on-malaysian-plantations-published-by-the-wall-street-journal-on-26th-july-2015">http://www.rspo.org/news-and-events/news/3rd-update-rspo-response-to-the-report-titled-palmoil-migrant-workers-tell-of-abuses-on-malaysian-plantations-published-by-the-wall-street-journal-on-26th-july-2015</a></p> <p>7 March 2016 - RSPO Complaints Panel reviewed the independent assessment reports and decided to suspend Pasoh palm oil mill owned by Felda until full clearance is given based on the re-audits.</p> <p>10 March 2016 - FGV had a meeting with RSPO regarding the ASI report and suspension decision by RSPO.</p> <p>18 March 2016 - FGV sent complaint acknowledgment letter to RSPO. FGV will submit 12 month time bound action plan addressing all the issues relating to ASI report.</p> <p>6 May 2016 - FGV withdraws its RSPO Principles and Criteria certificates.</p> <p>4 July 2016 - FGV submits the action plan to RSPO.</p> <p>22 August 2016 - Secretariat has reviewed the action plan and sent the action plan back to the company for further clarification.</p> <p>20 October 2016 - Secretariat to wait for the updated action plan from the company.</p> <p>19 December 2016 - Secretariat to appoint an independent expert to verify action plan and set a time bound plan.</p> <p>22 March 2017 - Secretariat continues searching for an independent expert to review the action plan.</p> <p>31 May 2017 - Secretariat shares the action plan with the Complaints Panel and continues monitoring the case.</p> <p>5 October 2017 - FGV updated the Action Plan and upload to FGV website on the same day. A copy also sent to RSPO for their acknowledgement. Meeting with RSPO secretariat on</p>	
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	<p>11 January 2017 at RSPO Bangsar, RSPO Compensation Panel would like to review the WSJ action plan and as suggested by RSPO CP a group of labour experts (lawyer and NUPW union org with 1 CP member as observer) will be engaged to verify the FGV and FELDA WSJ Action Plan. It were expected to have one operation unit for both FELDA and FGV in this verification exercise on the ground especially involving the policy and implementation. The verification is expected to be in this coming March 2018 and RSPO CP will share the scope and plan for the verification assessment once it is ready.</p> <p>25 July 2017 (CP Meeting) -Secretariat to proceed with the review of the Action Plan</p> <p>24 August 2017 (CP Meeting)</p> <p>1) CP to wait for the report of the Review of FGV Action Plan;</p> <p>2) Secretariat to work with the Technical department to develop a formula for identifying the number of units for verification;</p> <p>3) Secretariat to start identifying a team of experts for the verification exercise.</p> <p>26 September 2017 (CP Meeting) -Secretariat to follow up with FGV on the 2 reports.</p> <p>23 October 2017 (CP Meeting) - Secretariat to send CP’s response to the Company.</p> <p>21 November 2017 (CP Meeting) -Verification exercise to be carried out once the schedule is confirmed with the verification team.</p> <p>21 December 2017 (CP Meeting) - Verification exercise to be carried out in March.</p> <p>24 January 2018 (CP Meeting) -TOR for the verification exercise to be drafted.</p> <p>Further details, please refer to <a href="https://www.rspo.org/members/complaints/status-of-complaints/view/85">https://www.rspo.org/members/complaints/status-of-complaints/view/85</a></p>	
<p>Any Legal non-compliance is being addressed through measures consistent with the requirements of RSPO P&amp;C criteria 2.1</p>	<p><b>Auditor Verification:</b> There is 1 issue happen in FGVP M Palong Timur 04 (Now FGVP M Palong Timur 05) and the details is elaborated below: 1. FGVP M PALONG TIMUR 04 (NOW FGVP M PALONG TIMUR 05): Claims on 19.06.2012 with value of summon RM61,968.60 and summon status is Court Appeal</p>	<p>Complied</p>

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	<p><b>Auditor Verification:</b>                  During partial audit, 1 issue with DOE in FPISB Selancar 2A POM is sighted. Summon no : SJ 53-4/2016 ; Date 14.04.2016 in Mahkamah Seksyen Kuantan.</p> <p>Fixed for Trial on 01.03.2017, 02.03.2017 and 03.03.2017.</p> <p>All process still in progress and CB will verify this issue in next audit or during audit in this mill.</p>	
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**3.3 Progress of scheme smallholders and/or outgrowers (if applicable to this assessment)**

<b>Progress of scheme smallholders or outgrowers towards compliance with relevant standards</b>		
<b>Requirement</b>	<b>Remarks</b>	<b>Compliance</b>
Has 100% of scheme smallholders and/or scheme outgrowers comply with the standard within three years of the mill's initial certification?	Besout POM receive FFB from scheme smallholder and independent outgrower. The process of RSPO certification for scheme smallholder will be observed on next assessment.	Complied

### 3.4 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 three (3) Major & one (1) Minor nonconformities raised. The FGVP (M) Besout Palm Oil Mill Certification unit submitted Corrective Action Plans for the nonconformity. Corrective action plans with respect to the nonconformity was reviewed by the BSI audit team and accepted.

The implementation of the corrective action plans to address the minor nonconformity will be followed up during the next surveillance assessment. The implementation of the Corrective Actions for the Major Nonconformity(ies) has been verified for it effectiveness and closed accordingly.

Summary of Total Number of Nonconformity			
Nonconformity			
<b>NCR Ref #</b>	1590699-201802-M1	<b>Clause &amp; Category (Major/Minor)</b>	Indicator 5.1.1 Major
<b>Date Issued</b>	08/02/2018	<b>Due Date</b>	09/04/2018
<b>Closed (Yes/No)</b>	Yes	<b>Date of nonconformity closure</b>	14/03/2018
<b>Statement of Nonconformity</b>	The mitigation method was not related to the aspect/impact identified.		
<b>Requirement Reference</b>	An environmental impact assessment (EIA) shall be documented.		
<b>Objective Evidence</b>	<p>Besout POM: Procedure for Aspect Impact was established (FPI/L2/QOHSE-1.0, dated 23/11/16). Last Aspect Impact was reviewed on 4/2/2017, however, the mitigation method in the significance environmental aspects and impact register form (FPI/L4/QOHSE-1.8 Pind 0) was not related to the aspect, impact identified.</p> <ol style="list-style-type: none"> <li>Aspect: water spill (air terpercik), Impact: air pollution, Mitigation: construct bunding</li> <li>Aspect: noise, Impact: unpleasant working environment, Mitigation: PPE</li> <li>Aspect: sample of CPO, Impact: unpleasant working, Mitigation: oil trap</li> <li>Aspect: vehicle, Impact: air pollution, Mitigation: Operation Procedure/PPE</li> </ol>		
<b>Corrections</b>	1) Reviewing control measures of identified environmental impacts		
<b>Root Cause Analysis</b>	<ol style="list-style-type: none"> <li>No proper management review meeting conducted to review each environmental aspect impact identified.</li> <li>Mill's management does not understand the purpose of environmental aspect impact procedure.</li> <li>Mitigation method has been implemented according to the law of Department of Environment but has not been recorded in the aspect impact mitigation method.</li> </ol>		
<b>Corrective Action</b>	<ol style="list-style-type: none"> <li>Conduct management review meeting with supervisors and mill manager to brainstorm control measures for environmental impacts identified.</li> <li>Update the aspect impact report verified by mill manager</li> </ol> <p>Verification during Major NC Close Out:</p> <ol style="list-style-type: none"> <li>Management review meeting to discuss on the aspect impact at KS Besout was conducted on 19/2/2018. This meeting was chaired by Mill Manager and attended by all assistant managers, staffs and supervisors. The minute of meeting was sighted, the agenda discussed was briefing on the aspect impact, process on review the aspect impact, updating the aspect impact register and understanding on the impact identifying the aspect impact to the environment.</li> </ol>		

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	<p>2. The identification of environmental aspects and evaluation of significance form (FPI/L4/QOHSE-1.7 Pind 0) and significant environmental aspect and impact register form (FPI/L4/QOHSE-1.8 Pind 0) were update by Assistant Manager and Verify/Approved by Mill Manager. Latest was verified on 19/2/2018. Sighted the significance environmental aspects and impacts register form:</p> <p>Aspect: Water consumption, Impact: water pollution, Mitigation: Treatment at Effluent treatment plant  Aspect: Operation of bunch splitter, Impact: noise, Mitigation: Noise boundary monitoring  Aspect: Sample of CPO, Impact: Spillage of testing reagent, Mitigation: Operation control as per prosedure (ERP for control of CPO spillage-FPI/L3/15-25)  Aspect: vehicle, Impact: black smoke from vehicle, Mitigation: yearly inspection by Puspakom</p>
<b>Assessment Conclusion</b>	The Major NC was closed on 14/03/2018

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<b>Summary of Total Number of Nonconformity</b>			
<b>Nonconformity</b>			
<b>NCR Ref #</b>	1590699-201802-M2	<b>Clause &amp; Category (Major/Minor)</b>	Indicator 4.6.5 Major
<b>Date Issued</b>	08/02/2018	<b>Due Date</b>	09/04/2018
<b>Closed (Yes/No)</b>	Yes	<b>Date of nonconformity closure</b>	14/03/2018
<b>Statement of Nonconformity</b>	The amount of chemical (monocrotophos) received was exceed the amount stated on the permit by DOA.		
<b>Requirement Reference</b>	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		
<b>Objective Evidence</b>	FGV Besout 6: Pesticide Permit (Purchase): PK/MONO(GL)/17/011-Monocrotophos (amount: 280Ltr), valid until 6/2/2017. However the management received 300Ltr of monocrotophos which exceed the amount stated on the permit.		
<b>Corrections</b>	1) Estate manager to communicate the flow chart to storekeeper 2) Establish a procedure for pesticide purchasing		
<b>Root Cause Analysis</b>	1)No internal procedure has been established on pesticide purchasing which requires approval from the ministry of agriculture. 2)Storekeeper did not monitor the allowance of permit have been met		
<b>Corrective Action</b>	1) Establish a procedure for pesticide purchasing 2) Create a flow chart for purchasing monocrotophos only after obtaining approval from the ministry of agriculture  Verification during Major NC Close Out: 1. Letter of communication between Estate Manager and Store Keeper was sighted, dated 5/2/2018. The purchasing of pesticides (Class 1A/1B) must follow the flow chart that has been established. 2. Flow chart - Purchasing of Chemical Class 1 established by Ladang FGVP (M) SB - Besout 06 was sighted. As todote, there is no purchasing of chemical Class 1 was done. 3. As per flow chart, the management need to get the permit from DOA before proceed requesting for purchasing chemical class 1 from Region Office.		
<b>Assessment Conclusion</b>	The Major NC was closed on 14/03/2018		

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Summary of Total Number of Nonconformity			
Nonconformity			
<b>NCR Ref #</b>	1590699-201802-M3	<b>Clause &amp; Category (Major/Minor)</b>	Indicator 4.7.2 Major
<b>Date Issued</b>	08/02/2018	<b>Due Date</b>	09/04/2018
<b>Closed (Yes/No)</b>	Yes	<b>Date of nonconformity closure</b>	14/03/2018
<b>Statement of Nonconformity</b>	The implementation of safety and health for outsiders was not fully implemented		
<b>Requirement Reference</b>	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.		
<b>Objective Evidence</b>	Besout POM: The implementation of safety and health for outsiders was not following the own established procedure (Peraturan Am Keselamatan, dated 14/7/2010): 1. Lorry driver wearing slipper instead of safety boot 2. Drivers were smoking while driving to the ramp area		
<b>Corrections</b>	1) Enforce the safety procedure on all FFB supplier's lorry drivers		
<b>Root Cause Analysis</b>	1) Lorry drivers is not aware of the mill's safety procedure 2) Auxillary police did not enforce the safety requirements of the mill 3) No action has been taken on the lorry drivers who repeatedly offends the safety procedure		
<b>Corrective Action</b>	1) Mill manager to summon auxillary police and FFB greder regarding enforcement. 2) Install signage on prohibition of smoking and wearing safety boots at mill's entrance and at loading ramp. 3) Provide PPE monitoring book to auxillary police and FFB greder 4) PPE monitoring book is reviewed and any nonconformance is taken action against by summoning the respective lorry drivers Verification during Major NC Close Out: 1. Sighted the letter to grader, auxillary police and estate managers/suppliers was communicated accordingly on 23/2/2018. 2. Log Book for PPE monitoring by grader was sighted. 3. The signages of PPE implementation were installed at AP post and loading ramp were established. 4. During site visit, sighted the memo of PPE implementation at AP post, log book monitoring		
<b>Assessment Conclusion</b>	The Major NC was closed on 14/03/2018		

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Summary of Total Number of Nonconformity			
Nonconformity			
<b>NCR Ref #</b>	1590699-201802-N1	<b>Clause &amp; Category (Major/Minor)</b>	Indicator 4.6.10 Minor
<b>Date Issued</b>	08/03/2018	<b>Due Date</b>	07/03/2019
<b>Closed (Yes/No)</b>	No	<b>Date of nonconformity closure</b>	"Open"
<b>Statement of Nonconformity</b>	Proper disposal of waste material were not fully demonstrated		
<b>Requirement Reference</b>	Proper disposal of waste material, according to procedures that are fully understood by workers and managers shall be demonstrated		
<b>Objective Evidence</b>	Besout 07: Visit to Workers Line Site/Hostel in FGV Besout 07 i.e. "Asrama 6B" located next to replanting area in "Peringkat 17L" found the waste material including drinks can, used gumboot, lubricant pail cap and etc. were being dumped on the ground behind Blok A of Asrama 6B without proper disposal handling.		
<b>Corrections</b>	1) Workers hostel weekly monitoring on waste management 2) To perform a demonstration on the types of waste to be recycled or to be disposed in the landfill 3) Monitor the cleanliness of workers hostel		
<b>Root Cause Analysis</b>	1) Workers do not understand the purpose of proper waste disposal management despite being reminded many times by the management		
<b>Corrective Action</b>	1) Workers hostel weekly monitoring on waste management 2) To perform a demonstration on the types of waste to be recycled or to be disposed in the landfill 3) Monitor the cleanliness of workers hostel		
<b>Assessment Conclusion</b>	CAP was accepted. However the effectiveness of the corrective action will be verified during next assessment.		

Opportunity for Improvements	
OFI #	Description
Nil	

Positive Findings	
PF #	Description
PF 1	Positive comments from all stakeholders interviewed
PF 2	Consistent implementation of monitoring as per DOE license compliance schedule

**3.4.1 Status of Nonconformities Previously Identified and Observations**

Summary of Total Number of Nonconformity			
Nonconformity			
<b>NCR Ref #</b>	N/A	<b>Clause &amp; Category (Major/Minor)</b>	
<b>Closed (Yes/No)</b>		<b>Date of nonconformity closure</b>	
<b>Statement of Nonconformity</b>			
<b>Requirement Reference</b>			
<b>Objective Evidence</b>			
<b>Corrective Action</b>			
<b>Assessment Conclusion</b>			

Opportunity for Improvement	
OFI#	Description
OFI 1	

**3.4.2 Summary of the Nonconformities and Status**

CAR Ref.	CATEGORY (MAJOR/ MINOR)	ISSUED	STATUS & DATE (Closure)
1590699-201802-M1	Major – 5.1.1	08/02/2018	Closed out on 14/03/2018
1590699-201802-M2	Major – 4.6.5	08/02/2018	Closed out on 14/03/2018
1590699-201802-M3	Major – 4.7.2	08/02/2018	Closed out on 14/03/2018
1590699-201802-N1	Minor – 4.6.10	08/02/2018	“Open”

### 3.5. Stakeholders Consultation

Stakeholder consultation involved internal and external stakeholders. External stakeholders were contacted by telephone to arrange meetings at a location convenient to them to discuss FGVP (M) Besout Palm Oil Mill Certification Unit’s environmental and social performance, legal and any known dispute issues.

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. Any comment which is not complying to the RSPO P&C requirements have been incorporated as an assessment finding.

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 below.



List of Stakeholders Contacted	
<b>Internal Stakeholders</b> Foreign Workers Representative Sprayer Manurer Harvester Mill Operator	<b>Union/Contractors/Local Communities</b> Representative from Kampung Rasau Representative from Kg Sungai Erong Contractor
<b>Government Departments</b> MPOB Officer JAKOA SK Besout 03	<b>NGO</b> Malaysian Nature Society (MNS)

IS #	Description
1	<b>Feedbacks:</b> Besout Palm Oil Mill employee union representative Meetings were regularly conducted to discuss matters related to workers issues. No issue.
	<b>Management Responses:</b> Info noted.
	<b>Audit Team Findings:</b> No further issue.
2	<b>Feedbacks:</b> MPOB Office Bagan Datok representative Sometimes unripe black bunch was sighted sent to mill mostly by individual settlers. Good cooperation given by mill for controlling black bunch.
	<b>Management Responses:</b> Info noted.
	<b>Audit Team Findings:</b> No further issue.
3	<b>Feedbacks:</b> Jabatan Kebajikan Orang Asli (JAKOA) representative Received some info from the aboriginal locals resided at Kampung Changkat Ramu found encroachment to local villagers area by settlers, but not by FGV estate.
	<b>Management Responses:</b>



	<p>Management aware of the issue and can only advise the settlers’ management (Felda) on the issue. Settlers also were invited and attended stakeholder meeting as well as the JKKR meeting with mill and management has advised many time on the matter.</p> <p><b>Audit Team Findings:</b>  Issue was beyond FGV authority since it involved settlers. Further verification at site confirmed no encroachment by FGV. Issue however were monitored by FGV management and communicate back with Felda management.</p>
4	<p><b>Feedbacks:</b> SK Besout 3 representative  They requested contribution on the school building maintenance since it is government school. Some school infrastructure conditions requires repair and maintenance.</p> <p><b>Management Responses:</b>  No any official application received from school. Consideration for contribution will be given upon receipt of application.</p> <p><b>Audit Team Findings:</b>  Further trail of request and response as well as communications records shown no evidence of application from school. Issue to be follow-up during next-coming audit.</p>
5	<p><b>Feedbacks:</b> Kampung Rasau representative</p> <ul style="list-style-type: none"> <li>- Road access to Kampung Rasau nearby Felda gate often got flooded.</li> <li>- Found some encroachment by settlers in village area nearby waterfall</li> <li>- Not known of any job opportunity</li> </ul> <p><b>Management Responses:</b></p> <ul style="list-style-type: none"> <li>- The road access to Kampung Rasau was boundary to Felda settlers land not to FGV. Flooding was observed sometime during monsoon season since Kampung Rasau location was at lower laydown area.</li> <li>- Management aware of the issue and can only advise the settlers’ management (Felda) on the issue.</li> <li>- Estate used to employ Orang Asli to work but cannot retain them for long. The strategy now was to employ the Orang Asli as contractor for short term job such as during replanting.</li> </ul> <p><b>Audit Team Findings:</b></p> <ul style="list-style-type: none"> <li>- Site verification confirmed affected area was out of FGV Besout boundary. However consideration were still taken by the management by identifying the issues as its environmental aspects for possible action to be taken</li> <li>- Issue was beyond FGV authority since it involved settlers</li> </ul> <p>Verification of evidence confirmed that estates used to employ Orang Asli but with very low turn-out for the operation. Appointments were still made for short-term employment during replanting.</p>
6	<p><b>Feedbacks:</b> Kampung Sungai Erong representative  To seek for possibility of assistance by FGV for maintenance of village road access and the road side</p> <p><b>Management Responses:</b>  Road maintenance machinery always ready to be deployed for CSR at nearby village for road maintenance in case not in operation within field. Just need to discuss the time with formal request</p> <p><b>Audit Team Findings:</b>  FGV estates’ readiness to assist was considered positive. Trail of records found no any request made by local villagers on road maintenance assistance. To verify in next audit.</p>
7	<p><b>Feedbacks:</b> Foreign workers representative  So difficult to get MC when sick.</p> <p><b>Management Responses:</b>  Any workers found sick or reported that he/she is not well will be send to the government clinic available within Besout complex. Management not responsible to issue any MC unless the clinic’s MA or nurse only</p> <p><b>Audit Team Findings:</b>  Verification with clinic was unable to be conducted since the MA was not available. To be verified in next audit.</p>

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<b>Formal Signing-off of Assessment Conclusion and Recommendation</b>	
<p>The audit objectives have been achieved and the certificate scope remains appropriate. Based on the results of this audit, it is concluded that FGVP (M) Besout Palm Oil Mill Certification Unit has complied with the RSPO Supply Chain Certification Standard (June 2017) and audit criteria identified within the audit report. It is deemed that the management system continues to achieve its intended outcomes. Therefore, it is recommended that the certification of FGVP (M) Besout Palm Oil Mill Certification Unit is approved.</p>	
<b>Report prepared by</b>	<b>Acceptance of Assessment Conclusion</b>
<p><b>Name:</b> Mohd Hafiz Mat Hussain</p>	<p><b>Name:</b> NORAZAM ABDUL HAMEED .</p>
<p><b>Company Name:</b> BSI Services Malaysia Sdn Bhd</p>	<p><b>Company Name:</b> FELDA GLOBAL VENTURES HOLDING BERHAD.</p>
<p><b>Title:</b> Lead auditor</p>	<p><b>Title:</b> HEAD OF PLANTATIONS SUSTAINABILITY DEPARTMENT.</p>
<p><b>Signature:</b></p> 	<p><b>Signature:</b></p> <p><i>(I the undersigned, being the most senior relevant management representative of the operation seeking or holding certification, agree with the contents of this report and accept the liability in execution of the procedure in the report.)</i></p>  <p><b>NORAZAM ABDUL HAMEED</b> Senior General Manager Head of Certification &amp; Due Diligence (CDD) Sustainability &amp; Environment Department (SED) Felda Global Ventures Holdings Berhad</p>
<p><b>Date:</b> 20/04/2018</p>	<p><b>Date:</b> 27/04/2018</p>

**Appendix A: Summary of Findings**

Criterion / Indicator	Assessment Findings	Compliance	
<b>Principle 1: Commitment to Transparency</b>			
<b>Criterion 1.1:</b>			
Growers and millers provide adequate information to relevant stakeholders on environmental, social and legal issues relevant to RSPO Criteria, in appropriate languages and forms to allow for effective participation in decision making.			
1.1.1	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. - Minor compliance -	Adequate information covering on environmental, social and legal issues which are relevant to RSPO Criteria and relevant to stakeholders is shared for effective participation and decision making. Handbook of RSPO Certification for FELDA and FGV were distributed to all the stakeholders. Explanation of RSPO, MSPO, ISCC and all the policies were clearly stated in the handbook. Besides, process of complaints and grievances were included in the handbook.	Complied
1.1.2	Records of requests for information and responses shall be maintained. -Major compliance	The operating units maintain records of information request and response under file QOHSE-FPI/L2/QOHSE-06. Sighted sampled records as following: i) Recorded in Borang Kawalan Rungutan, Keinggaran dan Tindakan Pembetulan; Form # FPI/L4/QOHSE-22.1 Pind 0 – Sampled aduan – CAN # 172 dated 1/10/2017 ii) Lawatan JKPP (DOSH Visit) Log Book – Latest visit dated 5/2/2018 – Audit Ruang Terkurung – Request/comment: - To appoint own AGT – current from Trolak POM - To install Dual language confine space signboard - To prepare Job description for AE, SP, AGT, ES, PI - To improve PTW based on ICOP Confine Space Also for Pemeriksaan Ulangan Kilang – housekeeping, PPE earplug, increase high noise signboard, barricade maintenance area. Previous visit for PMD 3255 inspection  Visiting Electrical Engineer from TKE and Associates dated 16/1/2018 Ketua Zon Timur visit dated 25/1/2018  DOE field citation; JAS/ATOP1/08/2015; 8/11/2016 General visit – CEO visit 8/8/2017; GM visit 15/1/2018	Complied
<b>Criterion 1.2:</b>			
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.			

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Criterion / Indicator	Assessment Findings	Compliance
<p>1.2.1</p> <p>Publicly available documents shall include, but are not necessary limited to:</p> <ul style="list-style-type: none"> <li>• Land titles/user rights (Criterion 2.2);</li> <li>• Occupational health and safety plans (Criterion 4.7);</li> <li>• Plans and impact assessments relating to environmental and social impacts (Criteria 5.1, 6.1, 7.1 and 7.8);</li> <li>• HCV documentation (Criteria 5.2 and 7.3);</li> <li>• Pollution prevention and reduction plans (Criterion 5.6);</li> <li>• Details of complaints and grievances (Criterion 6.3);</li> <li>• Negotiation procedures (Criterion 6.4);</li> <li>• Continual improvement plans (Criterion 8.1);</li> <li>• Public summary of certification assessment report;</li> <li>• Human Rights Policy (Criterion 6.13).</li> </ul> <p>- Major compliance –</p>	<p>FGV has established "<i>Komunikasi, Penglibatan dan Rundingan</i>" procedure with Doc. No. ML-1A/L2-Pr12(0) dated 1/6/2016. Types of communication were listed in the procedure such as through management to employees and vice versa via morning muster, notice board, suggestion box, workers' representative and etc. Communication process with external stakeholders, medias and contractors was detailing in the procedure. List of documents that was made publicly available was included into the procedure. Documents such as meeting minutes, OSH plan, HCV report, policies, SEIA and etc were publicly available upon request. The procedure was briefed to the stakeholders during RSPO stakeholder meeting.</p> <p><u>Besout POM, FGV Besout 06 and FGV Besout 07</u></p> <ul style="list-style-type: none"> <li>• Land tiles are only available upon justify reason</li> <li>• OHS, EIA and SIA plans for both mill and estate are readily available at main office and during external stakeholder meetings.</li> <li>• Procedures on Complaint &amp; Grievances are made available as Public Document.</li> <li>• Policies in regard to sustainability programs are available on notice boards and as and when required by stakeholders.</li> </ul>	<p>Complied</p>
<p><b>Criteria 1.3:</b>            Growers and millers commit to ethical conduct in all business operations and transactions.</p>		
<p>1.3.1</p> <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>Felda Global Ventures has developed Code of Ethical Conduct Policy with Doc. No. ML-1A/L1-Po13(0) dated 1/6/2014. The company has to ensure all the employees as below:</p> <ol style="list-style-type: none"> <li><i>i. Menolak amalan rasuah, korupsi dan pecah amanah</i></li> <li><i>ii. Menghindarkan sebarang percanggahan kepentingan</i></li> <li><i>iii. Melaksanakan urusan perniagaan dengan telus, jujur dan adil</i></li> <li><i>iv. Melindungi kerahsiaan maklumat kumpulan selaras dengan etika penghebahan maklumat mengikut peraturan</i></li> <li><i>v. Meningkatkan tahap profesionalisma</i></li> </ol> <p>Besides, the company has developed FGV Group Sustainability Policy (Policy No.: FGV/SED/POL/001 dated 1/9/2016) in English and Bahasa Malaysia. The policy has detailing the responsibility and compliance to the policy and FGV's commitment to sustainability. Briefing of the policy was conducted on regular basis during workers assembly and displayed on notice boards at each operating units offices.</p> <p>Latest annual reports consist of audited FGV group account available via online at the following link:  <a href="http://dms.irchartnexus.com:81/ebook/ebook_basic.php?id=150">http://dms.irchartnexus.com:81/ebook/ebook_basic.php?id=150</a></p>	<p>Complied</p>

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Criterion / Indicator	Assessment Findings	Compliance
<b>Principle 2: Compliance with applicable laws and regulations</b>		
<b>Criterion 2.1:</b>		
There is compliance with all applicable local, national and ratified international laws and regulations.		
2.1.1	<p>Evidence of compliance with relevant legal requirements shall be available.            - Major compliance -</p> <p>Legal register covering the applicable local and international laws and regulations are available. Compliance to each applicable law and regulation is monitored by the operating units and head office sustainability team.</p> <p>Besout POM monitored through Register of Legal and Other Requirements records (FPI/L4/QOSHE-2.1 Pind 0), latest update on 5/1/2018.</p> <ol style="list-style-type: none"> <li>1. MPOB License: 500155504000 valid until 31/3/2018.</li> <li>2. Permit to purchase Sodium Hydroxide (Poisons Ordinance, 1952),AC0087/2018 dated 1/1/2018.</li> <li>3. Electrical Act 1990 (Lesen bagi pemasangan persendirian), 2017/01711 valid until 7/6/2018.</li> <li>4. Diesel Permit (A017174)-29,115 Ltr, valid until 3/3/2018</li> <li>5. Weighbridge (0079231-GGJ and BS47737288) valid until 11/7/18 and 28/1/2019</li> <li>6. Authorised Gas Tester (NW-NCC-AGT-0067-C) valid until; 15/1/2019</li> <li>7. Authorised Entrant (NW-NCC-AE-3304-C) valid until 5/12/2019</li> <li>8. Steam Engineer Grade 2 (099/2001)-#67XXXX-0X-5XXX</li> <li>9. Boiler charginan Grade 1 (PA/60/99)-#6XXXXX105XXX</li> <li>10. Boiler Charginan Grade 1 (PA/59/2014)-#801101105275</li> <li>11. DOE License (004230), valid until 30/6/2018</li> <li>12. CePSWaM (CePSWaM/16065)- #8XXXXX-03-5XXX</li> <li>13. CePPOME (CePPOME/170019)-#8XXXXX-03-5XXX</li> <li>14. Stack sampling was done twice a year for Boiler 1, 2 and 3 by Mareff Management Sdn Bhd (12/12/17- within the limit, 23/2/17 &amp; 18/5/17-within the limit)</li> </ol> <p>Besout 7 monitored through Register of Legal and Other Requirements records (ML-1A/L5-AP11 Pind 0), last reviewed on 1/1/2017.</p> <ol style="list-style-type: none"> <li>1. MPOB License (Estate): 559124002000, valid until 31/3/2019</li> <li>2. Diesel permit: A017326 (10,000 Ltr), valid until 14/12/2018</li> <li>3. Weighbridge Calibration Certificate: 4582586, date inspection: 22/5/2017</li> <li>4. Petrol Permit: A017237 (70 Ltr), valid until 7/2/2018. In progress to renew, received by KPDNKK on 7/2/2018</li> </ol>	Complied

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Criterion / Indicator	Assessment Findings	Compliance	
	<p>Besout 6 Estate monitored through Register of Legal and Other Requirements records (ML-1A/L5-AP11 Pind 0), last reviewed on 1/1/2017.</p> <ol style="list-style-type: none"> <li>1. MPOB License (Nursery): 567132011000, valid until 31/12/2018</li> <li>2. MPOB License (Estate): 574649002000, valid until 30/6/2018 (2620.76Ha)</li> <li>3. CF for air receiver: PK PMT5471, valid until 19/12/2017 (in progress, DOSH inspection was done on 29/1/2018)</li> <li>4. Diesel permit: A017160 (11,000 Ltr), valid until 15/1/2018 (in progress to renew, Bomba inspection was done on 2/2/2018)</li> <li>5. Weighbridge Calibration Certificate: C111964, date inspection: 10/4/17, valid for 1 year.</li> <li>6. Petrol Permit: A017308 (194 Ltr), valid until 4/5/2018</li> </ol>		
2.1.2	<p>A documented system, which includes written information on legal requirements, shall be maintained.            - Minor compliance -</p>	<p>Besout POM monitored through Register of Legal and Other Requirements records (FPI/L4/QOSHE-2.1 Pind 0), latest update on 5/1/2018 which include:</p> <ol style="list-style-type: none"> <li>1. Factories And Machinery (Exemption Of Certificate Of Fitness For Unfired Pressure Vessel) Order 2017</li> <li>2. Employees Provident Fund Act 1991</li> </ol> <p>Besout 6 and Besout 7 monitored through Register of Legal and Other Requirements records (ML-1A/L5-AP11 Pind 0) , last update on 1/1/2017 to include:</p> <ol style="list-style-type: none"> <li>1. Minimum Wages Order 2016</li> <li>2. Workers' Minimum Standard Of Housing And Amenities Act 1990</li> <li>3. OSH Act</li> </ol>	Complied
2.1.3	<p>A mechanism for ensuring compliance shall be implemented.            - Minor compliance -</p>	<p>Besout POM monitored through evaluation on the Register of Legal and Other Requirements records (FPI/L4/QOSHE-2.1 Pind 0), latest evaluation was done on 11/1/2018.</p> <p>FGVP Besout 06 and Besout 07 monitored through evaluation on the Register of Legal and Other Requirements records (ML-1A/L5-AP33 Pind 0), latest evaluation was done on 5/1/2018.</p>	Complied
2.1.4	<p>A system for tracking any changes in the law shall be implemented.            - Minor compliance -</p>	<p>Tracking system available to identify changes in the relevant regulations through head office, sustainability regulation unit. FGV have centralised system for tracking any changes in the law. Refer to "Panduan: Sistem Pengesanan Perubahan Undang-undang" dated 23/6.2017, Version:04.</p>	Complied
<p><b>Criterion 2.2:</b>            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>			



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Criterion / Indicator	Assessment Findings	Compliance
2.2.1 Documents showing legal ownership or lease, history of land tenure and the actual legal use of the land shall be available. - Major compliance -	Besout POM: H.S (D) 10962, PT3814, 8.2 Ha 99 years till 23/9/2103-FPISB Agreement between FPISB and FELDA, dated 25/11/1996 (Total: 14.6Ha)  FGVP Besout 06 and FGVP Besout 07-Agreement between FELDA Gunong Besout and Kerajaan Negeri Perak, dated 29/7/1978, total 31,800 acres. Additional land title: 1. HS(D) 20576, PT7197, 26.07Ha 2. HS(D) 20578, PT7199, 108.70Ha 3. HS(D) 20579, PT7200, 24.73 Ha 4. HS(D) 5326, PT4811, 142.5061 Ha 5. HS(D) 5328, PT4813, 41.9133 Ha 6. HS(D) 5327, PT4812, 30.3069Ha	Complied
2.2.2 Legal boundaries shall be clearly demarcated and visibly maintained. - Minor compliance -	Boundary stone clearly demarcated at field PR17Y (Besout 6) and PR17LA (Besout 7) boundary with smallholders.	Complied
2.2.3 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). - Minor compliance -	Land ownership document clearly indicate that land could be used for palm plantation activities. There isn't any conflict on the condition of land use as per land title. The land is obtained from the state government through legal process.	Complied
2.2.4 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. -Major compliance	No disputes, conflicts or a customary right as the land belongs to state government that leased to FGVP for 99 years. However, there are documented procedures available to manage the situation if needed • Land disputes & customary rights - ML-1A/L2-PR 12 • Negotiation process - ML-1A/L2-PR 1 • Compensation calculation - ML-1A/L2-PR 13	Complied
2.2.5 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). -Minor compliance	There are no disputes, conflicts or a customary right hence participatory mapping not required.	Complied
2.2.6 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. -Major compliance	During field visit and interview with internal/external stakeholders, it was found there was no conflict nor violence occurred within the estate. The presence of security force ensures a safe and harmonized environment at all time.	Complied
<b>Criterion 2.3:</b> 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.		

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Criterion / Indicator	Assessment Findings	Compliance
2.3.1	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). - Major compliance -	Complied
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: 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; 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; 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. - Minor compliance -	Complied
2.3.3	All relevant information shall be available in appropriate forms and languages, including assessments of impacts, proposed benefit sharing, and legal arrangements. -Minor compliance	Complied
2.3.4	Evidence shall be available to show that communities are represented through institutions or representatives of their own choosing, including legal counsel. -Major compliance	Complied

**Principle 3: Commitment to long-term economic and financial viability**

**Criterion 3.1:**

There is an implemented management plan that aims to achieve long-term economic and financial viability.



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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.                      - Major compliance -</p>	<p>The annual business plan is available as per the Group Financial Procedure. &amp; Guidelines. Both estates and the mill had a similar format i.e. in the form of annual budget with a 3 year projection. (Budget year,PY2,PY3) This business plan is prepared as guidance for the forthcoming year and future planning.</p> <p>The mill budget (<i>54 mt milling capacity</i>) had the following component in the expenditure details.</p> <ul style="list-style-type: none"> <li>a) Manning Level - Total no of employees required at each station.</li> <li>b) FFB Source and annual estimate</li> <li>c) Extraction ratios OER, KER</li> <li>d) Expenditure on Administration / Compound Upkeep / Medical</li> <li>e) Maintenance / Consumables / PPE / Tools</li> </ul> <p>Similarly the estates budget contain the following information;</p> <ul style="list-style-type: none"> <li>a) palm year of planting, age categories, and FFB production.</li> <li>b) Component of operating expenditure includes;                             <ul style="list-style-type: none"> <li>- Administration/labour overhead</li> <li>- harvesting &amp; collection,</li> <li>- field upkeep</li> <li>- transportation, road and bridges,</li> <li>- EVIT (running accounts for engines, vehicles, implements &amp; tractors .</li> </ul> </li> </ul> <p>Inclusive in the business plan such as Capital Expenditure (CAPEX) among others replacement / upgrading of building, vehicles replacement and workers amenities. The budget for 2018 for both the estates/mill was sighted and verified.</p>	<p>Complied</p>									
<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.                      - Minor compliance -</p>	<p>Both estates established a replanting program spanned over a 5 year period till 2023. All programs were sighted with details extracted as follows;</p> <table border="1" data-bbox="660 1462 1099 1565"> <thead> <tr> <th>FY</th> <th>18</th> <th>19</th> </tr> </thead> <tbody> <tr> <td>Besout 06</td> <td>-</td> <td>87.27</td> </tr> <tr> <td>Besout 07</td> <td>351 ha</td> <td>476.3 ha</td> </tr> </tbody> </table> <p>Sizes of fields identified for replanting varies subject to factors i.e. hilly, yield. All replanting program and planning in all the Group Estates are monitored by the <i>Pejabat Wilayah</i>. Assistance and audit are performed as and when required and necessary. No replanting after FY2020</p>	FY	18	19	Besout 06	-	87.27	Besout 07	351 ha	476.3 ha	<p>Complied</p>
FY	18	19									
Besout 06	-	87.27									
Besout 07	351 ha	476.3 ha									
<p><b>Principle 4: Use of appropriate best practices by growers and millers</b></p>											
<p><b>Criterion 4.1:</b>                      Operating procedures are appropriately documented, consistently implemented and monitored.</p>											

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Criterion / Indicator	Assessment Findings	Compliance
<p>4.1.1</p> <p>Standard Operating Procedures (SOPs) for estates and mills are documented                      - Major compliance -</p>	<p>The estates operations are guided by the following manual and procedures established for the Group Estates. The manuals and documents were introduced on the various year i.e. manual lestari in June 2012. Thereafter being subject to review as changes are made with new work method and amendments in agricultural policies.</p> <ul style="list-style-type: none"> <li>a) Manual Ladang Sawit Lestari</li> <li>b) Manual Keselamatan</li> <li>c) Manual Sustainability</li> <li>d) Manual Greding BTB – MPOB</li> <li>e) Buku KUK 4 (Kadar Upah Kerja) Pekerja</li> <li>f) Manual Perolehan (Procurement)</li> <li>g) Pictorial Safety Standards</li> <li>h) Security Guidelines.</li> </ul> <p>The mill similarly adopted the following manuals and procedures. Among others as listed below;</p> <ul style="list-style-type: none"> <li>a) Manual Pengurusan Kilang Sawit (18/11/2016)</li> <li>b) Manual Operasi Kilang Sawit (02/1/2001)</li> <li>c) Manual Operasi Makmal (02/1/2002)</li> <li>d) Manual Kualiti, Keselamatan, Kesihatan &amp; Alam Sekitar (14/7/2010)</li> <li>e) Prosedur Kerja Selamat</li> </ul> <p>In addition, technical guidelines are also provided during visits of Agronomists, Planting and Mill Advisors. Contents of the Manual were disseminated to the workers through morning roll call, mill weekly briefings and trainings. The Manuals are also kept in the administration office to facilitate reference by any interested parties. Site inspection and interview with workers confirmed that the SOP had been implemented and they understood the requirements of the SOP.</p>	<p>Complied</p>

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Criterion / Indicator	Assessment Findings	Compliance
<p>4.1.2</p> <p>A mechanism to check consistent implementation of procedures shall be in place.            - Minor compliance -</p>	<p>The estates use the following reporting system among others in monitoring the daily operation in ensuring the procedures are adhered to.</p> <ul style="list-style-type: none"> <li>a) Daily production report system ERML</li> <li>b) Program Kerja</li> <li>c) Lapuran Mandor/Penyelia Kepada Pengurusan</li> <li>d) Lapuran Hasil/Prestasi/Kos Bulanan</li> <li>e) Lawatan/lapuran Pengurus Besar Wilayah /Zon/Ibu Pejabat</li> <li>f) Lawatan/lapuran Agronomist</li> <li>g) Lawatan / Audit Ibu Pejabat – Unit CDD</li> </ul> <p>The mill adopted a similar monitoring system for its operations</p> <ul style="list-style-type: none"> <li>a) Daily production report system ERML</li> <li>b) Buku Kertas Semak</li> <li>c) Buku Lapuran Kerosakan</li> <li>d) Lapuran Penyelia Kepada Pengurusan.</li> <li>e) Mill Advisor Visit</li> <li>f) Lawatan Pengurus Besar Wilayah/Zon</li> <li>g) Monthly Report/Meeting</li> <li>h) Lapuran Kualiti Makmal</li> <li>i) Lawatan / Audit Unit CDD – Certification &amp; Due Diligent</li> </ul>	<p>Complied</p>
<p>4.1.3</p> <p>Records of monitoring and any actions taken shall be maintained and available, as appropriate.            - Minor compliance -</p>	<p>Records of monitoring and the actions taken by the estates continued to be maintained. This is to ensure that the established procedures were consistently implemented. Among others the monitoring records sighted were:</p> <ul style="list-style-type: none"> <li>a) "Harvesting Interval record". Interval targeted 10 days. There are variation due to weather factors, high cropping seasons, and also harvesters ratio adequacy..</li> <li>b) FFB quality is monitored through infield FFB grading conducted by the management on daily basis. Penalty and disciplinary action are instituted in cases of habitual non-compliances.</li> <li>c) Progress report of application of fertilizers. The work progress was generally on schedule except in event of prolonged wet weather interference.</li> <li>d) Spraying completion and productivity / sprayer.</li> <li>e) Cost Book</li> </ul> <p>The mill follows similar documentation/records in monitoring the daily production.</p> <ul style="list-style-type: none"> <li>a) Daily production report system ERML on e.g. quality, extraction ratio, losses.</li> <li>b) <i>Buku Lapuran Kerosakan</i> for maintenance planning and execution</li> <li>c) <i>Lapuran Penyelia Kepada Pengurusan</i> in relation to operation/workers issues.</li> <li>d) Lapuran Kualiti Makmal</li> </ul> <p>Others monitoring and records as elaborated in indicator 4.1.2 above.</p>	<p>Complied</p>

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4.1.4	The mill shall record the origins of all third-party sourced Fresh Fruit Bunches (FFB). - Major compliance -	Record the origins of all third-party sourced Fresh Fruit Bunches (FFB) was clearly identified in the despatch note.	Complied																											
<b>Criterion 4.2:</b> Practices maintain soil fertility at, or where possible improve soil fertility to, a level that ensures optimal and sustained yield.																														
4.2.1	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. - Minor compliance -	<p>Both Estates practiced the maintenance of long-term soil fertility by annual application of fertilizers based on periodic foliar and soil analysis, biomass retention (pruned fronds left to decompose in the fields) and EFB (on designated fields) ,water management and by maintaining soft weeds within interlines. The SOP for manuring was available in <i>Manual Ladang Sawit Lestari</i>.</p> <p>Fertilizer application, which was of paramount importance for maintenance of soil fertility, was carried based on the recommendation made by the agronomist the Group Office. Annual fertilizer recommendations were made based on annual foliar sampling and 5 yearly soil sampling. The common fertilizers recommended for mature oil palms for 2016 and 2017 are as follows; The information was extracted from both the estates manuring program.</p> <table border="1"> <thead> <tr> <th></th> <th>Fertiliser Name</th> <th>Dosage – kg/palm</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>FELDA 11</td> <td>3.00</td> </tr> <tr> <td>2</td> <td>NK 27</td> <td>2.50</td> </tr> <tr> <td>3</td> <td>NK 24</td> <td>2.75</td> </tr> <tr> <td>4</td> <td>FELDA 10</td> <td>2.00</td> </tr> <tr> <td>5</td> <td>GML</td> <td>2.25</td> </tr> <tr> <td>6</td> <td>ZINCOP</td> <td>0.20</td> </tr> <tr> <td>7</td> <td>MOP</td> <td>2.50</td> </tr> <tr> <td>8</td> <td>FPM 45</td> <td>2.00</td> </tr> </tbody> </table> <p>Fertilizer application program was monitored using the program sheets, bin cards, field cost book, etc.</p>		Fertiliser Name	Dosage – kg/palm	1	FELDA 11	3.00	2	NK 27	2.50	3	NK 24	2.75	4	FELDA 10	2.00	5	GML	2.25	6	ZINCOP	0.20	7	MOP	2.50	8	FPM 45	2.00	Complied
	Fertiliser Name	Dosage – kg/palm																												
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Criterion / Indicator		Assessment Findings	Compliance																																																
4.2.2	Records of fertiliser inputs shall be maintained. - Minor compliance -	<p>Records of fertiliser input are maintained in both the estates audited</p> <p>Fertilizer application programs are monitored using the program sheets (dosage and type), bin cards, field cost book, etc. Details of fertiliser type, dosage, field no, dates commence and completions are recorded.</p> <p>There are 2 types of application method.</p> <p>a) Manual - mainly for the terrain and swampy area</p> <p>b) Fertiliser spreader – used in the flat to undulating fields. The no of workers for this type is very minimal. 2 workers and 1 driver.</p> <p>Sighted 2017 manuring program for Besout 06 Estate as sampled below;</p> <table border="1"> <thead> <tr> <th></th> <th>Field No</th> <th>Fertiliser type</th> <th>Dosage kg/palm</th> <th>Date started</th> <th>Date completed</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>PM01K</td> <td>NK30</td> <td>2.50</td> <td>6/3/17</td> <td>6/3/17</td> </tr> <tr> <td>2</td> <td>PM01K</td> <td>FPM 25</td> <td>2.50</td> <td>6/5/17</td> <td>6/5/17</td> </tr> <tr> <td>3</td> <td>PM09Q</td> <td>FELDA 10</td> <td>2.25</td> <td>10/6/17</td> <td>17/6/17</td> </tr> <tr> <td>4</td> <td>PM13W</td> <td>FPM 44</td> <td>2.00</td> <td>1/3/17</td> <td>8/3/17</td> </tr> <tr> <td>5</td> <td>PR14U</td> <td>FPM 44</td> <td>2.00</td> <td>9/3/17</td> <td>21/3/17</td> </tr> <tr> <td>6</td> <td>PR14U</td> <td>MOP</td> <td>1.00</td> <td>8/1/17</td> <td>21/6/17</td> </tr> <tr> <td>7</td> <td>PM05L</td> <td>FPM25</td> <td>3.00</td> <td>7/5/17</td> <td>1/6/17</td> </tr> </tbody> </table>		Field No	Fertiliser type	Dosage kg/palm	Date started	Date completed	1	PM01K	NK30	2.50	6/3/17	6/3/17	2	PM01K	FPM 25	2.50	6/5/17	6/5/17	3	PM09Q	FELDA 10	2.25	10/6/17	17/6/17	4	PM13W	FPM 44	2.00	1/3/17	8/3/17	5	PR14U	FPM 44	2.00	9/3/17	21/3/17	6	PR14U	MOP	1.00	8/1/17	21/6/17	7	PM05L	FPM25	3.00	7/5/17	1/6/17	Complied
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4.2.3	There shall be evidence of periodic tissue and soil sampling to monitor changes in nutrient status. - Minor compliance -	<p>The estates conduct both periodic foliar and soil sampling to monitor changes in nutrient status. It was made available in the Agronomist report. Annual foliar sampling for the nutrients N, P, K, Mg, &amp; B had been carried out and the results formed the basis for the fertilizer recommendations to maintain and to improve soil fertility. The latest foliar sampling in Besout 06 / 07 estates sampling date 17/3/17 for the fertiliser program 2018.</p> <p>Soil maps were made available and reviewed. Details as per indicator 4.3.1. Analysis for soil i.e. pH, total N, avail –P, ex-K, ex-Ca, ex-Mg was carried at 5 year intervals.</p>	Complied																																																
4.2.4	A nutrient recycling strategy shall be in place, and may include use of Empty Fruit Bunches (EFB), Palm Oil Mill Effluent (POME), and palm residues after replanting. - Minor compliance -	<p>Both estates had a nutrient recycling strategy in place. Palm fronds were stacked in the fields to decompose and by EFB application. For EFB application on both estates, priority was given for application in young mature areas and replants. EFB was applied at 40 tons/ha in the mature oil palm areas and at 35 tons/ha in the immature areas. Sighted EFB application program for Besout 06. <i>Program kerja penaburan tandan kosong 2017,2018</i> in field no PM09R, PR13W,PM09Q.</p> <p>No POME application for both the estates due to distance factor from Besout Palm Oil Mill.</p>	Complied																																																
<p><b>Criterion 4.3:</b> Practices minimise and control erosion and degradation of soils.</p>																																																			

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<p>4.3.1            Maps of any fragile soils shall be available.            - Major compliance -</p>	<p>Soil maps were available for both Besout 06 &amp; 07</p> <p>Details of soil type are shown below. There were minimal fragile soils in both estates.</p> <table border="1" data-bbox="660 506 1294 779"> <thead> <tr> <th></th> <th>Besout 06</th> <th>Besout 07</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>Bungor</td> <td>Bungor</td> </tr> <tr> <td>2</td> <td>Bungor/Gambut</td> <td>Merapoh</td> </tr> <tr> <td>3</td> <td>Malacca</td> <td>Colloviom</td> </tr> <tr> <td>4</td> <td>Colloviom</td> <td>Integrated Low Alluvium</td> </tr> <tr> <td>5</td> <td>-</td> <td>Kedah</td> </tr> <tr> <td>6</td> <td>-</td> <td>Munchong</td> </tr> <tr> <td>7</td> <td>-</td> <td>Malacca</td> </tr> </tbody> </table> <p>There was a very minimal percentage of peat soil in Besout 06 estates. Fertilisers application are made annually as per program with recommendations from the Agronomist. Sighted Agronomist report dated 11/7/2017 visit to Besout 06. The management continues to carry out its best practice in maintaining the water table of these areas according to its establish procedure and program and water levels were managed at optimum levels using sand bags.</p>		Besout 06	Besout 07	1	Bungor	Bungor	2	Bungor/Gambut	Merapoh	3	Malacca	Colloviom	4	Colloviom	Integrated Low Alluvium	5	-	Kedah	6	-	Munchong	7	-	Malacca	<p>Complied</p>
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<p>4.3.2            A management strategy shall be in place for plantings on slopes above a certain limit (this needs to be soil and climate specific).            - Minor compliance -</p>	<p>Besout 06 estate is on categories flat to undulating with certain areas having topography of 5 to 12 degree. There are no fields of more than 12 degree.</p> <p>Besout 07 Estate had certain fields on hilly areas, i.e. PM09F, PM09G, PR12H of more than 12 degree.</p> <p>In addressing the difference of the estate terrain FGVP had a management strategy in place for planting on slopes and to minimise and control erosion and degradation of soils. The strategy in place for plantings on slopes between 9 and 25 degrees was stated in <i>Polisi Perlindungan Tanah Curam Dan Rezab Sungai</i> formalised on 01/6/2014. In addition there are also guidelines and procedures as stated in <i>Manual Lestari</i>. Both estates had complied with this strategy.</p> <p>It was observed that practices to minimise and control erosion and degradation of soils were also advocated through proper stacking of fronds, EFB application, avoidance of blanket spraying, construction terraces, road maintenance and maintenance of soft vegetation in interlines. It was observed in both mature and immature areas that slopes were terraced. In the new replants in both estates it was observed that slopes of above 25 degrees were not cultivated/replanted</p>	<p>Complied</p>																								

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4.3.3 A road maintenance programme shall be in place. - Minor compliance -	During the field visit, it was noted that road conditions were well maintained in both Besout 06 & 07 Estate. Accessibility was made possible by regular maintenance guided by its road maintenance programs. The program had been supported by adequate provisions in the budgets. Surface run off water from roads were well directed into fields and drains with well cambered roads, road sided drains and silt pits. Program was available and communicated to <i>Jabatan Khidmat Teknik &amp; Senggaraan Ladang</i> FGVP the work progress and status. Work on the road maintenance are contracted out e.g Besout 06, outsourced to M/s Prowealth Prestige contract award no 5600001739.	Complied
4.3.4 Subsidence of peat soils shall be minimised and monitored. A documented water and ground cover management programme shall be in place. - Minor compliance -	In accordance with its established procedure and programme, the management continues to carry out its best practices in maintaining the water table of these areas. The network of drainage system was adequate and water table was monitored and maintained at 60 cm from the ground surface at all times by using piezometers, water level markers, sand bag stop bunds and water gates. In addition, both estates had mobile and static water pumps to pump out and pump in as and when the need arises. The inlet and outlet of water through these areas were controlled by water gates.	Complied
4.3.5 Drainability assessments shall be required prior to replanting on peat to determine the long-term viability of the necessary drainage for oil palm growing. - Minor compliance -	The peat area being very small and no replanting had been scheduled, as such drain ability assessment is not applicable	Complied
4.3.6 A management strategy shall be in place for other fragile and problem soils (e.g. sandy, low organic matter, acid sulphate soils). - Minor compliance -	As sighted from the soils maps provided there were no other fragile and problem soils in both the estates.	Complied
<b>Criterion 4.4:</b> Practices maintain the quality and availability of surface and ground water.		
4.4.1 An implemented water management plan shall be in place. - Minor compliance -	Water Management plan was established dated 20/5/17 (POM) and 1/1/2018 (estate) to include: 1. Monitoring on effluent on daily basis at final discharge. 2. Water river quality once a year 3. Rain water monitoring 4. Piezometer monitoring	Complied

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<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.                      - Major compliance -</p>	<p>Refer to water management plan, dated 20/5/17 (POM) and 1/1/2018 (estate). For example:</p> <ol style="list-style-type: none"> <li>1. Monitoring on effluent on daily basis at final discharge.</li> <li>2. Water river quality once a year</li> <li>3. Rain water monitoring</li> <li>4. Piezometer monitoring</li> </ol> <p>External analysis for final discharge last was done on 18/12/2017 by FPISB, Laboratory Bukit Goh. Certificate of analysis was sighted (3376/2017, dated 28/12/2017). All parameter found within the limit.</p> <p>Analysis river water monitoring was done once a year, last done on 4/1/2018 (Besout 6) and 8/1/2018 (Besout 7) by Felda Analytical Laboratory:</p> <ol style="list-style-type: none"> <li>1. Besout 6-Certificate No:14/2018, date:16/1/2018</li> <li>2. Besout 7- Certificate No:17/2018 &amp; 15/2018, date:16/1/2018</li> <li>3. Piezometer monitoring at Besout 06 was done every 3 month. Last monitoring was done on 3/2/2018 at field PR17Y, PM13T, PR15V and PM05L.</li> </ol>	<p>Complied</p>
<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).                      - Minor compliance -</p>	<p>The DOE License for Besout POM was sighted (Licence No: 004230, valid until 30/6/18 with BOD limit 100mg/l)</p> <p>External analysis for final discharge last was done on 18/12/2017 by FPISB, Laboratory Bukit Goh. Certificate of analysis was sighted (3376/2017, dated 28/12/2017). All parameter found within the limit.</p> <p>Quarterly report was submitted to DOE accordingly, last was submitted on 10/1/2018 (4<sup>th</sup> Quarter).</p>	<p>Complied</p>
<p>4.4.4</p> <p>Mill water use per tonne of Fresh Fruit Bunches (FFB) (see Criterion 5.6) shall be monitored.                      - Minor compliance -</p>	<p>Record for Mill water use per tonne of Fresh Fruit Bunches (FFB) was established and monitored on monthly basis. Latest record for January 2018 was 1.18mt water/mt FFB.</p>	<p>Complied</p>
<p><b>Criterion 4.5:</b>                      Pests, diseases, weeds and invasive introduced species are effectively managed using appropriate Integrated Pest Management techniques.</p>		



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<p>4.5.1</p> <p>Implementation of Integrated Pest Management (IPM) plans shall be monitored.                      - Major compliance -</p>	<p>The IPM management is similar to the other FGVP estates. Both Besout 06 and 07 estates had in place a documented integrated pest management (IPM) systems. The procedure referred was in the Manual Lestari under section - Plant Protection. The IPM program among others includes pest management of rats, bagworms, nettle caterpillars, rhinoceros beetles and ganoderma. The IPM technique for rats includes rearing barn owls (<i>tyto alba</i>), bagworm control includes the planting of beneficial plants such as <i>Cassia cobanensis</i>, <i>Antigonon leptopus</i> and <i>Turnera sublata</i>. Documents on the operations related to the following was available and sighted ;</p> <ul style="list-style-type: none"> <li>a) Barn Owl Boxes (BOB) location in the estates. Few units sighted in the estates for verification of existence</li> <li>b) BOB occupancy census record.</li> <li>c) Training relating to IPM operations and management</li> <li>d) Cultivation of beneficial plant in the nursery and planting location in the field. Current ratio at 10 m per ha. During the field visit, it was observed a number of beneficial plants had been planted and both estates had plants in polybags, ready for planting in the Nursery. Records showed that beneficial plants were continuously planted in by both estates visited.</li> <li>e) Monthly observation for detection of leaf eating pests, rat damage and diseases like <i>Ganoderma</i>. These detection and observations were carried by staff. When damaged/disease was observed, proper census was then carried out. There were history of bagworms attack in Besout 07 however within control.</li> <li>f) Rat baiting was by calendar baiting at 2 campaigns per year. Baiting was continued until bait acceptance fell below 20%. Rat baiting was by calendar baiting at 2 campaigns per year. Baiting was continued until bait acceptance fell below 20%.</li> </ul>	<p>Complied</p>																											
<p>4.5.2</p> <p>Training of those involved in IPM implementation shall be demonstrated.                      - Minor compliance -</p>	<p>Both estates held training / briefing to their employees for those involved in the IPM operations and handlings. Among others the training session are as per follows;</p> <p>a) Besout 06 Estate</p> <table border="1" data-bbox="660 1588 1289 1727"> <thead> <tr> <th>No</th> <th>Date</th> <th>Subject</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>1/1/18</td> <td>Safety Briefing to workers/harvesters</td> </tr> <tr> <td>2</td> <td>23/5/17</td> <td>RSPO Discussion</td> </tr> <tr> <td>3</td> <td>16/3/17</td> <td>Latihan IPM</td> </tr> <tr> <td>4</td> <td>12/3/17</td> <td>Awareness RSPO/HCV &amp; Policies</td> </tr> </tbody> </table> <p>b) Besout 07 Estate</p> <table border="1" data-bbox="660 1783 1289 1921"> <thead> <tr> <th>No</th> <th>Date</th> <th>Subject</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>26/1/18</td> <td>Latihan Pengurusan Bahan Kimia Berbahaya</td> </tr> <tr> <td>2</td> <td>5/5/17</td> <td>Latihan IPM &amp; HCV</td> </tr> <tr> <td>3</td> <td>3/3/17</td> <td>Cover Crop Planting</td> </tr> </tbody> </table> <p>Details of the training are also described in indicator 4.7.3</p>	No	Date	Subject	1	1/1/18	Safety Briefing to workers/harvesters	2	23/5/17	RSPO Discussion	3	16/3/17	Latihan IPM	4	12/3/17	Awareness RSPO/HCV & Policies	No	Date	Subject	1	26/1/18	Latihan Pengurusan Bahan Kimia Berbahaya	2	5/5/17	Latihan IPM & HCV	3	3/3/17	Cover Crop Planting	<p>Complied</p>
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<b>Criterion 4.6:</b> Pesticides are used in ways that do not endanger health or the environment		
4.6.1 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. - Major compliance -	The written justification in Standard Operating Procedure (SOP) of all agrochemicals are available and related in the following manual/documents <ul style="list-style-type: none"> <li>a) Manual Ladang Sawit Lestari</li> <li>b) Manual Keselamatan</li> <li>c) Manual Sustainability</li> </ul> Selected products are specific to the target pest, weed and disease. Quoted few of recommended pesticides are as follows: <ul style="list-style-type: none"> <li>a) Immature planting                General weeds : Glyphosate                Legume &amp; broad leave : Metsulfuron Methyl                Stenochlaena palustris : Sodium chlorate</li> <li>b) Mature fields                VOPs : glyphosate &amp; sodium chlorate</li> </ul> The selection is also evaluated by the agronomist during his visit to the estate through sighting of the chemical records applied in the estates.	Complied
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. - Major compliance -	Records of pesticides use (including active ingredients used and their LD50, area treated, amount of active ingredients applied per ha and number of applications) was made available. Records were sighted and verified in both estates. All usage of pesticides and herbicides are combined and plotted in graph summarised on a monthly basis. Sighted tabulated graph – quantity of A.I / Ha and quantity of A.I. /mt FFB These are the total of pesticides and herbicides used namely among others <ul style="list-style-type: none"> <li>- metsulfuron methyl / triclopyr butoxy ethyl ester,</li> <li>- glyphosate / glufosinate ammonium.</li> </ul>	Complied

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<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.                      - Major compliance -</p>	<p>The quantity of agrochemicals required for various field conditions are documented and justified in the described manuals</p> <p>a) Manual Ladang Sawit Lestari                      b) Manual Keselamatan                      c) Manual Sustainability</p> <p>The implementation in the field is consistent with the Manual Lestari / Sustainability. In the implementation of the IPM plans the following practices are adopted by both estates;</p> <p>a) Established growth of beneficial plants (<i>Cassia cobanensis</i>, <i>Antigonan leptopus</i> and <i>Turnera sublata</i>) nurseries for continuous planting in order to attract natural predators and thus to reduce use of insecticides. As described in 4.5.1, during the site visit the auditor observed notable quantity of beneficial plants been planted. Cultivation was made at the estates mini nurseries.</p> <p>b) The estates aimed to reduce the use of rat baits to control rats, uses ban owls boxes. Census was conducted and recorded. The current ratio is maintained at 1 box: 10 ha as per the manual guidelines.</p> <p>c) In immature and young fields prophylactic spraying using diluted cypermethrin are still practiced for the P &amp; D management. e.g. arrestment of Rhinoceros Beetle</p>	<p>Complied</p>
<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.                      - Minor compliance -</p>	<p>The chemical register 2017 comprises of Class 1A / Class 1B for use in the estate. Besout 06 and 07 estates had history of bagworms attack in the fields. Remedy used in method of trunk injection using chemical 'Bullet 55' (monocrotophos 55%). The process of using this chemical was obtained through the regulatory requirement. i.e. approval from Jabatan Pertanian and records of inventory /utilization maintained. The management is looking into options of using an alternative chemical for class 1A, Acephate (class III) for the arrestment of bagworm attack.</p> <p>Both estates only used pesticides that were officially registered under the Pesticides Act 1974 (Act 149) and the relevant provision (Section 53A); and in accordance with USECHH Regulations 2000. From the review of the chemical register, it was noted that in addition to the above chemicals, all other pesticides used are of class III &amp; class IV.</p> <p>There is policy of usage of paraquat established for all FGVP estates. The use of paraquat had been approved only for the immature fields. This is however used at the very minimal and in the phasing out permanently. Sighted the quantity of paraquat used in Besout 07 from 2013 to 2017 to provide evidence of intention to reduce the usage in the long term.</p> <p>Through records and site interviews with workers, staff and estate assistants, concluded that they were trained taking all precautions and complied to all legal requirements. Signboards indicated 'AWAS Dilarang Masuk', block, dates of operation, type of operation and chemical were used.</p>	<p>Complied</p>

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<p>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).                      - Major compliance -</p>	<p>Records showed that pesticides were handled, used and applied by trained employees. The handling of chemicals is guided by the MSDS/CSDS. In the indicator 4.6.1 both estates had established SOPs for the safe-handling of pesticides.</p> <p>Appropriate safety PPE and application equipment such as gloves, boot, apron were provided and used as per the recommendations in the CHRA. Personnel such as the storekeepers, sprayers, fertilizers and rat bait handlers were trained and were known to the potential hazards and methods the chemicals should be used in a safe manner. Training including refresher sessions were provided to the workers involved in such activities to ensure a continued understanding of chemicals / hazard. The following training was captured from the records.</p> <p>a) Besout 06 Estate</p> <table border="1" data-bbox="660 927 1289 1200"> <thead> <tr> <th>No</th> <th>Date</th> <th>Subject</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>1/1/18</td> <td>Safety Briefing to workers/harvesters</td> </tr> <tr> <td>3</td> <td>5/2/17</td> <td>Pengurusan Bahan Kimia Tempat Kerja</td> </tr> <tr> <td>7</td> <td>10/9/17</td> <td>Latihan Pengendalian Bahan Kimia</td> </tr> <tr> <td>14</td> <td>22/8/17</td> <td>HIRARC Briefing</td> </tr> <tr> <td>15</td> <td>23/6/17</td> <td>Latihan PPE/PEngurusan Bahan Kimia</td> </tr> <tr> <td>17</td> <td>16/3/17</td> <td>Latihan IPM</td> </tr> <tr> <td>18</td> <td>12/3/17</td> <td>Awareness RSPO/HCV &amp; Policies</td> </tr> </tbody> </table> <p>b) Besout 07 Estate</p> <table border="1" data-bbox="660 1285 1289 1496"> <thead> <tr> <th>No</th> <th>Date</th> <th>Subject</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>26/1/18</td> <td>Latihan Pengurusan Bahan Kimia Berbahaya</td> </tr> <tr> <td>2</td> <td>16/1/18</td> <td>Latihan Bilasan 3 Kali</td> </tr> <tr> <td>6</td> <td>5/5/17</td> <td>Latihan IPM &amp; HCV</td> </tr> <tr> <td>8</td> <td>12/3/17</td> <td>Taklimat Klaibrasi, Meracun, Pemakaian PPE</td> </tr> </tbody> </table> <p>Details of training are provided in indicator 4.7.3.</p> <p>Pesticide Permit (Purchase): PK/MONO(GL)/17/011-Monocrotophos (280Ltr), valid until 6/2/2017. However the management received 300Ltr of monocrotophos which exceed the amount stated on the permit.</p> <p>Thus, Major NC was raised.</p>	No	Date	Subject	1	1/1/18	Safety Briefing to workers/harvesters	3	5/2/17	Pengurusan Bahan Kimia Tempat Kerja	7	10/9/17	Latihan Pengendalian Bahan Kimia	14	22/8/17	HIRARC Briefing	15	23/6/17	Latihan PPE/PEngurusan Bahan Kimia	17	16/3/17	Latihan IPM	18	12/3/17	Awareness RSPO/HCV & Policies	No	Date	Subject	1	26/1/18	Latihan Pengurusan Bahan Kimia Berbahaya	2	16/1/18	Latihan Bilasan 3 Kali	6	5/5/17	Latihan IPM & HCV	8	12/3/17	Taklimat Klaibrasi, Meracun, Pemakaian PPE	<p>Major nonconformance</p>
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<p>4.6.6 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).                      - Major compliance -</p>	<p>The storage of pesticides at both the estates was observed to be in compliance with the Occupational Safety and Health Act 1994 (Act 514) as well as in the Pesticides Act 1974 (Act 149) and Regulations having the following characteristics;</p> <ul style="list-style-type: none"> <li>a) The chemical and fertiliser stores (with cemented floors) are locked &amp; handled only by authorised personnel i.e. storekeeper.</li> <li>b) The stores in both estates were ventilated (equipped with exhaust fans). All the chemicals were arranged/segregated according to the type. The fertilizers were well stacked.</li> <li>c) Relevant MSDS /CSDS were seen displayed in the stores. Adequate Safety Signage have been placed at both internal and external of the building.</li> <li>d) A proper premixing area with eye wash facilities and bathing area is available.</li> <li>e) The wastewater from the washing of empty chemical containers and PPE, and chemical mixing was pumped to a storage tank for reuse in chemical mixing. This is to avoid any contamination of chemicals to the ground.</li> </ul> <p>Triple rinsing activities continued to be implemented for empty pesticide containers. The rinsed containers were pierced and stored prior disposing. Collection by vendor of all waste oil, lubricant batteries, filters from the maintenance activities in the estates and mills of FGVP. Empty fertiliser bags were reused for LF collection in the estates.</p>	<p>Complied</p>
<p>4.6.7 Application of pesticides shall be by proven methods that minimise risk and impacts.                      - Minor compliance -</p>	<p>The quantity of agrochemicals required for various field conditions are documented and justified in Manual Lestari and Sustainability.</p> <ul style="list-style-type: none"> <li>a) The implementation in the field is consistent with the Manual Lestari (Agriculture Reference Manual)</li> <li>b) Pesticide applications were guided by FGVP ARM, Pictorial Guide, CHRA and by MSDS supplied by the manufacturer.</li> </ul> <p>The chemicals used in the Company's estates are the common chemicals used and established in the palm oil industry records of which have proven having minimum risks and impacts.</p>	<p>Complied</p>
<p>4.6.8 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.                      - Major compliance -</p>	<p>Both estates do not have aerial application operations in practice. This indicator hence is not applicable</p>	<p>Complied</p>

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<p>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).                      - Minor compliance -</p>	<p>The staffs and workers such as the storekeepers, sprayers, fertilizer and rat bait workers were trained and they had understood the hazards involved and how the chemicals should be used in a safe manner. Records showed that pesticides were handled, used and applied by trained employees. The handling of chemicals is guided by the MSDS/CSDS. In the indicator 4.6.1 both estates had established SOPs for the safe-handling of pesticides. Appropriate safety PPE and application equipment such as gloves, boot, apron were provided and used as per the recommendations in the CHRA. Training including refresher sessions were provided to the workers involved in such activities to ensure a continued understanding of chemicals / hazard. Training records among others are shown below;</p> <p>a) Besout 06 Estate</p> <table border="1" data-bbox="660 853 1289 1126"> <thead> <tr> <th>No</th> <th>Date</th> <th>Subject</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>1/1/18</td> <td>Safety Briefing to workers/harvesters</td> </tr> <tr> <td>3</td> <td>5/2/17</td> <td>Pengurusan Bahan Kimia Tempat Kerja</td> </tr> <tr> <td>7</td> <td>10/9/17</td> <td>Latihan Pengendalian Bahan Kimia</td> </tr> <tr> <td>14</td> <td>22/8/17</td> <td>HIRARC Briefing</td> </tr> <tr> <td>15</td> <td>23/6/17</td> <td>Latihan PPE/PEngurusan Bahan Kimia</td> </tr> <tr> <td>17</td> <td>16/3/17</td> <td>Latihan IPM</td> </tr> <tr> <td>18</td> <td>12/3/17</td> <td>Awareness RSPO/HCV &amp; Policies</td> </tr> </tbody> </table> <p>b) Besout 07 Estate</p> <table border="1" data-bbox="660 1182 1289 1391"> <thead> <tr> <th>No</th> <th>Date</th> <th>Subject</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>26/1/18</td> <td>Latihan Pengurusan Bahan Kimia Berbahaya</td> </tr> <tr> <td>2</td> <td>16/1/18</td> <td>Latihan Bilasan 3 Kali</td> </tr> <tr> <td>6</td> <td>5/5/17</td> <td>Latihan IPM &amp; HCV</td> </tr> <tr> <td>8</td> <td>12/3/17</td> <td>Taklimat Klaibrasi, Meracun, Pemakaian PPE</td> </tr> </tbody> </table> <p>c) Besout Palm Oil Mill</p> <table border="1" data-bbox="660 1451 1289 1778"> <thead> <tr> <th>No</th> <th>Date</th> <th>Subject</th> </tr> </thead> <tbody> <tr> <td>2</td> <td>29/1/18</td> <td>Program Keselamatan/Kesihatan &amp; HIRARC Kesihatan</td> </tr> <tr> <td>5</td> <td>27/3/17</td> <td>Pengendalian Bahan Buangan Terjadual</td> </tr> <tr> <td>12</td> <td>6/9/17</td> <td>Program QOHSE</td> </tr> <tr> <td>14</td> <td>7/3/17</td> <td>Taklimat Polisi Kualiti, Keselamatan Kesihatan Pekerjaan &amp; Alam Sekitar</td> </tr> <tr> <td>15</td> <td>17/2/17</td> <td>Internal Audit RSPO – Taklimat &amp; Perbincangan</td> </tr> <tr> <td>17</td> <td>4/1/17</td> <td>Work Station Briefing</td> </tr> </tbody> </table> <p>Employees demonstrated knowledge and skills on pesticide handling. MSDS/CSDS was displayed in local Bahasa Malaysia language at the agrochemical store for each chemical stored as well as the use of safety pictorial poster for the easy understanding of the agrochemical handlers. The smallholders were involved in the training through sessions with the stakeholders and FFB suppliers.</p>	No	Date	Subject	1	1/1/18	Safety Briefing to workers/harvesters	3	5/2/17	Pengurusan Bahan Kimia Tempat Kerja	7	10/9/17	Latihan Pengendalian Bahan Kimia	14	22/8/17	HIRARC Briefing	15	23/6/17	Latihan PPE/PEngurusan Bahan Kimia	17	16/3/17	Latihan IPM	18	12/3/17	Awareness RSPO/HCV & Policies	No	Date	Subject	1	26/1/18	Latihan Pengurusan Bahan Kimia Berbahaya	2	16/1/18	Latihan Bilasan 3 Kali	6	5/5/17	Latihan IPM & HCV	8	12/3/17	Taklimat Klaibrasi, Meracun, Pemakaian PPE	No	Date	Subject	2	29/1/18	Program Keselamatan/Kesihatan & HIRARC Kesihatan	5	27/3/17	Pengendalian Bahan Buangan Terjadual	12	6/9/17	Program QOHSE	14	7/3/17	Taklimat Polisi Kualiti, Keselamatan Kesihatan Pekerjaan & Alam Sekitar	15	17/2/17	Internal Audit RSPO – Taklimat & Perbincangan	17	4/1/17	Work Station Briefing	<p>Complied</p>
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<p>4.6.10</p> <p>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>For Besout POM, waste material was disposed as per scheduled waste regulation. Last disposal of empty container was done on 14/3/2017 by Kualiti Alam Sdn Bhd (POM). For Besout 06, waste material was recycled and sent to recycle contractor (Besout Recycle Enterprise). Last was collected on 1/8/2017 (150 pcs).</p> <p>At Besout 07: Visit to Workers Line Site/Hostel in FGV Besout 07 i.e. "Asrama 6B" located next to replanting area in "Peringkat 17L" found the waste material including drinks can, used gumboot, lubricant pail cap and etc. were being dumped on the ground behind Blok A of Asrama 6B without proper disposal handling.</p> <p>Thus, minor NC was raised.</p>	<p>Minor nonconformance</p>
<p>4.6.11</p> <p>Specific annual medical surveillance for pesticide operators, and documented action to treat related health conditions, shall be demonstrated.</p> <p>- Major compliance -</p>	<p>The mill and estates conducted the medical surveillance for the classified group of workers as identified in the CHRA. Besout Palm Oil Mill.</p> <p>Employees under the following categories are sent for annual medical surveillance</p> <ul style="list-style-type: none"> <li>a) Staff/Workers in the laboratory</li> <li>b) All workshop personnel for exposure to manganese</li> <li>c) Boiler Boilerman /Firemen</li> <li>d) Water Treatment Plant workers</li> </ul> <p>The medical surveillance for the mill was performed on 24/1/18 by an OHD Medical Officer Dr Hj Syakiro (OHD No. HQ/16/DOC/00/526. Results concluded that the employees being examined are fit to work. Records were sighted and verified.</p> <p>Similarly the estate attended the medical surveillance for the chemical handlers annually.</p> <p>Besout 06 Estate on 08/7/17</p> <ul style="list-style-type: none"> <li>a) 2 workshop personnel</li> <li>b) 4 sprayers (sent in batches)</li> </ul> <p>Registered doctor No.: JKKP KES HQ/08/DOC/00/311. All the 6 employees were certified fit based on the medical results.</p> <p>Besout 07 made the same medical surveillance on 6/2/18 for the identified employees using the services of Poliklinik Sumi. Outcome of the examination are positive health condition allowing the employees FIT to perform their duties.</p>	<p>Complied</p>
<p>4.6.12</p> <p>No work with pesticides shall be undertaken by pregnant or breast-feeding women.</p> <p>- Major compliance -</p>	<p>This requirement is in compliance in all the audited estates and supported by the following evidences;</p> <ul style="list-style-type: none"> <li>a) Interviews with male sprayers in the field</li> <li>b) Further confirmation was obtained from the Executives, mandores endorsed this compliance.</li> <li>c) Guidelines on "No work with pesticides for confirmed pregnant and breast –feeding women"</li> <li>d) Sighting of the list of sprayers names.</li> </ul>	<p>Complied</p>
<p><b>Criterion 4.7:</b>  An occupational health and safety plan is documented, effectively communicated and implemented. The health and safety plan shall cover the following:</p>		

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<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.                      - Major compliance -</p>	<p>Group Occupational Safety &amp; Health Management Policy had been established and implemented. There are 2 levels of the Policies</p> <p>a) <i>Dasar Kesihatan, Keselamatan Dan Alam Sekitar</i> signed on 15/10/2016                      by The <i>Presiden Kumpulan</i>.</p> <p>b) <i>Dasar Keselamatan Dan Kesihatan Pekerja</i> endorsed by 30/3/2012 with revision on 01/2/2017 by The Chief Executive Officer (Ketua Pegawai Eksekutif) of FGVP. A similar policy <i>Dasar Kualiti, Keselamatan, Kesihatan Pekerja Dan Alam Sekitar</i> for the mill operations was signed by the Ketua Pegawai Eksekutif Felda Palm Industries Sdn Bhd dated on 10/8/1999 with a revision made on 20/11/2017.</p> <p>All Policies are displayed prominently on notice boards in English and local language Bahasa Malaysia in the estates and the mill respectively. The Policy is implemented through the OSH activities by the Regional CDD Executives and monitored by CDD Unit at Head Office. Included in the policy is the commitment of the Company to provide and maintain a safe and healthy working environment of its employees &amp; contractors &amp; visitors. In interviews with the staff, mandores &amp; workers during the site visit revealed that the employees had been briefed and had understood the policy.</p> <p>a) Besout 06 Field No PR17 - (spraying), PM09R (manuring)                      b) Besout 07 Field No. PM09F - Harvesting                      c) Besout Palm Oil Mill - workshop, laboratory, engine room, boiler house</p> <p>OHS plan for 2017 was available for all the estates/mill audited to include program as follows:</p> <p>a) ESH Legal &amp; Other requirements                      b) Safe handling of chemical mixing/application                      c) Use &amp; Standard Exposure of Chemical Hazardous to Health (USECHH) 2000                      d) Accident Investigation Techniques/Document                      e) Emergency Respond Plan Training (e.g. Chemical spill, poisoning, Fire. Lightning)                      f) Competent First Aider Training                      g) First Aid Awareness Training – All Workers                      h) Scheduled waste management                      i) Safe Work Procedure for All Stations.                      j) Tractors Driving/Maintenance Training</p>	<p>Complied</p>



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<p>4.7.2</p> <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.                      - Major compliance -</p>	<p>HIRARC for both estates and the mill are available and formalised since the formation of the manuals of the Group in 2008. Thereafter there were amendment in event;</p> <p>a) New work process / work change                      b) Event of accident requiring a review in the risk assessment.</p> <p>All the main activities were covered and within the common estates/mill operations within the industry. HIRARC for Besout 06 &amp; 07 Estates was sighted at random having details among others as follows</p> <table border="1" data-bbox="660 705 1289 1041"> <thead> <tr> <th>No</th> <th>Activity</th> </tr> </thead> <tbody> <tr><td>1</td><td>Harvesting – loading of Loose Fruits</td></tr> <tr><td>2</td><td>Harvesting – cutting of FFB &amp; fronds</td></tr> <tr><td>3</td><td>Workshop Operations</td></tr> <tr><td>4</td><td>Spraying / Weeding – Transportation of workers</td></tr> <tr><td>5</td><td>Spraying /weeding – Washing &amp; Cleaning</td></tr> <tr><td>6</td><td>Planting of beneficial plant</td></tr> <tr><td>7</td><td>Fertiliser loading and application</td></tr> <tr><td>8</td><td>Grass cutting in the line sites / paths.</td></tr> <tr><td>9</td><td>Chemical mixing</td></tr> <tr><td>10</td><td>FFB transportation to the mill.</td></tr> </tbody> </table> <p>All HIRARC were verified and approved accordingly. Similar HIRARC was maintained in Besout Palm Oil Mill shown among others in the below list.</p> <table border="1" data-bbox="660 1153 1289 1489"> <thead> <tr> <th>No</th> <th>Activity</th> </tr> </thead> <tbody> <tr><td>1</td><td>Reception FFB at ramp / hopper</td></tr> <tr><td>2</td><td>Loading/unloading of FFB cages steriliser</td></tr> <tr><td>3</td><td>FFB Threshing process</td></tr> <tr><td>4</td><td>Pressing of fruitlets into screw presses.</td></tr> <tr><td>5</td><td>Separation of fibres/shell</td></tr> <tr><td>6</td><td>Oil room process</td></tr> <tr><td>7</td><td>Nut cracking</td></tr> <tr><td>8</td><td>Boiler Operations</td></tr> <tr><td>9</td><td>Water Treatment Plant for Boiler Water Supply</td></tr> <tr><td>10</td><td>EFB storage and transportation to the estate.</td></tr> </tbody> </table> <p>Besout POM:                      The implementation of safety and health for outsiders was not following the own established procedure (Peraturan Am Keselamatan, dated 14/7/2010):</p> <ol style="list-style-type: none"> <li>1. Lorry driver wearing slipper instead of safety boot</li> <li>2. Drivers were smoking while driving to the ramp area</li> </ol> <p>Thus, major NC was raised.</p>	No	Activity	1	Harvesting – loading of Loose Fruits	2	Harvesting – cutting of FFB & fronds	3	Workshop Operations	4	Spraying / Weeding – Transportation of workers	5	Spraying /weeding – Washing & Cleaning	6	Planting of beneficial plant	7	Fertiliser loading and application	8	Grass cutting in the line sites / paths.	9	Chemical mixing	10	FFB transportation to the mill.	No	Activity	1	Reception FFB at ramp / hopper	2	Loading/unloading of FFB cages steriliser	3	FFB Threshing process	4	Pressing of fruitlets into screw presses.	5	Separation of fibres/shell	6	Oil room process	7	Nut cracking	8	Boiler Operations	9	Water Treatment Plant for Boiler Water Supply	10	EFB storage and transportation to the estate.	<p>Major nonconformance</p>
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8	Grass cutting in the line sites / paths.																																													
9	Chemical mixing																																													
10	FFB transportation to the mill.																																													
No	Activity																																													
1	Reception FFB at ramp / hopper																																													
2	Loading/unloading of FFB cages steriliser																																													
3	FFB Threshing process																																													
4	Pressing of fruitlets into screw presses.																																													
5	Separation of fibres/shell																																													
6	Oil room process																																													
7	Nut cracking																																													
8	Boiler Operations																																													
9	Water Treatment Plant for Boiler Water Supply																																													
10	EFB storage and transportation to the estate.																																													

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<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.          - Minor compliance -</p>	<p>Field visits to the following sites demonstrated that the employees were fully equipped the respective required PPE. Workers at site were interviewed with regards to PPE adherence.</p> <p>a) Besout 06 Estate.          Field no PR17 and PM09R to witness spraying and manuring operations . Sprayers were wearing mask, apron, nitrile gloves, rubber boots Workers assigned for fertiliser application (machine spreader) were in proper attire, boots, gloves and rubber boots</p> <p>b) Besout 07 Estate          Harvesting activities in field no PM 09F. Harvester and LF/Frond stacker were in safety shoes, gloves, and helmets. Along the journey inside the field drivers and harvesters were noted to be in safety helmets and their sickle, harvesting knife covered with the approved type.</p> <p>c) Besout Mill          All stations from weighbridge to despatches including the ETP were visited. All staff, operators were in safety shoes, gloves where applicable, safety vest etc. However outside drivers of FFB lorries were noted without shoes and safety helmets as stipulated in Mill Peraturan Am dated 14/7/10 clause 6.3.10 requiring all personnel entering the mill compound are to be equipped with safety helmets/shoes. Hence an NCR is raised.</p> <p>Trainings were provided during musters and also in session held in the estate community hall. The following training made for the employees were recorded as follows. Subjects extracted among others were mainly related to ESH, SOPs, chemical handlings.</p> <p>a) Besout Palm Oil Mill</p> <table border="1" data-bbox="662 1276 1292 1993"> <thead> <tr> <th>No</th> <th>Date</th> <th>Subject</th> <th>No of attendees</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>2/2/18</td> <td>Program Kerohanian</td> <td>15</td> </tr> <tr> <td>2</td> <td>29/1/18</td> <td>Pogram Kesihatan Keselamatan/Kesihatan &amp; HIRARC</td> <td>Entire Mill</td> </tr> <tr> <td>3</td> <td>16/5/17</td> <td>Latihan First Aid</td> <td>10</td> </tr> <tr> <td>4</td> <td>03/2/17</td> <td>Program Pencegahan Kebakaran</td> <td>Entire Mill</td> </tr> <tr> <td>5</td> <td>27/3/17</td> <td>Pengendalian Bahan Buangan Terjadual</td> <td>10</td> </tr> <tr> <td>6</td> <td>2/10/17</td> <td>Program Pengekalan Pendengaran</td> <td>Entire Mill</td> </tr> <tr> <td>7</td> <td>20/6/17</td> <td>Kursus Boiler</td> <td>15</td> </tr> <tr> <td>8</td> <td>4/8/17</td> <td>Latihan BOMBA /KKS Besout</td> <td>14</td> </tr> <tr> <td>9</td> <td>5/1/18</td> <td>Dialog Majikan / Petugas Boiler</td> <td>14</td> </tr> <tr> <td>10</td> <td>3/6/17</td> <td>Kursus Work Station – Oil Room</td> <td>7</td> </tr> <tr> <td>11</td> <td>26/9/17</td> <td>HR – Road show</td> <td>15</td> </tr> <tr> <td>12</td> <td>6/9/17</td> <td>Program QOHSE</td> <td>Entire Mill</td> </tr> <tr> <td>13</td> <td>20/6/17</td> <td>Taklimat Penutupan Kilang / Mil Inspection</td> <td>11</td> </tr> <tr> <td>14</td> <td>7/3/17</td> <td>Taklimat Polisi Kualiti, Keselamatan Kesihatan Pekerjaan &amp; Alam Sekitar</td> <td>Entire Mill</td> </tr> </tbody> </table>	No	Date	Subject	No of attendees	1	2/2/18	Program Kerohanian	15	2	29/1/18	Pogram Kesihatan Keselamatan/Kesihatan & HIRARC	Entire Mill	3	16/5/17	Latihan First Aid	10	4	03/2/17	Program Pencegahan Kebakaran	Entire Mill	5	27/3/17	Pengendalian Bahan Buangan Terjadual	10	6	2/10/17	Program Pengekalan Pendengaran	Entire Mill	7	20/6/17	Kursus Boiler	15	8	4/8/17	Latihan BOMBA /KKS Besout	14	9	5/1/18	Dialog Majikan / Petugas Boiler	14	10	3/6/17	Kursus Work Station – Oil Room	7	11	26/9/17	HR – Road show	15	12	6/9/17	Program QOHSE	Entire Mill	13	20/6/17	Taklimat Penutupan Kilang / Mil Inspection	11	14	7/3/17	Taklimat Polisi Kualiti, Keselamatan Kesihatan Pekerjaan & Alam Sekitar	Entire Mill	<p>Complied</p>
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		15	17/2/17	Internal Audit RSPO Taklimat & Perbincangan	-	-
		16	8/2/17	Task Force Penggunaan Air	-	
		17	4/1/17	Work Station Briefing	10	

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<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. - Major compliance -</p>	<p>Both the Estate Managers and Mill Manager were appointed as the Chairman of the ESH committee for their respective operating units The letters of appointment were sighted as follows;</p> <p>a) Letter to Manager Besout 07 dated 04/1/17 issued by Pengurus Besar Wilayah Trolak valid for a year term. The Manager in turn appointed the Assistant Manager as the Secretary for the committee. Job specifications have been listed in the letter. In addition there are series of letters issued to the appointed employees as committee members. Letters dated 02/2/18 were sighted.</p> <p>b) Letter as The Chairman of ESH committee for the Manager of Besout 07 dated 03/12/18 issued by the Pengurus Besar Wilayah Trolak.</p> <p>c) Similarly the Mill Manager was appointed as the Chairman for the Mill ESH committee. Letter dated 06/3/17 signed by Pengurus Besar Felda Palm Industries Sdn Bhd was sighted. Validity term of appointment is 1 year.</p> <p>The Assistants/Engineers respectively for both Estates and Mill were assigned as the OSH coordinator and responsible for all safety and environmental issues.</p> <p>Both estates /mill management conduct regular two-way communication with their employees through the quarterly ESH meeting. The dates of meeting in 2017 held were recorded below.</p> <table border="1" data-bbox="660 1263 1289 1395"> <thead> <tr> <th></th> <th>Besout 06 Estate</th> <th>Besout 07 Estate</th> <th>Besout POM</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>28/12/17</td> <td>28/12/17</td> <td>19/12/17</td> </tr> <tr> <td>2</td> <td>25/9/17</td> <td>18/9/17</td> <td>25/10/17</td> </tr> <tr> <td>3</td> <td>04/7/17</td> <td>17/7/17</td> <td>22/8/17</td> </tr> <tr> <td>4</td> <td>28/3/17</td> <td>20/3/17</td> <td>20/4/17</td> </tr> </tbody> </table> <p>The minutes of meeting for Besout 06 and 07 on 28/12/17 and 17/7/17 respectively were sighted and verified. The minutes of meeting for Besout Mill dated 22/8/17 was also sighted and verified. Workers during the meeting participated in the discussion mainly on line site, health and safety. This agenda list was sighted and adequate to discuss salient issues relating ESH, Line sites upkeep, accident review and safety audits</p>		Besout 06 Estate	Besout 07 Estate	Besout POM	1	28/12/17	28/12/17	19/12/17	2	25/9/17	18/9/17	25/10/17	3	04/7/17	17/7/17	22/8/17	4	28/3/17	20/3/17	20/4/17	<p>Complied</p>
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<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. - Minor compliance -</p>	<p>Accident and emergency procedures are available in adherence to the FGVP on <i>Crisis Management &amp; Emergency Response</i> plan and "Accident and Reporting and Investigation Procedure" in <i>Manual Keselamatan</i>. The estates identified the following emergency event requiring an emergency response plan (Prosedur KKP). The procedures were last updated on 18/11/15</p> <ul style="list-style-type: none"> <li>a) <i>Kecelakaan Parah</i></li> <li>b) <i>Kebakaran (Fire)</i></li> <li>c) <i>Kecelakaan Ringan</i></li> <li>d) <i>Banjir Di Ladang</i></li> </ul> <p>The mill similarly had the following incidences documented as the potential emergency event in relation to the mill operations;</p> <ul style="list-style-type: none"> <li>a) <i>Kebakaran</i></li> <li>b) <i>Kecelakaan yang menyebabkan hilang upaya/cacat</i></li> <li>c) <i>Kecelakaan yang menyebabkan cuti sakit melebihi 4 hari.</i></li> <li>d) <i>Letupan Boiler, turbin dan lain-lain</i></li> <li>e) <i>Keruntuhan Strucktur Kilang</i></li> </ul> <p>There are formation of ERP Team &amp; ERP for all the identified incidences. The organisation chart for the ERP team was established and displayed for information of the employees. The important telephone contact numbers were also provided therein. Procedures guidelines were produced by CDD unit and amended to tailor to the situation differences in the estates and mills. Sighted drills conducted by the estates and mill as follows;</p> <table border="1" data-bbox="660 1285 1270 1559"> <thead> <tr> <th></th> <th>Estate / Mill</th> <th>Date</th> <th>ERP Drill / Exercise</th> </tr> </thead> <tbody> <tr> <td>1</td> <td>Besout 06</td> <td>5/2/17</td> <td>Chemical Spillage</td> </tr> <tr> <td></td> <td></td> <td>16/10/17</td> <td>Fire</td> </tr> <tr> <td>2</td> <td>Besout 07</td> <td>26/1/18</td> <td>Chemical Spillage</td> </tr> <tr> <td></td> <td></td> <td>18/12/17</td> <td>Fire</td> </tr> <tr> <td>3</td> <td>Besout Mill</td> <td>3/2/17</td> <td>Fire</td> </tr> <tr> <td></td> <td></td> <td>4/8/17</td> <td>Fire Drill with BOMBA</td> </tr> <tr> <td></td> <td></td> <td>20/6/17</td> <td>Boiler emergencies</td> </tr> </tbody> </table> <p>The first aider were present during site visit at estate (spraying and manuring activities) and mill (office, operation, lab).</p> <p>Records of all accidents are kept in both estates for a min of 10 years. Incidences are recorded using LTA Lost Time Accident. Cases if any are reviewed during safety meetings.</p> <ul style="list-style-type: none"> <li>a) Besout 06 Estate registered I incidence on 25/11/17 with 38 days of medical leaves</li> <li>b) Besout 07 Estate had 1 case on 8/11/17 (commuting on m/cycle) in 2017 with 2 man-day lost. HIRARC was reviewed accordingly on 16/11/17.</li> <li>c) Besout Palm Oil Mill recorded 3 accident. Occurrence on 27/3/17, 27/8/17 and 28/9/17 having LTI of 42, 1 and 32 days respectively.</li> </ul>		Estate / Mill	Date	ERP Drill / Exercise	1	Besout 06	5/2/17	Chemical Spillage			16/10/17	Fire	2	Besout 07	26/1/18	Chemical Spillage			18/12/17	Fire	3	Besout Mill	3/2/17	Fire			4/8/17	Fire Drill with BOMBA			20/6/17	Boiler emergencies	<p>Complied</p>
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<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>Medical care is provided to all the employees. Reviewed on workers profile records found that all workers are covered by the accident insurances.</p> <p>a) Malaysian workers are covered by SOCSO or Perkeso (Pertubuhan Keselamatan Sosial).</p> <ul style="list-style-type: none"> <li>- Besout 07. Sampled Form 8A, "Jadual Caruman" for Dec 2017. Employer code no. 04300001288X.</li> <li>- Besout 06. Extracted submission of Form 8A for Aug 2017. Employer code is D4300001454B.</li> </ul> <p>b) Foreign workers are covered by <i>SKIM INSURAN PAMPASAN PEKERJA ASING (SPPA)</i>. / <i>SKIM INSURAN PINJAMAN PEKERJA ASING (FWER)</i>. Details of insurance coverage extracted from records on selective basis are shown below;</p> <table border="1" data-bbox="660 875 1289 1081"> <thead> <tr> <th>Insurance Policy No</th> <th>Coverage Period</th> <th>Remarks</th> </tr> </thead> <tbody> <tr> <td>Besout 07 - Etiqa Insurance</td> <td>21/12/17-20/12/18</td> <td>9 workers - Bangladesh</td> </tr> <tr> <td>Besout 06 - Etiqa Insurance cert no. TWF-W5023807-W1</td> <td>20/11/17-19/11/18</td> <td>1 worker - Indonesia</td> </tr> </tbody> </table>	Insurance Policy No	Coverage Period	Remarks	Besout 07 - Etiqa Insurance	21/12/17-20/12/18	9 workers - Bangladesh	Besout 06 - Etiqa Insurance cert no. TWF-W5023807-W1	20/11/17-19/11/18	1 worker - Indonesia	<p>Complied</p>
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<p>4.7.7</p> <p>Occupational injuries shall be recorded using Lost Time Accident (LTA) metrics</p> <p>- Minor compliance -</p>	<p>Records of all accidents are kept in both estates for a min of 10 years. Incidences are recorded using LTA Lost Time Accident. Cases if any are reviewed during safety meetings.</p> <p>d) Besout 06 Estate registered I incidence on 25/11/17 with 38 days of medical leaves</p> <p>e) Besout 07 Estate had 1 case on 8/11/17 (commuting on m/cycle) in 2017 with 2 man-day lost. HIRARC was reviewed accordingly on 16/11/17.</p> <p>f) Besout Palm Oil Mill recorded 3 accident. Occurrence on 27/3/17, 27/8/17 and 28/9/17 having LTI of 42, 1 and 32 days respectively.</p> <p>Where required submissions of JKPP 6, 7 &amp; 8 to DOSH were complied under the legislative requirement.</p>	<p>Complied</p>									
<p><b>Criterion 4.8:</b>  All staff, workers, smallholders and contract workers are appropriately trained.</p>											

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<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>Formal training programmes for 2017 that covered aspects of the RSPO Principles and Criteria, with regular assessments of training needs were available for all the estates/mill audited. Training Plan was for each operating units were established. A training need identification matrix has been established with target month/employees' group. The training program among others includes the following;:</p> <ul style="list-style-type: none"> <li>k) ESH Legal &amp; Other requirements</li> <li>l) Safe handling of chemical mixing/application</li> <li>m) Use &amp; Standard Exposure of Chemical Hazardous to Health (USECHH) 2000</li> <li>n) Accident Investigation Techniques/Document</li> <li>o) Emergency Respond Plan Training (e.g. Chemical spill, poisoning, Fire. Lightning)</li> <li>p) Competent First Aider Training</li> <li>q) First Aid Awareness Training – All Workers</li> <li>r) Scheduled waste management</li> <li>s) Safe Work Procedure for All Stations.</li> <li>t) Tractors Driving/Maintenance Training</li> </ul>	<p>Complied</p>
<p>4.8.2</p> <p>Records of training for each employee shall be maintained.</p> <p>- Minor compliance -</p>	<p>All estates / Mill visited continued to train its executives, staff and workers. Records of training were kept in the training file. The training records includes the following information</p> <ul style="list-style-type: none"> <li>a) Date /venue of training</li> <li>b) Title/subject of the training</li> <li>c) Name and signature of the participants</li> <li>d) Name of the trainer and capacity of the trainer..</li> </ul> <p>Where applicable supporting documents/training materials were attached for reference Details of training held in 2017 for the 2 estates and the mill are elaborated in indicator 4.7.3 above.</p>	<p>Complied</p>
<p><b>Principle 5: Environmental responsibility and conservation of natural resources and biodiversity</b></p>		
<p><b>Criterion 5.1:</b>  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.</p>		



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<p>5.1.1</p> <p>An environmental impact assessment (EIA) shall be documented.                      - Major compliance -</p>	<p>Besout POM- Procedure for Aspect Impact was established (FPI/L2/QOHSE-1.0, dated 23/11/16). Last Aspect Impact was reviewed on 4/2/2017</p> <p>The Environmental Aspect and Evaluation is monitored (updated when necessary) and it is deemed sufficient. Sample of assessment:</p> <ol style="list-style-type: none"> <li>1. Biogas Plant - Mitigation method: Follow operation procedure (Manual Operation Biogas)</li> <li>2. Effluent – Mitigation method: construct bunding</li> </ol> <p>However, the significance environmental aspects and impact register form (FPI/L4/QOHSE-1.8 Pind 0) was not related to the aspect, impact and mitigation method.</p> <ol style="list-style-type: none"> <li>1. Aspect: water spill (air terpercik), Impact: air pollution, Mitigation: construct bunding</li> <li>2. Aspect: noise, Impact: unpleasant working environment, Mitigation: PPE</li> <li>3. Aspect: sample MSM, Impact: unpleasant working, Mitigation: oil trap</li> <li>4. Aspect: vehicle, Impact: air pollution, Mitigation: Operation Procedure/PPE</li> </ol> <p>Besout 06 – Procedure for Aspect Impact was established (FGV/ML-1A/L2-Pr1, dated 1/6/2016). Last aspect impact was reviewed on 30/1/2018. The Environmental Aspect and Evaluation is monitored (updated when necessary) and it is deemed sufficient. Sample of assessment:</p> <ol style="list-style-type: none"> <li>1. Disposal of empty chemical container, Mitigation method: disposed as scheduled waste.</li> <li>2. Spraying activity (using chemical), Mitigation: Monitoring using workplace inspection.</li> </ol>	<p>Major nonconformance</p>
<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.                      - Minor compliance -</p>	<p>The management plan reviewed is deemed sufficient as it has properly as per the Environmental Aspect Evaluation. The management plan (aspect impact, water management plan, GHG management plan, waste management plan etc) had included the timeline, person in-charge and mitigation control</p>	<p>Complied</p>

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<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>The management plan (aspect impact, water management plan, GHG management plan, waste management plan etc) was last update on 3/1/2018. The plan was implemented accordingly by the management. For example:            Empty chemical containers from the mill are generally lubricant containers and chemical for boiler water treatment. All of the containers are disposed as scheduled waste.</p> <p>Scheduled waste stores are available at all operating units.</p> <p>The inventory of the schedule waste is using the e-swiss inventory system. The system was last updated on 09/10/2017 (Mill)</p> <p>The site observation confirmed that the generation of scheduled waste are properly identified and the first date of generation has been identified as according to the Environmental Quality Regulations (Scheduled Waste) 2005, Environmental Quality Act, 1974.</p> <p>The scheduled waste contractor is Aliran Segar Sdn Bhd. The license of scheduled waste collector has been reviewed and it has been confirmed at (<a href="https://eswis.doe.gov.my/facilityList.aspx">https://eswis.doe.gov.my/facilityList.aspx</a>) to confirm the granted SW disposal code by DOE. The latest disposal of the scheduled waste sampled:</p> <ol style="list-style-type: none"> <li>1. Mill – SW305 (0.4669 mt), SW306 (0.0360 mt) on 21/11/17 by Aliran Segar Sdn bhd.</li> <li>2. Besout 06- SW305 ( 0.1 mt) on 24/1/2018 by Aliran Segar Sdn Bhd</li> </ol> <p>License for Aliran Segar Sdn Bhd (004191) was sighted and valid until 30/4/2018.</p>	<p>Complied</p>
<p><b>Criterion 5.2:</b>            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>		
<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>Biodiversity was conducted by CDD Department, FGV Holding Bhd on 23/5/17 (Besout 6) and 25/5/2017 (Besout 7). No HCV found at FGVP Besout 6 and Besout 7.</p>	<p>Complied</p>
<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>Biodiversity was conducted by CDD Department, FGV Holding Bhd on 23/5/17. No RTE species found in the estate. However, the monitoring for RTE was established. The record shown that the workers saw the wild boar at field PM13T (Besout 6) on 20/1/2017 and workers saw "ayam hutan" at field PM09F (Besout 7) on 20/11/2017.</p>	<p>Complied</p>

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5.2.3 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. - Minor compliance -	Biodiversity was conducted by CDD Department, FGV Holding Bhd on 23/5/17. No RTE species found in the estate. However, the monitoring for RTE was established. The training was done on 12/3/2017 (Besout 6) and 25/5/2017 (Besout 7) by Assistant Manager.	Complied
5.2.4 Where a management plan has been created there shall be ongoing monitoring: • 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. - Minor compliance -	Biodiversity was conducted by CDD Department, FGV Holding Bhd on 23/5/17. No RTE species found in the estate. However the management plan 2017-2022 was established, eg: water management, monitor the spraying activity and manuring near to buffer zone area and survey for estate boundary.	Complied
5.2.5 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. - Minor compliance -	There are no HCV set-asides for local communities identified in all the estates.	Complied
<b>Criterion 5.3:</b> Waste is reduced, recycled, re-used and disposed of in an environmentally and socially responsible manner.		
5.3.1 All waste products and sources of pollution shall be identified and documented. - Major compliance -	Waste identification was available at mill. Refer to “ Penganalpastian sumber & jenis bahan buangan”. 1. Operation: Contaminated PPE, waste oil 2. Office: e-waste 3. Mill: Tyre, scrap iron 4. Housing complex: domestic waste, e-waste, recycle waste 5. Mill: EFB, POME, Shell, Mesocarp fibre	Complied

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<p>5.3.2</p> <p>All chemicals and their containers shall be disposed of responsibly.                      - Major compliance -</p>	<p>Empty chemical containers from the mill are generally lubricant containers and chemical for boiler water treatment. All of the containers are disposed as scheduled waste.</p> <p>Scheduled waste stores are available at all operating units.</p> <p>The inventory of the schedule waste is using the e-swiss inventory system. The system was last updated on 09/10/2017 (Mill)</p> <p>The site observation confirmed that the generation of scheduled waste are properly identified and the first date of generation has been identified as according to the Environmental Quality Regulations (Scheduled Waste) 2005, Environmental Quality Act, 1974.</p> <p>The scheduled waste contractor is Aliran Segar Sdn Bhd. The license of scheduled waste collector has been reviewed and it has been confirmed at (<a href="https://eswis.doe.gov.my/facilityList.aspx">https://eswis.doe.gov.my/facilityList.aspx</a>) to confirm the granted SW disposal code by DOE. The latest disposal of the scheduled waste sampled:</p> <ol style="list-style-type: none"> <li>1) Mill – SW305 (0.4669 mt), SW306 (0.0360 mt) on 21/11/17 by Aliran Segar Sdn bhd.</li> <li>2) Besout 06- SW305 ( 0.1 mt) on 24/1/2018 by Aliran Segar Sdn Bhd</li> </ol> <p>License for Aliran Segar Sdn Bhd (004191) was sighted and valid until 30/4/2018.</p>	<p>Complied</p>
<p>5.3.3</p> <p>A waste management and disposal plan to avoid or reduce pollution shall be documented and implemented.                      - Minor compliance -</p>	<p>Waste management and disposal plan was available. Sighted the document namely "Pengenalpastian sumber &amp; jenis bahan buangan" and "Mengenalpasti Aktiviti Pencemar Alam dan Pelan Tindakan untuk Mengurangkan Pencemaran" at mill and estate visited. For example, the scheduled waste was disposed through approved contractor (by DOE):</p> <ol style="list-style-type: none"> <li>1) Mill – SW305 (0.4669 mt), SW306 (0.0360 mt) on 21/11/17 by Aliran Segar Sdn bhd.</li> <li>2) Besout 06- SW305 ( 0.1 mt) on 24/1/2018 by Aliran Segar Sdn Bhd</li> </ol> <p>License for Aliran Segar Sdn Bhd (004191) was sighted and valid until 30/4/2018.</p>	<p>Complied</p>
<p><b>Criterion 5.4:</b>                      Efficiency of fossil fuel use and the use of renewable energy is optimised.</p>		

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5.4.1 A plan for improving efficiency of the use of fossil fuels and to optimise renewable energy shall be in place and monitored. - Minor compliance -	Plan for improving efficiency of the use of fossil fuels and plan to optimise renewable energy was established. Continual of periodic maintenance on field vehicles and diesel generators are in place for ensuring efficiency of vehicles to reduce fossil fuels consumption.  At the mill operations, the management has installed biogas plants. The recovered methane will be utilized for energy generations. However, during the assessment, the biogas was not operated.  <ul style="list-style-type: none"> <li>• Biogas plant – repairing HDPE Lining Membrane due to windstorm.</li> <li>• Huls Group visit report dated 20/9/2016- cause: external force such as strong wind had rip off the high stand –up HDPE membrane liner.</li> </ul>	Complied
<b>Criterion 5.5:</b> 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.		
5.5.1 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 -	During field assessment at immature area (Besout 06), no mark of burning was observed. The oil palm was felled and chips and the remaining was still able to be observed at the field.	Complied
5.5.2 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. - Minor compliance -	During field assessment at immature area (Besout 06) and replanting area (Besout 7), no mark of burning was observed. The oil palm was felled and chips and the remaining was still able to be observed at the field.	Complied
<b>Criterion 5.6:</b> Plans to reduce pollution and emissions, including greenhouse gases, are developed, implemented and monitored.		
5.6.1 An assessment of all polluting activities shall be conducted, including gaseous emissions, particulate/soot emissions and effluent (see Criterion 4.4). - Major compliance -	Procedure for Aspect Impact was established (FPI/L2/QOHSE-1.0, dated 23/11/16). Last Aspect Impact was reviewed on 4/2/2017.  Besout 06 – Procedure for Aspect Impact was established (FGV/ML-1A/L2-Pr1, dated 1/6/2016). Last aspect impact was reviewed on 30/1/2018.  The Environmental Aspect and Evaluation is monitored to include an assessment of all polluting activities (gaseous emissions, effluent etc)	Complied
5.6.2 Significant pollutants and greenhouse gas (GHG) emissions shall be identified, and plans to reduce or minimise them implemented. - Major compliance	The management was identified significant pollutants and greenhouse gas as per environment aspect and evaluation. The management has initiated the plan to reduce accordingly. For example, at the mill operations, the management has installed biogas plants. The recovered methane will be utilized for energy generations.	Complied

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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. - Minor compliance -	The GHG emissions due to the operations is identified and recorded in the palm GHG version 3.01. The management had communicated the GHG report to the RSPO accordingly on 2/2/2018.	Complied
<p><b>Principle 6: Responsible consideration of employees and of individuals and communities affected by growers and millers.</b></p>			
<p><b>Criterion 6.1:</b>            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>			
6.1.1	A social impact assessment (SIA) including records of meetings shall be documented. - Major compliance -	SIA was available at site for verify by te auditor. Sighted the report namely <i>Laporan Penilaian Impak Sosial KS Besout; Type: RSPO 2017 (Kriteria 6.1); Projek: KS Besout; Doc. No: 1/2017; Date: 15/9/2017 &amp; Jadual 5.2.1 Pelan Pengurusan (Management Plan) bagi impak Sosial di KS Besout</i> and <i>Laporan Penilaian Impak Sosial FGVPM Besout 7; Type: RSPO 2017 (Kriteria 6.1); Projek: FGVPM Besout 7; Doc. No: 1/2017; Date: 14/9/2017 &amp; Jadual 5.2.1 Pelan Pengurusan (Management Plan) bagi Impak Sosial di Ladang FGVPM Besout 7.</i>  Records of meeting namely <i>Majlis Perjumpaan Bersama Pihak Yang Berkepentingan/Stakeholders Anjuran Kompleks Wilayah Trolak; Dewan Rajawali, Felda Residence Trolak, Perak, 10 Ogos 2017</i> was sighted and available at site. The minute of meeting was verified by the auditor.	Complied
6.1.2	There shall be evidence that the assessment has been done with the participation of affected parties. - Major compliance -	The assessment for Besout POM and estates was conducted with the participation of internal stakeholders and some external stakeholders such as neighbouring estates, school teachers and nurse from government clinic. Besides, stakeholder meeting was conducted on 24/8/2017 to involve a wider range of external stakeholders such as government authorities on the assessment. Meeting also conducted by CDD unit of Environment & Sustainability Department FGV as per records sighted for Program Stakeholder Consultation Kompleks Besout & Trolak; Date: 10/8/2017; Venue: Dewan Rajawali, Felda Residence Trolak. Feedbacks recorded in Borang Soal Selidik which were fed into SIA and management plan.	Complied
6.1.3	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. - Major compliance -	Management action plan consists of avoidance/mitigation of negative impacts and promotion of positive ones has been established with monitoring conducted accordingly. A sample of monitoring for the plan to ensure no dispute between FGV with local aborigine villagers on land boundary sighted are Rekod Pemantauan Batu Sempadan shown the GPS coordinate of and number of boundary stone within own land area.	Complied

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6.1.4	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. - Minor compliance -	Complied
6.1.5	Particular attention shall be paid to the impacts of smallholder schemes (where the plantation includes such a scheme). - Minor compliance -	Not applicable
<b>Criterion 6.2:</b> There are open and transparent methods for communication and consultation between growers and/or millers, local communities and other affected or interested parties.		
6.2.1	Consultation and communication procedures shall be documented. - Major compliance -	Complied
6.2.2	A management official responsible for these issues shall be nominated. - Minor compliance -	Complied



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6.2.3 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. - Minor compliance -	Stakeholder list kept at each operating units as well as by sustainability team. Records of communications sighted amongst all include the following: <ul style="list-style-type: none"> <li>Stakeholder meeting records i.e. <i>Majlis Perjumpaan Bersama Pihak Yang Berkepentingan/Stakeholders Anjuran Kompleks Wilayah Trolak; Dewan Rajawali</i>; at Felda Residence Trolak, Perak; Date: 10/8/2017</li> <li>Communication records including <i>Buku Aduan</i> (Complaint Book), <i>Buku Laporan Kerosakan</i> sighted available. Records shown</li> <li>Communication letter to livestock owner i.e. <i>Surat kepada semua penternak lembu, rancangan Felda besout 1,2 &amp; 3, Pengurus Rancangan Felda Besout 1,2 &amp; 3</i>; Bul.: (30)620/1-1-20; Date: 19/10/2017 on <i>Program Penaburan Butik</i> (Rat Bait).</li> <li>Stakeholder meeting invitation records i.e. <i>Jemputan Mesyuarat Penerangan Berkaitan RSPO</i>; Bil.: (82)620/7-1-6; Date: 10/4/2017 to <i>Ketua Balai Polis Slim River, Pengarah Hospital Slim River, Ketua Balai Bomba Slim River, Pengurus Ladang Risda Serigala &amp; Tok Batin Orang Asli Kg. Changkat Ramu</i></li> </ul>	Complied
<b>Criterion 6.3:</b> There is a mutually agreed and documented system for dealing with complaints and grievances, which is implemented and accepted by all effected parties.		
6.3.1 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. - Major compliance -	FGV has established " <i>Menangani Aduan dan Rungutan</i> " procedure with Doc. No. FGV/ML-1A/L2-Pr13 dated 1/6/2016. Scope of the procedure covered all the complaints related to Project issues, damage or broken of housing, settlers issue under FELDA and social welfare of workers. Assistant Manager and the Manager are responsible to handle and resolve the complaints as stated in the procedure on timely manner. Joint Consultative Committee as the role to discuss if there are any complaints or grievances reported.	Complied
6.3.2 Documentation of both the process by which a dispute was resolved and the outcome shall be available. - Major compliance –	Besout POM and Besout 6 Estate has implemented Record Book for complaints and grievance for internal and external stakeholders such as settlers. Besides, Housing Repair for Worker Form was implemented for the workers to complaint if there is any damage to their house. There was no complaint received from settlers since October 2016 in POM. For internal and other external stakeholders, the complaints were related to housing repair, request for assistance on vehicle and etc. Seen the evidence of action taken such as photo after the repair work has completed.  Besides, the complainant had acknowledged on the complaint form after the action has been taken.	Complied
<b>Criterion 6.4:</b> 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.		



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Criterion / Indicator	Assessment Findings	Compliance
6.4.1 A procedure for identifying legal, customary or user rights, and a procedure for identifying people entitled to compensation, shall be in place. - Major compliance -	Felda Global Ventures has developed procedure on " <i>Pengenalpastian dan penyelesaian pertikaian tanah</i> " with Doc. No. FGV/ML-1A/L1-Pr10 dated 1/6/2016. The objective of the procedure is to handle and monitor issue raised from local communities on customary or user rights. Procedure on the compensation to the people entitled and monitoring of boundary stone was detailing in the procedure. Compensation will be paid according to basic cost/ acre and market land price.  3.1.4 Prosedur Mengenalpasti Hak Perundangan dan Adat; Doc. No.: ML-1A/L2-PR13(0); Issue date: Mac 2012	Complied
6.4.2 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. - Minor compliance -	As per the procedure stated in criteria 6.4.1.	Complied
6.4.3 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. - Major compliance -	No issues related to loss of legal customary rights with indigenous peoples, local communities, settlers and other stakeholders reported during the time of audit through interviewed with the settlers. Boundary stone and trenches were available to demarcate the boundary of land between the neighboring stakeholders.	Complied
<b>Criterion 6.5:</b> 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.		

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Criterion / Indicator	Assessment Findings	Compliance
<p>6.5.1 Documentation of pay and conditions shall be available.                      - Major compliance -</p>	<p>Available in sampled file <i>Penyata Gaji</i> (Payslip) 2017 (G7) – Workers</p> <p>Payment &amp; deduction made as per approved permit specified in <i>Surat Keberaran Potongan Gaji Petugas Felda Palm Industries</i>; Doc. # FGV/ML-1A/L5-AP39; Rev.: 0; Issue: 1; effective date: 1/6/2016 by <i>Ketua Pengarah Buruh, Semenanjung Malaysia, Kementerian Sumber Manusia</i>. Permits through Felda Holdings Sdn. Bhd.:</p> <ul style="list-style-type: none"> <li>i) <i>Jabatan Buruh Semenanjung Malaysia Permit Potongan Daripada Gaji Pekerja</i>; Serial # PP3/34/0247; effective date: 15/5/1999.</li> <li>ii) <i>Permit Potongan Daripada Gaji Pekerja</i>; Serial # PP3/34/1013; effective date: 16/1/2005</li> <li>iii) Other permit, obtained through FPISB including for <i>Pinjaman Perumahan, KPF, Yuran Asrama Semai Bakti, Bayaran Rawatan Perubatan, Tabung Kebajikan</i>. Following mill workers sampled:</li> <li>iv) Workers ID # 1204070; Nationality: Malaysian; Joined date: 21/7/1991; Post: Senior Operator; Grade: G6T</li> <li>v) Workers ID # 1208656; Nationality: Malaysian; Joined date: 15/6/2009; Post: Pekerja Am; Grade: G7T</li> <li>vi) Workers ID # 1211317; Nationality: Malaysian; Joined date: 5/9/2017; Post: Pekerja Am; Grade: G7T</li> </ul>	<p>Complied</p>

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Criterion / Indicator	Assessment Findings	Compliance
<p>6.5.2 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>Employment for local for mill offer letter with additional details as specified in following documents:</p> <p>i) <i>Syarat-syarat Perkhidmatan Petugas Syarikat Kumpulan Felde &amp; Kod Etika dan Tatalaku Petugas Syarikat Kumpulan Felde; Berkuatkuasa mulai 1 Januari 2010</i></p> <p>ii) <i>Perjanjian Bersama antara Felde Palm Industries Sdn. Bhd. dengan Kesatuan Pekerja-pekerja Felde Palm Industries Sdn. Bhd. Semenanjung; 01 Januari 2016 hingga 31 Disember 2018</i></p> <p>Agreement template i.e. <i>Perjanjian Kontrak Pekerjaan Di Antara Felde Global Ventures Plantations (Malaysia) Sdn. Bhd. Dengan Tenaga Kerja Asing; Pindaan 2/2015</i> was being used. The agreement for estate foreign workers specifying the <i>gaji/upah</i> (wages) was referring to <i>Kadar Upah Kerja Pekerja Ladang KUK BIL. 04/2014 FGVPMBS</i> based on Minimum Wage Order. Sampled workers Besout 06:</p> <p>i) Workers ID # LW04550051; Nationality: Malaysian; Joined date: 1/8/2007;</p> <p>ii) Post: General Worker – Operational</p> <p>iii) Workers ID # FW4550014; Nationality: Indonesian; Joined date: 7/1/2013; Post: Harvester</p> <p>iv) Workers ID # FW4550006; Nationality: Bangladeshi; Joined date: 2/8/2007; Post: Harvester</p> <p>v) Workers ID # LW04550078; Nationality: Malaysian; Joined date: 2/3/2009; Post: General Worker – Operational</p> <p>vi) Workers ID # FW04550809; Nationality: Indonesian; Joined date: 29/6/2015; Post: General Worker – Operational</p> <p>vii) Workers ID # FW04550967; Nationality: Bangladeshi; Joined date: 29/6/2015; Post: General Worker – Operational</p> <p>Besout 07:</p> <p>i) Workers ID # FW06200878; Nationality: Indonesian; Joined date: 8/3/2016; Post: Harvester</p> <p>ii) Workers ID # FW06200992; Nationality: Bangladeshi; Joined date: 11/11/2017; Post: General Worker – Operational</p> <p>Initial agreement for foreign workers employment was set for two years with the option to renew one year on annual basis up to maximum 10 years period of service as per <i>Surat Edaran No. 253/Atnaker/03/20155 Kedutaan Besar Republik Indonesia, Kuala Lumpur.</i></p>	<p>Complied</p>

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Criterion / Indicator		Assessment Findings	Compliance
6.5.3	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. - Minor compliance –	Housing is provided for free to the workers. Free medical treatment for workers are available at government Clinic and company panel clinics which is located in Slim River and Trolak. Mill provides dedicated van for transport to clinic. Government schools are within close proximity of the Estate and Mill. Electricity and water are available from government supply.	Complied
6.5.4	Growers and millers shall make demonstrable efforts to monitor and improve workers’ access to adequate, sufficient and affordable food. - Minor compliance –	Foods are accessible through sundry shops at the vicinity of the operating units as well as nearby town of Slim River and Trolak. Most of the sundry shops are operated by the settlers (Felda) through its Village Committee (JKKR) and there’s also FGV parent company’s (Felda) own supermarket i.e. Felda D’Mart which sell sundries at reasonable prices.	Complied
<b>Criterion 6.6:</b> 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.			
6.6.1	A published statement in local languages recognising freedom of association shall be available. - Major compliance -	Felda Global Ventures has developed Freedom to Voice and Freedom of Association Policy with Doc. No. ML-1A/L1-Po11(0) dated 1/6/2014. This was communicated to all employees during daily muster assembly and meetings as recorded in the muster briefing records.	Complied
6.6.2	Minutes of meetings with main trade unions or workers representatives shall be documented. - Minor compliance -	Meetings were conducted as per documented evidence sighted as following: <ul style="list-style-type: none"> <li>Felda Global Ventures Plantations (Malaysia) Sdn. Bhd.; Sesi Perjumpaan Pengurusan Wilayah Trolak Bersama Kesatuan FPISB &amp; FGVPM; Bil.: 01/2016; Date: 10/5/2016</li> <li>Latest meeting minutes (<i>Minit Mesyuarat Ahli Jawatankuasa Bersama Pengurusan KS Besout Sesi 2016-2019</i>) sighted available; date: 7/2/2018 Bil.: (03)505/Caw.Bst/Ses2016-2019 at mill; for estates, minutes documented as <i>Minit Mesyuarat Jawatankuasa Kebajikan Pekerja Ladang Ladang Besout 07</i>; Bil.: 01/2018; date: 25/1/2018</li> </ul>	Complied
<b>Criterion 6.7:</b> Children are not employed or exploited.			
6.7.1	There shall be documentary evidence that minimum age requirements are met. - Major compliance -	Felda Global Ventures has developed Child Labour Policy with Doc. No. ML-1A/L1-Po5(0) dated 1/6/2014 where the company will not recruit any individual who less than 18 years old to work in plantations. Besides, " <i>Mengelak Penggajian Buruh Kanak-kanak</i> " procedure with Doc. No. ML-1A/L2-Pr18(0) dated 1/6/2016 was developed to ensure no child labour was recruited. Document reviewed on the list of workers confirmed that all the employees were above 18 years old.	Complied
<b>Criterion 6.8:</b> Any form of discrimination based on race, caste, national origin, religion, disability, gender, sexual orientation, union membership, political affiliation, or age, is prohibited.			

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Criterion / Indicator	Assessment Findings	Compliance
6.8.1 A publicly available equal opportunities policy including identification of relevant/affected groups in the local environment shall be documented. - Major compliance -	Felda Global Ventures has established Equal Opportunity Policy with Doc. No. ML-1A/L1-Po2(0) dated 1/6/2014. The company was committed to ensure all the employees were treated equally. This policy was displayed publicly in strategic locations within all operating units and communicated directly to employees as well through general assembly and relevant meetings.	Complied
6.8.2 Evidence shall be provided that employees and groups including local communities, women, and migrant workers have not been discriminated against. - Major compliance -	Through document reviewed on the list of employees found that the composition of workers are local, foreign workers and contract workers, male and female workers. No discrimination was sighted based on interview with the workers. The management treated all the workers fairly and equally without discrimination. All the workers were provided with housing and medical facilities.	Complied
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. - Minor compliance -	Depending on the nature of work positions, The operating unit management takes into considerations the needs for technical qualifications/experience and related skills in recruitment selection, hiring and promotion exercises. It was verified that the promotions to higher position at the estates and Mill were based on evaluations which considered the skill, capabilities, qualities and medical fitness of the employees.	Complied
<b>Criterion 6.9:</b> There is no harassment or abuse in the work place, and reproductive rights are protected.		
6.9.1 Policy to prevent sexual and all other forms of harassment and violence shall be implemented and communicated to all levels of the workforce. - Major compliance -	Felda Global Ventures has developed Sexual Harassment, Violence and Reproductive Rights Policy dated 1/6/2014. The company is committed to protect the rights of women on the reproductive and family planning. Discrimination is not allowed in the company. Briefing of the policy was conducted on 1/4/2017 at the mill and attendance list was sighted.	Complied
6.9.2 A policy to protect the reproductive rights of all, especially of women, shall be implemented and communicated to all levels of the workforce. - Major compliance -	Felda Global Ventures has developed Sexual Harassment, Violence and Reproductive Rights Policy dated 1/6/2014. The company is committed to protect the rights of women on the reproductive and family planning. Discrimination is not allowed in the company. The women employees were given rights to breast-feeding to their babies. Briefing of the policy was conducted on 1/4/2017 at the mill and attendance list was sighted.	Complied
6.9.3 A specific grievance mechanism which respects anonymity and protects complainants where requested shall be established, implemented, and communicated to all levels of the workforce. - Minor compliance -	Gender Committee was established in the Besout POM. Meeting was conducted on 9/11/2017 for whole Besout Complex (Besout POM, FGV Besout 06 & FGV Besout 07). Seen the meeting minutes and policies of the company and function of the committee were briefed in the meeting. Flowchart of the complaint procedure was explained to the committees as well. There was no sexual harassment or violence case reported so far.  Besout 06 KKD Chairperson: Perlantikan Sebagai Pengerusi Kelab Keluarga Daya Budi (KKD) Bagi Tahun 2018; Bil.: (1)KKD-B6/2018; 26/1/2018. Besout 06 meeting 25/1/2018.kk	Complied

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Criterion / Indicator		Assessment Findings	Compliance
<b>Criterion 6.10:</b> Growers and mills deal fairly and transparently with smallholders and other local businesses.			
6.10.1	Current and past prices paid for Fresh Fruit Bunches (FFB) shall be publicly available. - Minor compliance -	Price of past and current FFB price has been displayed at the mill office near weighbridge counter. Sighted the price as of 6/2/2018 was:  RM 27.00/% - Grade A  RM 26.50/% - Grade B	Complied
6.10.2	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). - Major compliance -	Record kept at Jabatan Belian BTS FGV HQ. The miller was explained during the campaign. The letter namely <i>Jemputan ke kempen kualiti BTS di KS Besout; date: 13/10/2017; letter ref.: (67)4030/850/730/BS/DIS 1.2; dated 12/10/2017</i> was sighted.	Complied
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. - Minor compliance -	All FFB suppliers including Felda settlers were given the fair, legal and transparent contractual agreements of FFB selling. Regular meetings were conducted by the mill with these settlers with latest records sighted for <i>Mesyuarat Jawatankuasa Permuafakatan Produktiviti &amp; Kualiti (JPPK) Kilang Sawit Besout</i> ; Bil.: 01/2018; Date: 04/1/2018; previous Bil.: 12/2017; Date: 21/12/2017. Previous bil.: 10/2017; dated 17/10/2017	Complied
6.10.4	Agreed payments shall be made in a timely manner. - Minor compliance -	Agreed payments were timely paid as per sighted sample of Payment Voucher; 0620 – Besout 07; Ref. no.: CLP062018010035; Date: 23/1/2018; Vendor: 2673 – SG Bathe Sdn. Bhd.	Complied
<b>Criterion 6.11:</b> Growers and millers contribute to local sustainable development where appropriate.			
6.11.1	Contributions to local development that are based on the results of consultation with local communities shall be demonstrated. - Minor compliance –	Few contributions were made by FGV towards local communities. Records sighted for the sample contributions of following: <ul style="list-style-type: none"> <li>• Mill transport (van) free lending (<i>Permohonan meminjam van kilang beserta pemandu</i>, dated 11/1/2018; JKKR Felda Besout 03</li> <li>• Contributions for school programs i.e. <i>Majlis Anugerah Kecemerlangan Akademik 2017</i>, SMK (F) Besout, Sungkai, Perak dated 28/4/2017</li> </ul>	Complied
6.11.2	Where there are scheme smallholders, there shall be evidence that efforts and/or resources have been allocated to improve smallholder productivity. - Minor compliance –	No scheme smallholders involved in the certification unit.	Not applicable
<b>Criterion 6.12:</b> No forms of forced or trafficked labour are used.			
6.12.1	There shall be evidence that no forms of forced or trafficked labour are used. - Major compliance -	Workers, staff and stakeholder interview confirm that there is no any form of forced labour or trafficked labour in the operating units. All employees have employment contract and paid the agreed national minimum wages.	Complied

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6.12.2	Where applicable, it shall be demonstrated that no contract substitution has occurred. - Minor compliance –	There was no evidence of contract substitution and this was confirmed from interviews with workers and relevant stakeholders.	Complied
6.12.3	Where temporary or migrant workers are employed, a special labour policy and procedures shall be established and implemented. - Major compliance -	Felda Global Ventures has developed Recruitment of Foreign Workers Policy with Doc. No. ML-1A/L1-Po8(0) dated 1/6/2014 where the company not discriminate on the selection of workers and no substitution of contract. Besides, orientation program on the language, safety, labour law and cultural practices were included into the policy as sighted in the daily muster briefing records dated 18/5/2017. The company also provide decent living condition and insurance to all the workers.	Complied
<b>Criterion 6.13:</b> Growers and millers respect human rights.			
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 -	Felda Global Ventures has developed Human Rights Policy with Doc. No. ML-1A/L1-Po12(0) dated 1/6/2014. FGV is committed and support human rights. Briefing of the policy was conducted on 2/9/2017 at the mill. Besides, the policy was publicly displayed at the office area.	Complied
6.13.2	As long as children of foreign workers in Sabah and Sarawak are ineligible to attend government school, the plantation companies should engage in a process to secure these children access to education as a moral obligation.	Not applicable for Peninsular Malaysia.	Not applicable
<b>Principle 7: Responsible development of new plantings</b>			
FGVP(M) Besout Palm Oil Mill Certification Unit and supply base did not carry out any new plantings since November 2005. Therefore, Principle 7 is not applicable during this annual surveillance assessment. The immature areas are replanted area.			
<b>Principle 8: Commitment to continual improvement in key areas of activity</b>			
<b>Criterion 8.1:</b> Growers and millers regularly monitor and review their activities, and develop and implement action plans that allow demonstrable continual improvement in key operations.			

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<p>8.1.1</p> <p>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"> <li>• Reduction in use of pesticides(Criterion 4.6);</li> <li>• Environmental impacts (Criteria 4.3, 5.1 and 5.2);</li> <li>• Waste reduction (Criterion 5.3);</li> <li>• Pollution and greenhouse gas (GHG) emissions (Criteria 5.6 and 7.8);</li> <li>• Social impacts (Criterion 6.1);               <ul style="list-style-type: none"> <li>• Optimising the yield of the supply base.</li> </ul> </li> </ul> <p>- Major compliance -</p>	<p>The management has been established and implemented continuous improvement plan:</p> <p>A) Besout POM</p> <ol style="list-style-type: none"> <li>1. Reduce diesel consumption for primemover and genset</li> <li>2. Control of EFB dumping area and landfill</li> <li>3. Campaign for recycle</li> <li>4. No open burning</li> <li>5. CSR</li> <li>6. Preventive maintenance</li> </ol> <p>B) Besout 06 and Besout 07</p> <ol style="list-style-type: none"> <li>1. Reduce pesticide usage</li> <li>2. Increase manuring area using subsoil application.</li> <li>3. Maximize recycle and reduce waste</li> <li>4. Control GHG emission.</li> <li>5. Increase production of FFB</li> <li>6. Increase barn owl boxes</li> <li>7. Increase planting of beneficial plant</li> <li>8. Maximize used of rotor slasher for harvesting path</li> </ol>	<p>Complied</p>



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**Appendix B: Approved Time Bound Plan**

Palm Oil Mill		Country	Supply Bases (estates, plantations, associations)	Targeted RSPO Certification Year	Current Certification Status as per this audit
1	KS Selancar 2B	Malaysia	FGVPM Selancar 6 FGVPM Selancar 8 FGVPM Selancar 9	2017	Certified
2	KS Aring A	Malaysia	FGVPM Aring 2 FGVPM Aring 3 FGVPM Aring 4 FGVPM Aring 5 FGVPM Aring 6 FGVPM Aring 8 FGVPM Aring 10 FGVPM Aring 11	2017	Certified
3	KS Selendang	Malaysia	FGVPM Selendang 3 FGVPM Selendang 4 FGVPM Selendang 5 FGVPM Berabong 1	2018	Certified
4	KS Bukit Sagu	Malaysia	FGVPM Bukit Sagu 4 FGVPM Bukit Sagu 6 FGVPM Bukit Sagu 7 FGVPM Bukit Sagu 8	2017	Certified
5	KS Keratong 9	Malaysia	FGVPM Bera Selatan 5 FGVPM Bera Selatan 7 FGVPM Merchong FGVPM Keratong Timur FASSB Merchong	2017	Certified
6	KS Lepar Utara 6	Malaysia	FGVPM Lepar Utara 7 FGVPM Lepar Utara 8 FGVPM Lepar Utara 9 FGVPM Lepar Utara 11	2017	Certified
7	KS Maokil	Malaysia	FGVPM Maokil 6 FGVPM Maokil 7	2018	Certified
8	KS Kemasul	Malaysia	FGVPM Mengkarak 1 FGVPM Mengkarak 2	2018	Certified
9	KS Krau	Malaysia	FGVPM Krau 2 FGVPM Krau 4	2018	Certified
10	KS Lepar Hilir	Malaysia	FGVPM Lepar Hilir 5 FGVPM Lepar Hilir 6 FGVPM Lepar Hilir 8	2017	Certified
11	KS Triang	Malaysia	FGVPM Triang 2 FGVPM Triang Selatan 1 FGVPM Triang 4	2017	Audited

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12	KS Kechau B	Malaysia	FGVPM Kechau 6 FGVPM Kechau 8 FGVPM Kechau 9 FGVPM Kechau 10	2017	Audited
13	KS Palong Timur	Malaysia	FGVPM Palong Timur 4/5 FGVPM Palong Timur 06	2018	Audited
14	Besout	Malaysia	FGVPM Besout 6, FGVPM Besout 7	2018	-
15	KS Neram	Malaysia	FGVPM Cherul 03	2018	Public consultation
16	KS Chini 3	Malaysia	FGVPM Terapai 1 FGVPM Chini Timur 4	2018	Public consultation
17	KS Chiku	Malaysia	FGVPM Ciku 4 FGVPM Ciku 8	2018	-
18	KS Keratong 2	Malaysia	FGVPM Bera Selatan 3	2019	-
19	KS Serting	Malaysia	FGVPM Palong 17 FGVPM Palong 18 FGVPM Palong 21	2018	-
20	KS Keratong 3	Malaysia	FGVPM Keratong 11	2019	Public consultation
21	KS Kerteh	Malaysia	FASSB Kerteh FGVPM Semaring 01	2018	-
22	KS Kota	Malaysia	FASSB PPPTR FASSB K.GELANGGI 5/6	2018	-
23	KS Jengka 21	Malaysia	FASSB Jengka 24/25	2019	-
24	KS Penggeli	Malaysia	FGVPM Inas Selatan	2019	-
25	KS Belitong	Malaysia	FASSB Ulu Belitong FGVPM Bukit Tongkat B	2019	-
26	KS Kulai	Malaysia	FASSB Bkt Besar/Taib Andak	2019	-
27	KS Adela	Malaysia	FGVPM Kledang 2	2019	-

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28	KS Serting Hilir	Malaysia	FGVPM Tembangau 03 FGVPM Tembangau 05 FGVPM Tembangau 06 FGVPM Tembangau 07 FGVPM Tembangau 08 FGVPM Tembangau 09 FGVPM Serting Hilir 8 FGVPM Serting Hilir 9 FGVPM Serting Hilir	2018	-
29	KS Bukit Kepayang	Malaysia	FGVPM Terapai 3	2019	-
30	KS Jerangau Baru	Malaysia	FGVPM Rantau abang 1 FGVPM Rantau abang 2 FGVPM Chador 1	2018	-
31	KS Tenggaroh	Malaysia	FGVPM Tenggaroh 9 FGVPM Tenggaroh 11 FGVPM Tenggaroh 13	2018	-
32	KS Nitar	Malaysia	FGVPM Nitar Timur	2018	-
33	KS Chalok	Malaysia	FGVPM Setiu 1	2019	-
34	KS Wa Ha	Malaysia	FGVPM Bukit Aping 02	2020	-
35	KS Sampadi	Malaysia	FGVPM Sampadi 01 FGVPM Sampadi 03 FGVPM Sampadi 04 FGVPM Sampadi 05 FGVPM Sampadi 05	2021	-
36	Mempaga	Malaysia	n/a	n/a	-
37	KS Kalabakan	Malaysia	FGVPM Kalabakan Utara 01 FGVPM Kalabakan Tengah 01 FGVPM Kalabakan Selatan	2017	-
38	KS Kembara Sakti	Malaysia	FGVPM Sahabat 30 FGVPM Sahabat 35 FGVPM Sahabat 40 FGVPM Sahabat 41 FGVPM Sahabat 42 FGVPM Sahabat 43	2017	-
39	KS Nilam Permata	Malaysia	FGVPM Sahabat 50 FGVPM Sahabat 51 FGVPM Sahabat 52 FGVPM Sahabat 53 FGVPM Sahabat 54	2017	-

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40	KS Hampanan Badai	Malaysia	FGVPM Sahabat 23 FGVPM Sahabat 24 FGVPM Sahabat 26 FGVPM Sahabat 28 FGVPM Sahabat 31 FGVPM Sahabat 33 FGVPM Sahabat 34 FASSB Tambisan	2017	-
41	KS Mercu Puspita	Malaysia	FGVPM Sahabat 07 FGVPM Sahabat 46 FGVPM Sahabat 48	2017	-
42	KS Lancang Kemudi	Malaysia	FGVPM Sahabat 10 FGVPM Sahabat 36 FGVPM Sahabat 38 FGVPM Sahabat 39 FGVPM Sahabat 44 FGVPM Sahabat 45	2017	-
43	KS Embara Budi	Malaysia	FGVPM Sahabat 11 FGVPM Sahabat 12 FGVPM Sahabat 17 FGVPM Sahabat 56 FGVPM Sahabat 20 FGVPM Sahabat 21 FGVPM Sahabat 22	2017	-
44	KS Baiduri Ayu	Malaysia	FGVPM Sahabat 09 FGVPM Sahabat 16 FGVPM Sahabat 55	2017	-
45	KS Umas	Malaysia	FGVPM Umas 05 FGVPM Umas 06	2017	-
46	KS Tenggaroh Timur	Malaysia	FGVPM Tenggaroh 12 FGVPM Tenggaroh Timur 2	2018	-
47	KS Selancar 2A	Malaysia	n/a	n/a	-
48	KS Bukit Mendi	Malaysia	n/a	n/a	-
49	KS Jengka 8	Malaysia	n/a	n/a	-
50	KS Jengka 18	Malaysia	n/a	n/a	-
51	KS Jengka 3	Malaysia	n/a	n/a	-

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52	KS Padang Piol	Malaysia	n/a	n/a	-
53	KS Tersang	Malaysia	n/a	n/a	-
54	KS Pontian Fico	Malaysia	Pontian Fico Pontian Subok Pontian Orico Pontian Pendirosa Pontian Hillco Rawajaya Sdn Bhd Blossom Plantation Sdn Bhd	2017	-
55	KS Tementi	Malaysia	FGVPM Bera Selatan 1 FGVPM Bera Selatan 4	2018 2018	-
56	KS Kemahang	Malaysia	n/a	n/a	n/a
57	KS Chini 2	Malaysia	n/a	n/a	n/a
58	KS Jerangau	Malaysia	n/a	n/a	n/a
59	KS Trolak	Malaysia	n/a	n/a	n/a
60	KS Semenchu	Malaysia	n/a	n/a	n/a
61	KS Panching	Malaysia	n/a	n/a	n/a
62	KS Air Tawar	Malaysia	n/a	n/a	n/a
63	KS Lok Heng	Malaysia	n/a	n/a	n/a
64	KS Sg Tenggi	Malaysia	n/a	n/a	n/a
65	KS Pasoh	Malaysia	n/a	n/a	n/a
66	KS Kahang	Malaysia	n/a	n/a	n/a

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Time Bound Plan Forecast for RSPO Certification of all FGV Palm Oil Mills & Supply Bases					
	Palm Oil Mill		FFB Supplier	Year	Status
67	Asian Plantation Miling Sdn Bhd (Group Certification)	Malaysia	Incosetia Sdn Bhd Kronos Plantations Sdn Bhd Fortune Plantation Sdn Bhd BJ Corporation Sdn Bhd Grand Performance Sdn Bhd	2021	-
68	Tanah Emas Oil Palm Processing (Group Certification)	Malaysia	Sri Kehuma Yapidmas AE Tanah Emas Corporation Berhad (TECB) Ladang Kluang Yapidmas D Sri Mosta 1 Sri Mosta 2 Sri Mosta 3 Cepat Ringgit A Cepat Ringgit B Cepat Ringgit D Karamuak Karamuak 2 Sg Milian Sg Milian 2 Sg Imbak Kuamut	2021	-
69	PT Citra Niaga Perkasa (INA-NIWG)	Indonesia	TBA	2021	-
70	PT Temilia Agro Abadi (INA-NIWG)	Indonesia	TBA	2021	-
71	FGV estate without mills	Malaysia	TBA	2021	-

**Appendix C: GHG Reporting Executive Summary**

The GHG emissions that were produced in 2017 for Besout Palm Oil Mill and supply base was calculated using the PalmGHG Calculator version 3.0.1. The assessment team had verified the data input in the PalmGHG Calculator against operations records. PalmGHG Calculation Options selected 'Full version' and 'Exclude LUC Emission' calculation option is not applied. The records verified includes:

- i. Estates area planted data
- ii. Fuel consumed
- iii. Mill datas include CPO produced, PKO Produced and FFB Processed
- iv. Fertilizer consumed data for both estates and smallholders.

The summary of the Net GHG emitted in 2017 for Besout Palm Oil Mill and supply base are as following:

Emission per product	tCO <sub>2</sub> e/tProduct
CPO	0.31
PKO	0.31

Extraction	%
OER	18.90
KER	5.30

Production	t/yr
FFB Process	280,020
CPO Produced	52,926.22
PKO Produced	14,830.50

Land Use	Ha
OP Planted Area	4,556.03
OP Planted on peat	43.599
Conservation (forested)	0
Conservation (non-forested)	0
<b>Total</b>	<b>4,599.63</b>

**Summary of Field Emission and Sink**

	Own Crop*		Group		3 <sup>rd</sup> Party		Total	
	tCO <sub>2</sub> e	tCO <sub>2</sub> e / FFB	tCO <sub>2</sub> e	tCO <sub>2</sub> e / FFB	tCO <sub>2</sub> e	tCO <sub>2</sub> e / FFB	tCO <sub>2</sub> e	tCO <sub>2</sub> e / FFB
<b>Emission</b>								
Land Conversion	26,503.63	5.82	0.51	0	0	0	0	26,503.63
CO <sub>2</sub> Emission from fertilizer	2,966.34	0.65	0.06	0	0	0	0	2,966.34
NO <sub>2</sub> Emmision	2,532.55	0.56	0.05	0	0	0	0	2,532.55
Fuel Consumption	240.69	0.05	0	0	0	0	0	240.69
Peat Oxidation	2,380.60	0.52	0.05	0	0	0	0	2,380.60
<b>Sink</b>								
Crop Sequestration	-25,121.93	-5.51	-0.48	0	0	0	0	-25,121.93
Conservation Sequestration	0	0	0	0	0	0	0	0
<b>Total</b>	<b>9,501.84</b>	<b>2.09</b>	<b>0.18</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>9,501.84</b>

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*\*Note: Includes both estates and smallholders*

**Summary of Mill Emission and Credit**

	tCO <sub>2</sub> e	tCO <sub>2</sub> e/tFFB
<b>Emission</b>		
POME	10,208.53	0.2
Fuel Consumption	551.81	0.01
Grid Electricity Utilisation	2,992.18	0.06
<b>Credit</b>		
Export of Grid Electricity	0	0
Sales of PKS	-1974.63	-0.04
Sales of EFB	-67.38	0
<b>Total</b>	<b>11,710.51</b>	<b>0.22</b>

**Summary of Kernel Crusher Emission and Credit (if applicable)**

Emissions	tCO <sub>2</sub> e
PK from own mill	16569.42
PK from other source	0
Fuel Consumptions	0
<b>Total Crusher emissions</b>	<b>0</b>

\*This mill has no kernel crusher operation.

<b>Palm Oil Mill Effluent (POME) Treatment:</b>	
Divert to Compost (%)	0
Divert to anaerobic diversion (%)	100

<b>POME Diverted to Anaerobic Digestion:</b>	
Divert to anaerobic pond (%)	0
Divert to methane captured (flaring) (%)	100
Divert to methane captured (energy generation) (%)	0



**Appendix D : General Chain of Custody Requirements for the Supply Chain**

<b>5.1 Applicability of the general chain of custody requirements for the supply chain</b>			
	<b>Requirement</b>	<b>Evidence</b>	<b>Compliance</b> (Yes / No or N/A) For any N/A raised, justification is required.
5.1.1	The General Chain of Custody requirements of the RSPO Supply Chain Standard shall apply to any organization throughout the supply chain that takes legal ownership and physically handles RSPO Certified Sustainable oil palm products at a location under the control of the organization including outsourced contractors. After the end product manufacturer, there is no further requirement for certification.	FGV headquarter has the physically handle the RSPO Certified Sustainable oil palm products. All trading, contract and sales are managed by Marketing & Logistic department at HQ and held the eTrace registration number for respective mill (Besout Oil Mill: RSPO_PO1000001892)	Complied
5.1.2	Traders and distributors require a licence obtained from RSPO Secretariat to sell RSPO certified product but do not themselves require certification. When selling RSPO certified products, a licensed trader and/or distributor shall pass on the certification number of the product manufacturer and the applicable supply chain model.	Besout POM is not a trader or distributor.	Complied
5.1.3	Either the operator at site level or its parent company seeking certification shall be a member of the RSPO and shall register on the RSPO IT platform.	Felda Global Ventures Holdings Berhad held RSPO membership number: 1-0225-16-000-00 since 27 December 2016.  Company has registered in PalmTrace system as follows:  Members ID – FPISB Kilang Sawit Besout: (RSPO_PO1000001892) Member category : Oil Mill	Complied
5.1.4	Processing aids do not need to be included within an organization’s scope of certification.	Processing aids was not in used at Besout Palm oil Mill.	Complied
<b>5.2 Supply chain model</b>			
5.2.1	The site can only use the same supply chain model as its supplier or go to a less strict system. Declassification/downgrading can only be done in the following order: Identity Preserved -> Segregated -> Mass Balance.	Procedure namely Mill RSPO SCC (Mass Balance), FGVPM-RSPO SCC, dated:1/12/2017, version: 2.0 was established which covered responsibility, reporting of certified CPO/PK, non-conformance material, FFB delivery Plantation to Mill, CPO/PK delivery Mill to customer, Record	Complied

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		keeping, Training, Complaint Communiation and Claim. The supply chain model for Besout POM will be Mass Balance Module. There is no transaction yet since this is Initial Assessment.	
5.2.2	The site can use one (1) or a combination of supply chain models as audited and certified by the CB.	Besout Palm Oil Mill will be certified with Mass Balance Module	Complied
<b>5.3. Documented Procedures</b>			
5.3.1	The site shall have written procedures and/or work instructions or equivalent to ensure the implementation of all elements of the applicable supply chain model specified. This shall include at minimum the following: <ul style="list-style-type: none"> <li>• Complete and up to date procedures covering the implementation of all the elements of the supply chain model requirements.</li> </ul>	Procedure namely Mill RSPO SCC (Mass Balance), FGVP-MSPO SCC, dated:1/12/2017, version: 2.0 was established which covered responsibility, reporting of certified CPO/PK, non-conformance material, FFB delivery Plantation to Mill, CPO/PK delivery Mill to customer, Record keeping, Training, Complaint Communiation and Claim and etc.	Complied
	<ul style="list-style-type: none"> <li>• Complete and up to date records and reports that demonstrate compliance with the supply chain model requirements (including training records).</li> </ul>	<p>Procedure namely Mill RSPO SCC (Mass Balance), FGVP-MSPO SCC, dated:1/12/2017, version: 2.0 was established which covered responsibility, reporting of certified CPO/PK, non-conformance material, FFB delivery Plantation to Mill, CPO/PK delivery Mill to customer, Record keeping, Training, Complaint Communiation and Claim and etc.</p> <p>Last training was conducted on 19/12/2017 which involved weighbridge operator, auxiliary police, laboratory analyst, grader and etc. Sighted the minutes of the training and attendance list.</p>	Complied
	<ul style="list-style-type: none"> <li>• Identification of the role 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 organization’s procedures for the implementation of this standard.</li> </ul>	<p>Role of the person having overall responsibility for and authority over the implementation of these requirements and compliance with all applicable requirements was describe in the procedure ‘Mill RSPO SCC (Mass Balance), FGVP-MSPO SCC, dated:1/12/2017, version: 2.0”</p> <p>The Mill Manager as a chairman for SCC committee at Besout POM assisted by 2 Assistant Mill Managers. The job descriptions were identified in the procedure accordingly.</p>	Complied

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5.3.2	<p>The site shall have a written procedure to conduct annual internal audit to determine whether the organization;</p> <p>i) conforms to the requirements in the RSPO Supply Chain Certification Standard and the RSPO Market Communications and Claims Documents.</p>	<p>Procedure namely Mill RSPO SCC (Mass Balance), FGVP-RSPO SCC, dated:1/12/2017, version: 2.0 was established which covered the internal audit under Certification &amp; Due Diligence (CDD), Sustainability &amp; Environmental Department (SED), FGVH responsibility. The internal audit will be plan annually before CB audit. Internal audit was done on 19/12/17 by CDD department.</p>	Complied
	<p>ii) effectively implements and maintains the standard requirements within its organization</p>	<p>The procedure was implemented and maintained by the management. The records (for example Internal audit report done on 19/12/17 by CDD department) was available for verification. No NCR was raised during the internal audit.</p>	Complied
<b>5.4. Purchasing and goods in</b>			
5.4.1	<p>The receiving site shall ensure that purchases of RSPO certified oil palm products are in compliance and the following minimum information for RSPO certified products is made available by the supplier in document form:</p> <ul style="list-style-type: none"> <li>• The name and address of the buyer;</li> <li>• The name and address of the seller;</li> <li>• The loading or shipment/delivery date;</li> <li>• The date on which the documents were issued;</li> <li>• A description of the product, including the applicable supply chain model (Identity Preserved, Segregated or Mass Balance or the approved abbreviations);</li> <li>• The quantity of the products delivered;</li> <li>• Any related transport documentation;</li> <li>• Supply Chain certificate number of the seller;</li> <li>• A unique identification number</li> </ul>	<p>The daily records are prepared at the entry point at the weighbridge. Daily summary and monthly summary documented for all the certified FFB. Records verified by internal and external audit.</p> <p>Besout POM has system to verify at the weighbridge. Sighted sampes as following:</p> <p>A) Within Besout Certification Unit</p> <p>1. FGVP Besout 07 MPOB License:559124002000 Despatch Note: 469080 Date: 25/1/2018 Field: 00, phase:8 Tonnage:6.13 mt Transporter: Gopal</p> <p>2. FGVP Besout 06 MPOB License:501077502000 Despatch Note: 0630367 Date: 25/1/2018 Field: 00, phase:8 Tonnage: 1.43 mt Transporter: Own estate</p> <p>B) Non-certified Supplier</p>	Complied

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		<p>1. Bakti Mas Bina S/B  MPOB License: 522819015000  Despatch Note: 172351  Date: 28/1/2018  Tonnage: 0.71 mt  Transporter: Nandajaya</p> <p>2. Eng Huat Latex Concentrate S/B  MPOB License: 505907315000  Despatch Note: 310749  Date: 28/1/2018  Tonnage: 4.03 mt  Transporter: B.M.E</p>	
	<ul style="list-style-type: none"> <li>Information shall be complete and can be presented either on a single document or across a range of documents issued for RSPO certified oil palm products (for example, delivery notes, shipping documents and specification documentation).</li> </ul>	<p>Besout POM only received FFB from own estate and non-certified estate.</p> <p>Besout POM has system to verify at the weighbridge. Sighted sampled as following:</p> <p>A) Within Besout Certification Unit</p> <p>1. FGVP Besout 07  MPOB License:559124002000  Despatch Note: 469080  Date: 25/1/2018  Field: 00, phase:8  Tonnage:6.13 mt  Transporter: Gopal</p> <p>2. FGVP Besout 06  MPOB License:501077502000  Despatch Note: 0630367  Date: 25/1/2018  Field: 00, phase:8  Tonnage: 1.43 mt  Transporter: Own estate</p> <p>B) Non-certified</p> <p>1. Bakti Mas Bina S/B  MPOB License: 522819015000  Despatch Note: 172351  Date: 28/1/2018  Tonnage: 0.71 mt  Transporter: Nandajaya</p> <p>2. Eng Huat Latex Concentrate S/B  MPOB License: 505907315000  Despatch Note: 310749  Date: 28/1/2018</p>	<p>Complied</p>

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	<ul style="list-style-type: none"> <li>The site receiving RSPO certified oil palm products shall ensure that the products are verified as being RSPO certified. For sites that are required to announce and confirm trades in the RSPO IT platform, this shall include making Shipping Announcements/Announcements and Confirmations on the RSPO IT platform per shipment or group shipments. Refer to section 5.7.1 of this document for further guidance.</li> </ul>	<p>Tonnage: 4.03 mt  Transporter: B.M.E</p> <p>Besout POM only received FFB from own estate and non-certified estate.</p> <p>Besout POM has system to verify at the weighbridge. Sighted samped as following:</p> <p>A) Within Besout Certification Unit</p> <ol style="list-style-type: none"> <li>FGVP Besout 07  MPOB License:559124002000  Despatch Note: 469080  Date: 25/1/2018  Field: 00, phase:8  Tonnage:6.13 mt  Transporter: Gopal</li> <li>FGVP Besout 06  MPOB License:501077502000  Despatch Note: 0630367  Date: 25/1/2018  Field: 00, phase:8  Tonnage: 1.43 mt  Transporter: Own estate</li> </ol> <p>B) Non-certified</p> <ol style="list-style-type: none"> <li>Bakti Mas Bina S/B  MPOB License: 522819015000  Despatch Note: 172351  Date: 28/1/2018  Tonnage: 0.71 mt  Transporter: Nandajaya</li> <li>Eng Huat Latex Concentrate S/B  MPOB License: 505907315000  Despatch Note: 310749  Date: 28/1/2018  Tonnage: 4.03 mt  Transporter: B.M.E</li> </ol>	<p>Complied</p>
	<ul style="list-style-type: none"> <li>A check of the validity of the Supply Chain Certification of suppliers is required for all sites that are SC certified. This shall be checked via the list of RSPO Supply Chain Certified sites on the RSPO website (<a href="http://www.rspo.org">www.rspo.org</a>) at least annually or through the RSPO IT Platform by confirmation of (shipping) announcements.</li> </ul>	<p>Besout POM only received FFB from own estate and non-certified estate.</p> <p>Besout POM has system to verify at the weighbridge. Sighted samped as following:</p> <p>A) Within Besout Certification Unit</p> <ol style="list-style-type: none"> <li>FGVP Besout 07</li> </ol>	<p>Complied</p>

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		<p>MPOB License:559124002000  Despatch Note: 469080  Date: 25/1/2018  Field: 00, phase:8  Tonnage:6.13 mt  Transporter: Gopal</p> <p>2. FGVP Besout 06  MPOB License:501077502000  Despatch Note: 0630367  Date: 25/1/2018  Field: 00, phase:8  Tonnage: 1.43 mt  Transporter: Own estate</p> <p>B) Non-certified</p> <p>1. Bakti Mas Bina S/B  MPOB License: 522819015000  Despatch Note: 172351  Date: 28/1/2018  Tonnage: 0.71 mt  Transporter: Nandajaya</p> <p>2. Eng Huat Latex Concentrate S/B  MPOB License: 505907315000  Despatch Note: 310749  Date: 28/1/2018  Tonnage: 4.03 mt  Transporter: B.M.E</p>	
	<ul style="list-style-type: none"> <li>The validity of licence for traders and distributors shall also be checked via the RSPO website at least annually or through the RSPO IT platform by confirmation of shipping announcements / announcements.</li> </ul>	Not applicable	Complied
5.4.2	The site shall have a mechanism in place for handling non-conforming oil palm products and/or documents.	Mechanism in place for handling non-conforming oil palm products and/or documents was describe in the procedure namely Mill RSPO SCC (Mass Balance), FGVPM-RSPO SCC, dated:1/12/2017, version: 2.0	Complied
<b>5.5. Outsourcing activities</b>			
5.5.1	In cases where an operation seeking or holding certification outsources activities to independent third parties (e.g. subcontractors for storage, transport or other outsourced activities), the operation seeking or holding certification shall ensure that the independent third party complies with the requirements of the RSPO Supply	No outsource activity at Besout POM.	Complied

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	<p>Chain Certification Standard. A CPO mill and independence mil cannot outsource processing activities like refining or crushing.</p> <p>This requirement is not applicable to outsourced storage facilities where the management of the oil palm product(s) and instructions for tank movements are controlled by the certified organization (not the tank farm manager).</p>		
5.5.2	<p>Sites which include outsourcing within the scope of their RSPO Supply Chain certificate shall ensure the following:</p> <p>a. The site has legal ownership of all input material to be included in outsourced processes;</p>	No outsource activity at Besout POM.	Complied
	<p>b. The site has an agreement or contract covering the outsourced process with each contractor through a signed and enforceable agreement with the contractor. The onus is on the site to ensure that certification bodies (CBs) have access to the outsourcing contractor or operation if an audit is deemed necessary.</p>	No outsource activity at Besout POM.	Complied
	<p>c. The site has a documented control system with explicit procedures for the outsourced process which is communicated to the relevant contractor.</p>	No outsource activity at Besout POM.	Complied
	<p>d. The site seeking or holding certification shall furthermore ensure (e.g. through contractual arrangements) that independent third parties engaged provide relevant access for duly accredited CBs to their respective operations, systems, and any and all information, when this is announced in advance.</p>	No outsource activity at Besout POM.	Complied
5.5.3	<p>The site shall record the names and contact details of all contractors used for the processing or physical handling of RSPO certified oil palm products.</p>	No outsource activity at Besout POM.	Complied
5.5.4	<p>The site shall at its next audit inform its CB of the names and contact details of any new contractor used for the processing or physical handling of RSPO certified oil palm products.</p>	No outsource activity at Besout POM.	Complied

**5.6. Sales and goods out**

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5.6.1	<p>The supplying site shall ensure that the following minimum information for RSPO certified products is made available in document form.</p> <ul style="list-style-type: none"> <li>• The name and address of the buyer;</li> <li>• The name and address of the seller;</li> <li>• The loading or shipment/ delivery date;</li> <li>• The date on which the documents were issued;</li> <li>• A description of the product, including the applicable supply chain model (Identity Preserved, Segregated or Mass Balance or the approved abbreviations);</li> <li>• The quantity of the products delivered;</li> <li>• Any related transport documentation;</li> <li>• Supply chain certificate number of the seller;</li> <li>• A unique identification number</li> </ul>	No sales of RSPO certified products, since Besout POM has not been certified.	Complied
	<ul style="list-style-type: none"> <li>• Information shall be complete and can be presented either on a single document or across a range of documents issued for RSPO certified oil palm products (for example, delivery notes, shipping documents and specification documentation).</li> </ul>	No sales of RSPO certified products, since Besout POM has not been certified.	Complied
	<ul style="list-style-type: none"> <li>• For sites that are required to announce and confirm trades in the RSPO IT platform, this shall include making Shipping Announcements / Announcements and Confirmations on the RSPO IT platform per shipment or group of shipments. Refer to section 5.7.1 of this document for further guidance.</li> </ul>	No sales of RSPO certified products, since Besout POM has not been certified.	Complied
<b>5.7. Registration of transactions</b>			
5.7.1	<p>Supply chain actors who:</p> <ul style="list-style-type: none"> <li>• are mills, traders, crushers and refineries and;</li> <li>• take legal ownership and/or physically handle RSPO Certified Sustainable oil palm products that are available in the yield scheme of the RSPO IT Platform (Figure 2 and 3, Refer Annex 1) shall register their transaction in the RSPO IT platform and confirm upon receipt where applicable.</li> </ul>	<p>Felda Global Ventures Holdings Berhad held RSPO membership number: 1-0225-16-000-00 since 27 December 2016.</p> <p>Company has registered in PalmTrace system as follows:</p> <p>Members ID – FPISB Kilang Sawit Besout: (RSPO_PO1000001892) Member category : Oil Mill</p>	Complied



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5.7.2	<p>The involved supply chain actors mentioned in 5.7.1 shall do the following actions in the RSPO IT Platform:</p> <ul style="list-style-type: none"> <li>Shipping Announcement / Announcement: When RSPO certified volume is sold as certified, the volumes of products that are in the yield scheme (Figure 2 and 3, refer Annex 1) shall be registered as a Shipping Announcement / Announcement in the RSPO IT Platform. The declaration time to do Shipping announcement / Announcement is based on members' own standard operating procedures.</li> </ul>	<p>Procedure namely RSPO Palm Trace (FGVPM- RSPO SCC, No. Isu : 1.0, No. Pindaan:2.0, Dated:1 December 2017) was established. FPISB (logistic department) was responsible announcement in the RSPO IT Platform.</p>	Complied
	<ul style="list-style-type: none"> <li>Trace: When RSPO certified volumes are sold as RSPO certified to actors in the supply chain beyond the refinery, the volume shall be traced at least annually. Tracing triggers the generation of a trace document with a unique traceability number. Tracing can be done in a consolidated way at least annually.</li> </ul>	<p>No sales of RSPO certified products, since Besout POM has not been certified.</p>	Complied
	<ul style="list-style-type: none"> <li>Remove: RSPO certified volumes sold under other scheme or as conventional, or in case of underproduction, loss or damage shall be removed.</li> </ul>	<p>No sales of RSPO certified products, since Besout POM has not been certified.</p>	Complied
	<ul style="list-style-type: none"> <li>Confirm: Acknowledge the purchase of RSPO certified volume by confirming Shipping Announcements / Announcements.</li> </ul>	<p>No sales of RSPO certified products, since Besout POM has not been certified.</p>	Complied
<b>5.8. Training</b>			
5.8.1	<p>The organization shall have a training plan on RSPO Supply Chain Standards requirements, which is subject to on-going review and is supported by records of the training provided to staff.</p>	<p>Procedure namely Mill RSPO SCC (Mass Balance), FGVPM-RSPO SCC, dated:1/12/2017, version: 2.0 was established which covered responsibility, reporting of certified CPO/PK, non-conformance material, FFB delivery Plantation to Mill, CPO/PK delivery Mill to customer, Record keeping, Training, Complaint Communication and Claim and etc.</p> <p>Last training was conducted on 19/12/2017 which involved weighbridge operator, auxiliary police, laboratory analyst, grader and etc. Sighted the minutes of the training and attendance list.</p>	Complied
5.8.2	<p>Appropriate training shall be provided by the organization for personnel carrying out the</p>	<p>Last training was conducted on 19/12/2017 which involved</p>	Complied

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	tasks critical to the effective implementation of the supply chain certification standard requirements. Training shall be specific and relevant to the task(s) performed.	weighbridge operator, auxiliary police, laboratory analyst, grader and etc. Sighted the minutes of the training and attendance list.	
<b>5.9. Record Keeping</b>			
5.9.1	The organization shall maintain accurate, complete, up-to-date and accessible records and reports covering all aspects of these RSPO Supply Chain Certification Standard requirements.	Besout Palm Oil Mill has maintained the accurate, complete, up-to-date and accessible records and reports covering all aspects of these RSPO Supply Chain Certification requirements.	Complied
5.9.2	Retention times for all records and reports shall be a minimum of two (2) years and shall comply with legal and regulatory requirements and be able to confirm the certified status of raw materials or products held in stock.	Procedure namely Mill RSPO SCC (Mass Balance), FGVPM-RSPO SCC, dated:1/12/2017, version: 2.0 has defined at least 2 years of retention time for all records and report.	Complied
5.9.3	The organization shall be able to provide the estimate volume of palm oil/palm kernel oil content (separate categories) in the RSPO certified oil palm product and keep an up to date record of the volume purchased (input) and claimed (output) over a period of twelve (12) months.	The forecast volume for 2018: CSPO: 9,189.85 mt CSPK: 2,672.56 mt	Complied
<b>5.10. Conversion factors</b>			
5.10.1	Where applicable a conversion rate shall be applied to provide a reliable estimate for the amount of certified output available from the associated inputs. Organizations may determine and set their own conversion rates which shall be based upon past experience, documented and applied consistently. Guidance on conversion rates is published on the RSPO website ( <a href="http://www.rspo.org">www.rspo.org</a> ); RSPO Rules for Physical Transition of Oleochemicals and its Derivaties. This is relevant for derivatives of Palm Oil and Palm Kernel Oil, as used in the oleochemical and personal care industries.	Not applicable	Complied
5.10.2	Conversion rates shall be periodically updated to ensure accuracy against actual performance or industry average if appropriate.	Not applicable	Complied
<b>5.11. Claims</b>			
5.11.1	The site shall only make claims regarding the use of or support of RSPO certified oil palm products that are in compliance with the RSPO Rules on Market Communications and Claims.	Not in use.	Complied

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<b>5.12. Complaints</b>			
5.12.1	The organization shall have in place and maintain documented procedures for collecting and resolving stakeholder complaints.	Procedure namely Mill RSPO SCC (Mass Balance), FGVPM-RSPO SCC, dated:1/12/2017, version: 2.0 was established which covered responsibility, reporting of certified CPO/PK, non-conformance material, FFB delivery Plantation to Mill, CPO/PK delivery Mill to customer, Record keeping, Training, Complaint Communication and Claim and etc.	Complied
<b>5.13. Management Review</b>			
5.13.1	The organization is required to hold management reviews annually at planned intervals, appropriate to the scale and nature of the activities undertaken.	1 <sup>st</sup> management review was conducted on 19/12/17 where the meeting was chaired by Mill Manager.	Complied
5.13.2	The input to management review shall include information on: <ul style="list-style-type: none"> <li>• Results of internal audits covering RSPO Supply Chain Certification Standard.</li> <li>• Customer feedback.</li> <li>• Status of preventive and corrective actions.</li> <li>• Follow-up actions from management reviews.</li> <li>• Changes that could affect the management system.</li> <li>• Recommendations for improvement.</li> </ul>	All the input was discussed accordingly during 1 <sup>st</sup> management review meeting.	Complied
5.13.3	The output from the management review shall include any decisions and actions related to: <ul style="list-style-type: none"> <li>• Improvement of the effectiveness of the management system and its processes.</li> <li>• Resource needs.</li> </ul>	All the output was discussed accordingly during 1 <sup>st</sup> management review meeting.	Complied

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

Requirements	Compliance
<b>E.1 Definition</b>	
<p>E.1.1 Certification for CPO mills is necessary to verify the volumes of certified and uncertified FFB entering the mill and sales volume of RSPO certified products. A mill may be taking delivery of FFB from uncertified growers, in addition to those from its own and 3<sup>rd</sup> party certified supply 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>Besout POM received from onw certification unit and non-certified FFB supplier. Besout will be certify with SC Module E: Mass Balance. During the P&amp;C assessment, the audit team verified the volumes and sources of certified FFB entering the mill, the implementation of processing controls and volume sales of RSPO certified products</p>
<b>E.2 Explanation</b>	
<p>E.2.1 The estimated tonnage of CPO and PK products that could potentially be produced by the certified mill shall be recorded by the CB in the public summary of the P&amp;C certification report. For an independent mill, the estimated tonnage of CPO and PK products shall be recorded in the RSPO IT platform, supply chain certificate and public summary audit report. This figure represents the total volume of certified oil palm product (CPO and PK) that the certified mill is allowed to deliver in a year. The actual tonnage produced shall then be recorded in each subsequent annual surveillance report.</p>	<p>The estimated tonnage of CPO and PK products that could potentially be produced by the certified mill is recorded in this public summary report.</p>
<p>E.2.2 The mill shall also meet all registration and reporting requirements for the appropriate supply chain through the RSPO supply chain managing organization (RSPO IT platform).</p>	<p>Felda Global Ventures Holdings Berhad held RSPO membership number: 1-0225-16-000-00 since 27 December 2016.</p> <p>Company has registered in PalmTrace system as follows:  Members ID – FPISB Kilang Sawit Besout: (RSPO_PO1000001892)  Member category : Oil Mill</p>
<b>E.3 Documented procedures</b>	
<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>Procedure namely Mill RSPO SCC (Mass Balance), FGVPM-RSPO SCC, dated:1/12/2017, version: 2.0 was established which covered responsibility, reporting of certified CPO/PK, non-conformance material, FFB delivery Plantation to Mill, CPO/PK delivery Mill to customer, Record keeping, Training, Complaint Communiation and Claim and etc.</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>The mill manager and assistant manager have awareness of the supply chain system. The manager has overall responsibility for and authority over the implementation of these requirements and compliance with all applicable requirements</p>

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<p>E.3.2 The site shall have documented procedures for receiving and processing certified and non-certified FFBS.</p>	<p>Procedure namely Mill RSPO SCC (Mass Balance), FGVPM-RSPO SCC, dated:1/12/2017, version: 2.0 was established which covered responsibility, reporting of certified CPO/PK, non-conformance material, FFB delivery Plantation to Mill, CPO/PK delivery Mill to customer, Record keeping, Training, Complaint Communiation and Claim and etc.</p>
<p><b>E.4 Purchasing and goods in</b></p>	
<p>E.4.1 The site shall verify and document the volumes of certified and non-certified FFBS received.</p>	<p>Besout POM received FFB from own estate and non-certified FFB supplier.</p> <p>Besout POM has system to verify at the weighbridge. Sighted sampes as following:</p> <p>A) Within Besout Certification Unit</p> <p>1. FGVP Besout 07  MPOB License:559124002000  Despatch Note: 469080  Date: 25/1/2018  Field: 00, phase:8  Tonnage:6.13 mt  Transporter: Gopal</p> <p>2. FGVP Besout 06  MPOB License:501077502000  Despatch Note: 0630367  Date: 25/1/2018  Field: 00, phase:8  Tonnage: 1.43 mt  Transporter: Own estate</p> <p>B) Non-certified</p> <p>1. Bakti Mas Bina S/B  MPOB License: 522819015000  Despatch Note: 172351  Date: 28/1/2018  Tonnage: 0.71 mt  Transporter: Nandajaya</p> <p>2. Eng Huat Latex Concentrate S/B  MPOB License: 505907315000  Despatch Note: 310749  Date: 28/1/2018  Tonnage: 4.03 mt  Transporter: B.M.E</p>
<p>E.4.2 The site shall inform the CB immediately if there is a projected overproduction of certified tonnage.</p>	<p>The documented procedure above specified the mechanism to notify CB in case of any projected overproduction of certified tonnage. Verification on-site confirmed that the relevant person-in-charge of supply chain aware of this procedure.</p>

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<b>E.5 Record keeping</b>	
<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 real-time basis and/ or three-monthly basis.</p>	<p>All the inventory records are maintained and updated on daily basis and monthly report shows monthly inventory. Computerized system in place. No PKO and Palm kernel expeller at Besout Palm Oil mill. Daily records are prepared at the entry point at the weighbridge.</p> <p>Daily summary and monthly summary documented for all the FFB received.</p>
<p>(b) All volumes of palm oil and palm kernel oil that are delivered are deducted from the material accounting system according to conversion ratios stated by RSPO.</p>	<p>No sales/delivery of RSPO certified products, since Besout POM has not been certified.</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 (3) months. However, a site is allowed to sell short.(ie product can be sold before it is in stock.)</p>	<p>No sales/delivery of RSPO certified products, since Besout POM has not been certified.</p>

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**Supply Chain Declaration** *(Applicable For Appendix E)*

<b>A. Monthly Records of Certified and Uncertified FFB Received since the last audit</b>				
No.	Month - Year	Volume of FFB from certified supply bases (MT)	Volume of FFB from uncertified supply bases (MT)	Total FFB/Month (mt)
N/A				

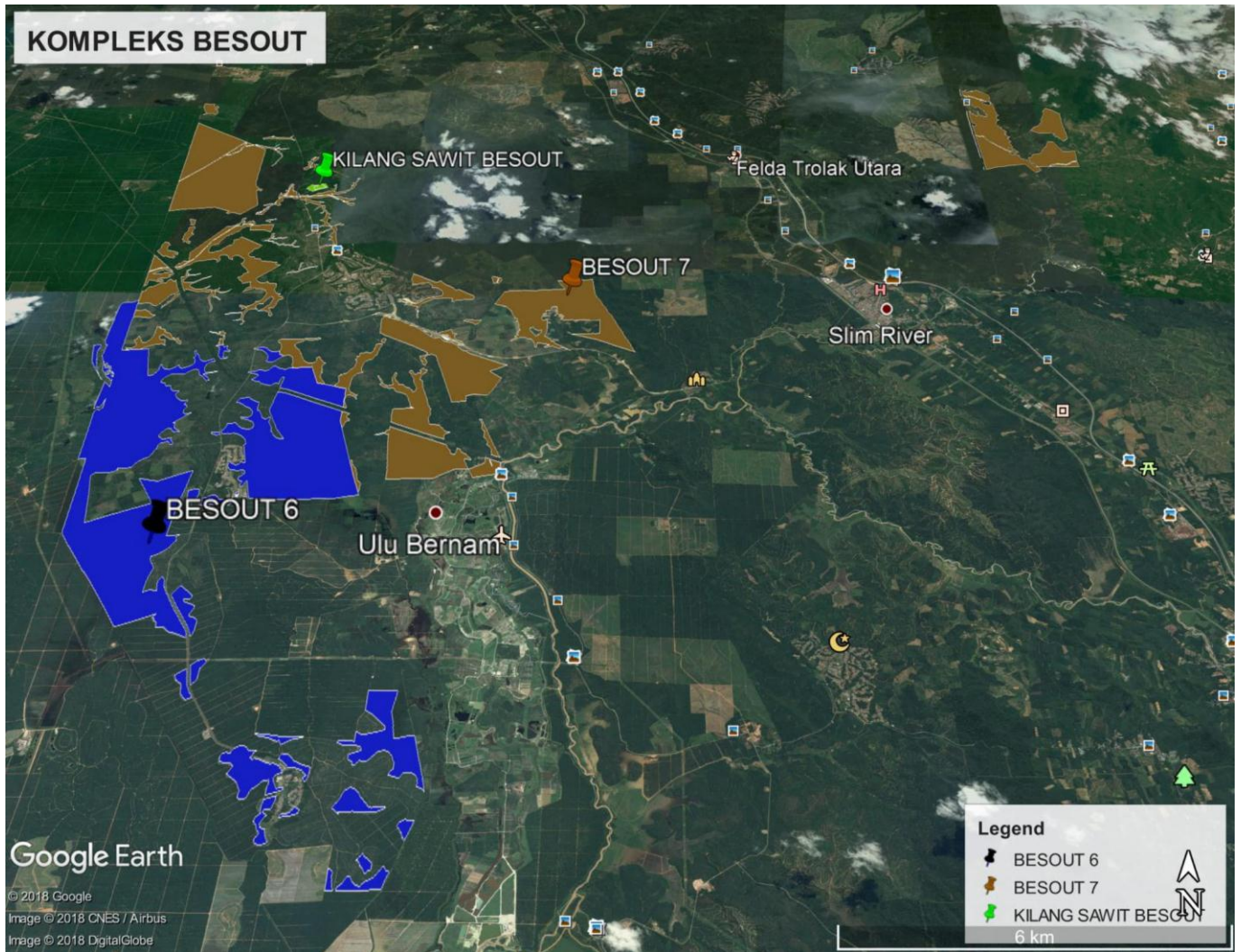
<b>B. Monthly Records of Certified CPO &amp; PK since the last audit</b>			
No.	Month - Year	Certified CPO (MT)	Certified PK (MT)
N/A			

<b>C. Records of Certified CPO &amp; PK Sold under PalmTrace to Buyers since the last audit (if any)</b>				
No.	Buyers Name	Palmtrace Trading No	Certified CPO Sold (MT)	Certified PK Sold (MT)
N/A				

<b>D. Records of Certified CPO &amp; PK Sold under RSPO Credits to Buyers since the last audit (if any)</b>			
No.	Buyers Name	PalmTrace Trading No	RSPO Credits of Certified CPO Sold (MT)
N/A			



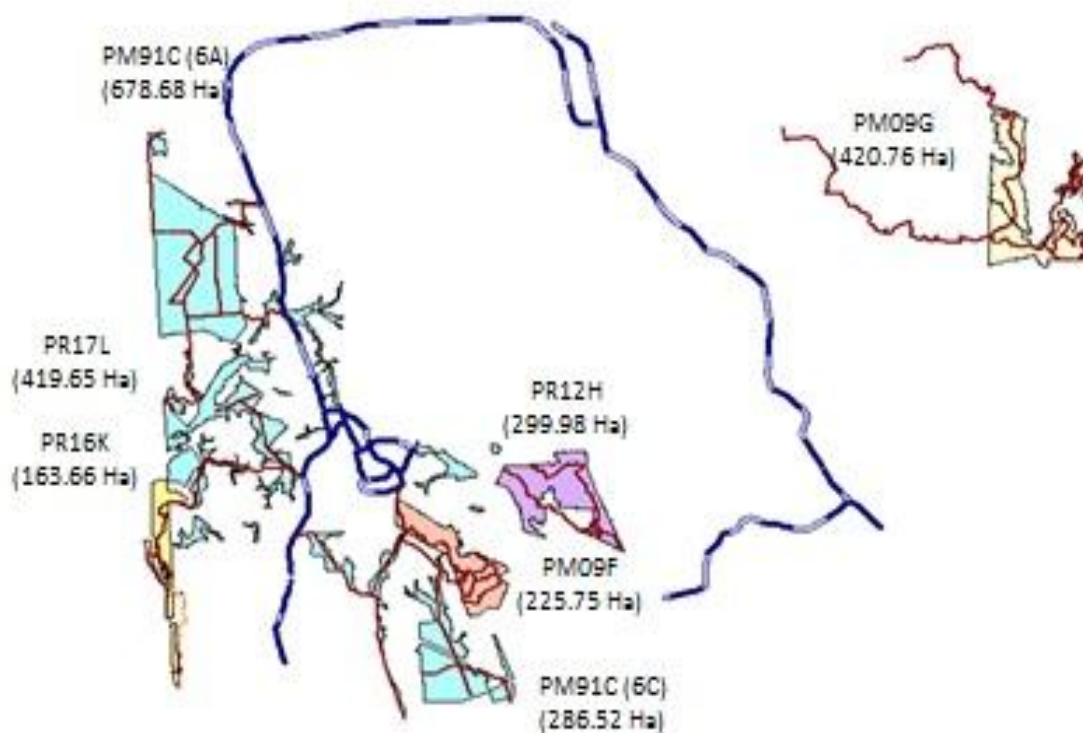
**Appendix F: Location Map of Certification Unit and Supply bases**

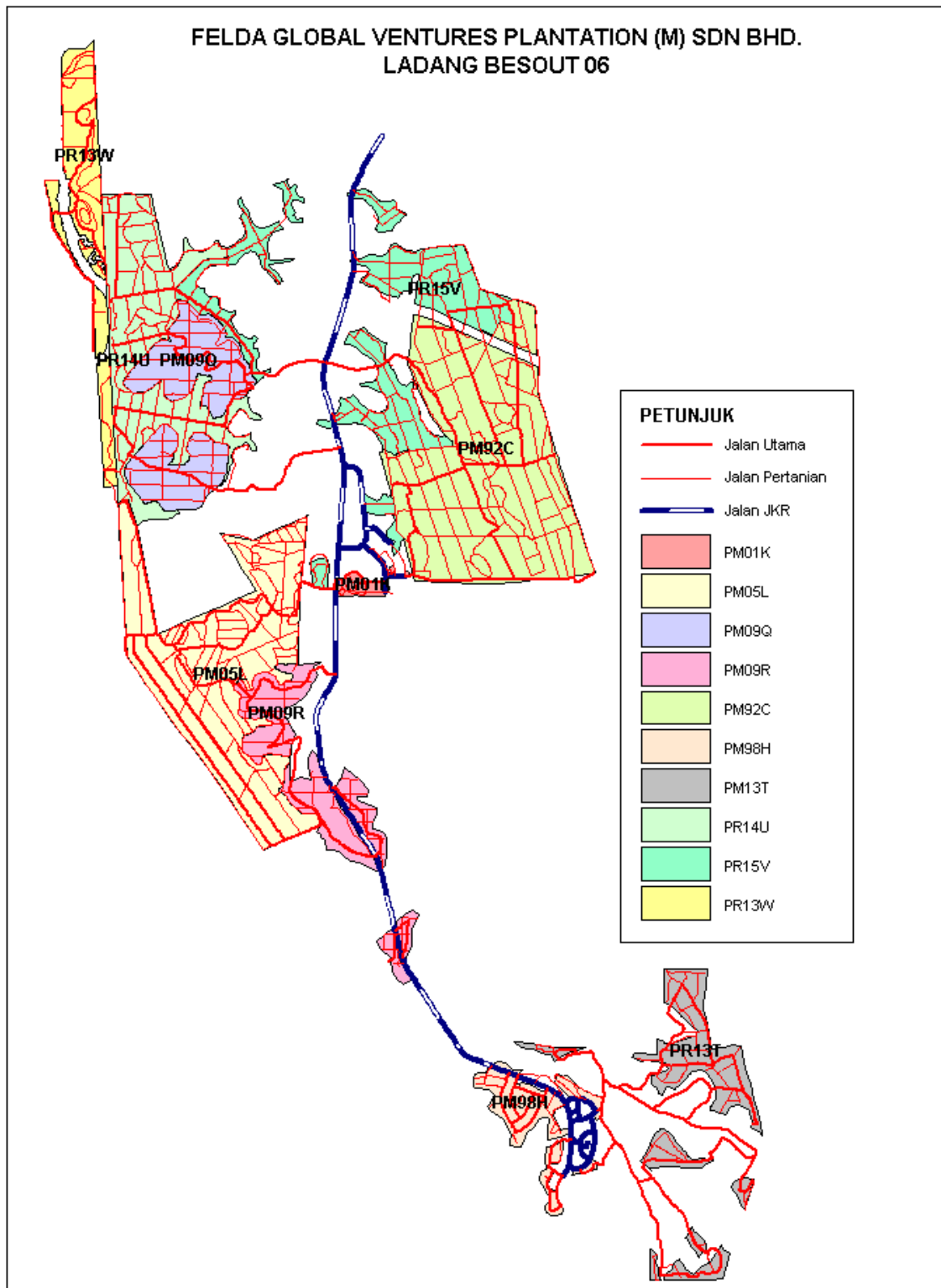




**Appendix G: Estate Field Map (Besout 07 and Besout 06)**

PETA LADANG BESOUT 07.





**Appendix H: List of Smallholder Sampled**

Not applicable

**Appendix I: List of Abbreviations**

BOD	Biochemical Oxygen Demand
CB	Certification Bodies
CHRA	Chemical Health Risk Assessment
COD	Chemical Oxygen Demand
CPO	Crude Palm Oil
CSPO	Certified Sustainable Palm Oil
CSPKO	Certified Sustainable Palm Kernel Oil
EFB	Empty Fruit Bunch
EHS	Environmental, Health and Safety
EIA	Environmental Impact Assessment
EMS	Environmental Management System
FELDA	Federal Land Development Authority
FFB	Fresh Fruit Bunch
FGVPMBSB	Felda Global Ventures Plantation (Malaysia) Sdn Bhd
FPIC	Free, Prior, Informed and Consent
FTP	Felda Techno Plant
GAP	Good Agricultural Practice
GHG	Greenhouse Gas
GMP	Good Manufacturing Practice
GPS	Global Positioning System
HCV	High Conservation Value
IPM	Integrated Pest Management
IP	Identity Preserved
IS - CSPO	Independent Smallholder Certified Sustainable Palm Oil
IS – CSPKO	Independent Smallholder Certified Sustainable Palm Kernel Oil
IS – CSPKE	Independent Smallholder Certified Sustainable Palm Kernel Expeller
ISCC	International Sustainable Carbon Certification
LD50	Lethal Dose for 50 sample
MB	Mass Balance
MSDS	Material Safety Data Sheet
MT	Metric Tonnes
OER	Oil Extraction Rate
OSH	Occupational Safety and Health
PK	Palm Kernel
PKO	Palm Kernel Oil
POM	Palm Oil Mill
POME	Palm Oil Mill Effluent
PPE	Personal Protective Equipment
RSPO	Roundtable on Sustainable Palm Oil
P&C	Principles & Criteria
RTE	Rare, Threatened or Endangered species
SCCS	Supply Chain Certification Standard
SEIA	Social & Environmental Impact Assessment
SIA	Social Impact Assessment
SOP	Standard Operating Procedure